9 Severe storms and floods

Severe storms

- Remain within a secure building
- Draw blinds and keep clear of windows
- Move to the lower floor of multi-storey buildings
- For added protection – shelter under desks
- Evacuate only under instruction from Security/ IERT, Wardens or Emergency Services
- Move to assembly area and remain until all clear is given
- Assess damage, commence salvage
- Complete incident report and notify Insurance Office of extent of damage

Floods

- Isolate electrical supply if safe to do so
- Exit the area if flooding threatens safety
- Enter flooded areas only if declared safe by appropriate authorised persons
- Remove assets and documents to 'dry havens'
- Assess damage and commence salvage
- Arrange for recovery of water damaged items
- Complete incident report and notify Insurance Office of extent of damage