



Community Emergency Plan

A comprehensive guide to disaster preparedness



United Nations Educational, Scientific, and Cultural organization



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A comprehensive guide to disaster preparedness in the Caribbean



Revised Edition 2004

Caribbean Disaster Emergency Response Agency (CDERA)
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The community where we live could be affected by disasters at any time.



For example:
Flood! Hurricane! Volcano!
Earthquake! Huge Fire! Oil Spill!



We need to have a community emergency plan



To know how to respond, we have to be organised. Members of the community need to be informed and educated

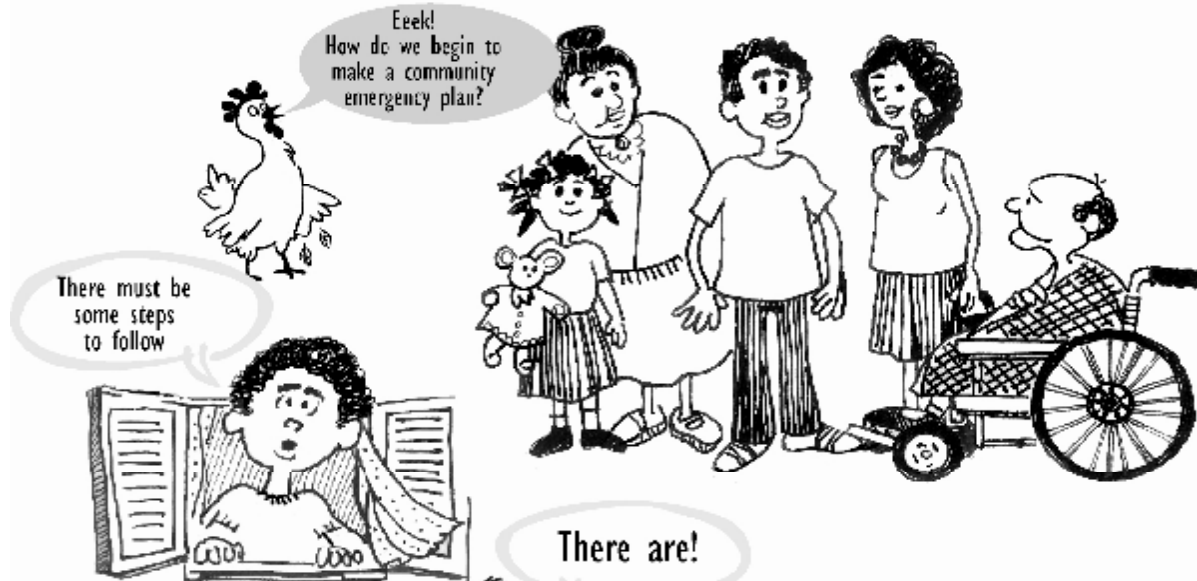
We should be prepared to respond independently, because outside help might not be available for quite

In such cases we have to be prepared to respond to the needs of the community

EEEK!
Disaster!
Emergency!



We need the participation of all members of the community to develop this plan. In order for it to work, we need to co-ordinate our efforts



1. Identify Hazards and their Locations
2. Know your Vulnerabilities
3. Make an Action Plan
 - ✓ Before the Emergency
 - ✓ During the Emergency
 - ✓ After the Emergency
4. Test and Evaluate the Plan

Let's work together as a team!



STEP ONE: Identification and Location of Hazards



A hazard is...
the presence of something
that can threaten a group of people,
their activities, and their environment.
A hazard can be natural, or something
that is caused or
influenced by human activity

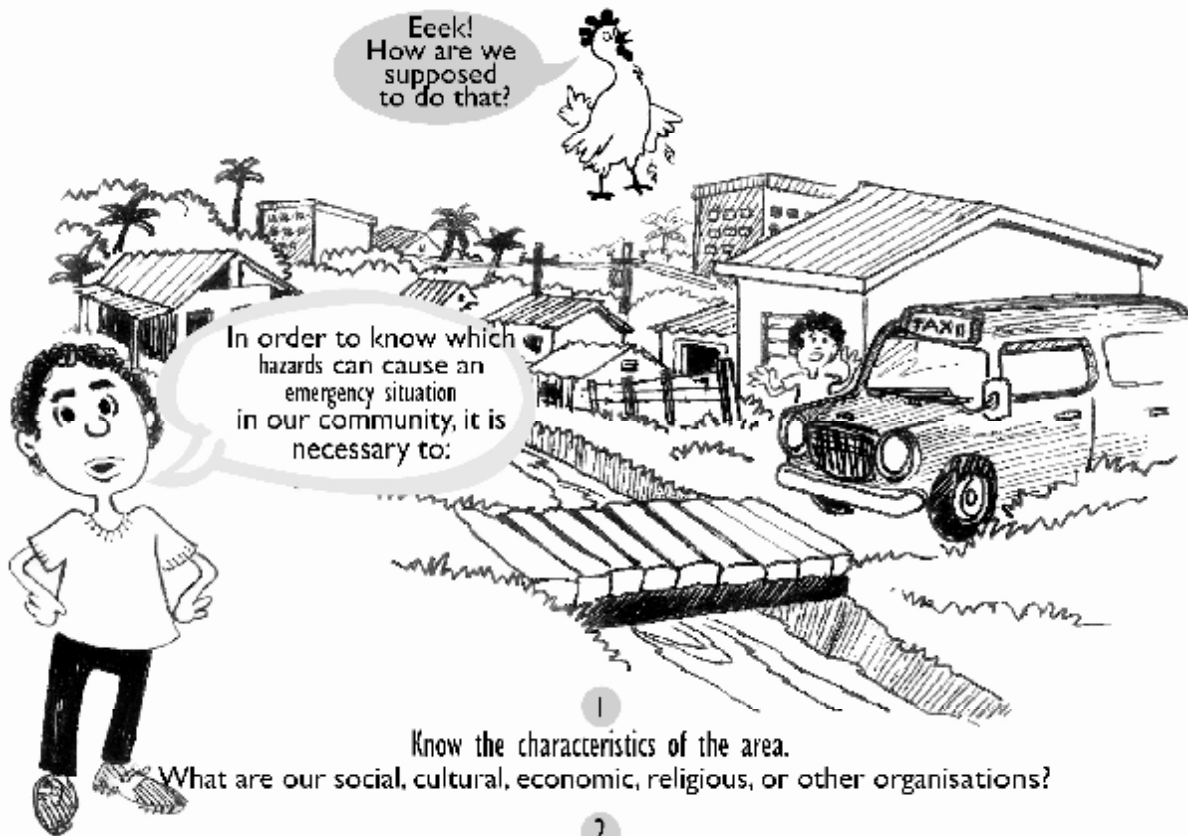


These are some hazards that are
caused by human action:

- Fires
- Explosions
- Forest fires
- Oil spills
- Contamination of water



After identifying the hazards, we have to determine which ones pose the threat to our community



1

Know the characteristics of the area.

What are our social, cultural, economic, religious, or other organisations?

2

Know the causes

the possible consequences and the ways to avoid or reduce the effects of the hazards.

3

Learn the history of the hazards

that have caused emergencies in the past.

How frequently have they occurred? ■ What measures were taken?

We cannot forget some situations that could become hazardous and affect us in the future

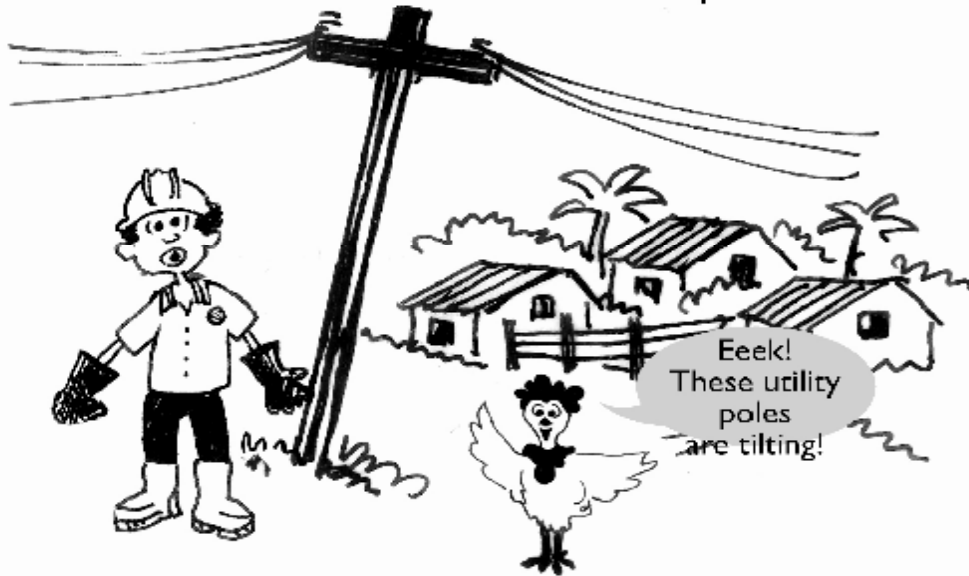
In order to do this, it is very important to exchange experiences and seek the assistance of the technicians from the different institutions that serve our community,

such as

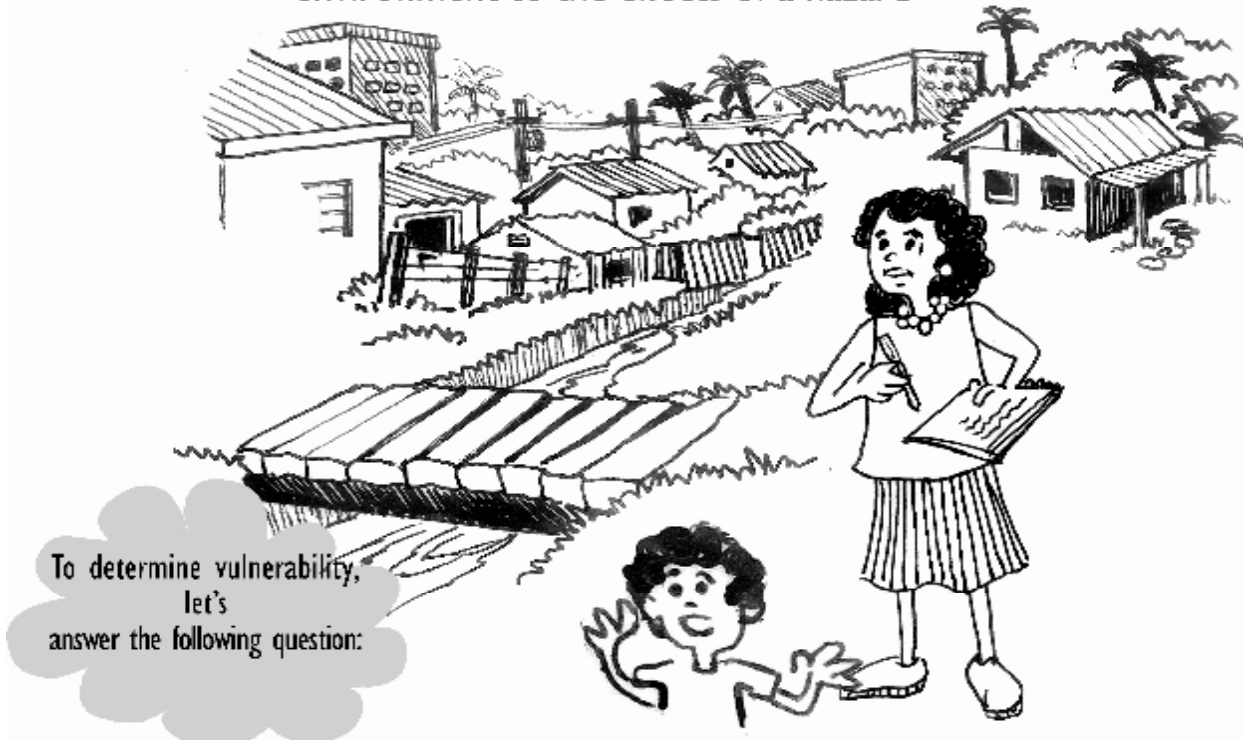
Police
Health Centre
Clinic or Hospital
Fire Department
Disaster Organisation



**STEP TWO:
Know Your Vulnerability**



Vulnerability
is the exposure of people, their work, their and environment to the effects of a hazard



- What are the objects and people exposed to the hazard?
- How are we threatened?

To answer these questions it is convenient to have an inventory of human and material resources, their state, location and availability

WHAT IS THE CAPACITY
OF THE COMMUNITY TO FACE AN
EMERGENCY SITUATION?



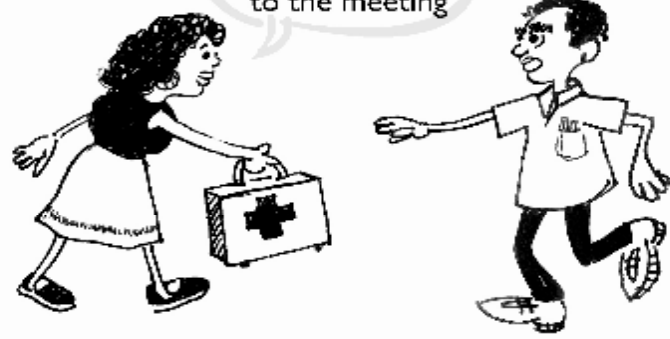
INVENTORY & LOCATION OF RESOURCES



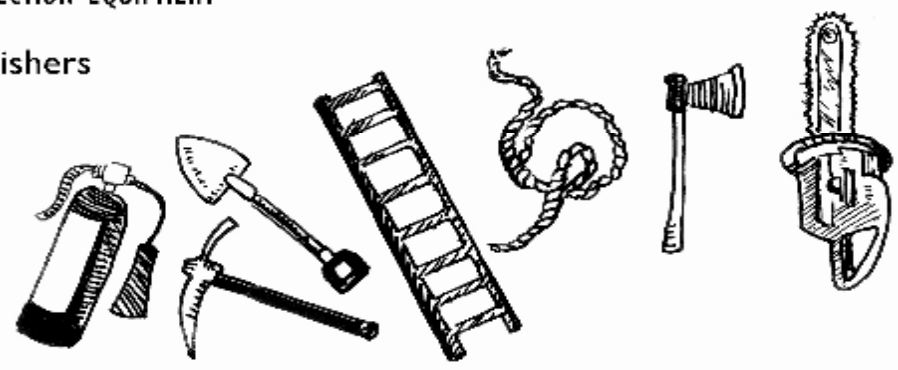
- PHYSICAL SPACES & SAFE FACILITIES**
(Green areas, parking lots, community centres) could function as meeting points or as temporary shelters
- MEANS OF TRANSPORTATION**
(Public & private) that can be used in case of emergency
- BASIC MEDICAL & FIRST AID EQUIPMENT**



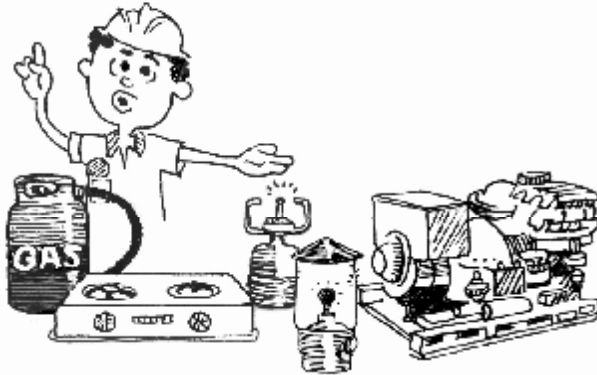
Check list!
Check list!



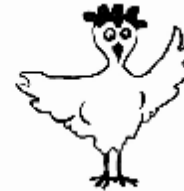
- RESCUE & PROTECTION EQUIPMENT**
Such as:
 - Fire extinguishers
 - Shovels
 - Pickaxes
 - Ladders
 - Rope
 - Axes
 - Chainsaws



- ✓ **ELECTRIC ENERGY SYSTEMS** and other sources of energy supply such as:



- gas burners
- flashlights
- gas lamps
- gas
- generators



- ✓ **WATER SYSTEMS**
pipelines, hydrants, wells, springs and other sources of water supply
- ✓ **SEWAGE WATER DISPOSAL**
also alternative forms for their disposal
- ✓ **ANY OTHER RESOURCE IN THE COMMUNITY WHICH CAN BE USEFUL IN THE CASE OF AN EMERGENCY**
also alternative forms for their disposal
- ✓ **ADDRESSES, PHONE NUMBERS AND KEY PERSONS**
in institutions that respond in case of emergency
- ✓ **ORGANISATIONS**
We have to have a list of all the organised groups in the community (religious or sports association, etc.)
- ✓ **SEWAGE WATER DISPOSAL**
also alternative forms for their disposal

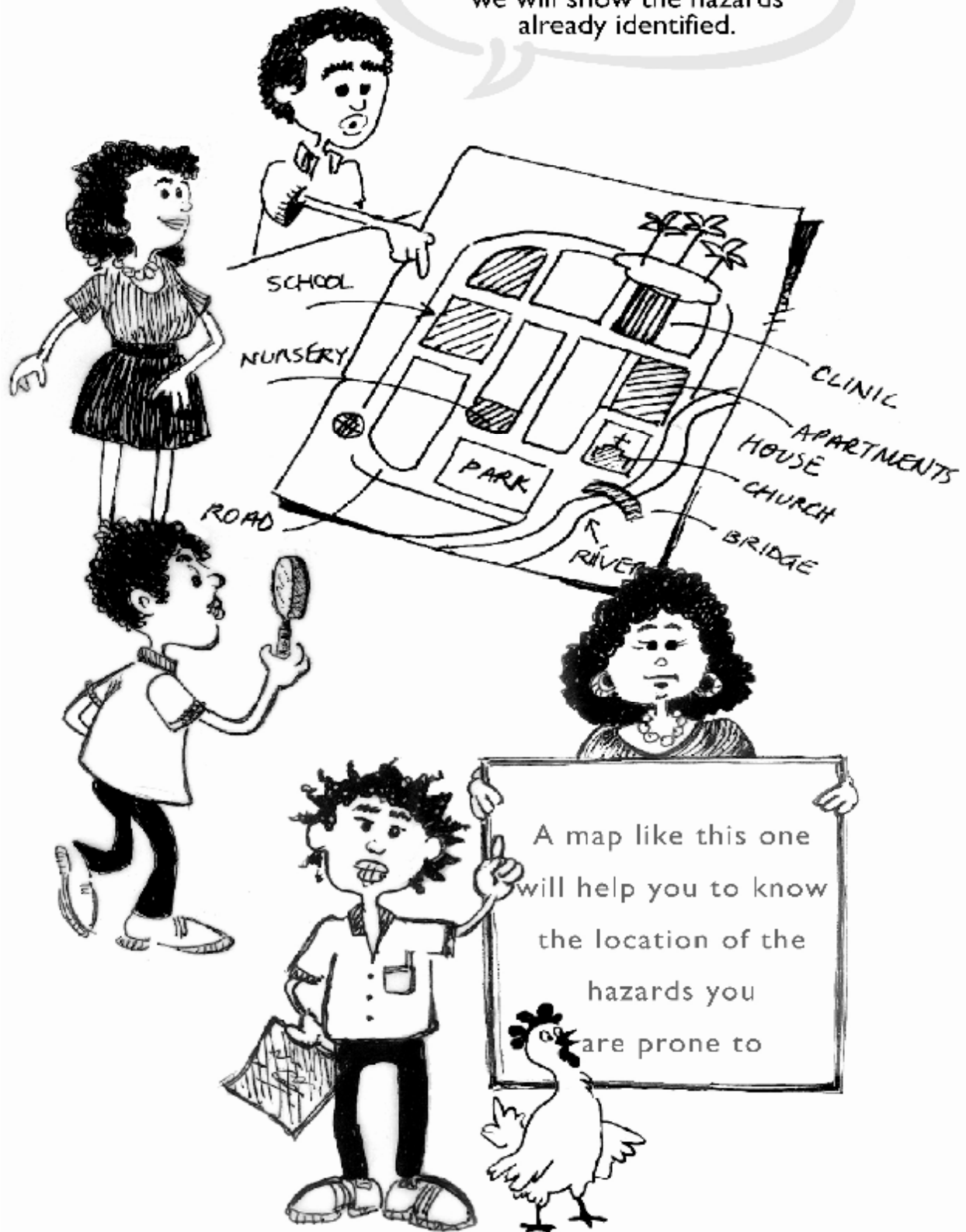


Yes. Let's let the owner know that we may need his help in an emergency



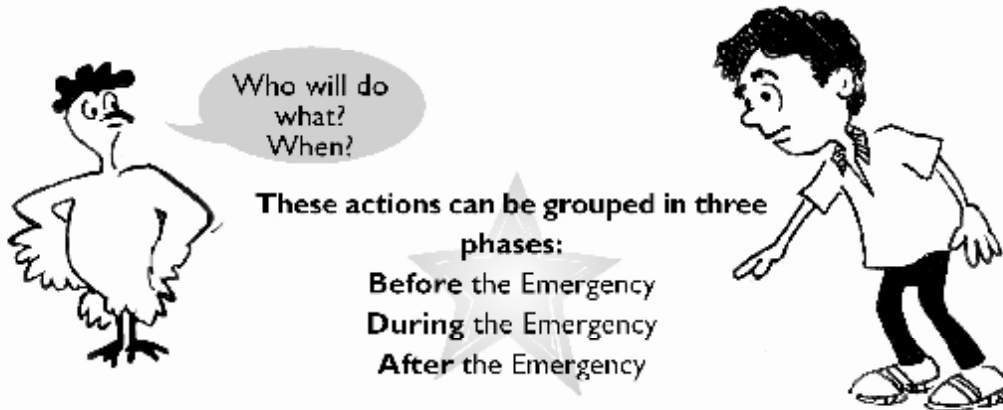
The Inventory of resources allows us to know what the community has available to respond to an emergency situation. At the same time, we can measure the existing level of organisation, and also to know what our needs are in terms of education, preparedness and information required by the community to determine precise actions.

Finally, we have to draw a map of our community where we will show the hazards already identified.



STEP THREE: Make an Action Plan

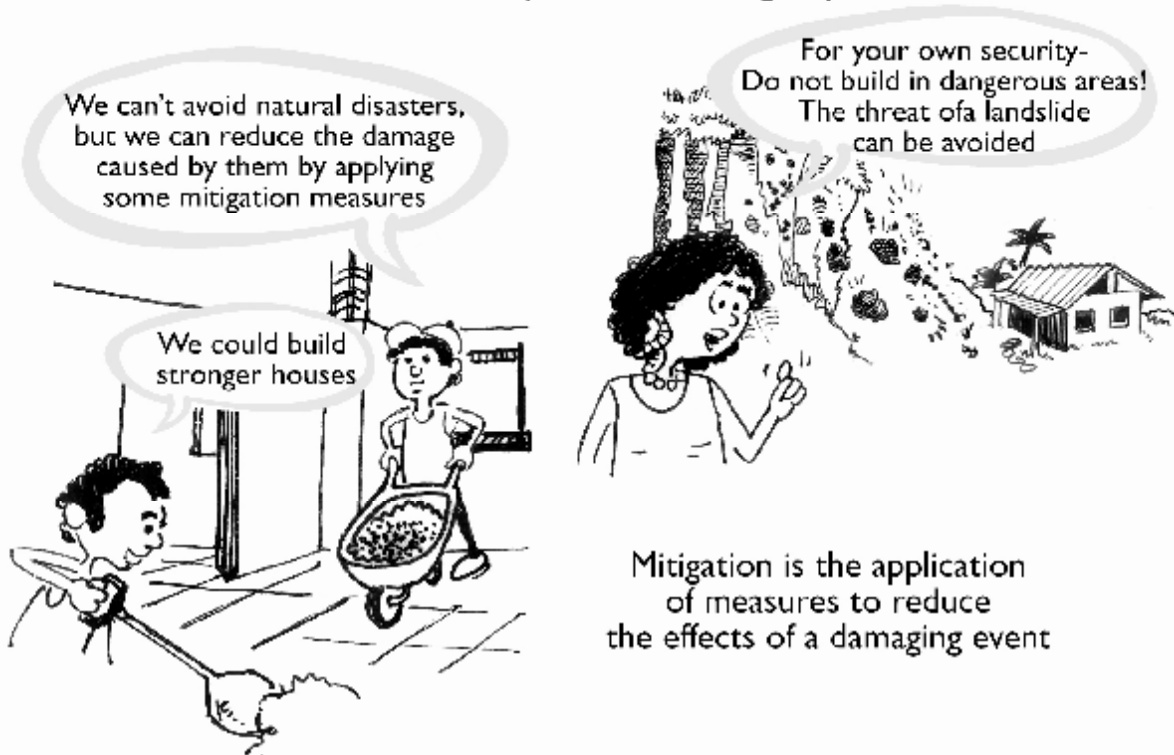
Plan what we (our groups) will do in order to avoid or reduce the hazards in our community. Decide how we will react when the emergency occurs.



BEFORE THE EMERGENCY

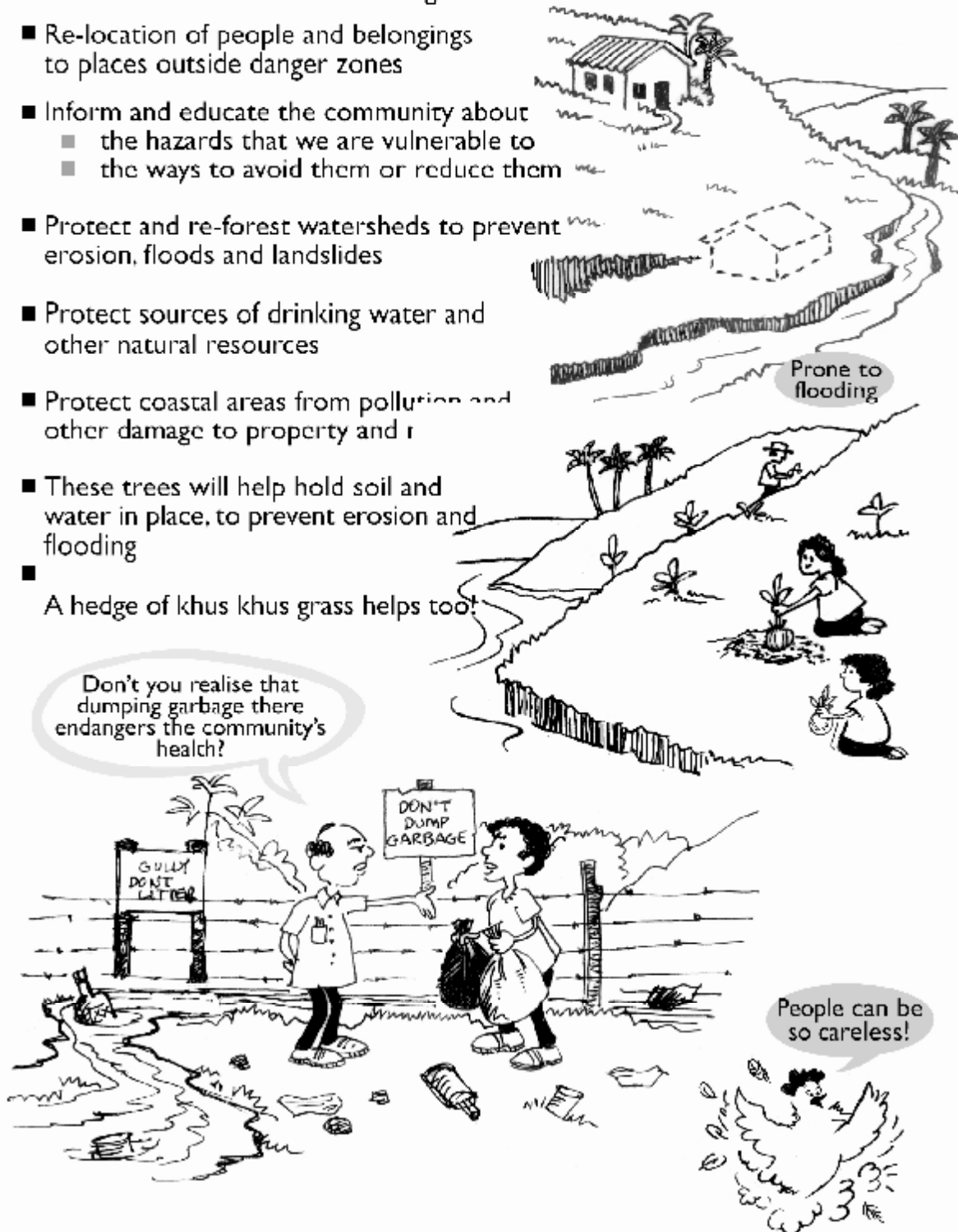
A. PREVENTION & MITIGATION

Prevention is the application of measures to avoid an event that may cause an emergency



Some Prevention & Mitigation Measures

- Identification and location of dangerous areas
- Re-location of people and belongings to places outside danger zones
- Inform and educate the community about
 - the hazards that we are vulnerable to
 - the ways to avoid them or reduce them
- Protect and re-forest watersheds to prevent erosion, floods and landslides
- Protect sources of drinking water and other natural resources
- Protect coastal areas from pollution and other damage to property and r
- These trees will help hold soil and water in place, to prevent erosion and flooding
- A hedge of khus khus grass helps too!



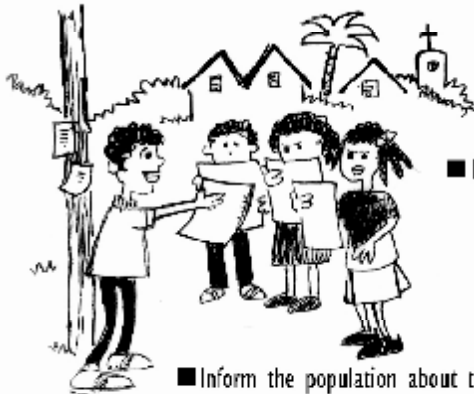
PREPAREDNESS

In this stage, we plan and organise how to respond to emergencies that cannot be avoided.

Create an inventory and locate the most important human and material resources that the community may have

Some preparedness actions

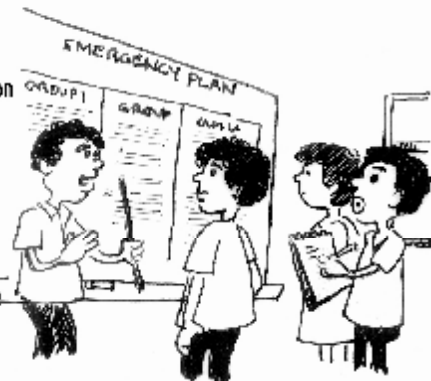
- Determine meeting points and temporary shelters for emergency cases



- Define clearly the functions that the community members and groups will assume in the event of an emergency

- Identify and train people to assist the relief organisations during an emergency

- Establish a community information and communication system



- Inform the population about the procedures that have to be followed in an emergency. Publicise the emergency plan



- Define the types of alarm that will alert the community, and let people know about them



- Design an evacuation plan and map out the route, highlighting access to safer zones. Also show dangerous areas to avoid

My house is a good, safe place to meet



Eeek!
So much to do!



DURING THE EMERGENCY

During this stage, the purpose of our actions is to save lives, and to reduce suffering and property



Normally, these tasks are executed by specialised institutions such as Red Cross, firemen, police, or community development officers

But a prepared community is very helpful in these tasks



- We must assist with:
- Temporary shelter and food supply for the affected people
 - Evacuation of the affected people
 - Medical assistance for the affected people
 - Security measures to prevent looting and protect the belongings of the population
 - Preliminary damage assessment
 - Conducting a survey of the affected people



AFTER THE EMERGENCY



Rehabilitation

In this phase, we re-establish the vital needs of the community

Some rehabilitation actions:

1

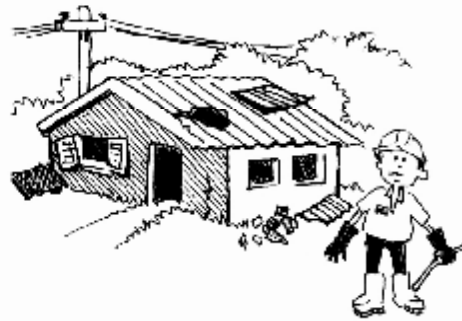
Restore the basic community services - health, energy, drinking water, communication, transport

2

Organise community action teams that can assist in the basic rehabilitation tasks of institutions

3

Damage and needs assessment




Reconstruction

Reconstruction is the process of restoring the structures affected by the event

Some reconstruction actions:

- Volunteer to support institutions in reconstruction of infrastructure and services - schools, hospitals, clinics, roads, etc
- Assist the affected neighbours in restoring those things which are important to their existence
- DON'T FORGET that we as a community must always find our own solutions for our problems

 By making ourselves safer, we improve our quality of life



This stage requires more economic resources

We cannot expect the relief institutions to solve everything

But there are many ways in which we can help them to assist us



In this stage, it is important to organise volunteer teams to take action to help the community



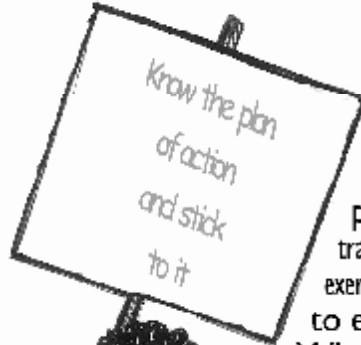
But when rebuilding our structures, care should be taken so that they will be less vulnerable in the

STEP FOUR:

Test and Evaluate the Plan

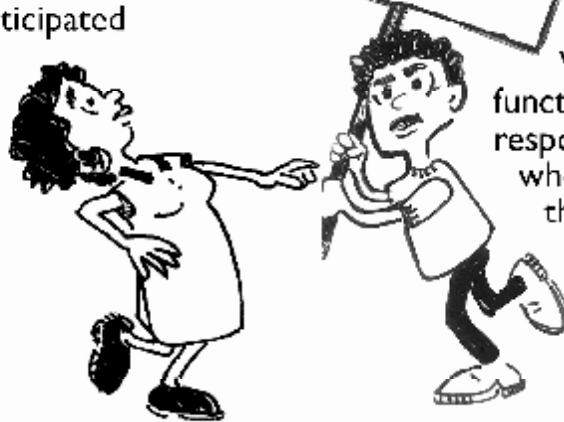
Now that we have our emergency plan ready, we need to guarantee that everything works properly when the time comes

And now we have our Emergency Plan ready and even though we would like never to have to use it, we have to guarantee that when the moment to put it into practice comes, everything works as we have anticipated



Inform the community about the existence of the plan through meetings, training, workshops, simulation exercises and other activities to explain what it is about.

What are the functions and everybody's responsibilities, so that when the moment comes, the plan would be useful



Execute exercises simulating conditions that would occur in a real emergency. This should tell us-



- The effectiveness of the plan
- Whether people know and remember the plan
- Whether we need to change the plan or the way we work, in order to improve our responses when a real emergency strikes



**Always remember
this advice:**

**Prevention and preparedness
are the best ways to face emergencies!**

