



# EMERGENCY PLAN





## **EMERGENCY PLAN**

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## EMERGENCY PLAN

**Be prepared to cope on your own for up to three days, or more.**

The information in this document will show you how to look after yourself, your family, home, business and community. It will help you get ready, so you'll get through.

You should have:

- A **Household Emergency Plan**
- An **Emergency Survival Kit**
- A **Getaway Kit** if you need to be evacuated.

### 1.0 HOUSEHOLD EMERGENCY PLAN

Many disasters will affect essential services and possibly disrupt your ability to travel or communicate with each other.

Get your family or household together and agree on a plan.

You should work out:

- Where to shelter in an earthquake, flood or storm
- How and where you will meet up during and after a disaster
- The best place to store Emergency Survival Items and know who is responsible for checking essential items
- What you will need to have in your Getaway Kit and where you will keep it
- How to turn off the water, gas and electricity in your home or business
- How to contact your local civil defence organisation for assistance during an emergency

You can find a copy of the emergency plan at the back of this brochure or download a copy from the website [www.getthru.govt.nz](http://www.getthru.govt.nz)

Know what your local Civil Defence warning system is and find out the location of your local Civil Defence or Community Emergency Centre. It is also useful to learn First Aid, how to deal with small fires and how to evacuate your house in the event of a fire.

#### **Plan to recover after a disaster**

Make sure your insurance cover is adequate and up to date and that important documents can easily be gathered if you have to evacuate.





## **2.0 YOUR GETAWAY KIT**

In some emergencies, such as a flood or volcanic eruption, you will need to evacuate and take your Getaway Kit with you. Don't forget, you will also need to consider how you will care for your pets during an evacuation. Everyone in the house should have a Getaway Kit. This kit should include:

- ▶ Essential items from your Emergency Survival Kit

### **Family documents**

- ▶ Birth and marriage certificates
- ▶ Drivers licenses and passports
- ▶ Financial information (insurance policies, mortgage information, etc)
- ▶ Family photos

### **Personal items**

- ▶ Towels, soap, toothbrush, toothpaste, toilet paper and sanitary items
- ▶ Hearing aids, glasses, mobility aids for elderly or vulnerable members of your house





### **3.0 YOUR EMERGENCY KIT**

In most emergencies you should be able to stay at home or at your workplace. In this situation, you may have to rely on your Emergency Survival Kit. This kit should include:

#### **Emergency items**

- Torch with spare batteries
- Radio with spare batteries (check all batteries every 3 months)
- A change of clothes for all family members (wind and waterproof clothing, sun hats, and strong outdoor shoes)
- First aid kit and essential medicines
- Blankets or sleeping bags
- Pet supplies
- Toilet paper and large rubbish bags for your emergency toilet
- Face and dust masks

#### **Food and water for at least three days**

- Non-perishable food (canned or dried food)
- Bottled water (at least 3 litres per person, per day for drinking)
- Plan how to get water for washing and cooking
- A primus or gas barbeque to cook on
- A can opener
- Check and replace food and water every twelve months.

#### **Supplies for babies and small children**

- Food, formula and drink
- Change of clothing and nappies
- Toys or favourite activity

Place your Emergency Kit somewhere that is easy to get to in an emergency and make sure everyone in your house knows where it is kept. If you keep some of your Emergency Kit items in the house for everyday use, make sure you know where to find them quickly when an emergency occurs.





## 4.0 FIRST AID KIT

If someone you care for is injured in a disaster, your knowledge of First Aid may be the difference between life and death. Many organisations provide First Aid training courses. It is recommended that you take a First Aid course, followed by regular refresher sessions.

You can buy First Aid Kits ready made. If you are making your own, you can download a list of the minimum recommended items required from the website: [www.getthru.govt.nz](http://www.getthru.govt.nz)

If someone you care for is injured in a disaster, your knowledge of First Aid may be the difference between life and death. Many organisations provide First Aid training courses. It is recommended that you take a First Aid course, followed by regular refresher sessions.

For a list of providers for first aid courses and kits:

[http://www.civildefence.govt.nz/memwebsite.nsf/wpg\\_URL/For-the-CDEM-Sector-Links-First-Aid?OpenDocument](http://www.civildefence.govt.nz/memwebsite.nsf/wpg_URL/For-the-CDEM-Sector-Links-First-Aid?OpenDocument)

### First Aid Kit

You can buy First Aid Kits ready made. If you are making your own, these items are recommended by St. John as the minimum required for families.

- ▶ Triangular bandages (2)
- ▶ Roller bandages- 50mm (1 roll) and 75 mm (1 roll)
- ▶ Sterile gauze- 7.5 x 7.5 (2)
- ▶ Adhesive wound dressing- 6 cm wide x 1 metre long (1 strip)
- ▶ Plaster strip dressings (1 packet)
- ▶ Adhesive tape- 25mm hypoallergenic (1 roll)
- ▶ Sterile non-adhesive pads- small (2) and large (3)
- ▶ Sterile eye pad
- ▶ Eye wash container
- ▶ Eye wash solution- Saline Steritube 30ml (1)
- ▶ Antiseptic solution- Chlorhexidine Steritube 30ml (4)
- ▶ Safety pins (1 card)
- ▶ Scissors (1 pair)
- ▶ Splinter forceps (1 pair)
- ▶ Disposable gloves (2 pairs)
- ▶ Accident register and pencil
- ▶ First Aid Manual
- ▶ Card listing local emergency numbers





## **5.0 CARING FOR SICK / VULNERABLE PEOPLE**

If you, or a member of your household or community has a disability, make arrangements now with a family member, friend or neighbour to help in an emergency.

### **Hearing impairment**

People with hearing impairment may not hear warning systems or radio broadcasts. Make arrangements to be sure that someone will notify a hearing impaired person in the event of an emergency.

### **Sight impairment**

People with sight impairment could experience difficulties if they have to evacuate or go to an unfamiliar Civil Defence Centre. Arrange a 'buddy system' so they will have someone to help them cope.

### **Asthma and respiratory problems**

An asthma sufferer or someone with a respiratory disorder may be affected by volcanic ash, dust or the stress of an emergency. Make sure you have plenty of medicines and dust masks in your Emergency Survival and Getaway Kits.

### **Special food needs**

If you are caring for someone with special food needs, make sure you include food for them in your Emergency Survival Kit.

### **Mobility impairment**

You will need to include mobility aids in your Emergency Survival Kit if you or someone you are caring for has difficulty with mobility. This will help the person cope if they have to evacuate to a different area.

## **6.0 CARING FOR PETS AND LIVESTOCK**

Remember, your pets will be affected by a disaster, too. Follow these steps to make sure they get through as well.

- Include your pets in your disaster planning
- Attach a permanent disc to your pet's collar that clearly states your phone number, name and address, if there is room
- If possible, take your pet's vaccination records with you if you have to evacuate. This will help your pet be rehoused if necessary
- Include a carry box, towel or blanket in your Emergency Survival Kit. Put your name and phone number on the box
- Keep an emergency supply of pet food
- Check with your local council about their arrangements for assisting with domestic animal issues
- If you are unable to take your animals with you, you should release penned animals, if possible





## 7.0 STORING WATER

Household water supplies, including drinking water, could be affected. Having a supply of water is absolutely essential and you need to store water for an emergency.

You need about **3 litres of drinking water** for each person each day. You also need about one litre of water for each of the following:

- washing food and cooking for each meal
- washing dishes after a meal
- washing yourself (one litre per day for each person)

Your hot water cylinder and toilet cistern are valuable sources of water. Check that your hot water cylinder and header tank are well secured and try to avoid putting chemical cleaners in the cistern. Also, keep on hand a supply of household bleach, for disinfecting.

## 8.0 DRINKING WATER

- To store enough drinking water for three days, prepare six large plastic soft drink bottles of water for each person, including children. Add some extra for pets
- Wash bottles thoroughly in hot water
- Fill each bottle with tap water until it overflows. Add five drops of household bleach per litre of water and put in storage. Do not drink for at least 30 minutes after disinfecting
- Label each bottle with dates showing when the bottles were filled and when they need to be refilled
- Check the bottles every 12 months. If the water is not clear, throw it out and refill clean bottles with clean water and bleach
- Store bottles in two separate places, somewhere dark away from direct sunlight where there is not likely to be flooding
- Alternatively, fill plastic ice cream containers with water, cover, label and keep in the freezer. These can help keep food cool if the power is off and can also be used for drinking
- Keep a supply of ice cubes and fruit juices

## 9.0 HANDY HINTS

Collect rain water but make sure that you disinfect it with household bleach (1/2 teaspoon to 10 litres). If you're at all uncertain as to the quality of water, e.g. from a well that has been flooded, or if it might have been contaminated by smoke or ash DO NOT drink it.





## **10.0 GET YOUR CAR READY**

If you are in your car or driving when a disaster strikes, you will need to know what to do. Follow these simple steps:

- If you drive to work, understand that you may be stranded in your vehicle for some time. A flood, snow storm or major traffic accident could make it impossible to proceed
- Store a pair of walking shoes, waterproof jacket, essential medicines, snack food, water and a torch in your car
- In an earthquake, pull over to the side of the road and stop
- Do not drive in floodwaters
- You can get up to date roading information at [www.aaroadwatch.co.nz](http://www.aaroadwatch.co.nz)

## **11.0 GET YOUR BUSINESS READY**

You should have a Workplace Emergency Plan.

- Businesses have an OSH and Fire Regulations obligation to be prepared for an emergency. This will help you identify potential hazards and plan for your staff during and after an emergency
- Get your staff ready. Ensure every member of staff has these items: walking shoes, waterproof jacket, torch, snack food and water by their desks
- Get involved in business continuity and emergency plans at industry level.

Find out more about **Workplace Emergency Planning** at [www.getthru.govt](http://www.getthru.govt)





## 12.0 EARTHQUAKES

There are hundreds of earthquakes in New Zealand every year, but most of them are not felt because they are either small, or very deep within the earth. However, a large, damaging earthquake could occur at any time. The biggest danger you face in an earthquake comes from falling debris and collapsing structures such as buildings and bridges.

### Before an earthquake

Getting ready before an earthquake strikes will help reduce damage to your home and business and help you survive.

- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you can cope with being on your own for up to three days or more
- Identify safe places within your home, school or workplace. A safe place is:
  - under a strong table; remember to hold onto the legs
  - next to an interior wall
  - somewhere close to you, no more than a few steps, or two metres away, to avoid injury from flying debris
- Secure heavy items of furniture to the floor or wall. Visit [www.eq-iq.org.nz/](http://www.eq-iq.org.nz/) to find out how to quake-safe your home
- Seek qualified advice to make sure your house is secured to its foundations. Also check that any renovations comply with the New Zealand Building Code

### During an earthquake

- If you are inside a building, move to a safe place
- If you are outside, move no more than a few steps, then drop, cover and hold
- If you are driving, pull over and stop
- If you are at the beach or near the coast, drop, cover and hold then move to higher ground immediately in case a tsunami follows the quake

### After an earthquake

- You should expect to feel aftershocks
- Help those around you if you can
- If you are in a damaged building, try to get outside and find a safe, open place
- If you smell gas, try and turn off the gas main outside the building if it is safe to do so
- If you see sparks, broken wires or evidence of electrical system damage, turn off the electricity at the main fuse box if it is safe to do so
- Listen to the radio for information and advice
- If your property is damaged take notes and photographs for insurance purposes





## **13.0 STORMS**

Damaging wind is caused by cyclones, tornados or areas of very low pressure air called deep depressions. The MetService issues a strong wind warning when winds of over 87km/h are expected over land. Follow these steps to get through the dangers of strong winds:

### **Before a storm**

Getting ready before a cyclone strikes will help reduce damage to your home and business and help you survive.

- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you can cope with being on your own for three days or more
- Check that your roof and guttering is secure every two years
- Keep materials at hand for repairing windows, such as tarpaulins, boards and duct tape
- If you are renovating or building, make sure all work complies with the New Zealand building code which has specific standards to minimise storm damage

### **When a warning is issued**

- Pick up any debris around your house that could become airborne
- Bring rubbish bins indoors
- Bring pets inside. Move stock to shelter
- Listen to your local radio station for information

### **During a storm**

- Open a window on the side of the building away from the wind. This will relieve pressure on the roof and help prevent it lifting
- Close all curtains to slow down flying glass and airborne objects
- Stay away from doors and windows. If the wind becomes destructive, shelter further inside the house
- Don't walk around outside. Don't drive unless absolutely necessary

### **After a storm**

- Contact your local council and insurance company if your house or building has been severely damaged
- Ask your council for advice on how to clean up debris safely



## 14.0 FLOODS

Floods are a common hazard in New Zealand. A flood becomes dangerous in the following conditions:

- If the water is travelling very fast
- If the water is very deep
- If the floods have risen very quickly
- If the floodwater contains debris, such as trees and sheets of corrugated iron

Getting ready before a flood strikes will help reduce damage to your home and business and help you survive.

### Before a flood

- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you can cope with being on your own for three days or more
- Find out if your home or business is at risk from flooding. If there is a risk, your local council can give you information to help you reduce the effects. This information could cover:
  - Evacuation plans
  - How to protect items in your home or business by raising them above floor level
  - How you can reduce the risk of future flooding to your home or business
- Know where the closest high ground is and how to get there
- Keep your insurance up to date

### When a flood threatens

- Listen to your local radio station for information and follow the advice and instructions from Civil Defence Emergency Management
- You will receive a warning from your local council or Civil Defence Emergency Management Group. Talk to them to find out how they will warn you

### During a flood

- Move out of the flooded area or go to the nearest high ground
- Lift household items as high above the floor as possible
- Do not attempt to drive or walk through floodwaters unless it is absolutely essential
- Stay in a safe place. Do not go sightseeing.

### After a flood

- If you have been affected, have your house inspected and the damage assessed

## 15.0 TSUNAMI

A tsunami is a series of sea waves caused by an earthquake, landslide or volcanic eruption beneath or near the ocean.

### How much warning will you have?

There are three distinct types of tsunami – distant, regional and local. In the case of a distant tsunami, we will have more than three hours warning. A regional tsunami will be between one and three hours away, while a local tsunami – the most dangerous – may only give us a few minutes warning.

### Tsunami warning

Here are the ways you will know that a tsunami is approaching.

- The Ministry of Civil Defence & Emergency Management will issue a national warning on the television and radio
- You will receive a warning from your local council or Civil Defence Emergency Management Group
- If you are at the coast and you feel a strong earthquake, see the sea receding (the waterline moving away from the shore), the sea bubbling or making a roaring sound, move to higher ground immediately.
- Be aware that there may be more than one wave, sometimes as many as seven, and it may not be safe for up to 24 hours. The waves that follow the first one may also be bigger

### Before a Tsunami

- If you live in a coastal area, check with your council about the level of risk a tsunami may pose
- Check with your local Civil Defence Emergency Management Group to find out what warning procedures you should expect
- Develop a Household Emergency Plan and ensure you have a Getaway Kit ready should you need to leave in a hurry
- Know where the nearest high ground is and how you will reach it. Higher ground should be at least 35 metres above sea level or at least 1km inland. Plan your escape route now with your household
- If you are buying land, investing or building in a coastal area, talk to your council about the risks of a tsunami, coastal storm surge and erosion

### During a tsunami

If you haven't done so already, move immediately to the nearest higher ground.

### After a tsunami

- Listen to the radio for civil defence advice
- Do not go down to the sea until you have been told it is safe to do so



## 16.0 VOLCANIC ERUPTION

There are seven active volcanic regions in New Zealand. Those living in these regions are at risk from volcanic ash, debris, lahars and lava flows. A major eruption can deposit huge quantities of ash across vast areas creating serious problems.

### Before a volcanic eruption

- Find out if you live in a volcanic area and the hazards that could affect you
- If you live in an area that could experience a lahar or lava flow, make sure you know a quick route to safe ground
- Talk to your local Civil Defence Emergency Management Group about how they will warn you of a volcanic eruption
- Develop a Household Emergency Plan and prepare an Emergency Survival Kit so that you will cope with being on your own for three days or more
- You should also plan what you need in your Getaway Kit in case you need to evacuate

### When a volcanic eruption threatens

- If a life-threatening eruption is likely to occur, a Civil Defence Emergency will be declared and the danger area will be evacuated
- Listen to your radio for information and follow Civil Defence Emergency Management advice

### During a volcanic eruption

- Save water in your bath, basins, containers or cylinders at an early stage. Your normal water supply may become polluted
- Bring your pets indoors and stay indoors as much as possible
- If you have to go outside, wear a dust mask and goggles. This will keep ash out of your eyes and lungs
- Keep your gutters and roof clear of ash. Heavy deposits of ash can collapse your roof
- Turn your electricity and gas off at the mains
- Do not leave your home unless advised by Civil Defence Emergency Management officials

### After a volcanic eruption

- Do not return to your home until Civil Defence Emergency Management officials have told you that it is safe to do so
- If you are affected by the eruption, have your house inspected and the damage assessed





## 17.0 LANDSLIDE

A landslide is the movement of rock and soil down a slope. Landslides can range in size from a single boulder in a rock fall to a very large avalanche of debris with huge quantities of rock and soil that can be spread across many kilometres.

Heavy rain, floods or earthquake shaking can cause a landslide. Human activity, such as removal of trees and vegetation, steep roadside cuttings or leaking water pipes can also cause landslides.

### Before a landslide

Getting ready before a landslide will help reduce damage to your home and business and help you survive.

- Find out from your council if there have been landslides in your area before and where they might occur again
- Check for signs that the ground may be moving. These signs include:
  - Sticking doors and window frames
  - Gaps where frames are not fitting properly
  - Decks and verandahs moving or tilting away from the rest of the house
  - New cracks or bulges on the ground, road or footpath
  - Leaning trees, retaining walls or fences
  - Water springs, seeps or waterlogged ground in areas that are not usually wet

### If you think a landslide is about to happen

You will need to know how to respond immediately

- Evacuate and take your Getaway Kit with you
- Contact your local Civil Defence Emergency Management Office
- Warn neighbours who might be affected

### After a landslide

- Do not return to a site that has been affected by a landslide until it has been properly inspected
- Take photographs and notes for insurance purposes when it is safe to do so



## 18.0 RADIO STATIONS

The following radio networks will carry civil defence information and advice in an emergency.

- National Radio
- Newstalk ZB
- Classic Hits
- More FM
- Radio Live

Know how to tune in to one of these stations in your area and record the station bandwidth in your Emergency Plan.

## 19.0 OTHER EMERGENCIES

### What to do in a pandemic

For up to date information, see [www.moh.govt.nz](http://www.moh.govt.nz)

### What to in a fire

For fire readiness and response, see [www.fire.org.nz](http://www.fire.org.nz)

### Bomb Threat / Terrorism

For information on criminal acts and terrorism, see [www.police.govt.nz](http://www.police.govt.nz)

## MORE INFORMATION

For more information on being prepared, or to link to your nearest council visit [www.getthru.govt.nz](http://www.getthru.govt.nz)

To make sure your home is **quake-safe**, visit [www.eqc.govt.nz](http://www.eqc.govt.nz)

For weather updates visit [www.metservice.co.nz](http://www.metservice.co.nz)

For updates on earthquake, volcano, landslide and tsunami hazards visit [www.geonet.org.nz](http://www.geonet.org.nz)

Download a copy of the Household Emergency Plan at [www.getthru.govt.nz](http://www.getthru.govt.nz)

## 20.0 CONTACTS



The primary responsibility for civil defence at a local level rests with your council. Regional and local councils work together to develop civil defence plans to address issues unique to your region. Contact your nearest council for information or assistance.

### Northland

#### Northland Regional Council

Postal Address:  
36 Water Street  
Private Bag 9021  
Whangarei 0120  
Tel: (09) 438 4639 (09) 438 4639  
Fax: (09) 438 0012  
[Northland Regional Council](#)  
[Northland Regional Emergency Management](#)

#### Far North District Council

Postal Address:  
Memorial Avenue  
P O Box 752  
Kaikohe 0400  
Tel: (09) 405 2750 (09) 405 2750  
Fax: (09) 401 2137  
[Far North District Council](#)

**Kaipara District Council**

Postal Address:  
42 Hokianga Road  
Private Bag 1001  
Dargaville 0300  
Tel: (09) 439 7059 (09) 439 7059  
Fax: (09) 439 6756  
[Kaipara District Council](#)

**Whangarei District Council**

Postal Address:  
Rust Avenue  
Private Bag 9023  
Whangarei 0120  
Tel: (09) 430 4200 (09) 430 4200  
Fax: (09) 438 7632  
[Whangarei District Council](#)

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**Auckland****Auckland Regional Council**

Postal Address:  
21 Pitt Street  
Private Bag 92012  
Auckland 1032  
Tel: (09) 366 2000 (09) 366 2000  
Fax: (09) 373 4907  
[Auckland Regional Council](#)  
[Auckland Regional Civil Defence Emergency Management Group](#)

**Auckland City Council**

Postal Address:  
1 Greys Avenue  
Private Bag 92-516  
Wellesley Street  
Auckland 1036  
Tel: (09) 379 2021 (09) 379 2021  
Fax: (09) 307 7579  
[Auckland City Council](#)

**Franklin District Council**

Postal Address:  
82 Manukau Road  
Private Bag 5  
Pukekohe 1800  
Tel: (09) 237 1300 (09) 237 1300  
Fax: (09) 237 1301  
[Franklin District Council](#)

**Manukau City Council**

Postal Address:  
31-33 Wiri Station Road  
Private Bag 76917  
Manukau City 1730  
Tel: (09) 262 8915 (09) 262 8915  
Fax: (09) 262 5151  
[Manukau City Council](#)

**North Shore City Council**

Tuatusi meli:  
1 The Strand  
Private Bag 93500  
Takapuna 1332  
Tel: (09) 478 9696 (09) 478 9696  
Fax: (09) 478 3233  
[North Shore City Council](#)

**Papakura District Council**

Postal Address:  
35 Coles Crescent  
Private Bag 7  
Papakura 1730  
Tel:(09) 299 8870 (09) 299 8870  
Fax: (09) 298 1906  
[Papakura District Council](#)

**Rodney District Council**

Postal Address:  
Centreway Road  
Private Bag 500  
Orewa 1461  
Tel: (09) 426 5169 (09) 426 5169  
Fax: (09) 426 7280  
[Rodney District Council](#)

**Waitakere City Council**

Physical Address:  
6 Henderson Valley Road,  
Henderson,  
Waitakere  
Postal Address:  
Private Bag 93 109,  
Henderson,  
Waitakere 0650  
Tel: (09) 839 0400 (09) 839 0400  
Fax: (09) 837 4076  
[Waitakere City Council](#)

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**Waikato****Waikato Regional Council**

Postal Address:  
401 Grey Street  
PO Box 4010  
Hamilton East 2032  
Freephone: 0800 800 401 0800 800 401  
Tel: (07) 859 0999 (07) 859 0999  
Fax: (07) 859 0998  
[Waikato Regional Council](#)  
[Waikato Region Civil Defence Emergency Management Group](#)

**Hamilton City Council**

Postal Address:  
Garden Place  
Private Bag 3010  
Hamilton 2020  
Tel: (07) 838- 6699  
Fax:(07) 838-6599  
[Hamilton City Council](#)



**Otorohanga District Council**

Postal Address:  
Maniapoto Street  
PO Box 11  
Otorohanga 2564  
Tel: (07) 873 8199 (07) 873 8199  
Fax: (07) 873 4300  
[Otorohanga District Council](#)

**South Waikato District Council**

Postal Address:  
Torphin Crescent  
Private Bag  
Tokoroa 2392  
Tel: (07) 885 0778 (07) 885 0778  
Fax: (07) 885 0777  
[South Waikato District Council](#)

**Taupo District Council**

Postal Address:  
72 Lake Terrace  
Private Bag 2005  
Taupo 2730  
Tel: (07) 376 0803 (07) 376 0803  
Fax: (07) 376 0619  
[Taupo District Council](#)

**Thames-Coromandel District Council**

Postal Address:  
515 Mackay Street  
Private Bag 1001  
Thames  
Tel: (07) 868 0200 (07) 868 0200  
Fax: (07) 868 9586  
[Thames-Coromandel District Council](#)

**Waipa District Council**

Postal Address:  
101 Bank Street  
Private Bag 2402  
Te Awamutu 2400  
Tel: (07) 872 0030 (07) 872 0030  
Fax: (07) 872 0033  
[Waipa District Council](#)

**Waikato District Council**

Postal Address:  
15 Galileo Street  
Private Bag 544  
Ngaruwahia 2171  
Tel: (07) 824 8633 (07) 824 8633  
Fax: (07) 824 8091  
[Waikato District Council](#)

**Waitomo District Council**

Postal Address:  
Queen Street  
PO Box 404  
Te Kuiti 2500  
Tel: (07) 878 0800 (07) 878 0800  
Fax: (07) 878 7771  
[Waitomo District Council](#)



**Bay Of Plenty****Bay Of Plenty Regional Council**

Postal Address:

Quay Street

PO Box 364

Whakatane 3080

Tel: 0800 368 267 0800 368 267

Fax: 0800 368 329

[Bay Of Plenty Regional Council](#)[Environment Bay of Plenty Regional Council Civil Defence pages](#)**Kawerau District Council**

Postal Address:

Ranfurly Court

Private Bag

Kawerau 3083

Tel: (07) 323 4123 (07) 323 4123

Fax: (07) 323 8072

[Kawerau District Council](#)**Opotiki District Council**

Postal Address:

108 St. John Street

PO Box 44

Opotiki 3092

Tel: (07) 315 6167

Fax: (07) 315 7050

[Opotiki District Council](#)**Rotorua District Council**

Postal Address:

1061 Haupapa Street

Private Bag RO 3029

Rotorua 3220

Tel: (07) 348 4199 (07) 348 4199

Fax: (07) 346 3143

[Rotorua District Council](#)**Tauranga District Council**

Willow Street, Tauranga

Postal Address:

Private Bag

Tauranga

Tel: (07) 577 7000 (07) 577 7000

Fax: (07) 577 7193

[Tauranga Emergency Management Office](#)**Western Bay Of Plenty District Council**

Postal Address:

Barkes Corner, Greerton

Private Bag 12-803

Tauranga 3020

Tel: (07) 571 8008 (07) 571 8008

Fax: (07) 541 2168

[Western Bay of Plenty DC](#)



**Whakatane District Council**

Postal Address:  
Commerce Street  
Private Bag 1002  
Whakatane 3080  
Tel: (07) 306 0500 (07) 306 0500  
Fax: (07) 307 0718  
[Whakatane District Council](#)

**Gisborne**

**Gisborne District Council**

Postal Address:  
Fitzherbert Street  
PO Box 747  
Gisborne 3815  
Tel: (06) 867 2049 (06) 867 2049  
Fax: (06) 867 2884  
[Gisborne District Council](#)  
[Gisborne Regional Council Civil Defence Emergency Management](#)

**Taranaki**

**Taranaki Regional Council**

Postal Address:  
47 Cloten Road  
Private Bag 713  
Stratford 4700  
Tel: (06) 765 7127 (06) 765 7127  
Fax: (06) 765 5097  
[Taranaki Regional Council](#)

**Emergency Management Office**

45 Robe Street  
New Plymouth 4601  
Tel: (06) 758 1110 (06) 758 1110  
Freephone: (0800) 900 049 (0800) 900 049  
Fax: (06) 757 8019  
[Emergency Management page](#)

**New Plymouth District Council**

Postal Address:  
Liardet Street  
Private Bag 2025  
New Plymouth 4620  
Tel: (06) 759 6060 (06) 759 6060  
Fax: (06) 759 6062  
[New Plymouth District Council](#)

**Please note:** All Civil Defence matters are to be directed to Taranaki Regional Council - Freephone (0800) 900 049 (0800) 900 049

**South Taranaki District Council**

Postal Address:  
Albion Street  
Private Bag 902  
Hawera 4800  
Tel: (06) 278 0555 (06) 278 0555  
Freephone: 0800 111 323 0800 111 323  
Fax: (06) 278 8757

**Please note:** All Civil Defence matters are to be directed to Taranaki Regional Council - Freephone (0800) 900 049 (0800) 900 049





**Stratford District Council**

Postal Address:  
Miranda Street  
PO Box 320  
Stratford 4700  
Tel: (06) 765 6099 (06) 765 6099  
Fax: (06) 765 7500

**Please note:** All Civil Defence matters are to be directed to Taranaki Regional Council - Freephone (0800) 900 049 (0800) 900 049

**Hawkes Bay**

**Hawkes Bay Emergency Management Group**

[Hawkes Bay Group Website](#)

**Hawkes Bay Regional Council**

Postal Address:  
159 Dalton Street  
Private Bag 6006  
Napier 4020  
Phone: (06) 835 9200 (06) 835 9200  
Fax: (06) 835 3601  
[Hawkes Bay Regional Council](#)  
[Hawkes Bay Regional Council Civil Defence pages](#)

**Napier City Council**

Postal Address:  
Private Bag 6010  
Napier 4020  
Phone: (06) 835 7579 (06) 835 7579  
Fax: (06) 835 7574  
[Napier City Council](#)

**Central Hawkes Bay District Council**

Postal Address:  
PO Box 127  
Waipawa  
Ph: (06) 857 8060 (06) 857 8060  
Fax: (06) 857 7179  
[Central Hawkes Bay District Council](#)

**Hastings District Council**

Postal Address:  
Lyndon Road east  
Private Bag 9002  
Hastings 4220  
Phone: (06) 878 0500 (06) 878 0500  
Fax: (06) 878 0581  
[Hastings District Council](#)

**Taupo District Council**

Postal Address:  
72 Lake Terrace  
Private Bag 2005  
Taupo 2730  
Phone: (07) 377 9899 (07) 377 9899  
Fax: (07) 378 0118  
[Taupo District Council](#)





**Wairoa District Council**

Postal Address:  
Queen Street  
PO Box 54  
Wairoa 4192  
Ph: (06) 838 7309 (06) 838 7309  
Fax: (06) 838 8874  
[Wairoa District Council](#)

**Manawatu/Wanganui**

**Manawatu / Wanganui Regional Council (Horizons Regional Council)**

Postal Address:  
11 - 15 Victoria Avenue  
Private Bag 11025  
Palmerston North 5320  
Phone: (06) 952 2800 (06) 952 2800  
Fax: (06) 952 2914  
[Horizons Regional Council](#)  
[Manawatu/Wanganui Civil Defence Emergency Management Group website](#)

**Palmerston North City Council**

Postal Address:  
The Square  
Private Bag 11034  
Palmerston North 5320  
Phone: (06) 356 8199 (06) 356 8199  
Fax: (06) 355 2262  
[Palmerston North City Council](#)

**Horowhenua District Council**

Postal Address:  
13 Bath Street  
Private Bag 4003  
Levin 5500  
Phone: (06) 949 4949 (06) 949 4949 (24 hrs)  
Fax: (06) 368 7110  
[Horowhenua District Council](#)

**Manawatu District Council**

Postal Address:  
135 Manchester Street  
Private Bag 10001  
Feilding 5600  
Phone: (06) 323 0829 (06) 323 0829  
Fax: (06) 323 0822  
[Manawatu District Council](#)

**Rangitikei District Council**

Postal Address:  
High Street  
Private Bag 1102  
Marton 5460  
Phone: (06) 327 8174 (06) 327 8174  
Fax: (06) 327 6970  
[Rangitikei District Council](#)





**Ruapehu District Council**

Postal Address:  
Huia Street  
Private Bag 1001  
Taumarunui 2600  
Phone: (07) 895 8188 (07) 895 8188  
Fax: (07) 895 3256  
[Ruapehu District Council](#)

**Tararua District Council**

Postal Address:  
26 Gordon Street  
PO Box 115  
Dannevirke 5491  
Phone: (06) 374 4080 (06) 374 4080  
Fax: (06) 374 4137  
[Tararua District Council](#)

**Wanganui District Council**

Postal Address:  
101 Guyton Street  
PO Box 637  
Wanganui 5015  
Phone: (06) 349 0515 (06) 349 0515  
Fax: (06) 349 0000  
[Wanganui District Council](#)

**Wellington**

**Wellington Regional Council**

Postal Address:  
142 - 146 Wakefield Street  
PO Box 11646  
Wellington 6034  
Phone: (04) 384 5708 (04) 384 5708  
Fax: (04) 385 9855  
[Wellington Regional Council](#)  
[Wellington Region Emergency Management](#)

**Wellington City Council**

Postal Address:  
Wellington Emergency Management Office  
2 Turnbull Street, Thorndon  
PO Box 2199  
Wellington 6015  
Phone: (04) 460 0650 (04) 460 0650  
Fax: (04) 473 7982  
[Wellington City Council](#)

**Hutt City Council**

Postal Address:  
30 Laings Road  
Private Bag 31912  
Lower Hutt 6320  
Phone: (04) 570 6666 (04) 570 6666  
Fax: (04) 566 5493  
[Hutt City Council](#)



**Porirua City Council**

Postal Address:  
Cobham Court  
PO Box 50-218  
Porirua 6215  
Phone: (04) 237 5089 (04) 237 5089  
Fax: (04) 237 6384  
[Porirua City Council](#)

**Upper Hutt City Council**

Postal Address:  
838 - 842 Fergusson Drive  
Private Bag 907  
Upper Hutt 6420  
Phone: (04) 527 2169 (04) 527 2169  
Fax: (04) 528 2652  
[Upper Hutt City Council](#)

**Carterton District Council**

Postal Address:  
Holloway Street  
PO Box 9  
Carterton 5951  
Phone: (06) 379 6626 (06) 379 6626  
Fax: (06) 379 7832  
[Carterton District Council](#)

**Kapiti Coast District Council**

Postal Address:  
175 Rimu Road  
Private Bag 601  
Paraparaumu 6450  
Phone: (04) 296 4700 (04) 296 4700  
Fax: (04) 296 4830  
[Kapiti Coast District Council](#)

**Masterton District Council**

Postal Address:  
64 Chapel Street  
PO Box 44  
Masterton 5915  
Phone: (06) 370 6300 (06) 370 6300  
Fax: (06) 378 8400  
[Masterton District Council](#)

**South Wairarapa District Council**

Postal Address:  
Kitchener Street  
PO Box 6  
Martinborough 5954  
Phone: (06) 306 9611 (06) 306 9611  
Fax: (06) 306 9373  
[South Wairarapa District Council](#)

**Ministry of Civil Defence & Emergency Management**

Level 9, 22 The Terrace  
PO Box 5010  
Wellington  
Tel (04) 473 7363 (04) 473 7363  
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Web: <http://www.civildefence.govt.nz>  
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