





# NIUE NATIONAL DISASTER PLAN 2010

<u>Title</u>

### NIUE NATIONAL DISASTER PLAN

### **Authority**

This plan is prepared for the Niue Government to support the provisions of The Public Emergency Act 1979 and the National Disaster Relief Act 1980.

### Endorsed

Mark Chenery

**Chief of Police** 



Date 29-11-2010

Approved

Honourable Toke Telag

Minister Responsible for the National Disaster Council

Date

### FOREWORD

The Niue National Disaster Plan has been prepared through a stakeholder consultation process. The plan replaces all references and updates details on previous plans to include the increased incidence of tsunamis in the Pacific region.

The aim of the Niue National Disaster Plan is to strengthen the resilience of Niue and its communities to national emergencies through the development of effective preparedness, response and recovery arrangements.

The plan reflects the commitment by the Government of Niue to strengthening the resilience of our nation and communities to disasters and supports the vision of the Pacific Regional Framework for Action 2005-2015.

The impact of cyclone Heta in 2004 devastated our small island and exposed many gaps in our disaster planning process. These gaps have been addressed in successive plans following cyclone Heta and additional plans added in relation to the increased incidence of cyclones in the Pacific region. For the plan to be successfully implemented all government departments must work together in a collaborative manner and ensure close cooperation and coordination with all stakeholders.

As we have witnessed in the past, cyclone disasters in Niue have major social, economic and environmental repercussions and have the potential to set back our national development progress.

While we cannot eliminate cyclones or other natural disasters from our shores we can take responsibility for the effective coordination of the management of their impacts to ensure that we minimise loss of life and damage to property and to ensure the security of the peoples of Niue.

My wish is that you will all familiarize yourself with this document and ensure that our country is prepared and ready to respond to any natural disaster.

It will be the responsibility of the National Disaster Council to ensure that this plan is reviewed and amended as necessary by 1<sup>st</sup> November each year.

Honourable Toke Talag **Premier of Niue** 

0

## Niue National Disaster Plan Overview

0 – Niue Disaster Plan Overview	0
A – Niue Disaster Management Plan	
This plan provides the strategic overview of disaster management in Niue – in particular, focusing on disaster risk management and readiness. This plan defines planning responsibilities, public education, training and exercising.	A-1 to A-8
B – Niue Response and Recovery Plan	B-1 to
Generic Response and Recovery arrangements to be used in all events.	B-17
C – Niue Contingency Plans	
Plans that provide detailed guidance for specific events.	
C1 – Cyclone and Storm Contingency Plan	C1-1 to C1-C9
C2 – Influenza Pandemic Contingency Plan	C2-1 to C2-9
C3 – Tsunami Plan	C3-1 to C3-4
D – Definitions	D-1 to
A consolidated directory of all definitions and abbreviations used in the Niue National Disaster Plan.	D-5
E – Emergency Operating Procedures	E-1 to E-8
F – Forms and Templates	F
Prepared templates and forms for use during an emergency.	•
G – National Disaster Directory	G-1 to
Communication details and location of key facilities, organisations and personnel	G-3

7

### A-1

## Niue National Disaster Plan Disaster Management Plan

A – Niue Disaster Management Plan	Δ.1	
This plan provides the strategic overview disaster management in Niue		
<ul> <li>in particular focusing on disaster risk management and readiness.</li> </ul>		
I his defines planning responsibilities, public education, training and A-8		
exercising.		
1 Disaster Management in Niue		
1.1 Introduction	2	
1.2 Aim and Objectives		
1.3 Legislation and Authority	2	
1.4 Relationship with other Plans		
1.5 Structure for Reduction and Readiness		
2 Risk Management and Disaster Risk Reduction		
2.1 Risk Profile of Niue	4	
2.1.1 Natural Environment		
2.1.2 Social Environment		
2.1.3 Built Environment		
2.1.4 Economic Environment		
2.2 Risk Assessment Process	4	
2.3 Hazards to Niue	4	
2.3.1 Cyclone and Storm		
2.4 Disaster Risk Reduction Arrangements		
2.4.1 Reduction Responsibilities		
3 Readiness		
3.1 Organisations	5	
3.1.1 National Disaster Council		
3.1.2 Village Councils		
3.1.3 Government Departments		
3.2 Planning		
3.2.1 Niue National Disaster Plan		
3.2.2 Government Departments' and Village Disaster Plans		
3.2.3 Standards		
3.2.4 Equipment and Resources		
3.2.5 Information		
3.3 Training		
3.4 Exercising	8	
3.5 Public Awareness		
3.6 National Emergency Operations Centre	8	

### **1** Disaster Management in Niue

#### **1.1** Introduction

The Niue National Disaster Plan (NNDP) outlines arrangements for an all-hazards approach to Niue's hazards and vulnerabilities. This is achieved through the application of the principles of Comprehensive Emergency Management - Reduction, Readiness, Response and Recovery.

At the national level this involves an integrated approach to emergency management with key agencies working collaboratively to ensure a coordinated process that reduces the social, economic and environmental impact of disasters.

At the village level, partnerships between government, village councils, community groups, churches and civil society will continue to be necessary in order to strengthen community resilience and capacity.

The effectiveness of this plan depends on the ability of organisations and departments to understand their respective roles and responsibilities and to implement actions in accordance with the arrangements outlined in the NNDP.

### 1.2 Aim and Objectives

The aim of the Niue National Disaster Plan is to detail disaster risk management arrangements to ensure the sustainable mitigation of, preparedness for, response to, and recovery from the impact of hazards.

Objectives of the NNDP include:

- To reduce the impact of hazards on Niue
- To ensure all Niuean communities and response agencies are informed and ready to respond to any disaster
- To promptly and effectively respond to disasters in Niue in a co-ordinated manner
- To ensure processes and systems are in place for long term recovery and rebuilding after disasters in Niue

### 1.3 Legislation and Authority

This plan is prepared to support provisions of the following Acts:

- Public Emergency Act 1979,
- National Disaster Relief Fund Act 1980, and the
- Public Emergency Regulations 2004.

### 1.4 Relationship with other Plans

All government departments, village councils, non-governmental organisations, and the private sector shall use this plan as a guide when preparing their own Disaster Plans and Emergency Operation Procedures. This will ensure an integrated and co-ordinated approach by the whole of the country in times of crisis.

### 1.5 Structure for Reduction and Readiness

Cabinet maintains the overall responsibility for disaster management in Niue. In day-to-day terms, this is actually led by the National Disaster Council (NDC), with the Police Emergency Management Officer (PEMO) undertaking the majority of the work.

A-3



Figure 1 – National Structure for Disaster Risk Reduction and Readiness

#### Niue National Disaster Management Responsibilities

Cabinet	Define Disaster Management legislation
	Provide funding for Disaster Management activities
	Set strategic direction of Disaster Management activities to meet governmental needs
	Resolve significant national conflicts relating to Disaster Management
National Disaster Council	Provide effective day-to-day strategic management of Disaster Management in Niue
Police Emergency Management Officer	Undertake the development and maintenance of the reduction and readiness arrangements
	Report to, and support the activities of the NDC
	Act as an NDC representative when liaising with community, government, and non- governmental organisations

### 2 Risk Management and Disaster Risk Reduction

A-4

### 2.1 Risk Profile of Niue

2.1.1 Natural Environment

Geographical Isolation

2.1.2 Social Environment

2.1.3 Built Environment

Infrastructure Failure

2.1.4 Economic Environment

2.2 Risk Assessment Process

2.3 Hazards to Niue

2.3.1 Cyclone and Storm

2.4 Disaster Risk Reduction Arrangements

#### 2.4.1 Reduction Responsibilities

**Disaster Risk Reduction Responsibilities** 

ALL Village Councils Co-ordinating disaster mitigation at a community level

### **3 Readiness**

### 3.1 Organisations

### 3.1.1 National Disaster Council

The National Disaster Council (NDC) of Niue is the national emergency management organisation that:

- Furthers disaster prevention;
- Develops and implement preparedness measures for emergencies;
- Initiates response operations including the conduct of damage assessment and relief operations after disasters occur (through the Emergency Executive Group);
- Organises rehabilitation and reconstruction

In times of emergency a subset of the NDC will be activated as the Emergency Executive Group (EEG). The EEG will coordinate the overall emergency management arrangements for dealing with the event. Through establishing the EEG other members of the NDC will be able to attend to their own organisational responsibilities.

### 3.1.2 Village Councils

Village councils have an important role to play in how their community reacts to a disaster and how they best make use of local resources. The village councils have been assigned responsibilities during response and recovery – these are currently detailed in the existing Village Emergency Plans.

### 3.1.3 Government Departments

Many government departments have disaster management responsibilities. These are outlined in relevant sections of the Niue National Disaster Plan.

### 3.2 Planning

The Niue National Disaster Plan outlines national disaster arrangements for Niue using an allhazards, comprehensive emergency management approach. It provides structures and processes for disaster risk reduction, readiness as well as co-ordinating national response and recovery activities.

The Police Emergency Management Officer (PEMO) has the key responsibilities for the maintenance and development of the NNDP. Note that the PEMO role is only defined for reduction and readiness responsibilities, as the individual will have other responsibilities for response and recovery.

### 3.2.1 Niue National Disaster Plan

The Niue National Disaster Plan is broken into two broad sections with multiple subplans:

- Niue Disaster Management Plan (Part A) focus on disaster risk reduction and readiness arrangements.
- Niue Response and Recovery Plan (Parts B-G) focus on response and recovery.

A modular plan structure has been adopted to make the document easier to maintain, and to make the working documents during response and recovery smaller to manage whilst ensuring that all the essential information is provided.

Planning is a continuous process, therefore, to be effective plans must be regularly monitored and revised/updated as conditions change.

#### **Contingency Plans**

Hazard or vulnerability specific contingency plans are to be developed to facilitate effective and focused response to specific events that require national co-ordination.

Hazard-specific contingency plans contain additional response and recovery arrangements that are specific and unique to the event. Any reduction or readiness elements should be included in the Disaster Management Plan, as Contingency Plans are specifically designed for response and recovery.

General response and recovery arrangements are not re-iterated in the Contingency Plans, rather only arrangements specific to the hazard/vulnerability are included.

#### **Emergency Operating Procedures**

Emergency Operating Procedures are to be developed for specific response and recovery functions or processes during an emergency. These are utilised to move detailed processes and arrangements out of the high-level response and recover plan.

#### Niue National Disaster Planning Responsibilities

Police Emergency Management Officer	Ensure that the NNDP is reviewed annually
	Develope, maintain and improve the NNDP
	Report status of NNDP to NDC by 30 September each year, including proposed amendments
	Distribute approved NNDP to departments and organisations once approved by the NDC
	Ensure that elements within the NNDP are exercised once per year
	Ensure that a significant NNDP exercise is held every 2 years
	Assist Government Departments with their disaster planning processes
National Disaster Council	Approve amendments to the NNDP as appropriate by 31 October

### 3.2.2 Government Departments' and Village Disaster Plans

Every government department and village council is to prepare their own disaster plans covering local readiness, response and recovery arrangements. These plans should seek to protect all life, property and community assets.

Village Council responsibilities for response and recovery are detailed in village disaster plans.

Overview and guidance on the development and maintenance of Government and Village Disaster Plans are provided in the Niue National Disaster Plan.

Village Shelters should be identified during the readiness planning process.

#### **Disaster Planning Responsibilities**

ALL Village Councils	Develop, maintain and improve Village Disaster Plans
	Report status of Village Disaster Plans to PEMO by 15 September each year
	Identify village shelters in consultation with PEMO, and document these in the Village Disaster Plans
ALL Government	Develop, maintain and improve Department Disaster Plans
Departments	Report status of Department Disaster Plans to PEMO by 15 September each year
Police Emergency Management Officer	Assist Government Departments and Village Councils in development of their Disaster Plans
	Aggregate Village and Department Disaster Plan status into report to be provided to NDC by 30 September each year (could be combined with report on NNDP due at the same time)
National Disaster	Review and approve the training programme
Council	Ensure that the training programme is being implemented

#### 3.2.3 Standards

Emergency management requires significant co-ordination between multiple organisations, and in Niue's situation this will likely involve international co-ordination. It is essential that all organisations involved in response and recovery on Niue adhere to certain standards for the communication and storage of information – for example digital documents, location and date/time formats.

Standards to facilitate better interoperability are contained in the section on Emergency Operating Procedures.

#### 3.2.4 Equipment and Resources

### 3.2.5 Information

The development of information resources is essential to improving the efficiency and effectiveness of response and recovery.

#### Information Gathering Responsibilities

Police Emergency Management Officer	Maintain the National Disaster Directory, including all key national facilities
	Ensure all key facilities have GPS co-ordinates (to provide easier direction/navigation for international support)

### 3.3 Training

A National Disaster Training Programme should be developed and maintained. The aim of this programme is to ensure that suitable capacity and capability is developed within all key organisations and individuals within Niue.

For example, training may be required to ensure that all organisations are aware of the need to produce and communicate situation reports, and have been trained in the production of SITREPs. Other elements may include Disaster Planning, Disaster Impact Assessment and the provision of relief.

#### **Training Responsibilities**

Police Emergency Management Officer	Assess current training and identify training needs and opportunities Create and maintain a National Disaster Training Programme Deliver training to Police, Government Departments and Villages Train Village Council and Government Department response personnel in information management e.g. the production and communication of SITREPs and Disaster Impact Assessments
	Maintain a training database of courses, participants and contact details
ALL Government Departments	Identify gaps in organisation's disaster capabilities and request training
National Disaster	Review and approve the training programme
Council	Ensure that the training programme is being implemented

A National Disaster Exercise Programme should be developed and implemented to ensure that organisations and individuals have an opportunity to practice their training, and to test planning arrangements.

A-8

#### **Exercising Responsibilities**

Police Emergency Management Officer	Develop and co-ordinate a five year National Disaster Exercise Programme
	Ensure that elements of the NNDP are exercised once per year
	Ensure that a significant exercise is held every 2 years
ALL Government Departments	Participate in exercises as requested by the NDC
National Disaster	Review and approve National Disaster Exercise Programme
Council	Ensure that the exercise programme is being implemented

### 3.5 Public Awareness

#### **Public Awareness Responsibilities**

	Identify, develop and implement public awareness programmes
Police Emergency Management Officer	Liaise with Village Councils to ensure that public awareness programmes have met the needs of the villages – particularly on shelters and preparedness actions required to support ones family for 72 hours
	Visit community and promote preparedness measures
ALL Village Councils	Provide information and supporting resources
	Identify special response/recovery requirements

### 3.6 National Emergency Operations Centre

The National Emergency Operations Centre (NEOC) is located at the Broadcasting Corporation of Niue Building. The NEOC must be ready for an emergency activation at all times, and NEOC personnel must be trained and exercised in its use.

#### **National EOC Readiness Responsibilities**

Police Emergency Management Officer	Regularly test and maintain all emergency communications and IT equipment
	Ensure that the NEOC has suitable supplies to support emergency operations (EOP NEOC Supplies including food and water for NEOC personnel)

### **B-1**

## Niue National Disaster Plan Response and Recovery Plan

#### B – Niue Response and Recovery Plan **B-14** 1.1 1.2 1.3 1.4 1.5 2 National Emergency Operations Centre (NEOC)......5 2.1 2.2 2.3 24 3.1 3.2 3.3 Response Functions and Agencies......9 4.1 42 43 44 5.1 6 Planning for Recovery ......Error! Bookmark not defined. 61 6.2 6.3 Debriefing ......Error! Bookmark not defined. 7

**B-1** to

### **1** National Response Structure

The Niue National Response Structure outlines the key organisations, roles and responsibilities to co-ordinates Niue's response and recovery to a disaster. A more comprehensive diagram is provided in the Emergency Operating Procedures.



#### Figure 1 Overview of National Response and Recovery Structure

### 1.1 Cabinet

Cabinet is responsible for overall governance of the response and recovery efforts, including oversight, providing strategic direction, conflict resolution, and leadership on individual organisations that lie within Ministers' portfolios.

Cabinet does not have a direct operational responsibility during a disaster, but is responsible for ensuring that overall management of the disaster is effective.

#### **Cabinet Responsibilities**

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	Overall governance of the response and recovery activities
Cabinet	Provide strategic guidance and direction
	Resolve conflicts between organisations
	Support the EEG in response and recovery as requested
Secretary to Government	Keep Cabinet informed on response and recovery activities

### **1.2 Disaster Controller (DC)**

The Disaster Controller has the primary individual responsibility for leadership of disaster response, relief and initial recovery. The Chief of Police typically assumes the role of Disaster Controller.

#### **Disaster Controller Responsibilities**

Disaster Controller	Provide overall leadership of the disaster response, relief and initial recovery Co-ordinate and task organisations with actions appropriate to the event Determine (in conjunction with EEG) when emergency response should stand down, and manage the stand down process
	Responsible to Cabinet (although some reporting will occur through the Secretary to Government)

### 1.3 Emergency Executive Group (EEG)

The Emergency Executive Group is responsible for strategic governmental decision-making during an emergency. It is composed of key senior government officials that have appropriate authority to direct and guide Niue's response to, and recovery from a disaster.

The following core members of the EEG are involved in any EEG activation:

- Disaster Controller (typically Chief of Police)
- Chairperson of the National Disaster Council
- Secretary to Government

Additional membership of the EEG should be determined based upon the type of event. If a contingency plan exists for the event, the contingency plan will identify the additional EEG members. If the event does not have a contingency plan, it is the responsibility of the core EEG members identified above to appoint appropriate government department heads to the EEG. (For example, a cyclone response would appoint Meteorology and Public Works, whilst a pandemic or health emergency would appoint Health). This is to ensure that the most appropriate agencies are represented.

Other individuals may be appointed at any time to support the EEG.

Whilst direct reporting of response and recovery activities occurs officially through the Disaster Controller, the Secretary of Government is responsible for keeping Cabinet informed of the national situation. This ensures that the Disaster Controller has more time to manage the response.

The EEG will be located at the NEOC once the facility has been activated and opened.

#### **Emergency Executive Group Responsibilities**

	Identify the additional EEG members required depending on the type of event
	Provide advice and support to the Disaster Controller
	Identify the needs of the affected population
Emergency Executive Group	Ensure that appropriate resources are being applied to meet the needs of the affected population
	Strategically manage 'scarce' national resources
	Ensure that the response and initial relief co-ordination is effective
	Determine (in conjunction with DC) when emergency response should stand down

### 1.4 Village Councils

Village councils are responsible for co-ordinating and managing the local response to the event. For this to occur effectively, it is critical that village councils are proactive in collecting and sharing information – particularly with the National EOC. To achieve this, both Situation Reports and the Disaster Impact Assessment process exist to ensure that appropriate information is being shared between Village Councils and the NEOC. This information is essential to ensure that suitable assistance (including international if appropriate) can be requested for the village.

**B-4** 

#### **Village Council Responsibilities**

	Activate Village response	
	Maintain a communication channel with the NEOC	
	Communicate regular Situation Reports to the NEOC	
Village Council	Manage Village shelters	-
	Undertake Disaster Impact Assessment of the Village	
	Communicate Disaster Impact Assessments to the NEOC	
	Co-ordinate village relief operations (within authority)	

### 1.5 National Emergency Operations Centre

The National Emergency Operations Centre (NEOC) is the facility where the national response, relief and initial recovery efforts are managed. The core EEG members activate the NEOC when the initial decision to monitor or activate national response is made.

The level of operation at the NEOC is tied to the national activation levels – see section 3 Activation. More specific information about the NEOC is available in the following section on the NEOC.

### 2 National Emergency Operations Centre (NEOC)

#### **NEOC Locations**

Primary NEOC Location	Niue Broadcasting Corporation building
Alternate NEOC	TBC
Locations	

The following diagram indicates the structure within the NEOC, and the **primary** external relationships. Note that there are many other relationships that have not been indicated in this diagram to maintain its clarity – for example, the relationship with other EOCs primarily revolves around information sharing, hence the primary relationship is with the Planning and Intelligence function. This does not mean that EOCs don't have a relationship with Logistics and Support, or International Assistance, for example.



Figure 2 National Emergency Operations Centre Structure

The NEOC acts as this hub of the national response, relief and initial recovery efforts. The NEOC contains:

- The key decision makers and those with authority to direct response and recovery the Disaster Controller and Emergency Executive Group
- The key co-ordinators that implement actions Operations, Logistics & Support, International Assistance, Communications and the NEOC Manager
- The information used to support decision-making Planning & Intelligence

### **NEOC Responsibilities**

	Host meetings of the Emergency Executive Group Co-ordinate national response, relief and initial recovery activities
NEOC	Collect, analyse, report, and disseminate event information to all involved (including Situation Reports and Disaster Impact Assessments)
	Communicate directions from Cabinet and the EEG to all involved

### 2.1 Planning & Intelligence

The Planning & Intelligence function acts as the national information nexus. This means that all information regarding the event should go through this section. There are two critical areas that are led by this section:

- Action Plan development of the national plan for managing the event
- Information Management primarily collection, analysis and distribution of information based upon Situation Reports and Disaster Impact Assessment

#### Planning & Intelligence Responsibilities

Planning & Intelligence	Collect, analyse and redistribute SITREPS and Disaster Impact Assessments Build register of needs based on disaster impact assessment processes Build register of Niue resources to meet identified needs Identify gaps in needs that cannot be meet by Niue resources and communicate this to the Emergency Executive Group Maintain an ad-hoc directory of all organisations and facilities involved in response and recovery
	recovery

#### 2.2 Operations

The Operations function controls national interagency resources such as rescue and disaster impact assessment teams. All teams that are part of a Government Department are still managed by that department.

#### **Operations Responsibilities**

Operations Task and manage national inter-agency response/assessment teams

### 2.3 Logistics & Support

The Logistics & Support function co-ordinates the provision of resources that are nationally 'scarce' during response, relief, and recovery. In addition, the function is responsible for supporting the logistical requirements of the national inter-agency teams that are directed by the NEOC Operations function. Additionally, this function is responsible for managing administrative and financial aspects of managing disaster response and recovery.

Expenditure claims that have not received prior approval will be returned to the organisation that has incurred the costs.

#### **Logistics & Support Responsibilities**

Logistics & Support	Provide logistical support for national inter-agency response/assessment teams Co-ordinate 'scarce' national resources (based on direction set by EEG) Track financial costs associated with disaster response and recovery Manage staffing and staff welfare for the NEOC including staffing rosters, food, water, and shelter Co-ordinate any training that may be required as part of response/recovery
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### 2.4 NEOC Manager

The NEOC Manager's role is to support the operation of the National EOC. This is primarily ensuring that the NEOC and personnel operating there have resources and infrastructure to perform their roles and responsibilities. The PEMO should act as the NEOC Manager role during response and recovery if available.

#### **NEOC Manager Responsibilities**

	Ensure all emergency communication equipment is in place and working
	Ensure emergency power supply is functioning
	Ensure reserve fuel for generator is available
	Ensure all resources for the NEOC are available (see NEOC supply list)
	Ensure NEOC personnel are briefed in relation to their roles and responsibilities
NEOC Manager	Ensure a shift roster is in place to provide up to continuous 24 hour operation, whilst NEOC personnel receive time to rest
	Ensure adequate food and water is available for NEOC personnel
	Ensure that a security process is in place so that only authorised personnel obtain access to the NEOC
	Ensure that a vehicle is made available for NEOC usage for as long as the NEOC is activated

### 3 Activation

The activation process is in place to ensure that national response/recovery can be scaled up to meet the event. It is important to recognise that the actual level of response required needs to scale to the size of the event. It is the responsibility of the EEG to set the activation level, and the Disaster Controller to determine that appropriate number of personnel currently required.

### 3.1 National Activation Process

The National Activation Process is tied to the state of the NEOC. There are two key states:

- 1. Monitor
- 2. Action

### 3.1.1 Level 1 - Monitor

The NEOC may start monitoring an event when there is the potential for it to impact Niue – e.g. a cyclone or far-field tsunami where it is not yet certain if the threat will impact Niue. This may only require a couple of personnel to perform the functions – which will primarily revolve around Planning & Intelligence at this point. At this level of response, the NEOC Manager will probably initially operate the NEOC.

When the NEOC is activated, response agencies associated with the event will be notified and placed on standby. During the stage, all organisations should ready their personnel, facilities and resources for response and consider activation of their response plans.

### 3.1.2 Level 2 – Action

This stage occurs when the impact of the event is unavoidable, or it has already occurred with no warning.

### 3.2 Proclamation of a State of Emergency

The proclamation of a State of Emergency is the prerogative of the Cabinet under the provisions of the Public Emergency Act 1979.

### 3.3 Triggers for Activation

The following are triggers for activation for specific events.

Cyclone and Storm	Receipt of Cyclone Warning/Alert from Niue Meteorological Service.
	<ol> <li>Chair of the NDC/Chief of Police to call meeting of NDC to determine if monitoring or activation is required</li> </ol>
	<ol><li>A State of Warning shall exist from when the Chair of the NDC/Chief of Police receive the notification, until such time as it is terminated or upgraded based upn updated information</li></ol>

### **B-9**

### **4** Response Functions and Agencies

Each event will require a different mix of agencies to respond to and recover from the impacts. The Disaster Controller is responsible for identifying all agencies that will be required for response and recovery and informing them that they are required to respond. For key events, these agency roles will be identified in contingency plans.

- Medical and Health
- Safety and Security personal safety, security, closures and evacuations
- Public Information and Communication
- Advisors

All organisations have general responsibilities that apply regardless of the nature of the event and organisations involved. This section generally outlines responsibilities that lie outside of the NEOC.

#### **General Responsibilities**

	Provide regular Situation Reports (SITREPs) to the NEOC on a schedule to be decided by the Disaster Controller
	Provide support to the NEOC as requested
	Perform duties as directed by the Disaster Controller
ALL ORGANISATIONS	Be prepared to provide personnel, expertise and/or equipment as requested by the NEOC and EEG
	Consider placing staff on standby for activation as appropriate
	Liaise with Communications Co-ordinator over Government Department public communications and media statements
	Copy all public communications and media statements to the Communications Co- ordinator

### 4.1 Medical and Health

#### **Medical and Health Responsibilities**

	Provide a liaison at Niue Hospital to receive NEOC requests for medical assistance
Health Department	Activate sufficient personnel and equipment to meet the needs of Niue Hospital and other locations as directed by the Director of Health
	Track victims details during an emergency
	Track and communicate the number and extent of casualties and fatalities

### 4.2 Safety and Security

In the lead-up to an event, or following the impact of, it may be necessary to evacuate individual premises and/or villages. Police have the responsibility to make the decision to evacuate, and this decision should be made in consultation with Village Councils.

The decision to close schools and government offices will be made by the Disaster Controller and EEG in consultation with the relevant authorities. Weather considerations and time of day may determine the timing of school closures. It may be appropriate to manage closures and/or evacuations in a staged process.

Key personnel that perform essential services will need to remain on duty.

### **B-10**

Once the decision to evacuate has been made by the Police, the evacuation and welfare of Niueans is the responsibility of the Village Council. Tourists are the responsibility of Niue Tourism and the New Zealand High Commission.

The Chief of Police will be responsible for ensuring, within the limits of the manpower available, the safety of personal possessions and property left behind by persons who have been evacuated.

#### Safety and Security Responsibilities

D-11	Performing actions to ensure as much as possible the preservation of life, protection of property and maintenance of law and order
Police	Overall responsibility for the evacuation of affected people, buildings and villages
	Provide onshore security of international relief supplies until it is able to be distributed
Community Affairs	Provide personnel to the Police to assist evacuation when requested by the EEG
National Emergency Operations Centre	Track the location and number of evacuees at a national level
Niue Tourism	Co-ordinate the internal evacuation of tourists on Niue (to safe facilities)
Department	Consider capacity to take evacuees into the New Zealand High Commission
New Zealand High	Receive tourist evacuees and provide immediate welfare
Commission	Co-ordinate evacuation of tourists off island (as appropriate)

#### Infrastructure Responsibilities

Broadcasting	Establish and maintain radio and TV communication
Corporation of Niue	Open the NEOC when requested
Niue Telecom	Provide personnel to set up and maintain communications links at the NEOC
	Maintain international communications links

### 4.3 Public Information and Communication

Public Information and Communication has three main functions:

- 1. Provide a timely warning of what may be or is occurring
- 2. Provide guidance/direction on actions to take and when to take such action
- 3. Provide information about what has occurred

#### **Public Information and Communication Responsibilities**

ALL	Provide all public communications messages in Niuean and English Copy all public communications to the Communications Co-ordinator at the NEOC for review	
NEOC	Assist by making calls to Village Councils to notify them of warnings	
Broadcasting	Broadcast public information messages as requested by the NEOC	
Corporation of Niue	Relay information in both Niuean and English	
Police	Assist with the communication of public warnings using the Police Response Vehicle with Siren and Public Address system	

#### 4.3.1 Communications Co-ordinator

This role encompasses three elements:

- Managing communication with local media (and the public)
- Managing communication with international media
- · Ensuring that emergency response communications occur as required

The first two elements of the Communications Co-ordinator's role are very similar to that of a media liaison. The Communications Co-ordinator should be selected from people that are practiced at engaging with the media and understand the distinct needs of the international and local audiences.

The Communications Co-ordinator may or may not be the person communicating with the media but it is their job to co-ordinate and prepare media appearances and statements as well as oversee and approve content. In some cases the Communications Co-ordinator may deliver the statements, but in most cases an appointed official will deliver the statements – usually the Disaster Controller or Chairman of the NDC. The Communications Co-ordinator will brief the official in advance and be available in support during any media interactions. The Communications Co-ordinator will be the point of contact for all local and international media enquiries. The Communications Co-ordinator is responsible for maintaining currency with the emergency status and will regularly (e.g. twice daily) provide updates on the status of the emergency for international and local public audiences.

The Communications Co-ordinator is responsible for ensuring that scheduled emergency response communications take place as planned by the DC. If these communications do not take place it is the responsibility of the Communications Co-ordinator liaise with Planning/Intelligence to ensure that the required communications occur.

#### **Communications Co-ordinator Responsibilities**

Communications Co-ordinator	Ensure that Planning/Intelligence are regularly sending out SITREPs and Disaster Impact Assessment summaries to all relevant organisations Ensure that accurate and timely information is provided publicly Prepare media releases Co-ordinate media briefings during the emergency (including timing and location) Provide media representatives with official and timely information for rapid dissemination Request airtime from Broadcasting Corporation of Niue
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#### 4.4 Advisors

A number of organisations have specialist advisory roles to provide information to others involved in response/recovery. Depending on the event, some advisory organisations may be required to brief the EEG.

Other information that needs wide dissemination to responding agencies should be communicated to the NEOC for wider distribution

NEOC Distribute advisories to all participating agencies as appropriate			
Niue Meteorological	Maintain communications with the Tropical Cyclone Warning Centre (TCWC) and Regional Specialised Meteorological Centre (RSMC) in Nadi, Fiji		
Service	Prepare weather reports for the NEOC		
	Prepare weather reports for regular public releases for broadcast on radio and television		

### 5 Relief and International Assistance

Relief takes place during response and recovery. In this plan it is one of the keys means of linking response to recovery. In some events, immediate relief can start to occur within a day after the event, whilst other events will necessitate requests for international assistance. The two key processes tying response and recovery together are the provision of welfare and the disaster impact assessment process.

Requests for international assistance will vary and may include:

- Provision of food, shelter and medical assistance
- Assistance with the collection of disaster impact assessment information

#### **Relief and International Assistance Responsibilities**

	Track internal requests for assistance that can not be met with internal resources	
	Recommend to Cabinet as to whether international assistance may be required	
Emergency Executive Group	Ensure that incoming international assistance and supplies are applied appropriately and transparently	
	Provide information on relief and international assistance to Cabinet and other relevant organisations	
Cabinet	Request international assistance using appropriate channels (may be delegated to a Minister)	
Director's Customs and Quarantine	Make necessary arrangements for the clearance of all donor assistance	
Police	Provide onshore security of international relief supplies until aid is able to be distributed	

### 5.1 International Assistance Co-ordinator (IAC)

The International Assistance Co-ordinator is responsible for managing and co-ordinating the requests for, and receipt of, international assistance following a disaster. The IAC will receive guidance on required supplies from the EEG. In additional, they may be used to request specific teams from UNDAC or SOPAC.

The International Assistance Co-ordinator must have the approval of Cabinet to make international requests on behalf of Niue. Suitable personnel may include a Cabinet Minister or the New Zealand High Commissioner.

International Assistance Co-ordinator Responsibilities

	Assist Planning/Intelligence in assessing gaps in meeting community needs
International Assistance	Request international assistance to meet gaps unable to be filled by Niue resources
Co-ordinator	Request an UNDAC assessment team
	Request a SOPAC team to conduct a post-disaster impact assessment

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### 6 Recovery

### 6.1 Planning for Recovery

Recovery has been defined as "The coordinated efforts and processes to effect the immediate, medium and long-term holistic regeneration of a community following a disaster".

#### Transition from Response to Recovery:

The Disaster Controller and Emergency Executive Group are responsible for determining when the national response should stand-down. It may be necessary to manage the stand-down process to ensure an orderly deactivation – especially as the NEOC may remain active into recovery, as it will contain a significant amount of information that needs access as recovery progresses, whilst response activities are ended.

Recovery formally begins when the Proclamation of Emergency is lifted, however planning for recovery activities should occur from near the beginning of the response phase. Actual recovery activities will likely occur before the Proclamation is lifted. At this point the Emergency Executive Group will disband and will revert to their normal roles as members of the National Disaster Council.

The Chair of the National Disaster Council on submitting the damage report will make recommendation for the establishment of a recovery manager and recovery committee. The composition of the committee will be determined by the nature of the damage, and they will have responsibility for managing the recovery process and ensuring that the government is informed on the progress of the programs activities.

### 6.2 Appoint a Recovery Manager

To ensure a coordinated recovery, appoint a recovery manager. The recovery manager will oversee the process of recovery and act as a coordinator for recovery activities. As this can be a potentially difficult role, it is a good idea to appoint a person who is well respected and has many community links.

#### Recovery manager tasks:

- Manage the transition from response to recovery.
- Set up a management structure for coordinating Community and Agency involvement, which includes the identification of personnel required for specified roles (Recovery Taskforce)
- Oversee damage and needs assessment, impact assessment and information management.
- Establishment and facilitation of links with central government and other agencies
- Coordinate public information.
- Advise government on implementation of reduction measures including hazard identification
- Financial management.
- Reporting and debriefing.

### **B-14**

#### The Recovery Committee:

The Recovery Committee is a higher level body that helps provide strategic direction to the recovery effort. It comprises a small number of individuals who will meet under the chairmanship of the Recovery Manager. The Committee may comprise the following:

- The Recovery Manager,
- A representative of central government,
- A local body political figure from the affected community,
- A representative resident from the affected community,
- A representative of the business community.

The role of the Committee is to:

- Prioritise major areas of recovery action (in developing recovery priorities consideration must be given to reducing any future risks to national development).
- Be responsive and compassionate to community needs and concerns so that those affected feel they are being respected and encouraged.
- To lead the development of the recovery plan content and timing.

### 6.3 The process of Recovery

The process of recovery is to re-establish the quality of life of the community following an emergency and addresses the social, economic, natural and built environments.

Recovery consists of co-ordinated efforts and processes to effect the short, medium, and long-term holistic regeneration of a community following an emergency.

#### The purpose of recovery is to:

- Restore as quickly as possible the *quality of life* of those affected so that they are able to continue functioning as part of the wider community.
- Seek the *regeneration* of a community by addressing the social, economic, natural and built environmental effects of an emergency. The time this could take might vary from weeks through to many years.

#### Priority considerations for recovery:

- Restoration of essential services
- Allocation of limited resources
- Aid management
- Ongoing welfare requirements
- Health and Psychological issues
- Communications
- Transport, including the status of all roads, rail, seaports and airfields
- Utilities
- Business/commercial sector requirements
- Rural residents and agricultural needs
- Residential property damage

- Social concerns, including psychological impacts and stress symptoms
- Recovery of educational establishments and review of their use during response phase

#### Issues to consider with recovery:

- Acceleration of pre-event economic trends will the community continue to prosper or regress?
- Prolonged welfare assistance.
- Political will to acknowledge partial fault or to accord special funding.
- Restoration to what level?
  - o Is it affordable?
  - o Is it a priority?
  - o Is it legal?
- Determining who pays.
- Environmental Impact in the short and long term.

### 6.4 Creating a Recovery Action Plan

The Recovery Manager is expected to ensure that a formal Recovery Action Plan is developed after the initial recovery work has commenced, issues are identified and the transition from response to recovery has been completed.

The reasons for writing a Recovery Action Plan are:

- It is needed for political decision-making particularly when resource allocation is needed.
- To support a request for international recovery assistance.
- It provides a formal record of what happened, and what is needed to happen to enable the community regenerate itself with support.

#### Reporting on the progress of the plan:

Regular reports on the progress of the recovery plan should be provided to government (the Premier), the community and any aid donors throughout the recovery process.

The purposes of reporting are to maintain accountability and transparency, to keep the wider community informed, to gain support and assistance and to maintain an account of recovery efforts, including lessons learned.

### 6.5 Public Information in Recovery

Provision of public information must be deliberate, planned and sustained during recovery. Effective information management is the key to rebuilding community confidence and ensuring the community engages with the recovery process, feels informed and confident that recovery is taking place.

Every agency participating in the recovery process will have a responsibility to communicate with their customers. Agreement on key messages will facilitate the process and provide a better service to those affected. There must also be agreement among agencies about who acts as

spokesperson in what context. The Recovery Manager needs to proactively lead this aspect and ensure that coordination with other organisations is planned and reviewed.

One effective way of managing the recovery communication process is to have community meetings, using elected political figures and those agencies involved in the recovery process to inform the community in a personal manner.

#### 6.6 Managing the end of the formal recovery process

The recovery phase must have an end. Organisational arrangements must be wound down and responsibility for completion of outstanding tasks and actions assigned and acknowledged. The recovery phase involves restoring the community to the point where normal social and economic activity may resume.

Withdrawal of formal recovery structures from the impacted community must be planned and staged. It is a good idea to ensure that long-term recovery measures that need to be on-going have a plan for continuation and monitoring.

#### Inform the community:

The community needs to know that the formal recovery process is coming to an end, and why. They need to be informed of how they can still access assistance if needed and how they can find out what is happening with any on-going recovery work.

An event of some kind (such as a community festival) is a good way acknowledge what they have suffered (and survived), and what has been achieved in recovery.

#### A note on long-term recovery issues:

The psychological impacts of a disaster can still be felt decades later and additional assistance to communities may be required in the long term.

Where a significant number of casualties have occurred experience from overseas has shown that there are significant additional ongoing mental and personal health resources required. The community may also require a greater investment in community facilities.

It is critical that during the end of the formal recovery process documentation clearly identifies all issues that have ongoing status, who those issues are assigned to, and if necessary some process to revisit those issues periodically.

### 7 Debriefing

The aim of the debrief sessions are to accurately capture and understand what activities occurred during response and recovery, what worked well, and identify those areas that need improvement. At a national level, this involves co-ordinating and timing multiple reviews. Where possible these shall be conducted in two ways:

- 1. Intra-agency debriefings (within each agency) each agency should review their own operational plans and processes, and allow personnel to submit their views on the effectiveness and efficiency of their organisations response and recovery.
- Inter-agency debriefings all agencies that actively participated in the operation should meet to identify lessons learned and improvements identified for future response and recovery efforts.

Improvements that are identified may include:

- Amendment to plans and processes
- Modifying emergency management structures
- Amending roles and responsibilities
- Identifying and conducting new training activities
- Arranging and promoting public education and awareness
- Improving warning systems
- Improving NEOC operations and co-ordination
- Improving evacuation, shelter and welfare arrangements
- Handling of international assistance

#### **Review Responsibilities**

Police Emergency         Co-ordinate debriefing process in a timely manner after the event           Management Officer         Review the debrief report and develop modifications to the Niue National Dis improving the existing emergency management arrangements		
National Disaster Council	Ensure that comprehensive reviews are undertaken within an appropriate timeframe Ensure that suitable personnel are chosen to undertake the multi-agency review process and produce a report Ensure that lessons learned are shared with appropriate organisations.	

## Niue National Disaster Plan Cyclone and Storm Contingency Plan

This plan is part of the Niue National Disaster Plan, and everything within this plan should be read as part of, and in conjunction with, the Response and Recovery Plan.

Niue is situated at the edge of the cyclone belt in the South West Pacific and is exposed to the risk of tropical cyclones. In the South West Pacific the official cyclone season runs from 1 November through the end of April; however, tropical storms and cyclones may occur outside of this period. The El Nino Southern Oscillation (ENSO), climate change and increased climate volatility are increasing the intensity and frequency of cyclones in the region.

This plan provides additional details specific to cyclones and storms that are not covered in the generic Response and Recovery Plan.

	C1	– Cyclone and Storm Contingency Plan	C1-1 to C1-9
1	Ke	y Agencies and Responsibilities	3
2	Key	y Decisions and Government Actions	
	2.1	Cyclone/Storm Warning System	4
	2.2	Activation of Government Cyclone/Storm Response	4
	2.3	Changing the Community Cyclone Alert Level	5
3	Res	SOURCes	
	3.1	Special Weather Bulletins	6
	3.2	Community Cyclone Alerts	7
	3.3	Example RSMC Bulletins	
	3.3	3.1 Example Tropical Cyclone Alert	8
	3.3	3.2 Tropical Cyclone Warning - Gale	8
	3.3	3.3 Tropical Cyclone Warning - Storm	9
	3.3	3.4 Tropical Cyclone Warning - Hurricane	9

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### **1** Key Agencies and Responsibilities

#### **Emergency Executive Group Membership**

In additional to the three core EEG members, the following agencies are appointed to the EEG for cyclone and storm events:

- Niue Meteorological Service
- Public Works Department

#### Key Agencies, Facilities and Positions

- Emergency Executive Group (EEG)
- National Emergency Operations Centre (NEOC)
- Niue Broadcasting Corporation
- Niue Meteorological Service
- Public Works Department
- (external) Regional Specialised Meteorological Centre, Nadi, Fiji (RSMC Nadi)

#### **Cyclone and Storm Specific Responsibilities**

	Maintain communications with RSMC Nadi		
	Track path of storms and cyclones and communicate to relevant agencies in a timely manner		
Niue Meteorological Service	Pass all information concerning alerts or warnings threatening Niue to the Chief of Police, Chair of the National Disaster Council, and the Secretary to Government		
	Once the NEOC has been activated, all information and notifications should go through the NEOC		
	Maintain recorded telephone weather information services		
Chair of the National Disaster Council	Upon receipt of warning, call a meeting of the National Disaster Council to assess current information and decide whether to activate the Emergency Executive Group		
Chief of Police	Call a meeting of the National Disaster Council if the Chair is unavailable		
Emergency Executive	Regularly review and set the Community Cyclone Alert Level		
Group	Decide when to stand down all Government personnel other than essential staff		
National Emergency Operations Centre	Redistribution of alerts or warnings to all relevant individuals and organisations		
Niue Broadcasting Corporation	Communicate EEG approved public information messages (including alerts and warnings) to the Niuean public via Television Niue and Radio Sunshine		
	Establish work gangs with work equipment and place on standby		
	Provide sufficient transport, machinery, work equipment and work gangs to carry out the plan effectively.		
	Clear all roads of fallen trees and debris		
	Check and clear the airport runway		
	Transport container to NEOC for storage		
Public Works	Assist to secure/batten-up hospital		
Coparament	Assist with the removal of the Avatele ramp derrick and the wharf derrick motor		
	Shut off all water tank outlets to all Villages during a Cyclone Community Yellow Alert		
	Provide any transport required as directed by the NEOC		
	Keep the road clear from the hospital to the airport		
	Clearing roads to severely damaged areas		
	Regular SITREPs		

### 2 Key Decisions and Government Actions

### 2.1 Cyclone/Storm Warning System

Niue receives official warning system messages from the Regional Specialised Meteorological Centre (RSMC) in Nadi, Fiji.

The following Special Weather Bulletin (SWB) warnings affecting Niue require notification and distribution (see following section):

- Strong Wind Warning
- Gale Warning
- Storm Warning
- Hurricane Warning
- Advice downgrading or terminating an alert or warning

Strong wind warnings are also issued and are considered significant for the purposes of notification.

The messages relayed by Met Service are to include:

- The probable direction and speed of the wind, including maximum gusts;
- The state of the sea;
- · The area of Niue most likely to be affected;
- · A brief description of the general weather situation;
- An indication of future developments.

### 2.2 Activation of Government Cyclone/Storm Response

Until such time as the National Emergency Operations Centre (NEOC) has been activated, the Niue Meteorological Service will pass all information concerning alerts or warnings threatening Niue to the:

- Chief of Police
- Chair of National Disaster Council
- Secretary to Government.

On receiving a cyclone alert or warning, the Chair of the National Disaster Council or in his absence the Chief of Police will immediately call a meeting of the NDC. The NDC will assess the information and, if necessary, activate the Emergency Executive Group and the NEOC in preparation of the cyclone or storm.

The EEG should relocate to the NEOC once it has been activated and continue to operate from there. The NEOC will act as a clearinghouse for alerts and warnings. All incoming alerts and warnings should then be directed to the NEOC, and it will be responsible for reviewing and distributing these to all relevant individuals and departments.

For cyclone and storm events, the Director of the Niue Meteorological Service is a member of the Emergency Executive Group.



### 2.3 Changing the Community Cyclone Alert Level

Community Cyclone Alerts are the primary and official means of communicating desired preparatory actions to the Niuean public. This is achieved by having community preparatory actions linked to the more technical RSMC Nadi and Niue Meteorological Service bulletins.

The Emergency Executive Group is responsible for setting the Community Cyclone Alert Level based on the current meteorological situation. Usually, the triggers for making a change in the Community Cyclone Alert Level will be a bulletin from RSMC Nadi that upgrades the severity.

This is achieved by associating specific actions with a colour alert - Blue, Yellow and Red. More details on the specific actions requested of the public at each alert are listed in the Resources section.

Consideration of prevailing weather conditions, time of day, and required actions should be factored into any decision to change the Community Cyclone Alert Level.

Example: all schools will close during a yellow alert, therefore every effort should be made to place this alert at a time, which will provide maximum protection and minimum disruption to students.

Non-essential staff of government agencies should be released on a controlled basis during the Yellow Alert. There will be a need for key staff performing essential services to remain on duty, but where possible their should be shift rotations to ensure that individuals are able to attend to their personal and family preparations as well.

Dissemination of cyclone/storm information messages to the Niuean public occurs through Radio Sunshine and Television Niue. Additionally, the Niue Meteorological Service provides recorded weather information is available by dialling 101 for automatic telephones and operator assistance for manual subscribers.

The Niuean public may receive informal cyclone/storm alerts and information through a variety of means, including Radio, Television and the Internet. These may include:

- Advice of tropical disturbances
- Strong wind warnings
- Impending or actual cyclones.

Changes in the Community Cyclone Alert Level should also trigger actions by government departments.

### 3 Resources

### 3.1 Special Weather Bulletins

Note that some weather systems may develop or approach rapidly, and this may require bypassing a Tropical Cyclone Alert and jumping straight to a formal Gale, Storm or Hurricane Warning.

Bulletin Type	Description	First Issued	Reviewed	New Warning Issued	Community Cyclone Alert Level
Tropical Cyclone Alert	To give information on the development of a cyclone or the progress of a cyclone still some distance away, if there is a significant probability that winds may later reach gale force or more. It is intended to give the community time to check their preparedness and to put them on the alert for possible warnings to follow.		Every 6 hours		
Gale Warning	Winds are expected to reach gale or strong gale force (sustained average speeds 34 - 47 knots, 63 - 87 km/h) within the next 24 hours (or other specified period).			At least every 6 hours preferably at regular bulletin times.	
Storm Warning	Winds are expected to reach storm or violent storm force (sustained average speeds 48 - 63 knots, 88 - 117 km/h) within the next 24 hours (or other specified period).	Whenever the need becomes apparent	Every 3 hours	At least every 6 hours normally with routine bulletins	YELLOW ALERT
Hurricane Warning	Winds are expected to reach cyclone force (sustained average speeds over 64 knots; over 118 km/h) within the next 24 hours (or other specified period).			At least every 3 hours and more frequently if situation justified.	an a
Downgrading/ Termination	Downgrading or Termination of Alert for Warning A message advising that the regular issue of an alert or warning is downgraded or ceases because winds are no longer expected to reach gale force or more.				

### C1-7

### 3.2 Community Cyclone Alerts

The following table summarises the public actions associated with specific RSMC bulletins. A brief description of each alert follows. Further information on each can be found on the education pamphlets 'Cyclone Safety Procedures'.

	TROPICAL CYCLONE	TROPICAL CYCLONE	TROPICAL CYCLONE	
RSMC Bulletin	EARLY ALERT WARNING PHASE 1	EARLY ALERT WARNING PHASE 2	EARLY ALERT WARNING PHASE 3	
	(Gale Warning)	(Storm Warning)	(Hurricane Warning)	
Community Cyclone Alert Level	BLUE ALERT	YELLOW ALERT	RED ALERT	
PUBLIC MEANING	A cyclone is in the area and may start to affect the Island within the next 24 - 48 hours. At this stage it is not known if the cyclone will impact upon our island, however precautionary measures must commence as heavy rain may occur long before the cyclonic winds start.	Cyclone threat has further increased and strong winds are very likely to commence within the next 12 hours.	Cyclone impact or near impact is imminent.	
DESIRED PUBLIC ACTIONS	Ensure that all flying objects around the homes are stored away safely. Start to gather material that will be needed in case you have to batten down your house. Check that you have everything that you are supposed to have - batteries for your radio and torches. Check your disaster plan and Family Emergency Kit and please do follow the instructions of the Disaster Management Team	Collect children from school, or if before school hours, keep them at home. Collect water. Remember electricity may be turned off and pumps will not operate. Batten down houses and place shutters (and tape) on windows. If you have important papers or valuable items, put them in a plastic bag or water proof box. If you are moving to a safe shelter, prepare your Family Emergency Survival Kit and food and start moving. Listen closely for updates on the radio.	Unplug all electrical appliances' from wall Simply turning off power is not sufficient action to guard against lightning strikes and power surges. Remain indoors Continue to monitor your radio and be prepared for immediate evacuation	
GOVERNMENT RESPONSES	Increased monitoring of weather system Getting ready to respond – planning for response based on timing of potential impact (e.g. personnel roster planning if impact occurs on weekend) Check of facilities and consumables (e.g. stored fuel, food and water supplies)	All agencies placed on standby for increasingly likely impact Considering cessation of routine activities Non-essential personnel released Preparing for impact including pre-positioning of response personnel and resources	Final preparations for response undertaken	
**C1-8** 

#### 3.3 Example RSMC Bulletins

#### 3.3.1 Example Tropical Cyclone Alert

TROPICAL CYCLONE ALERT

SPECIAL WEATHER BULLETIN NUMBER ONE FOR NIVE ISSUED FROM RSMC NADI

JAN 04/0848 UTC 2004 UTC.

TROPICAL CYCLONE ALERT

A TROPICAL CYCLONE ALERT IS NOW IN FORCE FOR NIUE.

TROPICAL CYCLONE HETA [955HPA] CENTRE WAS LOCATED NEAR 11.5 SOUTH 174.4 WEST OR ABOUT 520 MILES NORTHWEST OF NIUE AT 040600 UTC. THE CYCLONE IS NOW MOVING SOUTHWARDS ABOUT 05 KNOTS BUT SHOULD GRADUALLY TURN SOUTHEAST ACCELERATING SLIGHTLY. CYCLONE CONTINUES TO INTENSIFY. CLOSE TO ITS CENTRE THE CYCLONE IS ESTIMATED TO HAVE AVERAGE WINDS OF 80 KNOTS WITH MOMENTARY GUSTS TO 110 KNOTS. WINDS CLOSE TO THE CENTRE OF THE CYCLONE ARE EXPECTED TO INCREASE TO 90 KNOTS INTHE NEXT 12 HOURS. ON ITS CURRENT TRACK THE CENTRE IS EXPECTED TO BE LOCATED ABOUT 370 MILES NORTHWEST OF NIUE BY 050600 UTC AND ABOUT 230 MILES TO THE NORTHWEST BY 051800 UTC. FRESH TO STRONG EAST TO NORTHEAST WINDS 20 TO 25 KNOTS WITH GUSTS TO 35 KNOTS. RAIN DEVELOPING TOMORROW WITH A FEW THUNDERSTORMS. MODERATE TO ROUGH SEAS. MODERATE TO HEAVY SWELLS DEVELOPING.

THE FOLLOWING INFORMATION IS PROVIDED ESPECIALLY FOR THE MARINERS: EXPECT HURRICANE FORCE WINDS WITHIN 30 MILES OF THE CYCLONE CENTRE WITH PHENOMENAL SEAS. STORM FORCE WINDS AND VERY HIGH SEAS OUT TO ABOUT 50 NAUTICAL MILES FROM THE CENTRE OF THE CYCLONE. GALE FORCE WINDS AND HIGH SEAS OUT TO ABOUT 180 NAUTICAL MILES FROM THE CENTRE.

PLEASE ACKNOWLEDGE RECEIPT OF THIS BULLETIN.

THE NEXT SPECIAL WEATHER BULLETIN FOR NIUE WILL BE ISSUED AROUND 041445 UTC.

#### 3.3.2 Tropical Cyclone Warning – Gale

SPECIAL WEATHER BULLETIN NUMBER SIX FOR NIVE ISSUED FROM RSMC NADI

JAN 05/0246 UTC 2004 UTC.

TROPICAL CYCLONE WARNING

A GALE WARNING IS NOW IN FORCE FOR NIVE.

TROPICAL CYCLONE HETA [915HPA] CENTRE WAS LOCATED NEAR 14.0 SOUTH 174.0 WEST OR ABOUT 380 MILES NORTHWEST OF NIUE AT 050200 UTC. THE CYCLONE IS MOVING SOUTH-SOUTHEAST ABOUT 09 KNOTS BUT GRADUALLY TURNING SOUTHEAST AND ACCELERATING

FURTHER. CYCLONE CONTINUES TO INTENSIFY. CLOSE TO ITS CENTRE THE CYCLONE IS ESTIMATED TO HAVE AVERAGE WINDS OF 115 KNOTS WITH MOMENTARY GUSTS TO 160 KNOTS.

ON ITS CURRENT TRACK THE CENTRE IS EXPECTED TO BE LOCATED ABOUT 270 MILES NORTHWEST OF NIUE BY 051200 UTC AND ABOUT 140 MILES TO THE NORTHWEST BY 060000 UTC.

EXPECT DMAGING GALE FORCE WINDS WITH AVERAGE SPEEDS TO 45 KNOTS AND MOMENTARY GUSTS TO 65 KNOTS OR STRONGER FROM EARLY TOMORROW MORNING OR EARLIER. PERIODS OF HEAVY RAIN AND SOME SQUALLY THUNDERSTORMS. SEAS VERY ROUGH TO HIGH. HEAVY SWELLS DEVELOPING.

THE FOLLOWING INFORMATION IS PROVIDED ESPECIALLY FOR THE MARINERS:

EXPECT HURRICANE FORCE WINDS WITHIN 30 MILES OF THE CYCLONE CENTRE WITH PHENOMENAL SEAS. STORM FORCE WINDS AND VERY HIGH SEAS OUT TO ABOUT 50 NAUTICAL MILES FROM THE CENTRE OF THE CYCLONE. GALE FORCE WINDS AND HIGH SEAS OUT TO ABOUT 180 NAUTICAL MILES FROM THE CENTRE.

THE NEXT SPECIAL WEATHER BULLETIN FOR NIVE WILL BE ISSUED AROUND 050545 UTC.

#### 3.3.3 Tropical Cyclone Warning – Storm

SPECIAL WEATHER BULLETIN NUMBER TEN FOR NIVE ISSUED FROM RSMC NADI

JAN 05/1420 UTC 2004 UTC.

TROPICAL CYCLONE WARNING

A STORM WARNING IS NOW IN FORCE FOR NIUE.

TROPICAL CYCLONE HETA [915HPA] CENTRE WAS LOCATED NEAR 15.9 SOUTH 172.8 WEST OR ABOUT 250 MILES NORTHWEST OF NIUE AT 051400 UTC. THE CYCLONE IS MOVING SOUTH-SOUTHEAST ABOUT 12 KNOTS AND EXPECTED TO GRADUALLY ACCELERATE. CLOSE TO

ITS CENTRE THE CYCLONE IS ESTIMATED TO HAVE AVERAGE WINDS OF 115 KNOTS WITH MOMENTARY GUSTS TO 160 KNOTS.

ON ITS CURRENT TRACK THE CENTRE IS EXPECTED TO BE LOCATED ABOUT 150 MILES NORTHWEST OF NIUE BY 060000 UTC AND ABOUT 75 MILES TO THE SOUTHWEST BY 061200 UTC. EXPECT DESTRUCTIVE STORM FORCE WINDS WITH AVERAGE SPEEDS TO 55 KNOTS AND

MOMENTARY GUSTS TO 75 KNOTS OR STRONGER FROM THIS AFTERNOON. PERIODS OF HEAVY RAIN AND SQUALLY THUNDERSTORMS. HIGH TO VERY HIGH SEAS. HEAVY SWELLS.

THE FOLLOWING INFORMATION IS PROVIDED ESPECIALLY FOR THE MARINERS:

EXPECT HURRICANE FORCE WINDS WITHIN 30 MILES OF THE CYCLONE CENTRE WITH PHENOMENAL SEAS. STORM FORCE WINDS AND VERY HIGH SEAS OUT TO ABOUT 50 NAUTICAL MILES FROM THE CENTRE OF THE CYCLONE, GALE FORCE WINDS AND HIGH SEAS OUT TO ABOUT 180 NAUTICAL MILES FROM THE CENTRE.

THE NEXT SPECIAL WEATHER BULLETIN FOR NIVE WILL BE ISSUED AROUND 051745 UTC.

#### 3.3.4 Tropical Cyclone Warning – Hurricane

SPECIAL WEATHER BULLETIN NUMBER ELEVEN FOR NIUE ISSUED FROM RSMC NADI

JAN 05/1734 UTC 2004 UTC.

TROPICAL CYCLONE WARNING

A HURRICANE WARNING IS NOW IN FORCE FOR NIVE.

TROPICAL CYCLONE HETA [915HPA] CENTRE WAS LOCATED NEAR 16.4 SOUTH 172.1 WEST OR ABOUT 200 MILES NORTHWEST OF NIUE AT 051700 UTC. THE CYCLONE IS MOVING SOUTHEAST ABOUT 15 KNOTS AND EXPECTED TO GRADUALLY ACCELERATE. CLOSE TO ITS CENTRE THE CYCLONE IS ESTIMATED TO HAVE AVERAGE WINDS OF 115 KNOTS WITH MOMENTARY GUSTS TO 160 KNOTS.

ON ITS CURRENT TRACK THE CENTRE IS EXPECTED TO BE LOCATED ABOUT 100 MILES NORTHWEST OF NIUE BY 060000 UTC AND ABOUT 80 MILES TO THE SOUTHEAST BY 061200 UTC.

EXPECT VERY DESTRUCTIVE HURRICANE FORCE WINDS WITH AVERAGE SPEEDS TO 100 KNOTS

AND MOMENTARY GUSTS TO 140 KNOTS OR STRONGER FROM THIS AFTERNOON OR EARLIER. FREQUENT HEAVY RAIN AND SQUALLY THUNDERSTORMS. VERY HIGH TO PHENOMENAL SEAS.

HEAVY SWELLS.

THE FOLLOWING INFORMATION IS PROVIDED ESPECIALLY FOR THE MARINERS:

EXPECT HURRICANE FORCE WINDS WITHIN 30 MILES OF THE CYCLONE CENTRE WITH PHENOMENAL SEAS. STORM FORCE WINDS AND VERY HIGH SEAS OUT TO ABOUT 50 NAUTICAL MILES FROM THE CENTRE OF THE CYCLONE. GALE FORCE WINDS AND HIGH SEAS OUT TO ABOUT 180 NAUTICAL MILES FROM THE CENTRE.

THE NEXT SPECIAL WEATHER BULLETIN FOR NIVE WILL BE ISSUED AROUND 052045 UTC.

INFLUENZA PANDEMIC CONTINGENCY PLAN C2-1

## Niue National Disaster Plan Influenza Pandemic Contingency Plan

The Niue Influenza Pandemic Contingency Plan outlines the key stages of a response in Niue against the World Health Organisation (WHO) pandemic alert phases. Further information is available in the Niue Influenza Pandemic Preparedness and Response Plan.

	C2	- Influenza Pandemic Contingency Plan	C2-1 to C2-9
1	Int	roduction	
	1.1	Background	
	1.2	Likelihood	
	1.3	Challenges of a pandemic	
2	Ke	y Decisions and Government Actions	
	2.1	Activation of Government Influenza Pandemic Response	4
3	He	alth Response	***************************************
	3.1	Non-pharmaceutical (Public Health) Interventions	
	3.2	Pharmaceutical and Medical Interventions	
	3.3	Medical Evacuation	
	3,4	Management of the Sick	
	3.5	Management of the Dead	
4	Ke	y Actions by Phases	

C2-1

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## 1 Introduction

#### 1.1 Background

It is impossible to predict where and when, or if at all, an outbreak of avian influenza may occur. However, there is rising concern that the AI/H5N1 strain, which has circulated in poultry and wild bird populations for several years, may evolve into a human pandemic strain.

It is impossible also to predict exactly how a new strain of virus would behave if the AI/H5N1 would develop into a strain capable of transmission from human to human. However, the most devastating pandemic in modern time, the "Spanish flu", is believed to have been caused by a virus that developed from a bird virus strain, that resulted in an estimated 40 million deaths with a case fatality rate of 2-3%. Some of the Pacific Island Countries and Territories (PICTs) experienced the worst worldwide with fatality rates up to nearly a quarter of the entire population (SPC).

It is also impossible to predict how many cases may occur in Niue if a future pandemic arrives here. However, if the standard planning assumptions used in New Zealand's planning are applied to Niue's population, a pandemic could mean up to 640 people becoming sick, and 14 people dying.

This would be in addition to the usual health issues that would continue to arise during the pandemic period, making it clear that health services will not be able to provide care for most people who become sick during the pandemic. It should also be noted that these numbers are not a prediction of what the next pandemic will look like – in reality, the pandemic could easily be better or even worse than this. For instance, during the 1918 "Spanish Flu" pandemic, in some Pacific island countries up to a quarter of people who became sick died.

Today's high-speed communications means that a pandemic would spread around the world within a matter of days and weeks.

#### 1.2 Likelihood

The probability of an outbreak on Niue maybe low but possible, and this plan is designed to facilitate prompt and appropriate response to threat and/or occurrence of an influenza pandemic. Adequate preparedness including getting the logistics physically in place well before time, will ensure swift and appropriate action is taken if and when an outbreak occurs and consequent health, social and economic disruptions are kept to a minimum.

Given the remote geographical location of Niue, the pandemic virus could enter Niue through its airport and might spread rapidly, leaving little or no time to prepare. Threat of transmission of avian influenza from migratory birds is unlikely as Niue is not in the migratory pathway.

#### 1.3 Challenges of a pandemic

Vaccines, antiviral agents and antibiotics to treat secondary infections will be in short supply and will be unequally distributed. It will likely take 6 months or longer before any effective pandemic vaccine would become widely available.

Medical facilities in Niue are good but unlikely to be able cope if a substantial proportion of the population is affected and external assistance from NZ is likely to be needed.

Niue's small population size and close community can be both an advantage and a disadvantage – the advantage is that people are more likely to care for each other and the disadvantage is that it could easily be overwhelmed if influenza attack rates are high.

## 2 Key Decisions and Government Actions

#### 2.1 Activation of Government Influenza Pandemic Response

Until such time as the National Emergency Operations Centre (NEOC) has been activated, the Niue Health Department will pass all information concerning changes in WHO Pandemic Alert Level or detected animal/human cases on Niue to the:

C2-4

- Chief of Police
- Chair of National Disaster Council
- Secretary to Government.

The Chair of the National Disaster Council or in his absence the Chief of Police will immediately call a meeting of the NDC. The NDC will assess the information and, if necessary, activate the Emergency Executive Group and the NEOC to management government response.

The EEG should relocate to the NEOC once it has been activated and continue to operate from there. The NEOC will act as a clearinghouse for pandemic information. All incoming alerts and warnings should then be directed to the NEOC, and it will be responsible for reviewing and distributing these to all relevant individuals and departments.

For pandemic influenza events, the Director of Health is a member of the Emergency Executive Group.



## 3 Health Response

The NIPT recognises the essential role of a range of essential services such as Health (Human and Animal), food & water supply, power e.g. electricity & others as appropriate, Police, transport, communication e.g. telecom, and others and it is the task of the NIPT to ensure that respective essential services providers complete a detailed emergency response plan (ERP) including relevant inventories. This should facilitate NIPT and other stakeholders to ensure logistics and other necessary resources/materials are physically in place prior to a disaster occurrence like that of pandemic of influenza.

#### 3.1 Non-pharmaceutical (Public Health) Interventions

These interventions are considered to be the most effective measures to deal with an influenza pandemic, particularly in countries with limited resources. They focus on trying to reduce the risk of the disease spreading from one infected person to others. The NIPT is ensuring these measures can be effectively implemented; this may include a review of legislation.

Effective measures may include:

- 1. Banning or restriction on mass gatherings like church services, concerts, any other social festivals, and social gatherings. Institutional closures of schools, workplaces and the like will also be considered as indicated.
- 2. Restriction of movements among villages.
- 3. Quarantine or Isolation on incoming travellers, especially by Air. If visitors continue to be allowed to arrive in Niue during a pandemic, everyone arriving would need to be checked at the airport. If anyone on a plane is suspected of having the pandemic infection then everyone on the plane would need to be quarantined, possibly on a home basis or at a location that is set up by the Niue authority. It is understood that isolation and quarantine measures in general may only be most effective during the early phases of the pandemic when there are small clusters, and limited spread from region to another.
- 4. Closing the border, and particularly stopping people arriving by air. This issue needs to be considered carefully in terms of when to execute such decision, and how long to close it for. In relation to this, there is the question of whether Niue is prepared to be self-sufficient during that period. If such a decision is taken (and taken early enough) it does though give Niue the opportunity to stop a pandemic entering the country.

In order of decreasing effectiveness there are four air border management options:

- 1. Full Closure of Air Border/Entry by Air
- 2. Closure of Air Border/Entry by Air to passengers originating outside of New Zealand (i.e. restriction of transit passengers)
- 3. On arrival flight screening and quarantine note any symptomatic passenger would require the whole flight (approx 130 passengers) to be quarantined
- 4. Do nothing

The sea border can be effectively managed via the application of Pratique. If a vessels declares sickness then passengers may remain in quarantine or isolation aboard that vessel. The much longer travel time means that ill passengers are likely to be symptomatic and identifiable.

Note closure of the sea or air border relates to closure to people and does not prevent the movement of goods provide appropriate precautions are taken with regard to crew.

5. Public education and informational materials should be distributed to all villages, churches and community groups informing residents of the risks and how to care for themselves or their families during and after the pandemic.

#### C2-6

#### 3.2 Pharmaceutical and Medical Interventions

The NIPPP provides comprehensive guidance on the use of pharmaceutical and medical interventions.

These include the provision by New Zealand of Tamiflu courses equivalent to treating 31% of the population. Tamiflu can be used both for treatment and prophylaxis. This raises significant ethical issues, and means that the best use of the majority of Niue's Tamiflu supply is likely to be treatment of sick people.

The Director of Health will authorize prescription of Tamiflu. If there is a need to prioritise access to the tamiflu for treatment, this will be determined by the Government, and monitored by the Director of Health. The same arrangement applies once pandemic vaccines are available.

Other interventions include the use of:

- Vaccine against seasonal influenza
- Vaccine against pandemic influenza (when available) New Zealand has an arrangement in place for priority access to a vaccine when it becomes available, and has agreed to supply enough vaccine to Niue to cover the entire population. This puts a priority on trying to stop the virus entering Niue once a pandemic starts overseas, such as through stopping arrival of people by air. If we can stop the virus entering Niue until the vaccine is available, and if we can quickly immunize everyone on the island, then Niue won't be affected by the pandemic.
- Pneumococcol vaccines
- Antipyretics such as paracetamol

Influenza patients as well as suspected cases should be requested to wear a surgical mask in order to limit the droplet spread of virus through cough, sneeze and talking, and the potential contamination of surfaces when touching nostrils and using bare hands to cover mouths when coughing/sneezing/ or talking.

Persons in contact with patients with fever and/or respiratory symptoms suspected of viral influenza should wear a simple surgical mask (not N95) in order to protect themselves from droplet transmission from patients, and themselves also.

#### 3.3 Medical Evacuation

If an influenza pandemic is declared, it is highly unlikely that extremely sick patients from Niue can be transferred to NZ and the local HCWs need to cope with sick patients on the island. This is because health services in NZ are likely to already be overwhelmed. It means that planning needs to include the probability of having to manage seriously ill patients in Niue for extended periods.

#### 3.4 Management of the Sick

During the early stages of a pandemic, it is likely that the hospital will continue to have some capacity to admit and care for patients suffering from the disease. During this initial period, a key priority will be keeping influenza patients, and the staff caring for them, physically separate from other hospital patients and staff. This is to reduce the possibility of the virus spreading within the hospital, and to ensure that the hospital can continue to provide other priority health services during this phase.

However, if the pandemic develops within Niue so that significant numbers cases start to occur, this will quickly overwhelm the capacity of the hospital to cope. This means that the hospital would be unable to admit influenza patients, and so they would need to be cared for by their family and community at home. Information on how people can provide this care at home needs to be developed by the Niue Health Department, and shared with communities.

In addition, during this time when many cases are occurring, a different approach will be needed to assessing whether sick people could benefit from Tamiflu. Rather than this assessment happening at the hospital (which is already overwhelmed, and only able to focus on some limited core

services), sick people would need to be assessed at a separate location, called a Community Based Assessment Centre (CBAC).

More information on the clinical issues is available in the Hospital Plan for Pandemic Influenza.

#### 3.5 Management of the Dead

An important element of being prepared to a pandemic is the anticipation that there would be likelihood of surge in the number of deaths occurring in the society. Preparatory process in ensuring there are enough facilities/mortuaries or means for burial of the dead is necessary. It is highly likely that the traditional ritual of mourning of the dead may not be possible, because of the need to limit large gatherings of people during a pandemic, and thus this should be supported by legal and ethical framework. In addition, because families of the deceased may themselves be sick and so unable to arrange for the burial of their family member, other temporary arrangements have been considered, so that the remains can be stored until the family is able to arrange for this. These arrangements are:

- 1. Increase the capacity of the hospital morgue, by using shelving rather than trolleys
- 2. (*if the first option is insufficient or impractical*) Use storage in a refrigerated container, identified within the Airport major Accident Plan, located at the hospital
- 3. (only if the first 2 not possible) Use individually marked temporary burial for later reburial by families

Transport arrangements to collect the deceased and bring them to storage are also likely to be necessary.

## 4 Key Actions by Phases

Stage of Pandemic	WHO Global Phase	Niue Situation	Actions Required	Responsibility
DEMIC PERIOD	PHASE 1 – No novel influenza virus subtypes have been detected in humans.	No human or animal cases of novel influenza virus in Niue	<ul> <li>Planning</li> <li>Niue Health Department takes pivotal role in the consultation and development of the 'draft' Niue Influenza Pandemic Preparedness &amp; Response Plan (NIPPP).</li> <li>Establishes the Niue Influenza Pandemic Multi-sectoral Taskforce (NIPT).</li> <li>Address crucial issues of the NIPPP e.g. Co-ordination mechanisms; surveillance; communication; legal framework etc.</li> </ul>	Niue Health Department (NHD) leading the NIPT
INTER-PAN	PHASE 2 – No novel influenza virus subtypes have been detected in humans: however, a circulating animal influenza virus subtype poses a substantial risk of human disease	No human or animal cases of novel influenza virus in Niue	<ul> <li>Continue planning as in Phase 1</li> <li>Ensure contingency plans, including Emergency Response Plans of each essential services are done.</li> <li>Testing of the NIPPP.</li> <li>Each agency prepares information and share with their respective staffs.</li> <li>Intensify public awareness of elements of the NIPPP.</li> </ul>	All stakeholders – especially the NIPT, government departments, private sector, NGOs including faith based organisations
T PERIOD	PHASE 3 – Human infections with a novel subtype, but no human-to- human spread, or at most rare instances of spread to a close contact.	No human or animal cases of novel Influenza virus in Niue	Intensify Planning and ensure strategies are ready for deployment in short time. • Continue actions from Phases 1&2. • Promotion of preventive measures.	DOH/Director of DAFF NIPT
DEMIC ALER	PHASE 4 – Small cluster(s) with limited human-to- human transmission, but spread is highly	No human or animal cases of novel influenza virus in Niue	Strong focus on Border Control Measures • Activate relevant component of Niue Influenza Pandemic Preparedness and Response Plan	NIPT/Niue Disaster Council (NDC)
PANI	localized, suggesting that the virus is not well adapted to humans	Human or animal cases occurring in Nive	Move to cluster monitoring and control (see below)	

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#### INFLUENZA PANDEMIC CONTINGENCY PLAN

C2-9

Stage of Pandemic	WHO Global Phase	Niue Situation	Actions Required	Responsibility
LERT	PHASE 5 – Larger cluster(s), but human to human spread still localized, suggesting that the virus is becoming better adapted to humans, but may not yet be fully transmissible (substantial pandemic risk).	No human or animal cases of novel influenza virus in Niue	Maintain actions from Phases 1-4	
PANDEMIC A PERIOD		Human or animal cases occurring in Niue	<ul> <li>Enhance Cluster Monitoring and Control</li> <li>Implement relevant public health measures &amp; other pharmacological components.</li> <li>Implement alternative work arrangements</li> <li>Maintain border control measures</li> </ul>	NDC and NIPT Government Departments, Village Councils, Churches
IIC PERIOD	PHASE 6 – Pandemic. Increased and sustained transmission in general population.	No human or animal cases of novel influenza virus in Niue	Maintain actions from Phases 1-4	All stakeholders – especially the NIPT, government departments, private sector, NGOs including faith based organisations
PANDEN		Widespread cases occurring in Niue	Pandemic Management • Continue as in above Phases • Operate CBAC • Provide vaccine if available • Maintain essential services	NDC and NIPT All stakeholders
POST-PANDEMIC PERIOD	Post pandemic period	Reduced or no cases occurring in Niue	Evaluate the situation (between waves or end of pandemic) and activate relevant components of the Recovery Plan.	As above

# Niue National Disaster Plan Tsunami Contingency Plan

#### **Tsunamis- General Information:**

A tsunami is a series of water waves caused by the displacement of a large volume of a body of water such as an ocean. Due to the immense volumes of water and energy involved, tsunamis can devastate coastal regions. Casualties can be high because the waves move faster than humans can run.

Earthquakes, volcanic eruptions and other underwater explosions all have the potential to generate a tsunami.

Some meteorological conditions, such as deep depressions that cause tropical cyclones can generate a storm surge which can raise tides several metres above normal levels. As these storm surges reach shore, they may resemble (though they are not) tsunamis, inundating vast areas of land.

Whilst everyday wind waves have a wavelength of about 100 metres and a height of roughly two metres a tsunami in the deep ocean has a wavelength of about 200 kilometres. Such a wave travels at well over 800 km per hour. Tsunamis are however difficult to detect over deep water, ships rarely notice their passage.

As the tsunami approaches a coast and the waters become shallow the wave compresses and its speed slows below 80km per hour. Its wavelength diminishes to less than 20 km and its height grows enormously.

Except for the very largest tsunamis, the approaching wave does not break like a surf break but rather appears like a fast moving tide. Open bays and coast lines adjacent to very deep water may shape the tsunami further into a step like wave with a steep breaking front.

NIUE NATIONAL DISASTER PLAN

VERSION 2010

About 80% of tsunamis occur in the Pacific Ocean. As Niue has already experienced two tsunami alerts it is clear that warning time can differ from 18 minutes in the Samoa earthquake to several hours as a result of the Chilean earthquake.

Tsunamis are events that require instant and spontaneous decision making. The purpose of the below plan is to act as a guide in the best case possible scenario. This will not always be the case.

The over riding authority to make decisions when needed in this instant must remain with the Chief of Police.

#### Earthquake Generated tsunamis:

An earthquake may generate a tsunami if the quake

- Occurs just below a body of water,
- Is of moderate or high magnitude, and
- Displaces a large enough volume of water







Overriding plate Plate slips, Drawing of tectonic plate bulges under boundary before strain, causing earthquake. tectonic uplift.

causing subsidence and releasing energy into water.



The energy released produces tsunami waves.

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VERSION 2010

#### Key Agencies and Responsibilities:

- Telecom
- Niue Police
- BCN
- SOG representing Govt
- PWD

#### **Specific Responsibilities:**

#### Telecom:

- First to receive warning from Tsunami Warning centre based in Hawaii.
- Contact C.O.P or Acting C.O.P and advise of warning, read bulletin to them if requested.
- Email through warning to C.O.P as soon as it arrives from Hawaii and continue to do this as each warning arrives.
- Broadcast warning over Channel 16 for sea craft that may be in Niue waters.

#### Niue Police: (Chief)

- On receipt of warning from Telecom depending on hour of day contact BCN and request urgent broadcast of warning alert.
- Provide regular updates via BCN in person to the community on the status of the alert.
- Mobilize available or on call Police staff to patrol coastal areas to warn people to get off the reef and to higher ground.
- Advise Secretary of Government of situation.
- Receive regular updates from Telecom staff.
- In the event of a warning being received outside of BCN broadcast hours police staff will be deployed in vehicle around island to alert people to the threat of a tsunami. Part of the message may be to tune into to local radio for updates.

NIUE NATIONAL DISASTER PLAN

VERSION 2010

## C 3-3

#### **Broadcast Corporation Niue**

- Broadcast warnings as and when they are received by Chief of Police by radio and television if able.
- Staff responsible for notifying Manager of BCN of reported tsunami threat
- Manager of BCN to authorize on going broadcasts of warnings outside operational hours until cancellation is received.

#### Public Works Department:

- Ensure any infrastructure that can be moved to higher ground is moved to higher ground. If time permits.
- In the event of damaging waves to keep main roads free of debris once threat of tsunami has passed and cancellation broadcast has been given.

#### Protocol:

As per the Response and Recovery Plan Index B1 from the Niue Disaster Plan 2008 in most cases the Disaster Controller will be the Chief of Police.

Given the nature of a Tsunami alert whilst every effort will be made to notify involved Heads of Department of decisions made or pending this may not always be possible.

VERSION 2010

#### C3-4

DEFINITIONS

# Niue National Disaster Plan Definitions

D – Definitions	D-1 to
	D-5

VERSION 2010

DEFINITIONS

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VERSION 2010

Term	Definition	
Action Plan	A means of looking forward, setting objectives and direction of response and recovery activities.	
Agency	Any government organisation, non-government organisation, or lifeline utility with a role in disaster management in Niue.	
Assembly Area	Where evacuees report, and the point from which they will be transported to a reception centre. Assembly areas should be public buildings that are well known, and that have toilets.	
Business Continuity Planning	An organisation's risk management of threats that may terminate or significantly disrupt core business. It involves mitigation activities and contingency planning for response and recovery actions.	
Capability	The effectiveness of co-operation and co-ordination arrangements across agencies for the delivery of resources in the event of an emergency.	
Capacity	The content or measure of resources including supplies, equipment, and personnel.	
Cluster	A group of agencies that interact to achieve common emergency management outcomes.	
Command	Direction of members and resources of an organisation in performance of its agreed roles and tasks. Authority to command is established in legislation or by agreement within an organisation.	
Community	A collective of people unified by a common interest.	
Consequence	The outcome of an event expressed qualitatively or quantitatively, being a loss, injury, disadvantage or gain. There may be a range of possible outcomes associated with an event.	
Contingency	Alternative methodology or equipment reserved for use when normal supply is impeded.	
Contral	Overall direction of emergency management activities in a designated emergency situation. Authority for control is established in legislation or in an emergency plan, and carries with it responsibility for tasking and coordinating other organisations in accordance with the needs of the situation.	
Co-ordination	Bringing together organisations to ensure effective emergency management respon and recovery, and is primarily concerned with systematic acquisition and application resources (people, material, equipment etc) in accordance with requirements impose by the threat or impact of an emergency.	
Damage Assessment	See Disaster Impact Assessment	
Debriefing	An examination of an operation done to evaluate actions for documentation and future improvements.	
Declared National State of	Means a national emergency that:	
Emergency	<ul> <li>a. is a state of emergency as declared under the provisions of the Emergency Act; 1979;</li> </ul>	
	<li>b. requires a significant and co-ordinated response;</li>	
	c. requires the use of special powers under the Emergency Act 1979	
Detailed Assessment	A form of disaster impact assessment that focuses on a comprehensive and detailed assessment of disaster impacts, that usually occurs after response activities have been completed.	
Disaster	An event that causes significant loss or damage and that overwhelms the capability of the community to manage it. Such an event could require significant additional resources.	
Disaster Impact Assessment	The determination of current and projected requirements of the event and subsequent response.	
Disaster Risk Reduction	See mitigation	
EEG	See Emergency Executive Group	
Emergency	An event actual or imminent which endangers or threatens life, property or the environment, and which requires a significant and coordinated response	
Emergency Executive Group	A subgroup of the National Disaster Council that is responsible for co-ordination of the national response to a declared emergency.	

D-3

Emergency Operating Procedures	Prescribed actions or processes to be followed by staff during emergency operations.		
EOP	See Emergency Operations Procedures		
Event	Occurrence causing disruption or excessive demand for current capability.		
Gale Warning	A warning issued by RSMC Nadi if sustained winds over 33 knots and up to 47 knots (40% higher gusts) are expected within the next 24 hours.		
Hazard	Something that may cause, or contribute substantially to the cause of, a disaster or emergency.		
Hurricane Warning	A warning issued by RSMC Nadi if sustained winds over 63 knots (50% higher gusts) are expected in the area within the next 24 hours.		
Impacts	The physical, social and economic attributes associated with a hazard, for example, building destruction as a result of wind during a cyclone.		
Incident	An event that requires a response from one or more agency.		
Initial Assessment	See Rapid Damage Assessment		
Initial Relief	The coordinated process of providing humanitarian relief and basic community support services during and immediately after the impact of an emergency.		
Lead Agency	An agency nominated in an emergency response plan as primarily responsible for the management of a specific function or for the control role in a specified type of incident.		
LEMA	See Local Emergency Management Authority		
Lifeline utilities	Organisations/agencies that cover the infrastructure needs of the community such as water, wastewater, transport, energy and telecommunications.		
Lifelines	See Lifeline utilities		
Local Emergency Management Authority	For the purposes of UNDAC, the Local Emergency Management Authority in Niue during response and recovery is the National Response Structure, and the primary point of contact is the National EOC.		
Mitigation	The application of techniques and tools to reduce the probability and/or consequences of a disaster event.		
National Disaster Council	The council responsible for overall leadership and co-ordination of national disaster risk management – including disaster risk reduction, readiness, planning, training, education and public awareness.		
National Disaster Exercise Programme	A multi-year programme of simulation exercises to ensure personnel are familiar with national response and recovery arrangements.		
National Emergency Operations Centre	A facility from which the control and co-ordination of national emergency operations and resources is carried out.		
NDC	See National Disaster Council		
NDEP	See National Disaster Exercise Programme		
Needs Assessment	A form of disaster impact assessment that focuses on evaluating the needs of impacted communities.		
NEOC	See National Emergency Operations Centre		
NGO	See Non-Governmental Organisation		
Non-Governmental Organisation	A legally constituted organization created by private persons or organizations with no participation or representation of any government.		
Rapid Damage Assessment	A form of disaster impact assessment that focuses on a rapid assessment of disaster impacts, that usually occurs immediately after the event and is focused on obtaining as much relevant impact information that can be obtained in a short timeframe. It is primarily used to guide response activities and meeting immediate community needs.		
Readiness	Arrangements and systems to ensure that, should an emergency occur, communities are prepared and all resources and systems which are needed to cope with the effects can be efficiently mobilised and deployed.		
	Developing operational systems and capabilities before an emergency happens, including self-help and response programmes for the general public, and specific programmes for emergency services, lifeline utilities, and other agencies.		
Recovery	The co-ordinated efforts and processes used to bring about the immediate, medium- term, and long- term holistic regeneration of a community following an emergency.		
Reduction	Identifying and analysing long-term risks to human life and property from natural or non-natural hazards; taking steps to eliminate these risks if practicable, and, if not, reducing the magnitude of their impact and the likelihood of their occurring.		

D-4

DEFINITIONS

Regional Specialised Meteorological Centre – Nadi Tropical Cyclone Centre	RSMC - Nadi Tropical Cyclone Centre is one of six Regional Specialised Meteorological Centres that specialises in tropical cyclones designated under the World Weather Watch Programme of the World Meteorological Organisation tasked to provide 'first level' information on tropical cyclones in the South-West Pacific Ocean. The area covered is from the equator to 25 degrees South and 160 degrees East to 120 degrees West.
Resources	All personnel and equipment available or potentially available for assignment.
Response	Actions taken immediately before, during, or directly after an emergency to save lives and property, and to help communities recover
Risk	The likelihood and consequences of a hazard.
Risk Management	The culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects. It is a process involving the systematic application of management policies, procedures and practices to the tasks of establishing the context, identifying, analysing, valuating, treating, monitoring and communicating risk.
RSMC	See Regional Specialised Meteorological Centre - Nadi Tropical Cyclone Centre
Sheltering	A term used to describe the actions of people who stay in their home location during and following an emergency. It recognises that the home location may be damaged or compromised from the event (such as loss of power, water or structural damage).
SITREP	See Situation Report
Situation Report	Factual statement of impact and consequences of the event.
SOPAC	See South Pacific Applied Geo-science Commission
South Pacific Applied Geo-science Commission	A commission based in Fiji to improve disaster risk management practices to build safer and more resilient communities in the South Pacific through the Community Risk Programme.
Storm Warning	A warning issued by RSMC Nadi if sustained winds are expected to range between 48 and 63 knots (40-50% higher gusts) in the area within the next 24 hours.
Support Agency	An agency allocated in a disaster response plan as undertaking a support role in relation to a specific function or in a specified type of incident.
TCAC	See Tropical Cyclone Advisory Centre
Tropical Cyclone Advisory Centre	A function of RSMC Nadi that provides tropical cyclone advisories for the International Civil Aviation Organisation (ICAO). This is an extended area beyond RSMC Nadi that covers down to 40 degrees South.
Tropical Cyclone Alert	A warning issued from RSMC Nadi generally every six hours to give information on the development of an incipient cyclone or the progress of a cyclone still some distance away, if there is significant probability that it could cause gale force or stronger winds over some part of a country 24 to 48 hours from the time of issue of the bulletin.
Tropical Cyclone Warning	A warning issued from RSMC Nadi generally every three hours for specific areas that are expected to receive gale, storm or hurricane force winds in the area in the next 24 hours.
UNDAC	See United Nations Disaster Assessment and Co-ordination
United Nations Disaster Assessment and Co-ordination	The United Nations Disaster Assessment and Coordination team is a stand-by team of disaster management professionals who, upon request, can be deployed to carry out rapid assessment of priority needs and to support national Authorities to co-ordinate international relief on-site.
Village Disaster Plan	A plan created and maintained by Village Councils to manage the village's response and recovery from a disaster.
Vulnerability	The exposure of a community or social group in being able to anticipate, avoid or reduce, cope with, and recover from the consequences of a hazard or hazards.

VERSION 2010

EMERGENCY OPERATING PROCEDURES

E-1

# Niue National Disaster Plan Emergency Operating Procedures

#### **E** – Emergency Operating Procedures

1	Situ	uation Reports (SITREPs)	3
	1.1	Guide to SITREP Template	4
	1.2	NEOC SITREP Boards	5
2	Dis	aster Impact Assessment	6
3	Loc	aging	8

E-1 to E-8

## EMERGENCY OPERATING PROCEDURES

E-2

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## 1 Situation Reports (SITREPs)

#### Overview

The Situation Report (SITREP) is a tool to communicate information between different organisations involved in managing disaster response. SITREPs are used as the basis for the assignment of scarce response resources, and are also critical to ensuring that all participating organisations are well informed of event developments and actions that are planned and underway.

Planning/Intelligence (within any EOC)	Production, maintenance and communication of SITREPs
	Upon activation of an EOC, the first action is to produce a SITREP with as much information as is currently available, and it is to be immediately communicated to the NEOC (the key is to notify activation, rather than to be information complete)
ALL EOCs	Produce and communicate SITREPs to a national SITREP schedule as defined by the Disaster Controller
	Follow up immediately with other organisations If a scheduled SITREP has not been received
	Distribute national SITREP schedule and communicate to all participating EOCs
Planning/Intelligence	Receive SITREPs from all EOCs and summarise into a national SITREP
W NEUC	Distribute national SITREP as per national SITREP schedule
Disaster Controller	Identify a SITREP schedule for all participating organisations that is appropriate to the type of event (may vary from daily to every 2-3 hours)

#### **SITREP Actions and Responsibilities**

#### Key Information

A form is available in the Forms and Templates section of the NNDP. The following information is usually contained in a SITREP:

- Identifying Information EOC name and location, date and time of SITREP, contact name and contact details
- · Assessment What has occurred to date? What agencies are involved?
- Actions What actions have been taken so far? What actions are being planned?
- Resources What resources are being used? What further resources may be required?
- Factors What issues/constraints may impact response?
- Predicted Incident Development How is the situation anticipated to evolve?
- Options Identify options if a decision to act has not yet been made.

#### **Communication of SITREPs**

A SITREP potentially contains a significant amount of information; it is recommended that where possible email or some other digital channel is used for communication that can efficiently communicate significant amounts of information. Note that the initial SITREP may be a voice or radio call.

- 1. Email (or other equivalent digital channel)
- 2. Fax
- 3. Voice (telephone/radio)
- 4. Messenger/Runner

## 1.1 Guide to SITREP Template

Fields

From	om This field should contain the name of the organisation sending the Situation Report. example, National EOC.					
Prepared By	This field should contain the na	me of the person that prepared	the SITREP			
Date Time	The time and date that the SITREP is prepared. Note that the date format is in an inter- standard (ISO 8601:2004) to reduce the potential for miscommunication with internation agencies involved in response. If the time is being communicated in local Niue time the nothing needs to be appended to the datetime string. If Universal Co-ordinated Time ( used to communicate with international agencies and other countries, then appending signifies UTC time. The following table shows two representations of the same time – Niue Standard Time, then the same time shown in UTC.					
	Example Time	ISO 8601:2004 format	Representation			
	2:30pm on 1 November 2007 Niue time	YYYY-MM-DDThh:mm	2007-11-01T14:30			
	1:30am on 2 November 2007 UTC	YYYY-MM-DDThh:mmZ	2007-11-02T01:30Z			
Serial	This is unique number to identify the number and order of SITREPs produced by an organisation. The initial SITREP produced upon activation should be numbered 1, and each time a new SITREP is produced the number is increased by 1. To avoid number confusing, each serial number should be padded to three digits, so that 1 is 001, 2 is 002 etc.					
Digital File Management	If the SITREP is being produced, stored and/or distributed digitally, it should be named in the following fashion:					
	Organisation-SITREP-Sserial-date/time.doc					
	E.g. For the initial SITREP produced in the NEOC					
	NEOC-SITRE	P-S001-20070111T1430.doc				
	For the second SITRE	P produced three hours later				
	NEOC-SITRE	EP-S002-20070111T1730.doc				
	Note that the colon and hyphen	s within the date and time have	been removed.			
	When saving SITREPs electronically, the file should be compressed into a zip file to reduce transmission size and provide a means of detecting errors as a protection against corruption To compress a SITREP, from File Explorer in Windows, right-click on the SITREP document select Send To, and select Compressed File.					

E-4

#### 1.2 NEOC SITREP Boards

The Board is designed to quickly communicate a summary of impacts and key infrastructure – including evacuation centres to assist management of the emergency. Colour is used as a tool to speed communication – green generally refers to factual/known/'good' status information, whilst red is used to communicate 'poor' status information or a lack of any information. A glance at the red items on the board will indicate where further information is required. The SITREP board is designed to summarise four key areas of information on a village-by-village basis.

- 1. Evacuation Centre Status
- 2. Human Impacts
- 3. Building Impacts
- 4. Infrastructure Impacts

A summary row of the whole island is provided at the top of the table, as this is likely the first place people will look – making it a natural location for a summary. The villages have been listed in a clockwise order around the island, starting at Alofi South. This is an arbitrary order. The following fields are provided:

#### **Evacuation Centre Status**

- EVAC CENTRE OPEN Is the village evacuation centre open and operating? YES green tick, NO – red cross.
- EVACUESS the number of evacuees. If number known, number in green, if unknown red question mark.
- LAST SITREP the time that a SITREP was last received from the village evacuation centre. Colour may be used to indicate that it has been a while since the last SITREP was received. For example, if a SITREP hasn't been received within the last three hours, then once it has been three hours, the time of the last SITREP may be changed to red to indicate that the information has 'aged' and that perhaps an update is required.

#### **Human Impacts**

It will be more appropriate to use black for these figures.

- DISPLACED the number of people displaced from their usual residence (likely will be a different figure from EVACUEES if people move to another residence)
- INJURED the number of injuries
- FATALITIES the number of confirmed fatalities

#### **Building Impacts**

It will be more appropriate to use black for these figures.

- DAMAGED the number of buildings that have been damaged
- DESTROYED the number of buildings that have been destroyed

#### Infrastructure Status

Use YES - green tick, NO - red cross

- WATER does the village have access to its usual water source(s)?
- POWER does the village have access to its usual power?
- COMMS does the village have access to its usual comms?
- ROADS does the village have access to other villages via roads? A more detailed summary of major road access will be maintained on a stylised road map

## 2 Disaster Impact Assessment

#### Overview

Disaster Impact Assessment (DIA) is the process associated with identification, collection and analysis of impacts of the event on Niue. It is a catchall name for multiple assessment processes that include, but are not limited to, Rapid Damage Assessment, Damage Assessment, Needs Assessment, Impact Assessment, Post-Disaster Impact Assessment etc.

DIA generally contains far more detailed information than would be contained in a SITREP.

Government departments and village councils should immediately start DIA following production and communication of the activation SITREP.

DIA information is critical to support decision-making processes during an adverse event. In particular, Cabinet will use the resulting information from assessments as the basis for the requesting of international assistance.

A key responsibility of the Planning/Intelligence function is to identify information that may assist or be critical to decision-making and attempt to collect or obtain this information for the decision-makers. This can be particularly difficult during an adverse event where roads may be blocked and communications infrastructure may be impacted.

There are two broad types of DIA:

- Initial/Rapid a quick scan and collation of immediate impacts. This should be one of the first processes undertaken after activating the NEOC and sending the activation SITREP. The aim of rapid assessments is to obtain as much relevant impact information in as short a time as possible.
- 2. Detailed a more thorough and specialised assessment process where expert/technical knowledge is required for a more detailed assessment, particularly of equipment, buildings, infrastructure, natural resources, and assessing the psychological impact of the disaster. Detailed assessments generally start once immediate life safety issues have been dealt with, and experts are able to gain access to the impacted area to undertake assessment. These may have a specific focus (such as infrastructure), or be composed of a multi-agency team of experts.

#### **DIA Actions and Responsibilities**

	Identify priorities in the collection of Disaster Impact Assessment Information
EEG	Review National Disaster Impact Assessment reports and develop response/recovery strategy
	Produce and deliver to Cabinet a comprehensive National Disaster Impact Assessment report within two weeks of the event
Cabinet	Review National Disaster Impact Assessment reports and request international relief if appropriate
	Communicate DIA priorities to all involved in response and recovery
Planning/Intelligence	Co-ordinate island-wide assessments
@ NEOC	Summarise assessments into National Disaster Impact Assessment reports and communicate to EEG and Cabinet
Village Councils	Conduct assessments of the village with local assessment teams to obtain the key information
-	Communicate DIA report(s) to the NEOC

#### **Key Information**

- Human & Social
  - o Direct impacts on people e.g. injuries, fatalities, displaced/evacuated persons
  - o Indirect impacts such as social issues e.g. counselling, support
- Built Environment e.g. damage to buildings, equipment, facilities, infrastructure etc.

#### EMERGENCY OPERATING PROCEDURES

- · Economic estimates of financial implications of event
- Natural impact on the natural environment, geography, resources

#### **DIA Teams**

Various teams will be created after an event to assess the impacts. Village councils are responsible for forming teams with the purpose of assessing impacts on the local village. The NEOC is responsible for forming teams to perform national and/or inter-agency assessments. Additionally, the NEOC may be requested to identify and/or provide personnel to assist village councils undertaking disaster impact assessment.

#### **Communication of DIAs**

A Disaster Impact Assessment potentially contains a significant amount of information; it is recommended that where possible email or some other digital channel is used for communication. In some time sensitive cases particular impacts may need to be communicated immediately and directly.

- 1. Email (or other equivalent digital channel)
- 2. Fax
- 3. Voice (telephone/radio)
- 4. Messenger/Runner

## 3 Logging

#### Overview

During an emergency significant amounts of information can be produced and it is essential that it is recorded, prioritised and monitored. Information logs are also useful for reviewing response to improve systems for future events.

#### Message/Communications Log

Each EOC should compile and maintain a communication log that contains a record of all ingoing and outgoing communications. This is especially important at the NEOC. Often it is necessary to revisit previous communications to resolve an issue related to inaccurate information.

The Message Log should be filed in time order, and dividers can be used to separate hours or days depending on the nature of the event. It is usually simplest to place the newest messages near the front of the folder, whilst older messages are near the back. This speeds the process of filing and retrieving information – generally the more recent information is being searched for, whilst older information has become out-of-date.

A summary log should be placed and maintained at the front of each folder that lists the date, time, sender, recipient and summary of each message.

#### **Requests/Actions Log**

The Requests/Actions Log is an essential tool for ensuring effective response. It records all requests, decisions made, which organisations/personnel they were assigned to, and when they were due to be completed.

The value of the Actions Log is in the ability to identify requests that have not been fulfilled, and assigned actions that have not yet been completed. In stressful and fast-changing environments, actions are often over-looked and forgotten. The Requests/Action Log is a means of ensuring that requests and actions are not overlooked and that they are completed, where practical, in a timely manner.

As per the Message/Communications Log, the older actions are at the back of the folder, and the more recently assigned actions are placed at the front. A summary sheet(s) should be placed and maintained at the front of each folder that lists the date, time, and summary of each action

# Niue National Disaster Plan Forms and Templates

F

F – Forms and Templates	
Situation Report (SITREP)	F-1
Map for Situation Report	F-1M
Situation Report Status Board	F-1SB
Message/Communications Log	F-2
Requests/Actions Log	F-3

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### FORMS AND TEMPLATES

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F1

## SITREP FORM

FROM		SERIAL	S nnn
PREPARED BY			
DATE TIME	YYYY - MM - DD T HH : MM		

#### ASSESSMENT OF CURRENT SITUATION

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ACTIONS TAKEN AND PLANNED

RESOURCES AVAILABLE

RESOURCES NEEDED

ENVIRONMENTAL CONSIDERATIONS

PREDICTED CHANGES IN SITUATION

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FORMS AND TEMPLATES

## SITREP MAP



PAGE 1 OF 2

TREP STATUS BOARD

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PAGE 2 OF 2

F1SB

# SITREP STATUS BOARD

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NAMUKULU						
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# Niue National Disaster Plan National Disaster Directory

This document contains all key facilities, roles and contact details that may be required for primarily for response and recovery, but may also be useful during reduction and readiness. It is presented in a phonebook style, as people are accustomed to navigating communication and location information in this manner. As it grows, it may be necessary to introduce synonyms or create sections to make some contact details and locations easier to find.

# G – National Disaster Directory G1 to G3

2	National Disaster Directory	5
1	Administration and Maintenance	1

### **1** Administration and Maintenance

#### Styles

Word document styles are used to format the directory.

- DDEntryTitle the title, such as National Emergency Operations Centre
- DDEntrySubTitle subheadings such as facilities and roles
- DDEntryDetail used for each detail entry such as Telephone, the dots are filled automatically

#### **Global Positioning System Co-ordinates**

Every facility is required to have Global Positioning System (GPS) co-ordinates listed as a means to provide unambiguous location information, particularly to assist international assistance. The co-ordinates should be in the World Geodetic Datum 1984 (WGS-84) – the default for most handheld GPS receivers. The co-ordinates are presented in the default format for most receivers – 'degrees and decimal minutes' (also known as ddd mm.mmm). When the directory is completed, it will be converted into a format that can be sent to GPS receivers and geospatial software applications.

# G-3

## 2 National Disaster Directory

## CHIEF OF POLICE, SEE POLICE AND IMMIGRATION DEPARTMENT

#### DISASTER CONTROLLER, SEE NATIONAL EMERGENCY OPERATIONS CENTRE

#### FOOU HOSPITAL

#### Hospital (facility)

Address	Kamiti, Niue
Lat/Long	
Telephone	
Facsimile	+683 4265
Email	niuedoh@mail.gov.nu
Director	Anne McLean

#### NATIONAL EMERGENCY OPERATIONS CENTRE

NEOC (facility)	
Address	BCN Bldg Alofi Sth, Niue
Lat/Long	
Telephone	
Facsimile	

#### NEOC, SEE NATIONAL EMERGENCY OPERATIONS CENTRE

#### NEW ZEALAND HIGH COMMISSION IN NIUE

High Commission (facility	y)
Address	
Lat/Long	. S19° 03.897' W169° 55.828
Telephone	+683 4022
Satellite Phone	
Satellite Phone (2)	*****
Facsimile	+683 4173
High Commissioner (Mar	k Blumsky)
Telephone (Residence)	
Email	.mark.blumsky@mfat.govt.nz
<b>Deputy High Commission</b>	ver (Tauaasa Tasaaki)
Telephone (Residence)	+683 4025
Email t	auaasa.tasaaki@mfat.govt.nz
Vice Consul (Christine M	cPherson)
Telephone (Residence)	+683 4318
Emailchrist	ine.mcpherson@mfat.govt.nz

#### PEMO, SEE POLICE AND IMMIGRATION DEPARTMENT

#### POLICE AND IMMIGRATION DEPARTMENT

#### Headquarters (facility)

Address	Alofi, Niue
Lat/Long	
Telephone	+683 4333
Satellite Phone (Ins	sp M Tongatule) +881621466201
Facsimile	
Email	maria.police@mail.gov.nu

#### Chief of Police- Mark Chenery

l elephone	+683 4333
(DDI)	+683 4324
(Home)	+683 4132
Satellite Phone	+881621466202

#### **Police Emergency Management Officer**

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NIUE NATIONAL DISASTER PLAN

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