

BUILDINGWRENCH

SEASONAL FACILITY READINESS

Plan seasonal preparation and assign follow-up before weather exposes weaknesses.

SEASON / EVENT

Season / event	Target readiness date	Facility lead	Review date
_____	_____	_____	_____

READINESS ITEMS

System / Area	Check / preparation	Status	Owner	Due date	WO / notes

FINAL REVIEW

Critical gaps remaining?	Emergency contacts current?	Supplies / vendors ready?	Approved by
☐ Y ☐ N	☐ Y ☐ N	☐ Y ☐ N	_____

Customize for local hazards such as freeze, heat, severe storms, wildfire smoke, flooding or hurricanes. Follow local emergency guidance and equipment manufacturer instructions.

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