

IHD CYCLONE EMERGENCY PLAN – FOR RESIDENTS

The Northern Territory cyclone season officially commences on 1 November each year and ends on 30 April, but cyclonic events have been known to occur outside this period. Cyclones (known in some countries as hurricanes or typhoons) affect coastal areas up to at least 50 km inland from the sea.

International House Darwin (IHD) staff will do everything it reasonably can to ensure your safety in the event of a cyclone. Your assistance and cooperation is vital. Please ensure you familiarise yourself with the IHD Cyclone Emergency Plan and update your contact details (mobile phone and email) with the IHD office as soon as possible. We must be able to contact you in an emergency.

IHD staff will advise residents when it becomes necessary to relocate from your room due to an approaching cyclone. The ground level apartments of Buildings 14-17 at IHD are used as our Cyclone Refuges. If evacuation/relocation is necessary, it is important that this is done calmly and efficiently following all instructions. For your own safety, it is important that you are indoors in a cyclone coded building during the entire cyclone event.

You can follow the track of the cyclone at <http://www.bom.gov.au/weather/nt/>.

Cyclone Watch

A Cyclone Watch is declared if a cyclone or potential cyclone exists and there are strong indications that winds above gale force will affect the region **within 24 to 48 hours**. As soon as a Cyclone Watch has been issued, it will be posted on the CDU website – www.cdu.edu.au and broadcast on ABC Local Radio FM 105.7.

At this point, the IHD team will initiate emergency procedures for the safety of all residents. This will include communicating with residents via SMS, email, Facebook and word-of-mouth. Please ensure that you follow the directions of the IHD Resident Leaders and staff.

When a Cyclone Watch is declared, residents are asked to do the following:

- Notify friends and family as well as IHD of where you plan to be during the cyclone;
- Secure all personal possessions in your room, preferably in a cupboard;
- Secure valuables (e.g. passport etc.) or pack them to be with you;
- Ensure that your bicycle is moved inside the IHD bike shed or into your bedroom;
- Contact relatives and inform them that you are safe, where you plan to stay during the cyclone and that IHD will take all reasonable steps to ensure residents safety as per our cyclone emergency plan;
- Notify the IHD office if you leave the property (you **must** do this so we do not wrongly believe that you are missing in an emergency);
- Have your Evacuation Kit ready (refer to Evacuation Kit posters which are located around IHD to see what must be included in your kit).

Residents should also consider doing the following:

- Fully fuel vehicles (as fuel may be scarce after an emergency);
- Take all loose items inside (these will become missiles in the wind);
- Close all curtains, shutters, or blinds and lock doors;
- Ensure that your evacuation kit and essential items are nearby and accessible;
- Ensure all electronic devices especially mobile phones are fully charged;
- Ensure any valuables are in sealed, waterproof bags or containers. All other moveable items should be secured in cupboards and drawers.

Cyclone Warning

A Cyclone Warning is issued when gale force or stronger winds are expected to affect the region **within 24 hours**. The Vice-Chancellor will determine if a full closure of the campus is required. Nobody may enter any part of the campus from this time. However IHD is not a part of this closure. Residents may remain on site.

If it is determined that it is necessary to “close” the campus IHD staff will communicate with residents about the cyclone and advise **if it is necessary to move to the designated IHD refuge buildings**. IHD will communicate this via: email, SMS, Facebook and word of mouth.

If you decide to leave IHD and seek shelter elsewhere, this will be your **final** chance to notify staff and advise where you plan to go. Please leave an emergency contact number for yourself and your destination.

Any guests visiting the campus must return to their place of residence. IHD cannot accommodate guests during a cyclone.

During a Cyclone

Residents should:

- Turn off and disconnect all electrical appliances in your room except the fridge. Listen to your battery radio for updates on **ABC Local Radio FM 105.7**. (In the event that this FM station becomes unobtainable during a cyclone, you should switch to **ABC Radio National 657 AM.**);
- Take instruction from IHD appointed cyclone officers;
- Stay inside your designated refuge building and stay well clear of windows;
- Keep your evacuation kit with you;
- If the building starts to break up, protect yourself with mattresses, rugs or blankets under a strong table or bench or hold onto a solid fixture;
- Beware of the calm 'eye' of the cyclone. If winds drop, don't assume the cyclone is over. Violent winds may soon resume from another direction. Wait for the official 'all clear' before leaving your refuge.

After a Cyclone

Residents should:

- Remain indoors until officially advised that it is safe. When you do go outside, wear covered shoes at all times – no thongs or bare feet – as there will be debris around which may cause injuries;
- Beware of gas leaks. Do not light flames or use electricity or mobile phones near leaking gas.
- Don't use electric appliances if wet;
- Listen to local radio for official warnings and advice;
- Beware of damaged power lines, buildings, and trees.
- DO NOT enter floodwaters;
- Heed all warnings and don't go sightseeing. Check/help other IHD residents instead;
- Don't make unnecessary telephone calls. If you want to contact friends and family, use text/SMS messages only as these place less demand on the system;
- Notify a Resident Leader or IHD staff member that you are ok and/or if you need any medical treatment.

Cyclones are serious.

Be prepared. Make a plan!

Have a personal cyclone kit prepared in advance.

Bring your 10L water bottle to the refuge in an evacuation.

During an emergency please stay calm and support other members of our community through well considered actions and behaviour.