

Homeland Security Advisory System Recommendations For Businesses

Risk of Attack	Recommended Actions
<p style="text-align: center;">SEVERE (RED)</p>	<p style="text-align: center;"><i>Complete recommended actions at lower levels</i></p> <ul style="list-style-type: none"> ○ Listen to radio or TV for current information and instructions ○ Be alert to suspicious activity and report it to proper authorities immediately ○ Work with local community leaders, emergency management, government agencies, community organizations and utilities to meet immediate needs of the community ○ Determine need to close business based on circumstances and in accordance with the written Emergency Response Plan ○ Be prepared to shelter in place or evacuate if instructed to do so by local governmental authorities ○ Be prepared to work with a dispersed or smaller work force ○ Ensure mental health counselors and materials are available for employees
<p style="text-align: center;">HIGH (ORANGE)</p>	<p style="text-align: center;"><i>Complete recommended actions at lower levels</i></p> <ul style="list-style-type: none"> ○ Be alert to suspicious activity and report it to the proper authorities ○ Review the written Emergency Response Plan ○ Determine the need to restrict access to the business or to provide private security firm support ○ Contact vendors or suppliers to confirm their emergency response plan procedures ○ If a need is announced, contact nearest blood collection agency and offer to organize a blood drive
<p style="text-align: center;">ELEVATED (YELLOW)</p>	<p style="text-align: center;"><i>Complete recommended actions at lower levels</i></p> <ul style="list-style-type: none"> ○ Be alert to suspicious activity and report it to the proper authorities ○ Contact private security firm for security risk assessment and to determine availability of support ○ Contact voluntary organizations you support to determine how you can provide assistance in case of emergency
<p style="text-align: center;">GUARDED (BLUE)</p>	<p style="text-align: center;"><i>Complete recommended actions at lower level</i></p> <ul style="list-style-type: none"> ○ Be alert to suspicious activity and report it to the proper authorities ○ Establish a dialogue with community leaders, emergency management, government agencies, community organizations and utilities about disaster preparedness ○ Ensure emergency communication plan is updated to include purchase of needed equipment
<p style="text-align: center;">LOW (GREEN)</p>	<ul style="list-style-type: none"> ○ Prepare a written Emergency Response Plan to address all hazards ○ Develop an emergency communications plan to notify employees of activities ○ Develop a Continuity of Operations Plan to include designation of an alternate work facility or location of business ○ Review and distribute copies of Terrorism: Preparing For The Unexpected and Preparing Your Business For The Unthinkable to all employees and management as appropriate