

PREPAREDNESS PLAN TEMPLATE

FOR THE SEAFOOD SECTOR,
FISHERS AND MARINE FARMERS

New Zealand has always faced adverse weather events, but there is evidence to show that they are becoming more devastating, impacting areas that previously were less affected and the timing of impact is changing.

What are adverse events?

The government classifies adverse events (which include natural disasters, severe weather, and biosecurity incursions) as either localised, medium, or large-scale events. Recent events such as Cyclone Gabrielle and the Kaikoura earthquake have highlighted how the seafood sector can be impacted by these events in many different ways, often severely.

FirstMate has a role to make sure that the impacts of adverse events on our community are seen and appreciated – and that our sector has the support they need to rebuild.

No one expects you to be able to plan for every kind of emergency. You should have a good idea of risks you face at work, given your specific industry and location.



Being prepared is about being ready for all scenarios most relevant to your situation.

It is especially important to plan for sudden events that may occur with little to no warning or time to prepare. Here are some emergencies you might need a plan for, some may be more of a threat to you than others.

- » **Natural hazards:** Earthquake, flood, tsunami, volcanic eruption or ash, landslide, tornado or high winds, extreme weather (eg. drought, major storm), fire.
- » **Health emergencies:** Workplace incidents, hazardous substance events (eg. chemical spill), medical emergency, public health events (eg. pandemics), violent people, animal attacks, epidemics.
- » **Utility failures:** Electricity outages, IT outages, water supply issues, vessel flooding, vessel fire, collision, loss of propulsion, etc.



If you have staff/crew/whānau, talk to them about the risks they think are most relevant to your business/home and prepare them as well.

Understanding the **impacts** of an emergency can help you get through. Have a chat with the people in your team and whānau and work out what you'll do in these situations. Emergencies can happen at any time, so it's best to be prepared for any situation no matter where you are.

What are some steps you can take to better prepare for an emergency:



1. Talk about the impacts of not being prepared
2. Decide what supplies you will need for your business/family/community/group
3. Make a plan
4. Conduct drills to practise the plan
5. Tailor your plan
6. Stay informed



The New Zealand government produced a report which explained what an emergency is, different types of emergencies and what to do in these situations. To find out more you can read this report at www.getready.govt.nz

Our top tips for creating an Emergency Plan:

1. Communicate with your whānau/staff/crew about the plan you have made.
2. Review and test or drill your plan often and adjust when needed.
3. Have a grab bag ready on land or at sea. You may need to evacuate or abandon ship quickly so make sure you have all you need that can be grabbed quickly for basic survival. If you have little ones, think about what they would need in an emergency.
4. If you have little ones, think about what they would need in an emergency, e.g. disposable nappies and wipes, formula, enough blankets to stay warm, clean water supply, etc.
5. If on a vessel, think about communication, signalling devices, warm clothing, water and food rations.
6. Being prepared can change a lot! So, get involved in emergency preparedness and ensure your workplace has emergency procedures.

Review



I know what a preparedness plan is	
I have made a plan and it includes emergency procedures	
We have a plan to review and test our plan and resources	

Remember, whether you are on land or at sea, adverse events can impact you, your crew and whānau, so you need to be prepared!

Common emergencies include:

		Write your plan here
<p>Can't get home:</p> <p>In an emergency, public transport may not run, neighbourhoods, ports and roads may be blocked off.</p> <p>If you can't take your normal route home, how will you get there? Who will you go with? Where will you meet if your street is a no-go zone?</p> <p>Do you have an alternative berth or mooring for your vessel?</p> <p>Are there other vessel available to assist with transport?</p>	Where will we meet our loved ones?	
	How will we get home? What other ways are there to get home?	
<p>Stuck at Home/work or at sea:</p> <p>Being stuck at home or work may mean being without power and water or any way to get supplies for three days or more.</p> <p>Being stuck at sea due to damaged port infrastructure or vessel events may also mean you run out of basic requirements.</p> <p>Do you have enough food and water? What about those who need medication?</p> <p>Do you have enough fuel?</p> <p>Do you have enough food and water for pets on land to get through too?</p>	What is our plan for food, water and fuel supplies?	
	Do we have enough emergency medication and first aid supplies for those who need it?	
	Do we have enough supplies for our pets and whānau to make it through an emergency while we are stuck?	

Write your plan here

<p>No Power: What would you do if the power was out for days on land? How would you see, cook, keep warm? If you are missing something when an emergency comes on land, remember, you can talk to your neighbours or other businesses about how you can work together when the power is out. You might find they have a gas BBQ or a generator and you have enough food and water to share (or the other way round).</p>	Power cuts could affect EFTPOS and ATM machines. Have some cash with you at home and work or enough supplies to see you through three days or more.	
	What is our plan to be able to see in a no power situation, e.g. torches and batteries?	
	What is our plan to cook food in a time of no power eg. have a BBQ ready and full gas tanks that will last through a few days of cooking?	
	What is our plan to keep warm in a time of no power, eg. sleeping bags and warm blankets on hand?	
	We have supplies to last a few days or cash to buy the needed supplies.	
<p>No Water: Imagine having no water for three days or more. How would you wash, cook, clean? What would you drink? Water supplies could be affected in an emergency. Have a supply of stored water for three days or more whether on land or vessel.</p>	What is our plan for how we are going to store water for multiple days' worth?	
	What is our plan to check water every few months and refresh if needed?	

Write your plan here

<p>No phone, internet or maritime radio: What will you do if the phone internet and maritime radio go down? How will you keep in touch, arrange to meet up or keep up with news and weather alerts? How will your whānau know you are ok at work or sea? In most emergencies, it's best to remain at home. Make your home your meeting place and have an alternative in case you can't get there. This is not always possible, therefore emergency procedures, and a preparedness plan is essential for all workplaces on land and at sea.</p>	<p>What is our meeting spot?</p>	
	<p>What is our plan to communicate, and how have we made sure all people are aware and understand them?</p>	
	<p>What is our plan to entertain the children to distract them, e.g. card decks or board games. What is our plan to communicate to shore, letting emergency services and your whānau you are ok?</p>	

Write your plan here

Vulnerable workers and Disability Plan

Does someone you love or work with have a disability? If so, ensure they have back up support, medication and resources to meet their needs for at least three days post an emergency.

It's still important to be prepared and have a plan that best suits all needs:

[Getready.govt.nz](https://www.getready.govt.nz) has more detailed plans for people with disabilities.

This preparedness plan involves tips for people who may be impacted by:

- » Physical ability
- » Deaf and hard of hearing
- » Blind and visually impaired
- » Disability assist dogs
- » Drop, cover and hold situations
- » Ability to participate in abandon ship and emergency response on a vessel

Vessel specific

Vessels can be impacted by a number of natural and onboard disasters such as:

- » Fire
- » Collision
- » Flooding
- » Capsize
- » Loss of power
- » Medical emergencies
- » Tsunami
- » Adverse weather

Each vessel must have the required emergency procedures onboard as part of their preparedness and legal requirements.

- » What emergency communication equipment do we have onboard?
- » How will we fight a fire onboard?
- » How will we pump the vessel out in a flooding event?
- » What medical supplies do we need?
- » What lifesaving equipment must we have and what should we have?
- » How often do we test emergency procedures via a drill?
- » Do we have spare fishing equipment if lost during an adverse weather event?
- » Can we still operate with large volumes of debris in the ocean post a large flooding event such as Gabrielle?

Contact FirstMate for support:

www.firstmate.org.nz

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