

Appendix A - High Level Check List for Emergency Response Coordinator

A -Initial response goal setting

No. / priority	Item	Y/N	Follow up
1.	<p>Saving life Are there rescues to be made?</p> <p>Objective: Saving all lives</p> <p>Activity:</p>		
2	<p>Is there probable risk to life? Are evacuations necessary? Consider medication needs / medical services for people</p> <p>Objective:</p> <p>Activity:</p>		
3	<p>Exposures – shelter Is alternative shelter needed for anyone? What patch up work on buildings is needed?</p> <p>Objective/s:</p> <p>Activities:</p> <p>Exposures – emergency access to village & district What is the state of access to the village, Blackfriars, Hidden Valley & beyond? Is there potential for further landslips / large trees to come down?</p> <p>Objective:</p> <p>Activity:</p>		

	<p>Exposures – essential services What essential services are lost / compromised? Power, communications, water</p> <p>How will communications be established / setup going forward?</p> <p>Is there any obvious signs of damage to essential services?</p> <p>Objective/s:</p> <p>Activities:</p>		
4	<p>Community isolation How many people in village are stranded?</p> <p>How many people are planning to / able to leave in the current circumstances?</p> <p>What will be the ongoing requirements for remaining people / residents?</p> <p>What form of communication should be used for community updates?</p> <p>Objectives:</p> <p>Activities:</p>		

B- Message requirements for outside world assistance

<i>Incident / event type</i>	<i>Message detail</i>	<i>Agency / assistance</i>
Rescue	Type Status of person involved Actions taken Services needed	Police, SES, QAS
Isolation of community / persons	Description of essential services lost / compromised – e.g. comms, power, water, community hall/ shed Accessibility to village Number of persons in village and medical status for evac Comms situation for future contact from outside Weather conditions on the mountain	Local disaster coordinator
Cyclone damage	Location & area of damage Nature of cyclone damage e.g. to forest / buildings Ongoing property risk to structures	

Landslips	Location of slips & size of slides if known	TMR
Flooding and fast water	Nature of flooding e.g. area covered, speed of flow Inundation of properties, houses	
Hazardous material incidents	Time of incident Form of chemical Volume released exposures of chemical further resources needed	
Transportation incident	Vehicles involved No of persons involved Services on site required Infrastructure affected Time of incident	Police