



# **DISASTER MANAGEMENT PLAN**

**2026 - 2027**

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## ABBREVIATIONS

DM	: Disaster Management
ECR	: Emergency Control Room
HOD	: Head of Department
IAP	: Incident Action Plan
IC	: Incident Commander
ICC	: Incident Command Centre
ICS	: Incident Command System
ICT	: Information and Communication Technology
IDP	: Integrated Development Plan
IMT	: Incident Management Team
JOC	: Joint Operations Centre
NGO	: Non-Government Organisation
SAPS	: South African Police Services
UC	: Unified Command
WCEMS	: Western Cape Emergency Medical Services

## DEFINITIONS

**Complex:** two or more individual incidents located in the same general areas that are assigned to a single Incident Commander or Unified Command

**Coordination:** means the process of systematically analysing a situation, developing relevant information, and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra- or interagency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc.

**Disaster:** means a progressive or sudden, widespread or localized, natural or human-caused occurrence which causes or threatens to cause death, injury or disease, damage to property, infrastructure or the environment; or disruption of a community; and is of a magnitude that exceeds the ability of those affected to cope using only own resources.

**Disaster Management:** means a continuous and integrated multi-sectoral, multi-disciplinary process of planning and implementation of measures aimed at preventing or reducing the risk of disasters, mitigating the severity or consequences of disasters, emergency preparedness, rapid and effective response to disasters, and post-disaster recovery and rehabilitation

**Disaster risk management:** the systematic process of using administrative decisions, organization, operational skills and capacities to implement policies, strategies and coping capacities of the society and communities to lessen the impacts of natural hazards and related environmental technological disasters. This comprises of all forms of activities, including structural and non-structural measures to avoid (prevention) and to limit (mitigation and preparedness) adverse effects of hazards.

**Hazard:** means something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

**Incident:** means an occurrence or event, natural or human-caused that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, forest and urban fires, floods, hazardous material spills, nuclear accidents, aircraft accidents, earthquakes, public unrest, weather-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

**Incident Commander:** means the individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

**Incident Command Post (ICP):** means the field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a great rotating or flashing light.

**Incident Command System (ICS):** means the standardised on-scene emergency management construct specifically designed to provide for the adoption of an integrated organisational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organisational structure, designed to aid the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organise field-level incident management operations.

**Incident Management Team (IMT):** means the Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

**Joint Operations Centre:** means the physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. A JOC may be a temporary facility or located in a more central or permanently established facility, perhaps at a higher level of organisation within a jurisdiction. JOCs may be organised by major functional disciplines (e.g. fire, law enforcement, and medical services), by jurisdiction (e.g. National, Provincial, District or local), or some combination thereof.

**Resources:** means personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained.

**Response:** means the activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operational plans and mitigation activities designed to limit the loss of life, personal injury, property damage, and other

unfavourable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation or quarantine.

**Risk:** the probability of harmful consequences, or expected losses (deaths, injuries, property, livelihoods, economic activity disrupted or environment damage) resulting from interactions between natural or human-induced hazards and vulnerable conditions.

**Typing:** means the identifying or categorising of resources or incidents along predetermined and agreed descriptions. Typing of resources allows for there to be an understanding of the capabilities of a resource. Typing of incidents allows the incident personnel to understand the size and/or complexity of an incident. Incidents are typed from Type 5 (small or simple) up to Type 1 (large or complex)

**Unified Command (UC):** means an application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command, often the senior person from agencies and/or disciplines participating in the Unified Command, to establish a common set of objectives and strategies in a single Incident Action Plan

**Vulnerability:** the conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards.

## 1. LEGAL FRAMEWORK AND DISTRIBUTION

### 1.1. In terms of the Disaster Management Act, section 53:

Each Municipality must prepare a Disaster Management Plan/Framework for its area according to the circumstances prevailing in the area, after consulting with the District Municipality and other Local Municipalities within the area of the District Municipality

Sections 25, 38, 52 and 53 specify that those organs of state, must each prepare a disaster management plan setting out, amongst others, its roles and responsibilities regarding emergency response, post-disaster recovery and rehabilitation, as well as an outline of the capacity to fulfil these roles and responsibilities and contingency strategies and emergency procedures in the event of a disaster, including measures to finance these strategies.

1.2. The formulation and implementation of a Disaster Management Plan forms part of the IDP (Integrated Development Plan) process for the Overstrand Municipality. The purpose of this Disaster Management Plan is to ensure disaster management coordination and response at all times, enhancing the Overstrand Municipality's ability to prevent and deal with disasters and to avoid development that is considered high risk in terms of the potential for disasters.

### 1.3. Overstrand Disaster Management Plan:

- a. Forms an integral part of the Municipality's Integrated Development Plan.
- b. Anticipates the type of disasters and its possible effects likely to occur in the municipal area.

1.4. The Plan places emphasis on measures that reduce the vulnerability of disaster-prone areas, communities and households.

1.5. The plan seeks to develop a system of incentives that will promote disaster management in the Overstrand through:

- a. Identifying the areas, communities and households that are at risk.
- b. Considering indigenous knowledge relating to disaster management.
- c. Promote disaster management research.
- d. Identifying and addressing weaknesses in the capacity to deal with possible disasters.
- e. Provide for prevention and mitigation strategies.
- f. Facilitate maximum emergency preparedness.
- g. Contain contingency plans and emergency procedures in the event of disasters, providing for:
  - i. The allocation of responsibilities to the various role-players and co-ordination in the execution of those responsibilities.
  - ii. Prompt disaster response and relief.

- iii. Procurement of essential goods, equipment and services.
- iv. Establishment of strategic communication links; and
- v. Dissemination of information.

1.6. The Overstrand Municipality must establish and implement a policy framework for Disaster Management in the municipality, which is aimed at:

- a. Risk identification
- b. Risk assessment
- c. Risk response
- d. Risk response development

1.7. The Overstrand Disaster Management Plan is consistent with –

- a. The provisions of the Disaster Management Act 57 of 2002.
- b. The Disaster Management Policy Framework of the Overberg District, Provincial Government and National Government.

1.8. Disaster management plans are compiled based on a generic plan including standard operating procedures and best practice, and then expanded with risk-specific plans that address disaster management for special circumstances where the generic plan needs to be adapted.

1.9. Risk-specific plans are produced by Overstrand Disaster Management as part of its responsibility in terms of the Disaster Management Act, 2002

## **2. INTRODUCTION**

2.1. The Disaster Management Act, 2002, is a legal instrument that provides coherent and transparent information with the aim of reducing, minimizing, and preventing disasters through risk assessment and mitigation strategies. This can be achieved through excellent communication and expertise of different services, access to funds and access to sufficient resources.

2.2. Priority will be given to development measures that reduce the vulnerability of disaster-prone areas, communities, agriculture and infrastructure within each line function

2.3. Disaster Management is also responsible for promoting disaster management training and community awareness to reduce vulnerability to communities most at risk.

## **3. PURPOSE**

3.1. To establish a disaster management strategy guiding the disaster management plans of the various departments and role-players. It is critical that an efficient and effective disaster response can be mobilized. The response is a collective responsibility. In a

major emergency or disaster, people need to know what to do, who will do it and how it will be done.

3.2. The ability to respond quickly and effectively will depend on good preparation.

3.3. An Emergency Preparedness Plan is designed to establish the framework for implementation of the provisions of the future.

3.4. The purpose of the Emergency Preparedness Plan is to outline procedures for both the proactive disaster prevention and the reactive disaster response and mitigation phases of Disaster Management.

3.5. The Emergency Preparedness Plan intends to facilitate multi-agency and multi-jurisdictional co-ordination in both proactive and reactive programs.

#### **4. ROLE OF DISASTER MANAGEMENT UNIT**

4.1. To compile and adopt a disaster management policy

4.2. Compile and maintain disaster management plans/framework

4.3. Establish a disaster management committee

4.4. Establish community partnerships that combine the access and attributes of everyone with a stake in disaster resistance.

#### **5. DISASTER RISK REGISTER**

**Please see Annexure “D”**

#### **6. RISK REDUCTION**

6.1. Risk awareness programs

6.2. Risk prevention programs

6.3. Formal and informal training about emergency services and disaster relief

6.4. Research in formal and informal settlements about location, growth and development

6.5. Upgrading of vehicles, equipment, and protective clothing

## 7. INCIDENT COMMAND SYSTEM

7.1. The Incident Command System (ICS) is the recognised management tool adopted by the Western Cape Provincial Government to manage an incident or event efficiently and effectively. The three primary purposes of ICS are:

- 7.1.1. To provide for the overall safety of personnel and members of the public at an incident or planned event.
- 7.1.2. To provide for a clear integrated management structure and hierarchy.
- 7.1.3. To ensure that the achievement of objectives is carried out efficiently and effectively.

7.2. ICS is modular and can expand or shrink to the changing needs of the incident or event for emergency and non-emergency situations and across all levels of government (local, district or provincial). It is therefore a system that allows different organisations to work together.

7.3. The Incident Commander (IC) or Unified Command (UC) are responsible for the management of the incident or event. Incident Command is implemented when the incident or event occurs in a single jurisdiction or function. Where the incident or event occurs across multiple jurisdictions or functions, or an overlap exists, Unified Command is applied so that joint decision-making can take place with a single set of strategies and objectives.

7.4. Incident Management Teams (IMT) will be activated, depending on the type of incident. The IMT (some or all) will be activated from Type 3 to Type 1.

7.4.1. **Type 5 Incident:** an incident that can be handled with one or two single resources and is contained within the first operational period (within an hour to a few hours) i.e. vehicle fire, injured person.

7.4.2. **Type 4 Incident:** an incident where several resources are required to mitigate the incident and is limited to one operational period. No Incident Action Plan (IAP) is required but resources must be tracked.

7.4.3. **Type 3 Incident:** an incident in which the needs thereof exceed the capabilities of the responding agencies. Some command and general staff may be activated and the incident may extend multiple operational periods. An IAP is required for each operational period.

7.4.4. **Type 2 Incident:** an incident that extends beyond the capabilities of local control and is expected to go into multiple operational periods. A type 2 incident may require the response of resources out of the area, including regional and/or national resources, to effectively manage the operations, command and general staffing. An IAP is required for all operational periods and almost all command and general staff positions will be filled. The agency administrator is responsible

for the incident complexity analysis, agency administration briefings, and the written delegation of authority.

- 7.4.5. **Type 1 Incident:** means a complex incident, requiring national resources for safe and effective management and operation. All command and general staff positions are filled and an IAP is required for each operational period. There is a high impact on the local authority, requiring additional staff for office administrative and support functions.

7.5. Depending on the location of the incident or event, an Incident Command Post (ICP) or Joint Operations Centre (JOC) will be established. As far as practically possible, the staging area and ICP will be separate from each other to minimize interferences.

7.6. Due to the layout of the Overstrand jurisdiction, more complex incidents are taking place i.e. extended wildfires taking place at the same time.

7.7. Where Overstrand Municipality is unable to cope with the incident or complex incidents with own resources, a code red will be declared and additional resources acquired.

## 8. GEOGRAPHICAL OVERVIEW PROFILE

8.1. The municipality spans approximately 1,708 km<sup>2</sup> and had a recorded population of 132,495 as of the 2022 Census (Statistics South Africa, 2022). It encompasses the areas of Hangklip-Kleinmond, Greater Hermanus, Stanford, and Greater Gansbaai. The municipal area has a coastline of approximately 230 km, stretching from Rooi Els in the West to Quinn Point in the East.

## 9. DEMOGRAPHIC PROFILE

9.1. The 2022 Census by Statistics South Africa reports that Overstrand's population grew from 80,432 in 2011 to 132,495 in 2022, marking a 65% increase over this period.

9.2. During festivals and festive seasons, the influx of visitors can increase the population of Overstrand with up to 50%.

9.3. The population of Overstrand is projected to reach approximately 150,639 by 2027. Additionally, the estimated average annual population growth rate between 2022 and 2027 is 2.6%.

9.4. The total number of households within the municipal area increased from 36,076 in the 2021/22 financial year to 36,583 in 2022/23, reflecting a 1.42% increase in the total number of households over this period.

Household	2021/22	2022/23	2023/24
Number of households in municipal area	36 076	36 583	37 532
Number of indigent households in municipal area	7 367	1491*	4 715

9.5. As indicated in the above table, the total number of indigent households decreased from 7,367 in the 2021/22 financial year to 1,491 in 2022/2023. This decline is primarily attributed to the change in the Indigent Policy, with Categories B and C being discontinued. To address this, the municipality has launched an outreach campaign through pamphlets, social media, and ward committee meetings. Additionally, qualifying indigents will be notified in advance that their applications have expired and must be renewed. Municipal staff will also engage directly with communities to assist them through the application process.

## 10. OVERSTRAND POPULATION PROFILE

10.1. According to the Statistics South Africa 2022 Census figures, the Overstrand population increased from 80,432 in Census 2011 to 132,495 in Census 2022, representing a 65% increase over this period. The estimated population for Overstrand in 2027 is 150,639, with an anticipated average annual growth rate of 2.6% between 2022 and 2027.

10.2. Projections are based on the 2022 Census figures and the previous ward boundaries. As a result, certain calculated adjustments were necessary to isolate figures for specific areas within some wards and incorporate them into the newly established Ward 14. These adjustments specifically impacted Wards 1, 2, 11, and 14. Refer to the table below extracted from the IDP:

Areas	Ward	Population		
		2011 Census	2022 Census	2025 Projection <i>(based on a projected 1,8% annual growth rate)</i>
Stanford, Thembihle	1	6 454	8977	9463
Gansbaai North-East, Masakhane	2	6 866	11311	11924
Hermanus	3	4 267	7030	7410
Westcliff, Mount Pleasant, Hemel & Aarde Valley	4	7 801	12851	13548
Zwelihle South	5	6 345	10453	11019
Zwelihle North	6	6 529	10755	11338
Sandbaai, Hemel & Aarde Estate	7	4 102	6757	7123
Hawston, Fisherhaven & Honingklip	8	9 412	15504	16344
Kleinmond, Proteadorp, Mountain View, Palmiet, Beverley Hills, Ext 6	*9	2 446	4029	4248
Pringle Bay, Overhills, Mooiuitsig, Betty's Bay, Rooiels	10	6 638	10935	11528
Baardskeerdersbos, Eluxolweni, Pearly Beach, Buffeljagsbaai, Franskraal	11	9 086	10628	11204
Zwelihle North-West	12	5 335	8789	9265
Onrus & Vermont	13	5 151	8485	8945
Blompark, De Kelders, Gansbaai South-West, Van Dyksbaai	*14		5991	6316
<b>GRAND TOTAL</b>		<b>80 432</b>	<b>132 495</b>	<b>139674</b>

10.3. The projected figures from 2022 onwards show an annual increase in population growth.



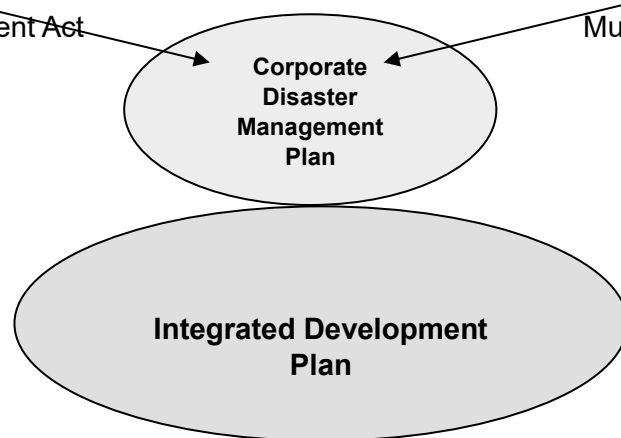
10.4. Overstrand is the fastest growing municipality in the Overberg District.

**11. INTEGRATED DEVELOPMENT PLANNING**

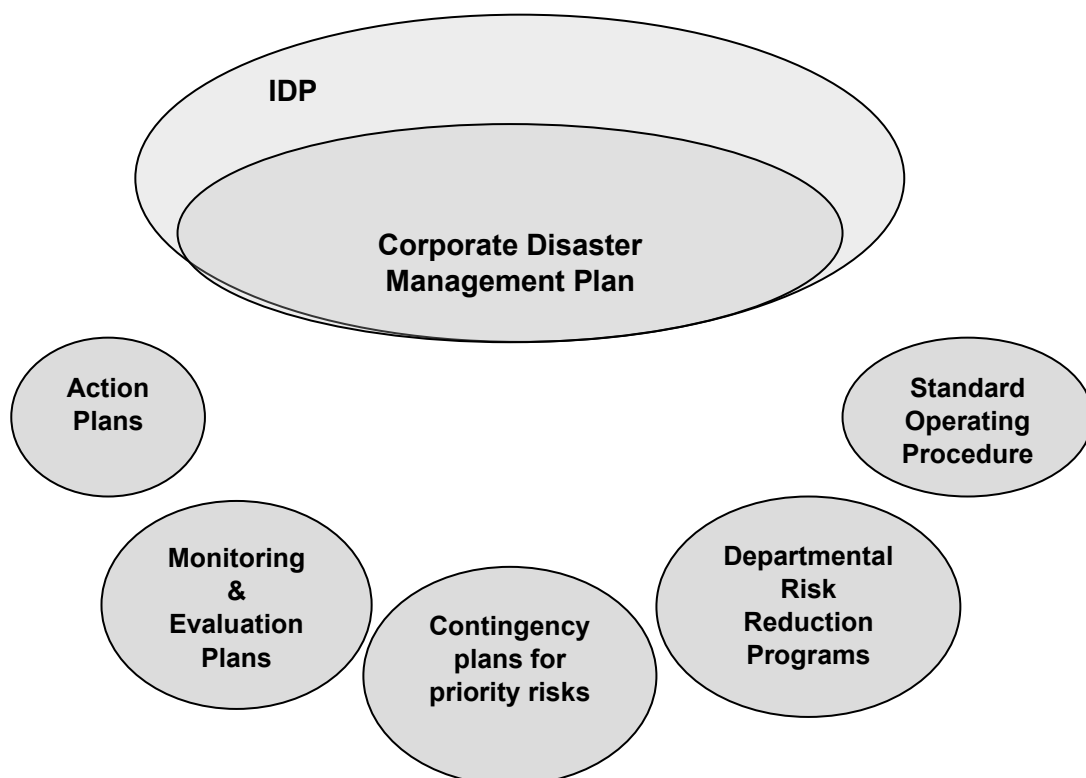
11.1. An active public participation process was followed during the finalization of the Disaster Management Plan

11.2. The two diagrams below illustrate how the Corporate Disaster Plan and the IDP interact

Section 53, Disaster Management Act      Section 26, Municipal Systems Act



**Interaction of the IDP and the Corporate Disaster Management Plan**



## DIRECTIVES

### 11.3. Municipal Manager

- 11.3.1. Gives effect to the Disaster Management Act, 2002 and Regulation(s) as amended from time to time for the establishment of Disaster Management operations.
- 11.3.2. Integrated Disaster Risk Management activities into the core mandate of the Overstrand Municipality to ensure that disaster risk reduction takes place.
- 11.3.3. Ensures the effective integration of Disaster Management within the Overstrand IDP (Integrated Development Plan).
- 11.3.4. Encourages research in Disaster Risk Management and publication of any internal research findings.
- 11.3.5. Coordinates integrated and disaster risk management activities in conjunction with the Chief: Fire, Rescue & Disaster Management of Overstrand to ensure disaster risk reduction takes place.
- 11.3.6. Ensure all contingency plans for the department(s) are coordinated with Overstrand Disaster Management. Every line function must have a formal contingency plan for a disaster as defined by the Disaster Management Act of 2002.
- 11.3.7. Ensure that early warnings are linked to the contingency plan(s).
- 11.3.8. Identify specific target groups in consultation with Disaster Management for awareness campaigns and coordinate such campaigns with Disaster Management.

#### 11.3.8.1. Duties

- 11.3.8.2. May respond to disaster incidents or delegate official(s) to make decisions independently.
- 11.3.8.3. May report to the Incident Command Centre or delegate official(s) to make decisions independently.

#### 11.3.9. Procedures

- 11.3.9.1. Receives emergency by radio / telephone or orally.
- 11.3.9.2. Instructs the disaster officials to respond to incidents.
- 11.3.9.3. Place Directors on standby.
- 11.3.9.4. Tacit approval of emergency expenditure(s).
- 11.3.9.5. Act as a media liaison.

#### 11.4. **Director: Municipal Public Safety**

- 11.4.1. Identifies specific hazards and vulnerabilities relating to the core function of the directorate and/or prioritises disaster risks for the directorate.
- 11.4.2. Integrates Disaster Risk Management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place.
- 11.4.3. Identifies directorate projects which will reduce risk in vulnerable communities.
- 11.4.4. Compiles a contingency and business continuity plan for the department. The contingency and/or business continuity plan will form an addition to the basic plan as developed by Disaster Management that provides for the coordinated utilization of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.
- 11.4.5. Ensures that early warnings are linked to contingency plan(s).
- 11.4.6. Identifies specific target groups for awareness campaigns and coordinate such campaigns with Disaster Management.
- 11.4.7. Motivates allocation of a percentage of the annual budget to implement Disaster Risk Management projects (capital as well as operational).

##### **11.4.7.1. Duties**

- 11.4.7.2. May respond to disaster incidents or delegate official(s) able to take decisions independently.
- 11.4.7.3. May report to Incident Command Centre or delegate official(s) able to take decisions independently.

##### **11.4.8. Procedures**

- 11.4.8.1. Receives emergency by radio / telephone or orally.
- 11.4.8.2. Instructs the disaster officials to respond to incidents.
- 11.4.8.3. Place Chiefs and departmental heads on standby.
- 11.4.8.4. Places departmental heads on standby.
- 11.4.8.5. Tacit approval of emergency expenditure(s).

#### 11.5. **Chief: Fire, Rescue & Disaster Management.**

- 11.5.1. Gives effect to the Disaster Management Act 57 of 2002 and the regulation for the establishment and Disaster Management operations.
- 11.5.2. Conducts a (scientific) disaster risk assessment annually.
- 11.5.3. Identifies specific hazards and vulnerabilities relating to the core function of the municipality.
- 11.5.4. Integrate disaster risk management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place.
- 11.5.5. Ensures the effective integration of disaster management within the Overstrand IDP.
- 11.5.6. Identifies Municipal projects which will reduce risk in vulnerable communities.
- 11.5.7. Ensures that early warnings are linked to the Disaster Management Plan.

11.5.8. Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management.

11.5.9. Encourages research in disaster risk management and publication of any internal research findings.

11.5.10. **Duties**

11.5.10.1. Gives effect to the Disaster Management Act 57 of 2002 and the regulation there under for the establishment and Disaster Management operations.

11.5.10.2. Acts as chairman of the coordination committee.

11.5.10.3. Take control of an organization during a disaster or emergency.

11.5.10.4. Any other duties as the council may assign.

11.5.10.5. Gives instruction to activate the Incident Command Centre.

11.5.11. **Procedures**

11.5.11.1. Receives emergency reports by radio/telephone or orally.

11.5.11.2. Instructs the disaster to respond to incidents.

11.5.11.3. Activate emergency control room/centre and staff.

11.5.11.4. Place department heads on standby.

11.6. **Deputy Chief: Fire**

11.6.1. Integrates disaster risk management activities into the core mandate of the directorate to ensure disaster risk reduction takes place.

11.6.2. Identifies directorate projects which will reduce risk in vulnerable communities.

11.6.3. Ensure that early warnings are linked to the contingency plan.

11.6.4. **Duties**

11.6.4.1. Respond to disaster incidents.

11.6.4.2. Reports to Incident Command.

11.6.4.3. Any other duties as may be assigned.

11.6.5. **Procedures**

11.6.5.1. Receives emergency reports by radio/telephone or orally.

11.6.5.2. Instructs officials to respond to incidents.

11.6.5.3. Inform all relevant role-players and stakeholders of the incident.

11.7. **Assistant Chief: Disaster Management**

11.7.1. Gives effect to the Disaster Management Act and the regulation there under for the establishment and Disaster Management operations.

11.7.2. Conducts a (scientific) disaster risk assessment annually.

- 11.7.3. Identifies specific hazards and vulnerabilities relating to the core function of the municipality.
- 11.7.4. Integrates disaster risk management activities into the core mandate of the Municipality to ensure disaster risk reduction takes place.
- 11.7.5. Ensures the effective integration of disaster management within the Overstrand Municipality's IDP.
- 11.7.6. Identifies municipal projects which will reduce risk in vulnerable communities.
- 11.7.7. Compiles a Disaster Management Plan for the Overstrand Municipality.
- 11.7.8. Ensures that early warnings are linked to the Disaster Management Plan.
- 11.7.9. Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management.
- 11.7.10. Encourages research in disaster risk management and publication of any internal research findings.

11.7.11. **Duties**

- 11.7.11.1. Perform the duties of the Chief: Fire, Rescue & Disaster Management in his absence.
- 11.7.11.2. Any other duties that the Chief: Fire, Rescue & Disaster Management may request.

11.7.12. **Procedures**

- 11.7.12.1. Receives emergency reports by radio/telephone or orally.
- 11.7.12.2. Instructs the disaster officials to respond to incidents.
- 11.7.12.3. Activates the emergency control room/centre and staff.
- 11.7.12.4. Place department heads on standby.

11.8. **Assistant Chief: Operations and Training**

- 11.8.1. Integrates disaster risk management activities into the core mandate of the directorate to ensure disaster risk reduction takes place.
- 11.8.2. Identifies directorate projects which will reduce risk in vulnerable communities.
- 11.8.3. Ensure that early warnings are linked to the contingency plan.
- 11.8.4. **Duties**

- 11.8.4.1. Respond to disaster incidents.
- 11.8.4.2. Reports to Incident Command.
- 11.8.4.3. Any other duties as may be assigned.

11.8.5. **Procedures**

- 11.8.5.1. Receives emergency reports by radio/telephone or orally.
- 11.8.5.2. Instructs officials to respond to incidents.
- 11.8.5.3. Inform all relevant role-players and stakeholders of the incident.

## 11.9. **Assistant Chief: Fire Safety and Health & Safety**

11.9.1. Integrates disaster risk management activities into the core mandate of the directorate to ensure disaster risk reduction takes place.

11.9.2. Identifies directorate projects which will reduce risk in vulnerable communities.

11.9.3. Ensure that early warnings are linked to the contingency plan.

### 11.9.4. **Duties**

11.9.4.1. Respond to disaster incidents.

11.9.4.2. Reports to Incident Command.

11.9.4.3. Any other duties as may be assigned.

### 11.9.5. **Procedures**

11.9.5.1. Receives emergency reports by radio/telephone or orally.

11.9.5.2. Instruct officials to respond to incidents.

11.9.5.3. Inform all relevant role-players and stakeholders of the incident.

## 11.10. **Principal Administrator: Incident Command Centre, Emergency Control & Support Services**

11.10.1. Integrates disaster risk management activities into the core mandate of Overstrand Municipality to ensure disaster risk reduction takes place.

11.10.2. Identify directorate projects which will reduce risk in vulnerable communities.

11.10.3. Ensures that early warnings are linked to contingency plans.

11.10.4. Activation of the Incident Command Centre.

### 11.10.5. **Duties**

11.10.5.1. Respond to disaster incidents.

11.10.5.2. Reports to Incident Command.

11.10.5.3.

### 11.10.6. **Procedures**

11.10.6.1. Receives emergency reports by radio/telephone or orally.

11.10.6.2. Instructs the disaster officials to respond to incidents.

11.10.6.3. Places department heads on standby.

### 11.11. **Assistant Chief: Safety and Security & CCTV**

11.11.1. Integrates disaster risk management activities into the core mandate of the directorate to ensure disaster risk reduction takes place.

11.11.2. Identifies directorate projects which will reduce risk in vulnerable communities.

11.11.3. Ensure that early warnings are linked to the contingency plan.

#### 11.11.4. **Duties**

11.11.4.1. Respond to disaster incidents.

11.11.4.2. Reports to Incident Command.

11.11.4.3. Any other duties as may be assigned.

#### 11.11.5. **Procedures**

11.11.5.1. Receives emergency reports by radio/telephone or orally.

11.11.5.2. Instruct officials to respond to incidents.

11.11.5.3. Inform all relevant role-players and stakeholders of the incident.

### 11.12. **Director: Community Services**

11.12.1. Identifies specific hazards and vulnerabilities relating to the core function of the directorate and/or priority disaster risk for the directorate.

11.12.2. Integrates Disaster Risk Management activities into the core mandate of Overstrand Municipality to ensure disaster risk reduction takes place.

11.12.3. Identifies directorate projects which will reduce risk in vulnerable communities.

11.12.4. Compiles a contingency and business continuity plan for the departments. The contingency and/or business continuity plan will form an addition to the basic plan as developed by Disaster management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

11.12.5. Ensures that early warnings are linked to the contingency plan(s).

11.12.6. Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management.

11.12.7. Motivate the allocation of a percentage of the annual budget to implement Disaster Risk Management projects (capital as well as operational).

#### 11.12.8. **Duties**

11.12.8.1. May respond to disaster incidents or delegate an official able to make independent decisions.

11.12.8.2. Must report to the Incident Command Centre or delegate an official to take independent decisions.

11.12.9. **Procedures**

11.12.9.1. Receives emergency reports by radio/telephone or orally.

11.12.9.2. Instruct the Community Services officials to respond to incidents.

11.12.9.3. Places department heads on standby.

11.12.9.4. Tacit approval of emergency expenditure(s) as and when required.

11.13. **Director: Corporate Services**

11.13.1. Identifies specific hazards and vulnerabilities relating to the core function of the directorate and/or priority disaster risks for the directorate.

11.13.2. Integrates Disaster Risk Management activities into the core mandate of the Overstrand Municipality to ensure disaster risk reduction takes place.

11.13.3. Identifies directorate projects which will reduce risk in vulnerable communities.

11.13.4. Compiles a contingency and business continuity plan for the department/s. The contingency and/or business continuity plan will form an addition to the basic plan as developed by Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

11.13.5. Ensures that early warnings are linked to contingency plan(s).

11.13.6. Motivate the allocation of a percentage of the annual budget to implement Disaster Risk Management projects (capital as well as operational).

11.13.7. **Duties**

11.13.7.1. May respond to disaster incidents or delegate an official able to make independent decisions

11.13.7.2. May report to Incident Command Centre or delegate an official able to make independent decisions.

11.13.8. **Procedures**

11.13.8.1. Receives emergency reports by radio/telephone or orally

11.13.8.2. Instructs Corporate Services officials to respond to incidents

11.13.8.3. Places department heads on standby

11.13.8.4. Tacit approval of emergency expenditure(s) as and when required

11.14. **Director: Financial Services**

- 11.14.1. Integrates disaster risk management activities into the core mandate of Overstrand Municipality to ensure disaster risk reduction takes place.
- 11.14.2. Identifies directorate projects which will reduce risk in vulnerable communities.
- 11.14.3. Compile a contingency and business continuity plan for the department. The contingency and/or business continuity plan will form an addition to the basic plan as developed by Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.
- 11.14.4. Motivates the allocation of a percentage of the annual budget to implement Disaster Risk Management Projects (capital as well as operational).

#### 11.14.5. **Duties**

- 11.14.5.1. May respond to disaster incidents or delegate an official able to make decisions independently
- 11.14.5.2. May report to Incident Command Centre or delegate an official able to make decisions independently
- 11.14.5.3. Initiates and facilitates efforts to make funds available for disaster management in the municipal area.
- 11.14.5.4. Facilitates and prioritizes emergency procurement processes.
- 11.14.5.5. Facilitate and prioritize payment of vendors utilized during emergency procurement processes.
- 11.14.5.6. Documents and information for potential municipal insurance claims.

#### 11.14.6. **Procedures**

- 11.14.6.1. Receives emergency reports by radio/telephone or orally.
- 11.14.6.2. Instructs the finance officials to respond to incidents.
- 11.14.6.3. Places department heads on standby.
- 11.14.6.4. Tacit approval of emergency expenditure(s) as and when required.

#### 11.15. **Director: Infrastructure Services**

- 11.15.1. Identifies specific hazards and vulnerabilities relating to the core function of the directorate and/or priority disaster risks for the directorate.
- 11.15.2. Integrates Disaster Risk Management activities into the core mandate of Overstrand Municipality to ensure disaster risk reduction takes place.
- 11.15.3. Identifies directorate projects which will reduce risk in vulnerable communities.
- 11.15.4. Compiles a contingency and business continuity plan for the department. The contingency and/or business continuity plan will form an addition to

the basic plan as developed by Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

- 11.15.5. Ensures that early warnings are linked to contingency plan(s).
- 11.15.6. Identifies specific target groups for awareness campaigns and coordinate such campaigns with Disaster Management.
- 11.15.7. Allocate a percentage of the annual budget to implement Disaster Risk Management Projects (capital as well as operational).

#### 11.15.8. **Duties**

- 11.15.8.1. Must respond to disaster incidents or delegate an official able to make independent decisions.
- 11.15.8.2. Must report to the Incident Command Centre or delegate an official to make independent decisions.

#### 11.15.9. **Procedures**

- 11.15.9.1. Receives emergency reports by radio/telephone or orally
- 11.15.9.2. Instructs the Infrastructure Service officials to respond to incidents.
- 11.15.9.3. Places department heads on standby.
- 11.15.9.4. Tacit approval of emergency expenditure(s) as and when required.

### 11.16. **Director: Planning & Development**

- 11.16.1. Identifies specific socio-economic vulnerabilities or risks relating to the core function of the Directorate.
- 11.16.2. Integrates Disaster Risk Management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place.
- 11.16.3. Identifies directorate projects which will reduce risk in vulnerable communities.
- 11.16.4. Compile a contingency and business continuity plan for the department. The contingency and/or business continuity plan will form an addition to the basic plan as developed by Disaster Management that provides for the coordinated utilization of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.
- 11.16.5. Motivates the allocation of a percentage of the annual budget to implement Disaster Risk Management projects (capital as well as operational).

#### 11.16.6. **Duties**

11.16.6.1. May respond to disaster incidents or delegate an official able to make independent decisions.

11.16.6.2. May report to the Incident Command Centre or delegate an official able to make independent decisions.

**11.16.7. Procedures**

11.16.7.1. Receives emergency reports by radio/telephone or orally

11.16.7.2. Instructs the Planning & Development officials to respond to incidents.

11.16.7.3. Places department heads on standby.

11.16.7.4. Tacit approval of emergency expenditure(s) as and when required.

**11.17. Chief: Traffic Services**

11.17.1. Identifies specific hazards and vulnerabilities relating to the core function of the department and/or priority disaster risk for the department.

11.17.2. Integrates disaster risk management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place.

11.17.3. Identifies department projects which will reduce risk in vulnerable communities.

11.17.4. Compiles a contingency and business continuity plan for the department. Such plans are ultimately additions to the basic plan as developed by Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

11.17.5. Ensures that early warnings are linked to contingency plans.

11.17.6. Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management.

**11.17.7. Duties**

11.17.7.1. Responds to disaster incidents.

11.17.7.2. Reports to Incident Command.

11.17.7.3. Arrange volunteers to be trained in primary traffic control tasks to fulfil at point service.

11.17.7.4. Ensures that vehicles involved in managing the disaster are unrestricted to move to and from the disaster area.

11.17.7.5. Reporting of any damage to the road surface.

11.17.7.6. Divert the traffic flow to an alternate road.

11.17.7.7. Good communication between officials on scene and in the ICP.

**11.17.8. Procedures**

11.17.8.1. Early weather warnings will be sent via email from the ICT department.

- 11.17.8.2. Receive emergency by Emergency Control Room (ECR), radio / telephone, cell phones, data links, or orally.
- 11.17.8.3. Heads of departments must be on standby (HOD).
- 11.17.8.4. Standby officials must report to the ICS.
- 11.17.8.5. Continuously report on the conditions on the road to the ICP.
- 11.17.8.6. Complete report must be submitted to the IC/DM coordinator.

#### 11.18. **Chief: Law Enforcement Services**

- 11.18.1. Identifies specific hazards and vulnerabilities relating to the core function of the department and/or priority disaster risk for the department.
- 11.18.2. Integrates disaster risk management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place.
- 11.18.3. Identifies department projects which will reduce risk in vulnerable communities.
- 11.18.4. Compiles a contingency and business continuity plan for the department. Such plans are ultimately additions to the basic plan as developed by Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.
- 11.18.5. Ensures that early warnings are linked to contingency plans.
- 11.18.6. Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management.

#### 11.18.7. **Duties**

- 11.18.7.1. Responds to disaster incidents.
- 11.18.7.2. Reports to Incident Command.
- 11.18.7.3. Public Safety & Security will be provided to support the incident operations.
- 11.18.7.4. Assist evacuees/homeless with transportation to safe shelters.

#### 11.18.8. **Procedures**

- 11.18.8.1. Early weather warnings will be sent via email from the ICT department.
- 11.18.8.2. Receive emergency by Emergency Control Room (ECR), radio / telephone, cell phones, data links, or orally.
- 11.18.8.3. Heads of departments must be on standby (HOD).
- 11.18.8.4. Standby officials must report to the ICS.
- 11.18.8.5. Continuously report on the conditions on the road to the ICP.
- 11.18.8.6. Complete report must be submitted to the IC/DM coordinator

### 11.19. **South African Police Services (SAPS)**

- 11.19.1. Coordinates integrated disaster management activities with Overstrand Municipality to ensure disaster risk reduction takes place.
- 11.19.2. Ensures all contingency and business continuity plans for the department are coordinated with Overstrand Disaster Management. Such plans are ultimately additions to the basic plan as developed by the District Municipality that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act.
- 11.19.3. Ensures that early warnings are linked to contingency plans.
- 11.19.4. Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management.

#### 11.19.5. **Duties**

- 11.19.5.1. Responds to disaster incidents.
- 11.19.5.2. Reports to Incident Command.

#### 11.19.6. **Procedures**

- 11.19.6.1. Receives emergency reports by radio/telephone or orally, Director: Municipal Public Safety, Chief of Fire, Rescue & Disaster Management.
- 11.19.6.2. Instructs the disaster officials to respond to incidents.

### 11.20. **Western Cape Emergency Medical Services (WCEMS)**

- 11.20.1. Coordinates integrated disaster risk management activities with Overstrand Municipality to ensure disaster risk reduction takes place.
- 11.20.2. Ensures all contingency and business continuity plans for the Western Cape Emergency Medical Services are coordinated with Overstrand Disaster Management. Such plans are ultimately additions to the basic plan as developed by Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the act.
- 11.20.3. Ensures that early warnings are linked to contingency plans.
- 11.20.4. Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management.

#### 11.20.5. **Duties**

- 11.20.5.1. Respond to disaster incidents.
- 11.20.5.2. Reports to Incident Command.
- 11.20.5.3. Establishing staging area.
- 11.20.5.4. Informs closed hospitals of additional patients.
- 11.20.5.5. Treats patients.
- 11.20.5.6. Keeps record of all patients treated.
- 11.20.5.7. Requests additional resources.

11.20.6.       **Procedures**

- 11.20.6.1. Receives emergency reports by radio/telephone or orally, Director: Municipal Public Safety, Chief of Fire, Rescue & Disaster Management.
- 11.20.6.2. Instructs the METRO officials to respond to incidents

11.21.       **Communication Officer: Communication & IGR**

- 11.22.       Coordinate, integrate and disaster risk management activities with Overstrand Municipality to ensure disaster risk reduction takes place.
- 11.23.       Ensure that early warnings are linked to contingency plans.
- 11.24.       Identify specific target groups for awareness campaigns and coordinate such campaigns with Disaster Management.

11.24.1.       **Duties**

- 11.24.1.1. Respond to disaster incidents.
- 11.24.1.2. Reports to Incident Command.
- 11.24.1.3. Municipal spokesperson.
- 11.24.1.4. Interviews and statements.
- 11.24.1.5. Development of a plan on how to keep the public (internal and external) up to date on the current situation.
- 11.24.1.6. Decide on the appropriate methods to release information or statements (e-mail, fax, social media, news conference etc).
- 11.24.1.7. Verifying all facts with the Incident Information Officer.
- 11.24.1.8. Consult Incident Information Officer on any fatalities or injuries.

11.24.2.       **Procedures**

- 11.24.2.1. Receives emergency reports by radio/telephone or orally, Director: Municipal Public Safety, Chief of Fire, Rescue & Disaster Management.

11.25.       **Non – Government Organizations**

- 11.25.1.       Coordinates integrated disaster management activities with Overstrand Municipality to ensure disaster risk reduction takes place.
- 11.25.2.       Ensures that all contingency and business continuity plans are coordinated with Overstrand Disaster Management. Such plans are

ultimately additions to the basic plan as developed by the District Municipality that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act.

- 11.25.3. Ensure that early warnings are linked to contingency plans.
- 11.25.4. Identifies specific target groups for awareness campaigns and coordinates such campaigns with the Disaster Management.

#### 11.25.5. **Duties**

- 11.25.5.1. Respond to disaster incidents.
- 11.25.5.2. Reports to Incident Command.
- 11.25.5.3. Any other duties as may be assigned.

#### 11.25.6. **Procedures**

- 11.25.6.1. Receives emergency reports by radio/telephone or orally, Director: Municipal Public Safety, Chief of Fire, Rescue & Disaster Management.

## **12. RISK MITIGATION**

- 12.1. Joint Operations Centre (JOC) can be convened to address specific risk-mitigation issues during the post-disaster recovery and rehabilitation phase or the pre-disaster risk reduction and preparedness phase.
- 12.2. Disaster Management will ensure that the JOC is convened and maintained to address risk-specific disaster management plans, such as plans for aircraft emergencies, flooding, large fires, transport disasters, hazardous materials incidents or mass events. Policies plans and procedures that address efficient incident-management and inter-disciplinary cooperation during incidents are included in this category of plans. The input of specialist advisers in the various fields must be obtained on an ongoing basis.
- 12.3. In the recovery and rehabilitation phase, the head of disaster management and disaster management coordinator will take over the responsibility once the JOC is demobilized and/or in cases where recovery and rehabilitation take place over extended periods.
- 12.4. The disaster management coordinator under a line function can be convened to take responsibility for activities that address the casual factors of a disaster / incident.

### 13. AMENDMENTS/UPDATES

- 13.1. New amendments or updates will be added to the Amendments and Updates Listing below, and it is the responsibility of the individual to regularly check the currency of their Disaster Management Plan.
- 13.2. Proposals for amendment or additions to the text of this Plan should be forwarded to: -

Chief: Fire & Rescue, Disaster Management  
 L. Smith  
 Telephone: (028) 313 5041  
 E-mail: [lestersmith@overstrand.gov.za](mailto:lestersmith@overstrand.gov.za)

DATE OF REVIEW	DETAILS OF PAGE(S) AMENDED OR REPLACED
22 March 2013	Par 5: Top 10 risks; Par 9: Population Profile Par 15: Post vacant
7 April 2014	Annexure H, K and L was removed, Appendix I was replaced by strategic risk register
9 April 2015	Par 1.8 Taken out Par 1.9 Taken out Par 3.4 Amended Par 4.3 Amended Par 5 Amended
20 April 2016	Par 8.1 Amended Par 9 Amended Par 10 The Corporate Disaster Management Plan in Context taken out Par 12 Roles and responsibilities replaced with Directorate Directives
2017	Emergency Contact numbers amended
2018	Emergency Contact numbers amended
2019	Rename of Annexures Additional contact persons for Annexure I, J & K
2020	Par 7 updated to figures published in IDP (27 May 2020) Par 8 updated to figures published in IDP (27 May 2020) Par 9 updated to figures published in IDP (27 May 2020) Par 11 updated, to include Incident Command Centre, Councillors and NGO's Annexure L: new addition Emergency Contact numbers amended
2021	
2022	
2023	Amend Hermanus High School contact details Remove ward councillor details (Ward 5) Amend contact details preparedness plans
2024	Date on front page updated More definitions added Replace original Annex A, revised Veld Fire Management in the Urban Interface

	<p>Annexures – more annexures added and alphabetical listing revised</p> <p>Annexure details updated to include more details</p> <p>Par 7 updated</p> <p>Par 8 updated</p> <p>Par 9 updated</p> <p>New section added: Incident Command System</p> <p>Directives partially updated</p> <p>Contact persons and contact details updated where applicable</p>
2025	<p>Date on front page updated</p> <p>Annexures revised (wording)</p> <p>New directive: Chief: Law Enforcement</p> <p>Contact persons and contact details updated where applicable</p>
2026	<p>Dates updated on all front pages where applicable</p> <p>Revised annexures: Annexure O – Climate Change</p> <p>Revised annexures: Annexure M – Covid 19 Contingency Plan</p> <p>Directives revised</p>



# **Veld Management in the Urban Interface**

Read in conjunction with the Overstrand Fire Management Plan

**2026 - 2027**

## 1. INTRODUCTION

Wildland fires have a range of social, economic, and environmental impacts – positive and negative – that are well-researched. The practice of Integrated Fire Management arose from a need to ensure that wildland fires are able to serve a greater good than the harm they cause. Integrated Fire Management addresses the problems and issues posed by damaging and beneficial wildland fires within the context of the natural environment and the socio-economic systems in which they occur. It evaluates and balances the relative risks posed by wildland fire with the beneficial or necessary ecological and economic roles that fire may play in a given area, landscape, or region.

**1.1.** As a result, Integrated Fire Management Integrates the following:

- 1.1.1. The entire fire cycle and its different components of prevention, protection, suppression, and rehabilitation.
- 1.1.2. The fire management efforts of all land managers whether in respect of public or private land.
- 1.1.3. The actions of regulatory agencies with the management measures on the ground.
- 1.1.4. The funding and resource allocation to optimise its benefits and impacts.

An integrated approach seeks to ensure the maximum benefit from the available resources and to help communities find cost-effective approaches to maintain desirable wildland fire programmes while limiting fire damage.

**1.2.** When wildland fires do occur, Integrated Fire Management provides a framework for:

- 1.2.1. Weighing the relative benefits and risks of different wildfire scenarios.
- 1.2.2. Evaluating whether the effects of a wildfire will be detrimental, beneficial, or benign; and
- 1.2.3. Responding appropriately, based on stated objectives.

This plan will seek to find the balance between landscape management and responding to wildfires. Overstrand Municipality as a landowner have a responsibility to manage the wildfire risk on their properties and to assist other landowners to mitigate their risks. Overstrand Fire & Rescue is also responsible for the enforcement of policies and by-laws to create and maintain a safe and healthy environment.

## 2. WILDLAND URBAN INTERFACE

Wildlands are places where there is enough vegetation to sustain a vegetation fire. These areas include nature reserves, vacant land often invaded by woody invasive alien plants, timber plantations, orchards, vineyards, and agricultural land. The Wildland-Urban Interface is the transition zone between open land that is generally unoccupied and contains flammable vegetation fuels and human settlements, the area where urban development meets wildlands (in town planning this area is sometimes referred to as the “urban edge”), where homes and structures are built among forests, shrubs or

grasslands, or where there is a presence of people and permanent infrastructure in the proximity of flammable vegetation. This is where people live and earn their livelihoods, and it is here where people are exposed to the greatest risk of being injured or killed by wildfires, and property has the greatest potential to be damaged or destroyed by wildfires. As urbanization spreads and urban populations increase, the buffers between the urban edge and natural areas disappear. In addition, more residences are being built within the natural areas. As a result, the number of buildings and homes damaged by wildfires is increasing drastically. It is on this interface that wildfires can cause the greatest harm and communities living in the vicinity of it are at greater risk from wildfires.

The majority of wildfires start on the Wildland-Urban Interface and are mostly caused by humans. The risk of wildfires starting from human settlements is exacerbated in South Africa by the number of informal settlements located on the urban edge (in the Wildland-Urban interface). Integrated Fire Management strategies must proactively manage the interface and reduce the damage caused to it. In addition, it should limit the number of fires that emanate from human settlements abutting the interface, or from homes and human infrastructure such as roads located within the natural areas.

### **3. RISK REDUCTION ACTIVITIES IN THE URBAN INTERFACE AREAS**

Activities related to fuel and fire hazard reduction in the wildland-urban interface are essential for mitigating the risk of wildfires spreading into residential areas. One such activity is prescribed burning, where controlled fires are deliberately set during periods of favourable weather conditions to reduce the buildup of combustible vegetation. By burning away excess fuel, prescribed burns help decrease the intensity and spread of wildfires, making it easier for firefighters to manage and contain them. Additionally, prescribed burns can promote the growth of fire-resistant plant species and create natural firebreaks, further reducing the risk of wildfires encroaching on urban areas.

Another important activity for fuel and fire hazard reduction in the veld fire urban interface is vegetation management. This involves thinning out dense vegetation, removing dead or diseased plants, and creating defensible spaces around homes and other structures. By reducing the amount of flammable vegetation near residential areas, vegetation management helps decrease the likelihood of wildfires igniting buildings and spreading rapidly through urban environments. Additionally, maintaining clear and well-maintained firebreaks and access roads can improve firefighters' ability to respond quickly and effectively to wildfires, minimizing property damage and protecting lives.

### **4. THE IMPACT OF ALIEN INVASIVE SPECIES ON WILDFIRES**

Alien invasive vegetation has the potential to increase wildfire risk due to the flammability and greater fuel load of the species. Alien invasive vegetation can increase the fire intensity exponentially in proportion to its density in a specific area. Within natural vegetation, age can be used to classify fire hazards as low, moderate, high, or extreme. A common calculation would be to adjust wildfire hazard one class upward if alien vegetation density is 20 – 50%, two classes upward if the density is 50 – 75%, and three

classes upward if the density is 75 – 100%. According to the National Environmental Management: Biodiversity Act (Act No. 10 of 2004) it is the landowners' responsibility to clear their land of alien invasive vegetation. This act is in this case very important because alien invasive vegetation is common across South Africa. The Overstrand municipal area is no different from the rest of South Africa in the fact that large parts of our natural areas have been invaded by woody invasive alien vegetation. Common woody alien invasive vegetation includes (but are not limited to):

- 4.1. Australian myrtle (*Leptospermum laevigatum*).
- 4.2. Port Jackson (*Acacia saligna*).
- 4.3. Rooikrans (*Acacia cyclops*).
- 4.4. Eucalyptus species.
- 4.5. Hakea species.

Bringing alien invasive vegetation under control is an important step towards preventing uncontrolled wildfires. Wildfires in areas that are invested with alien invasive species are difficult to control, especially under dry, hot, and windy conditions.

## 5. EDUCATION AND TRAINING

Education remains a strategy to reduce or stop the ignition of any runaway veld fires. Educational programs are built on the following Philosophy.

- 5.1. **Engineering** (the reserve management should manage the veld in such a manner that it has resilience to withstand any uncontrolled veld fires, for example, divide the reserve into blocks, fire breaks, do regular prescribed burns to manage the veld age etc)
- 5.2. **Education** (conduct regular education programs)
- 5.3. **Enforcement** (react immediately to any non-compliance and try to prosecute any offenders)
- 5.4. **Economic Incentive** (arrange outings to other reserves for children who participate in education programs)
- 5.5. **Emergency response** (this should be seen as the last resort, if we manage to ensure that we do engineering, education, enforcement and economic incentives then the opportunity for uncontrolled fire is reduced)

## 6. INTEGRATED FIRE MANAGEMENT

Wherever possible, landowners are encouraged to have a written plan so that it is easier for them to consider fire risk issues on their property and to communicate these issues to others. As part of this process stakeholders need to:

- 6.1. Identify key assets and key fire safety risks, including those from adjacent properties and features.
- 6.2. consider other risks such as economic, environmental, and legal risks.

- 6.3. assess whether the risks identified are relevant and/or significant to the property, by considering the likelihood and consequences of these risks happening.
- 6.4. selected interventions that minimise the identified risks.
- 6.5. consult and work with adjacent public and private landowners, managers, and land users to achieve fire safety benefits for all involved.

An integrated fire-risk reduction strategy encompasses environmental modifications, engineering, education, enforcement (including legislation), and evaluation.

**Environmental** modifications focus on modifying the physical environment, e.g. separating fire-prone areas with barriers such as firebreaks.

**Engineering** is directed at enhancing fire safety with equipment, e.g. sprinklers and smoke detectors.

**Education** involves the provision of training and information to improve fire safety.

**Enforcement** focuses on interventions that enforce safety legislation.

**Evaluation** provides information to determine fire-risk reduction priorities and which interventions work.

## 7. FIREWISE COMMUNITIES

The primary focus of Firewise is to create awareness of the dangers of uncontrolled fires by equipping homeowners, community leaders, planners, and developers with knowledge about risk reduction so that they can find local solutions to veld fire safety. The protection of families, property, and the environment before a fire starts is a priority, as is the provision of an action plan for an emergency.

Firewise Community aims to:

- 7.1. Improve safety in the wildland-urban interface by learning to share responsibility.
- 7.2. Create and nurture local partnerships for improved decision-making in communities.
- 7.3. Encourage the integration of Firewise concepts into community and disaster alleviation planning.

## 8. FIRE DANGER INDEX

The Fire Danger Index (FDI) is provided daily by the Greater Overberg Fire Protection Association. The crew are on high alert during orange days and on red days they are placed at strategic points.

Colour	Description	Precaution
Blue	Safe	Low fire hazard. Controlled burn operations can normally be executed with a reasonable degree of safety.

Green	Moderate	Although controlled burning operations can be executed without creating a fire hazard, care must be taken when on exposed, dry slopes. Keep constant watch for unexpected wind speed and direction changes.
Yellow	Dangerous	Controlled burning not recommended when fire danger index exceeds 45. Aircraft should be called in at early stages of a fire.
Orange	Very Dangerous	No controlled burning of any nature should take place. Careful note should be taken of any sign of smoke anywhere, especially on the upwind side of any plantation. Any fire should be attacked with maximum force at hand, including all aircraft at the time.
Red	Extremely Dangerous	All personnel and equipment should be removed from the field. Fire teams, labour and equipment are to be placed on full standby. At first sign of smoke, every possible measure should be taken in order to bring the fire under control in the shortest possible time. All available aircraft are to be called for without delay.

## 9. MANUAL DETECTION SYSTEM

Active and informed citizens are the only detection system and provide the backbone of reporting any fires. At this stage, the department does not have any automated fire detection system.

## 10. WILDFIRE INFLUENCES

- 10.1. Absent Landowners,
- 10.2. Lack of integrated landscape management,
- 10.3. Religious Activities in wildland areas,
- 10.4. Sour fig pickers, both legal and illegal,
- 10.5. Wood harvesting (legal and illegal),
- 10.6. Flower pickers,
- 10.7. Malicious intent,

## 11. FIREBREAKS

What is the purpose of a firebreak? Within the Fynbos Biome where wind-driven fires can spot up to a kilometre ahead of the fire line, it would appear that the principal purpose of a firebreak is to provide an area of reduced fuel load which will reduce the intensity of a fire and therefore allow for more effective combatting; and to serve as an anchor from which a back burn can be started. Landowners are legally obliged to create firebreaks.

Section 12(1) of the National Veld and Forest Fire Act provides that “every owner on whose land a veld fire may start or burn or from whose land it may spread must prepare and maintain a firebreak on his or her side of the boundary between his or her land and any adjoining land”.

Section 13 provides further that “an owner who is obliged to prepare and maintain a firebreak must ensure that, with due regard to the weather, climate, terrain and vegetation of the area-

(a) *It is wide enough and long enough to have a reasonable chance of preventing a veld fire from spreading to or from neighbouring land.*

(b) *It does not cause soil erosion.*

(c) *It is reasonably free of inflammable material capable of carrying a veld fire across it*

In addition to the statutory duty to create a firebreak established by the NVFFA, landowners have a common-law duty to conduct themselves in such a way that they do not cause harm to others. Part of this duty, it is argued, requires landowners to reduce the fuel loads on their properties to reasonable levels and another part, regardless of the provisions of any legislation, is that they should take reasonable measures to prevent the spread of wildfires to adjoining properties.

## **12. WATER SUPPLY**

Water supply for firefighting is fully dependent on the municipal water network to supply water to fire hydrants. Open water sources can also be used to fill fire engines with the use of portable water pumps. Firefighters test and clean fire hydrants during the winter months. The engineering department is responsible for the installation and maintenance of the water network and fire hydrants.

Proactive activities mitigation measures remain the most cost-effective measure to manage the wildfire risk in the Overstrand Municipal Jurisdiction. The following activities are done to reduce the impact of wildfires on our communities.

- 12.1.** Fire and Life Safety Education session with children, adults and workers,
- 12.2.** Advise Fire Management Units (FMU),
- 12.3.** Meet with GOFPA, ODM and other strategic partners,
- 12.4.** Assist with prescribing burns on municipal and private properties,
- 12.5.** Conduct risk assessments and map high-risk areas,
- 12.6.** Manage and issue fire permits, and
- 12.7.** Issue notices and ensure overgrown plots are cleaned.

## **13. RESPONSE PLAN TO WILDFIRE INCIDENTS**

Wildfires are an integral part of the Overstrand Municipal Jurisdiction. When wildfires occur Overstrand Fire & Rescue is the primary responder to reports of wildfires. Firefighters will respond and commence with firefighting operations and can request additional resources if needed. All incidents will be managed with ICS principles. A code red can be declared when there is an immediate threat to life and damage to properties and additional resources can be requested from neighbouring Fire Brigades.

## 14. INCIDENT COMMAND SYSTEM (ICS)

ICS is a management system designed to enable effective and efficient domestic incident management by integrating a combination of equipment, resources, personnel, communication etc. operating within a common organizational structure, designed to enable effective and efficient domestic incident management. The ICS system is flexible and can expand easily from a very small organization for routine operations to a larger organization capable of handling major incidents. Unified command will be implemented where a representative of all the agencies that have jurisdictional authority will be part of the Incident Command Staff. Specific objectives shall be agreed upon and all the staff will try to achieve those objectives.

**Command staff:** Incident commander (IC), Public Information Officer, Safety Officer, Liaison Officer.

**General staff:** Chief Operation, Chief Logistics, Chief Planning, Chief Finance and Administration. They report directly to the IC.

**Branch:** Organizational level having functional, geographical, or jurisdictional responsibility for major parts of the incident operations. It's the organizational level between sections and divisions/groups in an operational section and between sections and units in the logistical section.

**Division:** Responsible for operations within a defined geographical area. It's the organizational level between the strike team and the branch.

**Group:** Groups are established to divide the incident into functional areas of operation.

**Task Force:** A group of resources with common communications and a leader that may be pre-established and to an incident or formed at an incident.

**Strike team:** Specified combinations of the same kind and type of resources. With common communications and a leader.

**Single resource:** An individual piece of equipment and its personnel complement, or an established crew or team of individuals with an identified work supervisor that can be used on an incident.

## 15. TRANSFER OF COMMAND

The process of moving the responsibility for incident command from one incident commander to another is called "transfer of command". It should be recognized that a transition of command on an expanding incident is to be expected. It does not reflect on the competency of the current Incident Commander.

## 16. INITIAL ATTACK

When a wildfire is reported the closest Fire Station will be activated and the on-duty crew will respond. They can request assistance from the neighbouring station. During the Western Cape Fire Season, 1 December – 30 April aerial resources can also be activated through the Overberg District Municipality for all high-risk areas. Aerial resources can be requested for assistance with initial attack to prevent the incident from escalating.

The strategy in the Western Cape is “OVERKILL” in the First Hour and review your objectives from the second hour (extended attack).

Overkill includes all available resources and aerial firefighting resources.

## 17. EXTENDED ATTACK

Fire incidents are declared as an extended attack incident when the incident is not contained within the first hour, extended fires require more resources and a formal Incident Action Plan.

## 18. MOP-UP ACTIVITIES

Mop activities will start as soon as the fire is contained, and fire crews can remain on scene for up to 24 hours after the fire has been extinguished. Mop-up activities include walking the fire line to ensure that all hot spots are extinguished. Creating a break between the burned and unburned areas.

## 19. EMERGENCY EVACUATION PROCEDURES

Emergency evacuation is done after careful consideration, with life safety as the only objective when an instruction to evacuate is issued.

Emergency evacuation is two-fold:

### 19.1. Self-evacuation

Any resident should leave their residence or any area when they feel unsafe due to any threatening danger, they do not have to wait for official evacuation instructions.

### 19.2. **Evacuation under the instruction of the Incident Commander**

- 19.2.1. Instruction to evacuate areas that are in danger and might suffer harm or death. They might receive a precautionary evacuation order, where they can leave the area, or they should be ready to leave the area with short notice.
- 19.2.2. Mandatory evacuation instructions are given when there is an immediate danger that can cause harm or death.
- 19.2.3. All residents must have a GO BAG, and individual evacuation plans per household.
- 19.2.4. Traffic, Law Enforcement and SAPS will assist with evacuation in the various areas.

- 19.2.5. Residents should leave the areas when instructed, move to safety and only return when it is safe to do so.

**19.3. The Evacuation go-bag should consist of the following minimum essential items:**

- 19.3.1. Medication – or a least a list of the chronic medication required
- 19.3.2. Important documents – ID, driver's license, passports, birth certificates, house title deeds etc
- 19.3.3. Phone and charger
- 19.3.4. Laptop and charger
- 19.3.5. House and car keys
- 19.3.6. Prescription glasses
- 19.3.7. Wallet or purse
- 19.3.8. A change of clothes
- 19.3.9. Pet supplies, including any essential pet medication

**19.4. Emergency SMS Distribution**

The protocol for emergency SMS distribution will depend on the time of day.

**19.4.1. Time: 06:00 – 20:00**

- 19.4.1.1. The Contact Centre will only act on the instruction of the Chief Fire Officer, Deputy Chief, Assistant Chief: Operations or Assistant Chief: Disaster Management for an SMS to be sent out.
- 19.4.1.2. The instruction must be sent via WhatsApp on the *Overstrand Disaster Response WhatsApp group*. The instruction must provide the exact wording to be used and which areas to send it to.
- 19.4.1.3. The Contact Centre Senior who is on duty will react to the request and immediately send the message.
- 19.4.1.4. The Contact Centre Senior will then confirm on the *Overstrand Disaster Response WhatsApp group* as soon as the message has been sent.

**19.4.2. Time: 20:00 – 06:00**

- 19.4.2.1. The Contact Centre will only act on the instruction of the Chief Fire Officer, Deputy Chief, Assistant Chief: Operations or Assistant Chief: Disaster Management for an SMS to be sent out.
- 19.4.2.2. The instruction must be sent via WhatsApp on the *Overstrand Disaster Response WhatsApp group*. The instruction must provide the exact wording to be used and which areas to send it to.
- 19.4.2.3. The Chief Fire Officer, Deputy Chief, Assistant Chief: Operations or Assistant Chief: Disaster Management must contact the Customer Relations Manager per telecom in addition to the WhatsApp instruction.
- 19.4.2.4. The Contact Centre Senior will then confirm on the *Overstrand Disaster Response WhatsApp group* as soon as the message has been sent.

**19.5.**

Legal and statutory powers of a member of service:

*FIRE BRIGADE SERVICES ACT 99 OF 1987, section 8. Powers of members of service:*

*(1) A member of service of a controlling authority, including a chief fire officer, may, whenever he regards it necessary or expedient in order to perform his functions, perform any act, and may also-*

*(a) Close any road or street*

*(b) Enter or break and enter any premises*

*(c) Damage, destroy, or pull down any property*

*(d) Forcibly remove or cause to be removed from the scene any persons who is in danger or who obstructs that member in the performance of his duties.*

## **20. FIRE INVESTIGATION**

All extended fire is investigated by an independent Wildfire Investigator, SAPS are also consulted to explore the possibility for prosecution.

## **21. DEBRIEFING**

A debriefing session should be conducted after every extended fire.



# **Flood Management Contingency Plan**

**Read in conjunction with the Overstrand Disaster Management Plan**

**2026 - 2027**

## **EMERGENCY FLOOD PLAN**

Flood plans can enable a flexible response to problems caused by flooding. Although barriers may protect potential flood areas from predictable tidal or storm surges, flooding can occur at any time due to:

- Prolonged or intensive rainfall.
- Abnormally high river levels.
- Major storms, tidal waves or tsunami.

## **FLOOD WARNINGS**

Overstrand's Head of Fire- & Disaster Management is kept informed by the District Municipality Head of Disaster Management as well as City Cape Town Head of Disaster Management. A typical flood warning time is around 30 to 60 minutes. Overstrand's Head of Fire & Disaster Management has the capability to issue flood warnings via text, radio or public address systems.

Sample flood warning messages are:

- Flood Alert – Flooding is possible.
- Flood Warning – Flooding of homes, businesses and main roads is expected.
- Severe Flood Warning – Severe flooding may cause Imminent danger.
- All Clear – No Flood Alerts or Warnings are in force.

## **ROLES AND RESPONSIBILITIES**

When a flood warning message is received, Overstrand Disaster Management will alert relevant agencies/ departments. Depending upon the scale of potential flooding, the main challenges may include:

- Care of evacuated, hurt or homeless people.
- Protection of utilities.
- Transport Availability.
- Flood alleviation e.g. clearing blocked culverts and drains.
- Providing emergency health advice.
- Providing road barriers and signs.
- Coordinating emergency support.
- Activation of the Incident Command Centre.

## **LOCAL AUTHORITIES (SAPS, LAW ENFORCEMENT AND TRAFFIC)**

Primary responsibilities:

- Assist evacuation.

- Provisionally identify deceased victims (SAPS).
- Restore normality.

## **INCIDENT COMMAND AND EMERGENCY CONTROL**

Primary Incident Command and Emergency Control responsibilities.

- Call-taking and dispatching resources.
- Establishing of ICP.
- Activating additional resources.
- Activating external role players.
- Informing directorates as per the instruction of the Incident Commander.
- Record keeping of the incident (incident documents).

## **FIRE & RESCUE SERVICES**

Primary fire service responsibilities:

- Rescue trapped casualties.
- Control fires released chemicals and other hazards.
- Assess hazards concerning evacuation.
- Ensure the safety of rescue personnel.
- Minimize environmental dangers.
- Recover dead in conjunction with the SAPS.
- Stand by during recovery.
- Deploy sandbags for flood defense.

## **AMBULANCE SERVICES**

Primary ambulance service responsibilities:

- Save lives in conjunction with other emergency services.
- Extricate, assist and stabilize injured people.
- Provide ambulances, medical staff, equipment and resources.
- Establish effective triage points and systems.
- Provide a central point for medical resources.
- Alert receiving hospitals.
- Provide transport for medical teams and their equipment.
- Arrange transport for injured people.
- Maintain emergency cover.

## **DISASTER MANAGEMENT**

Primary Disaster Management responsibilities:

- Coordinate local resources and use of equipment.
- Liaison with relevant emergency services.
- Provide communication facilities.

- Advise residents of flood-prone areas to obtain sandbags.
- Advise on weather, water flow, warnings and evacuation.
- Issuing warning messages to local authorities.
- A single point of contact for information.
- Issue media statements and situation updates.

## **ADVICE FOR PUBLIC**

- FLOOD WARNING: 'GO IN, STAY IN, TUNE IN.'
- Stay calm.
- Ensure that neighbours know of the warning and be prepared to help them.
- Keep a list of useful telephone numbers.
- Monitor local radio stations.
- Make a flood kit: medications, warm clothing, sealed food, blankets, matches, candles, flashlights, portable radio, spare batteries, rubber gloves, water purification tablets, personal documents etc.

## **PERSONAL FLOOD PLANS**

- Discuss a plan with family members, friends and neighbours.
- Know how to disconnect gas, electricity and water supplies.
- Know where to move vehicles in an emergency.
- Store valuable property in a raised secure location.
- Fill containers with clean water (Avoid using flood waters or local waters).
- Care for the needs of pets and domestic animals.

## **REMEMBER**

If you live in a flood-risk area, have:

- Sufficient sandbags or other devices to block doors, ventilators and openings.
- Appropriate insurance cover.
- Essential sealed foods, as food supplies may become limited.

If evacuated, you may not be able to return to your property for some time.

## **IF FLOODING IS IMMINENT**

- Turn off electricity and gas.
- Move family members, pets and supplies upstairs.

## SANDBAGS

- Fill sandbags not more than  $\frac{3}{4}$  full
- Lay them in layers with each row tight to each other, end to end
- Stamp them down before laying another row on top
- If a wall is more than two sandbags high, place a double line of bottom sandbags, followed by a second double line and then a single line on top.
- Make sandbags with compost bags, carrier bags or pillowcases filled with sand or earth.
- Put a plastic sheet down first to act as an extra seal.
- Protect all water entry points including air bricks, air vents and utility openings.
- If gas vents are sealed, disconnect any gas supply.
- Seals around doors and windows should be made watertight.
- It can take 60 sandbags to correctly seal an external door.

## GENERAL HEALTH AND SAFETY

- Do not walk, drive or swim through floods.
- Be aware of hidden dips in a road.
- Floods often contain sewage.
- Avoid food that may have been contaminated by floodwater.
- Avoid wet electrical equipment.
- Ventilate your property as much as possible, while maintaining security.
- If evacuation is necessary, follow police advice from Law Enforcement and Security Services.



# **Public Violence Contingency Plan**

Read in conjunction with the Overstrand Disaster Management Plan

**2026 - 2027**

## **PURPOSE**

The objective of the plan is as follows:

- To regulate the Disaster Response to the benefit of all Communities and Visitors
- To respond effectively to the requirements of individuals towards the protection of life and property.
- To establish those most vulnerable and at risk.
- To provide temporary shelter accommodation, clothing and feeding arrangements for persons evacuated or temporarily made homeless.
- To restore normality to the affected community within a reasonable timescale, dependent on the seriousness of the incident.

## **INCIDENT COMMAND AND EMERGENCY CONTROL**

Primary Incident Command and Emergency Control responsibilities

- Call taking and dispatching of resources
- Establishing of ICP
- Activating additional resources
- Activating external role players
- Informing directorates as per the instruction of the Incident Commander
- Record keeping of the incident (incident documents)

## **RESPONSE AND RELIEF ACTIVITIES**

### **Action Steps**

- Activate JOC
- Establish needs
- Monitor safety (establish area of impact)
- Ensure communication (Liaison Officer)
- Establish a safe location proactive identification
- Activate relevant role players
- Plan for feeding
- Admin System (Recordkeeping)
- Security (Mobilization of Law Enforcement)
- Storage facilities
- Request SAPS support
- Implement access Control – Support at site
- Activate responsible services

### **Take Note**

- Ensure correct info
- Ensure health standards
- Ensure adequate ablution facilities
- Identify social problems
- Avoid overcrowding
- Observe special population (religion) groups
- Control public donation

## **First Responders**

- \* SAPS - Illegal or violent action
- \* Municipal Disaster management
- \* Overberg District Municipality Disaster Management
- \* Municipal Law Enforcement
- \* National Intelligence Agency
- \* Social Development
- \* Dept Community Safety
- \* Municipal Solid Waste
- \* Media
- \* Municipal Engineering
- \* Municipal Water
- \* Emergency Medical Services

## **Supporting Role Players**

- Red Cross
- Municipal Fire Services
- SANDF
- Private Companies
- Provincial Social Security Agency
- Provincial Dept of Safety & Security
- World Food Bank

## **'DISPLACED PERSONS' TEMPORARY PLACE OF SAFETY**

1. Hermanus (Auditorium)
2. Thusong Centre
3. Zwelihle Community Hall
4. Mount Pleasant (Moffat Hall)
5. Sandbaai Hall
6. Onrus (De Wet Hall)
7. Fernkloof Hall
8. Gansbaai (Buffeljachts Hall)
9. Gansbaai (Eluxolweni Hall)
10. Gansbaai (Masakhane Hall)
11. Gansbaai (Blompark Hall)
12. Gansbaai (Baardskeerdersbos Hall)

13. Stanford (Community Hall)
14. Kleinmond (Town Hall)
15. Kleinmond (Proteadorp Hall)
16. Kleinmond (Overhills Hall)
17. Betty's Bay (Mooiuitsig Hall)
18. Betty's Bay (Crassula Hall)
19. Pringle Bay (Community Hall)

## **Displaced Persons' Temporary Place of Safety: Inspection Guidelines**

### **Important because**

- Prevent disease
- Ensures a safe well run camp and reduces the risk of problems
- Identify problems
- Opportunity to chat and meet displaced people, answer questions and provide information

### **Who should do the inspection – Senior Personnel?**

- Municipality
- Red Cross
- Health Inspectors
- Church groups/other groups

### **What to inspect**

- Water
- Toilets/drains/portals
- Rubbish
- Fires/cooking fires
- Security
- Too crowded
- Cold children, mothers
- First Aid kits available
- Kitchen condition, enough food
- Clinic services
- Sick people/children
- Personal security (guards)
- Special diet needs i.e. Halaal, etc

## **SAFETY MANAGEMENT PLAN: REQUIREMENTS**

- Venue
- Structures

- Capacity, Duration
- Food
- Toilets
- Fire precautions
- Emergency Medical Care
- Access and exits

**PUBLIC VIOLENCE SPECIFIC CONTACT NUMBERS:**

<b>Designation</b>	<b>Name</b>	<b>Telephone</b>
Chief: Fire, Rescue & Disaster Management	L. Smith	028 313 5041 028 312 2400
Assistant Chief Fire Officer: Disaster Management	M. Carelse	028 313 8941
Disaster Management Officer	S. Mackay	028 313 5053 028 313 8980
Principal Administrator: Incident Command, Emergency and Support Services.	Vacant	028 313 8941 028 313 8980
Disaster Risk Management Officer	S. Coert	028 313 5052 028 313 8980
Chief: Traffic Services	R. Fraser	028 313 8165
Chief: Law Enforcement Services	J. Du Toit	
Assistant Chief Traffic	X. Titus	028 313 5033
Director Protection Services	Vacant	
Housing/Emergency Shelter	Aron Gcotyelwa	028 313 8908
SAPS Hermanus		028 313 5300
SAPS Kleinmond		028 271 8200/02
SAPS Stanford		028 341 601
SAPS Gansbaai		028 384 0201



# **DISASTER RISK REGISTER**

**2026 - 2027**

**ANNEXURE “D”**

HAZARD	HAZARD				Vulnerability						CAPACITY						Relative Risk Rating	Relative Risk Priority		
	SCORE	Score: 4. Very Likely 3. Likely 2. Unlikely 1. Rare	Score: 4. Monthly/weekly 3. Every 1 - 2 years 2. Every 2 - 5 years 1. Every 5 - 10 years	Score: 4. Major 3. Serious 2. Minor 1. Negligible	Hazard Rating	Vulnerability Score: 4. Extremely Vulnerable 3. Seriously Vulnerable 2. Slightly Vulnerable 1. Not Vulnerable					Vulnerability Rating	Capacity Score: 4. Very Good 3. Good 2. Poor 1. Very Poor							Capacity Rating	
		Probability	Frequency	Severity		Political	Economical	Social	Technological	Environment		Physical Planning and Engineering	Societal Capacity	Economic Capacity	People Capacity and Competencies	Management Capacity				Institutional capacity
Drought	3	3	4	10	1	4	4	3	4	16	2	3	1	3	1	1	11	14.545	extremely high	
Wildland fire	4	4	4	12	1	3	3	2	2	11	2	3	2	2	3	2	14	9.429	high	
Social conflict	3	4	3	10	1	4	3	2	2	12	2	2	1	2	3	3	13	9.231	high	
Tsunami	3	1	3	7	1	4	3	3	3	14	2	2	1	2	2	2	11	8.909	high	
Structural fire	4	4	3	11	2	2	2	2	1	9	2	3	2	2	2	2	13	7.615	high	
Coastal erosion	3	4	2	9	1	2	2	2	3	10	2	2	2	2	2	2	12	7.500	high	
HAZMAT: ocean spill	2	2	4	8	1	2	2	1	4	10	2	2	2	2	2	1	11	7.273	high	
Pest infestation	3	4	2	9	1	3	3	1	3	11	3	2	3	2	3	2	15	6.600	tolerable	
Nuclear event	1	1	4	6	1	3	3	2	4	13	3	2	1	2	2	2	12	6.500	tolerable	
Endemism	3	4	2	9	1	3	3	1	3	11	3	3	2	3	3	2	16	6.188	tolerable	
Water supply disruption	3	4	2	9	1	3	3	2	1	10	2	3	2	3	3	2	15	6.000	tolerable	
HAZMAT: road	3	2	2	7	1	2	2	2	3	10	2	2	2	2	2	2	12	5.833	tolerable	
Disruption of electricity	4	4	2	10	1	2	2	2	1	8	2	3	2	3	3	2	15	5.333	tolerable	
Floods	4	3	3	10	1	2	2	2	1	8	2	3	2	2	3	3	15	5.333	tolerable	
Shipping incident	2	2	3	7	1	2	2	1	3	9	2	3	2	2	2	1	12	5.250	tolerable	
Sea level rise	3	1	2	6	1	2	2	2	3	10	2	2	2	2	2	2	12	5.000	tolerable	
Storm surge	3	3	2	8	1	2	2	2	2	9	2	2	2	3	3	3	15	4.800	tolerable	
Human diseases	4	4	3	11	1	2	2	1	1	7	3	3	3	3	3	3	18	4.278	tolerable	
Severe weather	3	4	1	8	1	2	2	2	1	8	2	2	2	3	3	3	15	4.267	tolerable	
Aircraft incident	2	2	2	6	1	2	2	2	2	9	2	2	3	3	3	3	16	3.375	low	
Road incident	4	4	1	9	1	1	2	1	1	6	3	3	2	3	3	3	17	3.176	low	

Source by WCDM



**DISASTER MANAGEMENT PREPAREDNESS PLAN  
GANSBAAI AREA**

<b>General Description of the Area:</b>	
<b>Area:</b>	Approximately 4430 ha
<b>Topographical Characteristics:</b>	Uilenskraalsrivier Duinefontein Mountains situated to the north-north-east. Wolfhuiskop north-east of Pearly Beach
<b>Vegetation:</b>	Fynbos
<b>Connectivity Routes:</b>	R43 (Connect Stanford with Pearly Beach) (Connect Stanford with Hermanus) R326 (Connect Stanford with Riviersonderend)
<b>Infrastructures</b>	
Population:	Gansbaai area comprises of wards 2, 11 and 14 with a combined projected population of 24 175 (IDP, Table 5: Projected population by ward, 2023)
Hospital:	none
Clinics:	Gansbaai Clinic; Eluxoweni Clinic
Schools:	3 (Refer to Emergency Resource Telephone List – Gansbaai)
Community Halls:	8 (Refer to Emergency Resource Telephone List – Gansbaai)
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.

## DISASTER MANAGEMENT PREPAREDNESS PLAN GANSBAAI AREA

Role Players	Name	Telephone	E-mail
Director: Municipal Public Safety	Vacant	028 313 8054	
Chief: Fire, Rescue & Disaster Management	L. Smith	028 313 5041	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
Deputy Chief Fire	A. Aplon	028 313 8978	<a href="mailto:aaplon@overstrand.gov.za">aaplon@overstrand.gov.za</a>
Assistant Chief: Fire, Health & Safety	Vacant		
Assistant Chief: Disaster Management	M. Carelse	028 313 8941	<a href="mailto:mcarelse@overstrand.gov.za">mcarelse@overstrand.gov.za</a>
Disaster Management Officer	S. Mackay	028 313 5053	<a href="mailto:smackay@overstrand.gov.za">smackay@overstrand.gov.za</a>
Disaster Risk Management Officer	S. Coert	028 313 5052	<a href="mailto:scoert@overstrand.gov.za">scoert@overstrand.gov.za</a>
Principal Administrator: Incident Command Centre, Emergency Control and Support Services.	Vacant		
Transport	Johan Venter	028 313 8096	<a href="mailto:jventer@overstrand.gov.za">jventer@overstrand.gov.za</a>
Basic Services	Jason Solomons	028 384 8312	<a href="mailto:jasonsolomons@overstrand.gov.za">jasonsolomons@overstrand.gov.za</a>
Housing	A. Gcotyelwa	028 381 8300	<a href="mailto:agcotyelwa@overstrand.gov.za">agcotyelwa@overstrand.gov.za</a>
Western Cape Emergency Medical Services		023 346 6023	
Western Cape Emergency Medical Services		028 284 1900	
Station Commander	G. Badenhorst	028 313 8980	<a href="mailto:gbadenhorst@overstrand.gov.za">gbadenhorst@overstrand.gov.za</a>
Station Commander	E. Isaacs	028 313 8980	<a href="mailto:eisaacs@overstrand.gov.za">eisaacs@overstrand.gov.za</a>

Station Commander	A. Mars	028 313 8980		<a href="mailto:amars@overstrand.gov.za">amars@overstrand.gov.za</a>
Station Commander	J. Brussel	028 313 8109		<a href="mailto:jbrussel@overstrand.gov.za">jbrussel@overstrand.gov.za</a>
Platoon Commander	T. Samuels	028 313 8109		<a href="mailto:tsamuels@overstrand.gov.za">tsamuels@overstrand.gov.za</a>
Assistant Chief: Safety, Security & CCTV	D. Esau	028 313 5017		<a href="mailto:desau@overstrand.gov.za">desau@overstrand.gov.za</a>
Principal Inspector: Law Enforcement & CCTV	R. Stewart	028 313 8975		<a href="mailto:rstewart@overstrand.gov.za">rstewart@overstrand.gov.za</a>
Media Liaison	R. Steenekamp	028 313 8043		<a href="mailto:rsteenekamp@overstrand.gov.za">rsteenekamp@overstrand.gov.za</a>
Chief: Traffic	R. Fraser	028 313 8165		<a href="mailto:rfraser@overstrand.gov.za">rfraser@overstrand.gov.za</a>
Assistant Chief: Traffic Services & Licensing	X. Titus	082 313 5033		<a href="mailto:xtitus@overstrand.gov.za">xtitus@overstrand.gov.za</a>
Chief: Law Enforcement	J. du Toit			<a href="mailto:johandutoit@overstrand.gov.za">johandutoit@overstrand.gov.za</a>
Communication Department	Vacant			
Police		028 313 5300		
Red Cross	A. Heslop	028 312 1663		<a href="mailto:aheslop@hermanus.co.za">aheslop@hermanus.co.za</a>
Eskom	Control Room	08600 37566		
Cape Nature: Walker Bay Complex	Andrae Marais			<a href="mailto:andrae@capenature.co.za">andrae@capenature.co.za</a>
Fire & Rescue control room		028 312 2400		
Municipal control room		028 313 8111		
Ward 2	Cllr Theodorah Nqinata	028 313 8002 028 313 8000		
Ward 11	Cllr Steven Fourie	028 313 8002 028 313 8000		
Ward 14	Cllr Riana de Coning	028 313 8002 028 313 8000		
Greater Overberg Fire Protection Association (goFPA)	Extension Officer: Mitch Africa	Cell: 067 234 1530 Office: 028 425 1690 Team Cell: 063 690 7899		<a href="mailto:mitch@overbergfpa.co.za">mitch@overbergfpa.co.za</a>

Greater Overberg Fire Protection Association (goFPA)	Louise Wessels	Cell: 083 327 0477 Office: 028 425 1690		manager@overbergfpa.co.za
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# MANAGER: DISASTER MANAGEMENT

## FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL

1.
  - a. The incident is reported to a responsible discipline or control room.
  - b. The responsible Discipline head informs the Manager: Disaster Management
  - c. The Manager: Disaster Management reports incident to:
    - i. Director Municipal Public Safety (reports the incident to Municipal Manager)
    - ii. Disaster Management Coordinator
    - iii. Takes the decision if a JOC should be established
    - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
  - d. Disaster Management Coordinator reports the incident to role players as per schedule.
  - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its discipline, to determine within its own line function.
    - i. Damage to infrastructure (e.g. water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
    - ii. Life and property-threatening situations
    - iii. Immediate mitigation operations
    - iv. Auxiliary resources need (e.g. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
    - v. Projected short and long-term implications of the incident
    - vi. The impact the incident has on the road and access for emergency transport and teams to the incident
    - vii. Any other aspect that needs immediate response for rapid service delivery continuation

- viii. Give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

## **THE JOC PERFORMS THE FOLLOWING FUNCTIONS:**

2.
  - a. Coordinates operations according to priorities for
    - i. Early warning of potentially afflicted areas
    - ii. The saving of lives
    - iii. Emergency housing
    - iv. Emergency rations
    - v. Other disaster management mitigation strategies
  - b. Coordinate recovery:
    - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
  - c. Debrief at JOC.



**DISASTER MANAGEMENT PREPAREDNESS  
PLAN STANFORD AREA**

<b>General Description of the Area</b>	
<b>Area:</b>	Approximately 3960m2
<b>Topographical Characteristics:</b>	Klein River flows through the area with the Klein River Mountain situated to the north.
<b>Vegetation:</b>	Fynbos
<b>Connectivity Routes:</b>	R43 (Connect Stanford with Hermanus) (Connect Stanford with Gansbaai) R326 (Connect Stanford with Riviersonderend)
<b>Infrastructures</b>	
Population:	Stanford comprise of ward 1 and has a projected population of 7 770 (IDP, Table 5: Projected population by ward, 2023)
Hospital:	none
Clinics:	none
Schools:	3 (Refer to Emergency Resource Telephone List – Gansbaai / Stanford)
Community Halls:	1
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.



## DISASTER MANAGEMENT PREPAREDNESS PLAN STANFORD AREA

Role Players	Name	Telephone	E-mail
Director: Municipal Public Safety	Vacant	028 313 8054	
Chief: Fire, Rescue & Disaster Management	L. Smith	028 313 5041	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
Deputy Chief : Fire Operations	A. Aplon	028 313 8978	<a href="mailto:aaplon@overstrand.gov.za">aaplon@overstrand.gov.za</a>
Assistant Chief: Fire, Health & Safety	Vacant		
Assistant Chief: Disaster Management	M Carelse	028 313 8941	<a href="mailto:mcarelse@overstrand.gov.za">mcarelse@overstrand.gov.za</a>
Disaster Management Officer	S. Mackay	028 313 5053	<a href="mailto:smackay@overstrand.gov.za">smackay@overstrand.gov.za</a>
Principal Administrator: Incident Command Centre, Emergency Control and Support Services.	Vacant		
Disaster Risk Management Officer	S. Coert	028 313 5052	<a href="mailto:scoert@overstrand.gov.za">scoert@overstrand.gov.za</a>
Transport	Johan Venter	028 313 8096	<a href="mailto:Jventer@overstrand.gov.za">Jventer@overstrand.gov.za</a>
Basic Services	J. Solomons	028 384 8312	<a href="mailto:jasonsolomons@overstrand.gov.za">jasonsolomons@overstrand.gov.za</a>
Housing	A. Gcotyelwa	028 381 8300	<a href="mailto:agcotyelwa@overstrand.gov.za">agcotyelwa@overstrand.gov.za</a>
Western Cape Emergency Medical Services		023 346 6023	

Western Cape Emergency Medical Services		028 284 1900	
Station Commander	E. Isaacs	028 313 8980	<a href="mailto:eisaacs@overstrand.gov.za">eisaacs@overstrand.gov.za</a>
Station Commander	A. Mars	028 313 8980	<a href="mailto:amars@overstrand.gov.za">amars@overstrand.gov.za</a>
Station Commander	G. Badenhorst	028 313 8980	<a href="mailto:gbadenhorst@overstrand.gov.za">gbadenhorst@overstrand.gov.za</a>
Station Commander	J. Brussel	028 313 8109	<a href="mailto:jbrussel@overstrand.gov.za">jbrussel@overstrand.gov.za</a>
Platoon Commander	T. Samuels	028 313 8109	<a href="mailto:tsamuels@overstrand.gov.za">tsamuels@overstrand.gov.za</a>
Assistant Chief: Safety, Security & CCTV	D. Esau	028 313 5017	<a href="mailto:desau@overstrand.gov.za">desau@overstrand.gov.za</a>
Principal Inspector: Law Enforcement & CCTV	R. Stewart	028 313 875	<a href="mailto:rstewart@overstrand.gov.za">rstewart@overstrand.gov.za</a>
Media Liaison	R. Steenekamp	028 313 8043	<a href="mailto:rsteenekamp@overstrand.gov.za">rsteenekamp@overstrand.gov.za</a>
Chief: Traffic	R. Fraser	028 313 8165	<a href="mailto:rfraser@overstrand.gov.za">rfraser@overstrand.gov.za</a>
Assistant Chief: Traffic Services & Licensing	X. Titus		<a href="mailto:xtitus@overstrand.gov.za">xtitus@overstrand.gov.za</a>
Chief: Law Enforcement	J. du Toit		<a href="mailto:johandutoit@overstrand.gov.za">johandutoit@overstrand.gov.za</a>
Communication Department	Vacant		
Police		028 341 0601	
Red Cross	Angela Heslop	028 312 1663	<a href="mailto:aheslop@hermanus.co.za">aheslop@hermanus.co.za</a>
Eskom	Control Room	08600 37566	
Cape Nature: Walker Bay Complex	Andrae Marais		<a href="mailto:andrae@capenature.co.za">andrae@capenature.co.za</a>
Fire & Rescue control room		028 312 2400	
Municipal control room		028 313 8111	
Councillor Ward 1	Cllr Dudley Coetzee	028 313 8000 028 313 8002	

Greater Overberg Fire Protection Association (goFPA)	Extension Officer: Mitch Africa	Cell: 067 234 1530 Office: 028 425 1690 Team Cell: 063 690 7899	mitch@overbergfpa.co.za
Greater Overberg Fire Protection Association (goFPA)	Manager: Louise Wessels	Cell: 083 327 0477 Office: 028 425 1690	manager@overbergfpa.co.za

## MANAGER: DISASTER MANAGEMENT

### FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL DISASTER:

1.
  - a. The incident is reported to a responsible discipline or control room.
  - b. The responsible Discipline head informs the Manager: Disaster Management
  - c. The Manager: Disaster Management reports incident to:
    - i. Director Municipal Public Safety (reports the incident to Municipal Manager)
    - ii. Disaster Management Coordinator
    - iii. Takes the decision if a JOC should be established
    - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
  - d. Disaster Management Coordinator reports the incident to role players as per schedule.
  - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its discipline, to determine within its line function.
    - i. Damage to infrastructure (e.g. water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
    - ii. Life and property-threatening situations.
    - iii. Immediate mitigation operations.

- iv. Auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's).
- v. Projected short- and long- term implications of the incident.
- vi. The impact the incident has on the road and access for emergency transport and teams to the incident.
- vii. Any other aspect that needs immediate response for rapid service delivery continuation
- viii. Give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

## **THE JOC PERFORMS THE FOLLOWING FUNCTIONS:**

- 2. a. Coordinates operations according to priorities for
  - i. Early warning of potentially afflicted areas
  - ii. The saving of lives
  - iii. Emergency housing
  - iv. Emergency rations
  - v. Other disaster management mitigation strategies
- b. Coordinate recovery:
  - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.



**DISASTER MANAGEMENT PREPAREDNESS PLAN  
HERMANUS AREA**

<b>General Description of the Area:</b>	
<b>Area:</b>	Approximately 5660 ha
<b>Topographical Characteristics:</b>	Mossel-, Onrus- and Bot Rivers flows through the area with the Klein River Mountain situated to the north.
<b>Vegetation:</b>	Fynbos
<b>Connectivity Routes:</b>	R43 (Connect Gansbaai, Onrus, Hawston, Fisherhaven & Kleinmond with Hermanus)
<b>Infrastructures</b>	
Population:	Greater Hermanus comprise of wards 3, 4, 5, 6, 7, 8, 12, 13 and has a projected population of 69 782 (IDP, Table 5: Projected population by ward, 2023)
Hospital:	Hermanus Provincial Hospital
Clinics:	Hermanus Mediclinic; Zwelihle; Onrus; Hawston
Schools:	12 (Refer to Emergency Telephone List HERMANUS)
Community Halls:	5 (Refer to Emergency Telephone List HERMANUS)
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.



## DISASTER MANAGEMENT PREPAREDNESS PLAN HERMANUS AREA

Role Players	Name	Telephone Office / Home	E-mail
Director: Municipal Public Safety	Vacant		
Chief: Fire, Rescue & Disaster Management	L. Smith	028 313 5041	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
Deputy Chief: Fire Operations &	A. Aplon	028 313 8978	<a href="mailto:aaplon@overstrand.gov.za">aaplon@overstrand.gov.za</a>
Assistant Chief: Fire, Health & Safety	Vacant		
Assistant Chief: Disaster Management:	M Carelse	028 313 8941	<a href="mailto:mcarelse@overstrand.gov.za">mcarelse@overstrand.gov.za</a>
Disaster Management Officer	S. Mackay	028 313 5053	<a href="mailto:smkackay@overstrand.gov.za">smkackay@overstrand.gov.za</a>
Disaster Risk Management Officer	S. Coert	028 313 5052	<a href="mailto:scoert@overstrand.gov.za">scoert@overstrand.gov.za</a>
Transport	Johan Venter	082 384 8906	<a href="mailto:jventer@overstrand.gov.za">jventer@overstrand.gov.za</a>
Basic Services	T. Marx	028 313 8092	<a href="mailto:tmarx@overstrand.gov.za">tmarx@overstrand.gov.za</a>
Housing	A.Gcotyelwa	028 381 8300	<a href="mailto:agcotyelwa@overstrand.gov.za">agcotyelwa@overstrand.gov.za</a>
Western Cape Emergency Medical Services		023 346 6023	
Western Cape Emergency Medical Services		028 284 1900	
Station Commander	E. Isaacs	028 313 8980	<a href="mailto:eisaacs@overstrand.gov.za">eisaacs@overstrand.gov.za</a>
Station Commander	G. Badenhorst	028 313 8980	<a href="mailto:gbadenhorst@overstrand.gov.za">gbadenhorst@overstrand.gov.za</a>
Station Commander	A. Mars	028 313 8980	<a href="mailto:amars@overstrand.gov.za">amars@overstrand.gov.za</a>
Station Commander	J. Brussel	028 313 8109	<a href="mailto:jbrussel@overstrand.gov.za">jbrussel@overstrand.gov.za</a>

Platoon Commander	T. Samuels	028 313 8109	<a href="mailto:tsamuels@overstrand.gov.za">tsamuels@overstrand.gov.za</a>
Assistant Chief: Safety, Security & CCTV	D. Esau	028 313 5017	<a href="mailto:desau@overstrand.gov.za">desau@overstrand.gov.za</a>
Principal Inspector: Law Enforcement & CCTV	R. Stewart	028 313 8975	<a href="mailto:rstewart@overstrand.gov.za">rstewart@overstrand.gov.za</a>
Media Liaison	R. Steenekamp	028 313 8043	<a href="mailto:rsteenekamp@overstrand.gov.za">rsteenekamp@overstrand.gov.za</a>
Chief: Traffic	R. Fraser	028 313 8165	<a href="mailto:rfraser@overstrand.gov.za">rfraser@overstrand.gov.za</a>
Assistant Chief: Traffic Services & Licensing	X. Titus	082 313 5033	<a href="mailto:xtitus@overstrand.gov.za">xtitus@overstrand.gov.za</a>
Chief: Law Enforcement	J. du Toit		<a href="mailto:johandutoit@overstrand.gov.za">johandutoit@overstrand.gov.za</a>
Communication Department	Vacant		
Police		028 313 5300	
Red Cross	Angela Heslop	028 312 1663	<a href="mailto:aheslop@hermanus.co.za">aheslop@hermanus.co.za</a>
Eskom	Control Room	08600 37566	
Cape Nature: Walker Bay Complex	Andrae Marais		<a href="mailto:andrae@capenature.co.za">andrae@capenature.co.za</a>
Fire & Rescue control room		028 312 2400	
Municipal control room		028 313 8111	
Councillor Ward 3	Kari Brice	028 13 8002 028 313 8000	
Councillor Ward 4	Ronald Nutt	028 316 4454	
Councillor Ward 5	Bongiwe Nombula	028 313 8002 028 313 8000	
Councillor Ward 6	Vuyisani Bandeza	028 313 8000 028 313 8002	
Councillor Ward 7	Hybre Lombard	028 313 8002 028 313 8000	
Councillor Ward 8	Arnie Africa	028 313 8002 028 313 8000	
Councillor Ward 12	Masibongwe Sihlalahla	028 313 8002 028 313 8000	
Councillor Ward 13	Charmaine Resandt	028 313 8000	

		028 313 8002	
Greater Overberg Fire Protection Association (goFPA)	Extension Officer: Mitch Afrika	Cell: 067 234 1530 Office: 028 425 1690 Team Cell: 063 690 7899	mitch@overbergfpa.co.za
Greater Overberg Fire Protection Association (goFPA)	Manager: Louise Wessels	Cell: 083 327 0477 Office: 028 425 1690	manager@overbergfpa.co.za
NSRI	Hermanus, Station 17	082 990 5967	
NSRI	Kleinmond: Station 42	063 699 2765	

## **MANAGER: DISASTER MANAGEMENT**

### **FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL**

1.
  - a. The incident is reported to a responsible discipline or control room.
  - b. The responsible Discipline head informs the Manager: Disaster Management
  - c. The Manager: Disaster Management reports incident to:
    - i. Director Municipal Public Safety (reports the incident to Municipal Manager)
    - ii. Disaster Management Coordinator
    - iii. Takes the decision if a JOC should be established
    - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
  - d. Disaster Management Coordinator reports the incident to role players as per schedule.
  - e. All discipline heads arrange for the immediate size-up of the incident regarding the impact it has on its discipline, to determine within its line function.
    - i. Damage to infrastructure (e.g. water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)

- ii. Life and property-threatening situations
- iii. Immediate mitigation operations
- iv. Auxiliary resources need (e.g. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
- v. Projected short and long-term implications of the incident.
- vi. Impact the incident has on the road and access for emergency transport and teams to Incident.
- vii. Any other aspect that needs immediate response for rapid service delivery continuation
- viii. Give a regular situation report to the Head of disaster management in order for him to be informed of the total picture.

## **THE JOC PERFORMS THE FOLLOWING FUNCTIONS:**

- 2. a. Co-ordinates operations according to priorities for
  - i. Early warning of potentially afflicted areas
  - ii. The saving of lives
  - iii. Emergency housing
  - iv. Emergency rations
  - v. Other disaster management mitigation strategies
- b. Co-ordinate recovery:
  - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/ infrastructure.
- c. Debrief at JOC.



**ANNEXURE “H”**

**DISASTER MANAGEMENT PREPAREDNESS PLAN  
HANGKLIP / KLEINMOND AREA**

<b>General Description of the Area:</b>	
<b>Area:</b>	Approximately 5560 ha
<b>Topographical Characteristics:</b>	Bot-, Palmiet- and Rooiels River flows through the area with the Kogel Mountain situated to the north.
<b>Vegetation:</b>	Fynbos & Alien Vegetation
<b>Connectivity Routes:</b>	R43 (Connect Stanford with Hermanus) R44 (Connect Betty’s Bay, Pringle Bay, and Gordon’s Bay)
<b>Infrastructures :</b>	
Population:	Hangklip / Kleinmond comprises of wards 9 and 10 and has a projected population of 12 953 (IDP, Table 5: Projected population by ward, 2023)
Hospital:	none
Clinics:	1 in Proteadorp
Schools:	(Refer to Emergency Telephone List – Kleinmond)
Community Halls:	6 (Refer to Emergency Telephone List – Kleinmond)
Bridges:	Concrete construction (Palmiet; Herold Porter; Rooi Els)
Roads:	Tar and gravel roads.
Power Station:	1 x Substation 40 x Mini Substations
Power Lines:	1 x Medium Voltage 20 x Low Voltage
Sewage Pipelines:	Present in area
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.



## MANAGEMENT PREPAREDNESS PLAN KLEINMOND AREA

Role Players	Name	Telephone	Cellular Telephone	E-mail
Director: Municipal Public Safety	Vacant			
Chief: Fire, Rescue & Disaster Management	L. Smith	028 313 5041		<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
Deputy Chief: Fire Operations	A. Aplon	028 313 8978		<a href="mailto:aaplon@overstrand.gov.za">aaplon@overstrand.gov.za</a>
Assistant Chief: Fire, Health & Safety	Vacant			
Assistant Chief: Disaster Management	M Carelse	028 313 8941		<a href="mailto:mcarelse@overstrand.gov.za">mcarelse@overstrand.gov.za</a>
Disaster Management Officer	S. Mackay	028 313 5053		<a href="mailto:smackay@overstrand.gov.za">smackay@overstrand.gov.za</a>
Disaster Risk Management Officer	S. Coert	028 313 5052		<a href="mailto:scoert@overstrand.gov.za">scoert@overstrand.gov.za</a>
Transport	J. Venter	082 384 8906		<a href="mailto:jventer@overstrand.gov.za">jventer@overstrand.gov.za</a>
Essential Services	D. van Rhodie	028 271 8432		<a href="mailto:dvanrhodie@overstrand.gov.za">dvanrhodie@overstrand.gov.za</a>
Housing	J. Smith A Gcotyelwa	028 271 8424 028 381 8300		<a href="mailto:jsmith@overstrand.gov.za">jsmith@overstrand.gov.za</a> <a href="mailto:agcotyelwa@overstrand.gov.za">agcotyelwa@overstrand.gov.za</a>
Western Cape Emergency Medical Services		023 346 6023		
Western Cape Emergency Medical Services		028 284 1900		
Station Commander	E. Isaacs	028 313 8980		<a href="mailto:eisaacs@overstrand.gov.za">eisaacs@overstrand.gov.za</a>
Station Commander	G. Badenhorst	028 313 8980		<a href="mailto:gbadenhorst@overstrand.gov.za">gbadenhorst@overstrand.gov.za</a>
Station Commander	A. Mars	028 313 8980		<a href="mailto:amars@overstrand.gov.za">amars@overstrand.gov.za</a>
Station Commander	J. Brussel	028 313 8109		<a href="mailto:jbrussel@overstrand.gov.za">jbrussel@overstrand.gov.za</a>

Platoon Commander	T. Samuels	028 313 8109		<a href="mailto:tsamuels@overstrand.gov.za">tsamuels@overstrand.gov.za</a>
Assistant Chief: Safety, Security & CCTV	D. Esau	028 313 5017		<a href="mailto:desau@overstrand.gov.za">desau@overstrand.gov.za</a>
Principal Inspector: Law Enforcement & CCTV	R. Stewart	028 313 8975		<a href="mailto:rstewart@overstrand.gov.za">rstewart@overstrand.gov.za</a>
Chief: Traffic	R. Fraser	028 313 8165		<a href="mailto:rfraser@overstrand.gov.za">rfraser@overstrand.gov.za</a>
Assistant Chief: Traffic Services & Licensing	X. Titus	028 313 8000		<a href="mailto:xtitus@overstrand.gov.za">xtitus@overstrand.gov.za</a>
Chief: Law Enforcement	J. du Toit			<a href="mailto:johandutoit@overstrand.gov.za">johandutoit@overstrand.gov.za</a>
Communication Department	Vacant			
Police		028 271 8200 / 02		
Red Cross	Angela Heslop	028 312 1663		<a href="mailto:aheslop@hermanus.co.za">aheslop@hermanus.co.za</a>
Eskom	Control Room	08600 37566		
Cape Nature: Walker Bay Complex	Andrae Marais			<a href="mailto:andrae@capenature.co.za">andrae@capenature.co.za</a>
Fire & Rescue control room		028 312 2400		
Municipal control room		028 313 8111		
Councillor Ward 9	Grant Cohen	028 313 8000		<a href="mailto:gcohen@overstrand.gov.za">gcohen@overstrand.gov.za</a>
Councillor Ward 10	Theresa Els	028 313 8000		
Pringle Bay Volunteer Firefighters	Coleen Johnson			<a href="mailto:coleen.redfern@gmail.com">coleen.redfern@gmail.com</a>
Betty's Bay Volunteer Firefighters	Jorika Rabie			<a href="mailto:jorika@purpleangles.co.za">jorika@purpleangles.co.za</a>
Greater Overberg Fire Protection Association (goFPA)	Extension Officer: Mitch Afrika	Cell: 067 234 1530 Office: 028 425 1690 Team Cell: 063 690 7899		<a href="mailto:mitch@overbergfpa.co.za">mitch@overbergfpa.co.za</a>
Greater Overberg Fire Protection Association (goFPA)	Manager: Louise Wessels	Cell: 083 327 0477		<a href="mailto:manager@overbergfpa.co.za">manager@overbergfpa.co.za</a>

		Office: 028 425 1690		
NSRI	Hermanus, Station 17	082 990 5967		
NSRI	Kleinmond: Station 42	063 699 2765		

## **MANAGER: DISASTER MANAGEMENT**

### **FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL**

1.
  - a. The incident is reported to a responsible discipline or control room.
  - b. The responsible Discipline head informs the Manager: Disaster Management
  - c. The Manager: Disaster Management reports incident to:
    - i. Director Municipal Public Safety (reports incident to Municipal Manager)
    - ii. Disaster Management Coordinator
    - iii. Takes the decision if a JOC should be established
    - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
  - d. Disaster Management Coordinator reports the incident to role players as per schedule.
  - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its discipline, to determine within its own line function.
    - i. Damage to infrastructure (e.g. water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions) .
    - ii. Life and property-threatening situations.
    - iii. Immediate mitigation operations.

- iv. Auxiliary resources need (e.g. Private contractors, specialist equipment, other external institutions/organizations, including NGO's).
- v. Projected short and long-term implications of the incident.
- vi. The impact the incident has on the road and access for emergency transport and teams to the incident.
- vii. Any other aspect that needs immediate response for rapid service delivery continuation.
- viii. Give a regular situation report to the Head of disaster management in order for him to be informed of the total picture.

## **THE JOC PERFORMS THE FOLLOWING FUNCTIONS:**

- 2. a. Coordinates operations according to priorities for:
  - i. Early warning of potentially afflicted areas.
  - ii. The saving of lives.
  - iii. Emergency housing.
  - iv. Emergency rations.
  - v. Other disaster management mitigation strategies.
- b. Coordinate recovery:
  - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.



# **Emergency Resource Telephone List - HERMANUS**

Read in conjunction with Overstrand Disaster Management Plan

**2026 - 2027**

<b>SOUTH AFRICAN POLICE SERVICES (SAPS)</b>		
<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
SAPS Hermanus	61 Main Road, Hermanus	028 313 5300
Brig: Nosilela	61 Main Road, Hermanus	082 444 1746
Col: Mtingane	61 Main Road Hermanus	082 469 1015
Col: van den Berg	61 Main Road Hermanus	079 893 9907
Col: Tamboer	61 Main Road Hermanus	082 302 1664
Capt: Mananga	61 Main Road Hermanus	082 522 2038

<b>GENERAL MEDICAL PRACTITIONERS</b>		
<b>DOCTOR</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
Andre Coetzee	28 Main Road, Hermanus	028 312 1170
GP Care, Hermanus	20 Arundel, Hermanus	028 007 0274
G F Enslin; J C Boshoff (locum)	36 Molteno Street, Onrus	028 316 1414
A Greeff	17 Arundel, Westcliff	028 312 2846
Dr Muller & Abel	7 Myrtle Street, Hermanus	028 313 1190
Dr Du Toit & Munnik	5 Aberdeen Street, Hermanus	028 312 1119
Dr J van der Merwe	Main Road, Hermanus	028 897 3542
Dr CE Gotz	90 Main Road, Hermanus	028 312 2641
Dr van Rensburg	Cnr De Goede & Church Street, Hermanus	028 316 2961
Dr Watson	Selkirk Street, Hermanus	028 313 1108
Hermanus Family Practice	7 Balfour Street, Hermanus	076 189 8207
GP Hermanus	14 Paterson Street, Hermanus	028 312 1119 082 575 3968 (after hours)
Dr Juan de la Cruz	Unit B10, Gateway Centre, Main Road, Hermanus	087 725 2624

<b>CLINICS</b>		
<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
Hermanus	Swartdam Road	028 313 5700

Hawston	25 George Viljoen Street	028 315 2063
Onrus Clinic	Onrus Trading Post Main Rd, Onrus River, Vermont	028 316 1717

### HOSPITALS

NAME	ADDRESS	TELEPHONE
Medi-Clinic	Hospital Street	028 313 0168
Provincial	Hospital Street	028 312 1166
Hermanus Day Hospital	44 Church Street	028 312 2722

### AMBULANCE SERVICES

NAME	ADDRESS	MANAGER	TELEPHONE
Priority Care	11 Argon Avenue Sandbaai.	Marthinus Stoffels	076 109 5660
CMC (Critical Medical Care)	4 Jimmy Street, Sandbaai	Christo Prinsloo	066 222 7219 operations@cmcmmedical.co.za
Government Ambulance Services	Magnolia Avenue, Hermanus		10177 landlines 112 cellular
ER24	22 Mimosa Street, Hermanus	Coleen Johnson	084 124

### ELDERLY CARE

NAME	ADDRESS	MANAGER	TELEPHONE
Huis Lettie Theron	De Goede Street	Simon v Vuuren Julianne Bacon	028 312 3721 / 2
Sofca	1 Hospital Road	Gail Smith	028 312 3236 Sofcafrailcare@gmail.com
Kidbrooke Place	R43 Highway, Onrus	Caroline Gibbs	028 316 1142 (frail care) 079 087 8115
Onrus Manor	Chanteclair Ave, Onrus Hermanus	Karin Lourens Christal Du Plessis	028 316 5001 028 316 5056

Golden Harvest	Cnr Main & Long Street, Sandbaai	Henk Oostenbrink	028 316 5200
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### MAJOR CONSTRUCTION COMPANIES

NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
W A Bishop Transport	10 Arum Street	Wiaan Bishop	028 312 2298
D J Transport & Excavating	2 Mimosa Street	William Jackson	028 312 3116
Alan Bailey Civil Engineering & Construction	20 Argon Street	Frikkie Rabe	028 313 211
Overberg Consulting Eng	7 Magnolia Street	Ion Williams	028 313 2600

### HALLS

NAME	MANAGER	TELEPHONE
Grobbelaar Hall		028 312 3909
Sandbaai Hall	Lydia Schmidt	084 515 8205
Moffat Hall, Mount Pleasant, Hermanus	Overstrand Municipality	028 313 8148
Thusong Community Hall, Hawston	Overstrand Municipality	028 315 2784
De Wet Hall, Sandbaai	Overstrand Municipality	028 316 2109
Zwelihle Community Hall, Hermanus	Overstrand Municipality	028 313 8000

### GENERAL STORES

NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
Checkers (Whale Coast Mall)	Whale Coast Mall	Luke Hoposch	028 313 6400
Checkers (Hermanus)	Cnr Royal & Lord Roberts Road	Chandre Mr Hill	028 313 7480
Pick n Pay	81 Main Road, Hermanus	Jacques	028 312 1137

Kwik Spar	3 Fairways Avenue, Eastcliff, Hermanus	Andre Vermaak	028 313 0062
Super Spar	Gateway Centre, Main Road, Hermanus	Bern van Niekerk	028 313 0085
Food Lovers Market	Whale Coast Mall	Janine	028 312 4475
Ok Mini Market	76 7th St, Hermanus, 7200	Samantha Maritz	028 314 0794
Ok Mini Market	Gateway Centre, Hermanus	Jay-Jay Lee-Roy	028 312 3518
OK Mini Market	Marine & Vermont Road, Vermont, Hermanus	Steven Murray	028 316 3711

#### TRANSPORT

NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
Overstrand Taxi Association	Overstrand	Director: Chairperson: Mr T Deutshen  Vice Chairperson Mr S Malinga	073 865 6808   079 355 1448

#### SCHOOLS

NAME	ADDRESS	PRINCIPAL	TELEPHONE
Bosko Christian School	Fairways Avenue, Eastcliff	Maureen van Niekerk	028 312 2552
Christian Academy	1823 Bergsig Road, Sandbaai	Dr. Ross	028 316 1910
Hawston Primary	402 Church Street	Mr. Pedro	028 315 1631

Hawston Secondary	Church Street	Mrs. Poole	063 582 0941
Hermanus High	Moffat Street		082 850 1724
Hermanus Primary	Dirkie Uys Street	Mr JG Gilliomee	028 312 3670
Lukhanyo Primary	1 Lusiba St, Zwelihle	Mr. Tshabalala	028 312 1552
Mt Pleasant Primary	Dhalia St, Mt Pleasant	Mr. Wilskut	028 313 0816
Qhayiya Secondary	37 Hlobo St, Zwelihle	Mr N. Lolwana	028 313 0001
Northcliff House College	36 Berghof Dr, Onrus River, Onrus, 7201	Gerhard Coetzee	028 316 4437
Generations	Fairways Ave, Hermanus, 7200	Mrs Nikki Malcomess	021 205 5915
Curro Private School	1 Sandbaa, Hermanus	Mr Kobus Vermeulen	028 316 4911
Hermanus Waldorf School	18 End Street,	Mr van Zyl	028 316 2938
Fisherhaven Academy	38 School Rd, Fisherhaven	Stephen Cupido	

#### FILLING STATIONS

NAME	ADDRESS	TELEPHONE
Total	The corner of Mimosa Street & Main Road	028 313 1212
Shell	40 Main Road	028 312 4993
Quest Fuel	251 Main Road	028 313 2429

Caltex, CEM Motors	30 10 <sup>th</sup> Avenue, Voëlklip	028 314 1893
Total	16 Main Road, Onrus	028 316 1391
Engen	Corner of Main Road & R43	028 316 2943
BP Garage	Goerge Viljoen Street, Hawston	028 315 1266

#### NON-GOVERNMENT ORGANISATIONS (NGO's)

NAME	CONTACT PERSON	TELEPHONE
Red Cross	Angela Heslop Aheslop@hermanus.co.za	072 609 8655
Hermanus Rotary Club	metcalf.fick@mweb.co.za	028 316 4667
Sofar Christian Church	Pastor Andries van der Merwe	028 312 2514 Hermanus@soforonline.org
Heaven and Earth Church, Hermanus	10 Gateway Centre, R43, Main Road, Hermanus,	082 745 6408 info@hechurch.com

#### SNAKE HANDLERS

NAME	CONTACT PERSON	TELEPHONE
Jonathan Powers		082 352 6000
Corné Uys		076 07 8004
Hugo Uys		062 482 5410

#### SCPA

NAME	CONTACT PERSON	TELEPHONE
	Yaaseem Abrahams	021 700 4158/9 083 326 1604



# **Emergency Resource Telephone List – GANSBAAI**

Read in conjunction with Overstrand Disaster Management Plan

**2026 - 2027**

<b>SOUTH AFRICAN POLICE SERVICES (SAPS)</b>		
<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
SAPS Gansbaai	16 Main Road, Gansbaai	028 384 0201
Lt. Col: Janse van Rensburg	16 Main Road Gansbaai	082 778 7085
Capt: Davids	16 Main Road Gansbaai	082 778 6841

<b>GENERAL MEDICAL PRACTITIONERS</b>		
<b>DOCTOR</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
Helena Hendriks	1 Main Road, Gansbaai	028 007 0348
Dr Wenteler / Burger	Main Road behind Gansbaai Pharmacy	028 384 1722
Gansbaai Medi Practice	55 Main Road opposite Midas	028 384 1165

<b>CLINICS</b>		
<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
Gansbaai Clinic	Main Road (behind the municipality)	028 384 1917
Unjani Private Clinic	Mandela Road, Masakhane	

<b>PRIVATE AMBULANCE SERVICES</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>MANAGER</b>	<b>TELEPHONE</b>
OMR	10 Koöperasie Street, Gansbaai	Chantell Carstens	078 699 6995 overstrandmedics@gmail.com
CMC (Critical Medical Care)	26 Fabriek St, Gansbaai, 7220	Christo Prinsloo	066 222 7219 operations@cmcmedical.co.za

<b>ELDERLY CARE</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>MANAGER</b>	<b>TELEPHONE</b>
Herberg-aan-See	10 Kerk Street, Gansbaai		028 384 0501
Silwerjare	24 Gousblom Street, Blompark		

Volvertrouediensentrum			028 341 0969
Mattanja House	14 De Wet St, Gansbaai	Christel	082 632 3494

GENERAL STORES			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
OK	45 Main Road		028 384 0001
Spar	Main Road		028 384 0269

TRANSPORT			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
Overstrand Taxi Association	Overstrand	Chairperson: Mr T Deutchen	073 865 6808
		Vice Chairperson: Mr S Malinga	079 355 1448

HALLS			
NAME		MANAGER	TELEPHONE
Blompark Masakhane Baardskeedersbos Eluxolweni Buffeljachts	Overstrand Municipality	Overstrand Municipality	028 384 8331
Gansbaai NG Kerk - Pretoriussaai	20 Main Road, Gansbaai		028 384 0510

SCHOOLS			
NAME	ADDRESS	PRINCIPAL/SEC	TELEPHONE
Academia School	Kampeerweg, Blompark, Gansbaai	Mrs. Katrina Fortuin	028 384 2370 028 007 0332
Gansbaai Primary	Ridderspoor Str, Blompark		028 384 0061

Masakhane	Mandela Road, Masakhane	Mrs. Cweba	028 384 0369
Stanford Okkie Smuts Primary School	17 Church Street, Stanford		028 341 0611
Withoogte St Pauls Primary School	Withoogte farm, Stanford	Amanda Appel	028 341 0222
Gansbaai Laerskool	Main Road, Gansbaai	David Sauls	028 384 0000

#### FILLING STATIONS

NAME	ADDRESS	TELEPHONE
Caltex (Street Talk Trading 111BK)	28 Daneel Street	028 341 0846
Caltex	21 Main Road, Gansbaai	028 384 0300
Gansbaai Motors	23 Church Street, Gansbaai	028 384 0301
Shell Birkenhead Motors	31 Main Road, Gansbaai	028 384 0002
Kleinbaai One-Stop	1 Geelbek Street, Gansbaai	028 384 0340
PB Resort Garage	Pearly Beach	028 381 9796

#### SNAKE HANDLERS

NAME	CONTACT PERSON	TELEPHONE
Gansbaai Snake Removals		079 844 9513
Franskraal	Patrys Laubser	082 375 7075
Pearly Beach	Pete B-Moore	082 807 0280

#### SCPA

NAME	CONTACT PERSON	TELEPHONE
	Yaaseem Abrahams	021 700 4158/9



# **Emergency Resource Telephone List – STANFORD**

Read in conjunction with Overstrand Disaster Management Plan

**2026 - 2027**

<b>SOUTH AFRICAN POLICE SERVICES (SAPS)</b>		
<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
SAPS Stanford	6 Du Toit Street, Stanford	028 341 0601
Capt: Xuba	6 Du Toit Street, Stanford	082 778 6842
WO: Booyesen	6 Du Toit Street, Stanford	079 893 9981

<b>CLINICS</b>		
<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
Stanford Provincial Day Clinic	Mathilda Street, Stanford	028 341 0933

<b>ELDERLY CARE</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>MANAGER</b>	<b>TELEPHONE</b>
Volvertroue Dienssentrum			028 341 0969

<b>GENERAL STORES</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>OWNER / MANAGER</b>	<b>TELEPHONE</b>
OK	45 Main Road		028 384 0001
Spar	Main Road		028 384 0269

<b>TRANSPORT</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>OWNER / MANAGER</b>	<b>TELEPHONE</b>
Overstrand Taxi Association	Overstrand	Chairperson: Mr T Deutschen	073 865 6808
		Vice Chairperson: Mr S Malinga	0793551448

<b>HALLS</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>MANAGER</b>	<b>TELEPHONE</b>
Tourism	Main Road		028 384 1439

<b>SCHOOLS</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>PRINCIPAL/SEC</b>	<b>TELEPHONE</b>
Stanford Okkie Smuts Primary School	17 Church Street, Stanford		028 341 0611
Hoopland Akademie	Industrial Park, Stanford		028 341 0053
Withoogte St Pauls Primary School	Withoogte farm, Stanford	Amanda Appel	028 341 0222

<b>FILLING STATIONS</b>		
<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
Caltex (Street Talk Trading 111BK)	28 Daneel Street	028 341 0846
<b>NON-GOVERNMENT ORGANISATIONS (NGO's)</b>		
<b>NAME</b>	<b>CONTACT PERSON</b>	<b>TELEPHONE</b>
Food for Thought (Stanford)		

<b>INCIDENT SUPPORT</b>			
<b>NAME</b>	<b>ADDRESS</b>	<b>OWNER / MANAGER</b>	<b>TELEPHONE</b>
Bea Whittaker			083 293 5512
Dave Hagen			083 252 1865
Peter Hochfelden			082 443 7867
Allen Cockfield			082 451 9205

<b>SNAKE HANDLERS</b>		
<b>NAME</b>	<b>CONTACT PERSON</b>	<b>TELEPHONE</b>
	Casper Bester	082 749 6696

<b>SCPA</b>
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NAME	CONTACT PERSON	TELEPHONE
	Yaaseem Abrahams	021 700 4158/9 083 326 1604



# **Emergency Resource Telephone List – HANGKLIP / KLEINMOND**

Read in conjunction with Overstrand Disaster Management Plan

**2026 - 2027**

<b>SAPS (SOUTH AFRICAN POLICE SERVICES)</b>		
NAME	ADDRESS	TELEPHONE
Kleinmond SAPS	16 Main Road, Kleinmond	028 271 8200 / 02
Capt: Mostert	16 Main Road, Kleinmond	082 778 6793
WO: Lakey	16 Main Road, Kleinmond	079 894 1622

<b>MUNICIPAL SERVICES</b>		
NAME	ADDRESS	TELEPHONE
Admin / General Inquiries		028 271 8400 / 8411
Burst water pipes	Ricardo Thoresen	028 271 8465
Water	Ricardo Thoresen	028 271 8465
Tanker Services / Sewerage	Donovan van Rhodie	028 271 8431
Solid Waste	Patrick Litoli	028 271 8436
Electrical	Riaan Buckle	028 271 8484
Ward 9	grantcohen25@gmail.com	072 436 9068
Ward 10	tels@overstrand.gov.za	072 494 1310
<b>OVERSTRAND</b>		
24-hour Control Room		028 313 8111
Control Room (General)		028 313 8000
Law Enforcement		028 313 8996
Fire & Rescue		028 312 2400
Drowning/Accidents	Joseph Smith	028 271 8424 / 082 635 4095

<b>GENERAL MEDICAL PRACTITIONERS</b>		
DOCTOR	ADDRESS	TELEPHONE
F du Plessis; M van Niekerk;	59 Main Road, Kleinmond	028 271 4227 / 082 653 6355
A. Zietsman	441 Peak Road, Pringle Bay	028 271 5321 071 687 3825 / 060 490 0874
Dr Gary Hudson	422 Crescent Street, Pringle Bay	073 816 6763
Dr Morkel	59 Main Road, Kleinmond	028 271 4227

GENERAL MEDICAL PRACTITIONERS		
NAME	ADDRESS	TELEPHONE
Dr Peter Dave	79 Main Road	028 271 4183
KAWS Ingrid – Manager	c/o Main and Protea Roads	028 271 5004 060 393 4259
Human Wildlife Solutions (HWS) Baboon Hotline	Kleinmond, Bettys Bay and Pringle Bay	069 151 5962

PHARMACIES		
NAME	ADDRESS	TELEPHONE
Albertyn Apteek	Spar Centre, Kleinmond	028 271 4666 / 082 868 4267
Alpha Pharmacy	Main Road, Kleinmond	028 271 3320 / 082 788 0922

CLINICS		
NAME	ADDRESS	TELEPHONE
Kleinmond	1 Cnr Main & Protea Roads	028 271 5807 10177 / 028 271 4951

AMBULANCE SERVICES		
NAME	ADDRESS	TELEPHONE
Provincial		101777
Critical Medical Care	4 Jimmy Smith Street, Sandbaai Hermanus	028 001 0544

ELDERLY CARE			
NAME	ADDRESS	MANAGER	TELEPHONE
Gerimed Health	Cnr 15 <sup>th</sup> Ave & Botriver Road, Kleinmond	Carel Pieterse (Director) Pascal van der Merwe	028 271 3994 079 886 0333
Fynbos Centre	36 1 <sup>st</sup> Avenue Kleinmond	Melanie Wiles D Van Niekerk	028 271 3602

GENERAL STORES			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
OK	53 Main Road	Albertus Smit	028 271 4747 okmmkleinmond@gmail.com
Spar	Main Road	G J le Roux W Coetzer Andrew Martin	kleinmond2@retail.spar.co.za Kleinmond1@retail.spar.co.za 028 271 6289 / 028 271 4294 028 271 4289

HALLS			
NAME		MANAGER	TELEPHONE
Kleinmond Town	36 Main Road	Overstrand Municipality	028 271 841 darendse@overstrand.gov.za
Mooiuitsig	5514 Mooiuitsig, Betty's Bay	Overstrand Municipality	028 271 8418 darendse@overstrand.gov.za
Overhills Community	Overhills Informal Settlement	Overstrand Municipality	028 271 8418 darendse@overstrand.gov.za
Proteadorp Community	Cnr Protea Road & Nemesia Ave	Overstrand Municipality	028 271 8418 darendse@overstrand.gov.za
Crassula	21 Crassula Ave Betty's Bay (erf 2416)	Bettys Bay Rate Payers Wayne Jackson	082 928 1260
Pringle Bay	3 Susan Road (erf 1772)	Rate Payers	079 038 3919 Pringlebay@ratepayers.co.za

SCHOOLS			
NAME	ADDRESS	PRINCIPAL/SEC	TELEPHONE
Laerskool Kleinmond	24 Main Road	Ester Groenewald	028 271 3440 hoof@kleinmondls.org.za
Kleinmond Primêr	School Street, Proteadorp	Rachel Goliath Acting Principal	028 271 3149 admin@kmp.wcape.schools.co.za

Siyabulela Pre-Primary School	Corner of Fynbos and Nimesia Street	Manager Michelle Barry	028 271 4882/ 028 271 4044
Duisend Voetjies	9 <sup>th</sup> Street 28, Kleinmond		
Heideland Pre-Primary	Nemesia Street	Manager Michelle Barr	028 271 4134 028 271 4044
Pringle House Eco Primary	Farm Hangklip 559/62 Clarence Drive, Pringlebay		028 273 8853 / 072 358 0789
Krappies en Kreefies	Main Road		028 271 4312
Kidz Can	Cnr 10 <sup>th</sup> Ave & 11 <sup>th</sup> Street		028 071 5561
Pikkewyntjies Pre Primary	Mooiuitsig, Bettysbay		028 272 9920 / 072 414 3320
Smart Kids Educare	102 Main Road; 9 <sup>th</sup> Ave, Kleinmond		028 271 5213
Bambanani Day-Care Creche	Siyoni Street, Overhills, Kleinmond	Manager Michelle Barr	028 271 5213 028 271 4044

#### FILLING STATIONS

NAME	ADDRESS	TELEPHONE
Sasol	80 Main Road, Kleinmond	028 271 4459
Caltex	5140 Clarence Drive, Betty's Bay	028 272 9164

#### VOLUNTEER FIREFIGHTERS

NAME		TELEPHONE
Purple Angels (Pringle Bay Volunteer Firefighters)	Liz Sitar	074 141 7600
Purple Angels (Pringle Bay Volunteer Firefighters)	Jorika Rabie	072 616 8418

Pringle Bay Volunteer Firefighters	Colleen Johnson	082 782 1497
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POSTLINK		
NAME	ADDRESS	TELEPHONE
Postlink	21 3 <sup>rd</sup> Street, Kleinmond 7195	066 271 1035

TAXI ASSOCIATION	
M K winana	073 818 8400

SNAKE HANDLERS		
NAME	CONTACT PERSON	TELEPHONE
Kleinmond / Betty's Bay	Mike Green	082 212 5116
Overstrand Snake Removal		084 274 3163
Pringle Bay	Francois van Zyl	083 271 8809

SCPA		
NAME	CONTACT PERSON	TELEPHONE
	Yaaseem Abrahams	021 700 4158/9



# **Communicable Disease Plan**

**2026 - 2027**

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## 1. INTRODUCTION

This Communicable Disease Plan outlines a comprehensive framework for preventing, detecting, responding to, and recovering from outbreaks of communicable diseases within the Overstrand Municipality. Overstrand Municipality is located in the Overberg District of the Western Cape. The municipality serves a population of approximately 132 495 residents, with vulnerabilities including tourism influxes, seasonal migrations and socio-economic disparities that can exacerbate disease spread.

Communicable diseases covered include infectious conditions such as tuberculosis (TB), HIV/AIDS, sexually transmitted infections (STIs), respiratory illnesses (e.g. influenza, Covid-19 variants), waterborne diseases (e.g. cholera), and vector-borne diseases (e.g. malaria in rare cases). The plan aligns with national frameworks like the National Health Act (Act 61 of 2003), the Disaster Management Act (Act 57 of 2002) and the Integrated Disease Surveillance and Response (IDSR) strategy promoted by the World Health Organization (WHO) and adopted in South Africa.

## 2. PURPOSE

To minimize the impact of communicable diseases on public health, economy, and social fabric through proactive measures, coordinated response, and community engagement.

## 3. OBJECTIVES

- To prevent and mitigate disease transmission
- Ensure early detection and surveillance
- Facilitate rapid and effective response
- Support recovery and resilience building
- Define clear roles for all stakeholders

## 4. LEGAL AND POLICY FRAMEWORK

- **National Health Act (2003):** mandates surveillance, prevention, and control of communicable diseases, including notification of notifiable diseases.
- **Disaster Management Act (2002):** classifies health emergencies as disasters, requiring contingency planning, risk reduction, and multi-agency coordination.
- **National Strategic Plan for HIV, TB, and STIs (223 – 2028):** guides responses to priority diseases.
- **Overstrand Municipality Disaster Management Plan (2026-2027):** integrates health emergency services into municipal disaster response.
- **Overberg District Municipality Municipal Health Services:** provides core environmental health functions, including disease surveillance.
- **Provincial and National Guidelines:** including the National Health Emergency Response Operations Plan (NHEROP) and IDSR for surveillance.

## 5. RISK ASSESSMENT AND VULNERABILITIES

Overstrand faces risk from:

- High tourist traffic increasing exposure to imported diseases;
- Dense informal settlements with limited sanitation, heightening waterborne and respiratory disease risk;
- Prevalence of TB and HIV in the Western Cape;
- Climate factors supporting vectors like mosquitoes or rodents;
- Potential pandemics, seen with Covid-19

Annual risk assessments will be conducted by the Disaster Management team in collaboration with Overberg District Municipal Health Services.

## 6. PREVENTION AND MITIGATION STRATEGIES

- **Public Education and Awareness:** campaigns on hygiene, vaccination, and safe practices, targeted at schools, communities, and tourists. Use media, community meetings, and digital platforms.
- **Vaccination programs:** coordinate with provincial health for routine immunizations and outbreak-specific drives (e.g. flu shots).
- **Environmental Controls:** regular water quality monitoring, waste management, vector control, and pollution reduction to prevent breeding grounds for diseases.
- **Infrastructure improvements:** upgrade sanitation, housing, and public facilities to reduce transmission risks.
- **Community engagement:** partner with NGOs for health promotion in vulnerable groups.

## 7. SURVEILLANCE AND EARLY DETECTION

- Implement IDSR for real-time monitoring of notifiable diseases
- Hotspot mapping and epidemiological data collection
- Routine inspections of premises (e.g. food outlets, schools) for health compliance
- Early warning systems linked to national surveillance via the National Institute for Communicable Diseases (NICD)

## 8. RESPON PLAN

- **Activation triggers:** based on disease thresholds (e.g. confirmed cases exceeding norms) or national alerts
- **Incident Command Systems (ICS):** Establish a Joint Operations Centre (JOC for coordination)
- **Phases:**
  - Alert phase: enhanced surveillance and resource mobilization
  - Response phase: isolation / quarantine, contact tracing, treatment, and public restrictions (e.g. gatherings limits)
  - Escalation: request provincial / national support for mass testing or lockdowns.

- **Resource allocation:** stockpile PPE, testing kits, and medical supplies; activate emergency medical services

## 9. RECOVERY AND EVALUATION

- Post-outbreak: restore services, provide psychosocial support, and economic aid
- Conduct after-action reviews to update the plan
- Build resilience through training and simulations

## 10. ROLES AND RESPONSIBILITIES OF ROLE PLAYERS AND STAKEHOLDERS

This section highlights with the key actors involved, emphasizing collaborative efforts between municipal, district, provincial, and national levels. Overstrand Municipality focuses on coordination and disaster management, while Overberg District handles direct health services.

### Overstrand Municipality

- **Assistant Chief: Disaster Management**
  - Supports the Chief in focusing on the management of potential emergency threats, including communicable disease risks
  - Assist in risk assessment, preparedness planning, and coordination of risk-reduction projects
  - Deputises in activating and managing the JOC during outbreaks
  - Oversees day-to-day disaster risk management activities and ensures integration with health services.
- **Chief: Fire, Rescue & Disaster Management**
  - leads overall disaster response integration
  - identifies hazards
  - activates the Incident Command Centre / JOC
  - coordinate awareness campaigns
  - ensures contingency plans are implemented
- **Director: Municipal Public Safety**
  - Compiles and maintains contingency plans
  - Identifies vulnerabilities
  - Oversees multi-agency coordination during outbreaks
- **Municipal Manager and Council**
  - Approves the plan
  - Allocates budgets
  - Ensures integration with Integrated Development Plan (IDP)
  - Communicates with residents

### Overberg District Municipality (Municipal Health Services)

- **Environmental Health Practitioners (EHP)**
  - Conduct investigations into infectious disease cases
  - Perform routine inspections for food safety, water quality, waste management, and premises surveillance
  - Promote health and hygiene education
  - Collect and analyse epidemiological data

- Map disease hotspots
- Enforce compliance with health regulations
- Monitor vector control and pollution to prevent outbreaks
- **District Health Authority**
  - Oversees core functions like surveillance and prevention of communicable diseases (excluding immunizations)
  - Coordinates with local municipalities for data sharing and response
  - Issues compliance certificates and manages exhumations if disease related

### **Provincial Entities (Western Cape Government)**

- **Western Cape Department of Health**
  - Provides clinical services, immunizations, and specialist support
  - Leads contact tracing and treatment
  - Supplies resources like ambulances and hospitals
- **Western Cape Emergency Medical Services (WCEMS)**
  - Responds to health incidents
  - Treats and transports patients
  - Establishes staging areas
  - Request additional resources
  - Reports to the JOC
  - Aligns contingency plans with municipal ones
- **Provincial Disaster Management Centre (PDMC)**
  - Offers higher-level coordination for escalated outbreaks
  - Facilitates resource sharing across districts

### **National Entities**

- **National Department of Health (NdoH) and NCID**
  - Manages national surveillance (e.g. IDSR)
  - Declares notifiable diseases
  - Provides guidelines, testing, and outbreak teams
  - Supports research and data dissemination
- **Multisectoral National Outbreak Response Team**
  - Coordinates national-level response for major outbreaks

### **Non-Governmental Organizations (NGOs) and Community Groups**

- **NGOs (e.g. Red Cross, local health NGOs)**
  - Assist in community outreach, awareness campaigns, and relief distribution
  - Provide on-ground support during responses
  - Report to the JOC
- **Community leaders and ward committees**
  - Mobilize residents for compliance
  - Disseminate information
  - Identify vulnerable groups
  - Participate in education programs

### **Private Sector and Other Stakeholders**

- **Healthcare Facilities (Private Clinics / Hospitals)**
  - Report cases
  - Provide treatment capacity
  - Collaborate on surveillance
- **Businesses (e.g. Tourism Operators, Food Premises)**
  - Implement hygiene protocols
  - Report suspected cases
  - Comply with inspections
- **Media**
  - Disseminates public information
  - Develops communication plans with the municipality
  - Avoids misinformation
- **Residents and visitors**
  - Adhere to guidelines (e.g. reporting symptoms, vaccination)
  - Participate in community surveillance

All stakeholders must participate in annual training, simulations, and plan reviews. Coordination occurs through the JOC during active response, with regular meetings in peacetime via the Disaster Management Advisory Forum.

This plan will be reviewed annually or post-incident, ensuring adaptability to emerging threat like new variants or climate-driven diseases.

11.

12.



## **Power Outage Contingency Plan**

**Read in conjunction with the Overstrand Disaster Management Plan**

**2026 - 2027**

## Defining Power Outage

A power outage is an unexpected loss of electricity caused by equipment failures, damage to power lines, grid overload, or natural disasters. It can last from minutes to days, depending on the cause and repair time, and is unplanned, requiring urgent restoration efforts. In contrast, load shedding is a controlled and intentional reduction of electricity supply to prevent grid overload when demand exceeds generation capacity. It is typically scheduled in stages, with power cuts lasting a few hours per area. While power outages occur due to faults or failures, load shedding is a preventive measure to maintain grid stability and avoid a total blackout.

**Some key differences between blackouts and loadshedding are as follows:**

### Power Outage (Blackout)

- Causes:
  - Equipment failures (e.g., transformer malfunctions, blown fuses).
  - Damage to power lines (due to weather, accidents, or vandalism).
  - Grid overload or sudden demand spikes.
  - Natural disasters like storms, earthquakes, or floods.
- Duration: Varies—can last from a few minutes to several hours or even days, depending on the cause and repair time.
- Management: Utilities work to restore power as quickly as possible; the outage is not planned.

### Load Shedding

- Causes:
  - Insufficient electricity generation to meet demand.
  - Fuel shortages for power plants.
  - Grid instability or maintenance requirements.
- Duration: Typically scheduled in stages or blocks, with predetermined time slots (e.g., 2–4 hours per area).
- Management: Utilities or government agencies implement rolling blackouts as part of demand management strategies to avoid a total system collapse.

## **Purpose**

A total power blackout in South Africa is no longer just a theoretical possibility, making it essential to have a contingency plan in place. This plan will be activated in the event of a national power grid failure or if Overstrand Electrical & Maintenance Services is unable to supply electricity to parts or the entirety of the Overstrand area due to a man-made or natural disaster.

## **Response Measures**

When a disastrous event occurs in Overstrand Municipality and the Chief: Fire, Rescue & Disaster Management regards the situation as a disaster in terms of the Act, the following steps must be taken:

- Initiate efforts to assess the magnitude and severity or potential magnitude and severity of the disaster.
- Alert Senior Management and Disaster Management role players in the municipal area that may be of assistance in the circumstances.
- Initiate the implementation of the disaster response plan or any contingency plans and emergency procedures that may be applicable in the circumstances.
- Inform the District, Western Cape Provincial and National Disaster Management Centre of the disaster and an initial assessment of the magnitude and severity or potential magnitude and severity of the disaster.
- The Provincial Disaster Management Centre (PDMC) monitors the situation to determine the magnitude and severity of the damages and losses.
- The affected local municipality will take a council resolution regarding the declaration of a local disaster.
- The local municipality will submit a council resolution to their District Disaster Management Centre.
- If the District Disaster Management Centre supports the decision, they will forward their council resolution together with that of the local municipality to the PDMC.
- The PDMC will assess the situation to support/or not to support the request for a declaration.
- The PDMC will recommend or not recommend the declaration process to the Provincial Cabinet.

- The PDMC will submit the Cabinet recommendation to the National Disaster Management Centre (NDMC) for classification.

Irrespective of whether a local state of disaster has been declared or not, the municipality is primarily responsible for the co-ordination and management of local disasters that occur in its area.

Whether or not an emergency is determined to exist, municipal and other agencies may take such actions under this policy as may be necessary to protect the lives and property of the inhabitants of the municipality. If a local state of disaster has been declared, the Council may make by-laws or issue directions, or authorise the issue of directions to:

- Assist and protect the public.
- Provide relief to the public.
- Prevent or combat disruption; or
- Deal with the destructive and other effects of the disaster.



## **Climate change**

Read in conjunction with the Overstrand Disaster Management Plan

**2026 - 2027**

This contingency plan is developed in alignment with the Disaster Management Act, No 57 of 2002, which provides a comprehensive framework for integrated and coordinated disaster management in South Africa. The Act emphasises preventing or reducing disaster risks, mitigating their severity, ensuring emergency preparedness, enabling rapid and effective response and facilitating post-disaster recovery and rehabilitation. This plan specifically addresses climate change-induced disasters, such as floods, droughts, wildfires, extreme heat, coastal storms, and intensified rainfall events, which have been exacerbated by human-induced climate change as evidenced by recent events in the region. It integrates the principles of the National Disaster Management Framework and promotes collaboration across national, provincial, and municipal levels through established Disaster Management Centres.

The plan follows the disaster management cycle: prevention, mitigation, preparedness, response and recovery. It aims to build resilience, particularly in vulnerable communities like informal settlements, agricultural areas, and coastal zones, where climate impacts are most acute.

## 1. Objectives

- Reduce the risk and impact of climate-related disasters through proactive measures;
- Ensure compliance with the Disaster Management Act's requirements for coherent, transparent, and inclusive disaster management policies;
- Enhance adaptive capacity to climate change by integrating early warning systems, community involvement, and sustainable development practices;
- Promote intergovernmental coordination and resource mobilization for effective implementation.

## 2. Risk Assessment and Vulnerability Analysis

Climate change in South Africa is projected to result in higher temperatures, reduced rainfall in some regions, increased frequency of extreme weather events, water shortages, and greater wildfire risks.

Coastal areas face sea-level rise and storm surges, while inland regions contend with droughts affecting agriculture and food security.

### Key Climate-Related Risks

The following table summarizes major risks based on historical data and projections:

<b>Risk Type</b>	<b>Potential Impacts</b>	<b>Affected Regions/Areas</b>	<b>Vulnerability Factors</b>
Floods	Infrastructure damage, displacement, loss of life	Eastern coastal provinces (e.g., KwaZulu-Natal), informal settlements	Poor drainage, urbanization, climate-amplified rainfall (probability)

Risk Type	Potential Impacts	Affected Regions/Areas	Vulnerability Factors
Droughts	Water scarcity, crop failure, livestock loss	Western and northern provinces (e.g., Northern Cape, Limpopo)	doubled by climate change) Arid climate, over-reliance on rain-fed agriculture
Wildfires	Destruction of ecosystems, property damage	Western Cape, grasslands	Dry conditions, invasive species
Extreme Heat	Health risks, reduced productivity	Urban centers, rural areas	Elderly populations, lack of cooling infrastructure
Coastal Storms	Erosion, flooding of coastal developments	Eastern and southern coasts	Sea-level rise, fishing communities

Vulnerability analysis will be conducted annually by the National Disaster Management Centre (NDMC) using tools like geographic information systems (GIS) for mapping high-risk areas. Community consultations and data from the South African Weather Service (SAWS) will inform updates.

### 3. Prevention and Mitigation Strategies

Under Section 25 of the Act, emphasis is placed on risk reduction. Long-term mitigation will integrate climate adaptation into national policies, drawing from the Climate Change Adaptation Response Plan (CARP).

- Infrastructure resilience: upgrade dams, drainage systems, and buildings to withstand extreme weather. Enforce building codes in high-risk zones.
- Land-use planning: restrict development in flood-prone areas and promote reforestation to combat soil erosion and wildfires.
- Water resource management: implement drought-resistant agriculture, rainwater harvesting, and efficient irrigation to address water shortages.
- Ecosystem-based approaches: restore wetlands and mangroves for natural flood barriers, especially in coastal regions.
- Policy integration: align with the National Climate Change Response White Paper to mainstream climate considerations into sectoral plans

### 4. Preparedness Measures

Preparedness focuses on building capacity before disaster strikes, as mandated by the Act's establishment of the Disaster Management Centres across spheres of government.

- Early warning systems: enhance SAWS and multi-hazard early warning systems for real-time alerts on floods, droughts, and storms. Use SMS, radio, and apps for dissemination, targeting vulnerable groups.
- Training and drills: conduct annual simulation and training for emergency responders, communities, and officials. Include climate-specific scenarios like heatwaves.
- Resource stockpiling: maintain stockpiles of emergency supplies (water, food, medical kits) at provincial Disaster Management Centres. Develop contingency funds for rapid deployment.
- Community engagement: establish local disaster management forums to educate residents on evacuation routes and self-help measures.
- Anticipatory action: adopt regional roadmaps for proactive measures, such as pre-positioning aid in high-risk seasons.

## 5. Response Protocols

Upon declaration of a disaster under Section 23 of the Act, response will be activated through the NDMC

- Activation triggers: based on SAWS forecasts or event occurrence (rainfall exceeding thresholds).
- Coordination structure: NDMC leads national response, with provincial and municipal centres handling local operations. Involve SANDF, SAPS, and NGOs.
- Emergency Operations: evacuate affected areas, provide immediate relief (shelter, food, medical aid) and secure infrastructure. Use incident command system for efficiency.
- Communication: establish 24/7 hotline and media briefings to counter misinformation.
- Special Considerations for Climate Change events: for floods, prioritize informal settlements; for droughts, activate water rationing and food distribution.

## 6. Recovery and Rehabilitation

Post-disaster efforts aim for “build back better” to enhance resilience, as per the Act.

- Damage assessment: rapid assessment within 48-hours using drones and teams to evaluate impacts.
- Short-term recovery: restore essential services (water, electricity, roads) and provide psychosocial support.
- Long-term rehabilitation: rebuild with climate-resilient materials, relocate high-risk communities if needed, and integrate lessons into updated plans.
- Economic support: offer grants for affected farmers and businesses, linked to sustainable practices.

## 7. Monitoring, Evaluation, and Review

- Monitoring: track implementation through key performance indicators (eg response time, risk reduction metrics) via the NDMC.
- Evaluation: conduct post-event reviews and biennial audits to assess effectiveness.
- Review: update the plan every two years or after major events, incorporating new climate data and stakeholder feedback.
- Reporting: annual reports to Parliament as required by the Act.

## 8. Funding and Resources

- Budget allocation: secure funding through the national fiscus, provincial budgets, and international climate finance (eg Green Climate Fund)
- Partnerships: collaborate with private sector, NGOs, and international bodies like UNDP for technical support.
- Human Resources: train and deploy dedicated disaster management personnel across levels.

This plan serves as a living document, adaptable to emerging climate threats. Implementation requires commitment from all stakeholders to safeguard South Africa's people and environment against the escalating impact of climate change.

9. .



# **Vulnerable Communities Response Plan**

**Read in conjunction with the Overstrand Disaster Management Plan.**

**2026 - 2027**

## Defining Vulnerable Communities

Vulnerability refers to the susceptibility of individuals or groups to harm, loss, or negative outcomes due to a combination of factors such as social, economic, environmental, or physical conditions. It highlights the inability or limited capacity to cope with or recover from adverse situations, such as natural disasters, economic instability, or discrimination. Vulnerability can be influenced by various elements, including poverty, lack of access to resources, or social exclusion, and often increases the risk of marginalization or exploitation.

People living in informal dwelling communities in South Africa often face harsh living conditions, with limited access to basic amenities like clean water, electricity, sanitation, and healthcare. These communities are typically found in urban areas, where rapid population growth and migration have led to overcrowded settlements. Many of the residents live in makeshift structures made from materials such as corrugated iron, wood, and plastic. These dwellings are highly vulnerable to weather-related disasters like floods and fires, which are common in such areas. Furthermore, residents often struggle with unemployment, poverty, and a lack of infrastructure, which exacerbates their social and economic challenges.

Despite these difficulties, informal settlements are also spaces of resilience, with government, community-driven initiatives and local organizations working to improve living conditions and advocate for the rights of those affected.

## Purpose

- Ensure safety and well-being: Protect at-risk populations during emergencies or service disruptions.
- Provide structured response: Outline clear actions to safeguard vulnerable communities, including those with socioeconomic challenges, disabilities, or other risk factors.
- Ensure access to critical resources: Facilitate access to essential services, such as food, water, healthcare, and shelter, during emergencies.
- Minimize impact: Reduce the adverse effects of natural or man-made disasters on vulnerable individuals and communities.
- Support recovery: Promote swift recovery and return to stability for affected communities.
- Enhance resilience: Strengthen the capacity of vulnerable communities to withstand and recover from emergencies.

## Disaster Risk Reduction Efforts

Disaster Risk Reduction (DRR) aims to safeguard the lives and livelihoods of communities and individuals most vulnerable to disasters or emergencies. Disasters can be caused by both natural and human-induced factors, or a combination of the two.

The primary focus of DRR is to mitigate risks and reduce the impact on vulnerable communities. This is achieved by addressing key dimensions within these communities, with a concentrated effort to enhance resilience and preparedness.

The following key factors are essential tools used in minimizing or preventing new risks, as well as reducing existing risks and enhancing overall resilience:

- Exposure to Hazards
- Vulnerability and Capacity
- Characteristics of Each Hazard

By addressing these elements, it is possible to mitigate the impact of potential disasters, ensuring that communities are better equipped to handle future challenges while strengthening their overall resilience.

### **Three critical phases of disaster management in vulnerable communities include:**

- **Preparedness:** This phase focuses on planning, training, and equipping communities to effectively respond to potential disasters. It involves the development of early warning systems, community education, and risk assessments to ensure that individuals and local authorities are ready when disaster strikes.
- **Response:** This phase involves the immediate actions taken during and after a disaster to save lives, reduce harm, and provide essential services. It includes emergency relief efforts such as medical assistance, food, shelter, and ensuring that affected communities receive the support they need to survive the immediate aftermath.
- **Recovery:** The recovery phase involves the long-term efforts to restore and rebuild communities, ensuring they can return to normalcy or improve resilience for future disasters. This phase includes rehabilitation, reconstruction, and the implementation of strategies that reduce vulnerability to future risks, fostering sustainable development in the affected areas.

### **Relief assistance comprises the following:**

- Bedding (mattresses, blankets, pillows)
- Sanitation supplies
- Emergency Shelter
- Building Starter Kits
- Assistance from NGO's
- Assistance from Business Sectors

The Overstrand Municipality's disaster management perspective is centred around a proactive and collaborative approach that prioritizes the needs of vulnerable communities. Through continuous improvement of our contingency plans, the Overstrand Municipality is committed to building resilience and ensuring the safety of its citizens. By fostering partnerships with stakeholders, leveraging technology, and adhering to relevant legislation, the Overstrand Municipality aims to minimize the impact of disasters and provide effective support to those affected.

Through conducting disaster risk reduction initiatives and risk assessments of specific hazards affecting our vulnerable communities, we continuously enhance our understanding of the level of vulnerability our communities are faced with and how to effectively prepare,

respond and recover from threats. Our efforts to regularly enhance our disaster management strategies will undoubtedly contribute to a safer and more resilient future for all residents.

The following areas have been identified as our Vulnerable Communities in the Overstrand :











**ANNEXURE “Q”**



# ELECTRICITY BLACKOUT MANAGEMENT AND CONTINGENCY SUPPORT PLAN



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## ANNEXURE “Q”

### 1. OVERVIEW

The Electricity Blackout Management and Contingency Support Plan must be read in conjunction with the Overstrand Disaster Management Plan and Overstrand Municipality Disaster Management Policy.

The Western Cape Disaster Management Centre and Eskom have developed an Integrated Contingency Plan in respect of potential Major Electricity Disruption. The electrical infrastructure is exposed to a wide variety of threats, which include extreme weather, vandalism and sabotage and network and plain failures.

### 2. LEGISLATIVE AND POLICY MANDATES

#### 2.1. Disaster Management Act, Act 57 of 2002

The Disaster Management Act, 2002 (Act 57 of 2002), as amended, defines the powers and functions of all spheres of Government with respect to Disaster Management, however the relevant mandate of role-players will be guided by the respective acts, policies and regulations.

Section 25 of the Disaster Management Act, as amended, indicates that each organ of state indicated in the National Disaster Management Framework must prepare a disaster management plan covering its area of responsibility which must include:

- The way in which the concept and principles of disaster management are to be applied in its functional area.
- Its roles and responsibilities in terms of the national disaster management framework.
- Its roles and responsibilities regarding emergency response and post-disaster recovery and rehabilitation.
- Its capacity to fulfil its roles and responsibilities.
- Particulars of its disaster management strategies.
- Contingency strategies and emergency procedures in the event of a disaster, including measures to finance these strategies.
- Coordinate and align the implementation of its plan with those of other organs of state and institutional role-players.
- Regularly review and update its plan.

#### 2.2. Overstrand Municipality Disaster Management Policy

The responsibility for reducing disaster risk, preparing for disasters, and responding to disasters is shared among:

- All departments and employees of the Overstrand Municipality.
- Overberg District Municipality.
- Neighbouring local municipalities within the Overberg District.
- All provincial and national organs of state operating within the borders of Overstrand.
- All sectors of society within the municipality.
- All the residents of Overstrand.

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### 2.3. Overstrand Municipality Disaster Management Plan

Section 11 of the Overstrand Disaster Management Plan gives effect to the Disaster Directives as issued. The directives of the Chief: Fire, Rescue & Disaster Management include the following:

1. Gives effect to the Disaster Management Act, 2002 and the regulation there under for the establishment and Disaster Management operations.
2. Conducts a (scientific) disaster risk assessments annually.
3. Identifies specific hazards and vulnerabilities relating to the core function of the municipality.
4. Integrate disaster risk management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place.
5. Ensures the effective integration of disaster management within the Overstrand IDP.
6. Identifies municipal projects which will reduce risk in vulnerable communities.
7. Compile a Disaster Management Plan for the Overstrand Municipality.
8. Ensures that early warnings are linked to the Disaster Management Plan.
9. Identifies specific target groups for awareness campaigns and coordinate such campaigns with Disaster Management.
10. Encourages research in disaster risk management and publication of any internal research findings.

## 3. PURPOSE OF THE PLAN

The purpose of the Electricity Blackout Management and Contingency Support Plan is to mitigate any situation that could potentially arise from the loss of electricity supplied by Eskom to the Overstrand Municipality. The Overstrand Municipality will endeavour as far as possible to ensure that its business continuity is sustained and implemented by its departments.

Load shedding can be implemented at any time, with little to no notification to its customers and municipalities. All departments must ensure that they have developed operational plans and/or contingency plans for continuous service delivery, this includes contingency support from communities and businesses.

## 4. OBJECTIVES OF THE PLAN

1. To describe the managerial and administrative arrangements to be implemented by Overstrand Municipality.
2. Identify the current capabilities of the Overstrand Municipality with acquired assets.
3. Identify the impacts of prolonged load shedding on all departments within Overstrand Municipality.
4. Establish/develop operational plans/business continuity plans for all departments within Overstrand Municipality
5. To obtain as many contingency plans from as many communities and businesses across the Overstrand municipal area with the intention to empower the command centre commander with a greater understanding of his or her full scope of resources and support during an event like this.

## ANNEXURE “Q”

### 6. INTERPRETATION OF THE SCHEDULES

As per the Eskom website, 8 load shedding stages have been developed based on the risk, these are applied fairly and equitably:

- Stage 1: up to 1000 MW of the national load to be shed
- Stage 2: up to 2000 MW of the national load to be shed
- Stage 3: up to 3000 MW of the national load to be shed
- Stage 4: up to 4000 MW of the national load to be shed
- Stage 5: up to 5000 MW of the national load to be shed
- Stage 6: up to 6000 MW of the national load to be shed
- Stage 7: up to 7000 MW of the national load to be shed
- Stage 8: up to 8000 MW of the national load to be shed

Load shedding in stages 1 – 4 will be implemented in most parts of the country in 2-hour blocks. Each of the time periods has an additional 30 minutes added to allow for switching on of networks in a way that will not damage the power system. The 2-hour schedule can therefore be extended to at least 2.5 hours at a time.

Eskom will begin load-shedding customers at the start of the period (i.e. 06:00) and will have the customers switched off within the first 30 minutes (i.e. by 06:30).

At the end of the period, Eskom will start returning power to customers and should have them all back within half an hour (i.e. by 06:30 or 10:30).

Customers will experience that the frequency of load shedding (number of scheduled times per day) increases as higher stages of load shedding are activated.

- Stage 1 load shedding means up to 1000 MW of capacity needs to be shed. Consumers can expect to be shed up to 3 times over a four-day period for two hours at a time, or 3 times over an eight-day period for four hours at a time.
- Stage 2 load shedding means up to 2000 MW of capacity needs to be shed. Consumers can expect to be shed up to 6 times over a four-day period for two hours at a time, or 6 times over an eight-day period for four hours at a time.
- Stage 3 load shedding means up to 3000 MW of capacity needs to be shed. Consumers can expect to be shed up to 9 times over a four-day period for two hours at a time, or 9 times over an eight-day period for four hours at a time.
- Stage 4 load shedding means up to 4000 MW of capacity needs to be shed. Consumers can expect to be shed up to 12 times over a four-day period for two hours at a time, or 12 times over an eight-day period for up to four hours at a time.
- Stage 5 load shedding means up to 5000 MW of capacity needs to be shed. Consumers can expect to be shed up to 12 times over a four-day period: 9 times for 2 hours or 3 times for 4 hours.
- Stage 6 load shedding means up to 6000 MW of capacity needs to be shed. Consumers can expect to be shed up to 12 times over a four-day period: 6 times for 2 hours or 6 times for 4 hours.
- Stage 7 load shedding means up to 7000 MW of capacity needs to be shed. Consumers can expect to be shed up to 12 times over a four-day period: 3 times for 2 hours or 9 times for 4 hours.

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- Stage 8 load shedding means that up to 8000 MW of capacity needs to be shed. Consumers can expect to be shed up to 12 times over a four-day period for four hours at a time.

If more load needs to be shed that has already been scheduled in Stages 1 – 8, then National Control will instruct additional load shedding. This means consumers can expect to shed outside the scheduled times.

The actual load shedding stage will be advertised on the main Eskom website, on the home page of the Load Shedding Website as well as on the MyEskom App.

## 7. INSTITUTIONAL ARRANGEMENTS

### 7.1. Activation and response activities

Upon notification from Eskom of a blackout, the business continuity plans will be implemented

- Activation of the Incident Command Centre for coordination and control activities.
- Situational analysis review.
- Mobilisation of role players.
- Determination of the impact of incident.
- Determination of critical infrastructure affected.
- Briefing to Municipal Manager / Council.
- Implement action plans for crucial services.
- Coordinate deployment of emergency services.
- Develop a public communications plan.
- Continuous monitoring and assessment of restoration and normalisation of activities.

### 7.2. Financial implications

Each department will need to ensure that there is sufficient funding in place for the implementation of the operational and/or business continuity plan. Rehabilitation and reconstruction projects can be funded through:

- Own budgets.
- Conditional grants.
- Reprioritisation within existing capex budgets.
- Own contingency reserves.

## 8. PREPAREDNESS AND RESPONSE

### 8.1. Categories of blackouts

#### 8.1.1. National blackouts

- Refers to loss of the national power system (typically a cascading disconnection of generators and loads across the national power system).
- Requires Eskom to undertake a procedure known as a blackout start in order to stabilize the national power system and restore electricity supply to the country.
- Restoration of supply to all customers could take up to two weeks.

## ANNEXURE “Q”

- On-set is likely to be completely unannounced.
- The return of supply to essential loads to be prioritized.
- Impact will be severe.
- Included will be the loss of essential services.

### 8.1.2. Provincial blackouts

- Loss of key transmission and distribution infrastructure.
- Requires Eskom to undertake supply restoration to affected areas.
- General restoration could take several hours to several days depending on the nature of the physical damage incurred.
- Some areas may remain without supply, or rationed supply for several days to weeks thereafter.
- On-set likely to be completely unannounced.
- The return of supply to essential loads will, where possible, be prioritized.
- Impact will be severe, but heavily dependent on the duration of the supply loss
- Included will be the loss of essential services.

### 8.1.3. Local blackouts

- Loss of key transmission and distribution infrastructure supplying a local area (typically a loss of critical infrastructure such as transformers or transmission lines).
- Eskom undertake to restore supply to affected areas in terms of its emergency preparedness plans.
- Full or limited restoration of supply to the area: several hours to several days, depending on the nature of the physical damage incurred.
- Some customers may remain without supply or rationed supply for several days to weeks thereafter.
- On-set of a local blackout: likely to be completely unannounced.
- The return of supply to essential loads will, where possible, be prioritized
- Impact: severe for customers that have essential load requirements to support safety and prevent environmental damage.

## 8.2. Available generators

Overstrand Municipality has generators located at the following municipal offices.

- Hermanus Administrative Office.
- Onrus Electrical depot.
- Municipal Stores.
- Property Administration, Onrus.
- Kleinmond Administrative Office.
- Gansbaai Administrative Office.
- Stanford Administrative Office.

In addition to the above, there are 26 known generators at municipal locations which service the municipal services/offices.

## 8.3. Fleet management

Overstrand Municipality Fleet Management department has communicated with all filling stations within the Overstrand jurisdiction to ensure that vehicles will be supplied with fuel during power outages.

**ANNEXURE “Q”**

Essential services must ensure that their vehicles are regularly filled in the event of prolonged power outages to ensure the continuity of essential services.

In the event of a total blackout refer to the business continuity plan.

## 9. PRIMARY IMPACTS

A total blackout can have catastrophic impacts on local service delivery efforts. The following have been identified as primary impacts, each broad impact will be supplemented by Business Continuity Plans. Refer to annexures

<b>Water</b>	Non-provision of fresh water (run-off into the sea) Management of dams Stormwater
<b>Sewerage</b>	Failure to pump and treat sewerage Pollution Contamination
<b>Transport</b>	Disruptions to transportation Dysfunctional traffic lights Congestion of infrastructure Increase in accidents
<b>Health</b>	Disruption of healthcare facilities: <ul style="list-style-type: none"> <li>• Hospitals and day facilities</li> <li>• Clinics</li> <li>• Pharmacies</li> <li>• Support activities</li> </ul>
<b>Emergency Services</b>	Disruption of communications & call taking Inability to coordinate resources Fire & Rescue Sewage systems Infrastructure failure
<b>Communication / Telecommunication and ICT</b>	Disruption of all telecommunication Disruption of mobile communications Disruption of public radio and TV Shutdown of IT systems Disruption of satellite network
<b>Commercial Industrial financial markets</b>	Disruption of commercial enterprises Non-functioning shopping centres Non-functioning of cool storage Disruption of banks Disruption of operations at vital installations and National Key Points
<b>Law Enforcement and security services</b>	Crime and Public Disorder Vandalism
<b>Fuel security</b>	Disruption to fuel supply Storage and surplus sites
<b>Food and Shelter</b>	LP Gas
	Firewood

**ANNEXURE “Q”**

	Candles
	Tents and hospitality spaces
	Disposable batteries
	Basic food items
<b>Evacuation</b>	Community or parts of communities
	Wards or parts of wards
<b>Hazmat</b>	Proper storage of fuel

Impacting on the service delivery of the emergency services departments are the supply chain management processes. The Supply Chain Management Department must develop a business continuity plan to ensure that services continue uninterrupted for the emergency services departments and identify what will be classified as critical and non-critical. Refer to the annexures for the Supply Chain Management Department Business Continuity Process.

## 10. FIRST RESPONDERS

First responders are those role-players who will respond to emergency incidents reported to the Protection Services Emergency Control Room as a secondary impact of the ongoing loadshedding. The First Responder will depend on the type of incident which is being reported. The list of potential first responders include the following, but may not be limited to:

- Overstrand Disaster Management Department
- Overstrand Fire & Emergency Services Department
- Overstrand Security Services Department
- Overstrand Law Enforcement & Taks Team Department
- Overstrand Traffic Department
- Overberg District Municipality Disaster Management
- South African Police Services
- National Intelligence Agency
- Police Oversight and Community Safety Department
- Veolia Services
- Emergency Medical Services
- South African National Defence Force
- Public Order Police
- Private security companies
- Department of Social Development
- Overstrand Solid Waste
- Media
- Overstrand Engineering Department

## 11. SUPPORTING ROLES

Supporting responders are role-players who will respond secondary to any incidents reported to the Protection Services Emergency Control Room due to the ongoing load-shedding. The supporting responders will be activated by the Protection Services Emergency Control Room. The potential list of supporting responders includes the following, but may not be limited to:

- Red Cross

## ANNEXURE “Q”

- Shofar Church
- Private Companies
- Provincial Social Security Agency
- Provincial Dept. of Safety & Security
- World Food Bank
- Relief.Life
- Network of Care

## 12. IMPACT OF INCIDENT ON SERVICE DELIVERY AREAS

### 12.1. Impact of service delivery at stage 1

There is minimal impact on service delivery, business will continue as normal within the municipality. Managers and supervisors must implement and/or develop energy-saving office protocols and ensure that subordinates comply with the procedures. Education and awareness can take place both internally and externally by various departments, as well as identification of critical items which need additional/replacement components following a total blackout.

### 12.2. Impact of service delivery at stage 2

There is minimal impact on service delivery, business will continue as normal within the municipality. Managers and supervisors must implement and/or develop energy-saving office protocols and ensure that subordinates comply with the procedures. Education and awareness can take place both internally and externally by various departments, as well as identification of critical items which need additional/replacement components following a total blackout.

Managers and supervisors must devise office protocols for the summer and winter months respectively.

### 12.3. Impact of service delivery at stage 3

There is minimal impact on service delivery, business will continue as normal within the municipality. Managers and supervisors must implement and/or develop energy-saving office protocols and ensure that subordinates comply with the procedures. Education and awareness can take place both internally and externally by various departments, as well as identification of critical items which need additional/replacement components following a total blackout.

Managers and supervisors must devise office protocols for the summer and winter months respectively.

### 12.4. Impact of service delivery at stage 4

There is minimal impact on service delivery, business will continue as normal within the municipality. Managers and supervisors must implement and/or develop energy-saving office protocols and ensure that subordinates comply with the procedures. Education and awareness can take place both internally and externally by various departments, as well as identification of critical items which need additional/replacement components following a total blackout.

## ANNEXURE “Q”

Managers and supervisors must devise office protocols for the summer and winter months respectively.

### 12.5. Impact of service delivery at stage 5

While service delivery may continue, with interruptions, the municipality will still be able to render to the communities. Managers and supervisors must enforce the energy-saving office protocols. Educational (both internally and externally) and awareness activities should continue. Additional and/or replacement components should already have been procured and available in the event of a total blackout.

Managers and supervisors must devise office protocols for the summer and winter months respectively.

### 12.6. Impact of service delivery at stage 6

While the service delivery may continue, with interruptions, the municipality will still be able to render to the communities. Managers and supervisors must enforce the energy-saving office protocols. Education (both internally and externally) and awareness activities should continue. Additional and/or replacement components should already have been procured and available in the event of a total blackout.

Managers and supervisors must devise office protocols for the summer and winter months respectively.

### 12.7. Impact of service delivery at Stage 7

Prolonged stage 7 may hamper the day-to-day operations of the municipality and have a knock-on effect on service delivery. Though services will not entirely cease, there may be continuous interruptions. Consequence management should be enforced for non-compliance to energy-saving office protocols.

Managers and supervisors must enforce the emergency saving office protocols. Education (both internally and externally) and awareness activities should continue. Additional and/or replacement components should already have been procured and available in the event of a total blackout.

### 12.8. Impact of service delivery at stage 8

Prolonged stage 7 may hamper the day-to-day operations of the municipality and have a knock-on effect on service delivery. Though services will not entirely cease, there may be continuous interruptions. Consequence management should be enforced for non-compliance to energy-saving office protocols.

Managers and supervisors must enforce the emergency saving office protocols. Education (both internally and externally) and awareness activities should continue. Additional and/or replacement components should already have been procured and available in the event of a total blackout.

## 13. IMPORTANT INFORMATION & COMMUNICATION

Eskom is mandated in South Africa to provide sustainable electricity in an efficient and sustainable manner. Load shedding was implemented from as far back as 2007 and is a controlled process to protect the electricity power supply from a total blackout.

## ANNEXURE “Q”

As the mandated service provider, Eskom is responsible for keeping South Africans informed regarding the load-shedding schedule or regarding a failure of the electricity supply grid (total blackout).

Customers and electrical users can check the load-shedding stage in any of the following ways:

- Media (such as internet sites, regional and local radio stations, print media)
- Social media platforms (official Eskom platforms)
- Notices on the website ([www.eskom.co.za](http://www.eskom.co.za))
- MyEskom app
- Third party apps

### 13.1. Fault logging with Eskom

Faults can be logged with Eskom via the Eskom chatbot, Alfred. Log the call at <https://alfred.eskom.co.za/chatroom/> or contact the call centre at 08600 37 566.

Faults can also be logged via the internet for the Customer Service Website visit <https://csonline.eskom.co.za> or download the MyEskom Customer App from Google Play or iPhone App Store.

Customers can opt to send an email regarding faults. The following guidelines apply when logging a call via email. The email must have the relevant email subject heading:

- For application related queries, use **#Application** and the Province your request relates to
- For move-in / move out related queries, use **#MIMO** and the Province your request relates to
- For accounts-related queries, use **#Accounts** and the Province your request relates to
- For Disconnections and Credit Extensions, use **#DCE** and the Province your request relates to

Should any of the above not be attended to within 48 hours, the complaint can be escalated to Customer Relations Management (details available on Eskom website)

*The Overstrand Municipality will as a courtesy readvertise the load shedding stages to be executed by Eskom on their official social media platforms. The updates will be published only upon receipt from Eskom.*

## 14. PROCUREMENT AND SUPPLY CHAIN MANAGEMENT

The normal supply chain process will apply for stages 1 – 8. In the event of a total blackout the normal supply chain process cannot proceed, in which event the contingency plan must kick in.

## 15. IMPORTANT CONTACT NUMBERS

**ANNEXURE “Q”**

In the event of a power outage or blackout, Eskom should be contacted directly. Refer to “Important Information & Communication” for Eskom contact details and prescribed manners.

In the event of an emergency as a result of the load-shedding, the following specific contact numbers will apply:

**15.1. INTERNAL ROLE PLAYERS- DEPARTMENT**

<b>Name</b>	<b>Capacity</b>	<b>Contact details</b>	<b>Email address</b>
Lester Smith	Chief: Fire, Rescue & Disaster Management	082 978 9493 028 313 5041	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
Kim Heneke	Principal Clerk	082 879 3720 028 313 5042	<a href="mailto:firesec@overstrand.gov.za">firesec@overstrand.gov.za</a>
Angelo Aplon	Assistant Chief: Operations and Training	079 507 7297 028 313 8978	<a href="mailto:aapl@overstrand.gov.za">aapl@overstrand.gov.za</a>
Enrico Solomons	Assistant Chief: Fire Safety and Health and Safety	076 011 5052 028 313 8979	<a href="mailto:esolomons@overstrand.gov.za">esolomons@overstrand.gov.za</a>
Vacant	Assistant Chief: Disaster Management and Risk Management and Support Services		
Shaun Mackay	Disaster Risk Management Officer	073 288 2420 028 313 5053	<a href="mailto:smackay@overstrand.gov.za">smackay@overstrand.gov.za</a>
Dawie Esau	Assistant Chief: Safety and Security and CCTV	072 875 3965 028 313 5017	<a href="mailto:desau@overstrand.gov.za">desau@overstrand.gov.za</a>
Meagan Carelse	Principal Administrator: Incident Command Centre, Emergency Control & Support Services	0614 266 564 028 313 8941	<a href="mailto:mcarelse@overstrand.gov.za">mcarelse@overstrand.gov.za</a>

**15.2. MUNICIPAL MANAGER AND DIRECTOR CONTACT DETAILS**

<b>Name</b>	<b>Capacity</b>	<b>Contact details</b>	<b>Email address</b>
Dean O’Neil	Municipal Manager	0769116497 028 313 8003	<a href="mailto:mm@overstrand.gov.za">mm@overstrand.gov.za</a>
Neville Michaels	Director: Municipal Public Safety	071 584 9214 028 313 8054	<a href="mailto:nmichaels@overstrand.gov.za">nmichaels@overstrand.gov.za</a>
Davie Louw	Director: Financial Services	028 313 8040	<a href="mailto:cfo@overstrand.gov.za">cfo@overstrand.gov.za</a>
Vacant	Director: Community Services		
Stephen Muller	Director Infrastructure Services	082 495 1924 028 313 8019	<a href="mailto:smuller@overstrand.gov.za">smuller@overstrand.gov.za</a>
	Director: Planning & Development	028 313 8066	
Desiree Arrison	Director: Corporate Services	082 497 9211 028 313 8001	<a href="mailto:darrison@overstrand.gov.za">darrison@overstrand.gov.za</a>

**ANNEXURE “Q”****15.3. INTERNAL ROLE PLAYERS – OTHER DEPARTMENTS**

Name	Capacity	Contact details	Email address
Rudi Fraser	Chief: Traffic Services	082 449 6751 028 313 8165	<a href="mailto:rfraser@overstrand.gov.za">rfraser@overstrand.gov.za</a>
Xen Titus	Assistant Chief: Traffic Operations, Admin & Fines	082 596 6270 028 313 5033	<a href="mailto:xtitus@overstrand.gov.za">xtitus@overstrand.gov.za</a>
Johan du Toit	Chief: Law Enforcement Services	076 970 5481	<a href="mailto:johandutoit@overstrand.gov.za">johandutoit@overstrand.gov.za</a>
Theo Steenberg	Principal Engineer: Civil Engineering Services	028 313 8982	<a href="mailto:tsteenberga@overstrand.gov.za">tsteenberga@overstrand.gov.za</a>
George Lotter	Principal Technician	083 200 0051	<a href="mailto:glotter@overstrand.gov.za">glotter@overstrand.gov.za</a>
Riana Steenekamp	Media Liaison	028 313 8043	<a href="mailto:rsteenekamp@overstrand.gov.za">rsteenekamp@overstrand.gov.za</a>

**15.4. MAYCO MEMBERS CONTACT DETAILS**

Name	Capacity	Contact details	Email address
Dr Annelie Rabie	Executive Mayor	083 457 8711 028 313 8011	<a href="mailto:annelierabie@overstrand.gov.za">annelierabie@overstrand.gov.za</a>
Cllr Lindile Ntsabo	Deputy Executive Mayor & MMC for Municipal Public Safety	081 491 0941 028 313 8016	<a href="mailto:lntsabo@overstrand.gov.za">lntsabo@overstrand.gov.za</a>
Cllr Arnie Africa	MMC for Corporate Services	060 997 1431 028 313 8018	<a href="mailto:fafrica@overstrand.gov.za">fafrica@overstrand.gov.za</a>
Cllr Elnora Gillion	MMC for Planning & Development	060 652 0214 028 313 8017	<a href="mailto:egillion@overstrand.gov.za">egillion@overstrand.gov.za</a>
Cllr Clinton Lerm	MMC for Infrastructure Services	083 517 3635 028 313 8191	<a href="mailto:clerm@overstrand.gov.za">clerm@overstrand.gov.za</a>
Cllr Ronald Nutt	MMC for Community Services	079 883 7265 028 313 8023	<a href="mailto:ronaldnutt@overstrand.gov.za">ronaldnutt@overstrand.gov.za</a>
Cllr Stephen Williams	MMC for Financial Services	071 342 2668	<a href="mailto:swilliams@overstrand.gov.za">swilliams@overstrand.gov.za</a>

**15.5. EXTERNAL ROLE PLAYERS TO THE MUNICIPALITY**

Name	Capacity	Contact details	Email address
<b>SAPS</b>			
Col. Nosilela	SAPS	028 313 5300	
Capt. Du Toit	SAPS – Vispol Head (Herm)	082 411 2937	
W/O Matthee	SAPS – Rural Safety (Herm)	028 313 5371	
Col. May	SAPS	028 271 8200	

**ANNEXURE “Q”**

W/O Mostert	SAPS – Rural Safety (Klein)	028 271 8200	
Lt. Col Coetzee	SAPS (Gansbaai)		
Sgt Kitley	SAPS – Rural Safety (Gansbaai)	028 384 0201	
Capt. Davids	SAPS – Stanford		
W/O Booysen	SAPS – Rural Safety (Stanford)	028 341 0601	
<b>HERMANUS PUBLIC PROTECTION</b>			
Marcia Brown	HPP	083 267 4527	<a href="mailto:executiveofficer@hpp.org.za">executiveofficer@hpp.org.za</a>
<b>SPECIAL RATING AREA’S</b>			
Meredith Thornton	OnrusVermont SRA		
Dave Chambers	OnrusVermont SRA		
David Peddle			
Marcia Brown	Hermanus SRA	083 267 4527	<a href="mailto:executiveofficer@hpp.org.za">executiveofficer@hpp.org.za</a>
	Kleinmond SRA		
<b>COMMUNITY POLICE FORUMS</b>			
B. Kopolu	CPF Chairperson - Hermanus		
Jacques Oosthuizen	CPF Chairperson - Kleinmond		
Julia Barlow	CPF Chairperson - Gansbaai		
Kevin Husk	CPF Chairperson - Stanford		
Elton Dankers	Ward 9 & 10 CPF	072 947 0101	
<b>NEIGHBOURHOOD WATCHES AND OTHER AGENCIES</b>			
Jan van der Meulen	KSW Patrol Organisers		
Johan Toerien	KSW Chairman		
Wayne Jackson	BBNW - Chairman	082 928 1260	<a href="mailto:Bbaynhw16@gmail.com">Bbaynhw16@gmail.com</a>
Bertie Voster	PBSW Head		
Hillgard Muller	RESW - Head		
Brian vd Merwe	Security		
T. Snyman	FNW?		
E. Botha	Mariners Village		

## 16. ANNEXURE / ADDENDUMS

Annexure A: Betty’s Bay Contingency Plan

Annexure B:

Annexure C:

Annexure D:

Annexure E:

Annexure F:

**ANNEXURE “Q”****17. REVIEW OF THIS PLAN**

The Overstrand Municipality Blackout Contingency Plan will be reviewed annually or updated as and when required. It is the responsibility of the individual to regularly check the accuracy of this Blackout Contingency Plan. Updates to this plan can be emailed to the Head of the Disaster Management Centre.

Contact details:

Position	Chief: Fire, Rescue & Disaster Management
Name	Lester Smith
Cell phone number	082 978 9493
Email address	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>

Updates

Contingency Plan Section	Chief: Fire, Rescue & Disaster Management
Current Update	March 2024
Previous Review	
Approved by Council	November 2023

**18. CLOSING STATEMENT**

It must be understood that the Incident Command Centre is set up to coordinate a host of events and activities to ensure community safety, service delivery etc within the resources at its disposal as supplied in the contingency plans.

It must be understood that in a time of disaster, the Incident Commander is the ultimate authority for giving mandates and issuing instructions/orders across Overstrand jurisdiction.

Each contingency plan must have a paragraph declaring permission for this document to carry your name, organisation, contact number and email address.

**19. SIGNATURE**



## BETTY'S BAY CONTINGENCY PLAN

7 JULY 2023

**OBJECTIVE  
TO OVERCOME  
ANY ADVERSITY  
TOGETHER**

## **BETTY'S BAY CONTINGENCY PLAN IN SUPPORT OF THE OVERSTRAND DISASTER MANAGEMENT PLAN IN THE EVENT OF A TOTAL ELECTRICITY BLACK OUT**

### **INTRODUCTION**

WE REALISE THAT IT IS IMPORTANT TO HAVE A CONTINGENCY PLAN IN PLACE TO ENSURE THAT EVERYONE IS SAFE AND THAT ESSENTIAL SERVICES CAN CONTINUE TO OPERATE AS SMOOTHLY AS POSSIBLE. CERTAIN IMPORTANT ACTIVITIES WERE CONSIDERED WHEN CREATING THIS CONTINGENCY PLAN FOR A TOTAL ELECTRICITY BLACKOUT IN BETTY'S BAY. THE ITEMS IN THE SCOPE OF THE CONTINGENCY PLAN, THE ITEMS ARE NOT NECESSARILY IN ANY SPECIFIC ORDER.

THE OVER-ARCHING INTENTION IS TO BE PREPARED, STRUCTURED AND EQUIPPED TO HANDLE ANY EVENTUALITY THAT MAY ARISE.

### **PURPOSE AND INTENT**

THE PURPOSE OF THIS CONTINGENCY PLAN IS TO ENSURE WE HAVE MEASURABLES IN PLACE HERE IN BETTY'S BAY IN THE EVENT OF A PROLONGED ELECTRICAL BLACK OUT.

IT IS ALSO TO FORM PART OF THE GREATER OVERSTRAND DISASTER MANAGEMENT PLAN. OUR CONTINGENCY PLAN IS ONE OF MANY THAT WILL ULTIMATELY ENABLE THE DISASTER MANAGEMENT TEAM WITH KNOWLEDGE AND RESOURCE AVAILABILITY TO GET US THROUGH A DISASTER IN THE SAFEST AND MOST EFFECTIVE WAY.

FACILITIES AVAILABLE

FIRST AID

VOLUNTEER FIRE AND RESCUE

NEIGHBOURHOOD WATCH AND PARTNERS, ASK SECURITY, CULIVE SECURITY, SANDOWN BAY SECURITY AND VETUS SCHOLA.

COOKING FACILITIES

ACCESS TO ACCOMMODATION SPACES

### **STATEMENT**

THE DISASTER MANAGEMENT TEAM ARE NOT THERE TO SORT OUT PROBLEMS OR FIX THINGS. THEY ARE PURELY ESTABLISHED TO COORDINATE AVAILABLE RESOURCES AND SERVICES TO A SPECIFIC AREA OF NEED. THE COLLECTIVE CONTINGENCY PLANS WILL ALLOW THE COMMAND CENTRE COMMANDER AND HIS STAFF TO ASSESS WHAT THEY HAVE AVAILABLE TO THEM TO GET THE JOB DONE. IF WE DO NOT HAVE A CONTINGENCY PLAN, THEN EFFECTIVELY WE HAVE NOTHING TO OFFER OURSELVES OR THE DISASTER MANAGEMENT TEAM.

### **CRASSULA HALL BETTY'S BAY COMMAND CENTRE AND NODEL POINT**

CRASSULA HALL WILL BECOME THE CENTRE OF ALL ACTIVITIES FOR BETTY'S BAY. WE HAVE A 5KW DIESEL GENERATOR CONNECTED TO THE CRASSULA HALL SO THAT IN THE EVENT OF A PROLONGED OUTAGE WE WILL HAVE ELECTRICITY. THIS WILL ALSO KEEP THE COMCEN LIVE.

THE REQUIREMENTS FOR THIS DIESEL GENERATOR TO BE EFFECTIVE WE WILL NEED A REASONABLE AMOUNT OF DIESEL ON SITE AND A SOURCE OR SOURCES OF DIESEL WITHIN THE BOUNDARIES OF BETTY'S BAY. OIL WILL ALSO BE A REQUIREMENT AND ONE OR TWO DIESEL MECHANICS TO BE ON STANDBY TO LOOK AFTER THE GENERATOR.

THE HALL WILL BE USED FOR VARIOUS THINGS BUT MOST IMPORTANTLY FOR

- A. THE BETTY'S EMERGENCY RESPONSE TEAM (BEST): TO TREAT AND PREPARE PATIENTS FOR RECOVERY AND/OR FOR FURTHER TREATMENT.
- B. THE VOLUNTEER FIRE AND RESCUE TEAM: TO LAUNCH ACTIVITIES AND ASSIST WHERE REQUIRED. WE MUST KEEP IN MIND THAT THE VOLUNTEER FIRE AND RESCUE TEAM FORM PART OF THE OVERSTRAND DISASTER MANAGEMENT PLAN AND MAY BE REQUESTED TO WORK ELSEWHERE BY THE OM COMMAND CENTRE.
- C. THE NEIGHBOURHOOD WATCH TO LAUNCH GRID PATROLS AND ASSIST WHERE REQUIRED WITH THEIR PARTNERS.
- D. THE JUJSKEI CLUB HOUSE WILL BE USED FOR THE VOLUNTEERS TO REST AND REFRESH.

- E. THE HANGKLIP COMMUNITY CARE CENTRE AND THE BOAT CLUB WILL BE CONSIDERED AS AN EXTENSION OF THE CRASSULA HALL.  
THEIR RESOURCES ARE:  
KITCHEN FACILITIES  
TRANSITION SPACES  
ELECTRIFIED SPACES
- F. THE MOOIUITSIG COMMUNITY HALL WILL BECOME THE NODAL POINT FOR ACTIVITIES AND COMMUNICATION. THERE ARE NO FACILITIES AT THE HALL BUT MAY BE USED AS SPACE FOR ANY ACTIVITY. SOMEBODY FROM THE COMMUNITY WILL BE ASSIGNED TO BE STATIONED THERE.

**LOCATIONS**

CRASSULA HALL, COMCEN AND JUKSKEI CLUB HOUSE COMPLEX.	CRASSULA ROAD
HANGKLIP COMMUNITY CARE CENTRE	LAKESIDE ROAD
MOOIUITSIG COMMUNITY HALL	DINER’S CORNER
THE BETTY’S BAY BOAT CLUB	THE PENGUIN COLONY
FIRE AND RESCUE BUILDING BEHIND THE LIBRARY	OPPOSITE CENTRE SHOPS

**COMMUNICATION**

IT IS IMPORTANT TO HAVE A COMMUNICATION PLAN IN PLACE SO THAT WE CAN KEEP EVERYONE INFORMED ABOUT THE SITUATION. THE NEIGHBOURHOOD WATCH CONTROL ROOM BEHIND THE CRASSULA HALL WILL BECOME THE COMMUNICATIONS CENTRE (COMCEN).

VOLUNTEERS REQUIRED AT THE COMCEN TO COMMUNICATE WITH OM DISASTER MANAGEMENT COMMAND CENTRE, THE COMMUNITY STRUCTURES AND THE COMMUNITY ARE:

COORDINATOR AND WATCH	WAYNE
FIRE AND RESCUE	JORIKA
MEDICS	ROB
FINANCE	ADRIAN
COMMUNICATIONS PERSON	KARON

OTHER MEMBERS WILL BE ASKED TO ASSIST DURING THE DISASTER.

THE MAIN FORM OF COMMUNICATION TO THE COMMUNITY WILL TAKE PLACE VIA THE OFFICIAL WHATSAPP GROUPS. THE WHATSAPP GROUPS WILL BE CHANGED TO ADMIN ONLY AT THIS POINT, UNTIL WE LOSE DATA AND THE INABILITY TO CHARGE OUR PHONES. WHEN COMMUNICATIONS FAIL COMPLETELY, WE WILL REVERT TO DRIVING FROM POINT TO POINT WITH VEHICLES TO GATHER AND GIVE INFORMATION TO OUR SEVEN REPRESENTATIVES.

**OFFICIAL GROUPS FOR COMMUNICATION IN BETTY’S BAY FOR GENERAL INFO AND INSTRUCTIONS**

SILVERSANDS COMMUNITY GROUP	SILVERSANDS WATCH
RONDEVLEI COMMUNITY GROUP	RONDEVLEI WATCH
STONY POINT COMMUNITY GROUP	STONY POINT WATCH
CENTRAL COMMUNITY GROUP	CENTRAL WATCH
BASS LAKE COMMUNITY GROUP	BASS LAKE WATCH
JOCK’S BAY COMMUNITY GROUP	JOCK’S BAY WATCH
SUNNY SEAS COMMUNITY GROUP	SUNNY SEAS WATCH

WHEN ONE CAN NO LONGER RECEIVE OR SEND MESSAGES OR PHONE, THE PROCESS WILL BE TO ENGAGE WITH YOUR AREA OR ZONE REP FOR INFORMATION. THERE WILL BE SOMEONE THAT WILL BE ABLE TO BRIEF REPS ON A REGULAR BASIS FOR THE REPS TO INFORM YOU OF ANY NEW OR INSTRUCTIONS. A CELL PHONE RADIO WILL BE MADE AVAILABLE FROM BETTY’S

BAY NEIGHBOURHOOD WATCH FOR USE BY THE DISASTER MANAGEMENT TEAM TO COMMUNICATE DIRECTLY WITH BETTY'S BAY INITIALLY.

#### THE CELL PHONE RADIO NETWORK

THE COMMUNICATIONS NETWORK WILL LOOK LIKE THIS		
NUMBER	COMMUNICATIONS CONTACT AREA	CALL SIGNS
1	DISASTER MANAGEMENT TEAM	ALPHA ALPHA
2	KLEINMOND POLICE STATION	KILO LIMA
3	CRASSULA HALL/COMCEN	BETTY'S BAY
4	PRINGLE BAY STREET WATCH	PRINGLE BAY
5	SILVERSANDS ZONE OF BB REP	SILVERSANDS
6	RONDEVLEI ZONE OF BB REP	RONDEVLEI
7	STONY POINT ZONE OF BB REP	STONY POINT
8	CENTRAL ZONE OF BB REP	CENTRAL
9	BASS LAKE ZONE OF BB REP	BASS LAKE
10	JOCK'S BAY ZONE OF BB REP	JOCK'S BAY
11	SUNNY SEAS ZONE OF BB REP	SUNNY SEAS
12	PRINGLE BAY STREET WATCH	PRINGLE BAY
13	VETUS SCHOLA IN PRINGLE BAY	VICTOR PAPA
14	VETUS SCHOLA IN BETTY'S BAY	VICTOR BRAVO
15	SANDOWN BAY SECURITY	SANDOWN BAY
16	ASK SECURITY	A S K
17	CULIVE SECURITY	SEE YOU LIVE

#### REPRESENTATIVES

1	SILVERSANDS ZONE 1 OF BB	BIANCA SHEPPARD	
2	RONDEVLEI ZONE 2 OF BB	DIRK BURGER	
3	STONY POINT ZONE 3 OF BB		
4	CENTRAL ZONE 4 OF BB	ARNOLD MULLER	
5	BASS LAKE ZONE 5 OF BB		
6	JOCK'S BAY ZONE 6 OF BB		
7	SUNNY SEAS ZONE 7 OF BB	ANDREW STOY	

NB: THE SPACES WITHOUT REPS WILL HAVE TO COORDINATE WITH OTHER AREA REPS FOR INFORMATION OR INSTRUCTIONS. A LIST OF IMPORTANT TELEPHONE NUMBERS WILL BE MADE AVAILABLE AT THE BEGINNING OF THE OUTAGE TO HAVE DIRECT CONTACT WITH KEY MEMBERS AT THE CRASSULA HALL.

#### HEALTH CARE

THE MEDICS WILL BE DISPATCHED FROM HERE AND IF NEED BE, PATIENTS MAY BE BROUGHT TO THE HALL IF HOSPITALISATION IS NOT POSSIBLE. OUR SUPPORT DOCTOR WILL ALSO BE CALLED TO THE HALL IF REQUIRED. A LIST OF MORE SUPPORT DOCTORS WILL BE AVAILABLE TO THE COMCEN TEAM LEADER.

A SPACE IS ALLOCATED FOR THOSE WHO ARE RELIANT ON OXYGEN MACHINE, TO PLUG INTO AN ELECTRICAL SOURCE AT THE CRASSULA HALL.

#### HAZMAT

IN THE EVENT OF THE PRESENCE OF HAZARDOUS MATERIALS, ADVICE AND SUPPORT WILL BE SOUGHT FROM THE OM COMMAND CENTRE AND PRINGLE BAY LEADERSHIP.

## **VOLUNTEER FIRE AND RESCUE**

OUR VOLUNTEER FIRE AND RESCUE TEAM WILL BE DISPATCHED BY OVERSTRAND FIRE HOWEVER THEIR HOME BASE WILL BE THE CRASSULA HALL AND THE FIRE AND RESCUE BUILDING BEHIND THE LIBRARY IN THE EVENT THEY ARE REQUIRED TO ASSIST ELSEWHERE.

## **SAFETY AND SECURITY**

THE BETTY'S BAY NEIGHBOURHOOD WATCH WILL ALSO OPERATE FROM THE HALL AND ASSIST WHERE REQUIRED. ONCE THE SECURITY COMPANIES AND THE WATCH HAVE BEEN BRIEFED, THEY WILL ASSIST IN CRIME PREVENTION STRATEGIES. DURING A POWER OUTAGE, SECURITY SYSTEMS SUCH AS ALARMS AND CAMERAS MAY NOT FUNCTION PROPERLY. IT IS IMPORTANT TO HAVE A BACKUP PLAN IN PLACE TO ENSURE THE SAFETY OF EVERYONE IN THE COMMUNITY. IN OUR CASE IN BETTY'S BAY, WE ARE IN A PARTNERSHIP WITH THE FOUR SECURITY COMPANIES. WE WILL DISPATCH THE MVS FROM THE COMCEN TO DO GRID PATROLS AT RANDOM TIMES. PROTOCOLS IN RESPECT OF THEIR ALARMS WILL BE RESPECTED AND ADHERED TO. VARIOUS KEY INSTALLATIONS WILL BE INCLUDED IN THE PATROL INSTRUCTIONS.

PATROLS WILL INCLUDE:

HOMES, BUSINESSES, WATER PLANT, SEWAGE PLANT EXPOSED COMMUNICATION CABLES AND ELECTRICITY NETWORK INFRASTRUCTURE.

THE BETTY'S BAY CAMERA NETWORK WILL FORM PART OF THE MONITORING SYSTEMS WE HAVE IN PLACE. AS OF 30 JUNE 2023, OUR CAMERA SYSTEM NETWORK IS STRUCTURED AS FOLLOWS:

BETTY'S BAY CAMERA NETWORK

## **WATER SUPPLY**

IT IS IMPORTANT TO HAVE A BACKUP PLAN IN PLACE FOR WATER SUPPLY DURING A POWER OUTAGE. IT IS OUR INTENTION TO HAVE A LIST OF HOMEOWNERS HOW HAVE THEIR OWN WATER SUPPLY AT HOME IN THE EVENT WE NEED TO COLLECT WATER. THIS IS AIMED AT THE MEMBERS WHO RELY ON BOOSTER PUMPS AND NOT GRAVITY FEED.

IF WATER NEEDS TO BE MADE AVAILABLE BY TANKER, THIS WILL BE REQUESTED TO THE OM COMMAND CENTRE FOR ACTION.

## **FOOD SUPPLY**

IT IS IMPORTANT TO HAVE A BACKUP PLAN IN PLACE FOR FOOD SUPPLY DURING A POWER OUTAGE. LOCAL RESTAURANTS AND THE COMMUNITY TO ASSIST WITH THE BAKING OF BREAD AND OTHER ESSENTIAL SUSTENANCE.

OM WILL BE ADVISED ON THE SITUATION AND A PLAN OF ACTION WILL BE DEvised AS REQUIRED.

## **TRANSPORTATION**

IT IS IMPORTANT TO HAVE A TRANSPORTATION PLAN IN PLACE SO THAT PEOPLE CAN GET AROUND DURING A POWER OUTAGE AND FOR THIS REASON AT THE TIME OF THE OUTAGE WE WILL ESTABLISH BY MEANS OF THE GROUPS AS TO HOW MANY VEHICLES ARE AVAILABLE FOR USE TO TRANSPORT PEOPLE, LOGISTICS, AND INFORMATION.

IT WOULD BE WISE TO TRAVEL AS LITTLE AS POSSIBLE FROM THE START OF THE OUTAGE AS THE LONGEVITY WILL BE UNKNOWN TO ALL.

## **FUEL**

DO NOT STORE UP ON MORE DIESEL OR PETROL THAT IS LEGALLY PERMITTED FOR NOW. A WAIVER MIGHT BE ISSUED AT THE BEGINNING OR DURING THE OUTAGE.

## **GAS**

DO NOT STORE MORE GAS THAT IS LEGALLY PROHIBITED FOR NOW. A WAIVER MIGHT BE ISSUED AT THE BEGINNING OR DURING THE OUTAGE.

## **FIREWOOD**

STOCK UP ON FIREWOOD AS A RULE FROM NOW ON IN. THIS COULD COME IN HANDY LATER, NOT ONLY FOR YOURSELF BUT ALSO FOR WOOD-FIRED COOKING AND BAKING AT RESTAURANTS.

## **CANDLES AND DISPOSABLE BATTERIES**

IT MIGHT BE A GOOD IDEA TO STOCK UP ON THESE ITEMS AS A MATTER OF ALTERNATIVE SOURCE OF LIGHT AND POWER SOURCES FOR SMALLER APPLIANCES.

## **SHELTER**

IT IS IMPORTANT TO HAVE A PLAN IN PLACE FOR PROVIDING SHELTER FOR PEOPLE WHO NEED IT DURING A POWER OUTAGE. THIS WILL BE DEALT WITH AS IT OCCURS. AT THE TIME OF THE OUTAGE, WE WILL ESTABLISH A LIST OF ACCOMMODATION SPACE VIA THE WHATSAPP GROUPS.

## **SEWAGE**

AT THE TIME OF AN OUTAGE PLEASE REMOVE ALL GREY WATER DISCHARGES FROM YOUR SEPTIC TANK. DIVERT THE GREY WATER INTO YOUR GARDEN. IN THE MEANTIME, PLEASE HAVE YOUR SEPTIC TANKS CHECKED FOR LEAKS. DURING THE LAST WET SPELL, WE HAD IT WAS CLEAR THAT NORMAL FLOOD WATER WAS SEEPING INTO SEPTIC TANKS. THIS IS AN OVERT OCCUPATIONAL HEALTH AND SAFETY (OHS) CONCERN FOR OUR BIOSPHERE LIVING.

## **ROADS AND STORMWATER**

ROADS AND STORM WATER FAILURES MUST BE REPORTED AS SOON AS POSSIBLE SO THAT THE INFORMATION CAN BE RE-LAID FROM THE CRASSULA COMMAND CENTRE TO THE OM COMMAND CENTRE FOR ACTION.

## **EVACUATION PROCESS**

IF PEOPLE NEED TO BE EVACUATED FROM AN AREA FOR WHATEVER REASON, THE CRASSULA HALL WILL BE THE IMMEDIATE PORT OF CALL. AFTER THAT ALTERNATIVE ACCOMMODATION OR SAFE SPACE WILL BE ALLOCATED TO YOU UNTIL IT IS SAFE FOR YOU TO RETURN TO YOUR HOME.

## **THE COMMUNITY**

WE MUST STAY CALM AND OBJECTIVE DURING THIS EVENT. WE MUST STAY POSITIVE AND TRUST IN THE SYSTEMS PUT IN PLACE TO HELP US BY THE OVERSTRAND MUNICIPALITY. DO NOT PHONE IN OR OFFER ADVICE ON ANY GROUPS, RATHER COME INTO THE COMCEN AND OFFER YOUR SERVICES.

ONE MAY CONSIDER GOING TO FAMILY MEMBERS OUTSIDE OF THE OUTAGE ZONE UNTIL THINGS HAVE RETURNED TO NORMAL.

OUR RESOURCES WILL BE MORE FOCUSED ON OUR SENIOR MEMBERS AND CHILDREN.

THIS WILL ALSO BE A TIME FOR COMMUNITY COHESION AND NEIGHBOURLY ATTITUDES.

## **DECLARATION**

THE BETTY'S BAY STRUCTURES GIVE CONSENT TO THE OVERSTRAND MUNICIPALITY TO INCLUDE OUR NAMES, TITLES, TELEPHONE NUMBERS AND EMAIL ADDRESSES IN ANY DISASTER MANAGEMENT DOCUMENTS.

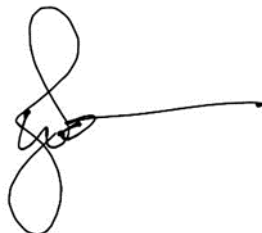
## **SUMMARY OF RESOURCES FOR BETTY'S BAY**

- |    |                            |                                  |
|----|----------------------------|----------------------------------|
| 1. | COMMUNICATIONS CENTRE      | DIESEL GENERATOR                 |
| 2. | COMMUNITY SPACES           | DIESEL GENERATOR                 |
| 3. | COOKING FACILITIES         | LP GAS                           |
| 4. | NEIGHBOURHOOD WATCH SYSTEM | INCLUDES FOUR SECURITY COMPANIES |
| 5. | FIRST AID RESPONDERS       | LOCAL AND MOBILE                 |

- 6. VOLUNTEER FIRE AND RESCUE TEAM LOCAL AND MOBILE
- 7. ACCOMMODATION SPACES SPREAD OUT ACROSS BETTY'S BAY
- 8. VOLUNTEER TECHNICAL STAFF DIESEL/PETROL MECHANICS

**CLOSING STATEMENT BY THE BBRA CHAIRMAN**

NO PLAN IS A FULL PROOF PLAN, IT NEVER HAS BEEN AND NEVER WILL BE. EVERY PLAN DEMANDS FIRM LEADERSHIP AND UTMOST COOPERATION BY ALL. THE IMPORTANT THING IS BETTY'S BAY HAS A PLAN. THE SUCCESS OF ANY PLAN IS DETERMINED BY HOW WELL WE UNDERSTAND A SITUATION AND HOW WELL WE COOPERATE WITH OUR OVERSTRAND MUNICIPALITY LEADERSHIP AND HOW WELL WE COOPERATE AND SUPPORT EACH OTHER HERE IN BETTY'S BAY. I BELIEVE WE CAN BE THE BEST PREPARED AND EQUIPPED TO DEAL WITH ANY CRISIS IF WE DO THINGS TOGETHER.



**(WR JACKSON)**  
**BETTY'S BAY RATEPAYERS' ASSOCIATION: CHAIRMAN**

**FOR ACTION**

WAYNE JACKSON	0829281260	COMMUNITY SAFETY
ROB BOYD	0825678858	FIRST AID RESPONSE
JORIKA RABIE	0726168418	FIRE AND RESCUE
KARON SCHOLEFIELD	0823226722	COMMUNICATIONS
CLAUDELE JACKSON	0825625825	CRASSULA HALL
ASK SECURITY		
CULIVE SECURITY		
SANDOWN BAY SECURITY		
VETUS SCHOLA SECURITY		
BETTY'S BAY NEIGHBOURHOOD WATCH		BBNW
BETTY'S BAY EMERGENCY SUPPORT TEAM		BEST
BETTY'S BAY VOLUNTEER FIRE AND RESCUE TEAM		
BETTY'S BAY BOAT CLUB		
PIKKEWYNTJIES		
HANGKLIP COMMUNITY CARE CENTRE		HCCC
CAPE NATURE		CN
ADRIAN DE KOCK		FINANCE
LIEZEL BOHDANOWICZ		CONSERVATION PORTFOLIO PRINCIPAL
GRAEME MCGILL		ENGINEERING PORTFOLIO PRINCIPAL
SHAMEEZ JOUBERT		EVENTS PORTFOLIO PRINCIPAL
LAURA BROWN		SMALL BUSINESS PORTFOLIO PRINCIPAL

**FOR INFO**

THERESA ELS WARD 10 COUNCILLOR



**ANNEXURE “R”**

HHVA: Disaster and evacuation management manual

# DISASTER MANAGEMENT CONTINGENCY PLAN FOR HERMANUS HEIGHTS

## 2023



What is next

# ?

Your sector number:.....

Your sector representative(s):.....

Contact number:.....

Contact number:.....

**Note: Key contact numbers should be stored in your cell phone!**

Key emergency numbers:	
<b>Police: SAPS Hermanus</b> (028) 313 5300	<b>Ambulance:</b> 10177 or 028 492 0032
<b>Fire Department:</b> (028) 312 2400	<b>National sea Rescue (NSRI):</b> 094 9774
<b>HPP Control centre:</b> 087 550 5295	<b>Snake Removals:</b> 082 352 6000



## **ANNEXURE “R”**

HHVA: *Disaster and evacuation management manual*



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## **ANNEXURE “R”**

HHVA: *Disaster and evacuation management manual*

### **FORWORD**

This disaster management contingency and evacuation plan forms an integral part of the overall disaster management plan for Hermanus Heights, that in turn needs to be integrated into the overall Overstrand Municipality Disaster Management Plan.

The need for an evacuation plan was conceived after the recent increasing occurrence of fires, storms and floods, particularly the 2019 fire that threatened the community of Hermanus Heights. On investigation it was established that there was no disaster management plan or evacuation plan that effectively encompassed Hermanus Heights.

It was agreed in 2022 to explore the development of a disaster management contingency plan, with specific focus on the immediate need for an evacuation plan. The Hermanus Heights Village Association Committee, with support from members and stakeholders with expertise and experience in disaster management and emergency evacuation together developed this disaster management contingency and emergency evacuation handbook.

It should be noted that in developing the plan key stakeholders were engaged, specifically including the Municipality Disaster Management function, The Overstrand Municipality Chief Fire Officer, and the Golf Course. These engagements are ongoing. The arrangements pertaining to the golf course exits will be formally confirmed and arrangements made for sector leads to have access to these gates once the plan has been adopted.

This HHVA disaster management contingency and evacuation plan outlines elements of disaster preparation and management and addresses the process of evacuation for the Hermanus Heights community. The plans should form an integral part of your personal (household) disaster and evacuation plan. This plan is also focused on addressing the need for Hermanus Heights residents to alerted to any impending emergency that may require the need to evacuation. The types of emergencies that may necessitate the need for a full or partial evacuation of Hermanus Heights is impossible to finitely predict or define. Typically, these are events caused by natural disasters such as: fire, storm (wind, flooding and landslides), earthquakes (HH not in an earthquake prevalent zone); and/or man caused disasters such as Hazmat or Hazourdous materials Incidents causing gas explosions, toxic chemical leaks or criminal and terrorist type activities. In Hermanus Heights we could also possibility have a concern around a concerted Baboon “attack” driven by lack of food. In the case of such an emergency to provide routes to move people and property out of harm’s way.

This disaster and emergency manual provides a user-friendly resource than can be used by Hermanus Heights Village Association (HHVA) members to help them respond appropriately in times of disaster occurrences and/or the need to evacuate their homes.

In conclusion, it is obviously hoped that the HH community will never need to activate the emergency plan protocols, but unfortunately disasters do happen as was evidenced in the horrific 2019 fires and more recently the September 2023 category 9 storms.

**HHVA Chair:** Ken Briggs  
On behalf of the HHVA Committee  
2023

### **SECTION A: INTRODUCTION – Key principles and context to the plan(s)**



## **ANNEXURE “R”**

HHVA: *Disaster and evacuation management manual*

The HHVA disaster management and evacuation plan(a) outlines elements of disaster preparation and management and addresses the process of evacuation for the Hermanus Heights community and should be an integral part of your personal (household) disaster and evacuation plan. The plan is founded on the principles and context outlined below.

### **1. Conceptual principles**

The following conceptual principles on which to base the plan were developed and agreed to at the HHVA meeting in May 2022.

- Hermanus Heights to be divided up in sub-sections (sectors) denoted by location, the erf of the home.
- Each sub-section will be numbered for the ease of notification and will be represented by a person (area controller) (AC) to notify the other persons in the sub section via an appropriate social media platform of any threat to property and when the need arises to advise of an evacuation of that sub section according to the plan agree upon.
- Communication approaches will be developed with due consideration for the existing communication platforms, to ensure that there is effective integration and prevent duplication.
- Those (AC's) will be in contact with the area Marshall who will be in contact with all the relevant Emergency Services.
- Evacuation protocols, procedures, routing and collection points will be determined. Specific attention will be given to ensure the ability of residents to evacuate safely.
- In case of an emergency and/or evacuation requirement all relevant emergency services will be notified i.e., Fire brigade, Hospitals, Police Services, Traffic Services, Security Services, if they have not previously been notified.

### **2. Context**

Hermanus Heights currently has no known immediate threats other than natural disasters caused by changing weather patterns. Exacerbated by global warning. The recent floods being an apt example of a disaster caused by our changing environment.



We are expecting a dry warm summer this coming season (2022/23), however the danger of a fire as we experienced in 2019 is highly unlikely for the following reasons: The 2019 fire burnt hot and consumed most of the fire load that had been built up over the past decade or two.

- The alien vegetation has been almost totally eradicated from the mountain slopes, since the 2019 fire – thanks largely due to the Hermanus Botanical Society on behalf of the Fernkloof Nature reserve.
- The municipality efforts to clear a fire break between the Fern Kloof Reserve and the Hermanus Heights properties.

## **SECTION B: PREPARATION -Need to be ready with a disaster and evacuation plan.**



## ANNEXURE “R”

HHVA: Disaster and evacuation management manual

**Being caught in a disaster situation can be frightening and to have to evacuate your home can be complicated and stressful.**

### TO AVOID COMPLICATIONS & STRESS EVERYONE SHOULD HAVE A PLAN!

To assist the Hermanus Heights Village Association has developed a comprehensive disaster and evacuation management plan, as outlined in this booklet. We suggest you familiarise yourself with the content of this booklet and keep it in an accessible place to be accessed in a time of disaster or evacuation requirement.

### To be disaster and evacuation ready your personal plan should cover the following points:

1. Under what conditions will you consider evacuating your home?
  - Run through possible scenarios with family, friends and neighbours!
2. How will you ensure you remain informed about what is happening, pending a disaster or need for evacuation?
  - a. Familiarise yourself of the HHVA disaster and emergency evacuation plans.
  - b. Ensure you are registered on the HHVA community WhatsApp and Safety and Security WhatsApp
  - c. Ensure that you know your sector number and have your sector representatives contact number in your phone.
  - d. Have a list of emergency contacts and emergency services both in your phone and written down (typically near the front door). In a time of emergency take these written down numbers with you if you leave your home.
  - e. Have an emergency “Grab-bag” with all the essential items you need to take with you if you need to evacuate (refer to page 7, Grab & Go Bag)
  - f. Do you have a neighbour that you may need to assist in a time of disaster and evacuation? If so, speak to them and include them in your plan.

### Other key matters to consider:

3. Do you have an inventory of items you own for insurance purposes?
4. Are you efficiently ensured and covered for loss of home and property due to a natural disaster?





## ANNEXURE “R”

HHVA: *Disaster and evacuation management manual*

### SECTION C: THE DISASTER AND EVACUATION PLAN STRUCTURE

The disaster contingency and evacuation plans are founded on the following key structural components:

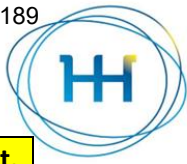
1. **Management:** A Disaster Management Lead (Mr William Walton – HHVA Disaster management portfolio lead) will be confirmed to co-ordinate the establishment and management of the emergency evacuation structure.
2. **Sector and leaders:** The Hermanus Heights residential area has been divided into different sectors (refer to map overleaf). It is proposed that there will be at least two volunteers from different address nominated as sector leaders. These nominated sector leaders will notify their sector members of any impending danger and/or the need for evacuation.
3. **Communication:** The exiting Hermanus Heights Village Association WhatsApp group platform will be utilised for this purpose. Each sector will have its own sub-group membership with the sector leader being able to instantly send a message to the group notifying any pending emergency and/or the need to evacuate.
4. **Exit routes:** All potential exit routes have been explored with consideration for all foreseen eventualities. The exit routes are also dependant on the evacuation category as described in the next section.
  - With a yellow, orange and red alerts where voluntary evacuation is advisable households are free to utilise an evacuation route of their choice to move out the area to friends, family or another safe destination. Under these alert categories, the adherence to the pre-determined exit routes and gathering points are not mandatory.
  - With a Black category alert signalling a mandatory evacuation, adhering to the predetermined evacuation plan and WhatsApp notification of place of safety are compulsory.

In the context of the points above and with reference to the Zone and route map overleaf, exit routes for a full and comprehensive mandatory evacuation (**Black category**) are indicated. Fernkloof Drive into Fairways Avenue will be the primary exit route in all cases of emergency evacuation. In exceptional cases where the primary Exit through Fernkloof Drive may be blocked and/or safety compromised there are two alternative routes:

- Secondary route: Utilising Fernkloof Drive extension (gravel Rd.). This route will only be utilised if the primary route is blocked and/or safety is compromised – The opening of this route will be announced on WhatsApp.
- Alternative route: Utilising Golf Course Fernkloof Drive gate. This gate will only be utilised if both other exit routes are blocked and/or safety is compromised - The opening of this route will be announced on the HHVA WhatsApp platform.

It should be noted that currently the Fernkloof Drive extension has been closed due to the recent storm damage. It is currently basic repairs, and it is uncertain when the road will be opened for emergency access and how such access will be granted.

The map overleaf provides a diagrammatic overview of the plan, including the demarcation of the demarcation of sectors.

**ANNEXURE “R”**

HHVA: *Disaster and evacuation management manual*

**Please note that in most of the disasters requiring evacuation the exiting road network is sufficient, with Fernkloof Drive being the primary exit route out of the Hermanus Heights suburb. Refer to the EVACUATION PROCESS in section D following, page 6.**

# ANNEXURE "R"

HHVA: Disaster and evacuation management manual

Evacuation plan zone demarcation with primary evacuation routes





## ANNEXURE “R”

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### SECTION D: EVACUATION PROCESS

The most effective evacuation is a plan and calm evacuation. This requires you and our Hermanus Heights community to be proactive and alert to potential threats in their early stages of occurrence.

1. **EVACUATION ALERT:** The purpose of an alert is to inform everyone of a potential and/or impending danger:



- If you observe and/or are aware of a pending danger immediately notify your sector representative(s) using the HHVA WhatsApp communication platform
- Sector representative will alert the HHVA coordinating structure and an alert will be sent out on the Disaster WhatsApp platform, giving a brief description of the nature of the pending emergency and the evacuation category:

Alert category	Notification type	Response, action to be taken
Yellow	Notification of pending danger.	Be alert and prepared for possible evacuation. Monitor WhatsApp group for updates
Orange	Notification of imminent danger.	Initiate early evacuation of areas (sector(s) and the vulnerable in immediate danger.
Red	Notification of need to consider immediate evacuation.	Advice to the community in effected sectors to initiate voluntary evacuation.
Black	Notice of instruction to evacuate:	On instruction from authorised officials' community to initiate compulsory evacuation of their homes

2. **Early VOLUNTARY EVACUATION** of high-risk areas (**Orange category**):
  - Focus on the evacuation of the most vulnerable areas (sectors) and houses in the area (Sector representatives should have a list of most vulnerable persons in their sectors)
3. **General VOLUNTARY EVACUATION** of community (**Red category**):
  - Voluntary evacuation of the rest of community members that have not evacuated in the First phase of evacuation.
  - Free to evacuate to any place you deem as being safe outside the emergency area, could be to family friends.
4. **MANDATORY EVACUATION (Black category)**:
  - Formal evacuation instruction ordered by officials, being a compulsory order to leave home, typically by Overstand Municipality, Disaster Management, Fire Brigade, Police or Law Enforcement & Traffic.
5. **GATHERING IN SAFETY:** You should plan to gather in a safe space with family or friends and notify your sector leader that you are safe and where you can be contacted.
  - Proceed orderly to your chosen place of immediate safety!
  - Participate in the WhatsApp role call process to ensure everyone is safe!
  - Disperse to other safe areas to be with family and friends.



## ANNEXURE “R”

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### SECTION E: GRAB & GO BAG CHECKLIST



**Bag or container:** The bag or container should be large enough to fit all your evacuation kit. A large tog bag or rucksack is suitable. Alternatively, a large waterproof storage container on wheels can also work well.

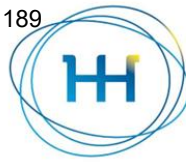
**Go-bag storage:** Keep the bag in a quickly accessible place that is cool and dry place, typically in a cupboard near the front door.

#### Go-Bag Content:

1. **Water:** At least a 2–3-day supply of drinking water, ideally 3 litres per person per day.
2. **Food:** At least 2–3-day supply of non-perishable food, accommodating any specific dietary requirements for the family, such as infant formula or diabetic friendly snacks. Remember to include your pet’s food.
3. **First aid:** Basic emergency kit, typically containing plasters, bandage, disinfectant cream, pain relivers, anti-diarrhoea medication, antacids, laxatives, N95 surgical masks, sunscreen, sanitation and personal hygiene items.
4. **Chronic and prescribed medication:** Prior to departure ensure that all the family’s chronic medication and any current prescription medication is packed in the Go-bag! Remember to include your pet’s medication.
5. **Communication:** A whistle, cell phone and battery powered radio.
6. **Light:** Suitable lights for your family such as, torches, solar lights, candles or lanterns.
7. **Power:** Back-up for your requirements, such as chargers and adaptors, power bank and batteries compatible with your family devices.
8. **Clothing:** Pack items that are suitable for the prevailing weather that is expected. This typically includes suitable change of clothing for warm & cold, rain gear, sturdy footwear and emergency (space) blankets.
9. **Documents (Very Important Papers (VIP -envelope)):** Important family documents such as copies of ID’ documents, passports, insurance policies, birth certificates, bank account details stored in an envelope and/or waterproof container. You could also include a copy of the emergency plan along with a pencil and note pad.

**Extra Go-bag:** You may wish to pack an extra container with additional items that you could grab if you expected to leave home for a longer period: This could include Camping equipment; sleeping bags, eating utensils (plates, cups, spoons, knives and forks); can opener, matches or lighter, cable ties, fire extinguisher, roll of garbage bags, pair of scissors, bucket, washing liquid, plain bleach, board games, books, tent, shovel.





## ANNEXURE “R”

HHVA: Disaster and evacuation management manual

### SECTION F: QUICK EVACUATION CHECKLIST



#### Preparation to leave:

The key points to remember when preparing to evacuate include the following:

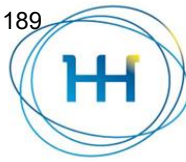
1. Stay calm!
2. Gather your household members (family) and run through your evacuation plan quickly and clearly.
3. Assign tasks to everyone and make sure everyone knows what to do, with one person in charge:
  - a. Emergency kit, ensure your grab and go bag is ready.
  - b. Ensure all keys, mobile phones and charger are kept on your person.
  - c. Ensure everyone has appropriate clothing on for the prevailing weather and situation.
  - d. Ensure you have your pets and animals ready, in suitable containers and/or leads for transportation.
4. Make sure your car is outside the garage, packed and ready to go and is facing the right direction for the escape route. If evacuating on foot don't overload yourself with things to carry, take on the minimum essentials and know what route you are taking.

#### Evacuating:

The key points to remember when evacuating include the following:

1. Make sure everyone is together, calm and informed of the plan.
2. Know your preferred escape route and alternative options if the primary route is cut off or inaccessible.
3. Be aware of your surrounds as visibility may be reduced and there might be hazards and traffic in your path.
4. If there is traffic and congestions, remain calm and courteous, as trying to push through will only exacerbate the situation.
5. Follow instructions of officials, e.g., Police, Law Enforcement, traffic, and disaster management officials (i.e., fire, rescue & ambulance)
6. Don't panic and rush but rather move with purpose to your safety area or evacuation zone.





## ANNEXURE “R”





HHVA: Disaster and evacuation management manual

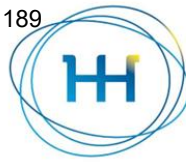
### SECTION G: HOUSEHOLD MANAGEMENT GUIDE

It is important that there is a clear management plan in a household to ensure a rapid and orderly response and prevent panic and chaos.

Firstly, somebody must take charge and household members assigned roles and responsibilities to help guide actions. Obviously, the roles would need to be allocated dependant on the household size. For illustrative purposes:

- In a one-person household all roles and functions would be undertaken by the individual.
- In a two-person household the responsibilities could be split between the Leader and the Organiser, with for example the Leader undertaking the Communicator functions and the Organiser the Doer functions.

Role	Function(s)	Key task(s)
<b>The Leader</b> 	Takes charge, watches over everyone and accepts ultimate responsibility for all persons	<ul style="list-style-type: none"> <li>• Safety monitoring</li> <li>• Organising assignments</li> <li>• Keeping everyone calm</li> <li>• Making evacuation decisions</li> </ul>
<b>The Organiser</b> 	Designs and activates the plan of action	<ul style="list-style-type: none"> <li>• Ensures all persons are carrying out tasks.</li> <li>• Makes sure Grab and Go Bag is collected.</li> <li>• Makes sure pets are gathered.</li> <li>• All other inside &amp; outside preparation is done</li> </ul>
<b>A Doer</b> 	These members carry out specific tasks assigned to them by the organiser.	Some examples of tasks could include, for example: <ul style="list-style-type: none"> <li>• Collect the Grab and Go bag and check content.</li> <li>• Find the cat and put into cat basket.</li> <li>• Close all doors and windows.</li> <li>• Find the dog and put on the lead</li> </ul>
		•
<b>The Communicator</b> 	This can be undertaken by the Leader or assigned to a Doer	<ul style="list-style-type: none"> <li>• The function is to monitor information, typically the updates on the various WhatsApp and other media platforms.</li> <li>• Keep the Leader informed of developments.</li> <li>• Inform the section leader of your intention to evacuate and where you are intending to evacuate to</li> <li>• Inform the sector leader when you have arrived at your evacuation destination.</li> <li>• Be careful of face news or misleading information</li> </ul>



## ANNEXURE “R”

HHVA: Disaster and evacuation management manual

### SECTION H: REMAIN CALM!

It is usual and common to feel stress and anxiety during and after a disaster, particularly when forced to evacuate your home. This section provides some guidance to reduce stress and help household members remain calm.

#### To calm the situation

- A clear plan, with assigned responsibilities goes a long way to reducing overall stress.
- Critical for household members understand what the plan, what their roles are and where they may be going in case of evacuation.
- The leader needs to remain in control, calm and talk to the household members in calm manner, quiet tone not rushed, hyped or shouting.

#### Common reactions include:

- Disbelief and shock
- Fear and anxiety about the future
- Difficulty in making decisions or concentrating.
- Irritability and anger
- Sadness and depression
- Feeling powerless
- Changes in eating patterns
- Difficulty in sleeping and falling asleep.

#### General tips for coping in a crisis:

- Talk about it, including verbalising your fears.
- Spend quality time with family and friends.
- Limit your exposure to social media and images of the disaster (avoid doom scrolling).
- Resume your normal routine as soon as possible.
- In the morning write a list of tasks to achieve in the day, feel positive when ticking them off.
- Do something positive, they may help others like volunteering for a community relief effort.
- Try to eat regularly and well, balanced food diet – avoid foods that may hype you such as coffee and high sugar drinks.
- Get plenty of exercise and make time to rest and sleep!

**You can calm yourself by taking slow and deep breaths:**

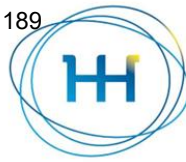
**Step 1:** Breathe in for 4 seconds.

**Step 2:** Hold your breath for 7 seconds.

**Step 3:** Breathe out slowly for 8 seconds

**REPEAT** the process until you are calmer.





## ANNEXURE “R”

HHVA: Disaster and evacuation management manual

### SECTION I: RETURNING HOME AFTER AN EVACUATION

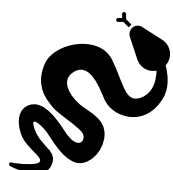
Returning home after a disaster evacuation can be physically and mentally challenging, with lots of anxiety around what to expect.

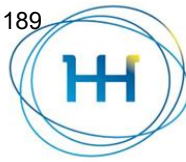
#### Returning home:

- Be cautious, you might be anxious to return home, but first ensure that the authorities have declared it safe to return home.
- Be aware of new hazards and safety issues created by the disaster, i.e.:
  - Damaged roads
  - Damaged utility services, such as:
    - Is there water supply and is it safe to drink?
    - Is there electricity supply and what are the shedding schedules?
  - Structurally weakened buildings
- Be alert for emergency services working in the area.

#### Entering your home:

1. Conduct a 360-degree inspection from outside your property before entering:
  - Look for any potential hazards that may be visible, such as:
    - Damage electricity supply lines i.e.: Overhead lines hanging, damaged poles.
    - Trees hanging over or fallen onto your property.
    - Flood water around your property
    - Visible smoke emanating from your property.
    - Visible structural damage to your property.
2. If you have any doubts about safety have your home inspected by the relevant professional(s) (Structural engineer or Building inspector) before entering.
3. **Do not enter if:**
  - Flood water remains around your house.
  - You smell gas.
  - There is visible smoke emanating from your house.
  - Electricity supply line is visibly damaged on or over your property.
  - Your house was damaged by fire and has not been inspected and declared safe.





## ANNEXURE “R”

HHVA: *Disaster and evacuation management manual*

### SECTION J: POST DISASTER HOME INSPECTION

On entering your property be alert for any creatures that might have found refuge in your property. In the Heights area snakes in times of disaster often move from the mountain into the residential areas to seek refuge. If you find a snake, contact one of the snake catchers to remove and relocate.

1. Do not smoke or use and oil, gas lanterns, candles for lighting until you are sure there is no gas leaking.
2. If possible, turn-off the electricity at the main switch (fuse box or circuit breaker). Check for visibly damaged wiring circuits prior to turning on the electricity. If the earth leakage and/or any on the light or pug circuits trip when you turn on the power, turn main supply off and have an electrician immediately inspect and repair.
3. If you see any significant structural damage like roof, foundation, wall or chimney cracks, have this damage assessed by a Structural engineer.
4. If there has been any water damage (flooding or leaking) unplug all appliances and only re-plug in when you are sure they have fully dried out.
5. If the water pipes or taps are damaged or show sign of leaking, turn-off at the main supply valve. If water is discoloured or has any odour check with authorities if the water is safe to drink. If water is unsafe, boil drinking water and/ or use an appropriate water purification tablet (note Household Jik cleaner can be used for water purification).
6. Discard all food and other supplies that you suspect may have become contaminated or become in contact with flood water. If you suspect that the power has been disrupted for any time it would be advisable to discard any fridge and deepfreeze items.
7. Disinfect all items that may have been contaminated by flood water and raw sewage, bacteria, or chemicals.
8. Open all cabinets carefully, being alert to objects that may fall or creatures that may have hidden in them for safety – Yes, we live against a mountain reserve!

#### Insurance claim:

1. Take pictures of all damage, keep good records of damages, repair and cleaning costs.
2. Contact your insurance company broker immediately to initiate the claim process.





## ANNEXURE “R”

HHVA: *Disaster and evacuation management manual*

### SECTION K: KEY STAKEHOLDERS

#### 1. Overstrand Municipality

##### 1.1. Protection Services

This directorate’s focus is to create a safe and secure environment for optimal functioning of all stakeholders within the Overstrand area. The directorate consists of a director and the functions, Law Enforcement, Security Services, Traffic & Licensing Services and Fire & Disaster Management. Three departments fall under this directorate:

- Traffic Services
- Law Enforcement and Security Services
- Fire and Disaster Management

##### **Director: Protection Services**

Name: Neville Michaels

Contact Number: 028 313 8054

Email: [nmichaels@overstrand.gov.za](mailto:nmichaels@overstrand.gov.za)

##### 1.2. Fire Services & Disaster Management

Overstrand Disaster Management are responsible to promote disaster management training and community awareness to reduce vulnerability to communities most at risk.

Overstrand Municipality Disaster Management aim is to reduce, minimize and prevent disasters through risk assessment and mitigation strategies. Priority will be given to development measures that reduce the vulnerability of disaster-prone areas, communities, agriculture and infrastructure within each line function.

##### **Contact for Fire Services & Disaster Management**

Name: Lester Smith

Contact Number: 028 313 5042

Email: [lestersmith@overstrand.gov.za](mailto:lestersmith@overstrand.gov.za)

##### 1.3. Traffic and Law Enforcement

**Traffic:** The aim and function of the Traffic Department is to educate and create a culture of voluntary compliance with road traffic rules and regulations and to enhance courteous and tolerant road user behaviour. We operate on the legal mandate of the NRTA 93/96 & NLTA 5/2009.

**Law Enforcement:** The aim of Law Enforcement in a municipality is to create an environment that will further the social and economic development of the community. Law is enforced by the South African Police Services (SAPS), with Municipal Law Enforcement providing a supportive role, focusing on enforcing laws (By-laws) and laws applicable only to a particular municipality. Key functional contacts include the following:

- K9 Unit
- Task Team
- Rapid Response
- Coastal Enforcement
- Traffic and Law Enforcement

##### **Contact:**

Name: Rudi Fraser

Contact Number: 028 313 8165



## ANNEXURE “R”

HHVA: *Disaster and evacuation management manual*

### 2. Hermanus Heights Public Protection (HPP)

The HPP service includes crime prevention, monitoring, public safety, patrolling and cleansing services.

- **Safety patrolling:** Patrol officers are on foot in the CBD area and along the Cliff Path. Vehicles patrol throughout the area, 24 hours a day, 7 days a week.
- **Safety and security monitoring:** The HPP has access to a minimum of 19 monitoring CCTV cameras.
- **Supplementary services:** Supplementary waste management and cleansing services operate in the area to decreasing waste and grime in the area. This is achieved through a sustainable cleansing programme; providing additional street sweeping, Waste picking and refuse collection in public areas; and promoting waste minimization.

#### HPP Chairman

Jerry van Niekerk  
082 453 8263

#### Operations Manager

Marcia Brown  
083 267 4527

#### HPP Control Centre

087 550 5295

#### Procedures for an Emergency / Incident

- **Break-In or Robbery:** Call the SAPS and Your Security Company – Please REPORT at the Police Station – Call HPP Control Room and Ask Team to Review Camera Footage
- **Being Harassed or Intimidated by a Vagrant or Illegal Parking Attendant** – Call HPP Control Room for Assistance, if a Crime – Call HPP and the SAPS
- **Suspicious Vehicle/ Involved in Crime** – Call SAPS – Also Call the HPP Control Room to Look for Vehicle on the LPR System (NAVIC System)
- **Substance Abuse** – Do not Allow Access to Your Business/Restaurant/Home – Call HPP for Support, If a Crime Occurs Call the SAPS
- **Injury/ Sick Customer or Employee** – Call Ambulance Services



## ANNEXURE “R”

HHVA: Disaster and evacuation management manual

### SECTION L: KEY CONTACTS

#### ICE Your Cell Phone: That’s what “ICE” stands for — “in case of emergency.”

- Got your cell phone handy? Take a moment right now to put “ICE” by the names of the people and emergency services you would need to call in case of emergency.
- Secondly it enables emergency responders (Police/Fire/Medical) to check your cell phone and reach the people you would want contacted if you’re in an accident or other emergency.
- For example “ICE Dad”, “ICE Mom”, “ICE Kevin”, “ICE Fire Dept., etc. You get the idea.

**Take a few moments right now to “ICE” your phone. It may save your life someday.**

#### 1. EMERGENCY NUMBERS (24/7):

**Fire & Rescue:** 028 312 2400

**Municipal Services:** 028 313 8111

**Safety & Security Issues:** 028 313 8980

**Law Enforcement:** 028 313 8996

**Traffic Services:** 028 313 1044

**HPP Control Centre:** 087 550 5295

**Baboon Hotline (Voëlklip Troop):** 072 028 0008

**Snake Catchers:** Jonathan Powers – 082 352 6000 or Corne Uys – 076 075 8004 or Hugo Uys – 062 482 5410

#### 2. OVERSTRAND MUNICIPALITY CONTACTS

##### General enquiries:

Overstrand Switchboard 028 313 8000

The switchboards will transfer you to the most relevant person relating to your query.

##### Councillors:

##### Executive Mayor

Name: Ald Annelie Rabie

Contact Number: Office: 028 313 8011 / 028 313 8058

E-mail: annelierabie@overstrand.gov.za

##### Deputy Executive Mayor / Protection Services:(Chairperson)

Name: Cllr Lindile Ntsabo

Contact Number: Office: 028 313 8094 Cell: 081 491 0949

E-mail: lntsabo@overstrand.gov.za / lntsabo@yahoo.com

##### Speaker

Name: Cllr Grant Cohen

Contact Number: 072 436 9068

E-mail: gcohen@overstrand.gov.za / grantcohen25@gmail.com

##### Ward Councillor: Ward 3

Name: Ald Kari Brice

Contact Number: Cell: 083 650 4206

E-mail: karibrice@hermanus.co.za / kbrice@overstrand.gov.za

##### Infrastructure & Investment: (Chairperson)

Name: Cllr Clinton Lerm

Contact Number: 083 517 3635

E-mail: clerm@overstrand.gov.za

## **ANNEXURE S**

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**INTEGRITY and ETHICS – LEADING IN SAFETY**

# **RISK MANAGEMENT PLAN FOR BULK LIQUIFIED PETROLEUM GAS (LPG) TANK STORAGE**

For



**BULK STORAGE FACILITY  
Erf: 2740  
ARGON STREET  
SANDBAAI, HERMANUS  
WESTERN CAPE**

**Compiled by: GSJ Schoeman**

Dip. Fire Safety – CFPA (UK & EU)

L4 Dip. Fire Safety – Institution of Fire Engineers (IFE)

Cert. Fire Safety Engineering – CFPA (uk & EU)

SAMTRAC (NOSA)

**Date: 1 March 2022**

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## INTEGRITY and ETHICS – LEADING IN SAFETY

### I. INTRODUCTION

Gas Hub (Pty) Ltd is an agency for Oryx selling and distributing LPG to clients in the Overstrand region.

Gas Hub will be storing LPG in an above ground bulk vessel and operating a refilling station of cylinders that will be collected for remote sale and distribution through its various distribution sites to the public.

This Risk Management Plan is compiled and initiated in accordance with the Major Hazard Installation Regulations and SANS 1461:2018 Major Hazard Installations-Risk Assessments & SANS1514:2018 Major Hazard Installations-Emergency Preparedness Plan.

The tank is an approved LPG pressure storage tank of 45 000kg capacity that is installed as a mounded tank facility in accordance with NFPA58 International Standards and SANS10087-3 National Regulations.

### II. OBJECTIVE

The objective of this Risk Management Plan will serve to ensure:

- i) Compliance with the Occupational Safety and Health and Safety Act 85 of 1993 (OSHA), SANS1514:2018 Major Hazard Installations-Emergency Preparedness Plan and SANS10089-3 Handling and Storage of Liquefied Petroleum Gas;
- ii) That company resources are provided for training employees, procuring and maintaining necessary approved equipment, and assigning responsibilities;
- iii) The preparedness for the control and dealing with unforeseen situations involving leakage, spillage accidents that may lead to injury and loss of human life are contained and summarily dealt with;
- iv) That any potential danger and contamination of the surrounding area of the bulk tank storage facility will be limited to the best of the company's ability;
- v) That a containment and preventative strategy is in place that can be enacted immediately in the event of a any unforeseen incident involving accidental leakage of LPG product;
- vi) That a fire extinguishing/containment strategy is in place to prevent any danger to personnel, the public and damage to the surrounding environment.

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#### INTEGRITY and ETHICS – LEADING IN SAFETY

This plan shall be incorporated into the company Health and Safety Policy and binds the owner of Gas Hub to apply the highest priority and safety standards to all associated emergencies that may reasonably be expected to occur at the storage facility.

### III. RESPONSIBLE PERSONS

The Chief Executive Officer of Gas Hub (PTY) Ltd. is the designated responsible duty holder and shall at all times be responsible of ensuring that all safety and control measures are maintained as prescribed by Section 16(1) of the Occupational Health and Safety Act 85 of 1993.

The duty holder must, subject to all regulations and by-laws ensure that the provisions of the Act and all relative Regulations in relation to the Act are complied with, and may in writing designate a responsible person in a full-time capacity under his or her direct control in respect of every establishment as prescribed by section 16(2) of the Act to manage the implementation of such strategies.

### IV. PROPERTIES AND HAZARDS

#### a) Identification

Common name: Liquefied Petroleum Gas (LPG)

#### b) Physical and chemical properties

Form –	Gaseous
State of matter –	C <sub>4</sub> H <sub>10</sub> (Butane) & C <sub>3</sub> H <sub>8</sub> (Propane)
Colour –	Colourless
Odour -	Hydrogen Sulphide (Mercaptan)
Liquid Density/kg <sup>3</sup>	509
Boiling point/boiling range	-42°C
Calorific value	46.34MJ/kg
Auto-ignition temperature	510°C
Stoichiometric Air/Fuel kg/kg	15.8

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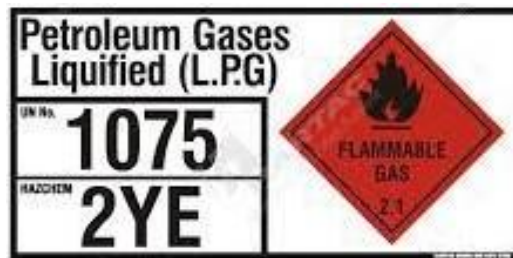


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### c) HAZCHEM Identification



### d) NFPA Identification



### e) Fire Hazard

LPG is classified as highly flammable. A LPG/Air mixture of 1% to 10% is easily ignited and any accumulation of LPG in catchment areas can result in a rate of combustion of near-explosive force.

### f) Health Hazards

Short-term exposure can irritate your eyes, nose, throat and lungs; it can cause coughs, bronchitis, headaches, light-headedness and nausea.

LPG liquid, by its nature to rapidly vaporize and consequently significantly lower the temperature, can cause severe cold burns when it comes into contact with the skin

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#### INTEGRITY and ETHICS – LEADING IN SAFETY

Lengthy exposure to LPG will result in loss of consciousness or even death by asphyxiation.

#### g) Environmental Hazard

LPG is non-toxic and will have little effect on the environment when well ventilated however it presents dangerous situations when accumulated in low lying spaces with little or no ventilation as it may become detrimental to the survival of a number of different groups of microorganisms, depending on the amount of exposure.

### V. RISKS ASSOCIATED WITH THE USE AND STORAGE OF LPG.

LPG is a hydrocarbon gas that exists in a liquefied form. LPG boils at a very low temperature and to avoid the gas evaporating it is stored in pressurized steel vessels, such as bulk pressurised tanks and the commercial cylinders that we are all familiar with.

LPG is colourless, odourless and heavier than air, therefore if a container is defective and leaking, it could cause a volatile explosive atmosphere and a threat to life safety should no one become aware. It is therefore of utmost importance that persons working with LPG cylinders are trained in their safe use and know how to store correctly.

As with other flammable liquids, the main hazard will arise from ignition of leaking vapour. A fire involving LPG has very small potential to be divesting, given the nature of how bulk storage tanks and cylinders are manufactured.

### VI. MITIGATION OF RISKS

#### Explosions

Leaking gas itself rarely causes a fire but will be easily ignited by electrical equipment or an open flame source. If a storage tank or cylinders are exposed to an external heat source and are heated sufficiently, they may rupture, commonly termed as a BLEVE meaning *Expanding Liquid Vapour Explosion* that may have a catastrophic effect resulting from the explosive nature of the sudden release.

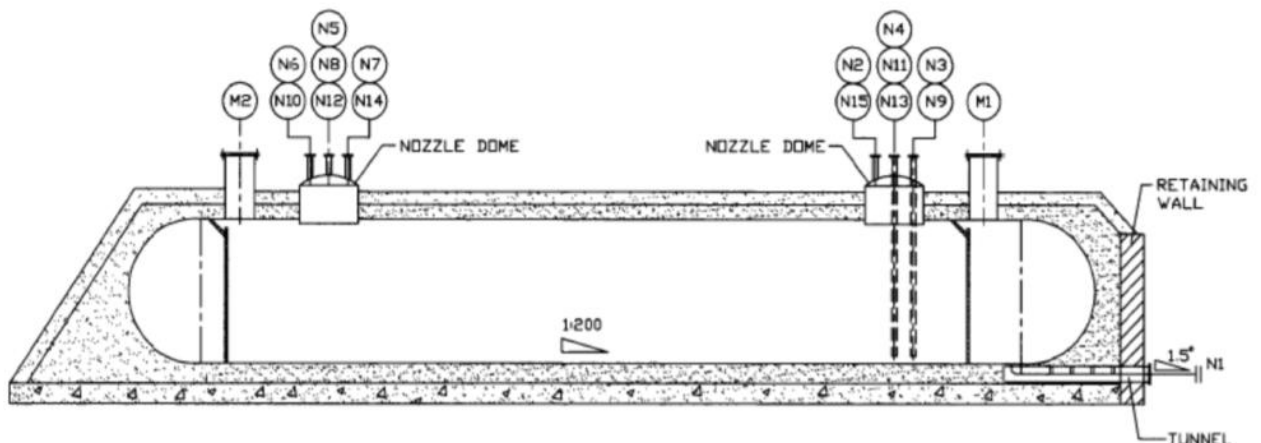
However the chances for such an event to occur are extremely rare given the nature of this installation having the highest safety standards that are prescribed by the appropriate national regulations.

## Mounded Tank

A mounded tank is considered to be the highest safety standard for LPG tank installations by eliminating the any external danger as the mound cover protects the vessels against, heat radiation from nearby fire, pressure wave originating from an explosion, impact by flying objects, sabotage

Safety features of a mounded tank:

- LPG Mounded Storage Tanks / Bullets / Vessels are completely covered with Soil and Only Manhole / Dome and other nozzles protrude outside.
- The Scenario of BLEVE (Boiling Liquid Expanding Vapour Explosion) is eliminated, since no fire possible below the tanks.
- Difficult for external agencies to identify the mound as a storage facility.
- Reduced fire case PSV loads as compared to above ground storage tanks and spheres.
- Fire water requirement for mounded storages is less.
- Vessels have slop of 1:200 minimum for drainage purpose.
- etc.
- Site area required less compared to above ground storage due to less stringent inter spacing requirement.



**Diagram example of a construction of a mounded tank**

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#### INTEGRITY and ETHICS – LEADING IN SAFETY



**Example of a mounded tank facility**

#### Personal Precautions

- i) Due to high vapor density, flammable/toxic vapors may accumulate in low lying areas such as gullies, pits, drains, or trenches.
- ii) Vapors may accumulate in low lying areas and reach ignitable concentrations.
- iii) Ventilate the area.
- iv) The use of tools that can cause sparking should not be allowed in the area.
- v) Use appropriate personal protective equipment to prevent eye/skin contact and absorption.
- vi) Use approved respiratory protection, if warranted, to prevent inhalation of toxic fumes.
- vii) All contaminated clothing should not be worn near sources of ignition.

#### Emergency Measures

- i) As an immediate precautionary measure, isolate the spill or leak area for at least 50 meters in all directions.
- ii) Consider wind direction.
- iii) Isolate all ignition sources such as electrical equipment that is not intrinsically safe in proximity of the spill area.
- iv) Evaluate the direction of product travel, and attempt to prevent any product from entering sewers, drains, water shed channels etc. to contain spill areas.
- v) Do not enter or walk-through spillage areas. In the case of an extraordinary large spill, isolate initial action distance downwind to 300 m.

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**INTEGRITY and ETHICS – LEADING IN SAFETY**

## **Evacuation (FEEP)**

A fire emergency evacuation plan (FEEP) is a written document which includes the action to be taken by all staff in the event of a fire or associated emergency and the arrangements for calling the fire brigade. It can include any relevant information in relation to the FEEP. This plan is not necessarily restricted to fires but can include any type emergency.

Evacuation Strategy:

- i) What type of event will trigger an evacuation?
- ii) At what stage of an event should evacuation be considered?
- iii) What is the safest route for an evacuation?
- iv) How far do evacuees need to travel to relative safety?
- v) Do you need to do horizontal or vertical evacuation e.g. Ground floor or stairways?
- vi) Will the atmosphere in the evacuation routes provide tenable conditions for evacuees?
- vii) Where is the designated assembly point for evacuees?

Progressive Evacuation:

- i) The principle of total evacuation of a building in the event of fire may be initially inappropriate.
- ii) Escaping from the immediate danger of fire, of all staff.
- iii) The principle of progressive, staged evacuation of occupants with priority of evacuating from an area nearest to the origin of the occurrence of an emergency.
- iv) Shelter in place is many times a better decision where occupants are remote from the immediate danger and are assured of their safety without disruption.
- v) Progressive evacuation should always be planned to ensure that, if further stages of evacuation become necessary that ultimately a protected vertical escape route is reached. i.e stairway or escape lifts (where so designed)

Simultaneous Evacuation:

In most scenarios, evacuation in an emergency will simply be by means of everyone reacting to the warning signal given when a fire is discovered, then making their way, by the means of designated escape routes, to a place of safety away from the premises. This is known as a simultaneous evacuation and will normally be initiated by the sounding of the general alarm over the fire warning system.

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#### INTEGRITY and ETHICS – LEADING IN SAFETY

#### Advantages of 'Phased Evacuation':

- i) Minimum disruption of the business continuity.
- ii) Prevents log-jamming and panic in escape routes.
- iii) Provide adequate measures to facilitate evacuation of surrounding premises.
- iv) Provides a mechanism to lessen the burden and control responsibilities of management during the evacuation process.
- v) Ensures that evacuees remain calm and focused by limiting the stress factors involved in emergency situations.

#### Evacuation stages:

- i) Small fire or leak – No immediate need to evacuate the area.
- ii) Medium size fire or larger leak – Evacuate all personnel to a designated safe area.
- iii) Large fire or leak – Evacuate all personnel from site and warn all surrounding businesses of the event and inform them they should consider evacuation of their buildings.
- iv) Catastrophic event – Evacuate the site immediately and inform all businesses in the area to immediately evacuate to a designated safe area.

Criteria that must be considered to assist during an evacuation include the following:

- i) Be familiar with the safest evacuation route leading to a safe area
- ii) How many people need to be evacuated at any given time and how they are supervised at a time.

#### Adequate warning of an occurrence of an emergency situation:

- i) An audible and visual warning alarm system such as a 5 mile siren with a highly visual strobe light, should be provided in a prominent position to permit clear warning in the area that an emergency has occurred on the site.
- ii) It must be noted that this type of warning should only be used in the event of a large or a potentially catastrophic event.
- iii) A smaller site alarm can be used that will not disrupt the surrounding area in the case of a small event.

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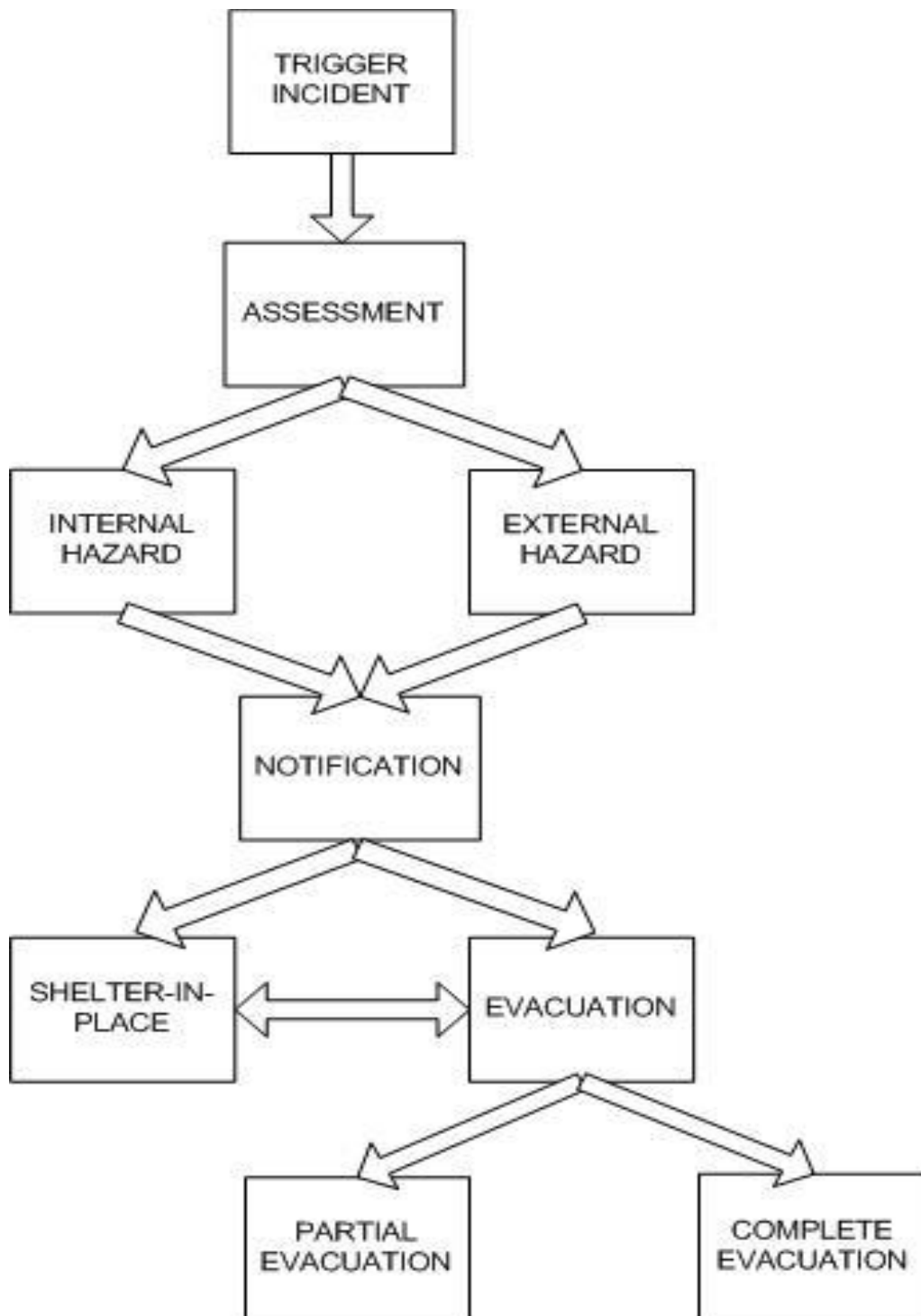


The mounded design of the tank reduces the risk of fire or explosion significantly, while the risk of a boiling liquid expanding vapour explosion (BLEVE) is negated, as there can never be a fire below the tanks.



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INTEGRITY and ETHICS – LEADING IN SAFETY  
**INCIDENT PROCESSING AND DECISION MAKING**



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**INTEGRITY and ETHICS – LEADING IN SAFETY**

### **Environmental Precautions**

- i) Attempt to stop the spillage flow of LPG within the prescribed containment areas as much as possible to prevent further contamination.
- ii) LPG is heavier than atmospheric air therefore all attempts must be made to prevent spillage and vapour flowing into natural water courses, drains and any low lying area.
- iii) Take action to isolate environmental receptors including drains, storm sewers and natural water bodies by creating barriers in the form of sand filled bags or emergency sand levees.
- iv) Attempt to contain spilled product on impervious surface of the concrete slabs if possible.
- v) Use water to disperse the LPG in order to prevent product from spreading and to continuously cool down any exposed piping.
- vi) Follow national and local requirements for reporting environmental release where necessary.
- vii) Contact the fire service for any leak to respond to the site for assistance.

### **Firefighting Procedure**

- i) Extinguish any small fires using the available 9kg DCP fire extinguishers.
- ii) Isolate any LPG leakage by activating the emergency cut off mechanism immediately.
- iii) Use the provided fire hoses and nozzles to cool down any piping or cylinders in proximity to the fire until the fire has been completely extinguished.
- iv) If the fire cannot be extinguished by using a fire extinguisher contact the Overstrand Fire Service immediately for assistance.
- v) If a fire occurs in any cylinder storage area use the available fire hose reels to continuously cool down cylinders immediately affected by the fire. Attempt to remove the source of the LPG causing the fire by either removing the cylinder from the area or close the valve if it is not damaged.
- vi) If the fire is spread over a large area call the Overstrand Fire Service immediately for assistance.
- vii) Attempt to prevent the fire from spreading by using the fire hose reels to continuously wet the area down.
- viii) Do not allow water to enter any drainage area or storm water drains. i.e. Attempt to contain the water within the perimeters of the site.



## VII. SUPPLIER TANK FILLING PROCEDURE

### DRIVER INSTRUCTION AND TRAINING:

The Driver;

- i) Shall have a PrDP-D and shall carry it on his person, where required in terms of national legislation.
- ii) Shall be fit to drive in terms of the "relevant national legislation
- iii) Shall be able to interpret and implement the instructions on the transport emergency car
- iv) Shall receive annual comprehensive theoretical and practical training relevant to the type of vehicle and to the dangerous goods which will be assigned to him, including training in the procedures
- v) The annual training of both light and heavy vehicle drivers is to be conducted by accredited and approved providers specific to the cargo, for example flammable liquid or toxic corrosive liquid.

Loading and offloading procedures;

- i) The driver must ensure the vehicle is correctly parked for loading or offloading, and wheel chocks (as specified in SANS 1518) are in place for heavy vehicles with GVM equal to or greater than 3500 kg and are placed appropriately under wheels on non-steering axles.
- ii) Vehicle fire extinguishers (where required in terms of national legislation) to be placed where not provided by the loading/offloading point.
- iii) Ensure that the area is safe, with barricades, where applicable, and the necessary warning signs are clearly displayed.
- iv) The engine of the vehicle is switched off, except where the engine is required to drive pumps or hydraulic units for the purposes of loading or offloading.
- v) The qualified person shall ensure that:
  - a) the cargo is correct and undamaged and there is no obvious spillage,
  - b) the load is refused if he/she is in doubt as to whether the goods can be offloaded without risk.
  - c) the offloading operation does not proceed, if, for any reason, he/she considers it unsafe,
  - d) in the case of bulk deliveries,
    - 1) there is sufficient space in the tank into which the cargo is to be unloaded and that it is in a fit condition to receive the load;
    - 2) the flow can be stopped immediately in case of leakage or any other emergency



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- 3) after offloading, the vehicle is free from spillage and all valves are closed,
- 4) after offloading no residue remains on the vehicle and that the vehicle is free of contamination

**VIII. FILLING OPERATOR REQUIREMENTS.**

**Qualifications, training and experience of operators**

The employee carrying out the inspection, filling and handling of containers in terms of this part of SANS 10087, shall have had the appropriate technical and practical training for the type of work undertaken, the proof of which both employer and employee shall document (see 8.2) and which shall cover the following applicable topics:

- a) the properties of LPG;
- b) container inspection;
- c) container filling procedures;
- d) container storage and transportation;
- e) emergency action plan; and
- f) knowledge of the relevant standards and legal requirements

**Site Safety:**

- i) No smoking or open lights are permitted on site.
- ii) The filling of all cylinders shall be in accordance with the requirements of the SANS10087 Regulations.
- iii) No filling may be done outside of the designated filling area.
- iv) All vehicles and equipment must be switched off while being filled including any vehicle in close proximity waiting to be filled.
- v) All filling of cylinders shall be done using the provided decanting pumps.
- vi) If any filling pump is not working report it to the management.
- vii) Should a gas leak occur within the filling area, immediately cease all filling operations and isolate the flow of gas until the area is made safe.
- viii) Always make sure that there is at least 1 (one) DCP fire extinguisher readily available while filling operation is in progress.

**IX. HOUSEKEEPING AND CLEARING OF BUND WALL AND LOW LEVEL SUMP.**

- i) The site shall be checked and cleared on a regular basis for any collection of combustible material.
- ii) The area around and between cylinder storage shall be swept and cleared of all foreign material.

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- iii) All pipework shall be checked on a weekly basis for any leaks which must be reported for urgent repair.

**X. AWARENESS & TRAINING**

- i) The responsible duty holder should in all transparency inform employees of the situation and associated dangers of the storage site.
- ii) All designated employees shall receive training in the appropriate filling procedures before being permitted to carry out associated work.
- iii) All designated employees shall receive training regarding any spillage containment and management procedures.
- iv) All designated employees shall receive basic firefighting training from a reputable organisation.

**XI. PLAN EVALUATION**

- i) This Risk Management Plan shall be reviewed annually by the duty holder, or as needed in the case of any workplace changes are made.
- ii) An emergency containment, evacuation and firefighting exercise shall be conducted on a six monthly basis.
- iii) Following each fire drill, Duty Holder and Employee Representatives shall evaluate the drill for effectiveness and weaknesses in the plan, and shall implement changes to improve it.

Compiler:

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GSJ Schoeman

Duty Holder:

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Steve Rundle



# **Hazmat Response Contingency Plan**

**Read in conjunction with Overstrand Disaster Management Plan**

**2026 - 2027**

## Introduction

In industries where the handling, processing and storage of hazardous substances are central to operations, the establishment of a Hazmat Response Contingency Plan is critical. This plan serves as a comprehensive framework designed to mitigate the potential consequences of major incidents, such as fires, explosions, or chemical releases, within the facility. By outlining proactive measures, response protocols, and recovery strategies, the contingency plan aims to safeguard personnel, surrounding communities, and the environment while ensuring continuity of operations. Through meticulous risk assessment, robust emergency response procedures, and regular drills and training, organizations can effectively manage and mitigate the risks associated with major hazards, demonstrating a commitment to safety, resilience, and responsible industrial practices.

The plan has been prepared to ensure quick access to all the information required in responding to an emergency event. Personnel are expected to comply with all procedures described in this document.

## Purpose

The purpose of the Emergency Preparedness and Response Plan is:

- To assist personnel to prepare for and respond quickly and safely to MHI (Major Hazard Installation) incidents, and to establish a state of readiness which will enable prompt and effective responses to possible events.
- To control or limit any effect that an MHI incident or potential emergency may have on-site or neighbouring areas.
- To facilitate emergency responses and to provide such assistance on the site as is appropriate to the occasion.
- To ensure communication of all vital information as soon as possible.
- To facilitate the reorganization and reconstruction activities so that normal operations can be resumed.
- To provide for training so that a high level of preparedness can be continually maintained.

## Standard Operating Procedures include the following:

- Identification of areas where accidents and emergency situations occur.
- Identification of communities and individuals that may be impacted.
- Response procedure.
- Provisions of equipment and resources.
- Designation of responsibilities.
- Communication.
- Periodic training to ensure effective response to potentially affected communities.

**Dispatch:**

In most circumstances the Fire Services will be called first to such an incident. The following agencies must also be notified and alerted, depending on the magnitude of the incident:

Disaster Management

Traffic

Law Enforcement

Social Services

Health Services (EMS)

SAPS

Overstrand Municipality

Overberg District Municipality

Response to the incidents will not be limited to the above, but as initial activation the above role players will be informed. The Incident Commander will request more resources as the needs see fit.

**Command and Control**

For the purpose of this contingency plan, Command will be assumed in terms of the Fire Brigade Services Act, No 99 of 1987 by the most senior Fire Service representative. Legislative mandates may however apply in exceptional cases.

Emergency Services have adopted an acronym to build a report for alerting others about the incident. It is the recognized model for passing incident information between services and their control rooms. The first arriving officer must report according to METHANE:

METHANE stands for:

Major Incident declared

Exact location

Type of incident

Hazards

Access

Number and type of casualties

Emergency services are present and required.

## **Establishment of an Incident Command Post:**

As soon as reasonably possible, an Incident Command Post must be established to indicate the position of the ICP. The ICP must be situated in such a position that access control and other administrative activities can be easily administered. The ICP can also be housed in a building or other structure depending on the availability thereof and the circumstances.

The senior member must act as Incident Commander until the official Incident Commander has been appointed. This member will remain in control of the scene until he/she can hand the scene over to the Incident Commander.

The Incident Command (IC) will consist of a command team made up by a representative from each agency represented at the scene. The representative must be able to take decisions on behalf of his/her agency and have them executed. The agency representative must always be available at the ICP.

Depending on the size of the incident, the ICP staff should consist of the following, in addition to the agency representatives:

Safety Officer

Weather Officer

Support Coordinator

Public Liaison Officer

Communications Officer

Technical advisors

It is important that cognizance be taken of the fact that the IC is in overall command of the incident. Each discipline will still have its own functional command structures in order to execute its specific duties and responsibilities on the scene effectively.

The main role of the IC is to coordinate all actions on the scene and to control activities that may have mutual effects.

## **Roles and responsibilities**

### **Emergency control & ICC**

- Activation of Emergency Response Team
- Communication and Coordination
- Monitor the Situation
- Document and Report
- Follow-up and Support

### **Fire Service**

- Establish Command (ICS)
- Protecting incident scene.
- Suppressing fires.

- Providing emergency care, triage, and transportation of injured personnel.
- Ensuring that there is a discipline-specific incident commander.
- Managing hazardous material (HAZMAT) response.
- Rescuing victims.
- Assisting in incident clearance.
- Assisting with evacuation procedures.
- Conducting media liaison activities.
- Assisting with pre-incident plans.
- Communicating with all stakeholders.
- Investigating the incident.
- Offering rehabilitation of the affected staff.
- Debriefing of staff.
- Managing record keeping.

### **Disaster management**

- Providing rehabilitation for injured staff etc.
- Assisting with evacuation procedures.
- Assisting with pre-incident plans and contingency plans.
- Assisting with communications with all stakeholders.
- Arranging transportation of non-injured patients
- Conducting media liaison.
- Ensuring that the incident control center is operational.
- Ensuring that there is a discipline specific incident commander.
- Managing record keeping.

### **Traffic**

- Securing the scene.
- Safeguarding personal property.
- Conducting discipline specific accident investigations.
- Ensuring that there is a discipline specific incident commander.
- Managing scene clearance.
- Assisting disabled motorist.
- Directing traffic.
- Managing road closures.
- Assisting with evacuation procedures.
- Ensuring there is pre-incident plans.
- Conducting Media liaison activities.
- Assisting with crowd control.
- Communicating with all stakeholders.

### **Social service**

- Providing support in the form of emergency housing, food, water, and other resources.
- Managing record keeping of affected members of the community.

### **Local Law enforcement**

- Assisting with crowd control.
- Conducting investigation of the incident.
- Communicating with all stakeholders
- Securing of incident/property.
- Managing record keeping.
- Conducting media liaison.
- Assisting with road closures.

### **External Agencies**

#### **Police service (SAPS):**

- Assisting with crowd control.
- Ensuring that there is a discipline specific incident commander.
- Conducting investigation of the incident.
- Communicating with all stakeholders
- Securing of incident/property.
- Managing record keeping.
- Conducting media liaison.
- Assisting with road closures.

#### **Health service (EMS):**

- Ensuring that there is a discipline specific incident commander.
- Managing record keeping of patients, injuries, treatment
- Communicating processes to other health establishments in case of transportation of injured patients to other establishments
- Implementing emergency plans) for major incidents
- Communication to metro control
- Assisting with additional medical resources to an incident scene

#### **District Municipality fire and emergency service.**

- Protecting incident scene.
- Suppressing fires.
- Providing emergency care, triage, and transportation of injured personnel.
- Ensuring that there is a discipline specific incident commander.
- Managing hazardous material (HAZMAT) response.
- Rescuing victims.
- Assisting in incident clearance.
- Assisting with evacuation procedures.

### **EARLY WARNINGS SYSTEM**

Implementing an effective early warning system for a Major Hazard Installation (MHI) is crucial for ensuring the safety of personnel, nearby communities, and the environment.

1. **Risk Assessment:** Conduct a thorough risk assessment to identify potential associated hazards, including fire, explosion, chemical release, and their potential impact on surrounding areas.

2. **Emergency Response Plan:** Develop a comprehensive emergency response plan outlining procedures for responding to different types of hazards or incidents. Ensure all personnel are trained on the plan and know their roles and responsibilities in the event of an emergency.
3. **Hazard Identification:** Identify the specific hazards present within the installation, such as chemical, fire, or structural risks. Understand the potential consequences of these hazards to the facility, personnel, and surrounding environment.
4. **Emergency Communication Protocols:** Establish clear communication protocols to relay emergency information to relevant stakeholders, including employees, emergency responders, local authorities, and the public. Designate specific individuals or teams responsible for activating alarms, communicating with authorities, and coordinating response efforts.
5. **Training and Drills:** Conduct quarterly checks to ascertain if training exercises and emergency drills to familiarize personnel with the early warning system, evacuation procedures, and emergency response protocols has been done. This helps ensure a rapid and coordinated response in the event of an actual emergency.
6. **Continuous Improvement:** Regularly review and update the early warning system based on lessons learned from drills, incidents, and technological advancements. Incorporate feedback from stakeholders to enhance the effectiveness and reliability of the system over time.
7. **Coordination with Authorities:** Establish strong partnerships with local emergency management agencies, fire departments, law enforcement, and other relevant authorities to facilitate timely response and coordination during emergencies.
8. **Testing and Maintenance:** Regularly check that tests and maintenance on monitoring devices and alarm systems has been done and to ensure they are functioning properly. Conduct routine inspections and request calibration certificates as needed to maintain accuracy and reliability.

## SAFETY ZONES

The information contained under the safety zone is extracted from the Western Cape Hazmat Response Plan and can be amended from time to time. The information will be updated as the Response Plan is updated.

After the scene has been surveyed, safety zones are established in order to keep control of the scene for personnel and public safety. In order to execute control on scene it is divided into 3 zones; hot zone, warm zone and cold zone. Access to zones is restricted to personnel who need to be working in a specific zone – this includes officials who are not performing responder duties. Entry and exit registers must be kept for the hot and warm zones.

The size of the zones can change, depending on the magnitude of the incident and weather conditions. The detection teams must conduct monitoring of the perimeter on a regular basis.

Conditions may differ as a result of weather conditions, available space, topography (high or low-lying areas). Such differences must be taken into consideration when establishing safety zones.

## HOT ZONE

- a) The hot zone is the area at the centre of the incident where a detectable vapour or other hazard exists.
- b) The perimeter of the hot zone is determined by means of monitoring and includes the down-wind hazard area where hazardous vapours, gas, mist or dust are detectable
- c) The hot zone may only be entered by specific functions conducted by trained personnel dressed in appropriate protective ensembles. The Safety Officer in conjunction with the Incident Commander and Agency Commanders will determine the level of protection required in the hot zone.

## WARM ZONE

- a) The perimeter of the warm zone is established half distance to the radius of the hot zone, upwind from the perimeter of the hot zone. For example, if the distance from the centre of the hot zone to its perimeter is 100 meters, the distance from the perimeter of the hot zone to the perimeter of the warm zone would be 50 meters
- b) If a secondary device is present (in the case of explosions) it is likely to be in the warm zone. The warm zone is only established up-wind of the incident. The perimeter of the warm zone must be marked in an identifiable manner that is distinguishable from that of the hot zone.
- c) The warm zone is utilized for the decontamination of personnel, casualties, equipment and samples where applicable. It also serves as a safety barrier between the hot zone and the cold zone. Only personnel dressed in the applicable protective ensemble, as determined by the Incident Commander, may enter the warm zone. All personnel must be decontaminated before exiting the warm zone.
- d) Other terms used to identify the warm zone are “restricted zone and yellow zone”.

## COLD ZONE

- a) The area outside the perimeter of the warm zone is the cold zone. The cold zone is only established up-wind from the incident. The up-wind perimeter of the cold zone must again be marked clearly and differently from the zones.
- b) The cold zone is the zone that contains the command and support elements, which may consist of the ICP, sectors for different agencies, the staging sector into the warm zone, the dedicated media sector and access and egress routes. Non-essential persons should not be allowed inside the cold zone, they should be accommodated elsewhere outside the cold zone.

c) Other terms used to identify the cold zone are “safer zone and green zone”



## **Logistical Support**

**Read in conjunction with Overstrand Disaster Management Plan**

**2026 - 2027**

## Defining Logistics

In the **Incident Command System (ICS)**, **logistics** refers to the function responsible for providing facilities, services, and material support for an incident response. It ensures that all resources required for effective incident management are acquired, maintained, and distributed efficiently.

### Key Aspects of Logistics in ICS:

1. **Resource Management** – Procurement, allocation, and distribution of equipment, supplies, and personnel.
2. **Facilities Management** – Establishing incident command posts, staging areas, base camps, and shelters.
3. **Communications Support** – Setting up and maintaining communication systems for effective coordination.
4. **Medical Services** – Providing medical support to incident personnel.
5. **Food and Water Supply** – Ensuring proper nourishment for responders and personnel.
6. **Transportation** – Arranging movement of personnel, equipment, and supplies to and from the incident scene.
7. **Maintenance and Repair** – Ensuring functionality and availability of critical equipment and vehicles.
8. **Technology Support** – Providing IT, mapping, and data management resources.

In ICS, the **Logistics Section** plays a crucial role in sustaining operational efficiency and ensuring responders can focus on their tasks without resource-related disruptions.

## ROLES AND RESPONSIBILITIES

When an incident is reported to the Emergency Control Room, **Overstrand Disaster Management** will notify the relevant agencies and departments. Based on the scale and severity of the incident, Overstrand Disaster Management may establish an **Incident Command Post (ICP)** to serve as the central coordination hub for managing the response.

In such cases, a dedicated **Logistics Management Team** will be assigned to oversee Logistics operations. The department maintains two rotating teams which operate on an alternating weekly schedule to ensure continuous readiness and effective incident response.

Below are the names of the two dedicated Incident Management Teams:

<b>Incident Management Team 1</b>	<b>Incident Management Team 2</b>
Meagan Carelse (logistical Supervisor)	Kim Heneke (logistical supervisor)
Sarolyn Coert	Patricia Snyders
Lucia Swartz	Taylo Swartz
Willene Thompson	
Nicolene Williams	Zonika Wilshire

The assigned logistics team on duty at a specific incident will be responsible for receiving, distributing, and accounting for all donations received.

Each area within the Overstrand jurisdiction has designated councilors. Individuals or organizations wishing to donate consumables for an ongoing incident within Overstrand should contact the councilor assigned to their area for coordination and assistance.

## Major Incidents

A list of consumables that are always needed for Overstrand Fire Fighters and assisting role players during Disasters.

A list of valuable essentials always needed during emergencies:

- Water
- Energy drinks
- Refreshments
- Energy bars
- Small chips
- Lip ice
- Eye gene
- Prepared meals
- Fruit
- Sunscreen
- Coffee
- Sugar
- Tea
- Milk
- Rusk

## Guidelines

- Please note that firefighters operate in the field, often with limited or no access to bathroom facilities. When preparing meals, avoid ingredients that could increase the need for restroom use. Quick meals are always appreciated as time is of the essence.

## Displaced Communities during Disasters

As per the Disaster Management Policy approved by Council on 30 November 2022 Section 10.5

*“The Municipality will assist in Emergencies when 3 or more households are affected. The Municipality will assist in emergencies to households which are affected. The affected households must submit the necessary documentation (identification document / an Affidavit) to the disaster management office. The following items will be issued to the affected households only if and when there is stock available:*

FEMALE DIGNITY PACK	MALE DIGNITY PACK	BEDDING
Face Cloth	Face Cloth	Mattress
Soap	Soap	Blankets
Roll On	Roll On	Pillows

Vaseline	Vaseline	Pillow Cases
Toothbrush	Toothbrush	
Toothpaste	Toothpaste	
Sanitary Pads		

The **Logistics Management Teams** will be responsible for managing these incidents and will greatly appreciate community support during major incidents. When a large number of households are displaced and require temporary shelter, such as community halls, assistance from the public in providing necessary resources will be invaluable.

**A list of valuable essentials needed during disasters and emergencies when households are displaced:**

- Drinkable water
- Warm meals
- Coffee
- Sugar
- Tea
- Rusks
- Clothing
- Extra Blankets
- Extra Mattresses
- Extra dignity packs as stated above
- Toiletries for babies
- Baby Formula
- The above is all as deemed necessary