



Logistical Support

Read in conjunction with Overstrand Disaster Management Plan

2025/2026

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:

Incident Management Team 1	Incident Management Team 2
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