

Recovery After an Incident

Initial tasks for businesses, non-profits, and homeowners



1. **Assess Conditions:**

Authorize employees with assigned recovery responsibilities to return to the facility when deemed safe.

They should assess conditions, document damages, and notify relevant stakeholders (business owner, key managers, lender, etc.).

2. **Inventory and Damage Reporting:**

Take an overall inventory, including photos of all damaged property.

Report damage and related expenses to your insurance company promptly.

3. **Protect Property:**

Where possible or necessary, protect the building, equipment, and furniture from further damage.

4. **Notify Stakeholders:**

Notify key customers, suppliers, and partners about office/facility status.

Communicate any necessary property or operational changes resulting from storm damage.

5. **Safety Clearance:**

When all safety and operational concerns are addressed, provide an "all clear" signal.

Employees can then safely return to work.

6. **Apply for Assistance (businesses, non-profits, and homeowners):**

First, make your insurance company aware of damages, even if you do not have the complete list of damages yet. If your local office was damaged, reach out to the insurance company.

Next, be aware that additional support is available. Reach out to your Oklahoma SBDC Business Advisor or check the www.oksbdc.org website for an advisor. If you move forward in making an application for SBA disaster as a home-owner, business, or non-profit organization, you will need some financial information. You can apply for physical disaster or for non-physical business disruption due to the disaster.

General Information: When disaster strikes, the SBA immediately works in close cooperation with FEMA and impacted states/territories/tribes, the Office of Disaster Assistance initiates actions to provide qualified survivors (business of all sizes, private non-profits, homeowners, and renters) with affordable disaster loan assistance. SBA also quickly joins with interagency partners to assist in facilitating the long-term recovery of affected communities. Go to lending.sba.gov for additional information.



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