

# My Emergency Plan

A written plan will help you remember what to do in an emergency. Fill in the missing details and keep it with your emergency kit, or where your family can find it in an emergency. Share it with everyone included, and practise it with your household.

**Name**

**Phone number**

**Address**

☒ **This plan is for**

**What hazards I'm planning for**

☐

Flood

☐

Storm

☐

Tsunami

**I also need to plan for**

☐

Business

☐

Farm

☐

Caravan park or caravan

Scan the QR code to  
create a business  
emergency planning.



Scan the QR code to  
access Local Land  
Service' Farm Flood  
Readiness Kit.



Scan the QR code to  
visit our caravan and  
tourism page.





## This plan will include

### Who is included in my plan?

☐

Myself

☐

Adults in my household

☐

Children in my household

Consider arrangements for children who may be in the care of other parents and caregivers in an emergency. Additional planning resources for children are available at the end of this plan.

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Pets (including assistance animals)

In an emergency there's a higher risk that your pet could run away, particularly in storms. Consider an ID tag and how you will secure them in severe weather. Check with the pet boarding facility about their vaccination policy. Ensure vaccinations are up to date.

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Horses, livestock or other farm animals

Visit the NSW SES animal safety web page for more information.

☐

People who need assistance

It's important for people with disabilities or additional support needs and their carers to leave early. This way you can ensure you have time to activate your emergency plan before roads become cut off.

### I live in a

☐

Detached house

Bringing belongings inside and raising them up high can help to reduce loss and damage in a flood and securing large objects outside reduces damage in a storm.

☐

Townhouse/Villa

Share your emergency plan with your neighbours. Many communities setup neighbour support networks to ensure everyone is included in emergency plans and actions.

☐

Unit

Remember to consider all access points and exits when preparing your unit. Is there a security door, or an access gate you need to consider in your plan?

☐

Rural or remote property

Local Land Services has excellent resources to help you plan for an emergency.

### Names and numbers of people included in my plan

### What is my plan if my child is in someone else's care during an emergency?



## My pet/s' details

Pets name and breed

Microchip numbers

Vet contact details

Where will I take my pet/s in an emergency or evacuation?



## Additional resources to help you plan for an emergency

Plan and prepare  
resources



Planning for children  
resources



Planning for animals  
resources



Accessibility  
resources





## Where to find emergency warnings and information



Visit the NSW SES website [www.ses.nsw.gov.au](http://www.ses.nsw.gov.au)



Download the Hazards Near Me app



[facebook.com/NSW.SES](https://facebook.com/NSW.SES)



[x.com/nswses](https://x.com/nswses)



Listen to your local radio



In a life-threatening emergency, call Triple Zero (000)



Call the NSW SES on 132 500 if you need assistance during a flood, storm or tsunami.



Electricity and access to the internet can go down in an emergency. Make sure you include a few different ways to get information, including one that doesn't rely on the internet, like a battery-powered radio.



My local radio stations are:

Be sure to record your radio station's name and frequency for example ABC North Coast 94.5 FM



## Be prepared with these apps



### Hazards Near Me

Set up a watch zone to receive notifications on changing conditions.



### Live Traffic

Plan ahead and see what hazards are impacting your route on NSW roads.



### BOM Weather

Check for weather forecasts and warnings.



### Emergency Plus

The 'what 3 words' feature shares your precise location with emergency services.



For emergency assistance during a flood, storm or tsunami, call **NSW SES** on **132 500**.

In a life-threatening emergency, call **Triple Zero (000)**.



## Where will I go?

Your plan should include whether you are going to leave or stay, depending on the emergency. Make sure family, friends and carers are aware of your plans. Include other locations you can travel to safely if you can't get to your first option. Evacuation centres are an option of last resort.

### In a flood I will go to

- ☐ Family or friends
- ☐ Evacuation centre
- ☐ Other

In a **flood** the best action is to evacuate. Make sure your emergency kit is packed (there's a checklist at the end of this plan).

### In a storm I will

- ☐ Seek secure shelter

In a **storm**, the best action is to stay and shelter in a sturdy location, away from trees and powerlines.

### In a tsunami I will go to

- ☐ Family or friends
- ☐ Evacuation centre
- ☐ Other

If there is a **tsunami** warning, go to higher ground, at least 10 m above sea level, or if possible, move at least 1 km away from all beaches and the water's edge of harbours and coastal estuaries.

If you cannot leave the area, take shelter at least 10 m high in a sturdy brick or concrete building.

### My family or friends' name, address and phone number.

### Other places I will go:

Name, address, phone number.

### Where we will meet if we get separated in an emergency?

Choose a location outside high risk areas with reliable road access. Make sure everyone is aware.



## When will I leave?

It's important to identify now when you will evacuate. What will trigger your decision to leave? Consider the timing of potential road closures in your plan. Triggers might include escalating emergency warnings, natural signs, reported flood heights, local landmarks and other road closures.

### In a flood

- ☐ I will leave early
- ☐ I have my own triggers
- ☐ If there is an Emergency Warning to evacuate

In a **flood**, you may need to evacuate with little or no notice. Sometimes it may be too late to leave and you may be isolated. It is recommended to leave early if you or someone your care for has additional needs.

NSW SES may not be able to get to you immediately. You may need to rely on yourself or family, friends or neighbours for some time.

### In a storm

- ☐ I will stay and seek secure shelter

In a **storm**, the best action is to stay and shelter in a sturdy location, away from trees and power lines. If driving, find secure shelter away from trees, power lines, creeks, gutters, causeways, and lowlying areas.

### In a tsunami

- ☐ I will leave immediately

Act on the first warning you receive and immediately follow the safety advice. You may not always receive an official warning. Look out for natural signs of tsunami: earthquakes, the ocean receding, and/or a loud rushing sound coming from the ocean. Plan your evacuation route on foot. Walk or ride.

If you do not evacuate, it is unlikely NSW SES will rescue you during a **tsunami**.

### What are my triggers to leave?



## How will I get there?

What transport options are available to you? Consider backup plans if your first option is not available.

### How will I get there?

☐

Own vehicle/s

☐

Walking or riding a bike

What is your backup plan if roads are blocked?

☐

Public Transport

☐

Neighbours will drive

Consider alternative travel plans if public transport is not available.

Discuss your plans with neighbours to ensure everyone is safe.

☐

Community Transport

☐

I have no travel options

Is your Community Transport Provider aware of your plan? Do you need to consider an alternate option if they are not available?

Consider talking to your friends, family or neighbours, a local service provider or community transport organisation to explore options for leaving in an emergency. Local Council may also be able to give you information. Not having a plan for evacuating could be life threatening.

### What route will I take to get there?

Map your best evacuation route. Avoid high risk roads. A paper map in your kit may be useful.

### What alternative travel option and route will I take to get there?

Consider at least one other route in case of unforeseen road closures and what to do if a car or driver are not available.



## What are the natural signs of flood, storm and tsunami?



### Flood

Natural signs of flood include and flash floods can include rushing or pooling water and heavy rainfall. Flooding can cause isolation. If you are expected to be isolated for long periods of time, stock up on food, water, medical supplies, and pet care.



### Storm

Natural signs of storms include gathering heavy clouds, darkening skies, increasing winds, thunder, lightning and heavy rainfall.



### Tsunami

Natural signs of tsunami include earthquakes, the ocean may recede and/or there may be a loud rushing sound coming from the ocean.

The items on this list are suggestions for people living in various situations. Choose items that meet the needs of your individual household and aim to pack as little as possible at the last minute.



## Items to pack now



### Food, water and essentials

☐

Your Emergency Plans, including plans for pets and animals.

☐

Emergency contact list

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Radio (battery powered or hand cranked) – with spare batteries.

☐

First aid kit

☐

Non-perishable food and water (including a can opener)



### Important documents

(save copies to the cloud or storage device)

☐

Photo IDs and passports

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Proof of address (e.g. utility bill)

☐

Insurance documents

☐

Rental lease and landlord contact details

☐

Wills, birth and marriage certificates



### Items to help you get away quickly

☐

Cash (ATMs and EFTPOS may not work)

☐

Maps (to navigate road closures)

☐

Spare keys (home and car)

☐

At least ¼ tank fuel



## Personal items

☐

Toiletries (e.g. soap, toothbrush and paste, toilet paper, sanitary items, sunscreen etc.)

☐

Suitable clothing and footwear (incl. underwear).

☐

Protective equipment (thick gloves, face masks and safety glasses).

☐

Short list of personal valuables to pack last minute (when it's a struggle to think).

☐

Whistle (for signaling for help)

☐

Sleeping bags or blankets



## In case of power outage

☐

Torch (including spare batteries)

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Candles and waterproof matches



## Health and wellbeing

☐

Medical and ID bracelets for health conditions and/or people living with dementia.

☐

Sensory items – noise-cancelling headphones and tactile items.

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Communication tools and boards

☐

Spare mobile phone headphones/ ear buds.

☐

Items to support wellbeing for adults like walking shoes, crosswords, tennis ball etc.

☐

Kids toys and games-a comfort toy, emergency themed picture books and figurines for role play are helpful.

☐

Eye mask



## Pet supplies

☐

Proof of ownership

☐

Microchip details

☐

A photo of your pet

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Pet food and water

☐

Bowl, lead and accessories\*

\* Refer to the NSW SES website for a checklist of items for pets



## Just before leaving, add these items to your kit

☐

Phones, laptops and devices

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Chargers, power banks & external storage drives.

☐

Medicare card

☐

Medical equipment & mobility aids

☐

Baby supplies - formula, nappies & wipes.

☐

Personal valuables

☐

Perishable food

☐

Medications for 5 days and prescriptions.\*\*

\*\*Talk to your pharmacist about eScripts.

☐

A small esky and ice bricks for medications that need to be kept cool. (Wrap the meds to prevent direct contact with the ice).

## Notes