

# Property loss prevention

## Earthquake checklist and action plan



### Self-assess and mitigate your business risk

If your facility is potentially exposed to an earthquake, we've pulled together a handy checklist and action plan to help you prepare and manage the risk to your business.

It's for your own use and guidance, as applicable to your facility.

| Site preparedness                                                                                                                                                                                                                                                       |                          |
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| Know your site's exposure to earthquake. Consider if your facility is in an area of known greater exposure to earthquake. Consider if there is an associated potential exposure to flooding, tsunami or fire after an earthquake.                                       | <input type="checkbox"/> |
| Develop an emergency response plan to help minimise and control the hazard. Consider – salvage and repair operations and available services, business interruption/continuity plans (use of alternate sites) and maintenance of fire systems.                           | <input type="checkbox"/> |
| Establish an emergency response team and identify resources potentially required in the immediate aftermath of an earthquake.                                                                                                                                           | <input type="checkbox"/> |
| Ensure appropriate communication protocols are established, back-up communications such as two-way radios and spare batteries are available. Depending on the operations consideration should be given to an on-site diesel generator for back-up power after an event. | <input type="checkbox"/> |
| Liaise with local emergency services in regard to the content and existence of your plans.                                                                                                                                                                              | <input type="checkbox"/> |
| Ensure your business continuity plans are in place and up to date. Document alternative operating plans in the event of a major event such as an earthquake.                                                                                                            | <input type="checkbox"/> |
| Have your appropriately licensed contractor review your fire system - bracing, anchorage and fastening.                                                                                                                                                                 | <input type="checkbox"/> |
| Review key site services and equipment (including storage racking) and associated anchoring and bracing.                                                                                                                                                                | <input type="checkbox"/> |
| Review flammable liquid and gas storage and use. Bracing, anchorage and shut-off devices, etc.                                                                                                                                                                          | <input type="checkbox"/> |
| Undertake building structural review.                                                                                                                                                                                                                                   | <input type="checkbox"/> |
| Ensure Change Management protocols include adequate earthquake review, including bracing and anchorage.                                                                                                                                                                 | <input type="checkbox"/> |

| Annually                                                                                                                                                                |                          |
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| Review your earthquake emergency response plan. Ensure it is up to date and specific to your operations and situation. Review emergency response team responsibilities. | <input type="checkbox"/> |
| Ensure earthquake emergency response team members understand their duties.                                                                                              | <input type="checkbox"/> |
| Review of resources potentially required by the emergency response team (first aid, communications, food, water, etc.) in the immediate aftermath of an earthquake.     | <input type="checkbox"/> |
| Have appropriately licensed contractors reviewed any changes to key site services and equipment (including fire systems) and associated anchoring and bracing?          | <input type="checkbox"/> |
| Review access to emergency equipment to make the site safe and secure, for salvage operations, fire fighting and power generation.                                      | <input type="checkbox"/> |
| Review flammable liquid and gas storage and use and any changes thereto.                                                                                                | <input type="checkbox"/> |
| Maintain and test any dedicated seismic safety devices – such as seismic shut off valves on gas lines (as applicable).                                                  | <input type="checkbox"/> |
| Ensure up to date emergency contact details are maintained. Extend this to include potential key contractors in the aftermath of an earthquake.                         | <input type="checkbox"/> |
| Undertake practice drills.                                                                                                                                              | <input type="checkbox"/> |
| Check and test any back-up generators (ensure adequate fuel supplies) and test communication equipment (two-way radios).                                                | <input type="checkbox"/> |

| Post earthquake                                                                                                                     |                          |
|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Identify any safety concerns – for example - potentially live power, flammable gas or liquid leaks and structural issues.           | <input type="checkbox"/> |
| Secure the facility and review the damage.                                                                                          | <input type="checkbox"/> |
| Advise insurer depending on extent of damage.                                                                                       | <input type="checkbox"/> |
| Enact business continuity plans and use of alternative operating sites (as applicable).                                             | <input type="checkbox"/> |
| Communicate with key personnel and contractors and prioritise repairs once it is safe to do so.                                     | <input type="checkbox"/> |
| Ensure all site policies and procedures are adhered to during emergency repairs, such as smoking and work permits (incl. hot work). | <input type="checkbox"/> |

#### For more information

[vero.com.au/risk-management](https://vero.com.au/risk-management)

Contact us at [riskengineering@vero.com.au](mailto:riskengineering@vero.com.au)

This checklist does not constitute a certificate, statement, record or advice about the compliance of any of your fire protection systems with any applicable standard, requirement, specification, legislation or code. You should consult an appropriately licensed contractor about the compliance of Queensland fire protection. The information contained in this Checklist is general in nature only and does not take into account your specific risks and hazards, nor does it imply insurance coverage. No representation or warranty, express or implied, is made as to the completeness of this Checklist and you should consider whether it adequately covers all of your hazards and risks. Subject to any rights you may have under any law, AAI Limited ABN 48 005 297 807, trading as Vero Insurance ("Vero") does not accept any legal responsibility or liability for negligence or otherwise to you or anyone else who seeks to rely on this Checklist. This includes, without limitation, loss arising from a possible failure of the Checklist to incorporate any applicable Australian Standards or identify any regulatory or statutory requirements or other risks or hazards beyond those mentioned in the Checklist - please make your own enquiries.