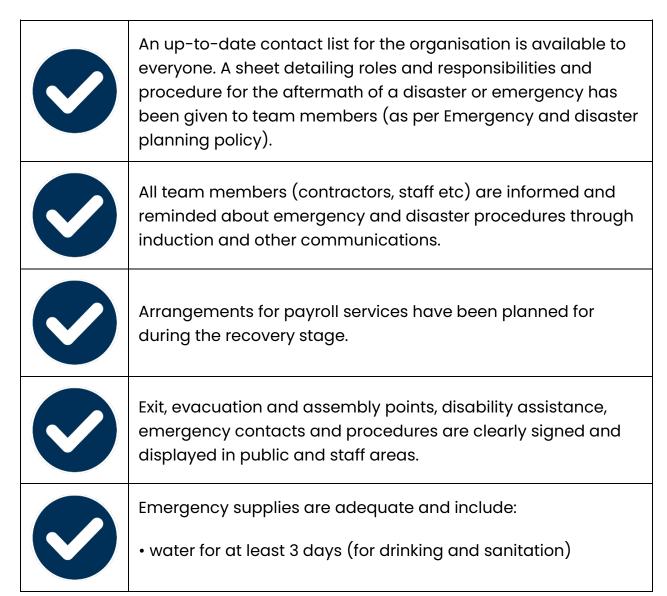
## Checklist: Emergency preparedness



This checklist must be used as a reference for each worksite safety check. It reflects requirements in <u>Health and safety</u> and <u>Emergency and disaster planning</u> policies.



• food- at least a 3 day supply of non-perishable food extra batteries cellphone charger. There is accessible emergency equipment at each worksite including: · a first aid kit battery-powered radio and torch ropes (to assist escape) whistle (to signal help) dust masks (to filter contaminated air) car tool kit AA membership and contacts for garage/car repairer used to service the car and who can be called in case of emergency water, spare tyre and tools in the car(s). Safety systems (eg sprinkler system, emergency lighting etc) are operating and compliant (ie check building warrant of fitness is current). There is safety equipment as required by local body regulations, e.g. fire hoses/extinguisher. Electronic files are regularly backed up in a cloud-based application or with an iron key that is kept secure off-site. Backups are regularly tested by retrieving information from the

backups and checking it is up-to-date.

Regular emergency drills have been undertaken in the period since the last check for:



- evacuation
- earthquake
- lockdown
- fire



Team members have their own personal emergency kits and get home plans prepared.

## Helpful links

Back to Emergency and disaster planning

## Review

Date: April 2021

Next review: by March 2023