

# ARE YOU PREPARED AHEAD OF A WILDFIRE?

Wildfires can happen at any time. That's why it's important to prepare yourself, your business, and your critical information as much as possible ahead of a wildfire threat.

The National Oceanic and Atmospheric Administration (NOAA) provides critical information so you know when there's an enhanced risk of a wildfire, but there are steps you can take now to better protect yourself and your important information. Keep in mind that high temperatures, prolonged droughts, and wind and lightning from thunderstorms can elevate the risk of wildfires that could cause serious issues for you and your business operations.

**Access can help you minimize the impact of a wildfire on you and your business.**

- Create an emergency action plan that includes life safety protective measures such as knowing your evacuation zone and the route you will use to evacuate, if necessary.
- Stay informed and improve overall safety and security during crisis events, like wildfires, by using the resources provided on the [Access Business Continuity Hub](#). This tool provides:
  - News and alerts on severe events that may impact service and business operations
  - Preparedness best practices and resources
  - Links to helpful external resources, and much more
- Ensure your insurance policies are up-to-date and keep copies in a secure digital format.
- Ensure critical physical records are stored and protected and your digital information is backed up – whether in the cloud or in another offsite location.
- Check out [www.ready.gov/wildfires](http://www.ready.gov/wildfires) for tips about wildfire preparation. Access also provides resources and updates at [www.accesscorp.com/business-continuity-resources/](http://www.accesscorp.com/business-continuity-resources/).

## Additional Wildfire Preparedness Tips for Your Business

- Keep an updated list of your employees with current home contact information as well as those with authorized user credentials for your business systems.
- Review and update emergency action and disaster recovery plans regularly.
- **Submit disaster recovery requests and service-level change requests to your vendors as soon as possible**, so responses can be swift, and all employees remain safe. Note that Access team members will follow all evacuation orders.
- In the event of a threat near an Access location, we will communicate service alerts and updates for all potentially affected clients.
- Our employees will return to our facilities as soon as it is safe to do so and will make every effort to complete or reschedule affected orders.



If you have questions or would like to speak to an Access expert, please contact our Client Care team:

☎ 1.877.345.3546    ✉ [clientsupport@accesscorp.com](mailto:clientsupport@accesscorp.com)

**Access**<sup>®</sup>