



COVID 19: PROTECTION FOR UNOCCUPIED BUILDINGS

The pandemic (COVID-19) has caused businesses to close and buildings to sit vacant for an extended period. As businesses begin to reopen, unfortunately many businesses may not come back leaving facilities partially or entirely unoccupied. Idle buildings run the risk of vandalism, property damage due to break-ins, fires caused by faulty electrical or arson, unwanted trespassers or occupants, etc. In order to reduce the risk of property loss, property owners and business owners should implement loss prevention measures. The following recommendations are not meant to be an all-inclusive list.

Building & Site Security:

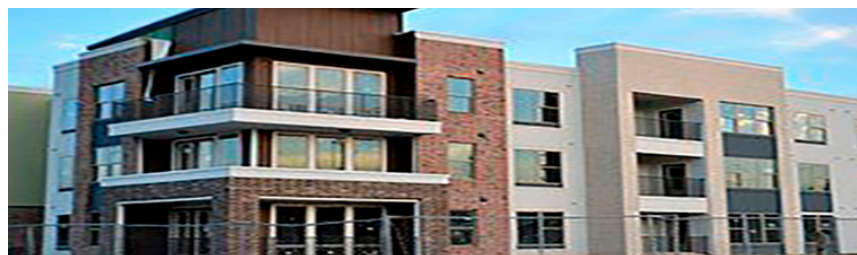
- Inspect perimeter fencing and secure entrance gates.
- Frequently inspect and test exterior lighting. Consider motion-activation lighting.
- Secure and inspect all potential entry points, including doors, windows, and skylights.
- Provide on-site security or a patrol service with recorded / documented rounds.
- Limit access to authorize personal only. Implement card key and passcode controls.
- Maintain working surveillance cameras with recording backup.
- Maintain active 24-hour Central Station monitored intrusion alarms.

Fire Safety:

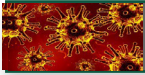
- Remove trash and debris from inside and around the premises. Keep trash dumpsters empty.
- Remove flammable and combustible liquid from the building or store materials within a U.L. Approved cabinet.
- Reduce electrical fire hazards by unplugging or de-energizing non-critical items or equipment.
- Inspect and test the fire sprinkler systems at least annually.
- Active 24-hour Central Station monitoring for all systems including fire sprinklers, detection systems, etc.
- Control vegetation growth around the building.

CRITICAL RECOMMENDATION

- Perform Formal Weekly Building & Site Inspections !!!
- Customize a Weekly Inspection Log for your unique facility / premises.



Questions? Contact BNPLossControl@berkleypac.com



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Preventative Maintenance:

- Continue preventative maintenance schedules for all buildings systems (HVAC, fire sprinklers, etc.)
- Frequently inspect roof and gutters identifying any damage or leaks.
- Maintain landscaping to avoid becoming a target for burglars and vagrants.
- Test and maintain emergency power systems.

Additional Recommendations:

- Keep the building heated and cooled. For example, temperatures should be adjusted to 50°F in the winter months (protect against freezing pipes and water damage) and 80°F in the summer (prevent damage from humidity and mold).
- Shut off water to non-critical areas such as bathrooms.
- Stop all mail delivery to the building.



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