

Appendix 2

Non-structural hazards – Checklist 2

Non-structural elements of buildings include those aspects such as furnishings, windows, doors, stairs, roofs, water systems, fire suppression equipment, office and room equipment and other objects inside and outside the buildings. The safety of grounds should also be assessed in this context.

Fire prevention and fire safety: check that sources of flammable and hazardous materials are limited, isolated, eliminated or secured. This includes electrical lines and appliances, kettles, rice cookers and stoves, gas pipes and LPG canisters, flammable or combustible liquids, hazardous materials movement or storage in the vicinity of the tourism establishment; check that fire suppression equipment are regularly refilled, checked and maintained; that detection and alarm systems exist and work; exit routes are marked and clear of obstructions; that mechanical, electrical and other systems are maintained and do not add to hazards. Check that burglar bars do not obstruct escape routes and panel glass doors are marked.

Flooding: note sources of flooding in the vicinity of the building such as neighbouring marshes, rivers, blocked outlets to the sea, proximity to the sea and possibility of sea swells and tsunami; check on building foundations, objects close to the ground that can get damaged by flood water, and check on past flooding events and damage done. Use building site and neighbourhood maps to further investigate surroundings.

Landslides: check surrounding landscape for sloping grounds, surface rocks, embankments, overhanging trees, storm water channels on sloping grounds, nearby building sites and residential areas. Use site and neighbourhood maps to further familiarize staff with the establishment compound and surrounding areas.

Wind and Rain Storms: check for loose roof sheetings, trees or branches close to buildings, other objects that can fly off, get battered by wind and get torn off.

Transportation: check on road worthiness of vehicles, adherence to safety regulations, quality of drivers, emergency plans of bus company where applicable.

Check physical structure of boats, motors, adequacy and condition of life jackets. Where applicable also check boat moorings and safety of places for docking.

In addition, and where feasible, get data on hazards due to floods, landslides, fires, windstorms, etc. from government and other agencies dealing with weather, geology, environment or housing, with the assistance of the tourism focal point for disaster management. Research the history of natural and man-made hazards in the vicinity of the establishment, from oral and written sources.

For all the hazards identified, note what can be done, who should do it and when it should be completed.