



FREE RESOURCE · WORKSHEET

72-Hour Hurricane Readiness Checklist

For Caribbean hospitality hurricane readiness

Structure the final readiness window around people, guests, property, supplies, communications and decision points.

How to use this resource

1 Localise the plan

Use the official emergency arrangements, authorities, contacts and property procedures for the island where you operate.

2 Assign before activation

Name the people and back-ups responsible for key functions before storm conditions create pressure.

3 Work from official information

Monitor recognised meteorological and government sources and translate updates into property decisions.

4 Record significant actions

Capture decisions, accountability, changes and evidence as the event develops.

5 Debrief and improve

After the event or exercise, assign improvements and verify that important gaps are actually closed.

IMPORTANT

Follow official warnings, evacuation orders and national/local disaster-management instructions. This resource supports planning; it does not replace emergency authorities, professional advice or your approved emergency plan.

72-Hour Hurricane Readiness Checklist

Structure the final readiness window around people, guests, property, supplies, communications and decision points.

Command / emergency roles confirmed

Official weather and local authority information being monitored

Guest communication plan active

Staff contact / accountability list current

Critical suppliers and deliveries reviewed

Fuel / generator / backup power readiness checked

Water / food / essential stock reviewed

Loose external items / vulnerable areas secured

IT / records / critical documents protected

Evacuation / shelter / assembly arrangements confirmed

Contractors / transport / security arrangements confirmed

Outstanding readiness actions assigned

Final management briefing completed

A hurricane plan should work when the storm is real.

CaribSafe Ready helps turn the plan into action.

CaribSafe Ready helps teams prepare, assign ICS-style roles, coordinate emergency tasks, maintain staff accountability and preserve the operational record for recovery and review.

[Book a 20-minute walkthrough](#)