

DON'T LET AN EARTHQUAKE SHAKE UP YOUR PROFITS

IS YOUR BUSINESS READY?



PROTECT YOUR BUILDING & OPERATIONS



KNOW YOUR RISKS

Know the hazards in your area by visiting the Hazard Portal at www.hbemergency.govt.nz/hazards/portal



INSPECT YOUR BUILDINGS

Inspect your buildings and complete any necessary maintenance to Quake Safe your business. www.eqc.govt.nz/be-prepared



PUT TOGETHER A WORKPLACE EMERGENCY PLAN

Under the Health and Safety in Employment Act, businesses have an obligation to be prepared for an emergency.

- Do you have emergency supplies?
- How would staff get home?
- Do you need to evacuate for tsunami risk?



CREATE A BUSINESS CONTINUITY PLAN

Consider how quickly you need to be operational after a major disruption. What and who does your business rely on? What will your customers expect?

Make sure you have current details for your employees, key customers, suppliers and vendors. Have a paper as well as electronic copy.



PROTECT YOUR FINANCIAL SECURITY



SECURE IMPORTANT DOCUMENTS

Keep copies of priority documents and records in another location, such as the cloud.



MAKE AN INVENTORY

Create a business inventory that lists all business equipment and assets in case you have to make a claim.



CHECK YOUR INSURANCE COVERAGE

Do you have sufficient:

- Building, content, stock and vehicle insurance
- Liability insurance

Do you need:

- Business interruption insurance



TEST YOUR PLANS

- Trial a restore of your data
- Try working without cellphones for a morning
- Try working at home

NEVER HAPPENS?
HAPPENS

GET READY
GET THRU



For more information on what to expect after a disaster, visit www.hbemergency.govt.nz

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