



Mooikloof Ridge

Evacuation plan &
Procedures

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1. Introduction

- The purpose of this document is to assist the Estate in-case of an emergency that requires a partial or full evacuation of the Estate.
- Depending on the type of emergency, the plans, procedures and routes could change and new plans, procedures and routes will be decided by the EMS personnel and the Estate Management.

- Abbreviations:
- EM- Estate Manager
- SM- Security Manager
- EMS- Emergency services
- JOC- Joint Operations Centre
- PPE- Personal Protective Equipment

2. Type of emergency

- 1. Fire
- 2. Bomb Threat
- 3. Medical
- 4. Civil Disobedience
- 5. Disasters

2.1 Fire

- F- find
- I- inform
- R- relocate
- E- extinguish

1. Depending on the magnitude of the fire, an evacuation can only be called by the EM or the SM In the EM'S absence.
2. All persons being evacuated will be directed to the designated assembly area whilst the evacuation route is being prepared. At the assembly area the nominated person/s from the complex will do a head count of the units that were evacuated and will be crossed off on a tick sheet. Once this is complete the final evacuation will begin.
3. Any person/s not accounted for, this information must be given to the Fire Department when they arrive. (name of complex , number of people & unit number)

2.2 Bomb Threat

- Refer to checklist.

- Procedure after receiving call once the bomb has been discovered

1. Area will be cordoned off by security
2. All person/s in the area will be evacuated to the assembly point.
3. Evacuation will only be done if all areas on the Estate will be affected or if the bomb squad has ordered a partial or full evacuation.

- Procedure if a suspicious parcel has been found by members of the Estate

1. The control room must be informed immediately.
2. Control room will call the EM & SM who will evaluate the situation and give feedback to the control room to call EMS.
3. Areas will be cordoned off and people in the area will be directed to assembly area until the bomb squad arrives.

2.3 Medical emergency

1. Call the ambulance.
2. Provide the following important information:
 - 2.1. Nature of the emergency
 - 2.2. location of the emergency (complex name and unit no.)
 - 2.3. Your name and number and where you are calling from.
1. Do not move the victim unless absolutely necessary or in harms way.
2. Call the person/s on the emergency contact list who has first aid training to provide medical assistance prior to the arrival of the ambulance.
3. In the absence of such person, the EM or SM must stop the bleeding if necessary and clear the breathing passages or perform the Heimlich Maneuver.
4. PPE must be used when assisting any person in need of medical attention.

2.4 Civil Disobedience

- 1. Close all gates at the main entrance.
- 2. Inform local law enforcement and request that the public order policing unit be dispatched.
- Cordon off area from the outside circle to the main gate.
- Call all Security staff to the main gate to contain and deny access until SAPS arrive.

2.5 Disasters – Air Disaster, Chemical Spill, Tornado etc.

- Contact the following:
 - 1. Estate Manager
 - 2. Security Manager
 - Control Room
 - SAPS
 - Netcare 911
- Cordon off effected area and evacuate all non effected residents.
- Hand over to disaster management on arrival.
- Lend assistance where possible.

3. Emergency contact numbers

- Police- 10111
- Ambulance- 082911
- Fire- 012 310 6300
- EMS- 012 358 2124
- (EM) Theo Van Rensen- 071 685 6438
- (SM) Dean de Lange- 071 154 1109
- MKR Office- 012 480 4051
- Control Room- 012 480 4551/ 071 685 6438

4. Zones

- Red Zone

Bishops Court
Bishop Rock
Cresent View
Fair Acres
Greenfields
Greystone
Highlands
Middelton
Oakhill
Olive Grove
Rock Haven
Sable Mansions
Silk Tree
Stone Forest
Valley Farm
Windmill

- Blue Zone

Bush Willow
Country Walk
Eaglewood
Falcon Heights
Leopard Walk
Lion Sands
Pebble Sands
Rondebosch
The Stables
Wind Chime

5. Evacuation Routes

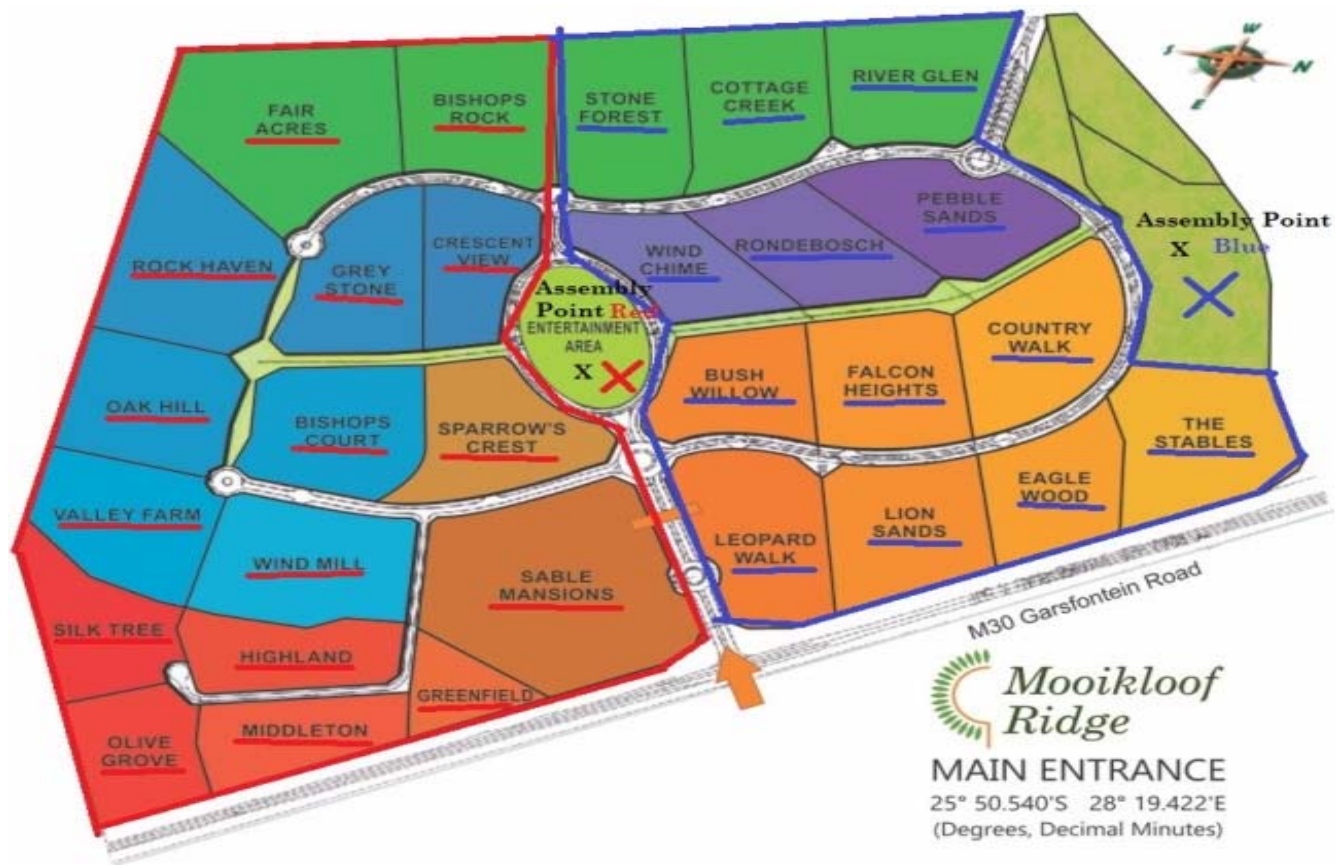
- Red Zone

1. All the units in the Red Zone will proceed down towards Augrabies street and turn left at the fountain circle and right at the Blyde T-junction towards the Clubhouse area.
2. A Marshall may be present at each circle/interchange to assist residents towards the Clubhouse field area.

- Blue Zone

1. All the units in the blue Zone will proceed down Augrabies street towards the open field situated at the bottom of the Estate on the Northern border.
2. Marshalls will also be present to assist.

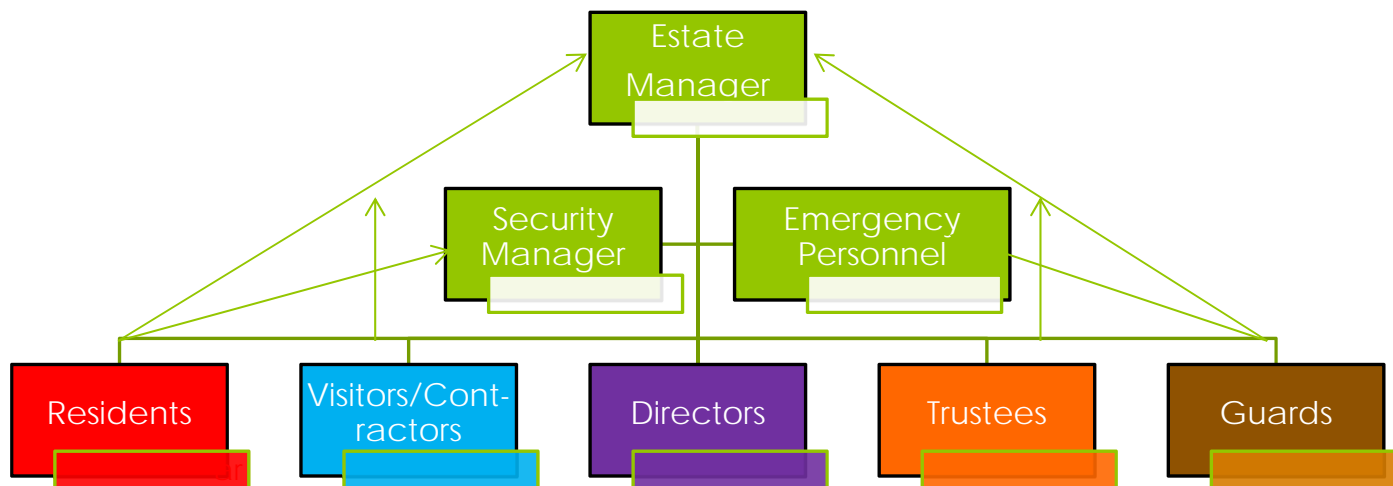
6. Evacuation Site Plan



7. J.O.C (joint operations centre)

- J.O.C only happens when the entire estate has been placed under extreme danger and all complexes has to be evacuated.
- The head of the police, fire department, Ems, EM, SM will make their way to the control room where each department will direct their team using our infrastructure, two way radios, camera's and telephones.
- In the event that the control room needs to be evacuated, an offsite monitoring station will have to be setup whereby all communication can be sent and received. (future development)

8. Evacuation Reporting Structure



9. Call Signs/Radio Communication

- Estate Manager- Echo Mike
- Security Manager- Sierra Mike
- Red Zone – Romeo Zulu
- Blue Zone – Bravo Zulu
- SAPS- SAPS
- EMS- Mike Sierra
- Fire Department- Foxtrot Delta
- Ambulance- Ambulance/Paramedics
- Bomb Squad- Bravo Sierra