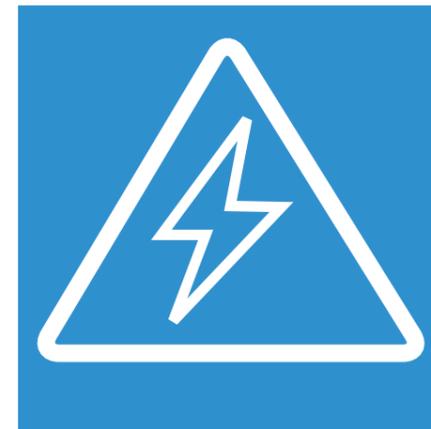
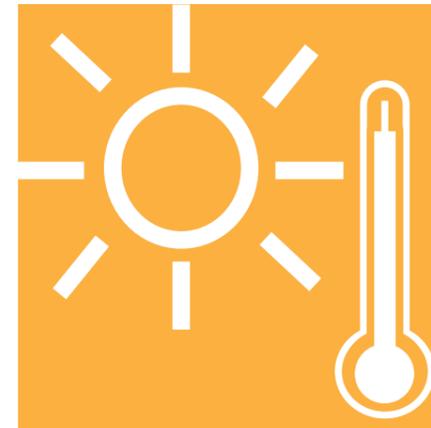




Climate change adaptation checklist for businesses

For more information about business climate change adaptation, use the following resources:

- Develop your own emergency management/business continuity plan: business.gov.au/risk-management/emergency-management/develop-an-emergency-management-plan
- Guide to continuing your business: business.gov.au/Guide/Continuing-your-business



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Climate change will increase the frequency and intensity of extreme weather events including floods, heatwaves and bushfire, followed by secondary events including smoke haze and power outages. Understanding how these events might impact your business and how you can be prepared, will help you and your business to continue to operate.

Think about what would happen to your business if these events were to occur. What might the impacts be on your operations? What can you do now to be prepared?

	Questions businesses should consider to develop climate change adaptation strategies	Where to find further information
Building premises 	<ul style="list-style-type: none"> • What is the risk of flooding to your building or site? • Do you have an emergency/evacuation plan for your building? • What improvements could you make to your building to ensure it stays cool during heatwaves? • Could you temporarily move your business to an alternative premise? • Can your business operate/function with staff working from home? 	<ul style="list-style-type: none"> • Use flood mapping which shows the area of land which could be flooded in a specific flood scenario. Check: waterconnect.sa.gov.au/Hazard-Management/Flood-Awareness/SitePages/Home.aspx • Read up on some simple steps you can take to prepare for flooding: ses.sa.gov.au/flood/ • Download an emergency management plan template, or if you have one make sure it is up-to-date: business.gov.au/risk-management/emergency-management/develop-an-emergency-management-plan • If staff can work from home, review your IT infrastructure and access plan.
Supply chain 	<ul style="list-style-type: none"> • Where do you get your inputs or supplies from? • How could your supply chains be impacted by extreme weather here or elsewhere, now and into the future? • Do you have alternative suppliers? • If communications, power or water supplies were interrupted, how would this impact your business? 	<ul style="list-style-type: none"> • Many manufacturing businesses rely on time-critical supplies. • It is important to consider short and long-term supply chain constraints which might impact on business continuity / operations. • Consider how long your business could operate if input supply chains were disrupted. • Consider whether there is an opportunity to broaden supplier base. • Your business continuity plan should consider what you would do if critical services were disrupted to your premises.
Services 	<ul style="list-style-type: none"> • How might the services you provide be impacted by extreme weather? • Could you change the way you deliver your services so you can continue to operate even after an extreme weather event? • What actions can you take now to ensure that your service delivery is resilient? 	<ul style="list-style-type: none"> • Find out about how your business can continue to operate: business.gov.au/guide/continuing-your-business • Emergency management and climate adaptation have many similar drivers. Be prepared and know how to recover from an emergency situation or natural disaster: business.gov.au/risk-management/emergency-management/
Equipment 	<ul style="list-style-type: none"> • Do you have critical equipment that relies on a constant source of power? • Would acquiring a battery or generator increase your electricity security? • How can you protect your equipment during a flood event? • Would any of your equipment be impacted by extreme heat? 	<ul style="list-style-type: none"> • Consider whether plant and equipment need uninterrupted power or requires a safe shut down procedure to be enacted, should grid power fail to your premises. • Consider whether you need access to a generator capable of running critical services. • Consider whether you need a pre-existing contract to access a hire generator. • Consider re-fuelling strategies to keep a generator running during extended power disruptions. • Do you have elevated areas critical equipment can be moved to if water was to come into your business premises?

	Questions businesses should consider to develop climate change adaptation strategies	Where to find further information
Customers 	<ul style="list-style-type: none"> • How might your customers be impacted by extreme weather? • Would you need to interact with your customers in a different way? • What programs or activities could your business offer to help your customers build their climate resilience? • How will you contact your customers to notify them of changes to your business operations if you are affected by extreme weather? 	<ul style="list-style-type: none"> • Consider and plan for how your customers can be serviced during extreme weather. • What communication strategies will your business employ to inform customers of business operations or disruptions?
Staff 	<ul style="list-style-type: none"> • How might your staff be impacted? • Are staff adequately trained to manage the likely impacts of extreme weather on your business? • Do you have a first aid officer? • Can your staff work remotely? • How will you communicate with your staff during an extreme weather event? • How can you support the resilience of your staff? 	<ul style="list-style-type: none"> • Your emergency management and recovery plan should address these questions, record what should go in an emergency kit, provide guidance on team roles and responsibilities, and describe what to do after an emergency has passed.
Information 	<ul style="list-style-type: none"> • Do you regularly backup essential business information such as customer and financial records? • Is the backup stored on the cloud or in a waterproof or fireproof location? • How often do you update your backups and who is responsible for doing this? 	<ul style="list-style-type: none"> • Find out more about backing up business data: business.gov.au/risk-management/emergency-management/prepare-your-business-for-an-emergency#back-up-and-secure-your-data
Financial 	<ul style="list-style-type: none"> • Do you have business savings to cover costs if your business must close during an event or if you have additional expenses after an event? • Do you have adequate business and contents insurance? • Do you know how you can manage your cashflow during difficult times? 	<ul style="list-style-type: none"> • Read up on what you need to know about insurance: business.gov.au/risk-management/insurance
Plans and policies 	<ul style="list-style-type: none"> • Have you prepared a business continuity plan? • Do you have workplace occupational health and safety policies and procedures to protect staff and customers during extreme events? 	<ul style="list-style-type: none"> • Prepare a business continuity, emergency and recovery plan: business.gov.au/risk-management/emergency-management/develop-an-emergency-management-plan • Your business should already have an evacuation procedure as part of your workplace health and safety (WHS) obligations. Consider expanding your current evacuation procedures to include emergency scenarios such as a flood, bush fire or severe storm: business.gov.au/risk-management/emergency-management/prepare-your-business-for-an-emergency#review-your-evacuation-procedures • Rehearse / practice emergency drills in your workplace.