

Chatham Islands Council

Appendix c



chatham islands council

Prepared by
Rana Solomon (ERC)

TABLE

PART 1 REDUCTION 3

Introduction	3
Health and Safety Management for Staff and Volunteers	3
Employer Responsibility	3
Employee Awareness	4
Protection of Staff and Volunteers	4
Immunisations	4
Un-well Employees	5
Safe Meeting Policy	5
Impact in the Workplace	6
Working from Home	6
Staff/Volunteers	6
Emergency Management	6
Communication	6
CDEM Group	7
Response Team	7
Area Co-ordinators	7
General Manager	7
Financial Manager	8
Reception	8
Assistant	8
Council Secretary/Filing	8
Replacement staff	8
Providing Services	8
Democracy	8
Infrastructure	9
Community & Regulatory	9
Environmental Services	10
Emergency Management	10
Coasts, Harbours & Navigation	10
Supplier Interruption	11
Financial Impacts	11
Financial Assistance	11
Revenue Losses	11

PART 2 READINESS 12

Legislation	12
Business Continuity	12
Staff Awareness	12
Social Distancing	12
Absentees	13
Travelling	13
Inform Public of Alert Status	13

PART 3 RESPONSE 14

Authority/ Local Authority and DHB 14
Contact Management 14
Activation of Emergency Management Response Plans 14
Employee Immunisation 15
Facility Closure and Public Gatherings 15
Facilities to be Closed 15
List of Schools to be Closed 16

PART 4 RECOVERY 17

Internal Organisational Recovery 17
Recovery between Waves 17
Recovery of Social Environment 17
Recovery of Economic Environment 17
Recovery of Natural Environment 17
Recovery Of Built Environment 17
Recovery Resources 18
Debriefing 18
Alert Phase for Council 19
Emergency Management Check List 20
Organisation Structures 21

REDUCTION PART 1

In addition to the Chatham Islands Pandemic Plan the Local Authority has specific internal procedures that form part of their Action Plan.

INTRODUCTION

In the event of a Pandemic Chatham Islands Council have in place measures which will maximise the safety and care of staff, their families and the community. Council will continue to provide the services on a prioritised basis only and restore normal services as and when practical.

Council will ensure that critical function will continue during a pandemic such as;

- Water supply
- Wastewater services

Civil Defence Emergency Management

To minimise the risk of staff infection, as soon as the virus is present in New Zealand all staff that can will be isolated and those that can will work from home and not come into contact with others. Those that work in isolation from work will have protective devices that must be worn, (face masks, gloves, disinfectant to clean surfaces and exposed body parts).

HEALTH AND SAFETY MANAGEMENT

Civil Defence Emergency Management has legal responsibilities under the Act. Volunteers are entitled to be treated for safety purposes as if they were employees and that they have most of the same rights as employees and that the employer must keep them safe. The only right that they don't enjoy is the right to formally participate in health and safety issues.

- Provisions of the HSE amendment Act will apply to certain Civil Defence volunteers.
- Spontaneous volunteers are not specifically covered by the HSE Amendment Act, but are covered by a general duty of care.
- Civil Defence volunteers receiving on the job training and work experience have a similar status in regard to health and safety issues as normal employees.
- OSH will be producing a number of best practice guidelines to assist organisations with the management of their volunteers.
- These amendments came into force on 5th May 2003.

EMPLOYER RESPONSIBILITY

Employers have a responsibility to employees, and volunteers to provide and maintain a safe healthy working environment, however when dealing with the public you can potentially come in contact with infected people and employers need to ensure that all reasonable caution is taken for the well-being of their employee's and volunteers.

EMPLOYEE AWARENESS

It is likely staff will be concerned during a pandemic which can contribute to increased work absence and distress to staff. After identifying the core people and skills to keep the essential services of Council business operating advise staff of the Alert Status and Council business contingency protocols, to prepare them for alternate methods in which to either work from the work place or home. Discuss with staff possible health and safety issues and the potential for stand down and leave arrangements if they are ill, or need to look after family. Ensure that communication systems are understood during the pandemic and provide clear, timely and pro active communications to staff, on how we intend to deal with the situation. Emergency Management will be liaising and communicating with other government agencies.

PROTECTION OF STAFF AND VOLUNTEER'S

Instruction regarding infection prevention and control helps staff to avoid or cope better in dealing with risk environments, including;

- A safe and healthy working environment for the well-being of staff is the employer's first priority.
- Good hygiene practices among all employees.
- Advise staff of Health and Safety policies and consider support for staff who may need to go home sick, are they able to drive home safely and if not who will be responsible for ensuring their safety.
- Provide and educate employees in appropriate measures of general infection prevention and control strategies, this may come in the form of workshops.
- With effective policies and processes in place to ensure people/employee's with symptoms of respiratory infection do not place others at risk, this should include sending ill people home and enabling staff to work in more isolated settings such as from home.
- Promote good hygiene practices among all employees and make available to all employees' annual influenza vaccinations.
- Workshop with staff on the Health & Safety policies, and what may be required during an Influenza Pandemic.
- Ensure that all staff/volunteers understand safe meeting policies and social distancing by attending the workshop.
- There is evidence that influenza can spread in inadequately ventilated internal spaces, so it is important that work environments are well ventilated.
- Emergency Management can hold presentations for businesses or organisations on Pandemic Influenza explaining what is involved. This may help to identify their role/responsibilities during a Pandemic.

IMMUNISATION

Once the virus has entered New Zealand, it would be difficult to halt the spread; however there are options to slow the transmission until a vaccine becomes available.

- When influenza breaks out the first response of any business, organisation agency, Local Authority and Emergency Management will be to protect its employees.

- Undertake internal surveillance, this includes monitoring the health status of employees and their families.
- Implement infection control measures, set up prominent notices at entry points to the facility, advising staff and visitors not to enter.
- Ensure there are adequate supplies of tissues, medical and hand hygiene products, cleaning supplies as well as masks for people who become ill at work.
- Advise staff to work from home if possible or use social distancing methods.

UN-WELL EMPLOYEES

If a person feels ill, or if someone observes that another person is exhibiting symptoms of influenza at work, they are to contact the Manager by telephone if possible.

- Avoid visiting this person; manage the process over the phone.
- Check if the employee has any of the symptoms outlined in the flowchart.
- The suspected case should leave work immediately and be advised to contact the Medical Advisor by phone.
- If a person is suspected with influenza and has left the workplace it is important that their work area/office along with any other known places they have been are thoroughly cleaned and disinfected.

SAFE MEETING POLICY

Before a meeting commences in the Council building's there are safe meeting procedures that should be followed by all those attending.

- Before meeting contact all those attending and remind them, of the safe meeting policy and that they are expected to follow procedure.
- Ensure there are adequate supplies of masks and disposable gloves. These should be worn before entering the building.
- Ensure hard surfaces in the meeting room have been cleaned prior to the meeting and don't not leave papers, books etc on tables.
- No drinks or food allowed in the meeting room.
- Practice social distancing and avoid congregating before and after the meeting.
- Keep a distance of at least 1 metre between persons wherever possible.
- Use good hygiene practices.
- If anyone is showing signs of illness or coughing they should not attend meetings.
- Complete business at hand and end meeting as soon as practical.
- Avoid close contact when leaving the room i.e. leave 1 person at a time.

IMPACT IN THE WORKPLACE

Interruption to the workforce can have significant impact on essential services and threat to the continuity of business. Requirements in place to allow staff to work from home or in isolation at the workplace, this includes emergency volunteers, CDEM Group and Council Members.

STAFF/VOLUNTEERS THAT COULD BE AFFECTED

- 1 Cleaning staff
- 9 Council Members
- 10 CDEM Group
- 15 Response Team
- 10 Area Coordinators

WORKING FROM HOME OR IN ISOLATION

Allowing staff to work from home will reduce the risk of infecting other staff.

EMERGENCY MANAGEMENT

- Lap top/files
- Sat Phone (back up only if phone lines go down)
- Telephone
- VHF Radio
- Copy of all emergency standard operating procedures and contact lists
- Log book
- Access to vehicle
- Requirements
- Access to fax
- Internet access
- Printer

COMMUNICATION

The purpose of a central location for communication is to provide interagency communication and co-ordination, allowing for better management of emergency response. Having systems and processes in place to ensure that all organisations responding to the emergency are working together and understand one another's roles and responsibilities.

- This role can be covered by the admin staff of the Council.
- Implement Emergency Management communication SOP.

- Emergency Management communications will still come via the COC communications office and information passed on to the appropriate emergency staff.
- Provide clear and accurate information to the public; remember panic is fuelled when information is concealed.
- Work in isolation in the communications room at the council office if required.
- VHF Radio
- Telephone
- Log book
- Full copy of SOP and contact details

CDEM GROUP

- Copy of SOPs and contact details
- Telephone
- Fax/email if available

RESPONSE TEAM

- VHF Radio
- Copy of Emergency SOPs
- Telephone
- Fax (if possible)

AREA CO-ORDINATORS

- VHF Radio
- Copy of Emergency SOPs
- Telephone
- Fax (if possible)

GENERAL MANAGER

- Lap top
- Telephone access
- Internet access
- Vehicle

FINANCIAL MANAGER

- Access to financial information/recourses
- Lap top
- Telephone
- Internet
- Could work in isolation from office/home

RECEPTION

(Tasha)

ASSISTANT

(Tania)

COUNCIL SECRETARY/FILING

Able to do some secretarial work from home, using home computer etc, however, would need to work from office for any filing work, or property information, but can work in isolation.

REPLACEMENT STAFF

- Advise employees how long to remain home.
- Decisions on leave and cover arrangements.
- Checking on ill staff.
- Ensure that employee's are well before allowing them to return to work and have confirmation from the Medical Advisor prior to their return to work.

PROVIDING SERVICES

By identifying the potential risks, to people, facilities and services, steps can be taken to reduce the magnitude and severity of potential consequences. Staff in contact with infected people, spreading the infection to other staff members and becoming ill themselves.

DEMOCRACY

Administration services provided on a daily basis including planning and support for council and its committees

Consequences

- Contact with the public can put employees at risk of infection.
- Spreading the infection.

- Cost increase in sick leave or replacement of staff.

Action

- Part of administration may need to be closed down in order to reduce contact with public.
- Separate Staff from Public by offering alternative service delivery methods phone, fax, email or mail.
- Allowing staff to work from home will reduce the number of staff needed at the workplace and the risk.
- Allowing staff to continue working from home will reduce the need for replacement staff and cost increase.
- Conduct safe meeting policies including social distancing, the use of masks will further reduce risk.

INFRASTRUCTURE

Land transport, solid and hazardous waste management, water supply, storm water and wastewater (sewerage).

Consequences

- Employees infected by public or co-workers, becoming sick and spreading the infection.
- Unable to deliver the service due to employees becoming infected.
- Cost increases due to staff sick, and replacement staff
- Works Infrastructure is required to have a contingency plan.

COMMUNITY AND REGULATORY

The social and community development of arts, heritage (museum and library) morgue, cemeteries, parks, reserves, housing, community buildings, licensing buildings, dogs and animal control for the well-being of the Islands.

Consequences

- Museum, parks and reserves, community buildings may be closed to the public unless safe meeting policies including social distancing are followed.
- However the potential to contract and spread the infection would be high.

Action

- Develop a policy providing services in housing, licensing, buildings, dog and animal control to be delivered by a safer method.

ENVIRONMENTAL SERVICES

Environmental functions are carried out in terms of the requirements of the Resource Management Act 1991; which requires monitoring, reporting, policy planning and education.

Consequences

- Contact with public or co-workers could potentially put employees at risk.
- Potential to spread the infection.
- Policy and planning can be done from home.

Action

This service is provided for by Environment Canterbury (see attachment for Contingency Plan)

EMERGENCY MANAGEMENT

The Local Authority has statutory obligations to carry out hazard based risk management, deliver and response in the event of an emergency, including Civil Defence, Marine Oil Spills and Rural Fire.

Consequences

- Emergency Management could be difficult to manage if we were dealing with another emergency event while there was an Influenza Pandemic.
- Coming in contact with infected people while on duty.
- Spreading the infection.
- Emergency staff unable to respond because of illness.

Action

- All emergency management can be monitored, co-ordinated from home, via telecommunication, sat phone, lap top computer.
- Develop policy for emergency coordination from home, including dealing with Influenza Pandemic and another emergency event at the same time.

COASTS, HARBOURS AND NAVIGATION

Harbour control is primarily to ensure safety of the waterways, in navigation bylaws and harbour infrastructure.

Consequences

- Fisherman using the wharf facilities may come in contact with infected people and continue to spread the Influenza.
- Economy affected due to decline in those able to work.

Action

- Promote methods of safe social distancing, awareness on the economic impact if these steps aren't observed

SUPPLIER INTERRUPTION

Shortages of supplies may occur because of increased demand disruption to transportation systems or inability of suppliers to meet demands because of their own staff shortages during the pandemic. Supplies may also be affected by mandated or self-imposed travel restrictions.

Consequences

- Interruption from current electricity supplier will potentially affect the ability to function.
- Shortage of food, admin supplies.

Action

- Power Company to have contingency plan.
- Cleaning supplies stocked up.

FINANCIAL IMPACTS

Consequences

- Increased cost associated with sick/special leave, and re-staffing.
- Assess potential economic impact on Local Authority.

Action

- The Primary source of income is rateable income, and dues, with the major source of income being government funding.
- Develop contingency

FINANCIAL ASSISTANCE

Central Government support following emergencies is normally limited to first response to protect or care for people affected by the emergency or the restoration of Local Authority infrastructure damage.

It is however anticipated that this support will be available subsequent to a pandemic event. Apply for appropriate emergency response and recovery reimbursement from MCDEM.

REVENUE LOSSES

Revenue losses would be insignificant.

READINESS Part 2

LEGISLATION

Statutory requirements relating to the employment relationship (Employment Relations Act 2000, Holidays Act 2003, Wages protection Act 1983) and any specific requirements of employment agreements will not be affected by workplace closure in a pandemic. In the event that the employer decides, or are required to, suspend business during a pandemic, it is important that the employment conditions during the business suspension are discussed and made clear to employees. Contractors for services will be subject to their contracts, and contract law generally.

BUSINESS CONTINUITY

Local Authorities are required to have Business continuity procedures in place in the event a pandemic does accrue. This requires identifying services that are essential and key staff required to keep them operating with out endangering staff or public.

STAFF AWARENESS

Keep staff informed of the alert status, for both on the Chatham Islands and mainland New Zealand. It is a good idea at this stage to prepare staff for alternate ways in which to either work from home or in isolation at work.

SOCIAL DISTANCING

- Avoid holding meetings, postpone or cancel.
- Avoid large gatherings at the work place.
- Avoid meeting people face to face use alternate methods.
- Wherever possible, work shifts by going off duty and leaving the workplace before the next shift enters. i.e. 2 staff in the office at any one time.
- Bring lunch to avoid having to eat out.
- Do not congregate in areas.
- Encourage staff to avoid recreational or other leisure, meetings where they might come in contact with infectious people.
- Only allow public in if they are following the safe social distancing and are using disposable surgical masks.
- A distance of at least one metre should be maintained between persons wherever possible. Larger distances are more effective.
- Visiting of or contact with, unwell people should be avoided wherever practicable.

ABSENTEES

Staff may become absent from work, they may become ill or are looking after family which has become ill. It would be wise to check on absent staff to monitor their situation and not have them return to the work place until advised by Management.

TRAVELLING

Any staff travelling at this time for should make other arrangements, travelling would be unwise and would be placing co-workers at risk of infection upon return. Staff coming back from NZ during this Alert status may need to remain at home until advised otherwise, by Medical personnel, if unsure they should call the workplace first. The Ministry of Foreign Affairs and Trade, in conjunction with MoH, will publish appropriate travel advisories for NZ travelling to other countries infected by the pandemic and once a pandemic is recognised, the NZ border may immediately be closed to all incoming passengers and aircrew, it is also possible that all incoming passengers will be required to complete at least 8 days quarantine.

INFORM PUBLIC OF ALERT STATUS

Inform the Public of the Alert Status, and keep them informed as the situation changes. Remind them what this alert stage involves as some public members may not understand what to do and what affect this will have on the community.

RESPONSE Part 3

AUTHORITY- LOCAL AUTHORITY/DHB

The New Zealand response to Pandemic will be managed under the NZ Influenza Pandemic Action Plan, November 2005. A pandemic outbreak would be co-ordinated at a whole of government level through the Domestic and External Security Coordination (DESC) arrangements, which are led and supported by the Department of Prime Minister and Cabinet. Under these arrangements the Officials DESC is responsible for reporting to Government on strategic pandemic issues and whole of government coordination. The lead agency, the Ministry of Health, is responsible for the operational management of the pandemic and for reporting to the Minister of Health. Should a CDEM declaration become necessary to deal with civil defence aspects of a pandemic outbreak in the community it is expected that the pandemic response will also be managed through the DESC processes? Should it also become necessary, the Minister of Health can authorise the use of special powers under s70-71 of the Health Act 1956 to assist with management of health or disease related interventions in response to the pandemic. However if the pandemic were to occur in NZ a state of local or national emergency may be declared under the Civil Defence Emergency Management Act 2002 to support the Ministry of Health in its lead role. The National Civil Defence Emergency Management Plan Order 2005, s9 (6), provides for such arrangements.

CONTACT MANAGEMENT

MoH defines pandemic influenza contact as people who have had close physical (less than one metre) or confined airspace contact with an infected person, within four days of that person developing symptom. These are likely to include family members or other living companions, workmates and some recreational companions. Under the Health Act 1956, both highly pathogenic avian influenza (HPA) and influenza are classed as infectious diseases. HPAI is also a identifiable disease, meaning that some additional provisions of the Health Act apply to it, over and above the provisions that apply to influenza.

ACTIVATION OF EMERGENCY MANAGEMENT RESPONSE PLANS

The lead agency, is the Ministry of Health should a CDEM declaration become necessary to deal with Civil Defence aspects of a pandemic a state of local emergency may be declared under the Civil Defence Emergency Management Act 2002, to support the Ministry of Health. (Refer to the CDEM Group Plan for roles and responsibilities)

- Activation of the CEG.
- Emergency Management will monitor the offshore situation.
- Issue "Don't Travel Warning".
- Follow emergency management response procedures as outlined in Emergency SOP's
- Initiate information sharing to support and allow for future escalation.
- Assist Police in the provision of security to essential services.
- Enforce closure restriction of public facilities, quarantine and isolation.

- Provide and co-ordinate house to house welfare services, including food, medicines, educational material etc.
- If required under the direction of Health and in co-ordination with the Police, use the powers of CDEM Controller to manage the movement of people and resources in and out of the community.
- The implementation of the Emergency Welfare Plan if needed.
- Actively encourage maintenance of businesses activities, particularly those related to health, welfare, food, fuel, essential infrastructure and other commerce deemed necessary for effective response and recovery.
- Co-ordinate the use of appropriately trained volunteers if necessary (taking into account the use of masks and social distancing.)
- Keep the public informed.
- Monitor the health status of employees and volunteers.
- Maintain records on new and cumulative cases among employees and their families.
- Activate staff to work from home or to isolate them to avoid exposure as long as possible.

EMPLOYEE IMMUNISATION

All staff including emergency management volunteers will be offered immunisation, all documentation of infection and immunisation is to be kept on each employee, and volunteer.

FACILITY CLOSURE AND PUBLIC GATHERINGS

Once an emergency has been declared under the CDEM Act, ss70 (1) (m) and (n) HA restriction of public gatherings can be enforced.

- Some facilities may be closed or restricted to assist in controlling the spread of infection.
- Closure of Council office to all public and council members, only authorised staff will be permitted.

FACILITIES TO BE CLOSED

- Chatham Islands Council Offices
- Waitangi Hall
- Waitangi Play Ground
- Scout Den
- Norman Kirk Memorial Reserve/Grounds and Building
- All Marae's

SCHOOLS, PLAYGROUPS, KOHUNGA TO BE CLOSED

- Kaingaroa School
- All Early Childhood Learning Centres
- Te One School
- Pitt Island School

RECOVERY Part 4

INTERNAL ORGANISATIONAL RECOVERY

Basic forms of support and normalising the recovery process is preferred over providing intensive forms of assistance, particularly in the immediate aftermath of an emergency event. While a pandemic is ongoing the Recovery Management Team will be actively involved in the recovery process in accordance with the Chatham Island Emergency Management Recovery Plan 2006-2010. Businesses need to be actively involved in the internal recovery processes for their organisation.

RECOVERY BETWEEN WAVES

Health officials warn that pandemic illness may occur in two or more waves, arriving between 3 and 12 months apart. Local Authorities may be required to undertake aspects of recovery during and between each outbreak wave. Overall a pandemic wave may last about 8 weeks and may come in waves of varying severity over time.

RECOVERY OF SOCIAL ENVIRONMENT

The Recovery Management Team may call upon multi agencies to help co-ordinate the social and economic support and recovery of the community, including the safety, wellbeing, health and welfare of the community.

RECOVERY OF ECONOMIC ENVIRONMENT

Community businesses may suffer substantial losses; these consequences have implications for future sustainability of aspects of the community. The community may look to local authority for additional leadership and support in response to these consequences, and strategic analysis and direction for economic recovery; however it is unlikely that economic impact information is immediately available.

RECOVERY OF NATURAL ENVIRONMENT

Services for Natural Environment are provided by Environment Canterbury and as such the recovery stage would be included in their business contingency plan.

RECOVERY OF BUILT ENVIRONMENT

Works Infrastructure will provide for recovery in their Contingence Plan. Council's responsibilities are included within the Recovery Management Plan 2006-2010.

RECOVERY RESOURCES

What are the needs of the community, and what are the time frames.

- Food/Fuel Supplies to the Island restored.
- Air Service
- Shipping Service
- Business as usual

DEBRIEFING

Depending on the organisation, information acquired during the debriefing process is subject to the Official Information Act 1982 or the Local Government Official Information and Meetings Act 1987. Central to both of these statutes is the Principle of availability, which requires that official information be made available on request unless there is good reason to withhold it. It is important to document any lessons identified and to change current procedures and plans, so they can be referred to in future incidents. Lessons identified in managing an incident have value for others that may be working in the field in the future. Arrangements will be wound down and responsibility for completing outstanding tasks and actions assigned. Restoring the community to a point where normal social and economic activity may resume, refer to the Recovery Plan as to how to form an exit strategy.

- Debriefing is common practice following emergency events.
- Collect lessons identified from the experience and provide an opportunity to improve reduction, readiness, response and recovery for future pandemics.
- Review, evaluate and assess impact on the workplace.
- Assess ability to resume normal services.
- Report findings to management/CDEM Group/Council.

ALERT PHASE

<p>Phase 1 Reduction</p> <p>White (Information/Advisory)</p>	<ul style="list-style-type: none"> ▪ Advise Council, CDEM Group and Community of emerging situation and potential developments. ▪ Provide public information and advice. ▪ Provide case definitions and other clinical and public health advice on control, where possible. ▪ Advise service providers of situation. ▪ Review emergency plans. ▪ Prepare staff. ▪ No evidence of consistent human to human transmission at this stage
<p>Phase 2 Readiness</p> <p>Yellow (Standby)</p>	<ul style="list-style-type: none"> ▪ Inform Council, CDEM and community that we are now moving from White to Yellow. ▪ Advise first human case in NZ (H5N1) confirmed. ▪ Activate business contingency protocols. ▪ Manage liaison and communication with other government agencies, i.e. Hospital. ▪ Practice Social Distancing. ▪ CDEM Group on standby.
<p>Phase 3 Response</p> <p>Red (Activation)</p>	<ul style="list-style-type: none"> ▪ Inform Council, CDEM and community that we are now moving from Yellow to Red. ▪ Activate the CDEM Group. ▪ Activate Council's business contingency protocols. ▪ Advise first human case in Chatham Islands confirmed. ▪ Human to human transmission confirmed. ▪ Cluster occurring in NZ. ▪ Stop all travel for Council staff and councillors as outlined in Staff Travelling.
<p>Phase 4 Recovery</p> <p>Green (Stand Down)</p>	<ul style="list-style-type: none"> ▪ Inform Council, CDEM and community that we are now moving from Red to Green. ▪ Resume normal functions. ▪ Post stand down return to business as usual. ▪ Evaluate and review business contingency protocols. ▪ Emergency Management to work through recovery phase.

EMERGENCY MANAGEMENT

This appendix should be read in conjunction with the Chatham Island Councils Civil Defence Emergency Management Plan, Recovery Management and Standard Operational Procedures and the forward part of this Plan.

IMPLEMENT EMERGENCY RESPONSE

- Implement existing Response Plans.
- Activate CEG for emergency declaration.
- Declaration of health emergency under the CDEM Act 2002, in conjunction with the chief medical advisor from DHB.
- Advise Area Co-ordinators of the emergency situation.
- Issues public warning that a state of Civil Defence Emergency is in effect, and to await further details from there Area Co-ordinators.
- Implement border Management Controls Issue “Do not Travel Warnings”.
- Quarantine all incoming passengers from NZ. (Home)
- Closure of educational facilities. Under the CDEM Act, once the emergency has been declared.
- Notices can be published advising the public of the Health emergency.
- Close facilities used for public gatherings and or recreation. (Once an emergency has been declared under the CDEM Act, ss70 (1) (M) and (n) of the Health Act restrictions of public gatherings can be enforced.
- People can be detained if they are attempting to leave or enter a health area under s79 of the Health Act.
- Establish the co-ordination of emergency management from a home base, and advise all area co-ordinators of the situation.
- Communication will be via the home base emergency management system.
- Implement communication SOP.
- Continue to monitor the offshore situation.

ORGANISATION STRUCTURES

