Business

* When local businesses are up and running quickly following a disaster, the community as a whole recovers faster.
* Now’s the time to prepare your business for disaster season in case of interruptions to normal operations.
* Three steps to prepare your business include packing a business emergency kit, having a business continuity plan, and checking your insurance so you know you’re covered.
* Visit getready.qld.gov.au/business for information on how to Get Ready.

Prepare a business continuity plan

* A business continuity plan will inform how your business can operate before, during and after a disaster.
* A business continuity plan will help you to:
  + identify your local disaster risks
  + take steps to minimise impacts of disasters on your business
  + inform ways your business can continue to operate in and immediately following a disaster.
* Business templates including [Business Continuity Plan](https://www.publications.qld.gov.au/dataset/business-continuity-planning-template)s are available at: [www.getready.qld.gov.au/queensland-businesses-resources](http://www.getready.qld.gov.au/queensland-businesses-resources).

Pack a Business Emergency Kit

* If a natural disaster strikes and you need to evacuate, having an emergency kit can help keep your business running in another location.
* Keep your emergency kit where you can quickly and easily retrieve it.
* Record the contents of your emergency kit in your emergency plan and ensure someone is responsible for keeping your kit up-to-date.
* Your kit should contain:
  + a first-aid kit;
  + copies of important documents in a waterproof bag (and saved to a USB);
  + sturdy gloves to handle debris or rubbish;
  + non-perishable food and water for at least three days;
  + a camera to record damage;
  + plastic sheeting or bags to protect equipment;
  + a torch;
  + a radio;
  + spare batteries for your torch, radio, and any other equipment; and
  + toiletries including hand sanitiser, toilet paper, face masks and disinfectant wipes.

Update your insurance

* Having adequate insurance for your business is an important part of being prepared.
* Make sure your policy is up-to-date and covers you for damage caused by disasters.
* Check your policy at least every six months and always call your insurer to make sure you’re getting the right level of cover.

For more information on how to prepare your business this severe weather season, visit getready.qld.gov.au/business.