

# IBHS Flu Season Business Assessment



Tools for businesses to assess their ability to operate during a flu outbreak and the importance of planning for the event well in advance.

# Flu Season Business Assessment



The Insurance Institute for Business & Home Safety (IBHS) is urging businesses and nonprofit organizations to examine their ability to operate in the event of a flu outbreak. Evaluating specific risks and planning well beforehand for a variety of potential emergencies that could disrupt day-to-day business is critical.

A program of the Insurance Institute for Business & Home Safety

Are you concerned that your normal business operations might be interrupted by a flu outbreak?

YES  NO  UNSURE

If your employees needed to operate from home, do they have the necessary telecommunications and computer capacity to function?

YES  NO  UNSURE

Do your employees have your flu outbreak policies and do they know them? Remember that an outbreak can force healthy employees to work longer hours.

YES  NO  UNSURE

Are your vital records protected and accessible from alternative work locations, e.g. employees' homes?

YES  NO  UNSURE

Have you determined the minimal level at which your business could operate (e.g. staff, resources)?

YES  NO  UNSURE

Have you considered how the disruption of travel, meetings or conferences might affect your business?

YES  NO  UNSURE

Do you have plans to stay open for business, even if you and your employees must work from home or other locations?

YES  NO  UNSURE

Have you considered alternatives if your current suppliers cannot deliver or your customer base is affected by the flu outbreak?

YES  NO  UNSURE

## SELF-ASSESSMENT RESULTS

### SCORE EXPLANATIONS

Add the number of "yes" answers above to determine how prepared your business is for disruptions due to a flu outbreak.

7-8 Yes: You are well on your way

4-6 Yes: You have lots of work to do

1-3 Yes: You should get started immediately



**Don't let a flu outbreak put you out of business.**

Use IBHS' free Open for Business resources to develop your business continuity and preparedness plan: [DisasterSafety.org/open-for-business](http://DisasterSafety.org/open-for-business)