

PUBLIC SAFETY POWER SHUTOFF TIPS

for Small Businesses

Before a Public Safety Power Shutoff (PSPS), small business owners should consider how a power outage could affect their business, employees, and customers and take the necessary steps to prepare.



PREPARE FOR A POWER OUTAGE



Establish a clear plan before an emergency. Include step-by-step instructions for employees so there is no confusion about what they should do in different scenarios. Practice your plan to find problems and answer questions before it's too late.



Familiarize your employees with emergency equipment. As you develop your emergency plan, check that emergency equipment, like fire extinguishers and backup generators, will be easily accessible in an emergency and your employees know how to operate them safely.



Consider purchasing a surge protector. After an outage, your business could experience a power surge or spike. A surge protector can help guard against equipment damage.

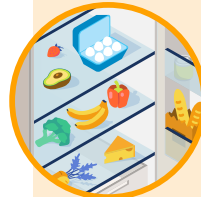


Have a data backup plan.

Key data should be backed up daily. In the event of physical damage, like fire or flooding, it is important to have an off-site or cloud-based backup system in place.



If you operate a retail business, make sure you are able to take mobile payments and keep accurate records while the power is out.



If you have perishable items, know how long you can keep them cold in the refrigerator or freezer. Consider a backup location where you can store food in the event of an extended outage.



Keep your employees safe. Make sure that smoke alarms, fire sprinklers, and other safety equipment are working properly. Put together an emergency kit with enough supplies (food, water, flashlights and batteries) for all employees and customers if an emergency occurs during peak business hours.

UPDATE PG&E WITH YOUR CONTACT INFORMATION

Be sure that PG&E has the most up-to-date contact information for everyone in your business who may need to be notified in the event of an emergency.

In advance of a potential PSPS and other emergencies, PG&E will send notifications to the phone number and email address we have on file. You can update your contact information by logging in to your business' PG&E online account, and designate other team members to receive notifications.

To ensure your contact information is up-to-date, or to learn more about PSPS, you can:

- Call **1-866-743-6589**
- Email **wildfiresafety@pge.com**
- Visit our website at **[pge.com/wildfiresafety](https://www.pge.com/wildfiresafety)**

