



Building a Resilient Business: Before, During, and After a Disaster



**Business Impact Analysis;
Protection of Inventory, Equipment, and Buildings**



Puerto Rico
Science, Technology
& Research Trust



Resiliency and
Business Innovation



Center for Resilient and
Sustainable Communities

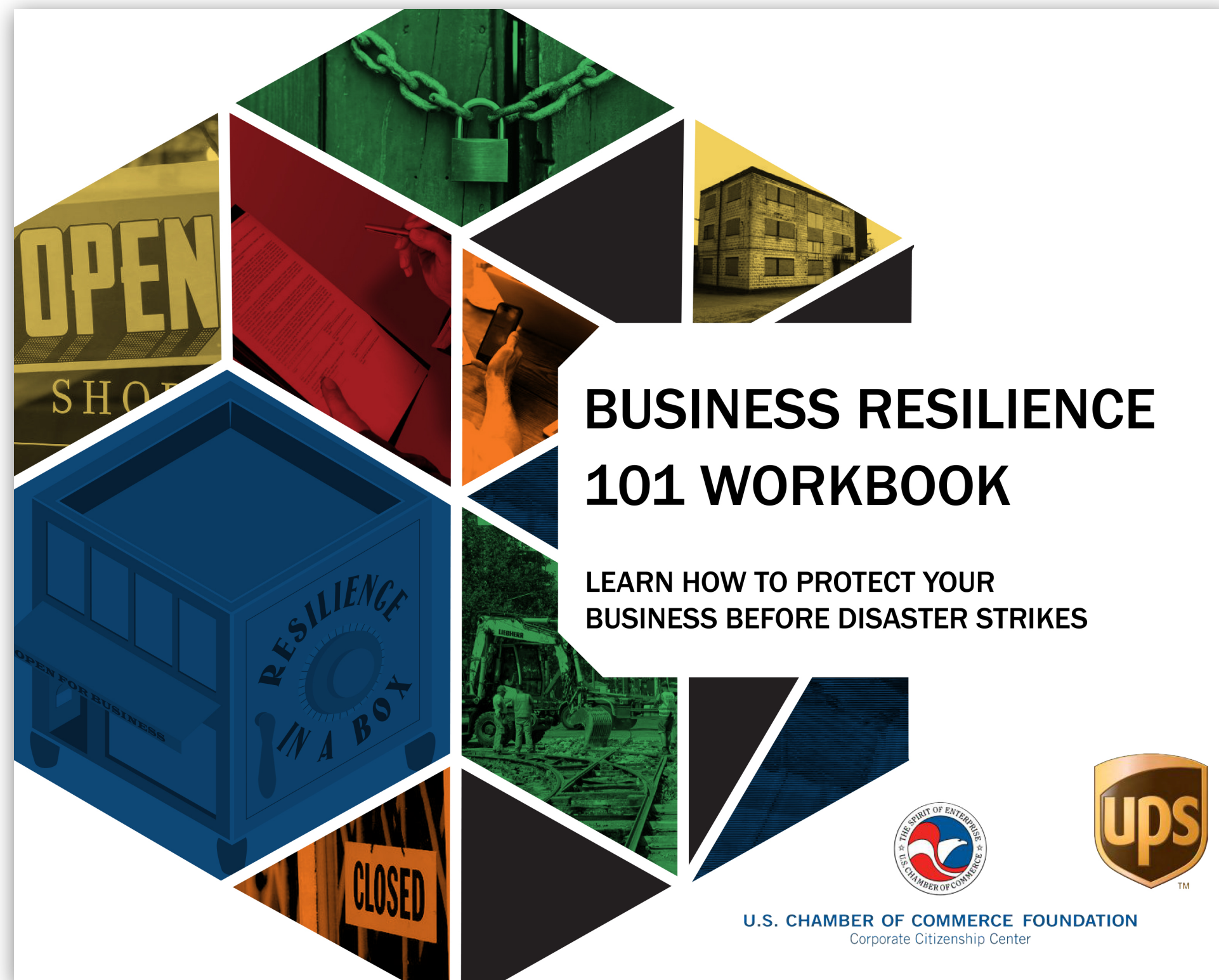
Organized by the Puerto Rico Science, Technology & Research Trust

Sponsored by: U.S. Economic Development Administration

June 11, 2020, 6:00 PM- 7:15 PM

*C-RASC consists of researchers from George Mason's Volgnau School of Engineering , the School of Business, the Schar School of Policy and Government, the Jimmy and Rosalyn Carter School of Peace and Conflict Resolution, the College of Science, and the College of Health and Human Services





Lesson 4 G3

Business Impact Analysis; Protection of Inventory, Equipment, and Buildings

Lesson 3, 4, 5 & 6 Overview

Complete Your Resilience Plan

- **Lesson 3**, Business Impact Analysis; Protection of People, Data, and Operations
- **Lesson 4**, Protection of Inventory, Equipment, and Buildings
- **Lesson 5**, Integrate Material from Lessons 3 & 4; Discuss “Adapt & Reposition;” Finalize Resilience Plan
- **Lesson 6**, Discuss Lessons Learned and Best Practices from Resilience Plans; Address way ahead; Present Certificates

Your Six Critical Business Assets





Protect Inventory – 1 (Overview)



- Tracking and effectively managing your inventory is vital for business.
- Types of Inventory Checklist
 - Raw Materials
 - Merchandise Stock
 - Finished Goods
- Maintenance
 - Maintain Items of Inventory
 - Video & Photograph items
 - Grab-n-Go bag



Protect Inventory – II (Complete Forms)

- Inventory List | p. 45 fill-in list
- Protection Methods | p.46 fill-in list
- Single Points-of-Failure | p.46 fill-in list
- Company Provided Items | p. 47 fill-in list
- Employee Provided | p. 47 fill-in list



Protect Equipment I (Overview)

- Equipment is how a company is able to manufacture product and organize themselves
- There maybe some overlap with Inventory Items
- Prioritize your most important equipment
- Continually update equipment inventory



Protect Equipment – II (Complete Forms)

- Identifying work equipment | p. 49 fill-in list
- Top 10 Equipment | p. 50 fill-in list
- Furniture & Contents | p. 51 fill-in list
- Vendor and Suppliers | p. 52-54 fill-in list



Protect Buildings I (Overview)

- If you are reliant on a physical space or structure to run your business you have significant issues to manage.
- Lease or Own?
- Understanding your building:
 - Purpose of the building – warehouse, main office, etc.?
 - Year it was built – good condition or need repairs?
 - Construction type – wood, brick, steel?
 - Blueprints, engineers report, and site disaster history?



Protect Buildings II (Complete Forms)

- Mitigation: Structure | p. 57
- Mitigation: Building & Machinery | p. 57
- Mitigation: Architectural Elements | p. 57
- Relocation & Alternate Space | p. 58
- Building Support Systems | p. 58 fill-in list
- Access to Building Post Disaster | p. 59 fill-in list
- Recovery Before/After Disaster | p. 59 fill-in list

Business Owners' Breakout Sessions

Lessons Learned
From Lesson 3
Business Course

Lesson 4 Breakout Groups

(Consolidated from last week)—primarily in Spanish

- Business 2 Business
- Education
- Hospitality (including Restaurant/Agriculture
- Other Services (including Engineering, Health, Legal, Services Other, NFP, Public Relations, Real Estate, Govt)
- Technology (including Manufacturing and Retail)

New Group

- English Speaking group

Suggested Agenda (1)

Facilitators Discuss Session Objective
Complete remaining sections of
Workbook 101 – **Inventory,
Equipment & Buildings**
Business owners strive to complete
new sections before lesson 5

Facilitators & Business owners use
concrete examples to answer
Workbook questions



Suggested Agenda (2)

Toward end of session:

Business owners discuss what they need to finish Lesson 4 (and anything left over from lesson 3): <2 minutes each (If more time is needed, set up separate meeting)

Facilitators encourage business owners to open Workbook-related link in chat to review each section



Upcoming Schedule

Please join us for the next Puerto Rico Science, Technology & Research Trust's Puerto Rico Resilience course session on June 18 at 6:00 PM- 7:15 PM with the topic of:



Lesson 5: Adapt & Reposition, Finalize Resilience Plan

And follow the course and check for schedules and updates at: <https://prsciencetrust.org/rbi/g3/>