

**GET READY
GET THRU**





Due to its location and environment, New Zealand faces many potential disasters. In some cases, such as a weather related or volcanic disaster, there may be time for a warning.

But an earthquake or a tsunami close to land could strike without warning. All disasters have the potential to cause disruption, damage property and take lives. So it's vital that you prepare now.

BE PREPARED TO COPE ON YOUR OWN FOR UP TO 3 DAYS, OR MORE.

This is when you will be most vulnerable.

The information in this brochure will show you how to look after yourself, your family, home, business and community. It will help you get ready, so you'll get through.

YOU SHOULD HAVE:

- A Household Emergency Plan
- An Emergency Survival Kit
- A Getaway Kit if you need to be evacuated.

HOUSEHOLD EMERGENCY PLAN

Many disasters will affect essential services and possibly disrupt your ability to travel or communicate with each other.

Get your family or household together and agree on a plan.

You should work out:

- Where to shelter in an earthquake, flood or storm
- How and where you will meet up during and after a disaster
- The best place to store Emergency Survival items and know who is responsible for checking essential items
- What you will need to have in your Getaway Kit and where you will keep it
- How to turn off the water, gas and electricity in your home or business
- How to contact your local civil defence organisation for assistance during an emergency

You can find a copy of the emergency plan at the back of this brochure or download it from the website getthru.govt.nz

Know what your local Civil Defence warning system is and find out the location of your local Civil Defence or Community Emergency Centre. It is also useful to learn First Aid, how to deal with small fires and how to evacuate your house in the event of a fire.

Plan to recover after a disaster

Make sure your insurance cover is adequate and up to date and that important documents can easily be gathered if you have to evacuate.

YOUR GETAWAY KIT

In some emergencies, such as a flood or volcanic eruption, you will need to evacuate and take your Getaway Kit with you. Everyone in the house should have a Getaway Kit. This kit should include:

Family documents

- Birth and marriage certificates
- Driver's licences and passports
- Financial information (insurance policies, mortgage information, etc)
- Family photos

Personal items

- Towels, soap, toothbrush, toothpaste, toilet paper and sanitary items
- Hearing aids, glasses, mobility aids for elderly or vulnerable members of your household

YOUR EMERGENCY KIT

In most emergencies you should be able to stay at home or at your workplace. In this situation, you may have to rely on your Emergency Survival Kit. This kit should include:

Emergency items

- Torch with spare batteries
- Radio with spare batteries (check all batteries every 3 months)
- A change of clothes for all family members (wind and waterproof clothing, sun hats, and strong outdoor shoes)
- First aid kit and essential medicines
- Blankets or sleeping bags
- Pet supplies
- Toilet paper and large rubbish bags for your emergency toilet
- Face and dust masks

Food and water for at least three days

- Non-perishable food (canned or dried food)
- Bottled water (at least 3 litres per person, per day for drinking)
- Plan how to get water for washing and cooking
- A primus or gas barbeque to cook on
- A can opener
- Check and replace food and water every twelve months

Supplies for babies and small children

- Food, formula and drink
- Change of clothing and nappies
- Toys or favourite activity

Place your Emergency Kit somewhere that is easy to get to in an emergency and make sure everyone in your house knows where it is kept. If you keep some of your Emergency Kit items in the house for everyday use, make sure you know where to find them quickly when an emergency occurs.

FIRST AID KIT

If someone you care for is injured in a disaster, your knowledge of First Aid may be the difference between life and death. Many organisations provide First Aid training courses. It is recommended that you take a First Aid course, followed by regular refresher sessions.

You can buy First Aid Kits ready made. If you are making your own, you can download a list of the minimum recommended items required from the website: getthru.govt.nz

CARING FOR SICK OR VULNERABLE PEOPLE

If you, or a member of your household or community has a disability, make arrangements now with a family member, friend or neighbour to help in an emergency.

Hearing impairment

People with hearing impairment may not hear warning systems or radio broadcasts. Make arrangements to be sure that someone will notify a hearing impaired person in the event of an emergency.

Sight impairment

People with sight impairment could experience difficulties if they have to evacuate or go to an unfamiliar Civil Defence Centre. Arrange a 'buddy system' so they will have someone to help them cope.

Asthma and respiratory problems

An asthma sufferer or someone with a respiratory disorder may be affected by volcanic ash, dust or the stress of an emergency. Make sure you have plenty of medicines and dust masks in your Emergency Survival and Getaway Kits.

Special food needs

If you are caring for someone with special food needs, make sure you include food for them in your Emergency Survival Kit.

Mobility impairment

You will need to include mobility aids in your Emergency Survival Kit if you or someone you are caring for has difficulty with mobility. This will help the person cope if they have to evacuate to a different area.

CARING FOR PETS AND LIVESTOCK

Remember, your pets will be affected by a disaster, too. Follow these steps to make sure they get through as well.

- Include your pets in your disaster planning
- Attach a permanent disc to your pet's collar that clearly states your phone number, name and address, if there is room
- If possible, take your pet's vaccination records with you if you have to evacuate. This will help your pet be rehoused if necessary
- Include a carry box, towel or blanket in your Emergency Survival Kit. Put your name and phone number on the box
- Keep an emergency supply of pet food
- Check with your local council about their arrangements for assisting with domestic animal issues
- If you are unable to take your animals with you, you should release penned animals, if possible

STORING WATER

Household water supplies, including drinking water, could be affected. Having a supply of water is absolutely essential and you need to store water for an emergency.

You need about 3 litres of drinking water for each person each day. You also need about one litre of water for each of the following:

- washing food and cooking for each meal
- washing dishes after a meal
- washing yourself (one litre per day for each person)

Your hot water cylinder and toilet cistern are valuable sources of water. Check that your hot water cylinder and header tank are well secured and try to avoid putting chemical cleaners in the cistern. Also, keep on hand a supply of household bleach for disinfecting.

DRINKING WATER

- To store enough drinking water for three days, prepare six large, plastic soft drink bottles of water for each person, including children. Add some extra for pets
- Wash bottles thoroughly in hot water
- Fill each bottle with tap water until it overflows. Add five drops of household bleach, per litre of water and put in storage. Do not drink for at least 30 minutes after disinfecting
- Label each bottle with dates showing when the bottles were filled and when they need to be refilled
- Check the bottles every 12 months. If the water is not clear, throw it out and refill clean bottles with clean water and bleach
- Store bottles in two separate places, somewhere dark away from direct sunlight where there is not likely to be flooding
- Alternatively, fill plastic ice cream containers with water, cover, label and keep in the freezer. These can help keep food cool if the power is off and can also be used for drinking
- Keep a supply of ice cubes and fruit juices

HANDY HINTS

Collect rain water but make sure that you disinfect it with household bleach (1/2 teaspoon to 10 litres). If you're at all uncertain as to the quality of water, e.g. from a well that has been flooded, or if it might have been contaminated by smoke or ash DO NOT drink it.

GET YOUR CAR READY

If you are in your car or driving when a disaster strikes, you will need to know what to do. Follow these simple steps:

- If you drive to work, understand that you may be stranded in your vehicle for some time. A flood, snow storm or major traffic accident could make it impossible to proceed
- Store a pair of walking shoes, waterproof jacket, essential medicines, snack food, water and a torch in your car
- In an earthquake, pull over to the side of the road and stop
- Do not drive in floodwaters
- You can get up to date roading information at www.aaroadwatch.co.nz

GET YOUR BUSINESS READY

You should have a Workplace Emergency Plan.

- Businesses have an OSH and Fire Regulations obligation to be prepared for an emergency. This will help you identify potential hazards and plan for your staff during and after an emergency
- Get your staff ready. Ensure every member of staff has these items: walking shoes, waterproof jacket, torch, snack food and water by their desks
- Get involved in business continuity and emergency plans at industry level.

Find out more about **Workplace Emergency Planning** at www.getthru.govt.nz

EARTHQUAKES



There are hundreds of earthquakes in New Zealand every year, but most of them are not felt because they are either small or very deep within the earth.

However, a large, damaging earthquake could occur at any time. The biggest danger you face in an earthquake comes from falling debris and collapsing structures such as buildings and bridges.

Before an earthquake

Getting ready before an earthquake strikes will help reduce damage to your home and business and help you survive.

- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you can cope with being on your own for up to three days or more
- Identify safe places within your home, school or workplace. A safe place is:
 - under a strong table; remember to hold onto the legs
 - next to an interior wall
 - somewhere close to you, no more than a few steps, or two metres away, to avoid injury from flying debris.
- Secure heavy items of furniture to the floor or wall. Visit www.eq-iq.org.nz/ to find out how to quake-safe your home
- Seek qualified advice to make sure your house is secured to its foundations. Also check that any renovations comply with the New Zealand Building Code

During an earthquake

- If you are inside a building, move to a safe place
- If you are outside, move no more than a few steps, then drop, cover and hold
- If you are driving, pull over and stop
- If you are at the beach or near the coast, drop, cover and hold then move to higher ground immediately in case a tsunami follows the quake

After an earthquake

- You should expect to feel aftershocks
- Help those around you if you can
- If you are in a damaged building, try to get outside and find a safe, open place
- If you smell gas, try and turn off the gas main outside the building if it is safe to do so
- If you see sparks, broken wires or evidence of electrical system damage, turn off the electricity at the main fuse box if it is safe to do so
- Listen to the radio for information and advice
- If your property is damaged take notes and photographs for insurance purposes

STORMS



Damaging wind is caused by cyclones, tornados or areas of very low pressure air called deep depressions. The MetService issues a strong wind warning when winds of over 87km/h are expected over land.

Follow these steps to get through the dangers of strong winds:

Before a storm

Getting ready before a cyclone strikes will help reduce damage to your home and business and help you survive.

- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you can cope on your own for three days or more
- Check that your roof and guttering is secure every two years
- Keep materials at hand for repairing windows, such as tarpaulins, boards and duct tape
- If you are renovating or building, make sure all work complies with the New Zealand building code which has specific standards to minimise storm damage

When a warning is issued

- Pick up any debris around your house that could become airborne
- Bring rubbish bins indoors
- Bring pets inside. Move stock to shelter
- Listen to your local radio station for information

During a storm

- Open a window on the side of the building away from the wind. This will relieve pressure on the roof and help prevent it lifting
- Close all curtains to slow down flying glass and airborne objects
- Stay away from doors and windows. If the wind becomes destructive, shelter further inside the house
- Don't walk around outside. Don't drive unless absolutely necessary

After a storm

- Contact your local council and insurance company if your house or building has been severely damaged
- Ask your council for advice on how to clean up debris safely

FLOODS

Floods are a common hazard in New Zealand.

A flood becomes dangerous in the following conditions:

- If the water is travelling very fast
- If the water is very deep
- If the floods have risen very quickly
- If the floodwater contains debris, such as trees and sheets of corrugated iron

Getting ready before a flood strikes will help reduce damage to your home and business and help you survive.

Before a flood

- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you can cope with being on your own for three days or more
- Find out if your home or business is at risk from flooding. If there is a risk, your local council can give you information to help you reduce the effects. This information could cover:
 - Evacuation plans
 - How to protect items in your home or business by raising them above floor level
 - How you can reduce the risk of future flooding to your home or business
- Know where the closest high ground is and how to get there
- Keep your insurance up to date

When a flood threatens

- Listen to your local radio station for information and follow the advice and instructions from Civil Defence Emergency Management
- You will receive a warning from your local council or Civil Defence Emergency Management Group. Talk to them to find out how they will warn you

During a flood

- Move out of the flooded area or go to the nearest high ground
- Lift household items as high above the floor as possible
- Do not attempt to drive or walk through floodwaters unless it is absolutely essential
- Stay in a safe place. Do not go sightseeing

After a flood

- If you have been affected, have your house inspected and the damage assessed



Tsunami

A tsunami is a series of sea waves caused by an earthquake, landslide or volcanic eruption beneath or near the ocean.

How much warning will you have?

There are three distinct types of tsunami – distant, regional and local. In the case of a distant tsunami, we will have more than three hours warning. A regional tsunami will be between one and three hours away, while a local tsunami – the most dangerous – may only give us a few minutes warning.

Tsunami warning

Here are the ways you will know that a tsunami is approaching:

- The Ministry of Civil Defence & Emergency Management will issue a national warning on the television and radio
- You will receive a warning from your local council or Civil Defence Emergency Management Group
- If you are at the coast and you feel a strong earthquake, see the sea receding (the waterline moving away from the shore), the sea bubbling or making a roaring sound, move to higher ground immediately
- Be aware that there may be more than one wave, sometimes as many as seven, and it may not be safe for up to 24 hours. The waves that follow the first one may also be bigger

Before a Tsunami

- If you live in a coastal area, check with your council about the level of risk a tsunami may pose
- Check with your local Civil Defence Emergency Management Group to find out what warning procedures you should expect
- Develop a Household Emergency Plan and ensure you have a Getaway Kit ready should you need to leave in a hurry
- Know where the nearest high ground is and how you will reach it. Higher ground should be at least 35 metres above sea level or at least 1km inland. Plan your escape route now with your household
- If you are buying land, investing or building in a coastal area, talk to your council about the risks of a tsunami, coastal storm surge and erosion

During a tsunami

- If you haven't done so already, move immediately to the nearest higher ground

After a tsunami

- Listen to the radio for civil defence advice
- Do not go down to the sea until you have been told it is safe to do so



VOLCANIC ERUPTION



There are seven active volcanic regions in New Zealand. Those living in these regions are at risk from volcanic ash, debris, lahars and lava flows.

A major eruption can deposit huge quantities of ash across vast areas creating serious problems.

Before a volcanic eruption

- Find out if you live in a volcanic area and the hazards that could affect you
- If you live in an area that could experience a lahar or lava flow, make sure you know a quick route to safe ground
- Talk to your local Civil Defence Emergency Management Group about how they will warn you of a volcanic eruption
- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you will cope with being on your own for three days or more
- You should also plan what you need in your Getaway Kit in case you need to evacuate

When a volcanic eruption threatens

- If a life-threatening eruption is likely to occur, a Civil Defence Emergency will be declared and the danger area will be evacuated
- Listen to your radio for information and follow Civil Defence Emergency Management advice

During a volcanic eruption

- Save water in your bath, basins, containers or cylinders at an early stage. Your normal water supply may become polluted
- Bring your pets indoors and stay indoors as much as possible
- If you have to go outside, wear a dust mask and goggles. This will keep ash out of your eyes and lungs
- Keep your gutters and roof clear of ash. Heavy deposits of ash can collapse your roof
- Turn your electricity and gas off at the mains
- Do not leave your home unless advised by Civil Defence Emergency Management officials

After a volcanic eruption

- Do not return to your home until Civil Defence Emergency Management officials have told you that it is safe to do so
- If you are affected by the eruption, have your house inspected and the damage assessed

LANDSLIDE



A landslide is the movement of rock and soil down a slope. Landslides can range in size from a single boulder in a rock fall to a very large avalanche of debris with huge quantities of rock and soil that can be spread across many kilometres.

Heavy rain, floods or earthquake shaking can cause a landslide. Human activity, such as removal of trees and vegetation, steep roadside cuttings or leaking water pipes can also cause landslides.

Before a landslide

Getting ready before a landslide will help reduce damage to your home and business and help you survive.

- Find out from your council if there have been landslides in your area before and where they might occur again
- Check for signs that the ground may be moving. These signs include:
 - Sticking doors and window frames
 - Gaps where frames are not fitting properly
 - Decks and verandahs moving or tilting away from the rest of the house
 - New cracks or bulges on the ground, road or footpath
 - Leaning trees, retaining walls or fences
 - Water springs, seeps or waterlogged ground in areas that are not usually wet

If you think a landslide is about to happen

You will need to know how to respond immediately.

- Evacuate and take your Getaway Kit with you
- Contact your local Civil Defence Emergency Management Office
- Warn neighbours who might be affected

After a landslide

- Do not return to a site that has been affected by a landslide until it has been properly inspected
- Take photographs and notes for insurance purposes when it is safe to do so

RADIO STATIONS

The following radio networks will carry civil defence information and advice in an emergency:

- **National Radio**
- **Newstalk ZB**
- **Classic Hits**
- **More FM**
- **Radio Live**

Know how to tune in to your local radio station and record the station's AM/FM frequency in your Emergency Plan.

OTHER EMERGENCIES

What to do in a pandemic

For up to date information, visit www.moh.govt.nz

What to do in a fire

For fire readiness and response, visit www.fire.org.nz

Bomb Threat /Terrorism

For information on criminal acts and terrorism, visit www.police.govt.nz

MORE INFORMATION

For more information on being prepared, or to link to your nearest council visit www.getthru.govt.nz

To make sure your home is quake-safe, visit www.eqc.govt.nz

For weather updates visit www.metservice.co.nz

For updates on earthquake, volcano, landslide and tsunami hazards visit www.geonet.org.nz

HOUSEHOLD EMERGENCY PLAN FOR OUR HOME

Work through the checklist with all members of your household. Keep the plan handy.

NAME: _____

ADDRESS: _____

1. Put all items, especially blankets and clothing, into leak proof plastic bags.
2. The person responsible for collecting the children from school in an emergency is: (name/contact numbers)

Contingency _____

3. The person responsible for checking the emergency survival items is:

4. In a civil defence emergency we will remain in our home unless advised otherwise. We will need to be prepared to look after ourselves for up to 3 days or more. In an emergency we will:

■ Stop, think and respond

■ Get our emergency survival items – torch, radio, batteries, etc.

■ Listen to the radio for advice and information

5. If we have to evacuate our home in an emergency we will:

■ Take our Getaway Kit, with the necessary emergency survival items

■ Turn off our water, electricity and gas (always seek professional advice before reconnecting the gas supply)

6. IMPORTANT CONTACT NUMBERS

Police, Fire or Ambulance _____ **111**

Civil Defence _____

Others (e.g. family members) _____

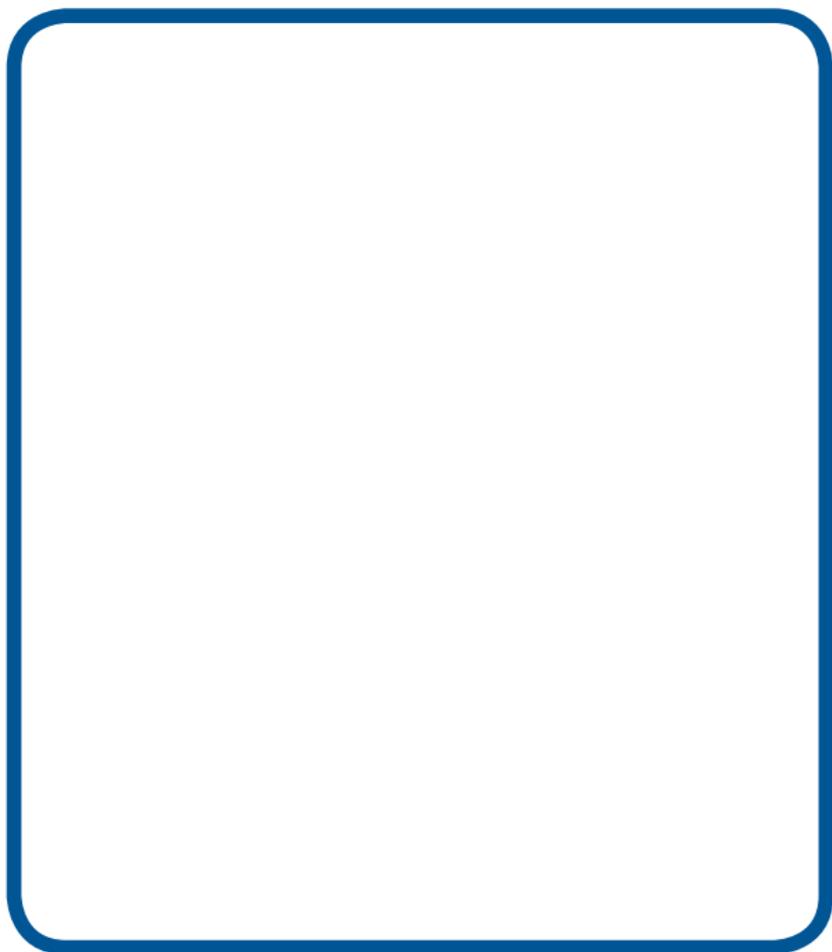
HOUSEHOLD EMERGENCY PLAN FOR OUR HOME CONT'D

7. Check your neighbours – they may need your help

Name / Address / Phone _____

8. The radio station (incl AM/FM frequency) we will tune in to:

9. A plan of our house showing places to shelter e.g. in an earthquake, exits, assembly areas and where to turn off water, electricity and gas:



**For more information visit
www.getthru.govt.nz**