



GET READY

Inspecting Buildings Punch List

This punch list provides a detailed guide for inspecting buildings, businesses, and embassies to assess structural integrity and identify vulnerabilities, ensuring readiness and resilience in preparation for an approaching weather event.

Exterior Structural Inspection

Roof System	
<input type="checkbox"/>	Inspect for loose or missing shingles, tiles, or panels.
<input type="checkbox"/>	Check flashing around vents, and roof edges for corrosion or separation.
<input type="checkbox"/>	Ensure hurricane straps or clips are properly installed and undamaged.
<input type="checkbox"/>	Examine rooftop equipment (e.g. HVAC units, antennas) for secure anchoring.
Walls and Claddings	
<input type="checkbox"/>	Check for cracks, or signs of water intrusion in masonry or concrete walls.
<input type="checkbox"/>	Inspect siding, EIFS, or cladding systems for gaps, loose attachments, or rot.
<input type="checkbox"/>	Evaluate façade anchors and tie-backs for corrosion or wear.
Windows and Doors	
<input type="checkbox"/>	Verify all openings are protected by impact-resistant glass or shutters.
<input type="checkbox"/>	Check seals and caulking for deterioration.
<input type="checkbox"/>	Inspect door frames for structural integrity and secure latching hardware.

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Foundation

- ☐ Look for cracks, settling, or water accumulation near foundation walls.
- ☐ Confirm proper grading and drainage around the perimeter.
- ☐ Inspect bolts & connections between the foundation and structural frame.

Balconies, Overhangs and Awnings

- ☐ Examine for corrosion, cracks, or rot.
- ☐ Ensure secure attachments to main structure.
- ☐ Remove any deteriorated or loosely affixed features.

Interior Structural Inspection

Load-Bearing Walls and Columns

- ☐ Inspect for vertical or diagonal cracking.
- ☐ Confirm no unauthorized alterations or penetrations have weakened structural integrity.

Ceiling and Roof Decks

- ☐ Look for water stains, sagging, or soft spots.
- ☐ Verify structural framing is free of rot, termite damage, or corrosion.

Staircases and Egress Routes

- ☐ Ensure handrails, treads, and landings are stable and secure.
- ☐ Remove obstructions and confirm fire doors operate properly.

Building Systems and Emergency Features

Mechanical and Electrical Systems

- ☐ Ensure rooftop and outdoor units are strapped or anchored.
- ☐ Confirm electrical panels are sealed and located above flood levels.
- ☐ Check that generators are operational and fuel is stocked.

Drainage and Sump Pumps

- ☐ Inspect and clean roof drains, down-spouts, and gutters.
- ☐ Confirm sump pumps are functional with backup power available.

Emergency Exit Lighting and Signage

- ☐ Verify all exit signs are lit, and backup batteries are operational.
- ☐ Test emergency lighting systems.

Site and Surrounding Hazard Reduction

Loose Objects and Landscaping

- ☐ Remove or secure planters, signage, furniture, and decorative features.
- ☐ Trim trees and branches that could fall onto the structure.

Fences, Gates, and Exterior Structures

- ☐ Check for corrosion or unstable footings.
- ☐ Secure or remove any free-standing or non-load bearing structures.

Documentation and Action Items

Inspection Records and Photos

- ☐ Take dated photographs of each inspected component.
- ☐ Document all findings with specific locations and severity.

Recommended Repairs or Mitigation Actions

- ☐ Prioritize urgent structural deficiencies.
- ☐ Develop a timeline and assign responsibility for remedial works.



GET READY | Our Campaign

Get Ready's Campaign educates and empowers Bahamians to take some simple steps to prepare for and respond to potential emergencies, including those from natural hazards and disasters. Get Ready asks individuals to do three key things: **get an emergency supply kit, make a family emergency plan, and be informed about the different types of emergencies that could occur and appropriate responses.**

Everyone should have some basic supplies on hand in order to survive several days if an emergency occurs. This list of emergency supply kit items is only a starting point. It is important that individuals review this list and consider the unique needs of their family, including pets, for items to include.

Individuals should also consider having at least two emergency supply kits, one full kit at home and smaller portable kits in their workplace, vehicle or other places they spend time.



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