

Volunteer Emergency Procedures

In the event of an emergency which includes natural disasters, serious accidents and incidents the following procedures are to be taken:

All work in progress is to stop immediately unless further work is required to directly reduce or stop further personal injury.

Ensure own safety.

Any emergency first-aid is to be given to injured persons.

Any emergency services required should be contacted, giving details of the type of injuries the person has sustained and the exact location of where the injured person is.

If the accident site is difficult to find, someone should meet any required emergency services at a pre-determined location to reduce the chance of getting lost.

After emergency services have arrived, any assistance they may require will be offered by volunteers.

All non-essential persons will be kept clear of the site.

Contact the Park Ranger as soon as practicable.

Where a person has been seriously harmed, no person shall alter the accident scene without the permission of the Department of Labour, except to:

- Save life or prevent harm to any person.
- Maintain access for emergency services.
- Prevent serious damage or loss of property

An accident and incident report coupled with the investigation procedure will begin.

Emergency Contact Numbers

Ambulance, Fire, Police	111
Gas emergencies -fire service	111
Power faults - UnitedNetworks	0800 948 100
Water faults - WCC	(04) 499 4444
National Poisons	0800 POISON / 0800 764 766

Flood, Earthquake, Fire, Storms.

In the event of volunteers being caught in a natural disaster, the following procedure should be taken:

Stop all work.

All volunteers are to meet at a pre-determined area and everyone to be accounted for and wait for further instruction.