**This plan will be reviewed once a year at the first hui of the year**

**This plan will be supported by:**

He mea waihanga tēnei MAHERE kia takatū ai   
TŌ TĀTAU MARAE, NGĀ TĀNGATA, me te hapori  
whānui mō te tūpono pā mai o tētahi Aituā, Mate  
Whawhati Tata rānei.

This PLAN has been created to make sure OUR MARAE, OUR PEOPLE and our wider community are ready in case of a Disaster or Emergency.

**Ngā Tāngata Hei Whakapā Atu**

Marae contacts

The key contacts for our marae are:

|  |  |
| --- | --- |
| **Ingoa | Name:** | **Waea | Phone:** |
|  |  |
|  |  |
|  |  |

**Hītori o Te Marae**

History of the Marae

**Ngā Mōreatanga**

Hazards

****

|  |
| --- |
| **Te Whenua Pāhekeheke | Landslide** |
| Likely impact: |
| What to do: |

****

|  |
| --- |
| **Te Waipuke | Flood** |
| Likely impact: |
| What to do: |

****

|  |
| --- |
| **Te Rū Whenua | Earthquake** |
| Likely impact: |
| What to do: |

**Ngā Mōreatanga**

Hazards

****

|  |
| --- |
| **Ahi | Fire** |
| Likely impact: |
| What to do: |

****

|  |
| --- |
| **Te Āwhā | Storm** |
| Likely impact: |
| What to do: |

****

|  |
| --- |
| **Te Tai Āniwhaniwha | Tsunami** |
| Likely impact: |
| What to do: |

**Ngā Mōreatanga**

Hazards

****

|  |
| --- |
| **Te Puia | Volcano** |
| Likely impact: |
| What to do: |

****

|  |
| --- |
| **Te Mate Urutā | Pandemic** |
| Likely impact: |
| What to do: |

****

|  |
| --- |
| **Ngā Mōrearea ā-Ringa Tangata | Man Made Hazard** |
| Likely impact: |
| What to do: |

**Ka Pēhea Te Whakamōhio i a Tātau**

How will we be warned?

|  |  |
| --- | --- |
|  | **WE WON’T get a WARNING for an earthquake or a landslide.** |
|  | |
|  | **WE MIGHT get some WARNING of flooding, pandemic, forest or scrub fire, volcanic ash, or tsunami.** |
|  | |
|  | **FOR A TSUNAMI generated far away from New Zealand, we could get as much as 14 hours warning.** |
|  | |
|  | **We will get a FLOOD WARNING from either Civil Defence, the Emergency Response Team, or a member of the community.** |

**WE WILL GET WARNINGS FROM A NUMBER OF SOURCES** These will come from the radio, TV, sirens, text messages, email, social media, or phone call.

**Te Whakaputa i Te Kōrero**

Getting the word out

At the back of this plan is a list of people and their contact details who are responsible for contacting five people each – by phone or in person – to make sure information and warnings are received by the entire whānau and hapū.

**Ngā Tāngata Whakapā Ohotata**

Emergency contacts

|  |  |
| --- | --- |
| **Ingoa | Name:** | **Waea | Phone:** |
|  |  |
|  |  |
|  |  |

**If there is a FIRE or MEDICAL EMERGENCY RING 111**

**Ngā Tāngata Whai Pūkenga**

Our skilled people

PEOPLE who can set up and operate the marae in an EMERGENCY are:

|  |  |
| --- | --- |
| **Ingoa | Name:** | **Waea | Phone:** |
|  |  |
|  |  |
|  |  |

PEOPLE who can perform first aid are:

|  |  |
| --- | --- |
| **Ingoa | Name:** | **Waea | Phone:** |
|  |  |
|  |  |
|  |  |

PEOPLE who have specialised skills:

|  |  |
| --- | --- |
| **Ingoa | Name:** | **Waea | Phone:** |
| Doctor |  |
| Nurse |  |
| Engineer |  |
| Heavy vehicle driving licence |  |

**Ngā Kaiwhakarato Ratonga**

Our service provider contacts

|  |  |
| --- | --- |
| **Ingoa | Name:** | **Waea | Phone:** |
| Power company |  |
| Security company |  |
| Phone company |  |
| Internet company |  |
| Septic tank company |  |
| Plumber |  |
| Electrician |  |
| Builders |  |
| SPCA |  |
| Petrol station |  |
| Supermarket |  |
| Schools |  |
| Water tanker  (carriers must be registered with the Ministry of Health to comply with the Health Act) |  |

**Te Rēhita**

Registering

If whānau, hapū or people from the wider community come to our marae in an emergency, we will record their name, address and contact phone number and provide them to our local Civil Defence team. These details can be used to track family members who are presumed missing, ensure the safety of whānau and wider members of the community. If these people decide to leave the marae, we will note where they intend to go to and mark them as not being on the marae anymore.

**Tō Tātau Marae**

Our marae

Our marae works because we have the resources and services that support it. We also know what extra resources we will need in an emergency and how to get them.

|  |  |  |
| --- | --- | --- |
| **Hanganga**  **Infrastructure:** | **Kei te whakamahia ināianei**  **What we use now:** | **Ka whakamahia a muri ake**  **What we will use:** |
| Water |  |  |
| Power |  |  |
| Sewerage |  |  |
| Telephone/internet |  |  |
| Roads/bridges |  |  |
| Toilets/showers |  |  |
| Heating |  |  |
| Buildings |  |  |
| Transport |  |  |
| Cooking |  |  |
| Dining |  |  |
| Rubbish facilities |  |  |

**Ngā Mea e Hiahiatia Ana**

Things we need

For our whanau, hapū and others in an emergency.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ngā taonga**  **Items** | **Rahinga**  **Qty** | **Monehutanga**  **Expiry** | **Kowhiringa Ke**  **Alternative Option** |
| Blankets |  |  |  |
| Mattresses |  |  |  |
| Pillows |  |  |  |
| Linen |  |  |  |
| Cans of food |  |  |  |
| Dried food |  |  |  |
| Other food |  |  |  |
| Water (drinking) |  |  |  |
| Water (other) |  |  |  |
| Alternative cooking |  |  |  |
| Gas bottle |  |  |  |
| Firewood |  |  |  |
| Can opener |  |  |  |
| Torches/candles |  |  |  |
| Radio |  |  |  |
| Batteries |  |  |  |
| Toilet paper |  |  |  |
| Rubbish bags |  |  |  |
| First Aid Kit |  |  |  |
| Pandemic Kit |  |  |  |
| Fire extinguishers |  |  |  |
| Fire blankets |  |  |  |
| Fire hose |  |  |  |
| Spades |  |  |  |
| Clothes dryer |  |  |  |
| Washing machine |  |  |  |
| Tables and chairs |  |  |  |
| Cleaning products |  |  |  |

**Mahere Wāhi me te Wāhi Whakahiato**

Site plan and assembly point

**Our FIRST AID KIT is located**

**Sketch the plan of your Marae and mark the fire exits and assembly point.**

**Tō Tātau Whāinga**

Our target

This Plan will tell us how prepared our marae is to deal with any emergency that might occur.

|  |
| --- |
| **I roto I te tau e tū mai ko tem ahi a marae | Over the next year our marae will:** |
|  |

**Te Hunga Hei Manaaki**

People we need to ensure are safe in an emergency

We need to make sure we look after our vulnerable people – the young people and our elders. We need to make sure they are safe in an emergency or warning/evacuation.

The following people will make sure our young, our elderly and our disabled are looked after:

|  |  |  |
| --- | --- | --- |
| **Ingoa**  **Name:** | **Kāinga**  **Address:** | **Kei a wait e kawenga**  **Who is responsible:** |
|  |  |  |
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**CONFIDENTIAL INFORMATION**

**Te Rākau Waea**

Telephone contact tree

|  |  |  |
| --- | --- | --- |
| **Tangata whai kawenga**  **Person responsible:** | **Ngā tāngata he whakapā atu**  **People to be contacted:** | **Taipitopito Whakapā**  **Contact details:** |
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**CONFIDENTIAL INFORMATION**

**Notes**