

Fire Safety Assessment Checklist



Business Continuity

Organisations must take a thoughtful, systematic and proactive approach to arson and crime prevention. Arson is one of the most common causes of large fire losses and can therefore pose a significant threat to your organisation.

This checklist will help you review your risks and guide you through some simple steps to reduce the risk of becoming a victim of arson or break-in, often at little or no cost. We recommend that you review this checklist and take action appropriate to your situation, as we appreciate each organisation will have differing risk factors e.g. location or usage.

	Yes	No	NA	Action	Who	By When
Do you have a comprehensive Business Continuity Plan?						
Does the organisation have a flame retardant safe to protect money and important documents?						
Do you have a Data Recovery plan?						
Do you have a Disaster Recovery Plan?						
Do you have emergency readiness and response procedures?						
Do you maintain an asset or inventory database that includes photographs and serial numbers?						

If you would like to speak to someone about protecting your buildings or premises, call our Risk Management hotline on **03 8630 3136** (Monday to Friday, 09:00 to 17:00 - excluding Public Holidays) or email us at info@ansvarrisk.com.au