

# **BELIZE NATIONAL HAZARD MANAGEMENT PLAN**

## **Volume 5A      EVACUATION**

## **INTRODUCTORY STATEMENT**

The Belize National Hazard Plan will address the major natural or technological hazards that affect Belize on a frequent basis. It is a cooperative product designed with the input of all the relevant stakeholders from all the government ministries, international organizations, non-government organization (NGOs), community based organizations (CBOs) and the private sector. This plan fulfills the mandate of the National Emergency Management Organization (NEMO), which is to provide a comprehensive disaster management strategy with complementing disaster management plans at the national level. These are further mirrored at the district and more localized at the village levels.

All the plans developed are based on tested practices and procedures and are designed to be robust, yet dynamic in nature. They all provide a consensus upon which future guidance; amendments and updates can be made especially with the ever-changing society perception, technology and availability of resources. The first five contingency plans developed were designed to work independently of each other, however they are all intertwined in many ways and also work synergistically.

These plans are Belize's initial step in its quest for comprehensive disaster management. They will be the vanguard, paving the way, and will provide a solid foundation upon which future comprehensive disaster management strategy and plans will hinge and develop.

It is our hope that these plans with their supporting standard operational procedures will provide some guidance, structure and a way forward in our future efforts in disaster management.

E.E.ARTHURS (BG. Ret'd.)  
National Emergency Coordinator  
August 2003

## **EXECUTIVE SUMMARY**

The Belize National Evacuation Plan documents procedures for evacuation coordination at national level. Historically, major evacuations involving the Cayes, Belize City and other coastal areas have been occasioned by hurricanes. There is a high level of compliance to evacuation orders, and the majority of persons to be evacuated do so privately. The Cayes, Belize City and other coastal areas will be evacuated if threatened by a hurricane of Category Two strength or greater.

This plan outlines procedures to be taken at national level for the alerting of the population, establishment of assembly points, registration and transportation of the evacuees and their return. It is a sub-plan of the Belize National Hazard Management Plan, and will be supported by evacuation plans of District and Special Emergency Committees which are responsible for on-the-ground management of evacuations.

For hurricanes, the National Meteorological Service will advise the NEC/NEOC on the need for evacuation, based on the forecast track and intensity of the tropical cyclone system. The evacuation decision will be reviewed continually and can be called off at any time, on the advice of the Chief Meteorological Officer.

**SIGNATURE PAGE**

**This Plan has been approved by**

.....

**on**.....

.....  
**Hon. Said Musa, Prime Minister**

.....  
**Date**

**HISTORY OF REVIEWS AND AMENDMENTS**

**REVIEW/AMENDMENT**

**DATE**

**SIGNATURE.**

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## LIST OF ABBREVIATIONS

BAHA	Belize Agricultural Health Authority
BATSUB	British Army Training Support Unit Belize
BDF	Belize Defence Force
BEL	Belize Electricity Limited
BPA	Belize Ports Authority
BTL	Belize Telecommunications Ltd.
BTU	Belize Teachers' Union
BWS	Belize Water Services
CDERA	Caribbean Disaster Emergency Response Agency
CEPREDENAC	Central American Disaster Coordination Agency
CEO	Chief Executive Officer
CMO	Chief Meteorological Officer
Comm.	Committee
CZMAI	Coastal Zone Management Authority/Institute
D	District
DANA (C)	Damage Assessment and Needs Analysis (Committee)
DEC	District Emergency Committee (includes Special Emergency Committees)
DEOC	District Emergency Operations Centre
(D/SEOCs)	DEOCs and Special Committee EOCs
DEP. COORD.	Deputy Coordinator
DOE	Department of the Environment
D/SEOC	District or Special Committee Emergency Operations Centre
EICWC	Education, Information, Communication and Warning Committee
ECLAC	Economic Commission of Latin America and the Caribbean
FAC	Foreign Assistance Committee
GOB	Government of Belize
HAZ MAT	Hazardous Materials
HRM	Human Resource Management Committee
HRDPP	Hurricane Rehabilitation and Disaster Preparedness Project
HSC	Housing and Shelter Committee
EICWC	Education, Information, Communication and Warning Committee
IDA	Initial Damage Assessment
LSART	Land Search and Rescue Team
MCPHC	Medical Care and Public Health Committee
MEC	Mitigation and Environment Committee
MFA	Ministry of Foreign Affairs
Min.	Ministry
NAC	National Advisory Committee
NEC	National Emergency Coordinator
NEMO	National Emergency Management Organisation
NEOC	National Emergency Operations Centre



NEPPOS	National Emergency Preparedness Plan for Oil Spills - Belize
NFS	National Fire Service of Belize
NMS	National Meteorological Service
NSAREC	National Search and Rescue and Evacuation Committee
NSART	National Search and Rescue Team
ODPEM	Office of Disaster Preparedness and Emergency Management
PM	Prime Minister
RECON	Reconnaissance
RC	Recovery Committee
RUAC	Restoration of Utilities and Access Committee
RSMC	Relief and Supplies Management Committee
SAR	Search and Rescue
SARE (C)	Search and Rescue and Evacuation ( Committee )
SIT REP	Situation Report
SOPs	Standard Operating Procedures
SUMA	Supplies Management
UNDAC	United Nations Disaster Assessment Coordinator
VEC	Village Emergency Committee
VEOC	Village Emergency Operations Centre

## **GLOSSARY OF TERMS**

### **Advisory**

A formal message from a Hurricane Warning Office giving warning information together with details on tropical cyclone location, intensity and movement, and precautions that should be taken.

### **Bulletin**

A public release from a weather office, issued in the event of the occurrence or forecast occurrence of severe weather, including the developing stage of a tropical cyclone, or after formal advisories on a hurricane or tropical cyclone have been discontinued.

### **Disaster:**

Any adverse event (natural or human-induced) which disrupts the basic fabric and normal functioning of a society or community, giving rise to casualties and/or damage to property, infrastructure, essential services and means of livelihood on a scale which is beyond the capacity of the affected society to cope with without assistance

### **Disaster Management :**

A collective term encompassing all aspects of planning for and responding to disaster, including policy and administrative decisions and operational activities.

### **Disaster Management Cycle:**

Disaster management can be seen as a series of phases on a time continuum. "The Disaster Management Cycle". This is a six-stage system on this continuum, designed for effectively managing disasters by relying on (preventative, mitigatory) pre and post-disaster measures.

### **Damage Assessment:**

The preparation of quantified estimates of physical and economic damage resulting from a disaster.

### **Disaster Mitigation:**

Measures taken to reduce the loss of life, livelihood and property by hazards and disasters, either by reducing vulnerability or by modifying the hazard where possible.

### **Disaster Preparedness:**

Actions taken in advance of a disaster to minimise loss of life and damage, organise temporary removal of people and property from a threatened location, and facilitate timely and effective rescue, relief rehabilitation (which would enhance response, recovery and reconstruction actions) after the disaster.

#### Disaster Prevention:

Measures taken to prevent hazards from giving rise to disasters

#### Disaster Response/Relief

Actions intended to save lives, alleviate suffering and provide basic care in the immediate aftermath of a disaster.

#### Early Warning

Process of monitoring vulnerable areas or in order to forecast impact of a hazard so as to enable protective or preventive actions to be taken by disaster management officials

#### Emergency

An extraordinary situation in which there are serious and immediate threats to life and well-being

#### Evacuation

The removal of persons and property from a threatened area in order to safeguard life and property

#### Evacuation Route

Road or Highway designated by NEMO as a primary route for moving evacuees from threatened areas.

#### Hazard

A potentially damaging phenomenon, whether natural or man-induced

#### Hazardous Substance/Materials

Any substance or material which may be classified into one of the following categories: toxic, corrosive, flammable, explosive or infectious.

#### Initial Damage Assessment (IDA):

An assessment usually carried out within the first 48 hours after the impact of a hazard, by trained evaluators, to obtain an initial evaluation of the damage.

#### Post-Disaster:

Period following a disaster event

#### Rapid-Onset Disaster/Event

A disaster or event which occurs with little or no warning

#### Reconstruction

Full restoration of all services, infrastructure, damaged structures, revitalisation of the economy and restoration of social and cultural life to conditions equal to or better than pre-disaster. May extend for months or even years after a disaster.

#### Recovery:

Medium to long-term actions for repair of physical, social and economic damage and the return of affected structures to a condition equal to or better than before the disaster. As used here, includes Rebuilding and Rehabilitation phases.

#### Refuge of Last Resort

A facility identified for temporary shelter during severe weather. It is a possible safe haven for emergency workers or other persons caught in the affected area, and unable to leave due to dangerous outside conditions.

#### Rehabilitation:

Short-term actions such as restoration of basic services, repair, and restoration of physical, social and economic damage, undertaken after the immediate threat has passed, intended to bring life back to normal. May be completed within 10 – 12 weeks of the disaster event.

#### Risk

Expected losses from a given hazard to a given element at risk over a specified time period

#### Saffir – Simpson Scale

A scale developed by Herbert Saffir and Robert Simpson which projects hurricane damage for five hurricane intensities from Category 1 - least damaging to Category 5 – most severe damage

#### Storm Surge

The increase in height of sea level caused by the wind and central pressure of the storm system and interaction with the sea-floor topography as it approaches land

#### Tropical Storm Force Winds

Wind speeds of 39mph or higher

#### Vulnerability

The extent to which a community's structures, services or environment are likely to be damaged or disrupted by a disaster

#### Warning Systems

Arrangements to rapidly disseminate information concerning imminent disaster threats to government officials, institutions and the population at large in the areas at immediate risk.

## **STRUCTURE OF BELIZE NATIONAL HAZARD MANAGEMENT PLAN**

The Plan comprises several Volumes and Annexes as below:

### **VOLUMES 1 & 2: INTRODUCTION AND SOPs**

#### **Volume 1 Introduction – (Basic Plan)**

Includes general information on the national disaster management structure and the roles and responsibilities of Operational Committees.

**Volume 2 Standard Operating Procedures of the National Emergency Operations Centre (NEOC), setting out procedures for alerting, warning and call-out for any response, and procedures for activating, staffing, managing and deactivating the NEOC.**

### **VOLUME 3: HAZARD SPECIFIC PLANS**

Hazard specific plans covering preparations for and response to hazards.

**Volume 3A National Hurricane Plan**

**Volume 3B National Flood Plan**

**Volume 3C National Fire Plan – (i) Structural Fires, (ii) Forest Fires (iii) Reserved for Chemical Fires (iv) Reserved for fires onboard ships**

**Volume 3D National Oil Spill Plan (i) NEPPOS (ii) Response**

**Volume 3E ff Reserved for other plans - Transport Accidents, Aircraft Accidents, Hazardous Materials, Domestic and Wild Animals Health Management, Earthquake, Volcanic Ash, Pests, Mass Casualty, Civil Unrest, Contagious Diseases etc.**

### **PHASE SPECIFIC PLANS**

**Volume 4A Reserved for National Recovery Plan**

**Volume 4B Reserved for National Mitigation Plan**

### **FUNCTIONAL PLANS**

**Volume 5A National Evacuation Plan**

**Volume 5B National Search and Rescue Plan**

**Volume 5C National Telecommunications Plan**

**Volume 5D Relief and Supplies Management Operational Committee Plan**

**Volumes 5E ff Functional Plans of other National Operational Committees**

**ANNEXES District Plans  
Special Committee Plans**

### **APPENDICES Contact Lists**

**Resource Lists**

**Memoranda of Understanding**

**Other documents in support of specific volume of plan**

## 1.0 INTRODUCTION

Protection of its citizens is the responsibility of any Government. Evacuation of a threatened population represents an option for its protection. In the case of Belize the hazard most frequently triggering large-scale evacuations is hurricanes and the associated storm surge threat.

For hurricanes, The Cayes and Belize City will be evacuated when a hurricane of Category 2 or higher is expected to impact these areas.

### 1.1 NAME of PLAN

The plan shall be called the Belize National Evacuation Plan

### 1.2 PURPOSE

The purpose of the Plan is to provide direction and coordination at national level, for evacuation of communities in Belize by emergency management officials.

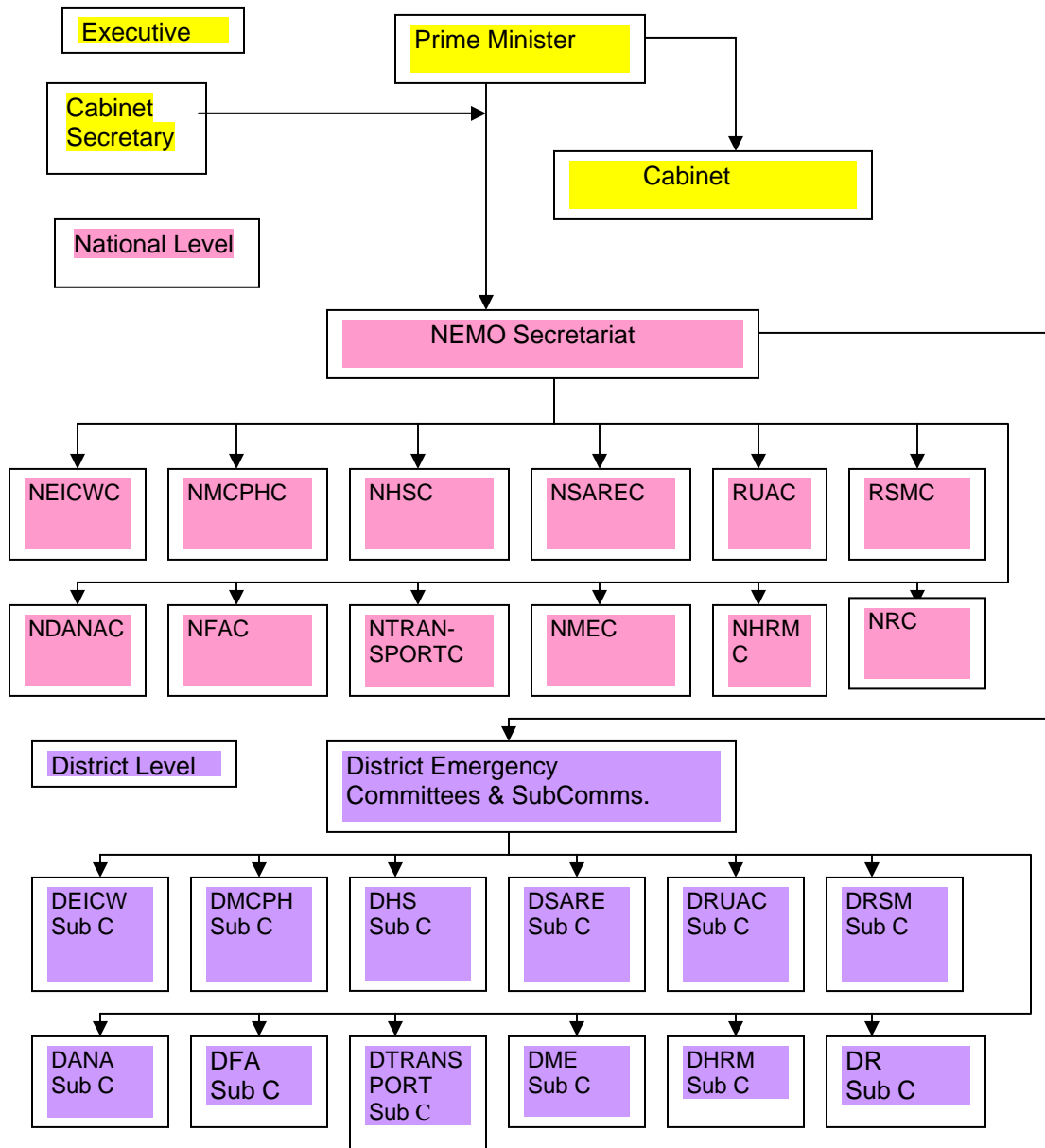
### 1.3 STRUCTURE

The plan sets out alerting and warning arrangements, a mechanism for organising for evacuation, as well as activities to be undertaken in safely transporting the population. It then speaks to re-entry. Finally, some elements of preparing for evacuations are mentioned.

### 1.4 ACTORS

The Actors involved in the Plan will be the members of NEMO, i.e. the National Operational Committees, The District and Special Emergency Committees, Village Emergency Committees and private organisations. The structure of NEMO is shown at Fig. 1.

FIG 1: BELIZE HAZARD MANAGEMENT STRUCTURE - NEMO



**KEY:**

- DANAC – Damage Assessment and Needs Analysis Committee
- EICWC-Information, Communication and Warning Committee
- FAC – Foreign Assistance Committee
- HRMC – Human Resource Management Committee
- HSC – Housing and Shelter Committee
- MCPHC – Medical Care and Public Health Committee
- MEC – Mitigation and Environment Committee
- NEMO – NEMO Secretariat

**FIG 1 KEY Cont'd.**

RC – Recovery Committee  
RSMC – Relief and Supplies Management Committee  
RUAC – Restoration of Utilities and Access Committee  
SAREC – Search, Rescue and Evacuation Committee  
TP – Transport Committee

SubC – Sub-Committees

N = National Level

D = District Level (Letters added to distinguish between levels)

## 1.5 HAZARD AND VULNERABILITY ANALYSIS

### a) The Hazard

Evacuation of populations can take place for various reasons. The most common trigger in Belize is the approach of a hurricane. Inland flooding also triggers evacuations, though on a smaller scale. However it is conceivable that evacuation can be required because of fire, hazardous materials discharges or transportation accidents.

Evacuations have been undertaken recently for the following events:

EVENT, DATE	AREA EVACUATED
Hurricane Mitch, 1998	Belize City, San Pedro, Caye Caulker, Ambergris Caye, Dangriga
Hurricane Keith, 2000	Coastline as far south as Sarteneja and Cayes
Hurricane Iris, 2001	Placencia, Monkey River, Bella Vista

### i) Riverine Flooding

Evacuation necessitated by flooding can be caused by overflow of rivers and/or their tributaries. In cases of flash flooding, there will be little or no warning, and evacuation of the population will be spontaneous. Flooding in large river basins can often be forecast if adequate monitoring and warning arrangements are in place, thus allowing a more structured evacuation. There is no flood warning system installed in Belize at this time.

### ii) Storm Surge

A Storm Hazard Assessment was carried out for the Belize coastline under the Caribbean Disaster Mitigation Project in 1995. The analysis, using the TAOS model, was based on data for hurricanes crossing the coastline between 1886 and 1992. The outputs show the Maximum Envelopes of Water (MEOW) at the coast for hurricanes which may pass over Belize. This analysis did not link storm surge heights to population centres, but it does indicate that surges between 0.4m for a Category One hurricane to 8.0m for a Category 5 hurricane can be expected.



Storm surge maps are shown at Appendix ONE.

.Results of storm surge depth calculations for Category 3 and above are shown in Table 1 below.

Table 1: Storm surge calculation - Belize City

Hurricane Category	Storm Surge metres
3	4.1
4	5.5
5	7.4

Source: HRDPP Draft Final Report, Smith Warner Intl.2000

The storm surge modelling shows that for a Category 3 hurricane, all of downtown Belize City can be expected to be inundated to approximately roof top level of single storey structures.

iii) Fires

Evacuation can also be necessitated by fires which threaten urban areas or in the case of wild fires, smaller settlements. Fires can also cause leaks or spills of hazardous materials which are toxic to humans and require evacuation.

The only recent record which could be found of a fire necessitating evacuation is the Belize Sugar Industry Warehouse fire in November 1990, which involved hazardous chemicals. The fire caused respiratory problems in the surrounding population which were temporarily evacuated.

iv) Hazardous Materials Discharge

Spills or leaks of hazardous materials, independent of fires can also necessitate evacuation of threatened populations. The major hazardous materials threat which could cause evacuation is discharge of chlorine from water treatment facilities

v) Other instances which may necessitate evacuation

Perceived danger

Evacuations can sometimes be spontaneous, triggered by perceived danger. In the mid 1970s, rumours of a Guatemalan invasion caused mass movement out of the south and west of the country, including Benque del Viejo and San Ignacio. However, these persons made their own arrangements. For future events of this type, the population of the south and west of Belize would have to be planned for.

Aircraft accidents over populated areas.

Transportation accidents leading to hazardous materials spills or leaks

## b) Vulnerability

Four important health facilities are vulnerable to flooding. These are:

Southern Regional Hospital – prone to overland flooding.

Rockview Hospital – Mile 22 Western Highway – vulnerable to overland flooding

Karl Huesner Hospital, Belize City - vulnerable to storm surge, overland flooding

Corozal Hospital – vulnerable to overland flooding

The Ministry of Health Hurricane Plan calls for the evacuation of the Karl Heusner Memorial Hospital once there is a threat of a hurricane of any category hitting Belize City.

The Western Highway also experiences flooding. During Hurricane Keith, this major evacuation route, was inundated in the vicinity of Miles 5,7 and 9 – 11, to depths estimated at up to 1metre. The Western Highway also floods in the vicinity of Hattievilleville during heavy rainfall.

Reports also state that after Hurricane Keith, the runway at Philip Goldson International Airport was inundated for two to three days, restricting air traffic into the country.

The Government Archives in Belize City are an important repository for vital records. The building housing the archives is vulnerable to storm surge.

Because of the vulnerability of Belize City and the Cayes to hurricanes, and especially storm surge, Special Committees have been established to plan for and respond to the threat of hurricanes to these areas. Belmopan also has a Special Committee which is responsible for planning for the reception of the evacuees from threatened areas, and response to hurricanes.

Areas listed as needing evacuation because of riverine flooding and storm surge in District Disaster Plans are shown at Appendix TWO

## 1.7 SCOPE

This Plan covers national arrangements for coordination of warning and evacuation of residents in response to a threat, and their return to their homes once the threat has subsided. It provides for integrated use of resources of public and private origin, and assigns roles responsibilities of actors.

This plan establishes a set of procedures which are to guide evacuation for the country. It does not set out operational details which are covered in the Evacuation Plans of the Operational, District and Special Committees.

## 1.8 AUTHORITY

The Chairperson National Search and Rescue and Evacuation Committee will activate this plan, in consultation with the National Emergency Coordinator and on the advice of the Chief Meteorological Officer where applicable.

## 1.9 RESPONSIBILITY

Responsibility for maintaining this plan lies with the Chairperson, National Search and Rescue and Evacuation Committee, who will ensure that it is tested and updated annually, either by table top or functional exercises. The plan will also be updated after a real event for which it is activated. NEMO Secretariat will lend assistance and support to the process.

## 1.10 ASSUMPTIONS

- a) Evacuation of vulnerable populations will require inter-agency coordination
- b) In the event of major evacuations such as that of Belize City, or multiple evacuations, the NEOC will be activated
- c) Evacuation may be ordered by authorities or be spontaneously undertaken by populations under threat
- d) Evacuation operational plans will be developed and maintained by the NSARE Committee, District/Special Emergency Committees and Communities.
- e) Once the Evacuation Plan is activated, all necessary supporting plans will be activated.
- f) Evacuation planning and management will be an ongoing activity, and evacuation considerations will be integrated into development planning where necessary

## 1.11 STANDARD OPERATING PROCEDURES

The SOPs for NEOC Management will apply.

## 1.12 CONCEPT OF OPERATIONS

### a) General

Once an evacuation is necessary, the Chairperson NSAREC will advise District and Special Emergency Committees which will activate their EOCs, evacuation plans and call out personnel. The District evacuation teams will prepare assembly points, organise transportation resources, ensure opening of shelters, alert the target population and provide security and traffic control. Families being evacuated will either evacuate by private means, or will report to assembly points, be registered, and transported to designated areas. Those requiring accommodation will be taken to public shelters.

The evacuation process will be coordinated by the NEOC and NSAREC, and will be managed by the DEOCs and Special Committee EOCs (D/SEOCs)

Areas for assembly and despatch of evacuees called Assembly Points will be set up by the DECs and Special Committees. From these points, evacuees will be transported to shelters designated by the receiving District. For re-entry evacuees will be despatched from a Despatch Point or shelter, essentially going through the same process in reverse.

### b) Evacuation of Tourists

Tourism interests will be alerted through the Foreign Assistance Committee/Ministry of Foreign Affairs and Ministry of Tourism, and are expected to voluntarily evacuate by private means. They will, however be able to access public provided transportation. The tourism and foreign interests are the first alerted in order to allow time for visitors to leave the Cayes and Belize by normal commercial flights, should they wish to do so.

### c) Evacuation of Cayes.

The largest number of persons to be evacuated from the Cayes, approximately four thousand, will be from San Pedro (Map 1). This evacuation will be managed by the San Pedro Emergency Committee; that of Caye Caulker by the Caye Caulker Emergency Committee. Transportation for assisted evacuation will be under agreement between private boat owners and boats from the Water Taxi Service and the GOB. These arrangements are made by the respective D/SECs.

Evacuees from the Cayes will go to the Mike Williams and Tourist Village Piers, Belize City, and Vista del Mar Pier in Ladyville. Transportation will be provided from these points to shelters in Orange Walk for those requiring Public Shelter. Persons not requiring public shelter will make their way to their destinations.

The Belize City Emergency Committee will be in charge of providing transportation for the evacuees from the Cayes as well as from Belize City, and will provide Assembly Point staff at the piers for the arrival and despatch of the

evacuees from the Cayes.

d) Evacuation of Belize City

The Belize City Emergency Committee will manage the evacuation of Belize City. Experience has shown a high level of compliance with voluntary evacuation from Belize City and the Cayes.

A 2000 analysis by Smith Warner International, calculated that the transportation capacity for Belize City is approximately equal to the population. The limiting factor is therefore time, rather than transportation.

For a Category 1 hurricane (or storm), residents will evacuate Belize City voluntarily or shelter in official shelters. For Category 2 or higher, the City will be evacuated.

e) Evacuation in other Districts

These will be managed by the respective District Emergency Committees.

f) Land Transportation

Land transportation for assisted evacuations is provided by Novelo's Bus Company under an agreement with the GOB. However, District Committees also have local agreements with other bus companies.

g) Marine Transportation

This is provided under agreement with the Water Taxis, private owners and the GOB.

Note: This Plan is based on evacuation for a hurricane, and timings are based on that scenario. The Chairperson NSAREC and NEOC Manager will adjust activities as necessary for other situations.

### 1.13 ALERTING AND WARNING

Alerting is required for national or local events and for hazards with or without warning.

a) National Scale Event, Hazards with warning

In events requiring national level coordination, and caused by hazards with warning, the NEOC will be activated. An evacuation will be ordered, if necessary, by the NEC. Once the NEC orders an evacuation, the Chairperson, NSAREC will advise District/Special Emergency Committees and alerting of the population will be undertaken by the NEOC (national electronic media) as well as the D/SEOCs

(Local media and alerting systems). Alerting of DEOC personnel will be the responsibility of the Chairperson DEC assisted by the District Coordinator.

b) Rapid onset hazards

Some events will give little or no warning, and evacuation will be spontaneously undertaken by the population, or will be ordered by local authorities. In such cases, if district capacity is exceeded, notification and requests for assistance will be made by the DEC/DEOC to the NEC who will alert Chairperson NSAREC. The NEC will organise alerting of the population by national electronic media.

c) Local Evacuations

For evacuations which can be undertaken by DECs without assistance from national level, the Chairperson DEC is responsible for warning of population and alerting DEOC staff.

#### 1.14 ACTIVATION AND CALL OUT

This Plan will be activated by the Chairperson NSAREC in consultation with the NEC. It is the responsibility of the NEC to call out any national Operational Committees required to assist NSAREC for the particular evacuation. It is the responsibility of Chairperson NSAREC to call out members of that Committee.

The NEC will make a decision as to whether the NEOC should be activated depending on the scale and nature of the event. It is likely that the NEOC will have to be activated if several Districts are involved, in which case the NEC will alert the necessary NEOC personnel. Chairperson NSAREC will alert members of NSAREC. If the NEOC is not activated, the NEC will alert any other personnel required to support the response. Once the NEOC is activated, the NEOC SOPs will apply.

#### 1.15 DEACTIVATION

The Plan will be deactivated by the Chairperson NSAREC in consultation with the NEC once the evacuees have been safely returned to their homes and there is no further need for national level coordination. NEOC deactivation will be ordered by the NEC in consultation with the Executive Group.

#### 1.16 RELATIONSHIP TO OTHER PLANS

This Plan is a sub-plan of the National Disaster Plan, and provides direction for Operational Committee and District Plans. Once activated, it will be supported by

Functional plans of national Operational Committees  
District Disaster Plans.

It provides a model on which other evacuation plans will be based, thus permitting compatibility of planning and response

#### 1.17 ORDER OF PRIORITY FOR EVACUATION AREAS

For hurricanes, the Cayes will begin evacuation first, followed by Belize City and other coastal areas which may be threatened.

## 2.0 ORGANISATION FOR EVACUATION

For hurricanes, The Cayes, Belize City and other coastal areas will be evacuated when a hurricane of Category 2 or higher is expected to impact the country.

**Note: Evacuations can be ordered at any point during the development of a system on the advice of the CMO, based on the forecast track and expected development of the system.**

### 2.1 Evacuation Instructions

Initial evacuation of the population is voluntary on the issuing of an **Evacuation Advisory** by the NEC/NEOC. At this stage, residents of threatened areas will leave, having made their own arrangements for transportation and shelter. The Evacuation Advisory will be issued 72 - 48hrs before the expected onset of Tropical Storm (TS) force winds.

A **Second Evacuation Advisory** is issued at 48hrs. This is a voluntary assisted evacuation. At this point the GOB provides transportation by bus to specific destinations, e.g. Belmopan, Cayo, Orange Walk. Residents have a choice of where they stay, as buses will stop en route to disembark passengers on request. Boats are provided for the Cayes.

An **Evacuation Order** is given at 36hrs prior to TS force winds arrival. The GOB provides transportation from threatened areas to specific points. Residents do not have a choice of where they will shelter as buses are assigned to specific disembarkation points and should not stop en route to disembark passengers.

**NOTE: The timings for evacuation from Caye Caulker and Ambergris Caye may differ from those here, as sea conditions will be the main determining factors for stand down of evacuation operations. Because of the dangers of collision and getting lost, night-time boat evacuations are not sanctioned by the NEOC. All evacuation operations will therefore be timed for daylight hours.**

**The NEC and Chairperson NSAREC will confer with the CMO and time initiation of evacuations so that they can be completed before sea conditions make it dangerous for small craft traffic.**



## 2.2 Roles and Responsibilities

### a) Role of NEC

Responsible for ordering evacuations

Responsible for monitoring all evacuations and updating Executive Group

Responsible for ensuring resources needed for evacuation are available.

### b) Role of Chief Meteorological Officer

The CMO will monitor the weather, provide forecasts, advise on timing of issuing evacuation advisories/orders.

### c) Role of Chairperson NSAREC

The Chairperson, NSAREC will ensure that District and Special Committees have been notified of an evacuation advisory/order, and that arrangements are proceeding satisfactorily. The Chairperson NSAREC, will monitor all operations, and keep the NEC/NEOC advised of progress of all evacuations. He/she will also liaise with other Operational Committees to ensure access to resources for evacuations and provide problem-solving skills to DEOCs.

### d) Role of DEOC Director/ DEC Chairperson

Responsible for initiating, and standing down evacuations within the district; monitoring operations within the District and keeping the NEOC and NSAREC informed of the progress, as well as ensuring that District resources are available for the evacuation operations. Will also request any additional assistance needed.

### e) Role of SAREC Chairpersons (District Level)

SAREC Chairs, through DEOCs, will organise and manage evacuations being carried out within the district. They will ensure set up and management of Assembly Points, liaise with other DEOCs on reception and care of evacuees and ensure that arrangements are in place, and keep their DEOC informed of the progress of the evacuations.

### f) Role of Assembly Point Staff

Assembly point staff will receive, register and despatch evacuees.

### f.i) Assembly Point Manager – Provided by City/ Town Council/DEC

a) Set-up and stand-down of Assembly Point

b) Coordinate all activities at Assembly Point

c) Send reports to DEOC/NSAREC EOC

d) Ensure completion of documentation and record keeping

- f.ii) Registration Clerks – Provided by City/Town Council/ DEC
  - a) Complete registration forms (See Appendix 3)
  - b) Ensure all families registered
  - c) Pass copy of Registration Forms to Despatcher
  - d) Maintain file of all registrations
  
- f.iii) Waiting Area Clerks - Provided by City/Town Councils/ DEC
  - a) Ensure families are placed in areas nearest to transportation going to their destination.
  - b) Identifies order of families for moving to Despatch Area
  - c) Sends families on to Despatch Area when required
  
- f.iv) Despatch Officer - Provided by BDF
  - a) Receive registration forms.
  - b) Ensure families loaded on to correct transportation
  - c) Maintains transportation despatch log (Appendix 4)
  - d) Ensure list of registered families given to driver
  - e) Ensure first aider and communications on each bus
  - f) Brief driver on route, destination, procedures for disembarking passengers
  
- f.v) Transport Manager - Provided by Ministry of Works
  - a) Maintain list of all transportation resources
  - b) Ensure buses / other transportation correctly labelled
  - c) Register incoming vehicles and drivers
  - d) Ensure adequate transport resources available
  - e) Manage fuelling of transportation
  
- f.vi) Security Officer -- Police Officer
  - a) Ensure security and crowd control
  - b) Make announcements at Assembly Points using loud speakers
  
- f.vii) Traffic Management Officer - Police or Traffic Department Representative
  - a) Manage traffic at Assembly Points.
  - b) Ensure smooth flow of traffic into and out of Assembly Points
  
- f.viii) Communications Officer - BDF Representative
  - a) Provide communications to DEOC and NEOC from Assembly Point
  - b) Provide communications on transportation if resources permit

### 2.3 Organisation at Assembly Points

Assembly points will be designated by DECs in each Community which may need to be evacuated. Assembly points should be located at premises with buildings in which evacuees can shelter in case of inclement weather, sanitary facilities and adequate areas for parking of transportation.

These Assembly Points will be organised as follows:

a. Reception and Registration Area

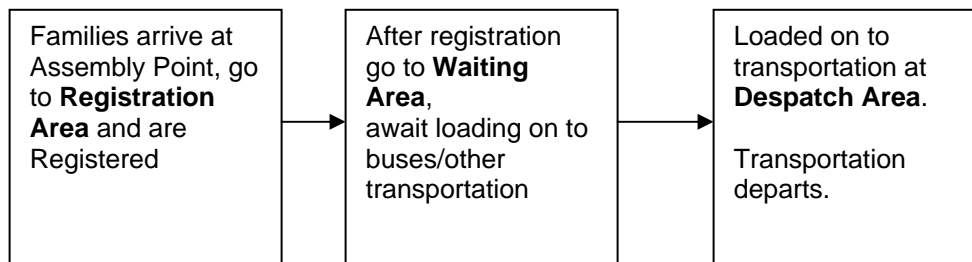
This is the area where families will be registered on arrival at Assembly Point

b. Despatch Area

This is the area in which buses/other transportation will be located, and from which they will be loaded and despatched.

c. Waiting Area

An area in which families can be held while waiting for loading on to transportation.



**FIG. 1 Flow of Evacuees at Assembly Points**

### 2.4 Evacuation Routes

The highway system provides the routes for evacuation in Belize (Map 2 ).

Major evacuation routes out of Belize City are the Northern Highway for access to Orange Walk, the Western Highway to Belmopan and San Ignacio and the Hummingbird Highway from Dangriga to Belmopan. (Map 2)

## 2.5 Clearance Times

Clearance times for evacuation routes are as follows:

- a) Belize City to Belmopan via Western Highway  
Four hours maximum, three hours average in bumper to bumper conditions at 18 m.p.h. One and a quarter hours average normal times.
- b) Belize City to Orange Walk  
Three hours maximum, two and a half hours average bumper to bumper conditions at 18 m.p.h. One hour average normal times.
- c) Belmopan to San Ignacio  
One hour and a half maximum, one hour average bumper to bumper conditions at 18 m.p.h. Forty minutes average normal times.
- d) Dangriga to Belmopan  
Three hours maximum, two and a half average in bumper to bumper conditions at 18 m.p.h. One and a half hours average in normal times

### 3.0 RESPONSE

#### 3.1 ALERT PHASE

##### 72h HOURS BEFORE IMPACT OF TROPICAL STORM FORCE WINDS

*The CMO will brief the NEC on the forecast characteristics of the system and advise on the necessity for evacuation. If the system is expected to achieve Category 2 strength within 72h and impact the Belize Cayes and coastal areas, **the first evacuation advisory** for the threatened areas will be given.*

ACTIVITIES	RESPONSIBILITY
Monitor weather and keep NEC/NEOC updated	CMO
Advise NEC on need for evacuation and timing	CMO
Call out NSAREC	Chairperson NSAREC
Activate DEOCs of threatened areas	DEC Chairs/Coordinators
<b>Give first Evacuation Advisory for voluntary evacuations</b>	<b>NEC/Chair NSAREC</b>
Place advisory on electronic media	NEOC/ICWC
Alert Ministry of Tourism to advise hotels, properties	NFAC/MFA
Alert Embassies	NFAC/MFA
Alert Cayes and Belize City Emergency Committees and advise to activate evacuation plans	Chairperson NSAREC
Advise all District Committees of situation	NEOC Director
Advise initiation of arrangements for evacuation of special populations, hospitals as per respective plans	Chairperson NSAREC
Start public awareness announcements for potential evacuees, and make available all information on hazard	NEOC/NEICWC
Alert all members of evacuation teams	Chairperson NSAREC/DEOCs
Notify private transportation providers to prepare transportation and be on stand-by	Transport Committee/NSAREC
Set up field communications	BDF/Police
Give advisory to marine live-aboards	BPA
Give advisory for marine interests	National Meteorological Service

### 3.2 48 HOURS BEFORE IMPACT OF TS WINDS

#### a) AT EOCs

*The CMO will advise if, at any point, based on changes in the system, the threat no longer exists, or whether it has increased.*

Continue monitoring of system and advise NEC on expected conditions	CMO
If conditions indicate, give Second Evacuation Advisory for Voluntary Assisted Evacuation	NEC/Chair NSAREC
Ensure all necessary DEOCs activated and staffed, evacuation plans activated and preparations on schedule	Chair NSAREC
Notify communities to be evacuated by local alert system	DEOCs/Village Committees
Place Second Evacuation Advisory in electronic media	NEOC/NEICWC
Translate information into all languages needed and place in electronic media	NEICWC/FAC
Order opening of shelters	NEOC/DEOCs
Set up traffic control points	Police/Traffic Department
Ensure field communications in place, working	BDF/Police
Mobilise assembly point teams and despatch	DEOC/SARECs
Notify all transportation vehicles to proceed to designated assembly points	NEOC/Transport Committee
Put in place arrangements to remove disabled vehicles to maintain clear routes	Transport Dept./Police
Put in place arrangements to provide emergency medical care during evacuation	NEOC/NMedical Care and Public Health Committee
Ensure arrangements for special populations initiated and in progress	NEOC/DEOCs
Second advisory for marine live- aboards and other marine interests	NEOC

### 3.2.b) AT ASSEMBLY POINTS

ACTIVITY	RESPONSIBILITY
Organise assembly point workers and assembly site	Assembly Point Manager
Organise pedestrian and vehicle traffic flow	Traffic Officer
Ensure labelling of transportation resources and Brief crew on destination	Despatch Officer
Register families	Registration Clerk
Place on vehicles provided	Despatch Officer
Ensure staffing of buses/transportation Driver, First aider, one crew member	Despatch Officer
Communicate with destination and brief on expected arrivals	Assembly Point Manager
Check and ensure evacuation route safe	Police Representative
Brief police at checkpoints along route	Police Representative
Despatch transportation	Despatch Officer
Provide communications	Communications Officer

### 3.3 36 HOURS BEFORE IMPACT OF TS WINDS

*CMO will advise on position of and forecast for system and whether evacuations are still necessary.*

**Evacuation Order is now given. All persons using provided public transportation will proceed to assigned shelters.**

#### 3.3.a) EOCs

Announce Evacuation Order	NEC/Chairperson NSAREC
Ensure transportation from homes/institutions for any remaining special populations	Transport Committee/DEOCs
Ensure shelters open to receive evacuees	DEOCs/NHSC
Check for any residents who have not evacuated and give final warning	Police/DECs
Give final order for marine live-aboards and other marine interests	NEOC/BPA
Take names of persons refusing to evacuate	Police
Provide security for evacuated areas (if safe to do so)	Police/BDF
Provide emergency medical care during evacuation	NMCPHC
Remove disabled vehicles to maintain clear routes	Transport Dept/Police

#### 3.3 b) RECEIVING SHELTERS

ACTIVITIES	RESPONSIBILITY
Register arriving families	Shelter Management Team Member
Register special populations and plan for needs	Shelter Management Team Member
Ensure care of evacuees	Shelter Management Team



### 3.4 STAND DOWN OF EVACUATION

Stand down of evacuation operations will take place once the CMO advises the NEC that weather conditions make evacuations unsafe or on completion of evacuations. In the former case, this will be done four hours before conditions deteriorate to allow completion of tasks and clearance of the longest leg of the evacuation route (Belize City – Belmopan).

Stand down will be ordered by the NEC, and communicated to DEOCs by the Chairperson NSAREC. When stand down is declared, the Assembly Point Manager will supervise despatch of remaining families and secure the Assembly Point. The Assembly Point team will carry out the following activities:

ACTIVITIES	RESPONSIBILITY
File all forms and secure	Respective officers
Secure signs, loud hailers	Assembly Point Manager
Secure communications equipment	Communications officer
Ensure transportation for team	Transportation Officer
Embark team and depart to shelter as designated by NEOC with all equipment.	Assembly Point Manager
Security forces depart to Ladyville	Senior Officers present
Buses take shelter at Orange Walk, Belmopan, San Ignacio	Novelo's Bus Company

### 3.5 RE-ENTRY OF EVACUATED POPULATIONS

Evacuees will be transported directly from shelters to their original Assembly Points and will disembark. From here they will make their way home. Registration for re-entry will be at the shelters, and will be organised by Shelter Managers using Shelter Team.

Despatch Officers, Transport Managers and Police Officers will be assigned to shelters by DEOCs to assist with despatch of vehicles and departures.

Evacuees who sheltered privately can access public transportation for their return at the Novelo's Bus Terminals in the towns. Assembly Point staff will be assigned to these points by DEOCs for re-entry operations. Registration of families and despatch will follow procedures laid out for Assembly Points in this Plan.

ACTIVITIES	RESPONSIBILITY
Check evacuated areas and ensure safe	Police/SARECs
Declaration of all-clear in evacuated areas	NEC/NEOC
Brief displaced population on any precautions needed	DEOC/Shelter Managers
Register returning evacuees for transportation	Shelter Manager/ Teams
Allow return to evacuated areas	Police
Traffic Control	Police/Traffic Department
Log vehicles used for public transportation and record destination	Despatch Officer
Register families for public transportation	Registration Clerk
Load passengers and despatch transportation	Despatch Officer
Provide communications	Communications Officer

### 3.6 SECURITY OF EVACUATED AREAS

Security for evacuated areas will be provided by the Police and BDF. Patrols will be maintained only as long as conditions are safe. Once stand down of patrols is ordered, security personnel will make their way to a shelter as directed by Chairperson NSAREC.

### 3.7 REFUGES OF LAST RESORT

The uncertainties inherent in the science of forecasting tropical cyclone systems, and indeed in human behaviour, must be taken into account and planned for. In cases where a system develops more rapidly than forecast, evacuations may not be brought to completion in the time foreseen. A number of “Refuges of Last Resort” must be identified in which shelter can be taken.

#### SAN PEDRO

San Pedro Roman Catholic School

#### CAYE CAULKER

Community Centre

#### BELIZE CITY

Because Belize City is largely at sea level, the first option is to shelter in Ladyville.

Ladyville Community Centre, Ladyville Evangelical Church.

The option of *last resort* is to shelter in Belize City. The NEOC will identify shelters of last resort for each occasion, based on the characteristics of the hurricane, expected surge heights and locations of persons needing shelter.

For Emergency Services – Price Barracks, Ladyville

### 3.8 EVACUATIONS FOR EVENTS WITHOUT WARNINGS

For evacuations without warnings which require organised movement of the population by provided transportation, the **Chairperson DEC** will:

- a) Activate DEOC
- b) Decide in consultation with DEOC staff which Assembly Points are to used
- c) Order staffing of Assembly Points
- d) Activate Transportation MOU and request transportation
- e) Inform NEC/Chairperson NSAREC of activities
- f) Request any necessary support from national level
- g) Ensure District Sub-Committee chairs have activated their plans for feeding, shelter, medical care, transportation etc.
- h) Ensure security for Assembly Points
- i) Alert adjoining districts if it is necessary to open shelters in those districts
- j) In consultation with NEC/Chair NSAREC stand down evacuation and decide when it is safe for residents to return.

### 3.9 POST- EVACUATION DUTIES

ACTIVITY	RESPONSIBILITY
Compile all transportation logs and calculate payments	Transportation Manager
Collect signs, assembly point kit and equipment and secure	Assembly Point Manager
Collect communications equipment and secure	Communications Officer
Collect registration forms and pass to Chairperson DEC	Registration Clerk
Analyse collected data and calculate numbers of persons moved, vehicles used, numbers sheltered, timings for stages of evacuation etc., change numbers in plans as necessary	DECs/NSAREC
Debrief and documentation of lessons learnt	Chairpersons NSAREC/SARECs
Review and update national Evacuation Plan	Chairperson NSAREC
Review and update district evacuation plans	Chairpersons DEC
Share lessons learnt with all Committees	NEMO Secretariat

## 4.0 PREPAREDNESS

### 4.1 Introduction

Planning for evacuation should begin at the very earliest stages, once it is recognised that there may be a need for this eventuality. In the Caribbean, it is common practice to develop coastal areas and river valleys, thus virtually ensuring that evacuation due to flooding will one day be necessary. Once the decision to develop these areas is taken, all planning should include aspects of evacuation planning. For example, roads should be constructed in such a way as to ensure that they will remain open in order to allow threatened populations to be evacuated. Alternate roads should be constructed or upgraded in cases of loss of the primary evacuation route. Projected peak evacuation traffic loads should be factored into road designs.

Provision of shelter for evacuees should also be considered early in the project cycle. Emergency shelters should be constructed above expected flood levels and be designed to comply with CUBIC or Belizean Building Code.

For established communities, there is need to define the threat by flood risk mapping, for riverine as well as coastal inundation. Establishment of adequate data-bases of population-at-risk, special populations, resources needed and available should all be done as part of long-term preparedness. The format at Appendix 2 will guide District Emergency Committees in planning for assisted evacuations.

### 4.2 Public Awareness and Education

Preparation of the potential evacuees is as important as preparation of evacuation plans.

The potential evacuees should be aware of:

Potential threats and hazards

Reasons for evacuations

Evacuation plan for area, including warning arrangements, allowable baggage and supplies if going to public shelter, assembly points, resources available, transportation arrangements, and possible destinations, evacuation routes.

The population should be sensitised to the planning process and be allowed to make their contributions to the local evacuation plan. In urban areas, it may be necessary to distribute information brochures and maps. In less populated rural areas, and small villages, other approaches may be necessary.

See Appendix 5A and 5B.

### 4.3 Activities and Responsibilities

ACTIVITIES	RESPONSIBILITY
<b>CONTINGENCY PLANNING</b>	
Liaise with Operational Committees and Sub-Committees, ensure functional plans in place	Chairpersons NSAREC/DSARECs
Develop and maintain national evacuation plan	NEMO Sec, NSAREC
Develop and maintain district evacuation plans	DEC/DSAREC
Develop and maintain village evacuation plans	Village Councils
Test plans	DECs/NSAREC
Amend plans	DECs/NSAREC

<b>HAZARD AND RISK MAPPING</b>	
Flood Risk Mapping – Riverine	NMS
Flood Risk Mapping – Storm Surge	NMS
Identify and map areas at risk from hazards other than flooding which may necessitate evacuation	Mitigation Council/NEMO Sec.
Map safe evacuation routes:	DECs

<b>DATA COLLECTION</b>	
Identify population at risk for a) storm sure, b) riverine flooding, including numbers (Appendix 2)	DECs, / SARECs
Identify populations with special needs, develop list with addresses (Appendix 2)	DECs
Establish evacuation routes, clearance and closure times	NSAREC/DECs/ SARECs
Define resources needed, Identify sources and obtain resources needed or establish MOUs for access	DECs/NSAREC/NEMO Sec.

<b>WARNING SYSTEMS</b>	
Install flood monitoring and warning systems	NMS
Acquire technology for evacuation planning (e.g. Hurrevac)	NMS

<b>PUBLIC INFORMATION AND AWARENESS</b>	
Produce brochures, other educational material	NEMO Sec./Press Office
Organise community awareness meetings	DECs/NEMO Sec.
Train personnel for implementing evacuation plan	DECs/NEMO Secretariat
Assist villages in developing evacuation plans	DECs/NEMO Secretariat

## **5.0 RECOVERY**

Recovery operations following any evacuation will relate to the hazard triggering the evacuation. Recovery will be guided by the National Recovery Committee, following the National Recovery Plan (To be developed).

## **APPENDIX ONE**

### **STORM SURGE HAZARD MAPS FOR BELIZE**

#### **MAPS IN HARD COPY**



## APPENDIX TWO

Evacuation Planning Data. To be completed by District Emergency Committees

### STANN CREEK

Areas for Evacuation	Population Total	Population Needing Assistance	Transportation Needed	Assembly Points
Dangriga	8424			
Independence	2878			
Hopkins	994			
Seine Bight	831			
Placencia	458			
Monkey River	176			
Big Creek	25			

List of residents with special needs:

NAME	Nature of special need	Age	Address	Telephone

Evacuation Routes

Route From	To	Minimum Clearance Time	Maximum Clearance Time	Hazards on Route

## APPENDIX 2 Cont'd.

### TOLEDO

Areas for Evacuation	Population	Population needing assistance	Transportation Needed	Assembly Points
Punta Gorda	4266			
Nicholas	n/a			
Nicholas Caye	n/a			
Hunting Caye	n/a			
Barranco	241			
Midway	n/a			
Punta Negra	27			
Toledo Cayes	32			

List of residents with special needs:

NAME	Nature of special need	Age	Address	Telephone

Evacuation Routes

Route From	To	Minimum Clearance Time	Maximum Clearance Time	Hazards on Route

**APPENDIX 2 Cont'd.**

**BELIZE DISTRICT**

<b>Areas for evacuation</b>	<b>Population</b>	<b>Population needing assistance</b>	<b>Transportation needed</b>	<b>Assembly Points</b>
Belize City	45584			
San Pedro	3808			
Caye Caulker	630			
Gales Point	247			

List of residents with special needs:

<b>NAME</b>	<b>Nature of special need</b>	<b>Age</b>	<b>Address</b>	<b>Telephone</b>

Evacuation Routes

<b>Route From</b>	<b>To</b>	<b>Minimum Clearance Time</b>	<b>Maximum Clearance Time</b>	<b>Hazards on Route</b>

**APPENDIX 2 Cont'd.**

**COROZAL**

<b>Areas for Evacuation</b>	<b>Population</b>	<b>Population Needing assistance</b>	<b>Transportation Needed</b>	<b>Assembly Points</b>
Consejo	217			
Sarteneja	1591			
Copper Bank	366			
Chunox	1058			
Progreso	1151			
Douglas	n/a			
Fire Burn	n/a			
Shipstern	n/a			

List of residents with special needs:

<b>NAME</b>	<b>Nature of special need</b>	<b>Age</b>	<b>Address</b>	<b>Telephone</b>

Evacuation Routes

<b>Route From</b>	<b>To</b>	<b>Minimum Clearance Time</b>	<b>Maximum Clearance Time</b>	<b>Hazards on Route</b>

# APPENDIX THREE

## EVACUATION DOCUMENTATION SHEET (TO BE USED AT ALL EVACUATION POINTS)

EVACUATION POINT: \_\_\_\_\_

COLOUR CODE: \_\_\_\_\_

DRIVER: \_\_\_\_\_

VEHICLE NO.: \_\_\_\_\_

CONDUCTOR: \_\_\_\_\_

TOTAL PERSONS LEAVING EVACUATION POINT: \_\_\_\_\_

No	NAME OF HEAD OF HOUSEHOLD (or SINGLE INDIVIDUAL)	DEPENDENTS		PRIVATE STOP(√)	COMMENTS
		ADULTS	CHILDREN		
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
TOTAL					

# APPENDIX FOUR

TRANSPORTATION DESPATCH LOG

SRL. #.....

EVENT

ASSEMBLY POINT

DATE

NAME OF DESPATCH OFFICER:

Type of transportation And License /ID Number	Driver/Operator	Time Despatched/ Number of a)Passengers, b)Crew	Destination

**Signature of Despatch Officer** .....

**Signature of Assembly Point Manager** .....

## APPENDIX FIVE A

### FAMILY EVACUATION PLAN

- 1) Develop a family hurricane preparedness plan before the actual storm. The entire country is vulnerable to hurricanes; however, there are safer areas depending on the track and strength of the hurricane.
- 2) There are areas in the country extremely vulnerable to high winds and flooding. These areas include the cayes, coastal areas, low-lying areas and communities that can be cut off. If you live in any of these areas, your hurricane preparedness plan should include an evacuation plan to a safer location.
- 3) When ordered to evacuate do not wait or delay departure. If possible, leave before local officials issue an evacuation order for your area. Any delay could in starting your evacuation can result in significantly longer travel time as traffic congestion worsens.
- 4) Select an evacuation destination nearest to your home, preferably in the same district if this is safe or in another district closer to yours. In choosing your destination, keep in mind that hotels and vacant houses in inland areas (such as Belmopan) are likely to be filled.
- 5) If you decide to evacuate to another district, be prepared to wait in traffic. The large number of people who must evacuate during a hurricane will cause massive delays and major congestion along the highways. The larger the threatening storm, the greater the probability of traffic jams and extended travel time.
- 6) If possible, make arrangements to stay with a friend or relative who resides closest to your home and who will not have to evacuate. Discuss with your intended host the details of your family evacuation plan well before the beginning of the hurricane season. Ask your intended host what items you will need to take along and what you will be expected to do (and not do) to make your sheltering with them less burdensome.
- 7) If a hotel is your final intended destination during an evacuation, make reservations before you leave. Most hotels in Belmopan will fill quickly once evacuations begin. The longer you wait to make reservations, even if an official evacuation order has not been issued for your area, the less likely you are to find hotel vacancies.
- 8) If you are unable to stay with friends or family and no hotel rooms are available, then you will need to go to a hurricane shelter. Remember that

shelters are not designed for comfort. Also, shelters will not take pets. You will need to take the following items (emergency kit) with you to the shelter:

- (a) Water - at least 1 gallon daily per person for three days.
  - (b) Food - at least enough for three days.
    - non-perishable packaged or canned food
    - food for babies
    - snacks
    - manual can opener
    - disposable plates and cups
  - (c) Blankets and Pillows
  - (d) Clothing
  - (e) First Aid Kit/ Medicines
  - (f) Special items for babies, elderly, ill and disabled
  - (g) Toiletries - soap, toilet paper, feminine pads, moisture wipes
  - (h) Flashlight and batteries
  - (i) Radio (battery operated)
  - (j) Money
  - (k) Keys
  - (l) Toys, books, games
  - (m) Important documents - in waterproof container. This includes insurance, medical records, bankbooks, social security card. If possible take along photos of your furniture and valuables.
  - (n) Tools (hammer, pliers, knife)
  - (o) Fill vehicle fuel tank
- (9) Leave as soon as early as possible during the daylight hours. When traveling, avoid flooded roads and watch for bridges that are flooded or washed out. Do not drive around barricades and obey all traffic rules.



## **APPENDIX FIVE B**

### WHAT TO DO WHEN TOLD TO EVACUATE

- 1) Account for all members of your family.
- 2) Listen to your radio/television.
- 3) Prepare your evacuation kit.
- 4) Help a neighbor or someone you know who may require special assistance with infants, elderly and differently abled persons.
- 5) Tie down, move or secure verandah and yard furniture. Secure garbage cans, TV antennae and other loose objects.
- 6) Securely lock up your home before you leave. Secure your home by unplugging appliances and turning off electricity and the main water valve. Turn off butane tank, water source and electricity.
- 7) Leave your pets in a safe place with sufficient food and water. In some cases it will be best to release your pet as animals have a natural instinct to survive.
- 8) Leave as early as possible to avoid being marooned by floodwaters.