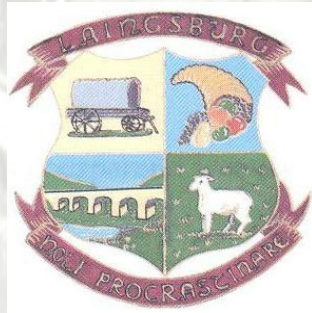


LAINGSBURG MUNICIPALITY



DISASTER MANAGEMENT PLAN

LAINGSBURG MUNICIPALITY CORPORATE DISASTER MANAGEMENT PLAN

1 INTRODUCTION

Laingsburg Municipality, the smallest municipal area in the Western Cape and in the whole of South Africa, situated on the N1 national road includes Matjiesfontein a small historical town 27 kilometres from Laingsburg in the Cape Town direction and is surrounded by farms, which forms part of the municipal area as per the Demarcation. It is located in the semi-desert of the Karoo, 676 m above sea level. The temperature average between 10°C AND 35°C reaching in summer a height of 40°C and in the winter a low of 4°C. The confluence of the Buffelo River, the Wilgehout River and Baviaans River which flow through the town, resulted in large waves near the railway bridge in the 1981 Flood.



On Sunday 25th of January 1981, a devastating flood that laid Laingsburg to waste, secured for the Karoo Town a permanent place on the map and in the History of South Africa. Within a few hours the whole town was under water (the water reached heights four times greater than any other flood over the previous two centuries. 103 inhabitants lost their lives and 184 houses were destroyed (after the flood only 21 houses were left standing).

All local authorities currently perform the disaster management function in terms of the Civil Protection Ordinances, 1977 and directives issued during 1978 by the former provincial Administrators.

Current legislation mainly focuses on the active aspects during a disaster situation, regardless of its nature. However, a significant shift in emphasis is noticeable in new legislation, i.e. the Disaster Management Act 57 of 2002, which will only come into operation on a date determined by the President by proclamation in the Gazette (Sec 65). Provision is now being made for the prevention and mitigation of disasters, preparedness for disasters, relief, rehabilitation and reconstruction. These six principles from the core of the bill are simultaneously being applied at all levels of government and their various departments, as well as in the private sector.

Although the new Act has not yet been promulgated, the above-mentioned principals have to a large extent been applied by the relevant authorities since the initial phases of its development. It therefore follows logically that, for the Planning the provisions of the Disaster Management Act, 2002, should be followed in order to formulate sensible strategies in accordance with the core principles of this bill.

Disaster Management Act, 2002, should be followed in order to formulate sensible strategies in accordance with the core principles of this bill.

This plan serves to confirm the arrangements within the area of the Laingsburg Municipality to effectively prevent disasters from occurring and to lessen the impact of those hazards that cannot be avoided.

Disaster Management is a continuous and integrated multi-sectoral and multi-disciplinary process of planning and implementation of measures aimed at disaster prevention, -mitigation, - preparedness, -response, -recovery, and – rehabilitation (Disaster Management Act no 57 of 2002).

The preventative elements of this plan must be implemented and maintained on a continuous basis. The emergency or reactive elements of this plan will be implemented in the district whenever a major incident or disaster occurs or is threatening in its area of jurisdiction.

The responsibility for the implementation of the plan is that of the Head of the Disaster Management Centre.

The Disaster Management Act (Section 53) requires the Municipality to take the following actions:

- Prepare a disaster management plan for its area according to the circumstances prevailing in the area;

- Co-ordinate and align the implementation of its plan with those of the local municipalities in its area, other organs of state and institutional role players; and
- Regularly review and update its plan
- Through appropriate mechanisms, processes and procedures established in terms of Chapter 4 of the Local Government : Municipal Systems Act 2000 consult the local community on the preparation or amendment of its plan.

The plan should comply with the following principles and will address the following issues;

- Form an integral part of the Municipality's Integrated Development Plan;
- Anticipate types of disaster that are likely to occur in the municipal area and their possible effects;
- Place emphasis on measures that reduce the vulnerability of disaster prone areas, communities and households;
- Seek to develop a system of incentives that will promote disaster management in the municipality;
- Identify the areas, communities or households at risk;
- Take into account indigenous knowledge relating to disaster management
- Promote disaster management research
- Identify and address weaknesses in capacity to deal with possible disasters;
- Provide for appropriate prevention and mitigation strategies;
- Facilitate maximum emergency preparedness; and
- Contain contingency plans and emergency procedures in the event of a disaster, providing for –
 - The allocation of responsibilities to the various role players and co-ordination in the carrying out of those responsibilities;
 - Prompt disaster response and relief;
 - procurement of essential goods and services;
 - the establishment of strategic communication links;
 - The dissemination of information; and
 - Other matters that may be prescribed.

The Municipality of Laingsburg must prepare their disaster management plans after consulting each other.

The District Municipality must submit a copy of its disaster management plan, and of any amendment to the plan, to the National Centre, the Disaster Management Centre of the relevant Province, and, to every municipal disaster management centre within the area of the District Municipality.

1.1 PURPOSE

The purpose of this plan is to outline a general plan to govern the provision of necessary services during an emergency or anticipated emergency and the procedures under and the manner in which the responses will be coordinated, and to define the duties and responsibilities of certain departments and agencies. This plan addresses the planned response to extraordinary emergency situations associated with natural disasters, technological incidents and national security emergencies in or affecting the district.

This plan is designed to establish the framework for implementation of the provisions of the Disaster Management Act as well as the related provisions of the Municipal Systems Act. It is intended to facilitate multi-agency and multi-jurisdictional co-ordination in emergency operations. This plan will be used in conjunction with Provincial Disaster Management Plan.

2 THE MUNICIPALITY OF LAINGSBURG APPROACH TO DISASTER MANAGEMENT

2.1 LAINGSBURG MUNICIPALITY DISASTER MANAGEMENT POLICY FRAMEWORK (SECTION 42)

The Municipality must establish and implement a policy framework for disaster management in the municipality aimed at ensuring an integrated and common approach to disaster management in its area.

The Municipality's Municipal Disaster Management Policy Framework will be –

- a) Consistent with the provisions of the Disaster Management Act;
- b) Within the national disaster management framework; and
- c) Consistent with the disaster management policy framework of the Western Cape province.

The Disaster Management Centre (as envisaged in the Disaster Management Bill, 2002) will be the custodian of the corporate or district-wide Disaster Management Plan. Individual departments will be responsible for the compilation and maintenance of their own departmental disaster management plans.

The processes involved in Disaster Management can best be explained through the Disaster Management Continuum.

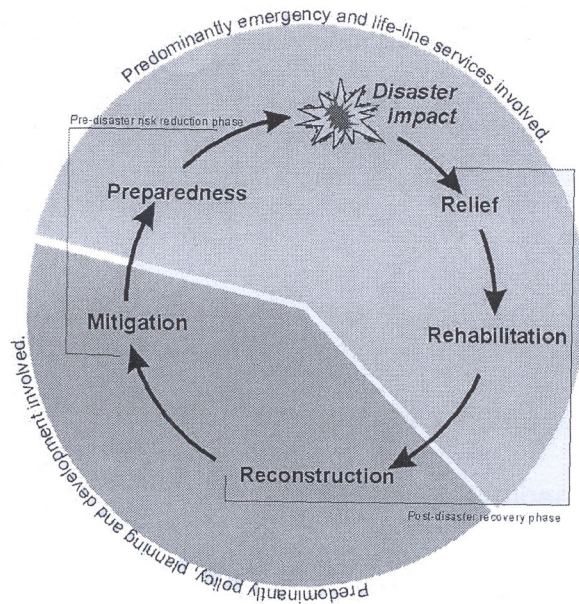


Figure 1: Disaster Management Continuum

Figure 1 illustrates the continuum – it should be noted that Disaster Management is not only reactive, but also involves actions aimed at preventing disasters, or mitigating the impact of disasters. Different line functions and departments must contribute in varying degrees to Disaster Management in the various phases of the disaster Management Continuum. The needs identified in the corporate disaster management plan will indicate where line functions and departments must contribute. ***These contributions will then be included in line function and departmental disaster management plans.***

Disaster management plans cover the whole disaster management continuum, and must address actions before, during and after disasters. Disaster management plans are compiled on the basis of a generic plan including standard operating procedures and best practice, and then expanded with risk-specific plans that address disaster management for special circumstances where the generic plan needs to be adapted.

3 RISK PROFILE

Risk and vulnerabilities will determine the priorities for Disaster Management programmes and projects. The amount of possible benefit to be derived from a project in terms of lives protected, livelihoods secured and property or natural resources defended will be the criteria that determine priorities.

In a generic sense, the following physical hazards were found to pose the highest risks district – wide;

- **Natural :**
 - Floods
 - Drought

- **Transport :**
 - Vehicle accidents involving quite a number of people, or hazardous material;
 - Railway accidents involving quite a number of people, or hazardous material

- **Epidemics :**
 - Involving humans
 - Involving animals

- **Fires :**
 - Veld
 - Built-up areas

- **Service disruptions :**
 - Water
 - Electricity

The following risks may occur but are of a low priority :

- **Natural :**
 - Wind
 - Snow

- **Transport :**
 - Aeroplane accidents

- **Strikes**

- Riots
- Terrorism
- Sabotage
- Influx

Communities in informal settlements are the most vulnerable to many of these physical risks, but proximity to certain installations or hazards also exposes other communities at risks. Likewise, the communities in the rural areas are susceptible to some of the risks mentioned above which need to be addressed in a disaster management plan for the area.

In terms of capacity to address and therefore reduce risks, there currently is a strong emphasis on preparedness and response planning. This means that capacity in terms of mitigation and prevention should be strengthened.

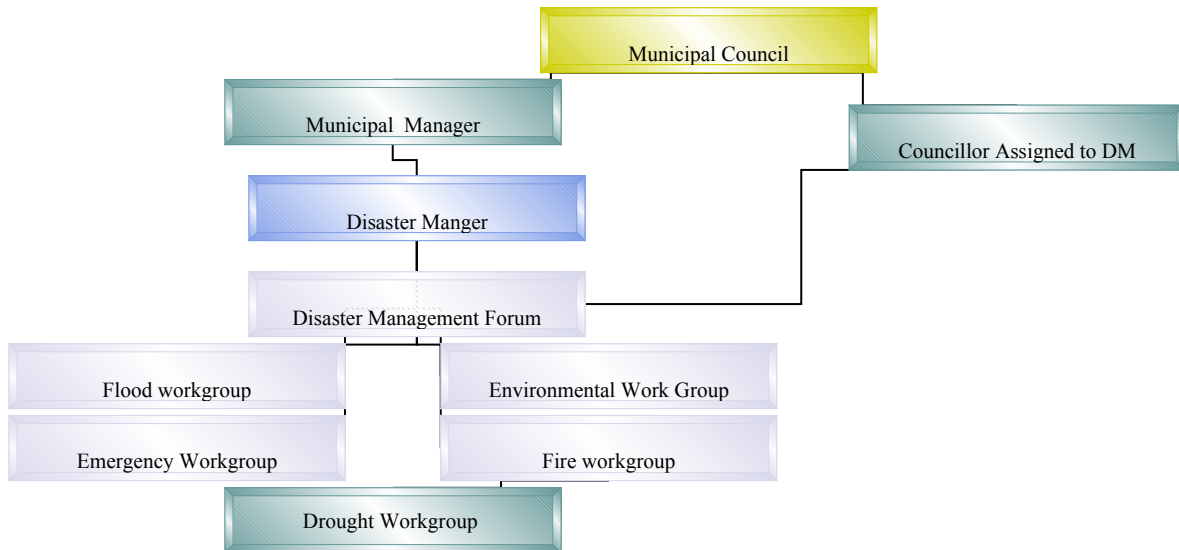
The following have been identified as critical Disaster Management issues and should receive priority attention in the IDP;

- Integrating risk management programs with the IDP;
- To maintain risk specific safety infrastructure and plans
- The establishing of a Disaster Management Centre for the Municipality of Laingsburg;
- To establish disaster prevention programmes that focus on the most vulnerable communities and endeavour to support sustainable livelihoods.
- To refine disaster loss tracking and establish a culture of scientific risk analysis;
- To establish and maintain multi-disciplinary co-operation and co-operative partnerships;
- To establish pro-active media liaison and rapid response to media inquiries.
- To contribute to preventive and reactive management strategies for the HIV/AIDS pandemic.

4 MANAGEMENT STRUCTURE

The principle to function as far as possible within the established structure of the Municipality of Laingsburg must be maintained.

The management structure will plan to maintain existing services and to adapt to deal with the changed circumstances during major incidents or disasters. The planning, prevention and response management structure for Laingsburg Municipality is as follows:



The Municipality’s Disaster Management Advisory Forum will consist of the following: (Sec 51)

4.1.1 INTERNAL TO LAINGSBURG MUNICIPALITY

- Municipal Manager
- Senior Clerk
- Chief of Finance
- Worker Superintendent (Fire Chief)
- Disaster Manager (IDP Manager)

Representatives may be added to or deleted from the membership of the Disaster Management Advisory Forum in accordance with the nature of the emergency and/or risks identified.

4.1.2 EXTERNAL BODIES:

- Municipal Managers and/or Disaster Management Functionaries of the three local municipalities in the district
- PA: WC Disaster Management Centre
- PA: WC Emergency Medical Services
- SA Police Services Western Cape
- SA National Defense Force Western Cape
- Representatives from other public or private bodies as required.

Representatives may be added to or omitted in accordance with the nature of the emergency and/or risks identified.

4.2 LINES OF COMMUNICATION AND INTER GOVERNMENTAL RELATIONS

In terms of the Disaster Management Bill (Section 43(1)) it is incumbent on the Municipality to establish in its administration a disaster management centre for its municipal area.

Lines of communication in the relationship between the various disaster management formations of the different spheres of government are illustrated in Figure 3:

4.1.3 DISASTER MANAGEMENT CENTRE (DMC)

The DMC must specialize in issues concerning disasters and disaster management within the Municipality of Laingsburg. In this regard it must promote an integrated approach to the function with special emphasis on prevention and mitigation.

The DMC must perform functions and exercise powers as stipulated in the Disaster Management Act 57 of 2002.

Functions and Powers

Laingsburg Municipality's Disaster Management Centre will act as a repository and conduit for information concerning disasters, impending disasters and disaster management in the municipal area.

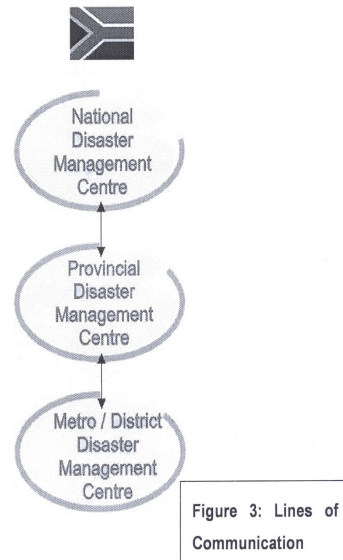
It will also promote the recruit, training and utilization of volunteers to participate in disaster management in the municipal area. (Section 44)

The Centre will perform its functions –

- a) Within the national disaster management framework;
- b) Subject to the district IDP and other directions of the municipal council;
- c) In accordance with the administrative instructions of the Municipal Manager.

The Centre will liaise with and co-ordinate its activities with those of the National Centre and the Western Cape Provincial Disaster Management Centre.

Assistance to National Centre and Provincial Disaster Management Centre Section 46 (1)



The Centre will assist the National Centre and the Western Cape Provincial Disaster Management Centre at that center's request –

- a) To identify and establish communication links with disaster management role players in the municipal area
- b) To develop and maintain the disaster management electronic databank in so far as the databank applies to the municipality; and
- c) To develop guidelines for the –
 - i. Preparation and regular review of disaster management plans and strategies including contingency plans and emergency procedures;
and
 - ii. The integration of the concept and principles of disaster management, and particularly prevention and mitigation strategies, with development plans and programmes.

Annual reports

Section 50

- 1) The Centre must annually submit a report to the municipal council on –
 - Its activities during the year;
 - Disasters that occurred during the year in the area;
 - The classification, magnitude and severity of these disasters;
 - The effects they had;
 - Particular problems that were experienced;
 - The way in which these problems were addressed and any recommendations the centre wishes to make in this regard;
 - Progress with the preparation and regular updating of disaster management plans;
 - An evaluation of the implementation of such plans.
- 2) The centre must submit a copy of its report to the National Centre and the Disaster Management Centre of the Western Cape Province.

5 RESPONSIBILITIES

5.1 RESPONSIBILITIES IN EVENT OF LOCAL DISASTERS

Irrespective of whether a local state of disaster has been declared or not, the Municipal Council is primarily responsible for the co-ordination and management of local disasters that occur in its area. (Section 54(1))

5.1.1 THE DISASTER MANAGEMENT ADVISORY FORUM

It is the responsibility of the Disaster Management Advisory Forum to ensure the compilation and maintenance of a corporate disaster management plan by the Disaster Management Centre.

The Disaster Management Advisory Forum shall be responsible for the review of the plan on an annual basis. It is also responsible to make recommendations for changes that are considered appropriate and the verification of the required support documents, resources, training, and facilities to ensure that the disaster management plan is maintained in a state of readiness.

In order for the Advisory Forum to perform its task effectively, it must ensure that the following actions take place:

Risk-reduction phase

- Risk assessment in the district
- Assessing capacity of the Municipality of Laingsburg to implement emergency response actions,
- Formulate plans and projects to reduce risk

During emergencies or disasters:

- Assessing risks in the emergency area(s)
- Assessing risks to the remainder of the district

Recovery and rehabilitation phase

- Disaster management and risk reduction principles are applied throughout these phases

5.1.2 EMERGENCY CONTROL CENTRE (ECC) MANAGEMENT TEAM

The ECC Management team will consist of the following, depending on the nature of the incident;

Disaster Manager
Worker Superintendent / Fire Chief
Senior Clerk
Chief of Finance

Exterior disaster management role players as determined by circumstances, e.g. Municipal Manager, SAPD, SANDF, Public or Private bodies.

5.1.3 RISK MITIGATION PROJECT TEAMS

Can be convened to address specific risk-mitigation issues during the post-disaster recovery and rehabilitation phase or the pre-disaster risk reduction and preparedness phase.

In the post-disaster scenario, these project teams will take over responsibility for once the ECC Management Team is demobilized and/or in the late phase of any disaster.

Determine terms of reference and deliverables in consultation with Disaster Management Advisory Forum.

Will be responsible to initiate, manage and complete multi-disciplinary projects.

5.1.4 EMERGENCY CONTROL CENTRE/JOINT OPERATIONS CENTRE

The ECC / JOC under the direction of the ECC Management Team must, when activated, and during any response and relief operations perform the following functions:

- Maintaining records of communications, decisions, actions and expenditures,
- Designating emergency area(s) and sites,
- Decide on emergency measures and priorities,
- Incident assessment,
- Requesting emergency partner assistance,
- Closing public buildings,
- Issuing public warnings, orders and instructions,
- Protecting the health and safety of emergency responders,
- Ensuring an acceptable level of emergency services for the district outside emergency area(s),
- Preparing lists of fatalities, casualties and missing persons,
- Preparing lists of destroyed and damaged properties,
- Co-ordinate response with provincial ministries through PA:WC Disaster Management,
- Co-ordinate response with non-governmental disaster relief organisations, neighborhood and community organisations,
- Identify persons/organizations to contribute to emergency response,
- Provide information to the media for dissemination to the affected population(s) and the general public,
- Co-ordinate information for public release with emergency partners' communications staff,
- Respond to inquiries from the media, public,
- Identify target audiences for post-emergency communications,
- Identifying persons/organizations to contribute to post-emergency reports/debriefings
- Submitting information for payment of invoices

5.1.5 MUNICIPAL MANAGER

During disasters the Municipal Manger will be responsible to report, liaise and consult with Councilors and external Provincial and National Government Departments.

- Report on the emergency impact and response to the Mayor,
- Report on the emergency impact and response to Councilors for the emergency area(s),
- Report on the emergency impact and response to the remaining Councilors,
- Notify next of kin in the event when a municipal employee is injured, missing or killed,
- Authorize extraordinary expenditures,
- Identify person/organizations to receive recognition for contributions to emergency response,

5.1.6 DISASTER MANAGER

The Manager is responsible for the compilation and maintenance of the Corporate Disaster Management Plan. Each department will be responsible for its own departmental disaster plan.

The Manager is also responsible for the performance by the unit of its disaster management functions and to implement and co-ordinate the Corporate Disaster Management Plan

- When deemed necessary, declare a disaster (sec. 49 and 55)
- Implement the Disaster Management Plan,
- Liaise with District, provincial and national officials,
- Request District, provincial and national assistance,
- Co-ordinate response with CBO's and NGO's,
- Authorize area evacuation/re-entry,
- Identify persons/organizations to receive recognition for contributions to the emergency response,
- Establish and maintain required telecommunications links,

The Manager of the Disaster Management Unit shall be responsible for distribution of the updated disaster management plan.

The Manager of the Unit, in consultation with the ECC Management Team, will determine when the incident or disaster is adequately dealt with and the response structure can be de-activated. In the recovery and rehabilitation phase a project team under a line function can be convened to take responsibility for further activities that address the causal factors of the disaster/incident. This team will receive a brief from and report back to the Disaster Management Advisory Forum as well as senior management.

5.1.7 **FIRE CHIEF (TO BE APPOINTED)** **Currently the Worker Superintendent**

Must ensure that disaster plans are compiled and maintained in his/her service with specific reference to the following;

- Preventing the outbreak and spread of fires
- Fighting or extinguishing of fires
- Protecting life and property from fire or other threatening danger
- Rescuing of life or property from fire or other danger

Note : Until a Fire Chief is appointed above will be the responsibility of the Disaster Manager

5.1.8 **Chief of Finance & Senior Clerk**

Must ensure that disaster plans are compiled and maintained in their Departments, with specific reference to the following;

- Managing donations for emergency response,
- Initiating and facilitating efforts to make funds available for disaster management in the municipal area; (See chapter 6 of Disaster Management Act)
- Monitoring compliance with relevant legislation, regulations, licenses and by-laws,
- Ensuring that Council administrative support services are maintained under abnormal circumstances,
- Providing information to municipal employees and their families,
- Documenting information for potential municipal insurance claims,
- Documenting information for potential legal actions,
- Identifying information for remuneration of municipal employees involved in emergency response,
- Documenting potential occupational health and safety issues,
- Documenting information for potential municipal labour relations issues,
- Documenting information for potential compensation claims,
- Coordinating response with businesses and industries affected by the emergency,
- Co-ordinate response with national and provincial Public Works departments,
- Identify buildings which are unsafe,
- Identify areas, buildings and structures which may require restorations,
- Identify persons/organizations to contribute to post-emergency reports/debriefings,
- Plan and ensure that risk reduction and disaster mitigation principles are adhered to in the recovery and redevelopment phases,

- Ensure that risk reduction and mitigation principles are applied in all development projects.

5.1.9 WORKER SUPERINTENDENT

Must ensure that disaster plans are compiled and maintained in his department, with specific reference to the following;

- Removing debris from transportation routes and other sites as required,
- Rendering of emergency repairs to damaged road infrastructure,
- Support service to other departments as required,
- Compilations of pro-active departmental disaster management programmes to support risk reduction or elimination,
- Compilation of reactive departmental disaster management plans ensure essential service continuation during emergency/disaster situations'
- Identifying and prioritizing of essential services that may require restoration as a result of an emergency or a disaster,
- Controlling the consumption of public water supplies,
- Providing alternative water supplies for domestic, industrial and other uses,
- Providing technical advice in preventing or reducing the effects of flooding,
- Providing technical advice to local municipalities when requested.

5.1.10 HEALTH SERVICES DISTRICT SERVICES, EMERGENCY TEAM & EMS

Must ensure that disaster plans are compiled and maintained in his/her service, with specific reference to the following:

Steps to eliminate risks presented by communicable disease,

- Isolate person(s) in order to decrease or eliminate risk presented by a communicable disease,
- Protect the health and safety of emergency responders,
- Care for evacuees and victims,
- Monitor large groups of people for contamination and/or health effects,
- Immunize large groups of people,
- Care for disrupted populations (may be general population or limited to vulnerable populations and essential service operators)
- Seize and dispose of food that poses a health hazard
- Monitor the environment (air, water, and ecosystem) for contamination,
- Identify persons who may require medical follow-up and who may require psycho/social support,
- Identify persons/populations,
- Identify persons/organizations to contribute to post-emergency reports/debriefings.

6 DEPARTMENTAL PLANS

Each individual Department of the Municipality is responsible in terms of sec. 52 for submitting its Departmental Disaster Management Plan to the Disaster Management Unit.

Typical aspects addressed in any plan are the following:

1. Planning Framework/Introduction

The way in which the concept and principles of disaster management are to be applied in its functional area;

Its role and responsibilities in terms of the national, provincial or municipal disaster management frameworks;

2. Risk and Vulnerability Assessment leading to a needs analysis

3. Evaluation and description of Infrastructure / Organisation available

e.g. Disaster Management Resources Database
(Its capacity to fulfill its role and responsibilities)

4. Prevention through risk elimination

e.g. Remove hazards / alternative processes
(Particulars of its disaster management strategies)

5. Mitigation through risk reduction

e.g. Engineering solutions / Legislative compliance / Safety culture

6. Preparedness planning for risks that cannot be eliminated (Risk Management)

(Contingency strategies and emergency procedures in the event of a disaster, including measures to finance these strategies)

6.1 Contingency Planning based on risks and vulnerabilities
- e.g. Fire / Chemical Spills / Engineering aspects

6.2 Emergency organization, internal and external
- Emergency management structure and allocation of responsibilities
- Standard Operating Procedures

6.3 Response planning

(role and responsibilities regarding emergency response)

- Proto-teams (groups with special responsibilities during emergencies)

6.4 Notification and Activations

- Stand-by lists / Emergency numbers

6.5 Recovery Plans

(its role and responsibilities regarding post-disaster recovery and rehabilitation)

- e.g. Business continuity / Disaster Recovery for IT systems
- can lead to reconstruction and redevelopment projects and programmes

7. Internal and external communication lines (Who informs who, who reports to whom.) (Each department must co-ordinate and align the implementation of its plan with those of other organs of state and institutional role players; and regularly review and update its plan.)

8. Awareness and Education

Before (Prevention, Mitigation and Preparedness)

During (Notification and advisories)

After (Advisories, Public information and education) – Return to “Before”

9. Evaluation and Maintenance

(Section 52)

Disaster Management Plans are frequently the basis for programmes or projects to address needs arising from disasters.

6.1 DISASTERS OCCURRING OR THREATENING IN MUNICIPAL AREAS

Section 49(1)

When a disastrous event occurs or its threatening in the area of the Municipality, the disaster management centre will determine whether the event is a disaster in terms of the Bill (Act) and, if so, the centre will immediately –

- a) Initiate efforts to assess the magnitude and severity or potential magnitude and severity of the disaster,
- b) Inform the National Centre and the Western Cape Provincial Disaster Management Centre of the disaster and its initial assessment of the magnitude and severity or potential magnitude and severity of the disaster;

- c) Alert disaster management role players in the municipal area that may be of assistance in the circumstances; and
 - d) Initiate the implementation of any contingency plans and emergency procedures that may be applicable in the circumstances.
- 2) When informing the National Centre and the Western Cape provincial disaster management centre the Centre may make recommendations regarding the classification of the disaster as may be appropriate.

7 DECLARATIONS

Whether or not an emergency situation is determined to exist, municipal and other agencies may take such actions under this emergency plan as may be necessary to protect the lives and property of the inhabitants of the Central Karoo District Municipality.

Based on the information available, the Head of the Centre in consultation with the ECC Management Team shall determine whether or not an emergency exists in the district.

If an emergency is determined to exist, the Municipal Manager shall immediately advise the Mayor and the Mayor shall notify the Premier.

The Centre may request assistance and resources from another level of government and that request shall not be deemed to be a request for implementation of the Emergency Plan of the jurisdiction.

Declaration of local states of disasters

In the event of a local disaster the Council may by notice in the provincial gazette declare a local state of disaster if existing legislation and contingency arrangements do not adequately provide for the municipality to deal effectively with the disaster; or other special circumstances warrant the declaration of a local state of disaster. (Section 55)

If a local state of disaster has been declared, the Council may make by-laws or issue directions, or authorize the issue of directions to:

- a) Assist and protect the public;
- b) Provide relief to the public
- c) Prevent or combat disruption; or
- d) Deal with the destructive and other effects of the disaster.

8 ACTIVATION OF THE DISASTER RESPONSE PLAN

The ECC Management Team shall be convened when an emergency has occurred or is likely to occur, in accordance with the following:

- The most senior on-scene official of the service most directly involved in the mitigation of the emergency shall request that the plan be activated,
- Where the size or seriousness of the emergency seems beyond the capability of that service, the plan must be activated,
- The activating service shall contact the Head of the Disaster Management Centre who shall immediately arrange to notify the established members of the ECC Management Team,
- The Head of the Disaster Management Centre shall request the members to meet at the ECC.

9 REQUEST FOR PROVINCIAL ASSISTANCE

Under certain circumstances, assistance, including SANDF assistance, may be requested via the Department of Local Government and Housing of the Provincial Administration: Western Cape. The Requesting of such services shall not be deemed to be a request that the Provincial Administration: Western Cape assume authority and control of the emergency.

Such a request shall be made by the Municipal Manager to the Head of the aforementioned Provincial Department.

10 RECOVERY AND REHABILITATION OPERATIONS

Post-disaster recovery and rehabilitation operations normally take on the nature of programmes and projects.

The Disaster Management Centre will assist with the identification of needs and will facilitate recovery and rehabilitation operations. The function or department with the most direct involvement in the operation will take responsibility for project management and delivery. Project teams convened for these purposes must report to the Disaster Management Advisory Forum on a regular basis.

In this regard the causal factors of disaster must be addressed and disaster prevention through risk elimination should be pursued.

11 REFERENCES

Central Karoo District Disaster Management plan and IDP Disaster Management Plan

City of Cape Town Disaster Draft Corporate Disaster Management Plan

Boland District Municipality Disaster Management Plan and IDP Disaster Management Business Plan

Disaster Plan Template by the Head of the African Centre for Disaster Studies, Potchefstroom University for Christian Higher Education

Republic of South Africa. Disaster Management Act 57 of 2002

12 APPENDIX

- The Disaster Management Plan's influences on the Integrated Development Plan (IDP)