

Construction Site Christmas Shut-down Checklist



Sites

- Clean walkways of any debris or obstructions
- Garbage removed from site where possible and bins emptied
- Firmly secure loose materials such as tarps, signs etc. which could get airborne
- Ensure all permanent and temporary structures such as fences and outhouse secured and able to withstand potential weather events like storm or heavy winds
- Check all fences and gates are secure
- If possible, install monitored CCTV and security lighting
- All water taps closed and water flowed turned off where possible and not required for critical equipment
- All hazardous waste adequately secured and isolated
- Lock away equipment and tools in secure buildings or containers
- Ensure all equipment has been adequately shut down per manufacture's guidelines
- Lower all elevated equipment and remove from site and store securely
- Remove materials from site or secure against the elements and theft as much as possible
- Exposed utilities must be protected and labelled and the relevant authorities notified
- Do not block any entrances with equipment or materials which may need to be used by emergency response personnel

Insurance – items to check to ensure you're covered during this time

- Are sites likely to be left unattended more than the time allowed in your cessation clause?**
Depending on your policy cessation clause, cover will usually cease if a construction site is left unattended usually more than 30 days.
- With extra time taken off during the break, does your maximum construction period provide enough time from when works begin to finish including any breaks?**
Most construction policies tend to have a 12 month construction period from when works start to finish including any breaks or delays, after this time, there is no cover for the project. Unfortunately renewing your policy does not mean this period is reset, the maximum construction period clause starts from when the project starts regardless of when your policy was renewed.
- Are your tools and materials covered where they will be stored over the break?**
Some cover for materials or tools is restricted to a certain location whether that be the construction site or your warehouse. It's best to check where your materials and tools are covered and to what extent. Keep in mind tools and materials require different covers.

Not sure if you're covered correctly?

Call your construction insurance specialist

Be Covered Insurance Brokers on 08 7092 2242