Gowrie Risk Report: Why You Need a Pandemic Plan

By, Kellie Crete, Gowrie Group Safety & Loss Prevention Director

Pandemic Plans - Key Points to Consider:

- OSHA regulations require businesses (including Yacht Clubs and Marinas) to have Written Plans for perceived emergencies. This typically includes events such as fires, fuel spills, extreme weather and emergency medical incidents. “Pandemic Plans” are now being added to that list.
- There is no one size fits all Pandemic Plan – it is different for each business, each location, and each facility.
- A Pandemic Plan will be a fluid document. It will need to be updated regularly (annually at least) to reflect changes in your facility, operations, new knowledge, and best practices required to stop/slow the spread.
- A Pandemic Plan will help you plan ahead and prepare for how your business will respond. Sub-topics will include communication plans, what can safely be done on-site, what can be done remotely, what types/quantities of PPE will be needed, and more.
- A Pandemic Plan will help you identify how to handle customers, members, visitors, sub-contractors, supply-chain, and deliveries.

Questions That Will Inform Your Pandemic Plan:

- How will your key employees and staff continue to work during a Pandemic?
- Do you have detailed Job Descriptions for each position which clarify if the position can be done remotely or if it must be done on-site?
- How will you identify which types of positions might need to be furloughed?
- Will you need to rent additional bathrooms or trailers so employees can safely socially distance while working?
- How will you continue to get the supplies you need to operate?
- Will you need to run split shifts so that employees have the space needed to socially distance?
- What will your cleaning protocol be – when, by whom, what is the process, what supplies are needed?
- Will you continue your hiring process during a Pandemic?
- What equipment and supplies do you need to keep on-site, inventory regularly, and only use in a Pandemic?

Do You Need Help Creating/Updating Your Pandemic Plan? Gowrie has templates which companies can use to draft or update their own plans. Our experts are also available on a “fee-for-services” basis to help you write a Plan.

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