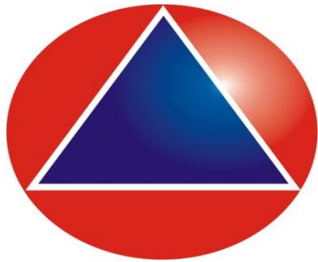




COMMUNITY SAFETY: DRAFT DISASTER MANAGEMENT SECTOR PLAN REVIEW 2021/ 2022



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Document Information	
Document Type	DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY'S DISASTER MANAGEMENT SECTOR PLAN
Applicability	To be included in the municipality's Integrated Development Plan and copy submitted to COGTA
Status	DRAFT
Author	M.W. Dlamini (Manager Community Safety)
Endorsement	N.C. Vezi (Municipal Manager)
Date of this Compilation	March 2021
Other Documents which have direct bearing on this document	<ul style="list-style-type: none"> • <i>The Constitution of South Africa (Chapter 7, section 152 (d))</i> • <i>Disaster Management Act 57 of 2002</i> • <i>Fire Brigades Act</i> • <i>Disaster Management Plan for Dr. Nkosazana Dlamini Zuma Municipality</i> • <i>Veld Fire and Forest Act</i>

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DISASTER RISK MANAGEMENT

1. STATUS QUO OF DISASTER MANAGEMENT IN DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY

The Disaster Management Act (Act 57 of 2002), as amended from time to time in chapter 5, clearly define the requirements that, municipalities must undertake to fulfill their disaster management mandate.

The area of jurisdiction of Dr. Nkosazana Dlamini Zuma municipality is prone to diverse types of disaster hazards ranging from natural and human induced. Whilst natural hazards cannot be prevented but is of paramount importance to note that, initiatives and/ or measures are put in place to mitigate the effects of such natural phenomenon.

Human induced disaster hazards are by all possible means preventable and hence the municipality is very vigilant to such phenomenon and has further put in place drastic measures and / or programs in place to effectively prevent such human induced hazards from happening and where, such hazards do occur, effective response systems get activated and deal with such.

One of the most fundamental issues in disaster management is that of ensuring disaster management centers act as repository and conduits to information and building capacity at a community level with the effort of building disaster resilient communities. The area of jurisdiction of the municipality has sixteen (16) traditional councils, which therefore places indigenous knowledge information at the center stage of disaster management in terms of incorporation whenever a risk assessment is done in terms of key performance area 2 of the disaster management framework. The traditional leaders are also represented in the Disaster Management Advisory forum.

Dr. Nkosazana Dlamini Zuma municipality shall endeavor to ensure compliance with all disaster management statutory prescripts including the constitution of the republic, which is an overarching legislative document in the country, with the purpose of ensuring a safe environment and building resilient communities whilst reducing disaster vulnerabilities.

The municipality is currently striving to promote a continuous and integrated multi-sectoral, multi-disciplinary process of planning and implementation of measures aimed at:

- Preventing or reducing the risk of disasters
- Mitigating the severity or consequences of disasters
- Emergency preparedness
- A rapid and effective response to disasters and
- Post –disaster recovery and rehabilitation

As indicative above, the following projects are testimonies that, Dr. Nkosazana Dlamini Zuma municipality is hard at work with special emphasis in prioritizing disaster management issues:

- Establishment of fire station that will also be utilized to dispatch disaster management activities
- Disaster Management Policy Framework was developed and approved by Council on the 17th December 2020.
- Disaster Management plan has been developed
- Disaster Management Advisory Forum established

- Disaster Risk Assessment has been done
- Disaster Risk Reduction projects incorporated in the IDP
- Disaster Response and Recovery
- Information Management and Communication
- Education, Training, Public Awareness and Research
- Funding Arrangements for Disaster Risk Management drastically improved

2. KEY PERFORMANCE AREA 1

2.1 INTEGRATED INSTITUTIONAL CAPACITY FOR DISASTER RISK MANAGEMENT

2.1.1 DISASTER MANAGEMENT FRAMEWORK

The Dr. Nkosazana Dlamini Zuma municipality's Disaster Management Policy Framework was approved by Council on the 17th December 2020 in terms of section 42 of the Disaster Management Act, (Act 57 of 2002), in line with the National Disaster Management Framework of 2005. The Disaster Management Framework is essential to ensure an integrated and uniform approach to disaster management in the municipality's area of jurisdiction by-

- a) The municipality and statutory functionaries of the municipality.
- b) All municipal entities operating in jurisdiction
- c) All non-governmental institutions involved in disaster management in the area
- d) The private sector

The Disaster Management Framework also put more and more emphasis in ensuring that all role players in the disaster management arena (including Government, None Government Organizations, Traditional Authorities and the Private Sector) work together in a coherent and coordinated fashion prevent and or mitigate the occurrence and/ or effects of disasters incidents or disasters.

KEY PERFORMANCE INDICATOR

The Disaster Management Policy Framework was approved by Council on the 17th December 2020.

2.2.1 DISASTER MANAGEMENT ADVISORY FORUM

The advisory forum sits four times on annual basis, which translate to one (1) meeting in three (3) months. The effectiveness and sustainability sitting of meetings on quarterly basis has seen the implementation of disaster management issues evolve from being reactive to be more proactive with more emphasis on prevention and mitigation of hazards.

The representation of the disaster management advisory forum for Dr. Nkosazana Dlamini Zuma municipality is as follows:

NO	STAKEHOLDERS
1.	Dr. Nkosazana Dlamini Zuma Municipality
2.	Harry Gwala District Municipality's Disaster Management Centre
3.	Provincial Disaster Management Centre
4.	Department of Health Communicable Diseases
5.	Department of Health Emergency Management Services
6.	Social Development
7.	South African Social Security Agency
8.	South African Police Services Bulwer
9.	Midlands EMS
10.	Road Traffic Inspectorate (RTI)
11.	UMkomaas Fire Protection Association
12.	Southern Berg Fire Protection Association
13.	Creighton Engen Depot
14.	Rural Metro Fire Services
15.	Magma Security
16.	Berg Security
17.	Working on Fire
18.	South African Police Creighton
19.	South African Police Himeville
20.	South African Police Donnybrook
21.	Ward Committee members



Disaster Management Advisory and Community Safety Forum Meeting on the 18 March 2021



Disaster Management Advisory Forum Meeting held on the 18 March 2021



SENDAI FRAMEWORK FOR DISASTER RISK REDUCTION VISION 2030

The Sendai Framework for Disaster Risk Reduction promotes a more people centered preventative and mitigation approach to disaster risk reduction. It put emphases on governments to engage with relevant stakeholders, including women, children, youth, people with disabilities, poor people, migrants and older people.

The above people are the most affected whenever disaster incidents and/ or disasters are realized on their basis of their vulnerabilities.

In a view to implement the vision of the Sendai Framework, the municipality has realized the need to incorporate representatives of the above stakeholders in its Disaster Management Advisory Forum, with a view to ensure that, their needs are taken into consideration whenever disaster management policies and plans are put in place.

This will be a very useful platform for such representatives on the basis that, they have their own forums wherein they can thereafter report to such forums on any information coming from the Disaster management Advisory Forum and their input as well.

2.2.2 KEY PERFORMANCE INDICATOR

- Disaster Management Advisory Forum sustainable and taking relevant decisions to promote disaster risk reduction within the area of the municipality.
- Disaster Management Advisory Forum to ensure representation from the following categories of stakeholders:

- ✓ Representative from the Women Forum
- ✓ Representative from the Youth Forum
- ✓ Representative from the people with disabilities
- ✓ Representative from migrants' structures
- ✓ Representative from old citizens

- Disaster Management Forum to ensure alignment with the above structures to ensure that, disaster management issues are dealt with in an integrated manner.

No	Stakeholder	RESPONSIBILITIES
1.	Line Function Departments in the municipality	<ul style="list-style-type: none"> • To provide expertise and technical information pertaining to their line function departments • To act as leading agencies in dealing with certain hazards that require technical skills
2.	Traditional Leaders	<ul style="list-style-type: none"> • To ensure that, traditional values and indigenous information is also forms part of disaster management planning in the municipal area
3.	South African Weather Services	<ul style="list-style-type: none"> • To provide advices on weather patterns and cascade early warning systems as part of ensuring state of preparedness
4.	SASSA	<ul style="list-style-type: none"> • To make provision of the diverse types of grants to needy communities • To also provide relief such as food vouchers and/or groceries
5.	Home Affairs	<ul style="list-style-type: none"> • To ensure that, communities receive their identity documents • To control illegal emigration of people to and from the South African Borders
6.	South African Liquor Authority	<ul style="list-style-type: none"> • Responsible of regulating liquor licenses in the area • Attend to all liquor related complaints and ensure that, they are resolved timeously
7.	Provincial Disaster Management Centre	<ul style="list-style-type: none"> • To provide oversight on disaster risk management issues implementation at a local level • Assist with training and capacity building • Provide enormous disaster related support
8.	None Government Organizations	<ul style="list-style-type: none"> • To provide support (disaster relief) whenever a need arises
9.	NDZ municipal Disaster Management Centre	<ul style="list-style-type: none"> • Point of coordination for Disaster Management • Ensure development of Disaster Management plans and monitoring the implementation thereof • Conduct risk assessment for the area of jurisdiction of the municipality in consultation with all relevant role players • Promote prevention, mitigation and response initiatives by municipal organs of state, non-governmental organizations and communities in jurisdiction. • Measure performance and evaluate progress of initiatives • Facilitate the activation of Joint Operation Centre whenever a need arises

		<ul style="list-style-type: none"> • Make referrals to other sector departments • Plan and execute awareness campaigns
10.	Community Based Organizations	<ul style="list-style-type: none"> • To provide both physical and emotional support during tough times to victims
11.	Eskom	<ul style="list-style-type: none"> • To provide technical information and skills on electricity • To conduct awareness campaigns
12.	South African Police	<ul style="list-style-type: none"> • To ensure safety and security
13.	Fire Services	<ul style="list-style-type: none"> • To ensure fire safety communities
14.	Department of Health	<ul style="list-style-type: none"> • To deal with diseases and provide technical information on how to prevent and mitigate the effects of diseases
15.	Department of Transport	<ul style="list-style-type: none"> • To make provision of measures to prevent motor vehicle accidents
16.	District Disaster Management Centre	<ul style="list-style-type: none"> • Provide support to the municipality on disaster management issues
17.	Magma Security	<ul style="list-style-type: none"> • Ensure safety and security
18.	KSA	<ul style="list-style-type: none"> • Ensure safety and security
19.	Berg Security	<ul style="list-style-type: none"> • Ensure safety and security

2.3.1 ESTABLISHMENT OF THE DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY'S EMERGENCY CENTRE

The Disaster Management amended Act 2015, (Act 16 of 2015), section 16 subsection 4, read in conjunction with the Disaster Management Act of 2002, (Act 57 of 2002) indicate that, a local municipality **MAY** establish a disaster management center in consultation with the relevant district municipality in accordance with the terms set out in a service level agreement between the two parties, in alignment with the national norms and standards.

Dr. Nkosazana Dlamini Zuma municipality in a process of establishing an integrated emergency Centre that will house all the emergency services within the municipality which are as follows:

- Disaster Management
- Fire Services
- Traffic

The municipality has furthermore sent application letter to Cooperative Governance and Traditional Affairs, for funding to augment its internal funding to construct such a Centre, in January 2021

DESIGNS FOR THE DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY'S EMERGENCY CENTRE

The designs for the emergency center have been done. A company called FMA Consulting Engineers was appointed by the municipality to undertake a process of developing the designs which they have successfully done. Furthermore, an Environmental Impact Assessment authorization has been granted accordingly.



edtea

Department :
Economic Development, Tourism and
Environmental Affairs
PROVINCE OF KWAZULU-NATAL

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Directorate: Environmental Services, Harry Gwala District

Dr Nkosazana Dlamini Zuma Local Municipality
P. O Box 132
Ixopo
3276

01/07/2020

Attention : Mr. N.C. Vezi
Tel no : 039 833 1038
Fax no : 039 833 1179
Email : Londih.zulu@gmail.com

Dear Sir

**RE:DC43/QR/0066/2020: A RESPONSE TO AN ENQUIRY REGARDING THE PROPOSED DEVELOPMENT
A DISASTER MANAGEMENT CENTER ON LOT 181 IN BULWER IN THE DR NKOSAZANA DLAMINI
ZUMA LOCAL MUNICIPALITY WITHIN HARRY GWALA DISTRICT, DC 43.**

Your correspondence submitted by hand to the Department of Economic Development, Tourism and Environmental Affairs (hereafter referred to as "the Department") has reference.

1. Based on the information provided, it is understood by the Department that the following is proposed:
 - 1.1 The development entails the construction of a 590 m² centre
 - 1.2 The extent of the site is 0.9 Ha
 - 1.3 The building will consist of 10 traffic department offices,
 - 1.4 Consists of 2 boardrooms, 2 storage facilities, 2 ablution facilities,
 - 1.5 Change rooms, gymnasium, 2 kitchens, sleeping quarters, server room and control room.
 - 1.6 The geo-reference for the location is 29°47'55.77"S and 29°46'18.35"E
2. The Department has been requested by Ms. Londeka Zulu of Dr Nkosazana Dlamini Zuma Local Municipality to provide comments with respect to the environmental requirements that must be met for the above mentioned project;
3. From the information provided by Ms. Londeka Zulu of Dr Nkosazana Dlamini Zuma Local Municipality the proposed does not trigger any listed activity and **therefore the proposed will not require an Environmental Authorisation.**
4. Please note that this correspondence does not negate the need to comply with any other applicable legislative requirement from any other competent authorities.

1

"Attainment of a Radically Transformed, Inclusive and Sustainable Economic Growth for KwaZulu-Natal" *TLS*

MacBook Air

5. Should you have any queries regarding this matter, please do not hesitate to contact the assessing officer **Mr. Thobani Khathi** at the Harry Gwala District office.

Yours faithfully



for Acting Head of Department: Mr S. Mkhize

Signed by Mr. Thabani Gambu

Designation: District Manager: Environmental Services - Harry Gwala District

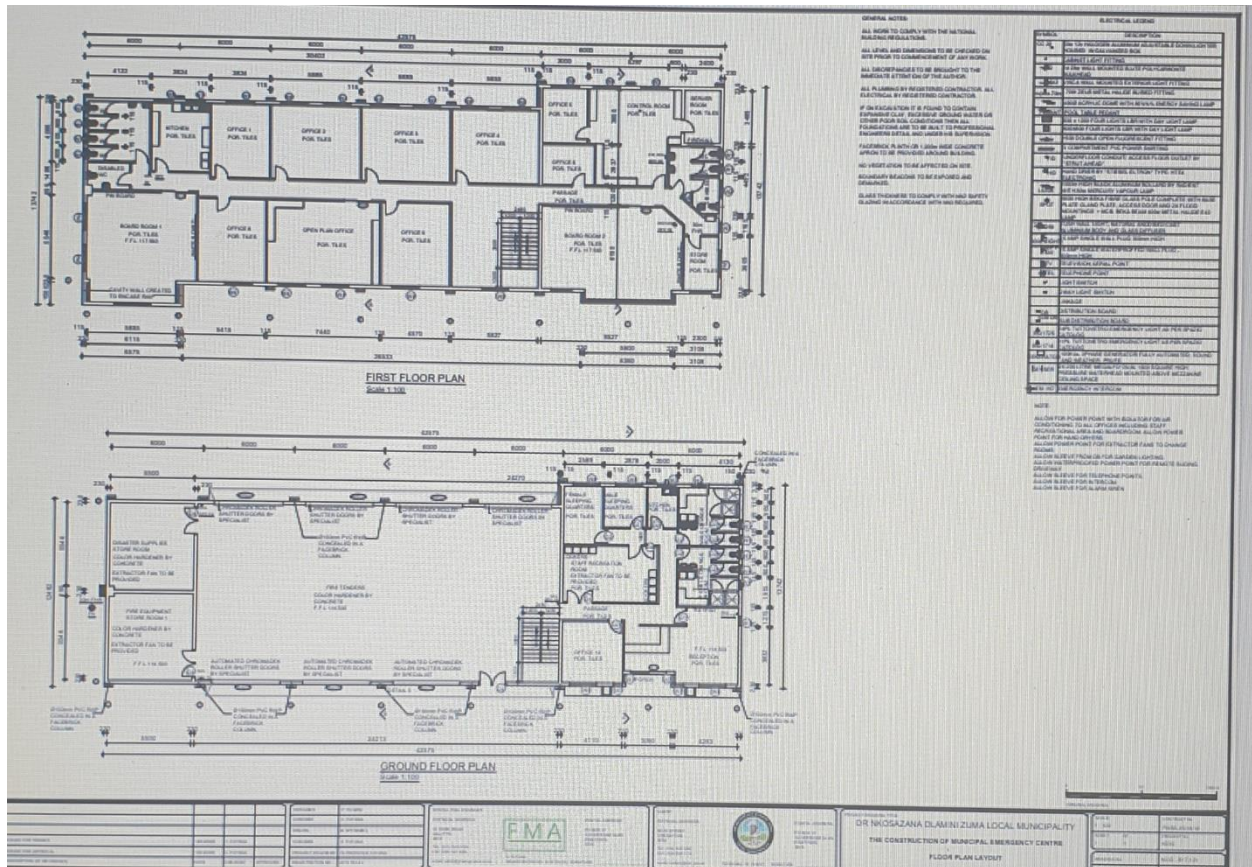
KwaZulu-Natal Department of Economic Development Tourism and Environmental Affairs

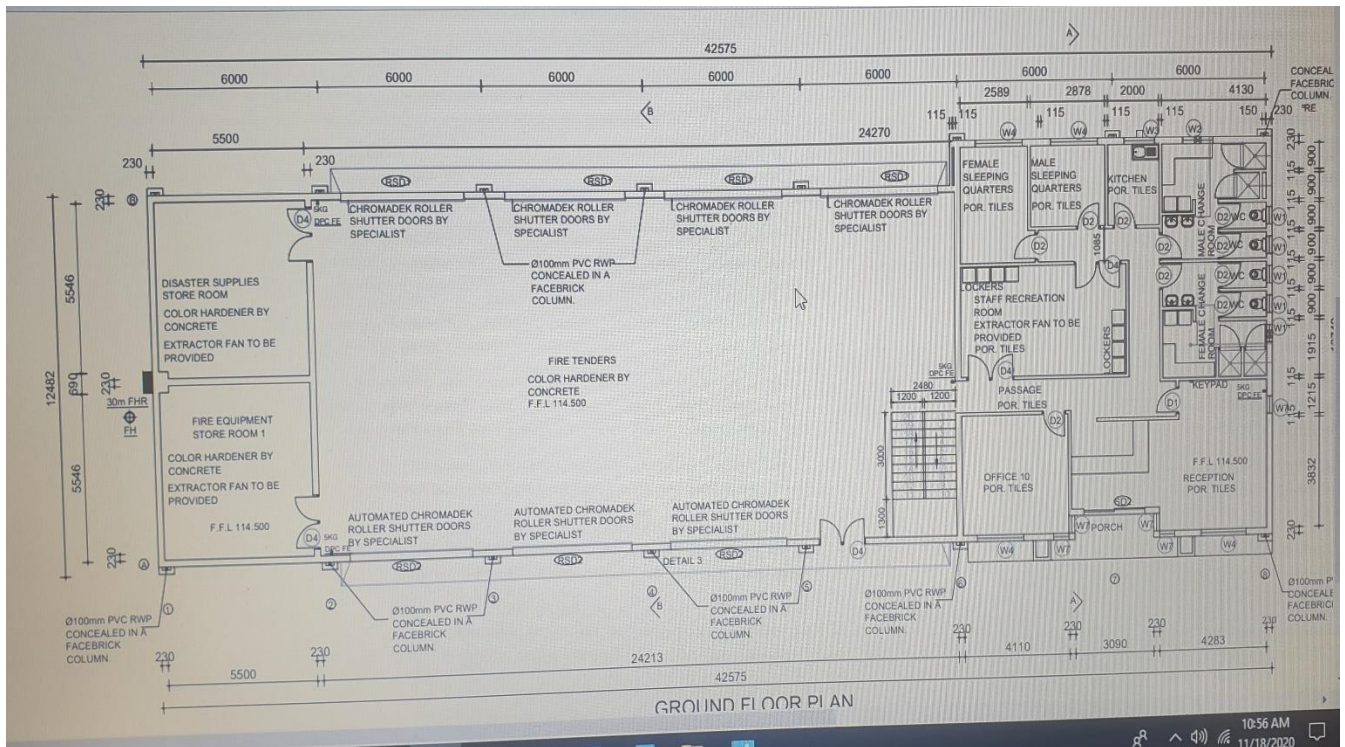
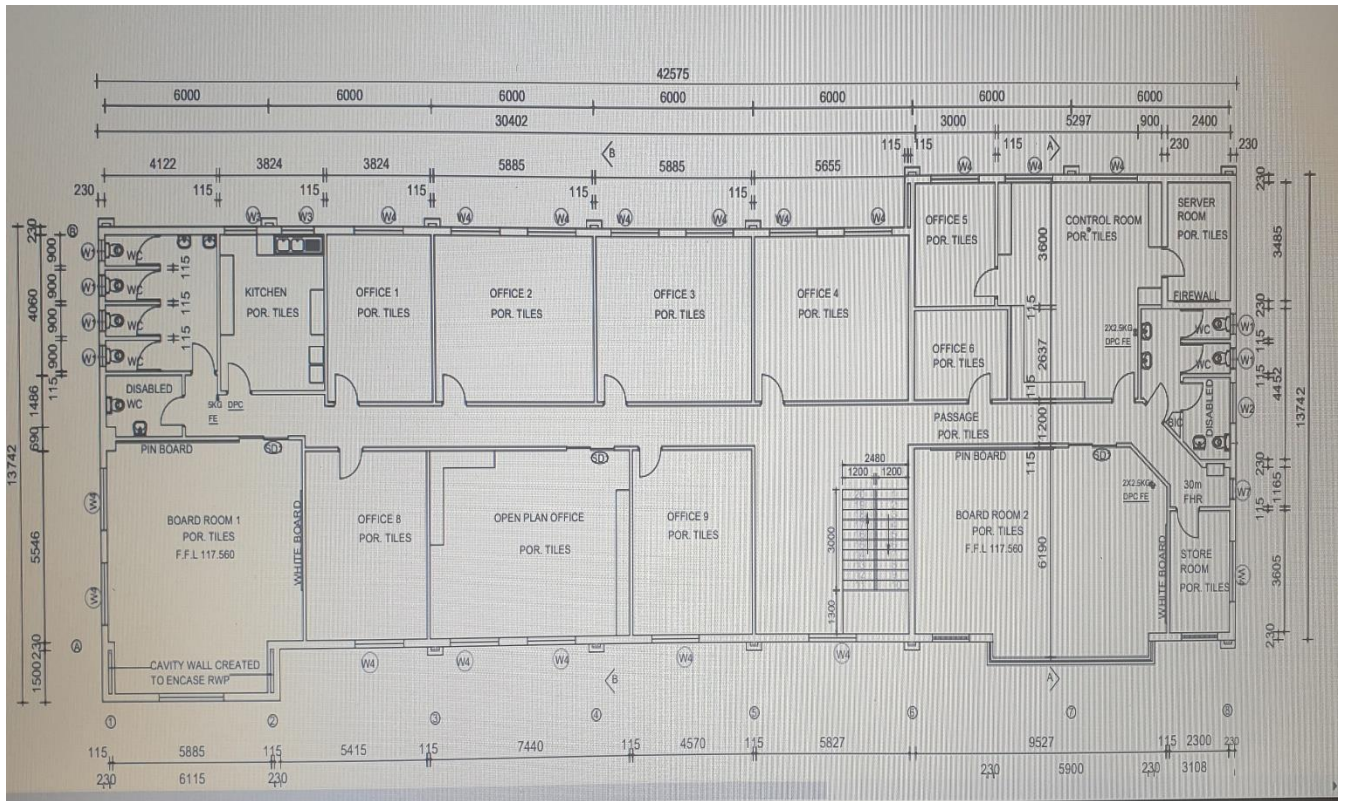
FUNDING AND AVAILABLE BUDGET

It is the vision of the municipality to have a fully fledged emergency center before or on the fiscal year 2022/2023 and as a result it has started to channel more financial resources towards realizing this goal. The financial muscle for the municipality is very limited and hence an application for funding to realize this goal, has been made to the department of Corporative Governance and Traditional Affairs.

An application of R 10, 000 000. 00 (Ten Million Rands Only) to boost the municipal financial muscle to realize such a facility has been made to COGTA as indicated above.

In the financial year 2020/2021, the municipality budgeted an amount of R 6, 500 000. 00 (Six million five hundred thousand Rands), for the emergency Centre.





EMPLOYMENT OF FIRE SERVICES OFFICIALS

In 2019, the municipality employed a Chief Fire Officer and two fire fighters, furthermore the municipality has appointed three (3) fire fighters during the fiscal year 2020/2021, and on the 31st August 2020 the municipality started providing the fire- fighting services internally. Currently there are six (6) fire fighters including the Chief Fire Officer.

EQUIPMENT FOR FIRE SERVICES

The municipality procured equipment for the fire services to ensure that, such service is provided accordingly to the community in a suffice manner.





INTER-DEPARTMENTAL DISASTER MANAGEMENT COMMITTEE

Dr. Nkosazana Dlamini Zuma Municipality formed an interdepartmental disaster management committee that deals with disaster management issues within the municipality and comprise of the following members:

NO	NAME OF OFFICIAL	DESIGNATION	DEPARTMENT REPRESENTATION
1.	Mr. M. Mzimela	Chief Financial Officer	Finance
2.	Miss Z. Mlata	Head of Department Community Services	Community and Social Services Department
3.	Mr. S.V. Mngadi	Senior Manager PWBS (Public Works and Basic Services)	PWBS Department
4.	Mr. M.W. Dlamini	Manager Community Safety	Community Services Department

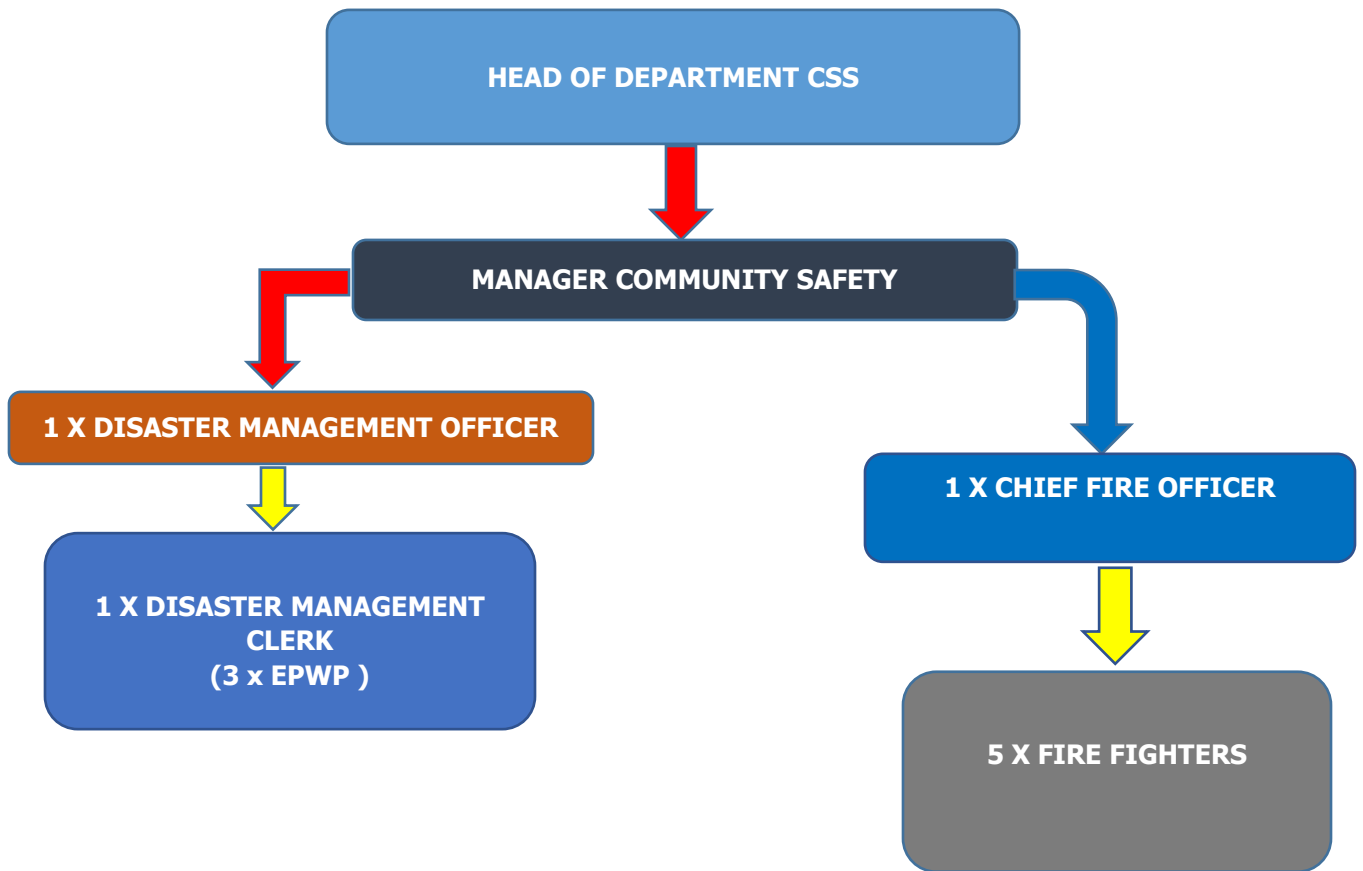
STORAGE FACILITIES

Storage facilities are also available wherein all disaster management relief is stored, although it is not conducive as compared to a proper fire station or disaster management center wherein a one stop shop is envisaged.

LOCATION OF DISASTER MANAGEMENT

In terms of location, the disaster management unit is located within the Community Services Department under the Community Safety section with the organogram as follows:

AN IDEAL DISASTER MANAGEMENT ORGANOGRAM



WARD BASED VOLUNTEERS

Dr. Nkosazana Dlamini Zuma municipality is fully aware of the Disaster Management Volunteer regulations and it endeavors to strive to comply with it in terms of ensuring that, a unit of volunteers is readily available whenever needed.

As part of streamlining disaster management at ward level, the municipality is working very close with all ward committee members to also participate as volunteers at a ward level, by doing so, they will be able

to benefit from disaster management capacity building, and thus to implement their knowledge in their wards to help their community.

Over and above that, the municipality will also embark on recruiting qualified people who are interested in voluntarily investing their skills to disaster management as part of members of the volunteer unit.

A data base will then be created for monitoring purposes. In the future the municipality will further ensure that, protective clothing is procured for such volunteers to wear whenever they perform disaster management duties.

PREVENTION AND MITIGATION

In line with section 47 of the Disaster Management 2002, (Act 57 of 2002), the municipality has put measures in place to the extent of its capacity to always provide guidance to other organs of state particularly the sector departments, private sector, non-governmental organizations, communities and individuals in municipal area to assess and prevent or reduce the risk of disasters.

- The risk assessment was done and is enshrined in the disaster management plan
- Currently the municipality is increasing the capacity for communities and households to minimise risks and the impact of disaster through awareness campaigns, education and training. Communities will be also provided with fire beaters and knapsack tanks to ensure that, as first responders, they have some mechanism to deal with the fires before the fire services can arrive.
- Contingency plans are also developed on seasonal basis, as part of ensuring that, a state of preparedness to deal with disaster incidents and/ or disasters is in place.

ENFORCEMENT OF LEGISLATION

The disaster management section, working together with the fire services conduct fire safety inspections in all the business premises within the area of jurisdiction of the municipality.

Joint inspections are also conducted where-in several line function departments come together and target specific areas that, have been identified to be not complying with the legislation. In such joint inspections, confiscation of illegal items is done, raids of specific premises. It is one of the ways or measures that, ensures risk reduction within the private sector.

DISASTER MANAGEMENT INTERDEPARTMENTAL COMMITTEE

As part of introducing the disaster management concept and ensuring disaster management compliance and understanding within the municipality, a disaster management interdepartmental committee was established in the fiscal year 2018-2019.

This assist in terms of ensuring that, every department within the municipality understands its roles and responsibilities that, they must undertake in disaster management. Such committee represented by middle management and some senior managers.

2.3.2 KEY PERFORMANCE INDICATORS

- New proposed fire station constructed.
- Storeroom to store disaster management equipment and relief in place.
- Human resources capacity in place.
- Unit of volunteers in place.
- Prevention and mitigation measures in place.
- Risk reduction initiatives, projects and programmes are being implemented.
- Disaster Management Interdepartmental Committee in place.

2.4.1 DISASTER RISK MANAGEMENT PLAN

The Dr. Nkosazana Dlamini Zuma Municipality's Disaster Risk Management Plan, developed and approved by Council on the 29 May 2018. Contained in the disaster risk management plan is the disaster risk assessment which outlines the hazard that are imminent within the area of jurisdiction of the municipality.

There are also disaster risk reduction projects and or programs identified to prevent and or mitigate the disaster risks eminent in different areas of the municipalities. Attached therein is also the budget to implement such projects and programs.

2.4.2 KEY PERFORMANCE INDICATOR

A Disaster Management Plan was developed by the municipality and was approved on the 29 May 2018 and contained therein is the disaster risk assessment and disaster risk reduction projects and programs.

2.5.1 MUNICIPAL SAFETY PLAN

Dr. Nkosazana Dlamini Zuma municipality is working very closely with other government departments, the private sector and other stakeholders to combat crime, ensure safety on the roads and ensuring safety at communities at large.

The following structures are in place to deal with issues of crime and safety:

- Local crime Policing Forums
- Rural Safety Meetings
- Station Crime Combating Forum (SCCF)
- Regional/ Cluster Rural Safety Forum
- Disaster Management Advisory Forum

ROAD CAMERAS

As part of combating crime, the private sector (Community Watch) has come on board and erected cameras on all the roads that lead to the town of Underberg and Himeville. Such cameras can detect everything that happens on such roads and through communication, it therefore becomes easier to respond to incidents of crimes and any other assistance that may be needed by commuters.



Camera on intersection of R 617 to Bulwer and Road to Kilmon/ Coleford



Camera at Sani Pass Intersection



Camera in town Underberg

ANIMAL POUNDS

The municipality has got two animal pounds situated in its area of jurisdiction, namely

- Himeville Pound
- Creighton Pound

Both pounds are operational and assist a lot to keep stray animals from the road where they can cause motor vehicle accidents and thus causing the mortality rate of MVAs to be high. The municipality is working very hard to keep animals away from the roads within its area of jurisdiction through different programmes that are in place such as:

- Integrated Community Safety Awareness Campaigns (ICSAC)
- Developed impounding policy
- Procured a truck that is utilized to impound stray animals from the road and was delivered in June 2018

CRIME PREVENTION AND COMBAT

South African Police services as a leading agent, plays a very critical role in ensuring that crime prevention does take place and criminals found to be breaking the law are dealt with accordingly, assisted by all the other security companies within the area.

Himeville and Underberg are known as being tourist's destinations and hence the issue of security to tourist is of high priority to the municipality. The presence of tourists boosts the local spin off, of the business sector.

It is therefore for this reason that, has seen the area installing the road cameras as part of a synergy amongst the stakeholders to deal with crime.

Crime statistics is shared amongst the security clusters to use the information to develop strategies to combat future crime elements.

Joint raids are conducted on regular basis wherein to deal with issues of illegal migrants, none compliance, identifying fugitives, identifying drugs dealings and other things. Such operation is done swiftly and bears wonderful fruits cause all agencies are in one place to deal with any eventualities that may arise.

MULTI STAKEHOLDER ROAD BLOCKS

As part of combating crime, the Municipal Traffic Police, South African Police Services, RTI, Hlokomela and other agencies conduct road blocks wherein road unworthy vehicles are removed on the roads. Road blocks also assist in many ways in terms of identifying criminals that are a danger to society, including people that transport drugs, counterfeit goods e.t.c.

The municipality has even gone an extra mile to put such road blocks in its Service delivery Budgetary Implementation Plan as way to monitor and evaluate its implementation.

There are local road blocks conducted and over above that, there are also multisectoral integrated road blocks that are held on regular basis in different strategic areas.

Such operations are very fruitful on the basis that, the occurrence of big accidents is declining as compared to the past.



Multi-stakeholder Road Block held in R 612



Multistakeholder Roadblock in R 612 CLEARING OF BUSHES AND CONDUCTING FIRE BREAKS

The municipality has got wonderful bylaws that, encourage residents of Dr. Nkosazana Dlamini Zuma that own vacant properties to clear their properties and make sure that are clean all the time, failing which the municipality clears such properties and bill the owners.

Furthermore, the municipality works very closely with Working on Fire and Fire Protection Associations to do fire breaks and remove alien plants.



Fire break to prevent fires from accessing farms and open spaces



Fire break done near residential areas

LIGHTNING AND INSTALLATION OF LIGHTNING CONDUCTORS

The area of jurisdiction of the municipality is highly vulnerable to lightning and hence its occurrence in certain instances mostly claim people’s lives and cause injuries as well. It is therefore imperative for the municipality to mitigate the effects of lightning.

The municipality in the financial year 2020/ 2021, installed thirty-six (36) lightning conductors in all the areas that are mostly affected by lightning. It is believed that, such lightning conductors can reduce/ mitigate the impact of lightning whenever it occurs.



Installation of lightning conductor

EMERGENCY EVACUATION PLAN

As part of ensuring a state of preparedness and swiftly emergency evacuation during emergency, the municipality has developed an emergency evacuation plan that provides guidelines on the procedures that must followed when evacuating.

Such emergency plan will be utilized on all municipal building and shall be workshopped to all government institutions and business sectors to encourage them to also develop their own emergency evacuation plans.

Once, institutions have developed their own emergency evacuation plans, then emergency drills have to be undertaken to test whether such plans are practical and easily implementable. Whilst the municipality will be conducting its own drills, shall also coordinate government institutions and private sectors to also follow suit whilst supported by the municipality for guidance.

The Emergency Evacuation Plan is attached as an annexure.

2.5.2 KEY PERFORMANCE INDICATOR

- Safer Communities
- Reduced Crime
- Reduced Motor Vehicle Accidents
- Reduced Structural and veld Fires
- Reduced Road Unworthy Vehicles
- Reduced bushes both in residential places and in town

3. KEY PERFORMANCE AREA 2

3.1 DISASTER RISK ASSESSMENT

The disaster risk assessment for Dr. Nkosazana Dlamini Zuma was conducted from the 20th, 22nd and 23rd of March 2018 wherein all ward committee members and councilors were invited to participate. It was a very fruitful exercise.

The risk profile for the municipality is therefore as follows:

LEGEND	
	Extremely High Hazard
	High Hazard
	Moderate Hazard
	Low hazard

WARD NO	PRIORITY HAZARDS	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
	Storms		Extremely High		
	Heavy Rain		Moderate		

1	Lightning		High	7	13
	Floods		High		
	Fierce Wind		High		
	Snow		High		
	Crime		Moderate		
	Structural Fires		High		
	Veld Fires		Extremely High		
	Drought		Low		
	Hail Storm		Moderate		
	Road Accidents		Moderate		
2	Storms		Extremely High	4	8
	Heavy Rain		Moderate		
	Snow		Extremely High		
	Structural Fires		Moderate		
	Lightning		Moderate		
	Veld Fires		Moderate		
	Fierce winds		High		
	Crime		Moderate		
	Drought		Low		
	Road Accidents		High		
	Floods		High		
Hail storm		Moderate			
3	Storms		Extremely High	0	3
	Fierce Winds		High		
	Crime		Moderate		
	Road Accidents		High		
	Structural Fires		High		
	Snow		Extremely High		
	Floods		High		
	Heavy Rain		Moderate		
	Hail Storm		Moderate		
	Veld Fires		Moderate		
	Lightning		Moderate		
	Drought		Low		

WARD NO	PRIORITY HAZARDS	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
	Storms		High		
	Floods		Moderate		

4	Heavy Rain		Moderate	4	8
	Hail Storm		Moderate		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Extremely High		
	Veld Fires		Moderate		
	Lightning		High		
	Fierce Winds		High		
	Drought		Moderate		
5	Storms		High	4	5
	Floods		Moderate		
	Fierce Winds		High		
	Hail Storm		High		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		High		
	Lightning		High		
	Heavy Rain		High		
	Drought		Moderate		
6	Storms		High	6	9
	Floods		Moderate		
	Fierce wind		High		
	Hail Storms		High		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		High		
	Lightning		High		
	Heavy Rain		High		
	Drought		Moderate		

WARD NO	PRIORITY HAZARD	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
7	Storms		High	3	7
	Floods		Moderate		
	Fierce Wind		High		
	Hail Storms		High		
	Road Accidents		Low		

	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		High		
	Lightning		High		
	Heavy rain		High		
	Drought		Low		
8	Storms		High	4	8
	Floods		Low		
	Fierce Wind		High		
	Hail Storm		Low		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		Moderate		
	Drought		High		
9	Storms		High	2	2
	Floods		Moderate		
	Fierce Wind		High		
	Hail Storm		High		
	Road Accidents		High		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		Moderate		
	Lightning		High		
	Heavy Rain		High		
	Drought		Moderate		

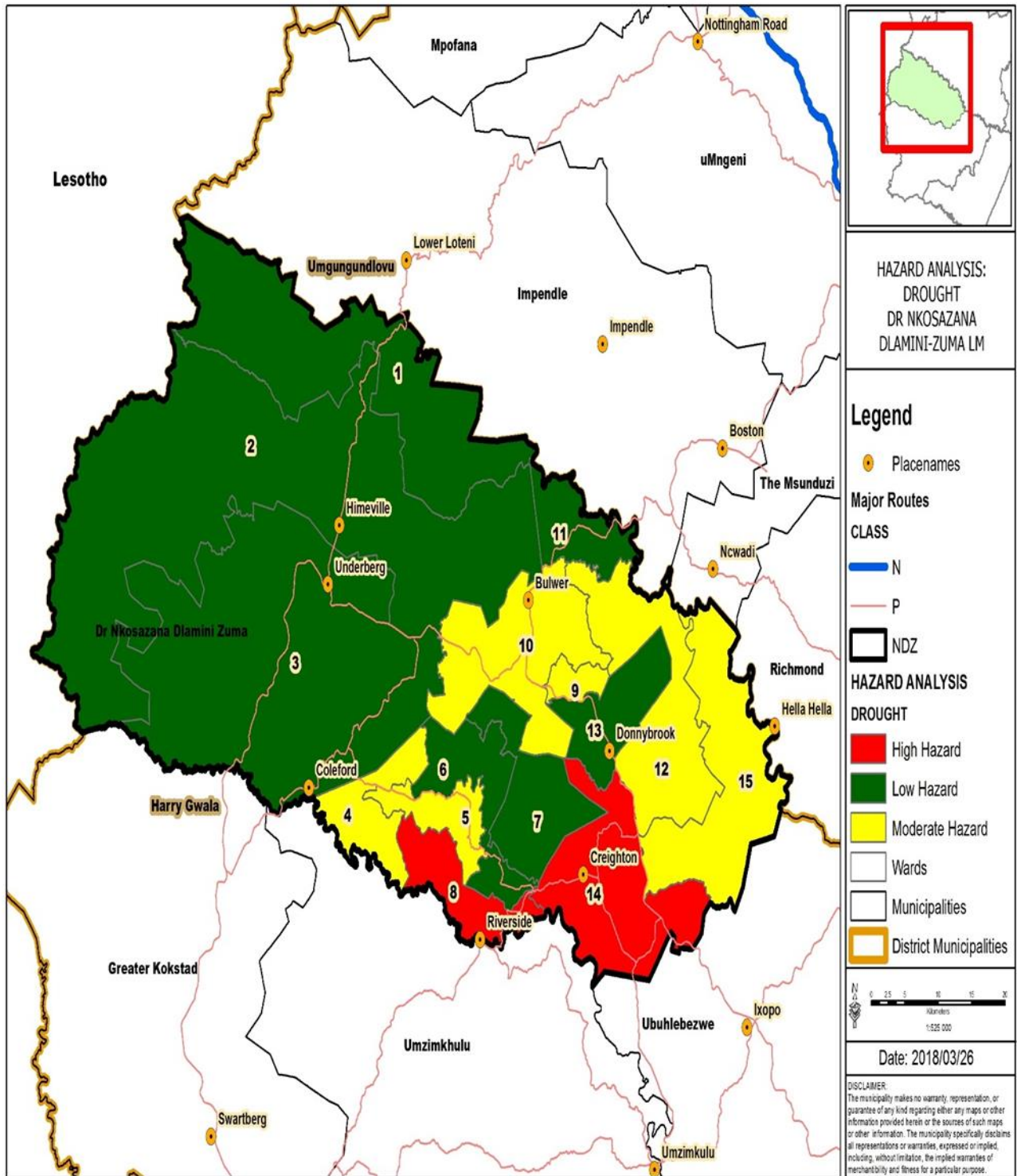
WARD NO	PRIORITY HAZARD	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
10	Storms		High	4	10
	Floods		High		
	Fierce Wind		High		
	Hail Storm		Moderate		
	Road Accidents		Extremely High		
	Structural Fires		High		
	Snow		Moderate		
	Veld Fires		High		
	Lightning		Moderate		

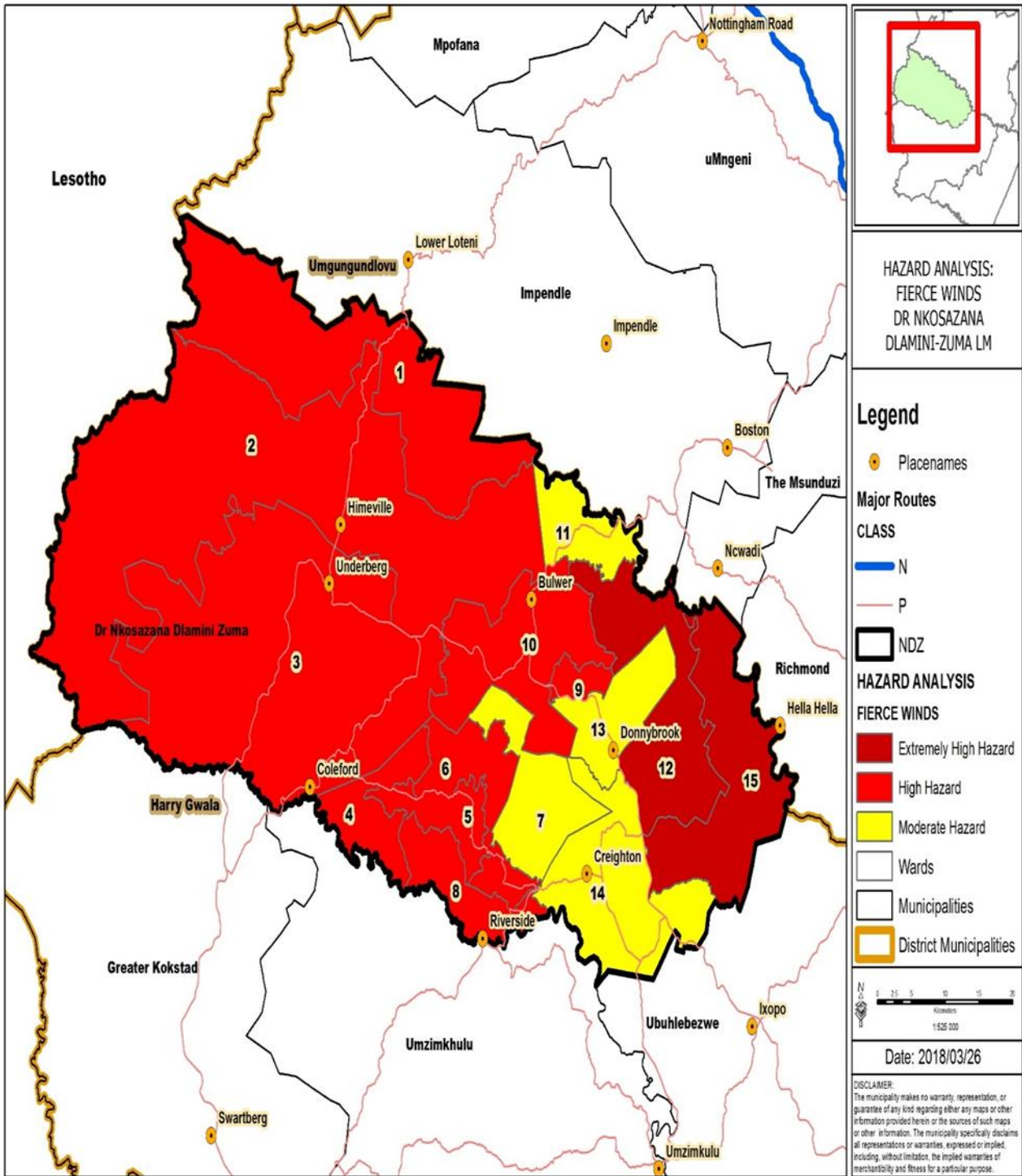
	Heavy Rain		High		
	Drought		Moderate		
11	Storms		Moderate	6	11
	Floods		Moderate		
	Fierce Wind		Moderate		
	Hail Storm		High		
	Road Accidents		High		
	Structural Fires		Moderate		
	Snow		High		
	Veld Fires		Moderate		
	Lightning		Moderate		
	Heavy Rain		High		
	Drought		Low		
12	Storms		High	5	10
	Floods		Moderate		
	Fierce Wind		Extremely High		
	Hail Storm		High		
	Road Accidents		Moderate		
	Structural Fires		Moderate		
	Snow		Low		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		Moderate		
	Drought		Moderate		

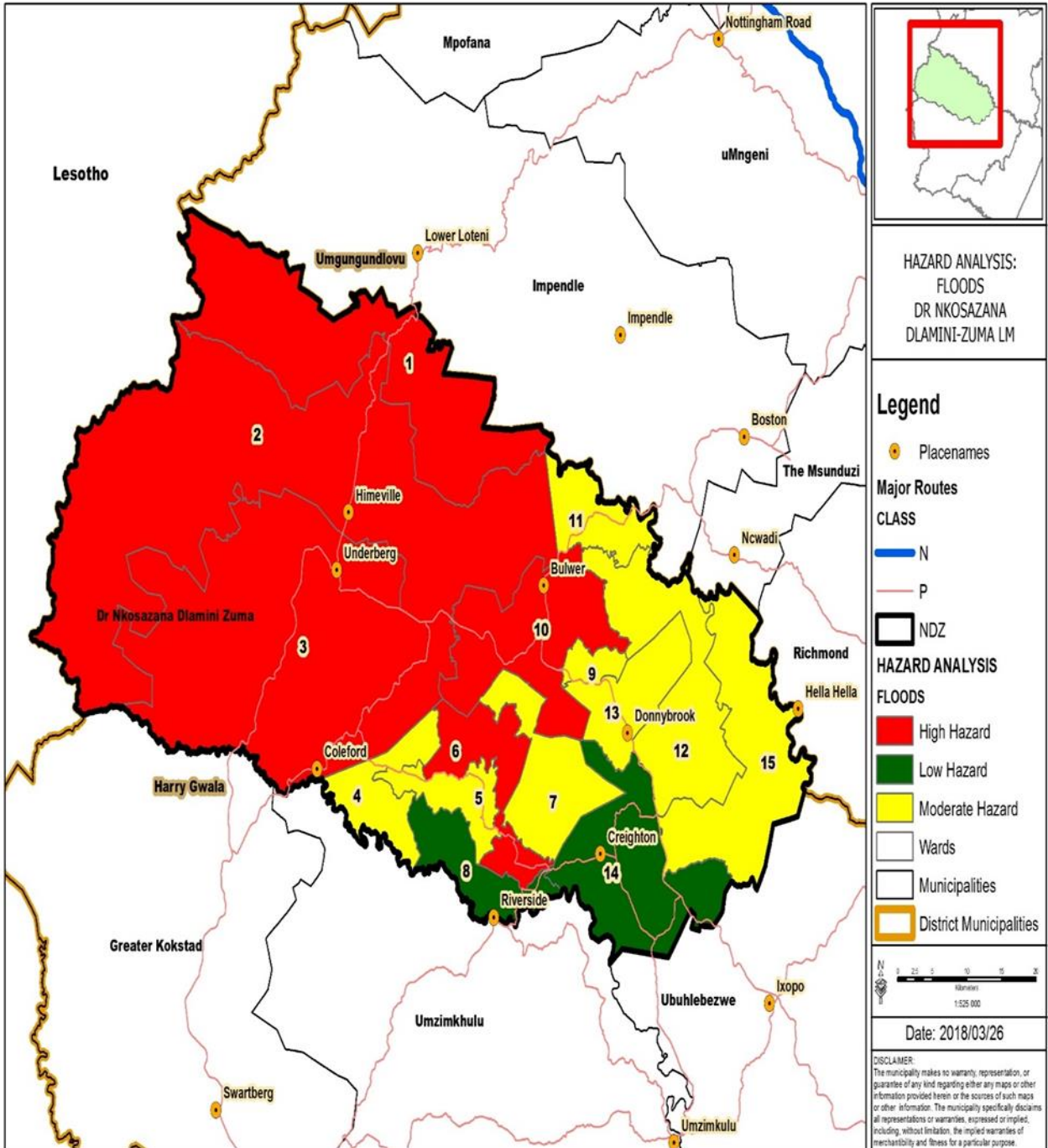
WARD NO	PRIORITY HAZARD	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
13	Storms		High	3	6
	Floods		Moderate		
	Fierce Wind		Moderate		
	Road Accidents		Moderate		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		High		
	Drought		Low		
	Hail Storm		Moderate		
	Storms		Moderate		

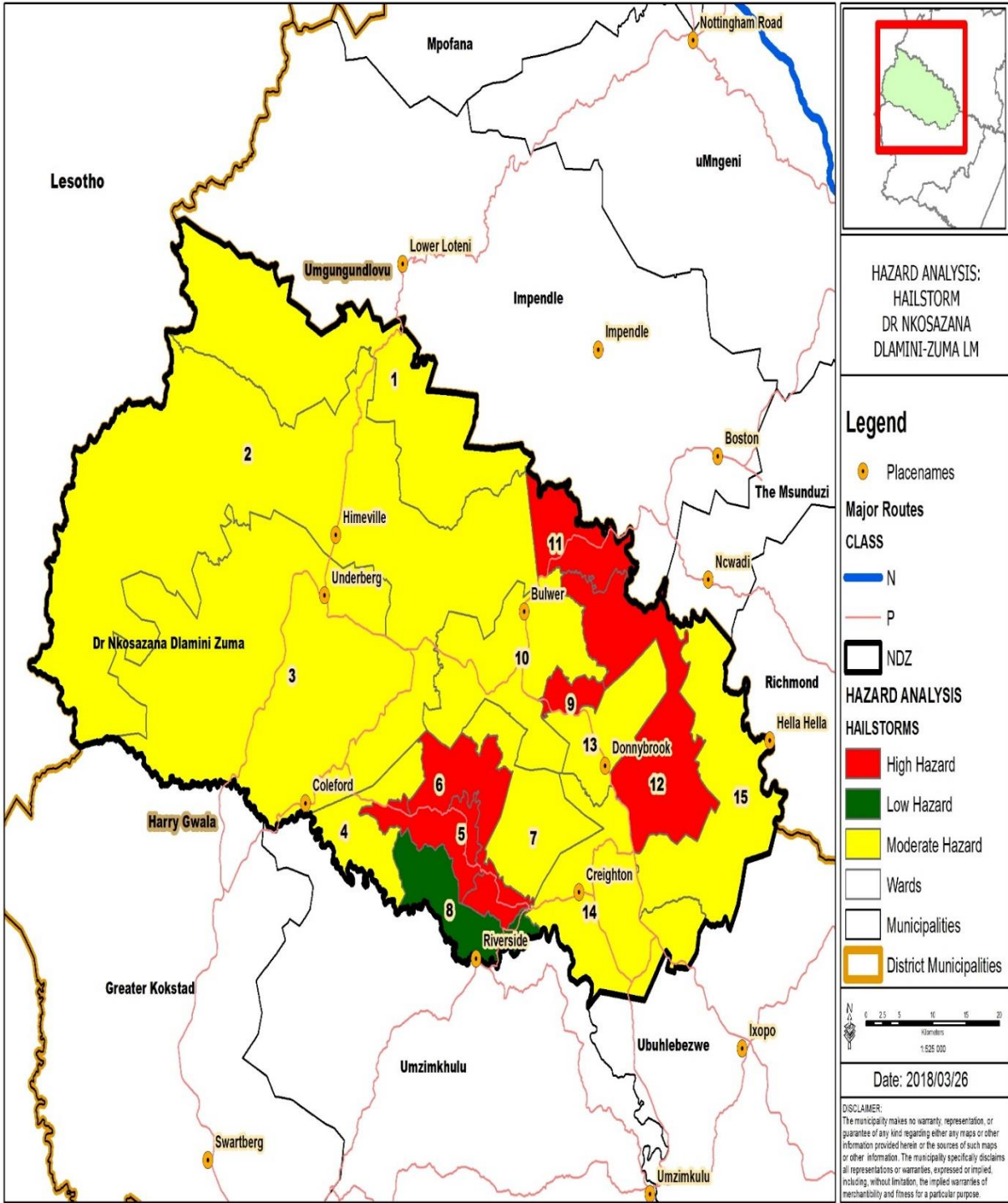
14	Floods		Low	4	8
	Fierce Wind		Moderate		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Hail Storm		Moderate		
	Veld Fires		High		
	Lightning		Moderate		
	Heavy Rain		Moderate		
	Drought		High		
	Fuel Explosion		High		
15	Storms		High	4	10
	Floods		Moderate		
	Fierce Wind		Extremely High		
	Road Accidents		Low		
	Structural Fires		High		
	Snow		Low		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		High		
	Drought		Moderate		
	Hail Storm		Moderate		

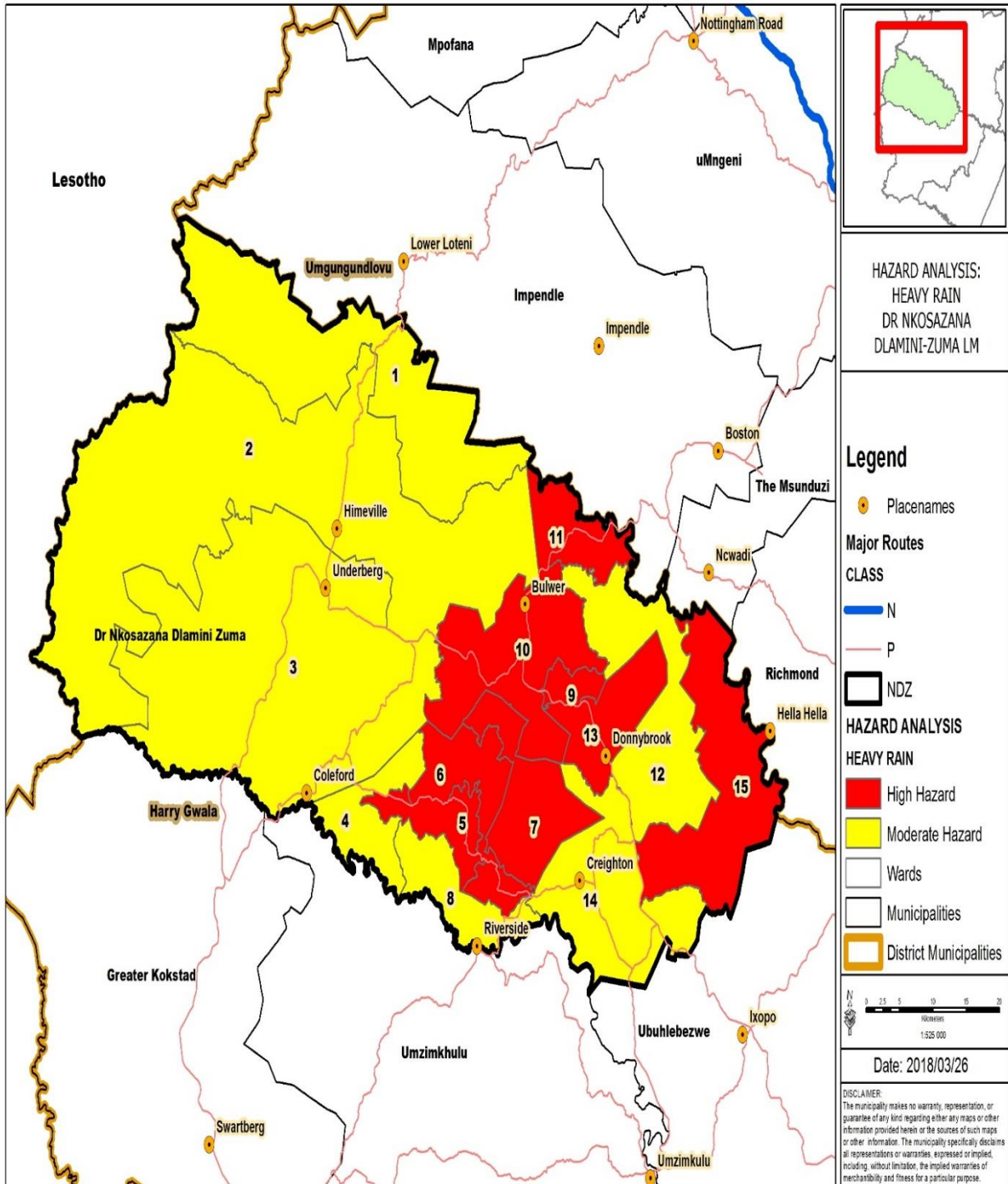
MAPPING OF DISASTER RISKS

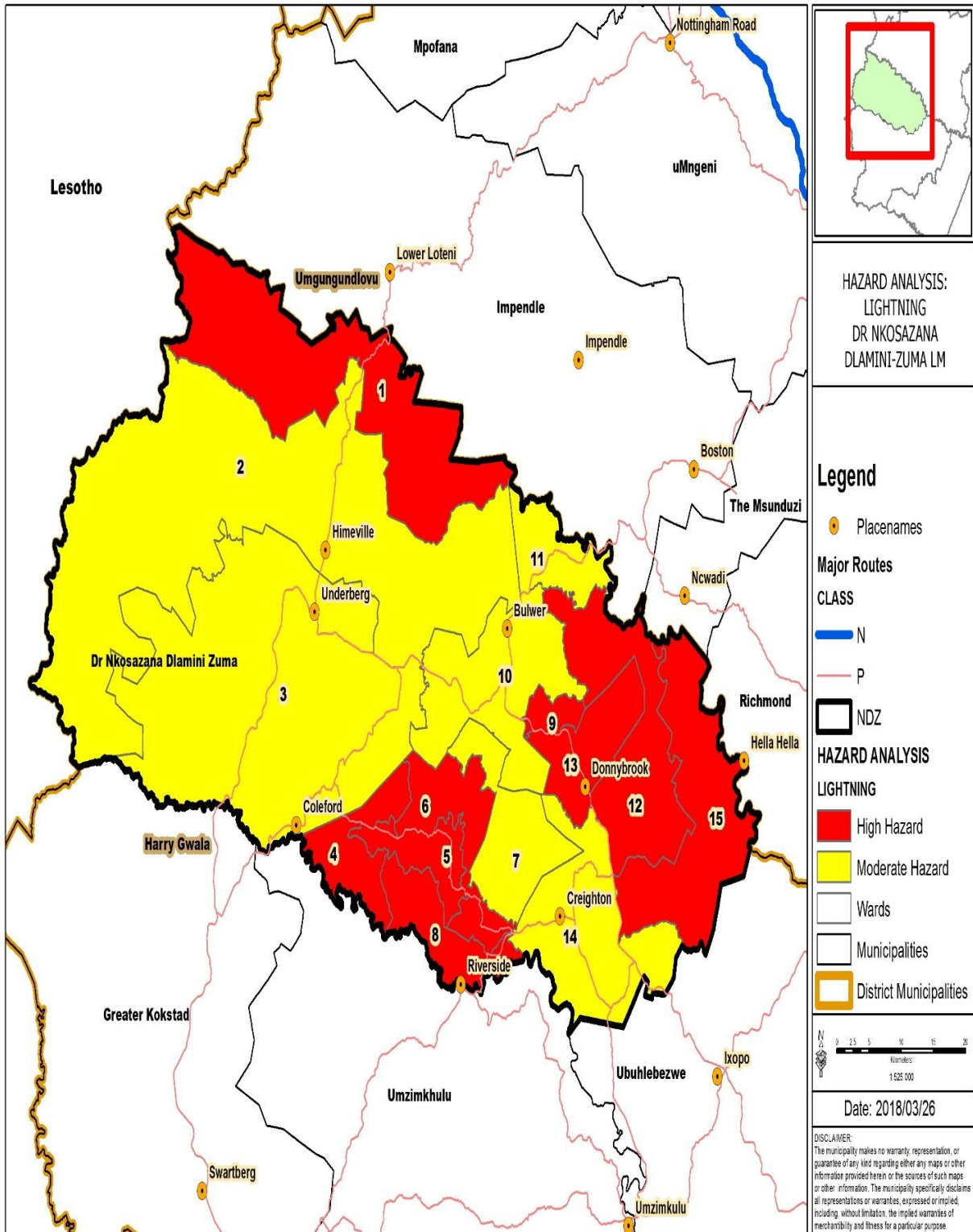


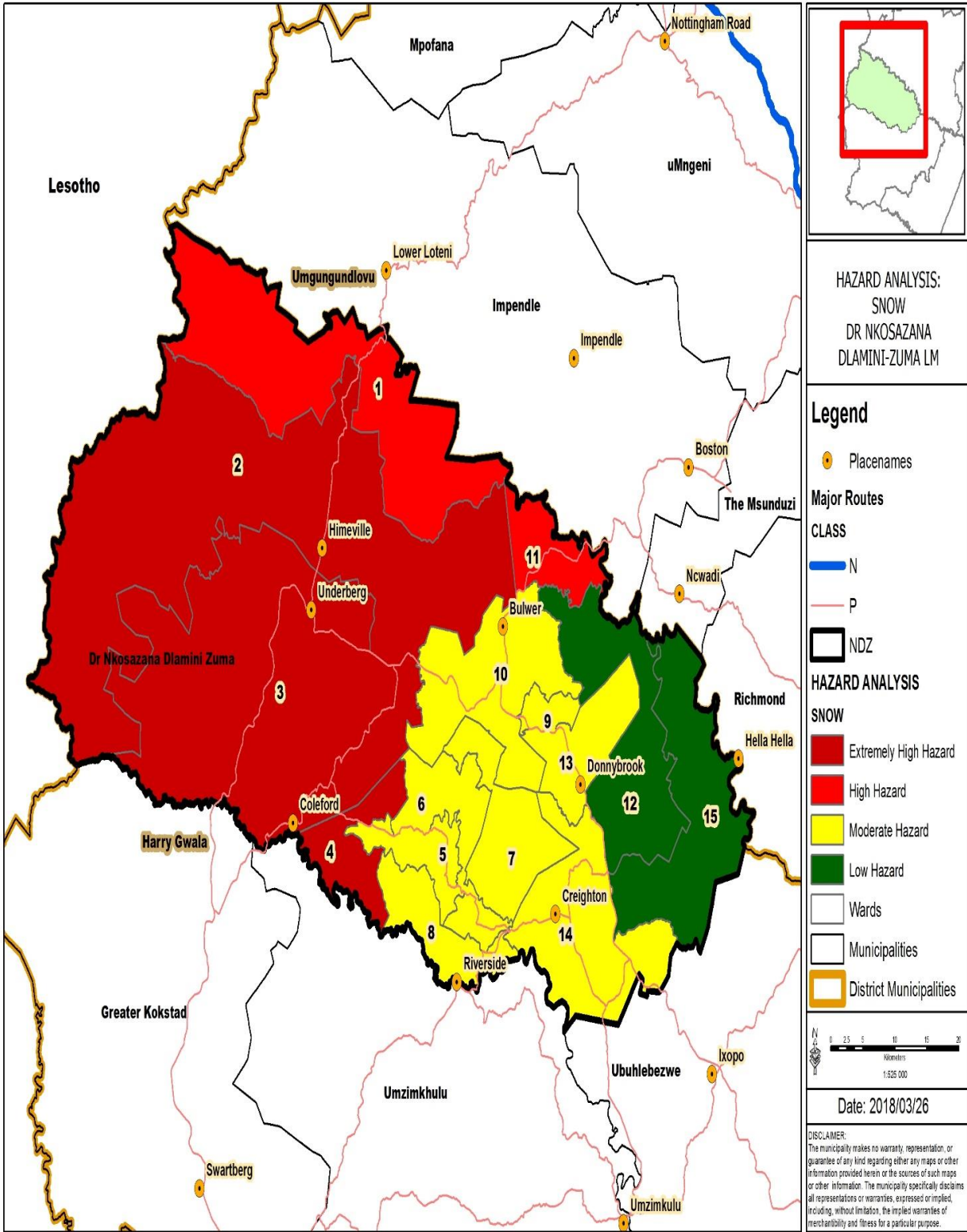


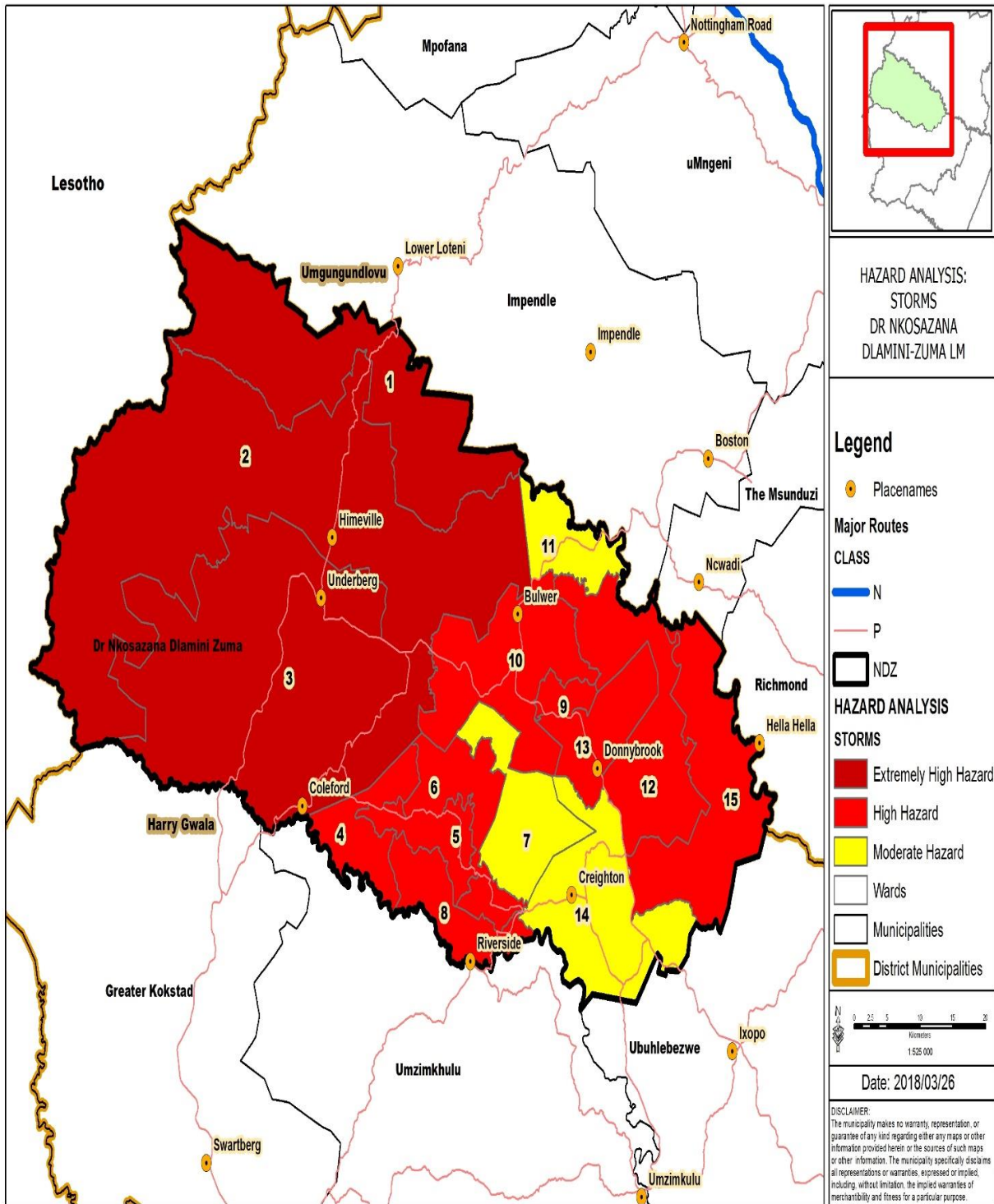


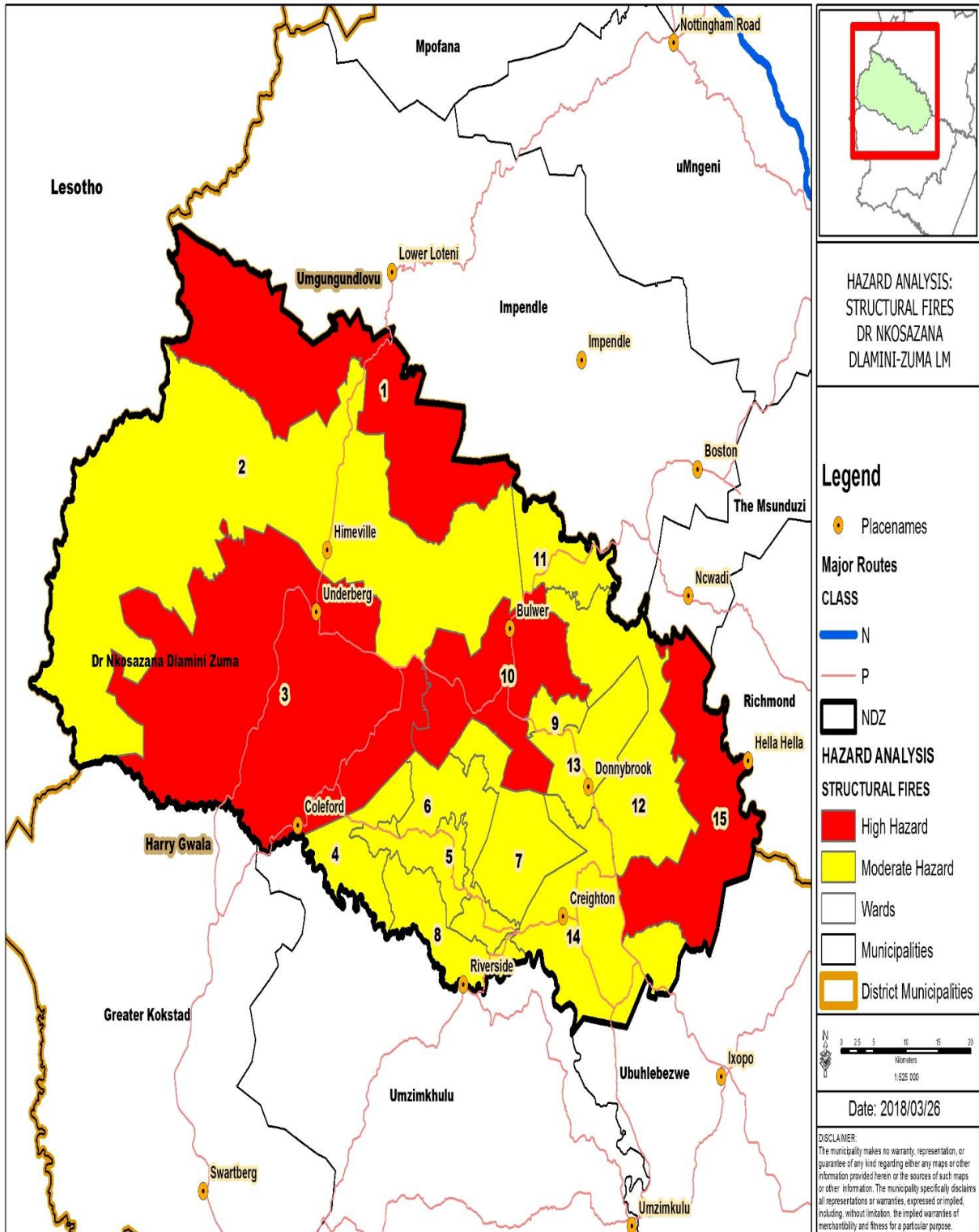


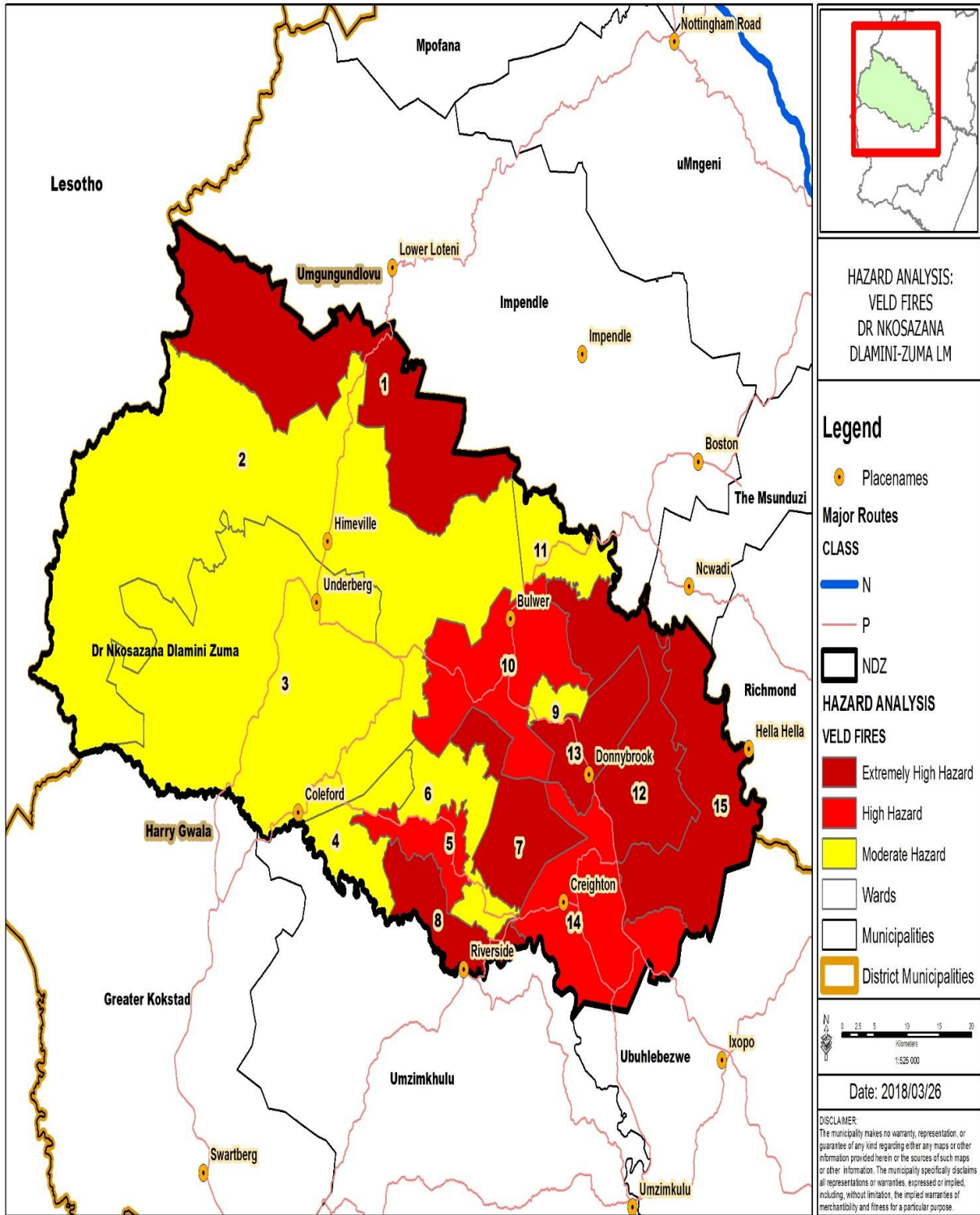


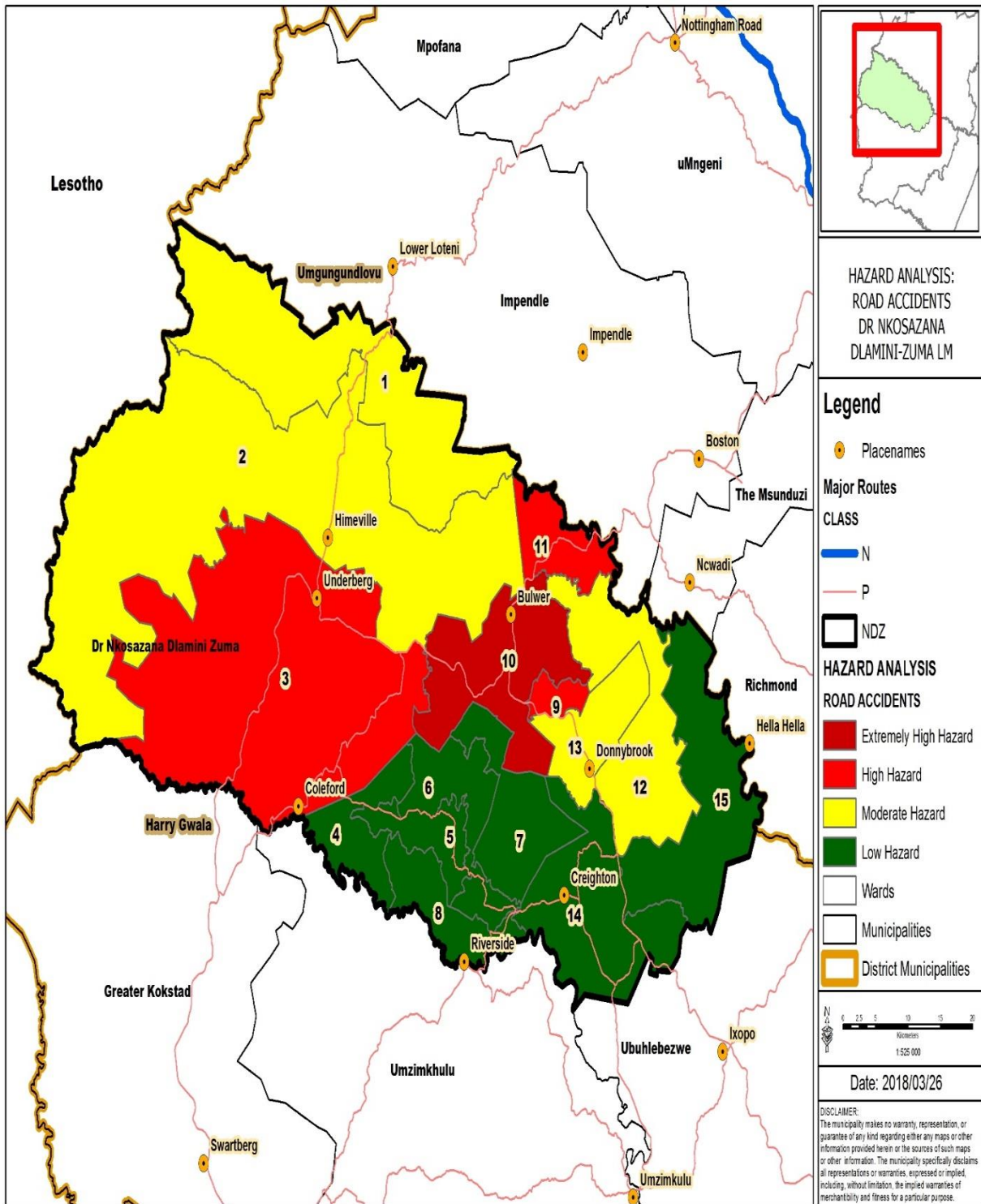












3.2 DISASTER MANAGEMENT PLACES OF SAFETY (SOCIAL FACILITIES, HALLS AND SCHOOLS)

During the risk assessment the municipality also identified the number of halls and schools available in each ward that can be utilized as places of safety should a need arise wherein major disaster incidents and/ or disasters warrant that; residents or victims of such disasters can be evacuated to ensure their safety. Such halls and schools can be utilized to accommodate residents for a duration that will be determined by the disaster management officials, acting in conjunction with the Joint Operations Centre and management.

3.3 DISASTER INCIDENT MAPPING

The municipality will be soon, be starting with the mapping of disaster incidents, as part of ensuring that, every incident that occur GPS coordinates are taken to indicate a historical occurrence of such an event.

Such incident mapping will be very useful in the future on the basis that, risk assessment will be informed by historical recorded and reliable data, which shall pin point exactly where the incidents occurred specifically.

A GPS unit was procured for the sole purpose to map incidents mapping, one should also acknowledge the Geographical Information Systems (GIS) unit, at COGTA for assisting with training on such incident mapping. In the financial year 2019/ 2020, more GPS gadgets were procured to ensure that each official/ group of officials conducting disaster assessment do have one.

The Disaster Management and Fire Fighters personnel will be trained on how to utilize the GPS unit and all of them are expected to utilize it. This makes it easier whenever an incident has occurred on the basis that such data is collected on site, immediately, and such is thereafter captured into the system in terms of filling the beneficiary list which is later submitted to the district municipality and thereafter to the provincial disaster management center (COGTA).

3.4. KEY PERFORMANCE INDICATORS

- Disaster Risk Profile in place
- Disaster Risk profile spatial Mapping
- Disaster Management Places of Safety Identified
- Disaster Incident Mapping to be done as soon as a Geographical Information System Officer is employed

4. KEY PERFORMANCE AREA 3

4.1 DISASTER RISK REDUCTION

Dr. Nkosazana Dlamini Zuma Municipality takes the issue of disaster risk reduction very seriously, and this is evident in terms of the development that takes place in the municipality. In ward 6 the municipality has erected a pedestrian bridge to prevent the community from being washed away by floods in summer in case they are realized.

Such bridge also assists scholars when they go to school to easily cross the river without wetting themselves in the river.



Pedestrian Bridge in Dr. Nkosazana Dlamini Zuma Municipality



Pedestrian bridge ward 1 Emhlangeni EMHLANGENI KwaZinkwana



Ward 1 Pedestrian Bridge Emhlangeni- KwaZinkwana

MAJOR HAZARD INSTALLATION



Creighton Engen Depot



Creighton Engen Depot

In Creighton, there is an Engen depot which is classified as a Major Hazard Installation, in line with the major hazard installations regulations. The risk assessment for the facility was conducted in 2017 and hence it is valid for a period of five (5) years from the 06 October 2017.

The depot consists of the following tanks utilized to store fuel:

Tank Farm A

- Tank 1 – 82 m cube horizontal diesel tank
- Tank 2 – 82 m cube horizontal diesel tank
- Tank 3 – 82 m cube horizontal paraffin tank
- Tank 5 – 203 m cube vertical diesel tank
- Tank 6 – 82 m cube vertical diesel tank

Tank Farm B

- Tank 1116 – 82 m cube horizontal 95 ULP tank
- Tank 899 – 82 m cube horizontal 95 ULP tank
- Tank 869 – 82 m cube horizontal diesel tank
- Tank 868 – 82 m cube horizontal diesel tank
- Tank 867 – 82 m cube horizontal diesel tank

CATAGORIZATION OF MATERIALS ON SITE AS PER SANS 10228:2003 CLASSES OF DANGEROUS SUBSTANCES

CLASS	DESCRIPTION
1	Explosives (Not included in MHI Regulations)
2	Gases (Flammable or Toxic Gases only)
3	Flammable Liquids
4	Flammable solids
5	Oxidizing substances and Peroxides
6	Toxic and Infectious substances
7	Radioactive material (Not included in MHI Regulations)
8	Corrosives
9	Combustible Materials

As part of compliance with the major hazard installation regulations, Creighton Engen Depot submitted to the municipality a risk assessment document outlining the risks involved on the site. Furthermore, the document contains risk prevention and mitigation strategies and outlines the procedure to be followed when during an emergency.

DISASTER RISK REDUCTION PROJECTS

NO	NAME OF HAZARD	DISASTER RISK REDUCTION PROJECTS	STAKEHOLDER
1	FLOODS	Enforcement of legislation to ensure building of houses in accordance to building standards	NDZ Municipality
		Construction of dams	HGDM Municipality
		Ongoing awareness campaigns conducted	All
		Always improving early warning systems and cascading thereof	Weather Services and municipalities
		Construction of high standard bridges with long life spans	NDZ and Public Works, Dept of Transport
		Procurement of a club cab to be fitted with skid unit	NDZ
		Continuous burning of fire breaks	NDZ

2	FIRE	Procure and recruit state of the art fire equipment and personnel respectively to enhance fire fighting	NDZ
		Conduct fire safety inspections	NDZ
		Identify site to construct fire station	NDZ
		Construction of fire station	NDZ
		Promote partnership with forestry companies such as mondi and sappi	NDZ
3	LIGHTNING	Procurement and Installation of lightning conductors	NDZ
		Continuous awareness campaigns	NDZ, District
		Distribution of early warning systems	Weather services and NDZ, COGTA and District
4	STORMS	Distribution of early warning systems	Weather services and NDZ, COGTA and District
		Ongoing awareness campaigns	NDZ
5	SNOW	Early warning	Weather services and NDZ, COGTA and District
		Putting snow protocol contingency plans into place	NDZ
		Grading of snow from the roads and surrounding areas	Department of transport
6	Motor Vehicle Accidents	Improve road maintenance and upgrading	NDZ and dept of transport
		Improve law enforcement and visibility of traffic police on the roads	NDZ, RTI and SAPS
		Continuous awareness campaigns	NDZ, RTI
7	Drought	Conduct ongoing awareness campaigns	NDZ
		Promote water harvesting and assist with water tanks where possible	NDZ, district and Human Settlement
8	Fierce Winds	Promote planting of trees as wind breakers	NDZ
		Awareness Campaigns	NDZ
		Promote building of houses in accordance with building standards	NDZ
9	Hail Storms	Awareness Campaigns conducted continuously	NDZ

4.2 COMMUNITY SAFETY FIVE YEAR PLAN

The municipality has an obligation in terms of the Municipal Systems act to project a five-year plan that provides a guideline of development within the five-year period. Community Safety comprise of the following units:

- Disaster Management
- Traffic
- Fire Services
- Libraries
- Animal Pound

NAME OF UNIT	NAME OF PROJECT	1 ST YEAR 2021-2022	2 ND YEAR 2022-2023	3 RD YEAR 2023-2024	4 TH YEAR 2024-2025	5 TH YEAR 2025-2026
Disaster Management	Establishment of Disaster Management Centre	Commencement of Construction	Anticipated completion of construction of Fire Station			
	Disaster Management Information, Communication System and Control Centre		Procurement of the Disaster Management Information, Communication and the Control Centre	Maintenance fees	Maintenance fess	Maintenance fees
	Establishment of Fire Satellite Stations	Conduct feasibility study for fire satellite stations.	Source Funding for establishment of fire satellite stations		Establishment of the first fire satellite station	Monitoring and Evaluation to inform further roll out of fire satellite station where necessary
	Fire Fighting Equipment	Procurement of Fire Fighting Equipment				
	Increasing Human Resources Capacity – Fire Services and Disaster Management			Establishment of Disaster Management Volunteer Unit and Recruitment of Volunteers	Monitoring and Evaluation	Monitoring and Evaluation
TRAFFIC	Establishment of the Drivers' License Testing Centre	Submission of the Application to Establish a Driver's License testing Centre to DoT	Department of Transport to conduct their study on feasibility of the project	Anticipated operational Drivers' License Testing Centre		

NAME OF UNIT	NAME OF PROJECT	1 ST YEAR 2021-2022	2 ND YEAR 2022-2023	3 RD YEAR 2023-2024	4 TH YEAR 2024-2025	5 TH YEAR 2025-2026
TRAFFIC	Increase Human Resources Capacity for the Traffic Unit	Appointment of 4 additional Traffic Officers to increase human resources capacity	Submit funding proposal to DoT for Scholar Patrons – ensure safety at identified high risk schools	All road networks with DR. NDZ Municipality must policeable by Traffic Officers		
ANIMAL POUND IN HIMEVILLE						

4.3 KEY PERFORMANCE INDICATORS

Disaster Risk Reduction Projects and Programs put in place and implemented.

Below is a template showing the budget for Dr. NDZ municipality to implement disaster management in terms of the fiscal year 2021/2022.

PROPOSED DR NDZ MUNICIPALITY BUDGET FOR DISASTER MANAGEMENT 2021/2022				
NUMBER	PROJECT NAME	PROJECT DESCRIPTION	FUNDING SOURCE	Financial Year :2021/2022
1.	Integrated Community Safety Awareness Campaigns (ICSAC)	4 ICSAC	INTERNAL	R 0. 00
2.	Ensuring sustainability of the Disaster Management Advisory Forum (DMAF)	Conduct 4 DMAF	INTERNAL	R , 000. 00
3.	Dr. Nkosazana Dlamini Zuma Municipality's Emergency Centre	Construction of Fire Station	INTERNAL	R 6, 500 000. 00
4.	Disaster Relief Provision (Indigent)	Procurement of 200 blankets, 200 sponges and plastic sheeting	INTERNAL	R 250, 000. 00
5.	fire safety inspections	80 fire safety inspections conducted	INTERNAL	R 0, 00
6.	Installation of lightning conductors	36 lightning conductors procured and installed	INTERNAL	R 200, 000. 00
7.	Uniform and Protective Clothing for fire fighting	Procurement of Fire fighter's protective Clothing	Internal	R 185, 000. 00

8.	Fire Fighting Equipment	Procurement of Fire Fighting Equipment	Internal	R 100, 000. 00
9.	Hazmat absorbents	Procurement of Hazmat spillage absorbent, Vehicle cashing chemicals and Foam	Internal	R 100, 000. 00
10.	Covid 19 Buildings sanitization	Procurement of Sanitizing chemicals	Internal	R 300, 000. 00
11.	Covid 19 taxi facilities and public transport sanitization	Procurement of Sanitizing chemicals	Internal	R 100, 000. 00
12.	Fire Protection Association Membership	Payment of Fire Protection Association membership	Internal	R 40, 000. 00
13.	COVID-19 Protective Clothing	Procurement of COVID-19 Protective Clothing	Internal	R 160, 000. 00
TOTAL			INTERNAL	R 8, 598, 000. 00

PROPOSED DR NDZ MUNICIPALITY'S PWBS/ TECHNICAL SERVICES 2021/2022

NUMBER	PROJECT NAME	FUNDING SOURCE	BUDGET FOR FINANCIAL YEAR :2021/2022	DISASTER RISK MITIGATION
1.	Underberg Town Hall	MIG	R 10, 000 000. 00	Can be utilized as an evacuation place
2.	Cabazi Community Hall	MIG	R 2, 500, 000. 00	Can be utilized as an evacuation place
3.	Ndodeni Community Hall	MIG	R 2, 500, 000. 00	Can be utilized as an evacuation place
4.	Sopholile Creache	MIG	R 1, 750, 000. 00	Can be utilized as an evacuation place
5.	Lubomvana Creache	MIG	R 1, 758, 000. 00	Can be utilized as an evacuation place
6.	Himeville Business Hives	MIG	R 3, 500, 000. 00	-
7.	Sdangeni Bridge	MIG	R 3, 000 000. 00	Tool to access different areas in the community even during floods

8.	Creighton Artificial Sports Field	MIG	R 8, 000 000. 00	Evacuation area
MIG SUB-TOTAL			R 36, 508, 000. 00	
10.	Back up generator	Internal	R 300, 000. 00	Provision of backup electricity
11.	Bus Shelters	Internal	R 500, 000. 00	-
12.	Renewal of Gravel Roads	Internal	R 10, 000 000. 00	Transport facility
13.	Underberg CBD Infrastructure upgrade	Internal	R 3, 000 000. 00	Mitigate the effects of floods
14.	Creighton CBD Infrastructure Upgrade	Internal	R 3, 000 000. 00	Mitigate the effects of floods
15.	Bulwer CBD Infrastructure Upgrade	Internal	R 3, 000 000. 00	Mitigate the effects of floods
16.	Procurement of Plant and Equipment	Internal	R 1, 500 000. 00	Tools of trade
17.	Procurement and installation of storm water pipes	Internal	R 1, 000 000. 00	Mitigation of floods
18.	Bulwer Asphalt Road Phase 3	Internal	R 4, 000 000. 00	Road infrastructure access
19.	Underberg Asphalt Road Phase 3	Internal	R 4, 000 000. 00	Road Infrastructure access
20.	Himeville Asphalt Surfacing Road Phase 3	Internal	R 5, 000 000. 00	Road Infrastructure Access
21.	Makawusane Sports Field Phase 2	Internal	R 1, 000 000. 00	Evacuation area in case of disasters
22.	Installation of Himeville Transfer Station Weighbridge	Internal	R 1, 100 000. 00	Contribute to reduction of climate change green gases
23.	Installation of Himeville Transfer Station Shredder	Internal	R 300 000. 00	Contribute to reduction of climate change green gases
24.	Installation of dump site liner	Internal	R 500 000. 00	Prevention of ground water contamination

25.	Bulwer landfill closure and rehabilitation	Internal	R 600 000. 00	Build back better (Recovery and Rehabilitation)
26.	Bulwer and Donnybrook Street light mast	Internal	R 500 000. 00	Crime Prevention
27.	Parks, Cemeteries and waste disposal sites toilets	Internal	R 400 000. 00	Provision of sanitary facilities
28.	Hlabeni Community Hall	Internal	R 1, 000 000. 00	Evacuation site
SUB-TOTAL INTERNAL			R 40, 800 000. 00	
OVERAL TOTAL			R 77, 308 000. 00	

HARRY GWALA DISTRICT MUNICIPALITY'S DISASTER MANAGEMENT MAJOR PROJECTS 2021/ 2022

NAME OF PROJECT	BUDGET ESTIMATE	TARGETED AREAS	FINANCIAL YEAR
Procurement of Fire Beaters and Knapsack Tanks Sprayers	R 300 000. 00	HGDM Disaster Management Centre	2021/ 2022
Procurement of Disaster Management Relief Material	R 1 000 000. 00	Support Local Municipalities	2021/ 2022
Installation of Lightning Conductors to lightning prone areas	R 1000 000. 00	Support all local municipalities	2021/2022
Maintenance of Disaster Management Information and Communication System	R 1000 000. 00	HGDM Disaster Management Centre	2021/ 2022

DEALING WITH SNOW

One of the highest risks within the area of jurisdiction of Dr. Nkosazana Dlamini Zuma municipality is the prevalence of snow in winter on our roads and the R 617 that links Greater Kokstad and Pietermaritzburg.

The Sani Pass road the leads to the border post also experience closure in cases where the snow is experienced.

It is therefore of paramount importance that, the municipality and other relevant stakeholders react swiftly to remove the snow on the roads to allow traffic flow to be normal.

Road closures have a negative impact on the economy and to tourists as well given the fact that, Underberg and Himeville are tourists destinations.

While the realization of snow also has got a very good turnover of spinoff in terms of tourists coming to the area, but the roads must be cleared to ensure that tourists reach their destinations.

To deal with the snow the municipality and the department of transport in the area have got the following equipment:

EQUIPMENT	QUANTITY	STAKEHOLDER
Snow Plough	1	Department of transport
Graders	5	Department of transport
Raw Salt	7 bgs	Department of transport
Graders	1	NDZ Municipality

5. KEY PERFORMANCE AREA 4

5.1 RESPONSE AND RECOVERY

Disaster response and recovery includes all necessary measures to provide immediate/ emergency assistance to the affected people of Dr. Nkosazana Dlamini Zuma municipality, by undertaking search, rescue and evacuation. It is very important to fully understand what must be done during a state of a disaster to assist those affected effectively to recover from the effects of a disaster incident and/ or disaster.

Immediately after a disaster has occurred, a joint operations centre is always, activated by the municipality in consultation with the district municipality, which shall ensure an integrated response effort by all relevant stakeholders.

Relevant response teams are very crucial to prevent any unnecessary secondary disaster incidents at the scene of the disaster and/ or disaster incident.

Dr. Nkosazana Dlamini Zuma municipality has a compliment of personnel responsible for disaster management and fire services is in place with expertise, including departmental and/ or sector department's employees representing different functionaries that are activated whenever there are disaster incidents/ disasters.

The following activities take place during and/ or after the occurrence of a disaster *inter alia*:

- A) Monitoring and evaluation of hazardous and potential disastrous incidents
- B) Possibly declaring a state of disaster
- C) Activating and implementing contingency or response plans, developed as part of planning and mitigation

- D) Informing other relevant disaster risk management role players and institutions, such as the Harry Gwala District Disaster Management Centre, Sector Departments, KwaZulu Natal Provincial Disaster Management Centre and the National Disaster Management Centre.
- E) Deploying response resources to the scene
- F) Managing and distributing the resources deployed accordingly.
- G) Monitoring of disaster intervention activities
- H) Reporting and recording of decisions
- I) "Post-mortem" analysis to improve systems, plans and methods
Reporting and recording of decisions
- I) Outcomes:
 - Response actions
 - Reports and lessons learn



Ward 8 sbizana



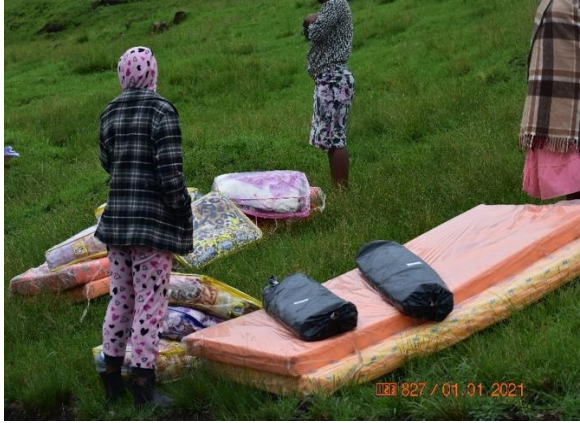
ward 12 Bethlehem



Ward 4 kilimon



Ward 8 Sbizana



Disaster Relief Material Provided to Beneficiaries

5.2 CONSTRUCTION OF EMERGENCY HOUSES

The department of Human Settlement in collaboration with the Dr. Nkosazana Dlamini Zuma Municipality undertook to construct emergency houses for beneficiaries that were affected by natural disaster incidents for the period November 2018 to February 2019. The project was implemented in 2020.

About 80 beneficiaries benefitted from the project.



5.3 KEY PERFORMANCE INDICATOR

- Mechanisms are in place to ensure proper response and recovery takes place swiftly
- List of all relevant stakeholders responsible for disaster management is in place

5.3 RELEVANT STAKEHOLDERS REPRESENTATIVES FOR RESPONSE AND RECOVERY

Name of Department		Community and Social Services	
Contact Person		Miss Z. Mlata	
Designation		Head of Department	
Emergency Number		0636942360	Tel: 039 833 1038
Email	mlataz@ndz.gov.za	Cell: 0714488165	
Section		Community Safety	
Contact Person		Mr. M.W. Dlamini	
Designation		Manager Community Safety	
Emergency Number		0837082314	Tel: 033 702 1060

Email	dlaminiw@ndz.gov.za	Cell: 0837082314
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Name of Department	Disaster Management Harry Gwala District	
Contact Person	Thandi Dzanibe	
Designation	Disaster Manager	
Emergency Number	0828057892	Tel: 039 834 0043
Email	dzanibet@harrygwalam.gov.za	Cell: 07828057892
Alternative Person	Nosipho Mazibuko	
Designation	Manager Customer Care	
Emergency Number	0788013512	Tel: 039 834 0043
Email	mazibukon@harrygwalam.gov.za	Cell: 0788013512

Name of department	PDMC	
Contact Person	Sibongiseni Ngema	
Designation	Acting Head Of Provincial Disaster Management Centre	
Emergency Number	0813858362	Tel: 033-8469000
Email	Sibongiseni.ngema@kzncogta.gov.za	Cell: 0664752308
Alternative Person	Ngubane Themba	
Designation	Assistant Director	
Emergency Number	0761533685	Tel: 033-8469000
Email	Themba.ngubane@kzncogta.gov.za	Cell: 0721021495
Alternative Person	Bheki Phungula	
Designation	Deputy Director: Disaster Management Implementation	
Emergency Number	0725128601	Tel: 033-8469000
Email	Bheki.phungula@kzncogta.gov.za	Cell: 0725128601

Name of department	EMRS	
Contact Person	MR TS Mkhize	
Designation	District Manager	
Emergency Number	10177 /039 834 8501	Tel: 039 8347 211
Email	Tobias.mkhize@kznhealth.gov.za	Cell:083 468 9563
Alternative Person	V. Dawchurran	
Designation	Communications Officer	
Emergency Number	10177/0398348501	Tel: 0398348501
Email	Vikash.dawchurran@kznhealth.gov.za	Cell: 084 4047817

Name of Department	RTI IXOPO	
Contact Person	Mr. Kesar	
Designation	Principal Provincial Inspector	
Emergency Number	082 9042218	Tel: 039 834 1450

Email		Cell: 0829417212
Alternative Person	Ms N Mhlophe	
Designation	Senior Provincial Inspector	
Emergency Number	082 9074 079	Tel: 039 834 1450
Email		Cell: 082 9074 079

Name of Department	Municipal Health Services	
Contact Person	Mr E Mlomo	
Designation	Manager	
Emergency Number	078 140 7357	Tel: 039 8348700
Email	mlomoe@harrygwalm.gov.za	Cell: 078 140 7357
Alternative Person	Ms T Mahlaba	
Designation	Director Social Services	
Emergency Number	Cell: 0833805058	Tel: 039 834 8700
Email	mahlabat@harrygwalm.gov.za	Cell: 0833805058
Alternative Person	Mrs. MB Mchunu	
Designation	Municipal Health Manager	
Emergency Number	0724210687	Tel: 039 8348700
Email	mchunum@harrygwala.gov.za	Cell: 0724210687

Name of department	ESKOM	
Contact Person	Jaishika Sunker	
Designation	Manager	
Emergency Number	033-3957058	Tel: 033-3957058
Email	sunkerj@eskom.co.za	Cell: 0723333202

Name of department	Working on Fire	
Contact Person	Makhosi Madlala	
Designation		
Emergency Number	0725115119	033-3307715
Email	Simphiwe.dlamini@wof.co.za	Cell: 0725115119

Name of department	Department of Community Safety and Liaison	
Contact Person		
Designation	Assistant Manager: Crime prevention	
Emergency Number	0605201248	039-8340054
Email		Cell: 0605201248
Alternative Person	Ncebakazi Tindleni	
Designation	District Manager	
Emergency Number	0823005397	039-8340054

Email		Cell: 0823005397
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Name of department	Liquor Authority	
Contact Person	Juliet Vanderbyl	
Designation	District Inspector	
Emergency Number	0810330783	0398340060
Email	Juliet.vanderbyl@kznla.co.za	Cell: 0810330783
Alternative Person	Khorola Lesuthu	
Designation	DSRT	
Emergency Number	0810330775	039-8340060
Email	Khorola.lesuthu@kznlqa.co.za	Cell: 0810330775

Name of department	Social Development (DSD)	
Contact Person	Mrs Mlambo	
Designation	Manager	
Emergency Number	0828044973	Tel:
Email		Cell: 0828044973

Name of department	Creighton Engen Depot	
Contact Person	Mr. Paul Louise	
Designation	Manager	
Emergency Number	0823773914	Tel:
Email		Cell: 0823773914

6. ENABLER 1 INFORMATION MANAGEMENT AND COMMUNICATION SYSTEM

The municipality has put mechanisms or a system in place within the disaster management unit, to ensure that, information is managed, processed and transferred where necessary to other disaster management stakeholders. Such systems are as follows:

INFORMATION COMMUNICATION SYSTEM	QUANTITY
Telephones	2
Computers (2 x lap tops)	2
Cell phones	3
Radios	4
Photocopying, scanning machine	1
Emails	2

EARLY WARNING SYSTEMS

- The municipality considers the issue of early warning systems very seriously and hence it receives such from the South African weather board, provincial disaster management centre and the district municipality.

- Whilst the system works very well but, it is equally important to be very vigilant when such is cascaded to the community as skilled people would need to be identified to receive the early warnings and digest same before taking actions.
- Currently, the early warnings are received, processed by the municipality, and be shared amongst disaster management unit personnel and other stakeholders to be alert for any reported adverse weather conditions to respond as soon as it is necessary in case of any eventualities.

7. Enabler 2 Education, Training, Public Awareness and Research

In line with the Disaster Management Act (Act 57 of 2002), section 44 (h), the municipality promotes capacity building, training and education including at schools in the municipal area.

Furthermore, the municipality conducts continuous disaster management awareness campaigns and training in the following areas:

- Community level
- Schools
- Clinics
- Home Affairs Offices
- Hospitals
- Pension Pay out points (Post Office)
- Shops



COVID-19 Awareness Campaign and joint inspections at business premise

8. ENABLER 3 FUNDING ARRANGEMENTS FOR DISASTER RISK MANAGEMENT

The municipality, from the fiscal year 2018/2019 has started prioritizing disaster management budget, for both proactive and reactive disaster management initiatives for the purposes of ensuring that, it complies with the requirements of the Disaster Management Act (Act 57 of 2002) as amended from time to time.

8.1 INTERNAL FUNDING

Dr Nkosazana Dlamini Zuma municipality, is currently funding disaster risk management programs and projects from its own internal funding in terms of the current and medium-term expenditure framework. For the financial year 2021/ 2022, the municipality has budgeted an amount of **R 8, 598,**

000. 00 (Eight Million Five Hundred and Ninety-eight thousand Rands) In total to undertake disaster management projects and programs. This amount excludes salaries for employees.

8.2 GOVERNMENT FUNDING

The municipality also receives equitable share, from national treasury in terms of the Division of the Revenues Act (DoRA), which funds are then divided in accordance to the needs of the community of Dr. Nkosazana Dlamini Zuma municipality, in line with the approved IDP.

There are also funds such as the Municipal Infrastructure Grants (MIG) that are provided to municipalities to fund infrastructure related projects.

The municipality is currently lobbying for funding to build a fire station that will be strategically positioned to discharge suffice provision of disaster risk management. An application for funding to the tune of R 10, 000 000. 00 was submitted to COVGTA in January 2021.

8.3 PRIVATE SECTOR AND NON-GOVERNMENTAL ORGANIZATIONS

The municipality also partner with the private sector and none governmental organizations to play their roles on disaster management programs, in terms of sponsoring such programs whenever are implemented.

9. SWOT ANALYSIS

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> • Active participation of ward committee members on disaster management • Provision of budget by municipality to undertake disaster management projects • Disaster Management is also utilizing fire fighters to perform some of the functions • Disaster Management Forum is very effective • Disaster Management and Sector plan completed and approved 	<ul style="list-style-type: none"> • Lack of a proper Fire Station/ disaster management centre • Insufficient funds to build the Fire Station/ disaster management centre
OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> • Improved working relationships with other relevant disaster management stakeholders • Participation of private sector, NGOs and on issues of disaster management • Participation of the private sector on issues of disaster management 	<ul style="list-style-type: none"> • Unavailability of fire hydrants in most rural areas • Occurrence of natural disasters • Houses not built in accordance with national building standards and regulations (rural and informal settlements)

10. CLIMATE CHANGE

10.1 CLIMATE CHANGE

In accordance with the *oxford dictionary*, the term “**CLIMATE CHANGE**” means changes in the weather, including changes in temperature, wind patterns, rainfall, especially the increase in temperature of the earth’s atmosphere that is caused by the increase of gases especially carbon dioxide (CO₂).

According to Mr. Paul Polman – CEO Unilever, climate change can be regarded as the change in average global temperature which increases due to increased “greenhouse gases” emissions in the earth’s atmosphere.

There are natural causes that, contribute to climate fluctuation, but industrial practices are behind the recent rapid acceleration in global warming. The demand of ever-growing population has led to deforestation, burning of fossil fuels and intensive farming or agricultural activities.

The above activities all produce greenhouse gases into the atmosphere.

In line with the South African Climate Change Response Plan Implementation, *by Judy Beaumont*, outlines the greenhouse gases (GHG) profile as follows:

GREENHOUSE GASES (GHG)	PERCENTAGE
Industrial Processes and Products	7%
Agricultural Activities	8%
Waste	2%
Energy	83%
TOTAL	100%

The greenhouse gases such as carbon dioxide, nitrous oxide, and methane trap heat from the sun instead of radiating it back to space. This then causes the earth’s atmosphere to heat up in what is known as the greenhouse effect.

Climate change can ruin food chains and ecosystems and thus putting all species at risk of extinction. When global warming occurs, sea levels rise as glaciers melt, this causes certain regions to more at risk of heat waves, drought as it is witnessed in South Africa, flooding and other natural disasters.

Once again it is of paramount importance to fully understand the distinction between climate change and global warming although the terms are very much related. Whilst the term global warming is used to describe the current increase in the earth’s average temperature, climate change refers to global changes in temperature but also to changes in weather patterns. Global warming is a worldwide phenomenon whilst climate change can be seen at global, regional and/or even more at local scales.

10.2 CLIMATE CHANGE EFFECTS

Climate change effects are as follows:

- Increased flooding
- Extended droughts
- Frequent heat and cold waves
- Strong storms, cyclones and hurricanes
- Loss of biodiversity
- Ocean acidification
- Rise in global sea levels
- Widespread melting of snow and ice around the world
- Negative Health Impacts

In the past year or so, the Dr. Nkosazana Dlamini Zuma Municipality experienced drought in some parts of its area, which is a very slow onset kind of a catastrophe. As this is believed to be associated with climate change and global warming which to a certain extent result in adverse weather conditions. A shift has been noticed on patterns of rainfall being delayed in some areas whilst in other areas such rain is seen to be taking place more often.

From December 2016, the municipal area has received some rain, but that does not imply that the municipal area is already out of the red in terms of drought, since it is not known during the winter season whether the rains currently received now will be able to sustain the communities in the area.

The effects of climate change are also witnessed through the following:

- Grazing land becoming eroded
- Livestock dying
- Crops damaged
- Water vanishing from dams because of no rainfall, although has improved a little bit
- Adverse weather conditions realized resulting in catastrophic conditions.

10.3 SYNOPSIS OF THE AGRICULTURAL SECTOR IN NDZ

Dr. Nkosazana Dlamini Zuma Municipality is more agricultural as compared to industrial activities and hence its contribution to GHG could be through agriculture, waste and emissions from the transport industry.

Agricultural landscape in the municipal area is spread according to the following categories:

- Subsistence agriculture
- Emerging agriculture
- Commercial agriculture

Subsistence and emerging farming is mostly done by black farmers whilst on the other hand white farmers specialize on commercial farming. Subsistence farmers are numerically the highest in the municipal area but have the lowest agricultural output.

Commercial farmers are mostly found in Underberg and surroundings, wherein milk farming is dominant. Timber farming is one of the most dominant in the area, with timber farming extending from the Creighton area all the way to Underberg.

The following crops are also produced:

- Maize
- Pastures
- Potatoes
- Tomatoes
- Cabbages

Mostly the above activities, fertilizers are utilized to enhance the growth and stability of crops whilst on the other side insecticides are also utilized to prevent insects from destroying crops.

Most of the farmers employ local people to work in the farms, which therefore contribute to reducing the rate of unemployment in the area.

10.4 RESPONSE ON ISSUES OF CLIMATE CHANGE

WHAT IS ECOSYSTEM BASED DISASTER RISK REDUCTION?

The United Nations Environmental Program and Centre for Natural Resources and Development defines, ecosystem-based disaster risk reduction (Eco-DRR) as the sustainable management, conservation and restoration of ecosystems to reduce disaster risk, with the aim to achieve sustainable and resilient development (Estrella and Saalimaa,2013). Well-managed ecosystems, such as wetlands, forests and coastal systems, act as natural infrastructure, reducing physical exposure to many hazards and increasing socio-economic resilience of people and communities by sustaining local livelihoods and providing essential natural resources such as food, water and building materials.

Environment and disasters interact with each other in several ways. Disasters cause massive damage to the environment, while degraded environments exacerbate disaster impacts. Responding to disasters often leads to additional environmental impacts, while investments in sound environmental management, especially in disaster prevention and post-disaster recovery stages, can reduce disaster risks and thus contribute to a more resilient and sustainable development. Climate change will likely exacerbate disaster impacts, while environmental management solutions are increasingly being applied for adaptation to climate change.

The close inter-linkages between sound environmental management, climate change impacts and disaster responses require a more systematic and comprehensive approach to disaster risk

management, which in the past has mainly been reactive rather than preventive, engineering focused rather than based on planning and use of natural landscape features to prevent disaster risks.

10.5 ENVIRONMENTAL MEASURES FOR ECOSYSTEM BASED DISASTER RISK REDUCTION

Dr. Nkosazana Dlamini Zuma municipality is conversant with issues of environmental management, and hence does all in its power to protect the environment and thus reducing the vulnerability of such environment from the impacts of disasters. The following projects are implemented as part of ecosystem-based disaster risk reduction:

10.6 FORESTS PLANTATIONS

As indicated above, in the municipal area, forest plantations are one of the economic development initiatives in the area. There are huge forest plantations that belong to SAPPI and Mondi that employs several people in the area. While such forests plantations play a crucial role in reducing the vulnerability of the environment, they also act as an anchor of the soil.

Such plantations are also amongst rural residential places. Their presence is very important to act as wind breakers during winter seasons when there is a lot of wind and thus reducing the disaster risk of wind to blow roofs of properties.

10.7 WASTE MANAGEMENT

The municipality is currently in the process of developing an integrated waste management plan. Within the area of jurisdiction waste burning is discouraged by all possible means and hence collected waste is disposed of in Creighton and Bulwer licensed dump sites where it is covered.

In Underberg and Himeville, waste collected is temporarily stored at the waste transfer station situated in Himeville wherein on regular basis such waste is removed from the transfer station to be disposed of in Pietermaritzburg.

State of the art equipment was procured to ensure effective waste collection, transportation and disposal thereof. The collection of waste prevents it from contaminating the environment, water sources, and wetlands.

The towns are equipped with diverse types waste collection equipment for purposes of keeping waste for a temporal period whilst waiting to be collected. The effective waste management collection system is very crucial to reduce the blockages of storm water drains, and thus mitigating the impact of flooding. Unblocked storm water drains allow the free flow of access water.

10.8 REHABILITATION OF THE ENVIRONMENT

One of the most important aspects of ensuring environmental sustainability is that of having a strategy to promote rehabilitation of the environment whenever engineering projects have

disturbed virgin land. Usually this will be the form part of the conditions to protect the environment whenever an Environmental Impact Assessment is conducted.

10.9 TOURISM DISASTER RISK REDUCTION INITIATIVE

As part of tourism promotion in the area a coal locomotive is utilized to ride tourists from one area to the other and hence burning of coal contribute highly to the green gases that affect the environment. When the train is operation on regular basis, black smoke can be seen winding up with the rail to wherever the train is going at the time, hence such smoke has a negative effect to the atmosphere by contributing to the green hose gases.

Whilst this initiative contributes positively to local economic development, it is once again imperative to reduce the emissions to acceptable levels as part of disaster risk reduction.

10.10 PROTECTION OF WETLANDS

As part of promoting biodiversity, the wetlands are very of paramount since there are a variety of plant and animal species that habit is such places. In Himeville within the Himeville nature reserve there are two wetlands that are protected in terms of fencing to ensure that nothing sinister happens there.

There are varied species that grow and habit in such wetlands.



Pictures of the wetland in Himeville



Animals also habiting around the wetland



10.11 ENERGY SAVING

Energy is one of the most culprits in terms of contribution to the greenhouses gases wherein it is rated at 83 %. It is therefore of paramount importance for municipalities to engage on initiatives that will ensure energy saving to relieve pressure from the national grid.

Dr. Nkosazana Dlamini Zuma Municipality is looking at different infrastructure development models that will ensure minimum usage of electricity and thus promoting greening of our environment. When building halls, they should be such that, they allow more natural illumination as compared to putting more electricity bulbs.

The municipality has also undertaken the installation of solar guizers in most of its townships in Underberg and Himeville. Of more interest is that, those that can afford installing such solar guizers in the suburbs are also doing so, to alternatively switch from the electricity grid to the solar electricity.



Solar guizers at Himeville Township



One of the houses in the Himeville Suburbs that utilizes Solar energy

10.12 PLANTING OF TREES, FLOWERS AND BEAUTIFICATION

The municipality promotes the planting of trees, flowers, grass and beautification on all open spaces to prevent the environment from degrading whilst on the other hand ensuring beautification of the land. Areas that a planted trees and grass do not easily get eroded, but they become firm that even during the occurrence of disasters it is not easy for the soil to be easily moved from one area to the other.

The municipality also participate in a program called the Greenest Municipality competition run by the district municipality of Harry Gwala, which seek to encourage its family of municipalities to respond on issues of climate change in terms of diverting resources to landscaping, waste management and as well energy efficiency within their areas of jurisdiction. The municipality has won some categories in such competition as a testimony of protecting the environment.



Himeville Town promoting green environment

11. KEY CHALLENGES

The following challenges identified by the municipality in line with realization of a fully-fledged disaster management and fire services.

- Unavailability of the Dr. NDZ Emergency Management Center (Fire Station), resulting negative impact in terms of coordination of disaster management issues.
- Lack of proper storage to store disaster relief and other related items.
- Limited financial muscle for the municipality to expedite the construction of the emergency centre.
- Unavailability of fire hydrants in some small towns and rural areas within the jurisdiction.

12. CORONA VIRUS- COVID-19 PANDEMIC

On the 15th March 2020, the President of South Africa Mr. Cyril Ramaphosa declared a State of National disaster in light of the pandemic of the Corona Virus commonly known as COVID- 19, being experienced globally.

The corona virus started in China and is currently spreading globally, of which South Africa is not immune to such.

Immediately after, the pronouncement of the declaration of the national disaster, regulations to provide measures to control further transmission of the disease were put together and shared with the whole country wherein each and every organ of state has to intervene and the ministers responsible for certain departments further alluded on strict measures per line function that will be implemented accordingly.

As enshrined in the COVID-19 regulations, local government is one of the stakeholders that has got very paramount responsibilities to undertake in order to ensure the prevention of further transmission of the COVID-19 in our communities.

In light of the above, the municipality shall respond as enshrined within this response plan, which outlines the activities that will be undertaken by the municipality to curb the spread of the disease.

It is of paramount importance to understand that, a disaster cannot be dealt with by one department or sphere of government but a multi-stakeholder and multidisciplinary approach as contained in the Disaster Management Act, (Act 57 of 2002) must be employed or undertaken.

Disasters come in different forms and hence currently the world is experiencing the worst natural communicable disease ever that require all cooperation to all countries in the world, spheres of government and departments to work together to curb the COVID-19.

In this instance, the department of health is the leading functional department that is responsible of dealing with diseases hence all initiatives concerning the COVID-19 must be communicated to the department of health to provide advice and guidance.

12.1 COMMUNICATION

The Municipal Manager (Mr. N.C. Vezi) shall be the only person or any other person as designated by the Municipal Manager, to communicate on behalf of the administration in the municipality as the Accounting Officer of the municipality. Such streamlining shall assist the municipality to ensure that, only relevant information about the COVID-19 is communicated correctly to the community of Dr. Nkosazana Dlamini Zuma municipality.

On behalf of the political elite, the Honorable Mayor and/ or the Deputy Mayor or any other political office bearer that can be delegated accordingly shall communicate as well accordingly.

12.2 OBJECTIVE OF THE PLAN

The most fundamental objective of this response plan is to ensure:

- Further prevention of COVID-19
- Early detection of carriers of the COVID-19, tracing of suspected cases as

reported, planning, execution of measures to treat and contain the corona virus within the Republic of South Africa

- To prevent morbidity (sickness) and mortality (deaths) caused by the corona virus/ COVID-19 pandemic.
- To further provide procedures put in place to prevent and/ or mitigate the effects of COVID-19.

12.3 MULTI-DISCIPLINARY OUTBREAK RESPONSE TEAM IS CONSTITUTED AS FOLLOWS AT A DISTRICT LEVEL:

- Communicable disease control
- Surveillance
- Epidemiology and Information Systems
- National Laboratories
- Environmental Health, including Port Health
- Health promotion
- Clinical Care
- Infection Control
- Disaster Management

5. DR. NDZ MUNICIPALITY'S RESPONSE TEAM

The municipality have a response team that responds accordingly to the COVID-19 including the department of health as a line function department responsible:

- 5.1 Department of Health
- 5.2 Dr. NDZ Municipality
- 5.3 Environmental Health Practitioners
- 5.4 Disaster Management Section
- 5.5 Traffic Section
- 5.6 Fire Section

6. ACTIVITIES

- 6.1 Visitation of households (door to door) awareness to be done outside the house to educate public to observe the distance of 1,5 meters away from each individual
- 6.2 Loud hailing to communicate with public and provide awareness about COVID
- 6.3 Distribution of pamphlets to communities
- 6.4 Fumigation of all public facilities, including public transport and rank facilities
- 6.5 Fumigation of municipal offices, Registering Authorities and Driver's License Testing Centers with the area of jurisdiction of the municipality

6.7 Coordinate the provision of water to areas where water is unavailable.

All the above shall be done with thorough consideration of the COVID-19 regulations as amended from time to time.

7. EQUIPMENT AND MATERIAL NEEDED

As part of preventing and/ or mitigating the effects of COVID-19 the following equipment has been ordered by the municipality and some has been delivered already:

NO	EQUIPMENT
1.	Sanitizer bottles
2.	Sanitizing/ Disinfecting Chemicals
3.	Hazmat overalls
4.	Face masks
5.	Liquid soap
6.	Latex gloves
7.	Goggles
8.	Boots
9.	Digital Thermometers
10.	Fumigation appliances
11.	Face Shields

8. PROGRAME FOR FUMIGATION/ SANITIZATION

The municipality has started fumigation and/ or sanitization of all municipal offices and other public facilities and spaces

FACILITIES SANITIZATION	SANITIZATION FREQUENCY	METHOD OF SANITIZATION	INTERNAL/ EXTERNAL
Public Offices	Weekly	Spraying	Both
Public Transport	Bi-weekly	Spraying	Internal
Taxi Ranks	Bi-Weekly	Spraying	External
Municipal Fleet	Bi- Weekly	Spraying	Internal
Boardrooms and Counters	Every day (After each use)	Spraying and wiping	Internal
Tables	Every day	Spraying and wiping	Internal
All other surfaces	Every day timely	Spraying and wiping	Internal





04 May 2020 11:45:18



04 May 2020 12:38:07
26 Old Main Road
Underberg
East Griqualand
KwaZulu-Natal



Sanitization of Public Facilities

9. SCREENING OF ALL MUNICIPAL EMPLOYEES RETURNING TO WORK

All municipal employees returning to work in line with level 4 lockdown including essential services who were already working are subjected to screening of COVID -19 prior to their starting work.

This exercise is done to ensure that, all the employees returning to work are clear of the COVID-19 virus as means of preventing the spread of the diseases.



10. MUNICIPAL COVID-19 OFFICIALS AND PUBLIC PROCEDURE

All municipal staff and public entering and / or accessing the municipal offices shall be subjected to the following procedure on presenting themselves by the entrance of the municipality:

MUNICIPAL ENTRANCES	PROCEDURES
Municipal Employees and Public	On first day for employees to return to work, they will all be subjected to screening of COVID-19
	Filling of a register for all entering municipal premises
	Testing of temperature for entering the municipality
	Hand sanitization
	Wearing of face masks compulsory, otherwise turned away
	Advised on elbow coughing or sneezing
	No smoking allowed
	Elbow or Foot greeting and strictly no hugging
	Strictly exercise social distancing always (1,5 -2 meters)
Compulsory to wash hands timeously and/ or sanitize	

11. DEALING WITH BACKLOG AT REGISTERING AUTHORITY AND DLTCs

In dealing with the backlog within the Registering Authority and the Drivers License Testing Centers, the municipality will open on a Saturday and as well extend working hours during the period, until such time that, the situation returns to normality.

12. EMPLOYEES FOR RA AND DLTCs

The following employees will be working at the Registering Authority and DLTCs accordingly

RA		DLTCs	
SURNAME	NAME	SURNAME	NAME
		HIMEVILLE	
Ndlangisa	Sibonelo	Ndlovu	Philani
Kenny	Zanele	Zulu	Sinenhlanhla
		Mohlakoana	Jesinta
		CREIGHTON	
		Zondi	Lindie
		Mkhulise	Phumla

13. WATER AVAILABILITY

In dealing with the COVID-19, running water is one of the most important resources that must be available within the communities hence where water is not available it is of paramount to ensure that, the district municipality supply water in such areas in order to ensure that the public is able to wash hands accordingly as required.

In most of the municipality's facilities running water is readily available and hence should there be an interruption of water in some of the facilities, the municipality has water tankers that can be utilized to supply water in those facilities.

13. COVID-19 STAKEHOLDERS CONTACT DETAILS

NAME	POSITION	OFFICE NUMBER	CELL PHONE NUMBER
DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY OFFICIALS			
N.C. Vezi	Municipal Manager	039-833 1038	0739766682
Z. Mlata	HOD -CSS	039-833 1038	0823005397
M.W. Dlamini	Manager Comm Safety	039-833 1038	0837082314
Z. Dlamini	Assistant Manager PWBS	039-833 1038	0798728845
K.E. Dhlomo	Act, Senior Traffic Officer	039-833 1038	0820636221
Garry Mark	Pound Master Creighton	039-833 1038	0837082157
Molefe	Pound Master Himeville	039-833 1038	0716870105
Maphanga	Cemeteries	039-833 1038	0716867700/ 0725655449
Dlamini PWBS	Foreman	039-833 1038	0837082065
Nelisa Holiwe	SCM Manager	039- 833 1038	0662924299
M. Sithole	Chief Fire Officer	0664698893	0664698893
S. Zwane	Disaster Officer	039- 833 1038	0636942039
HARRY GWALA DISTRICT MUNICIPALITY OFFICIALS			
T. Mahlaba	Act. Executive Director Social Services	039-8348700	

T. Dzanibe	Disaster Management Manager	039-834 0043	0828057892/ 0788750779
M. Mbhele	Disaster Management Officer	039-834 0043	0734779682
N. Mbona	Disaster Management Officer	039-834 0043	0732003690
Mrs Sebenza	Disaster management Officer	039-834 0043	0781206732
HARRY GWALA HEALTH DISTRICT			
N. Gcabashe	Communicable Disease Coordinator	039-834 8200	0733213354
Radebe	CEO St Apollinaris Hospital	039-834 8200	0664844357/ 0731817482
L. Zuma	District Manager	039-834 8200	0659399111
T. Mkhize	EMS Manager	039-834 8500	0832429660
SAPS			
D. Mnguni	Station Commander Himeville	033-702 1300	0824177311
Xaba	Captain	033-702 1300	0796963514
Captain Mdladla	Station Commander Creighton	039-833 1005	0824176885
Captain Dlamini	Station Commander Bulwer	039-8320073	0839490671
Captain Ntshingila	Station Commander Donnybrook		0824176918
SASSA			
Nokwazi Mkhize	SASSA		0765119563
Xolisile Mkhize	SASSA		0828435640
DSD			
Mrs Mlambo	DSD		0828048973
Nokulunga	DSD		0784102800
DOT			
Mors N. Mgutshwa			0795195075
Michal Chetty		0836311283	0828529390

DR. NDZ CORONA VIRUS (COVID-19) MUNICIPAL RISK ASSESSMENT

RISK 1- SPREAD OF INFECTIOUS DISEASES (COVID-19) DUE TO LACK OF GOVERNANCE	
DESCRIPTION	COMPLIANCE REUIREMENTS
Development of the OHS policy	The municipality has developed a Corona Virus (COVID-19) policy t
Failure to comply with OHS policy / Regulations	The municipality undertook to conduct a risk assessment to ensure compliance with the COVID-19 regulations as amended from time to time to ensure the safety of all employees.
	Identification of all hazards associated with the risk of the COVID 19, and measures were put in place to prevent the spread of the corona virus
	Communication to employees about the dangers of COVID-19 is one the most critical aspects and hence the Extended Municipal Management Committee was established to be the task team to deal with issues of COVID-19. Recognition of symptoms associated with COVID-19, and the necessary steps to be undertaken thefore.

	<p>Managers and/ or Officers in each site of the municipality were appointed to ensure strict adherence to COVID-19 protocols and directs to address workplace risks and keep officials abreast of any developments thereof.</p> <p>All employees during lockdown periods will be issued with travel permits</p>
Failure to conduct risk assessment	Risk assessment was conducted and COVID-19 directives and/ or protocols were issued to all areas identified to be high risks of spread of COVID-19 <i>inter alia</i> : surfaces, sharing of telephones, biometrics, photocopying machines, number of people occupying an office at a time, installation of cubicles where necessary, social distancing, wearing of masks, minimum number of employees accessing kitchen at a time, regular sanitization of surfaces including door handles and surfaces.
Lack of “Clean Desks”/ Surfaces	Directives were issued to ensure personal hygiene including sanitary facilities on all municipal sites, sanitization of all surfaces, sharing of offices, handling, conveying and disposal of paper and tissue.
Lack or delayed cleaning/ disinfection of work surfaces and equipment	All work surfaces and equipment that employees and members of the public come into contact with must be sanitized before work, regularly during the working hours and after work. Schedule for such must be prepared by the administration section.
Multiple users of the biometric system	The municipality took a decision to stop the utilization of the biometric by employees as part of its effort to curb the spread of the pandemic.
Lack of sanitizers for employees and applicants	<p>Hand sanitizers (with at least 70% alcohol content) must be provided by the employer to employees and at each frontline work station, must be available at all times and utilized accordingly.</p> <p>Frontline personnel must be provided with information on how to interact with the public and hand hygiene conduct, including the wearing of masks and visors.</p> <p>Notices on sanitizing protocols and/ or directives relating to shared office equipment and common areas such as shared printers, photocopying machine e.t.c.</p>
Failure to maintain 1.5 metre social distancing requirements	The municipality has determined the area of floor space in square metres at all offices and established maximum persons capacity of each room. This is done in consideration of the 1,5 metre social distancing.
Unacceptable number of employees and service recipients in premises	Notices to be displayed on the doors of offices informing officials and the public on number of acceptable people on such offices and/ or boardrooms.

	Where there is backlog on services, office hours must be extended and such be communicated accordingly
RISK 2 – UNPREPARED WORKPLACE/ UNSAFE WORK PRACTICES	
DESCRIPTION	COMPLIANCE REQUIREMENTS
Workstations not rearranged to ensure 1.5 metre social distancing between employees	Where it is not practical to rearrange work stations to be spaced at least 1.5 metre apart, the employer must arrange physical barriers partitioning to be placed between workers while they are working and ensure face shields are worn at all times.
Inadequate que control measures	The municipality has put measures in place to ensure social distancing of at least 1.5 metres by marking on the floor and walls and other relevant surfaces to guide persons in queing systems
Inadequate facilities for the washing of hands with soap and clean water	Ensure that, there are readily accessible facilities for the washing of hands with soap and clean water
	Hand washing/ sanitization must be done, on entering the workplace and before leaving the workplace
Safe hygiene conduct between employees, public, suppliers and contractors	Physical contact amongst employees must be discouraged
	Provision of cleaning schedule to ensure that, all areas such as toilets, common areas, door handles shared electronic equipment are regularly cleaned and/ or sanitized.
Safe Hygiene conduct between employees/ public/ and contractors	Ensure that all public members, employees including suppliers wear masks when entering any municipal premises and in every office within the premises.
	No person presenting symptoms of COVID-19 must be allowed in municipal premises
Use of sub-standard cleaning chemicals	Ensure procurement of effective cleaning chemicals to clean premises
Inability to erect physical barriers to comply with social distancing requirements	Employees must be provided with face masks/ shields or visors
RISK 3- LACK OF COVID-19 SCREENING AND IDENTIFICATION OF SYMPTOMS	
Lack of screening equipment	The municipality must ensure that, at least two temperature screening devices in good working order are available for screening purposes.
	All persons entering the municipal premises to be temperature screened to ascertain if any recognized COVID-19 symptoms are observable, e.g. fever 38 degrees celcius or above.
	Where employees experience COVID-19 symptoms must immediately report to supervisors.
	In every premises there must be at least 3N 95/FFP1 surgical masks available in the event any person presents recognized COVID-19 symptoms within the premises.
RISK 4- DISREGARDING OR IGNORING THE IMPORTNANCE OF USING MASKS AND SANITIZERS	

Non Compliance with guidelines	All employees must be provided with two cloth masks on regular basis
Prevention of the spread of the COVID-19 virus	Communication with personnel to wear masks in the workplace. In terms of the new regulations, it is an offence not to wear a mask in public and can result in a fine or imprisonment or both.
Lack of staggered return of employees to offices	The number of officials returning to work must be minimised and must be rotated accordingly.
	Prior to employees returning to workplaces, develop a schedule for staggered return of employees.
RISK 5 – LACK OF STAGGERED RETURN OF EMPLOYEES	
Failure to adhere to social distancing	Minimize the number of employees at the work place and rotate such employees (in line with level 4 and
	Keep schedule of the staggered of the staggered return of the workforce
	Prior to employees returning to workplace develop a plan for the phased increase of employees returning to work. The plan must include:
	-Which employees are permitted to work
	-Observe health protocols in place
	-Details of the COVID-19 compliance Manager or Officer
Schedule/ Register of employees to be on duty not updated	Schedules and registers must be updated weekly reflect the staggered return of employees
RISK 6- LACK OF ADEQUATE AWARENESS AND EDUCATION	
The spread of fake news	The municipality must place notices to advise citizens to refrain from disseminating fake news
Lack of communication channels, platforms, protocols	The municipality must establish proper channels to escalate/ disseminate information and hence the municipal manager is responsible for such and the appointed managers/ officers in terms of the regulations.
Lack of COVID-19 awareness	Communicate to employees, the steps that have been taken to ensure that, the workplace environment is safe.
	Awareness through display of charts, the dos and dont's of COVID 19 protocols
	Display notices advising persons entering the work place of the precautions they are required to observe while in the workplace.
	Supervisors to escalate unresolved/ resolved issues to ensure awareness uniformity in the workplace
Lack of PPE	The municipality must ensure that, workers are informed, instructed and trained as to correct use of PPEs.

RISK 7- CURBING THE SPREAD OF PERSONS INFECTED WITH COVID-19	
Handling of employees presenting with recognized COVID-19 symptoms within the premises	If the employee is already at work, must be isolated and provide the employee with a suitable mask and arrange for the employee to be transported in a manner that does not place other employees or members of the public at risk of contracting the virus, where necessary isolate such and employee and the isolation area must therefore be sanitized or disinfected.
	If an infected employee is already at work, assess the risk of transmission, disinfect the area and the employee’s workstation, refer all employees for screening and take any other appropriate measure to prevent possible transmission.
	Identify vulnerable people with age 60 and those with comorbidities
Failure to Effectively implementation of procedures that are in place in the event an employee contracted COVID-19 in the execution of their duties	In the event an employee contract COVID-19, as a result of occupational exposure, lodge a claim for compensation in terms of the Occupational Injuries
	If an employee is diagnosed with COVID-19, such employee is only allowed to return to work if he/ she has undergone a medical evaluation confirming that he/ she has tested negative for COVID-19.
	If an employee has been diagnosed with COVID-19, inform the department of health and the department of employment and labour.
	If an employee has been diagnosed with COVID-19, investigate the cause and including any control failure and review its risk assessment to ensure that the necessary controls and `PPE requirements are in place.
	If an employee has been diagnosed with COVID-19, provide administrative support to contact- tracing measures implemented by the Department of health.
RISK 8- LACK OF ENGINEERING CONTROL MEASURES	
Mechanical Ventilation not in working order	Ensure ventilation systems are maintained and are in working order at all times
	Ensure offices are well ventilated by natural or mechanical means to reduce the viral load.
Delays in the repairs and maintenance of facilities leading to many people sharing facilities e.g. toilets, thereby creating an unsafe and unhygienic work environment	Ablution facilities must be in good working condition and the facility must have running water.

Re-Circulation of air through use of air conditions	If air conditioners must be utilized, disable re-circulation of internal air. Regularly clean/ disinfect/ replace key components and filters.
RISK 9 – BIO- HAZARDOUS WASTE MISMANAGEMENT	
Incorrect disposal of used PPE (masks, gloves, tissue) disposal of potentially infectious material i.e. tissues.	The municipality must provide marked bins to dispose of contaminated PPE.
RISK 10- FAILURE TO RESPOND TO EMERGENCY CASES OF COVID 19	
No response plan in case someone becomes ill with symptoms of COVID-19 in the workplace	Implement a response plan that response to the procedure that must be followed in the event any person presents recognized COVID-19 symptoms in the workplace
Decontamination	Implement plan that responds to decontamination protocols
Limitation of access to system developed for tracking and tracing potential interactions	Provide all staff access to tracking and tracing potential interactions to all employees
Lack of tracking register for employees	A register containing the details of all employees that enter offices must be retained. The following details should be contained in the register
	Date
	Time
	Name
	Surname
	Identity Number
	Residential address
	Cellular numbers of all employees, service recipients, visitors and service providers
	All employees must sign the register with the above details on entering the workplace
RISK 11- RESTRICTED ACCESS TO PREMISES	
Permitted employees/ suppliers/ contractors and members of the public will be allowed access	Only employees scheduled for duty on any premises at any given day and members of the public that have direct engagements with provided services are allowed access to the premises. No loiterers, runners, are allowed in the premises.
	Suppliers, contractors, must provide evidence of health and safety measures taken to limit the spread of COVID -19 at the organization prior tom coming on site to premises.
	Suppliers/ contractors must inform management if any of their employees tested positive for COVID-19

Sharing of equipment	Communicate to staff to avoid sharing personal equipment e.g. pens, laptop or phones.
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EMERGENCY

EVACUATION PLAN/ PROCEDURE

13. PURPOSE

The purpose is to provide an imperative mode for safe and effective evacuation of all municipal buildings so that all personnel, contractors and visitors will be accounted for.

14. SCOPE

This evacuation plan is applicable to all personnel, contractors and visitors within the Dr. Nkosazana Dlamini Zuma Municipality's buildings.

15. OBJECTIVE

15.1 To create an orderly and safe evacuation.

15.2 To ensure that all personnel are familiar with the plan and action to be taken in case of an emergency.

16. PROCEDURE

16.1 Listen for Instructions

If the fire alarm sounds, you will be given instructions through the emergency communication system on how to respond to the emergency. Listen carefully and proceed as instructed.

16.2 Evacuate the Building

If you are asked to evacuate the building, you should:

Proceed to the nearest emergency exit in an orderly manner.

Assist anyone who is having difficulty evacuating the premises.

Listen for any additional instructions from your Safety Officer/Safety Representative.

Assemble in your designated safety area (assemble point).

Ensure that your Safety Representative has accounted for you.

Notify your Safety Representative of anyone who is still unaccounted for / missing.

Await instructions from Fire Fighters on when it is safe to return to your floor.

17. RESPONSIBILITY

- 17.1 Know your Safety Representatives (individuals trained to assist during an emergency evacuation)
- 17.2 Know your emergency contact list numbers.
- 17.3 Always stay calm and follow instructions.
- 17.4 Do not ignore the alarm sound.
- 17.5 Report other emergencies, e.g. medical (unconsciousness or heart attacks, etc)
- 17.6 Know locations of the nearest fire-fighting equipment.
- 17.7 Know how to use fire-fighting equipment.
- 17.8 Know all your nearest escape routes as well as your assembly points.
- 17.9 Keep all escape routes clear of any obstructions.

18. TELEPHONIC REPORT OF EMERGENCIES

BOMB THREAT

- 18.1 Upon receipt of a telephonic bomb threat, remain calm make sure that you obtain all relevant information in order to complete the bomb threat questionnaire by asking the following questions:
 - ❖ Name of the person making the call
 - ❖ What does the bomb look like
 - ❖ Where about is it located
 - ❖ How long will it take for it to explode
 - ❖ What are the demands of this person making the call
- 18.2 Contact the following:
 - ❖ Security to sound evacuation alarm
 - ❖ SA Police Services
 - ❖ Disaster Management coordinator
 - ❖ Fire brigade
- 18.3 You may then evacuate via the shortest and safest route leading to the assembly point.
 - ❖ Superficially search the work area whilst evacuating
 - ❖ Report any suspicious articles to the emergency coordinator
 - ❖ Open all doors and windows if time permits
 - ❖ Follow instructions as given by the emergency coordinator.

- ❖ Remain at the assembly point until informed otherwise
- ❖ Ensure that all visitors are accounted for and evacuated

18.4 When reporting an emergency provide the following information:

- ❖ Name of the individual calling/ reporting
- ❖ Nature and location of the incident
- ❖ Any medical emergencies for paramedics to respond to.

19. FIRE

- ❖ In the presence of smoke detectors, the alarm will be automatically activated.
- ❖ Attempt to extinguish the fire only if you can
- ❖ Close all doors and windows while evacuating if time permits.
- ❖ Evacuate to the assembly point
- ❖ Report missing personnel or those unaccounted for
- ❖ If trapped inside a smoke-filled room
- ❖ Cover your mouth and nose with a moist cloth or handkerchief.
- ❖ Keep low and crawl on the ground along the wall.

Emergency coordinator to meet the emergency services at the main entrance, give information about the fire, missing or trapped persons, important documents or any other relevant information.

20. EVACUATION COORDINATORS

- ❖ To take control and ensure that all emergency services required are informed timeously.
- ❖ Ensure that all instructions are clear, brief and understandable.
- ❖ Ensure a safe, orderly evacuation with no individual left behind.
- ❖ Ensure that windows and doors are closed when evacuating for fire, whereas left opened in case of a bomb threat only if it is safe to do so.
- ❖ Do headcounts at the assembly point
- ❖ First aiders to take the first aid boxes with them to the assembly point to administer first aid where applicable.

21. UNREST/ RIOTS/ CIVIL DISTURBANCE

- ❖ Lock all doors and close windows if possible
- ❖ Contact the Fire Brigade Control Room
- ❖ Report to the police of any hostages or person that has been left behind.
- ❖ Do not evacuate unless you are told to do so.
- ❖ Remain indoors and take shelter under tables or lean against walls not opposite to windows.
- ❖ Stay away from windows and doorways.
- ❖ Remain in a secure place, depending on the circumstances, until informed otherwise by the police.

22. ARMED ROBBERY

- ❖ Stay calm

- ❖ Keep a low profile, avoid conflict and do as you are told
- ❖ Do not sound any warning alarm
- ❖ Do not turn your back to the robbers and do not let them psychologically dominate you.
- ❖ Phone Police and Fire Brigade Control Room, only if it is safe to do so.

23. NATURAL DISASTERS

- ❖ Close windows and doors
- ❖ In the event of a blown off roof, take shelter under or behind tables.
- ❖ Remain close to the walls
- ❖ Report to emergency services of any trapped persons
- ❖ Report all dangers or threats to person's health and safety.
- ❖ First aider to administer first aid.
- ❖ Only evacuation upon instruction to do so.
- ❖ Evacuation coordinator must perform roll call after evacuation
- ❖ Follow all instructions given by emergency services.

24. SECURITY

- ❖ To log all evacuation reports received.
- ❖ To compare these reports with the days attendance report.
- ❖ To direct emergency personnel to areas where employees are reported to be missing or injured.
- ❖ To liaise closely with the emergency coordinator.
- ❖ To maintain communication with various evacuation points.

25. EMERGENCY ASSEMBLY POINTS

- ❖ These points must be defined, demarcated as emergency assembly points and be immediately visual from the exit point or escape route.
- ❖ Must be at least 200m away from the source of danger.

26. EVACUATION OF PERSONS WITH DISABILITIES

In the event of an emergency, everyone including persons with disabilities should observe the following procedures for evacuation:

- ❖ Safety Representatives are required to submit a list of individuals with physical disabilities or special medical conditions to the emergency rescue team in order for them to be assisted during an emergency evacuation.
- ❖ Persons with disabilities must seek refuge near the closest safe exit with ramp and request assistance from others. Do not obstruct the stairway or door leading to the stairway.

- ❖ If the location becomes unsafe, move to different exit stairways and call for help until rescued.
- ❖ Able-bodied persons should assist in the evacuation of the disabled. The assistance may be in the form of the following:

26.1 SPECIAL NEEDS

25.1.1 VISUALLY IMPAIRED PERSONS

- ❖ In an emergency, tell the person the nature of the emergency and offer to guide him/her.
- ❖ As you walk tell the person where you are and advise of any obstacles.
- ❖ When you have reached safety, orientate the person to where she is and ask if any further assistance still needed.

25.1.2 HEARING IMPAIRED PERSONS

- ❖ Persons with impaired hearing may not perceive emergency alarms and an alternative warning technique is required.
- ❖ Warning methods may include writing a note about the emergency and evacuation route or turning the light switch on and off.
- ❖ Then indicate through gestures or writing what is happening and what to do.

25.1.3 PERSONS USING CRUTCHES

- ❖ Ask if the person needs assistance to evacuate
- ❖ Offer to guide him/ her to the nearest emergency exit.
- ❖ If necessary, carrying options include using a two-person lock arm position or having the person sit in a sturdy chair, preferably one with arms and drag the chair out of the building.

25.1.4 PERSONS IN WHEEL CHAIRS

- ❖ Wheel chairs may have parts not intended for lifting.
- ❖ Batteries or life support equipment may be connected.
- ❖ Lifting the person may be harmful, ask the person how you may help.
- ❖ Determine if the person wants to be carried down a flight of stairs, forward or backward.
- ❖ Ask what type of assistance he/ she will need after evacuation.
- ❖ Inform security of disabled persons located inside the building that you are unable to evacuate safely.
- ❖ In the extreme case where you must physically evacuate a person with disabilities ask them how you may safely carry or assist them.

NB: If an employee receives disabled visitors, it is his / her responsibility to ensure that the person with disability is evacuated to a safe area in case of an emergency.

For safe and effective evacuation, it is suggested that persons with disabilities prepare for emergencies ahead of time by:

- ❖ Learning the locations of emergency exit and exit stairways
- ❖ Planning an escape route
- ❖ Showing a co-worker how to assist them in case of an emergency.
- ❖ Whistles to be provided to locations where there are persons who cannot speak loudly in order for them to be able to attract attention of others.
- ❖ All emergency exit and stairways should be marked with photo luminescent exit signs.

27. EVACUATION DRILLS

- ❖ All building occupants will be required to participate in periodic emergency evacuation drills.
- ❖ The purpose of these drills is to ensure that all occupants become familiar with the plan, learn how to safely evacuate their areas, and become accustomed with emergency exits and their orderly use.
- ❖ These drills require that everyone respond to the given instructions and leave their areas immediately, either out of the building or to the designated floor in an orderly manner.
- ❖ Disabled individuals should participate in the evacuation drills if their condition permits.
- ❖ Safety Representatives should brief them in advance on how the drill will be conducted and the method of evacuation. If they cannot participate, they should be briefed on how they would be assisted in an actual emergency evacuation.
- ❖ Drills will be conducted annually at a minimum.
- ❖ The time required for each drill will be about 6 minutes, followed by a short discussion on the outcome of the drill.
- ❖ Corporate Services Department will be responsible for maintaining the schedule and record log for the evacuation drills.

28. EMERGENCY CONTACT LIST

All departments should have a copy of the complete Emergency Contact List; this includes contact information for all the members of the Emergency Response Team.

29. EVACUATION FLOOR PLANS

- ❖ This Evacuation Plans show emergency exit routes for each of the floors in Dr. Nkosazana Dlamini Zuma Local Municipality.
- ❖ These Evacuation Plans are posted in various locations along the main corridor of each floor.
- ❖ The plans also show other pertinent information such as the location of fire alarm, fire hoses, fire extinguishers, first aid boxes and the assembly point areas.

ADDITIONAL INFORMATION

- ❖ In any emergency situation Safety Representatives are automatically to become emergency co-ordinators/ evacuation leaders.
- ❖ Safety Representatives should be provided with reflector vests so that they can be visible while executing their duties.