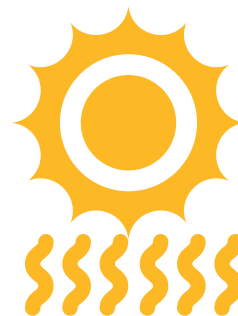


# > Heatwave Preparation Checklist



Heatwaves are common in Wangaratta and the North East region, impacting staff health, equipment, and customers.

## General

- ☐ Identify how heat may affect your business (staff safety, refrigeration, stock spoilage, IT systems).
- ☐ Include heatwave response strategies in your Business Continuity Plan.
- ☐ Review insurance for spoilage/loss due to power failure.

## Staff and Customers

- ☐ Provide shaded or cooled rest areas for staff and customers.
- ☐ Encourage hydration breaks and adjust working hours to avoid peak heat times.
- ☐ Train staff to recognise heat stress symptoms (dizziness, nausea, fatigue).
- ☐ Communicate with customers about adjusted hours during extreme heat.

## Infrastructure and Property

- ☐ Service and maintain air-conditioning and refrigeration systems.
- ☐ Use blinds/shutters to reduce indoor heat load.
- ☐ Ensure backup power options for critical cooling equipment.
- ☐ Keep IT servers and electronics in ventilated/cool areas.

## Community & Local Risk

- ☐ Prepare for high electricity demand during heatwaves – power outages are common.
- ☐ Protect perishable goods (food, wine, flowers) with cold storage alternatives.
- ☐ For wineries and food producers, plan around vintage/harvest timing during extreme heat.

## Emergencies

- ☐ For medical emergencies, call 000 (Triple Zero).
- ☐ Monitor Bureau of Meteorology (BOM) heatwave alerts and VicEmergency warnings.
- ☐ Stay connected with Rural City of Wangaratta community alerts for cooling centre locations (if activated).



Rural City of  
**Wangaratta**