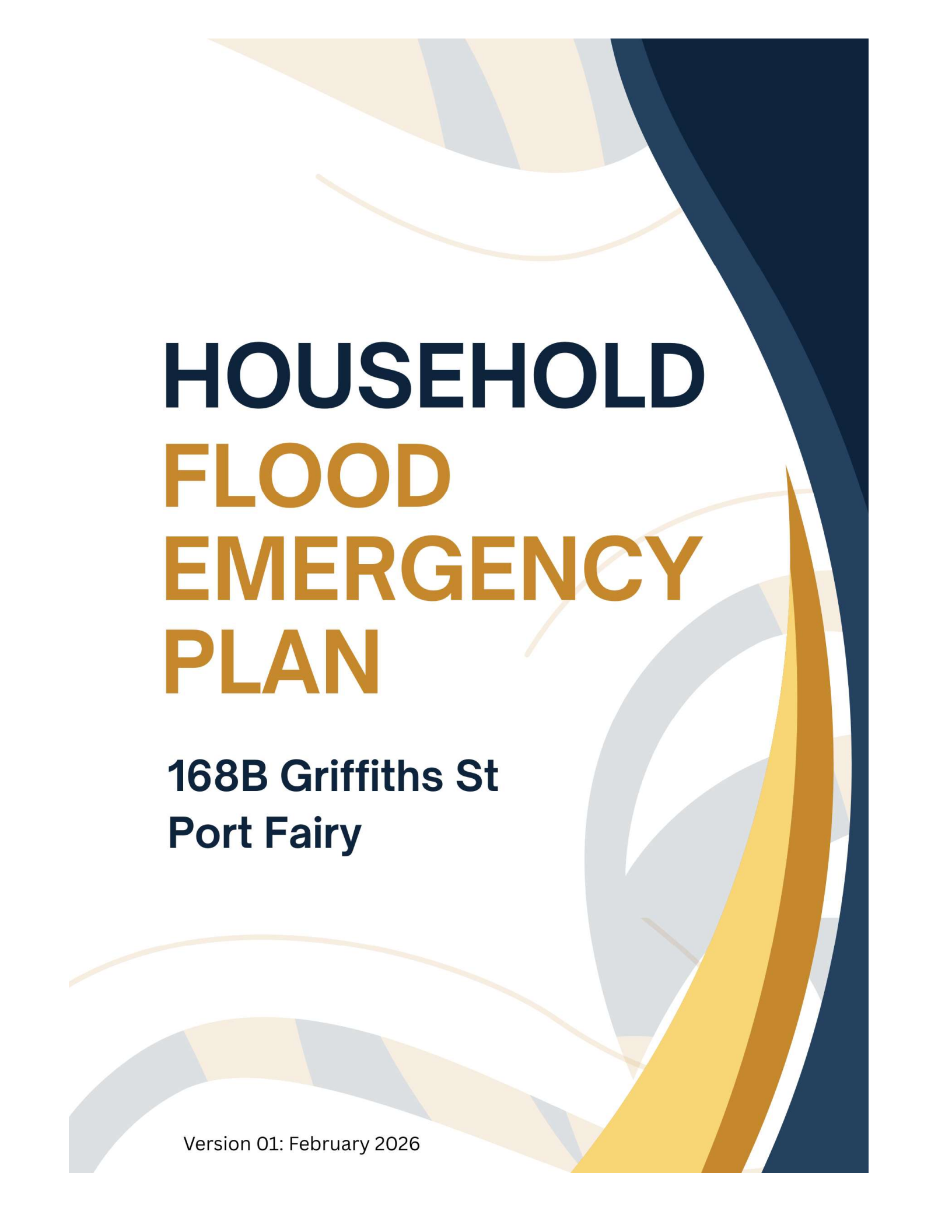




HOUSEHOLD FLOOD EMERGENCY PLAN

**168B Griffiths St
Port Fairy**

Version 01: February 2026

Version	Issue Date	Description update	Author Document Owner
01	February 2026	New Plan	The Six C's
Validity period		5 years	February 2031
Review period Annually or following any flood event		12 months	February 2027

WRITTEN BY:

The Six C's
Emergency Management Specialists
M: 0411 869 146 www.thesixcs.com.au



DISCLAIMER

Whilst all care has been taken in the preparation and revision of this document, (and all supplementary documentation), no responsibility can be accepted by the author of any errors, omissions or inaccuracies.

This plan has been provided to provide general safety advice only; it is not intended to be relied upon or be a substitute for legal or other professional advice and does not remove the responsibility of the owner/occupiers at 168B Griffiths St, Port Fairy to ensure all obligations under legislation are adhered to. No responsibility can be accepted for any known or unknown consequences that may result from reliance on information provided in this plan.

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EXECUTIVE SUMMARY AND RISK ACKNOWLEDGEMENT

The 168B Griffiths Street Flood Plan (“the Plan”) acknowledges that the property at 168B Griffiths Street, Port Fairy is located within an area identified as subject to flood risk under the Port Fairy Local Floodplain Development Plan. The property is situated near the Moyne River and may be affected by both riverine flooding and coastal storm tide events.

Notwithstanding this identified risk, the implementation of this comprehensive flood plan—including:

- early warning and monitoring systems
- pre-positioned emergency supplies
- established early evacuation procedures
- regular plan review and household evacuation drills

ensures that the occupants of 168B Griffiths Street will be able to evacuate well in advance of floodwaters reaching the property. As a result, the risk to life is assessed as minimal to negligible.

The Plan demonstrates that, through proactive monitoring, early decision-making, and systematic preparation, occupants can maintain their safety without the need for emergency service intervention during flood events. It significantly reduces the likelihood of residents becoming isolated from essential services and supplies and eliminates the need for emergency personnel to undertake potentially hazardous response activities during major flood events.

UNDERSTANDING THE RISK

Property Location and Flood Exposure

168B Griffiths Street, Port Fairy is located in a coastal township vulnerable to flooding from multiple sources. Sources include:

1. **Riverine Flooding:** From the Moyne River due to heavy rainfall in the catchment
2. **Storm Tide Flooding:** From the Southern Ocean during extreme weather events
3. **Combined Flooding:** Concurrent riverine and storm tide events (low-pressure weather systems affecting both inland rainfall and ocean conditions)
4. **Flash Flooding:** From intense localised rainfall

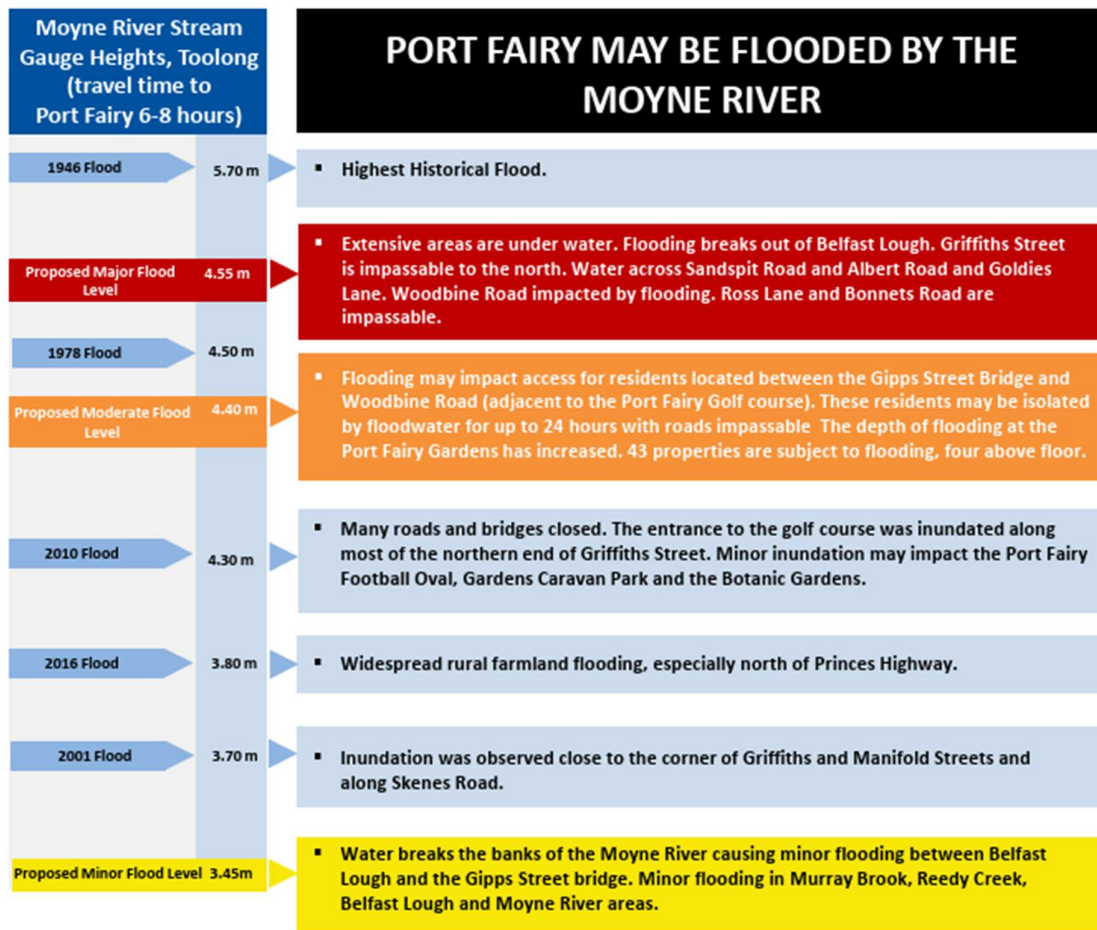
Historical Flood Context

Port Fairy Significant Historical Events:

- **March 1946:** Most severe recorded flood resulting in five deaths and widespread damage across Port Fairy. The business centre was fully inundated. Bridges at Rosebrook and Reedy Creek were completely destroyed. This event was driven by an East Coast Low weather system.
- **October 2020:** Most significant recent event. Over-floor flooding occurred in two Griffiths Street residences and several units at Gardens Caravan Park. The Toolong gauge reached 4.47 metres. Three homes in the Port Fairy area experienced water inundation, with Griffiths Street, Lydiard Street and Rosebrook worst affected. This was assessed as a one-in-50-year flood event.
- **May 2009 and June 2014:** Significant storm tide events. Residences in Port Fairy West narrowly escaped over-floor flooding during June 2014.

Port Fairy Flood Characteristics

The Port Fairy Riverine Flood Risk Information Card below outlines the historical flood levels recorded at the Toolong Gauge in Port Fairy:



Climate Change and Future Flood Risk

The Port Fairy Local Floodplain Development Plan identifies that climate change is increasing flood frequency and severity through:

- Sea level rise (confirmed by Portland tide gauge records)
- Increased frequency of extreme weather events
- More intense rainfall events
- Combined effects on both riverine and coastal flooding

The "planned for flood event" used in planning includes accounting for up to 1.2 metres of sea level rise for areas where sea level affects both riverine and ocean storm tide flood levels.

Activation of the Plan

The arrangements in this plan apply on a continuing basis and do not require activation.

Linkages

This Plan has been developed in accordance with the following frameworks and guidelines:

- State Emergency Management Plan
- South West Barwon Region Emergency Response Plan
- Barwon South West Region Emergency Response Plan – Storm Sub Plan
- Port Fairy Local Flood Guide
- Port Fairy Local Floodplain Development Plan (November 2023)
- Moyne Shire Municipal Flood Emergency Plan
- Victoria State Emergency Service Guidelines
- Glenelg Hopkins Catchment Management Authority Standards
- Port Fairy Local Floodplain Development Plan (November 2023)

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PREPAREDNESS

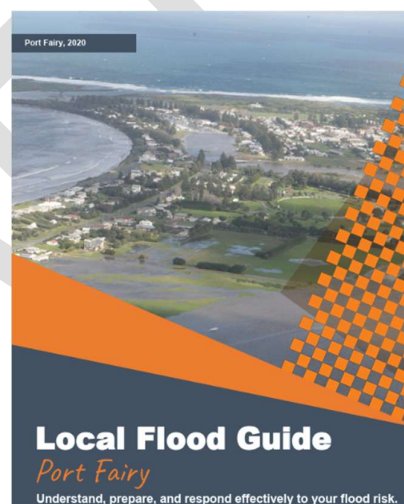
Being prepared for flooding reduces stress and enables safer, clearer decision-making if conditions deteriorate. The household will remain informed by regularly monitoring weather forecasts and official warnings, ensuring essential items and important documents are easily accessible, and being ready to act early if required. Taking simple steps in advance ensures everyone understands their role and what actions to take, allowing responses to be calm, timely, and safe.

The table below outlines the relevant weather district and catchment areas for this property:

BoM	Area
Weather district	South West
Marine	West Coast – Portland - Warrnambool
Catchment	Portland Coast Catchment
Catchment Management Authority	Glenelg Hopkins

Plans

The household will use the Port Fairy Local Flood Guide to make safe decisions during a flood.



Understanding the warnings

The household will use the following warning systems to support early and safe decision making:

Australian Warning System – www.emergency.vic.gov.au

The Australian Warning System is a new national approach to information and warnings during emergencies like bushfire, flood, storm, extreme heat and severe weather. The System uses a nationally consistent set of icons, like those below.

Warning Levels

There are three warning levels:

- **Advice (Yellow):** An incident has started. There is no immediate danger. Stay up to date in case the situation changes.
- **Watch and Act (Orange):** There is a heightened level of threat. Conditions are changing and you need to start taking action now to protect you and your family.
- **Emergency Warning (Red):** An Emergency Warning is the highest level of warning. You may be in danger and need to take action immediately. Any delay now puts your life at risk.



Each warning level has a set of action statements to give the community clearer advice about what to do. Calls to Action can be used flexibly across all three warning levels, and contextualised for each hazard within each state or territory.

Note: Warnings may be issued in any order so its important to be prepared prior to an emergency occurring.

Weather Warnings – www.bom.gov.au/vic/warnings

The Bureau of Meteorology (BoM) is Australia's national weather, climate and water agency operating under the authority of the Meteorology Act 1955 and the Water Act 2007. The BoM issue forecasts, warnings and advice to support safe decision making.

Port Fairy is in the South West Weather District and the West Coast Forecast Area as indicated on the map below:

Victorian Forecast Areas Map

Use the menu to:

Click on the relevant map area to link to a corresponding forecast.



Warnings from the BoM include:

Severe Weather Outlook

BoM provides a five day severe weather outlook.

Severe Thunderstorm Forecast Chart

A thunderstorm forecast is issued at 11:30am each day indicating the chance of thunderstorms (outside storm season). A Day 2 forecast will usually be issued at midday during “thunderstorm season” (October to April).

Severe Weather Warning

Issued when severe weather is expected to affect land-based communities within 6-24 hours and one or more of the following applies:

- it is not directly the result of severe thunderstorms.
- it is not covered by tropical cyclone or fire weather warnings.
- Severe Weather is already occurring, and a warning is not already current.

Severe Thunderstorm Warning

Issued for damaging wind (>90 km/h), large hail (>2 cm), and heavy rainfall leading to flash flooding. Detailed warnings may include red ellipses for the storm and orange-hashed areas for the immediate threat.

Coastal Hazard Warning

Coastal Hazard Warnings provide critical alerts for dangerous ocean conditions, specifically targeting abnormally high tides (storm tides) and damaging surf. These warnings indicate hazards that are occurring or imminent, with lead times ranging from 1 to 36 hours. They are updated every 6 hours and advise on risks like coastal erosion and inundation.

Marine Wind Warning

Marine wind warnings are issued whenever strong winds, gales, storm force or hurricane force winds are expected. The initial warning attempts to provide around 24 hours lead-time and warnings are renewed every 6 hours.

Flood Warning

Provides predicted river heights for specific gauges.

Minor Flood Warning means flood water can:

- Reach the top of the river banks.
- Come up through drains in nearby streets.
- Cover low-lying areas including riverside camping areas.
- Affect some low-lying caravan parks.
- Cover minor roads, tracks and low level bridges.
- Spread across land or go into buildings on some properties and farms.

Moderate Flood Warning means floodwater can:

- Spill over river banks and spread across low-lying areas.
- Start to threaten buildings, roads, rail, power and other developments.
- Require evacuation in some areas.
- Cover main roads.

Major Flood Warning means floodwater can:

- Cause widespread flooding.
- Threaten more houses and businesses.
- Cause properties and whole areas to be isolated by water.
- Disrupt major roads and transport routes.
- Require many evacuations.

Flood Watch

The Bureau issues a Flood Watch to provide early advice of a developing situation that may lead to flooding. A Flood Watch is not a warning of imminent flooding.

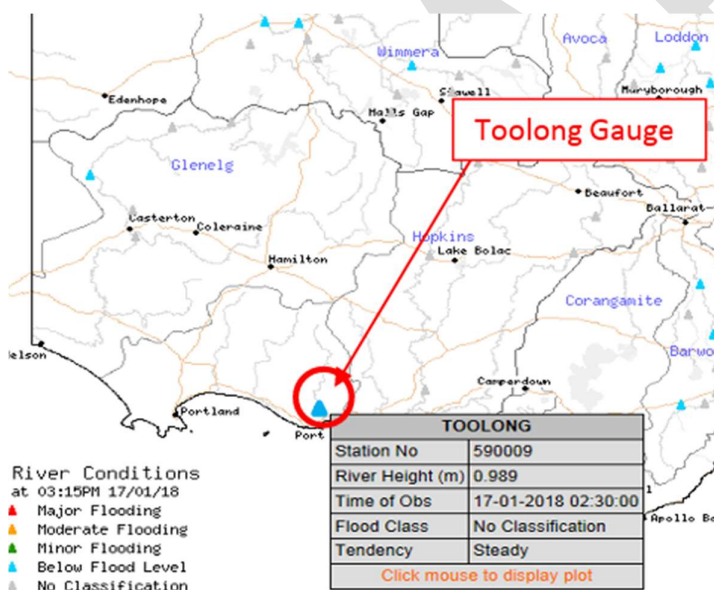
A Flood Watch provides information about a developing weather situation including forecast rainfall totals, catchments at risk of flooding, and indicative severity where required. The product also provides links to weather warnings, other Bureau flood-related products, and contact details and information of relevant emergency services.

Although there is uncertainty attached to a Flood Watch, its early dissemination can help individuals and communities to be better prepared should flooding eventuate. A Flood Watch may discuss possible snowmelt, local flooding or tidal impacts but a Flood Watch will not be issued solely on the basis of these phenomena.

Toolong Gauge on the Moyne River

The Toolong Gauge on the Moyne River provides water level monitoring. The household will monitor the gauge via www.bom.gov.au/vic/flood

- Select river conditions (above the map)
- Click on Glenelg Hopkins on the right
- Find the Toolong Gauge and hover over it
- Review the river height to the table in Section 1.3 of this plan to determine the flood impacts



Set up emergency notifications

To minimise the risk of the household becoming isolated during an emergency the household will:

- Download the VicEmergency App and create a Watch Zone. Click [here](#) for instructions
- Download the EmergencyPlus App - In an emergency, knowing your exact location is critical. The Emergency Plus App is a powerful tool that will help you call Triple Zero

(000) quickly, while enabling you to provide accurate details of your location to emergency services.

- Download the BoM Weather App

Know your credible sources

The household will ensure they stay informed before, during and after a flood by:

- Following VicEmergency on social media
- Tuning to 1602AM ABC radio – your emergency broadcaster
- Bookmarking and visiting the VicEmergency Website: emergency.vic.gov.au
- Saving the VicEmergency Hotline: 1800 226 226 in their phones
- Bookmarking the Bureau of Meteorology: bom.gov.au
- Following the VicSES Facebook: facebook.com/vicses
- Following the VicSES Twitter: @vicsesnews

Know who to call

The household will complete the contact list below, so they will know who to call before, during and after an emergency:

Emergency Services	
Emergency (life-threatening):	000
Victoria SES (flood assistance):	132 500
VicEmergency Hotline:	1800 226 222
Services	
Glenelg Hopkins Catchment Management Authority	5571 2526
Moyne Shire Council	1300 656 564
Personal	
Home Insurance: [Company, Policy Number, Phone]	
Contents Insurance: [Company, Policy Number, Phone]	
Car Insurance: [Company, Policy Number, Phone]	
Electrician: [Name, Phone]	
Plumber: [Name, Phone]	
Personal Contacts	

To minimise calling emergency services the household will use the When Should I call VicSES during a flood or storm flowchart attached at Appendix A.

Preparing the property

To ensure the property is safe, the household will:

- Clean gutters, down pipes and drains to remove debris and leaf litter and prevent blockages
- Check that loose items around the house are safely secured
- Trim overhanging branches
- Purchase sandbags and sand to sandbag the garage entry door and laundry external door.
- Identify items that can be elevated in the laundry and lower store areas
- Ensure insurance coverage is current and adequate

Vehicle Preparation:

During the flood season, the household will:

- Ensure fuel tank kept at least half full during weather events
- Keep emergency supplies in vehicle

Annual Review

This plan will be reviewed and updated:

- Annually
- After any flood event affecting Port Fairy
- When household composition changes
- When emergency contacts change
- When evacuation destinations change
- When updated flood information released

Review checklist:

- ☐ All contact numbers current
- ☐ Evacuation destinations confirmed
- ☐ Emergency kit complete and supplies current
- ☐ Household members familiar with plan
- ☐ New flood information incorporated
- ☐ Monitoring website links still active
- ☐ Insurance policies current

PLANNING

To ensure the household is prepared for an emergency the household will:

1. Plan to leave early
2. Prepare their property
3. Plan to stay without support for 72 hours

Planning to leave

The household will plan to leave early and consider:

- Where they will go (friend or family away from the emergency, a hotel, into a larger town)
- What important information and items to take

The household will prepare an emergency kit as detailed below:

Emergency Kit
Identification & Important Documents (in waterproof bag)
• Copies of identification (driver's licenses, passports, Medicare cards) • Insurance policies and contact information • Property ownership documents • Bank account information • Emergency contact list • Copies of this Household Flood Plan • Prescriptions and medical records • Photos of property and valuables (for insurance)
Medications & First Aid:
• All prescription medications (7-day supply minimum) • First aid kit (bandages, antiseptics, pain relief) • Personal medical devices (e.g., blood pressure monitor, glucose meter) • Medical alert information • Emergency medical contact information
Communication:
• Fully charged mobile phones • Portable phone chargers/power banks (charged) • Spare phone cables • Battery-powered or hand-crank radio (AM/FM) • Spare batteries (AA, AAA, others as needed) • Waterproof bags for electronics • Written list of emergency contacts • Laptop/tablet and chargers • External hard drive or USB with important files
Personal Items:
• Cash in small denominations - ATMs may not work)

• House and car keys (spare set) • Hearing aids and spare batteries • Dentures and cleaning supplies • Contact lenses and solution • Essential toiletries
Pet Supplies:
• Pet food (3-day supply) • Water bowls • Leads, collars with ID tags • Pet medications • Vaccination records • Carrier or crate • Favorite toy or blanket
Clothing & Bedding:
• Change of clothes for each person (3 days) • Sturdy waterproof boots or shoes • Raincoats or waterproof jackets • Warm clothing and blankets • Hat and sunscreen • Towels
Tools & Supplies:
• Waterproof torch (LED / Head Lamp / Lantern recommended) • Spare batteries for torch
Children's Items (where applicable)
• Children's comfort items (toys, books) • Medications • Games or activities for extended stay

Planning to stay (72 hours)

It is always the household's intention to leave early if flooding is forecast or conditions begin to deteriorate. Leaving before access routes are impacted remains the safest option and will be prioritised wherever possible.

However, if for any reason early departure is not possible or conditions change rapidly, the household is prepared to remain safely at the property. Due to the construction standard and elevated level of the dwelling, the house is designed to reduce flood impact and support safe sheltering in place. The household has planned to be self-sufficient for a minimum of 72 hours without external assistance, with essential supplies, drinking water, medications, power sources, communication devices and important documents readily accessible.

Advance preparation ensures that, if temporary isolation occurs, the household can remain safe and comfortable while monitoring official advice and waiting for conditions to improve before making further decisions about leaving.

Food & Water (3-day supply):

- Bottled water (4 litres per person per day for drinking, hygiene and cooking)
- Infant formula and baby food if applicable
- Non-perishable food for everyone in the household

Medications & First Aid:

- All prescription medications (7-day supply minimum)
- First aid kit (bandages, antiseptics, pain relief)
- Personal medical devices (e.g., blood pressure monitor, glucose meter)
- Medical alert information
- Emergency medical contact information

Communication:

- Fully charged mobile phones
- Portable phone chargers/power banks (charged)
- Battery-powered or hand-crank radio (AM/FM)
- Spare batteries (AA, AAA, others as needed)
- Written list of emergency contacts
- Laptop/tablet and chargers

Tools & Supplies:

- Waterproof torch (LED / Head Lamp / Lantern recommended)
- Spare batteries for torch

Pet Supplies (if applicable):

- Pet food (3-day supply)
- Pet medications

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RESPONSE

Monitor Emergency Information and Warnings

Flood warnings and notifications are provided by the Bureau of Meteorology (BOM) and VICSES to the Victorian community¹. Due to the nature of the emergency a warning may begin with an Advice warning to alert the community of an emergency however, in some circumstance, the first warning may be an Emergency warning or a Watch and Act message. On receiving the Warning, the household will follow the warning instructions and refer to their flood plan for further guidance as per below.

Monitoring Protocol

The household will regularly monitor official sources following a weather warning. Sources include:

- VicEmergency website/app
- ABC Local Radio (1602 AM)
- Weather radar updates (BOM)

The household will follow the advice in the warnings.

If an Advice Warning is Received

The household will increase monitoring official sources and follow the advice in the warning.

If a Watch and Act warning is received

If a Watch and Act Message is received, the household will follow the advice in the warning:

The household will also:

1. Increase monitoring frequency of official sources
2. Contact all household persons
3. Plan to leave – see Section **Planning to leave your property**
4. Plan to stay – See Section **Planning to stay (72 hours)**
5. Check emergency kit is complete and accessible
6. Ensure vehicles have adequate fuel or charge (minimum half tank)
7. Prepare to implement protection measures:
 - Identify items to be lifted or moved
 - Preposition sandbags if safe to do so:
 1. Sandbag preposition locations as per Appendix B
 2. Bag it, block it, lift it and Leave - Protecting your home with sandbags as per Appendix C
 3. Do NOT attempt sandbagging if water already present

¹ South West (Barwon) Region Emergency Response Plan – Flood Sub-plan, Version 1.0, August 2019

- Ensure drainage is clear around the property
 - Move bins, outdoor furniture, pot plants inside or secure
8. Charge all devices: Mobile phones, tablets, portable battery banks

If an Emergency Warning is received

If an Emergency Warning is received, the household will follow the advice in the warning.

The household will also:

1. Increase monitoring frequency of official sources
2. Contact all household persons
3. Plan to leave – see Section below: **Leaving your property**
4. Plan to stay – See Section below: **Staying in your property**
5. Check emergency kit is complete and accessible
6. Ensure vehicles have adequate fuel or charge (minimum half tank)
7. Prepare to implement protection measures:
 - Identify items to be lifted or moved
 - Preposition sandbags if safe to do so:
 1. Sandbag preposition locations as per Appendix B
 2. Protect your home with sandbags as per Appendix C
 3. Do NOT attempt sandbagging if water is already present
 - Ensure drainage is clear around the property
 - Move bins, outdoor furniture, pot plants inside or secure
8. Charge all devices: Mobile phones, tablets, portable battery banks

Leaving your property

It is always safer to evacuate early. Never wait until last minute. Be prepared to self-evacuate if conditions deteriorate rapidly.

1. **Prepare for immediate departure:**
 - Lift valuable items off floor to benchtops/upper levels
 - Preposition sandbags if safe to do so as per Appendix B
 - Block drains and toilets to prevent backflow as per Appendix C
 - Secure or bring inside, outdoor furniture, items that could float
 - Place emergency kit by front door
 - Dress in appropriate clothing (sturdy shoes, weather-appropriate layers)
 - Prepare pet carriers and supplies
 - Fill water bottles
2. **Notify all parties:**
 - Confirm evacuation destination with family/friends
 - Notify emergency contact of the situation
3. **Make final preparations:**
 - Turn off gas at meter
 - Turn off water at mains (if time permits)
 - Close and lock all doors and windows
 - Turn off non-essential appliances

- Disconnect sensitive electronics from power
4. **Maintain contact:**
 - Ensure mobile phones fully charged
 - Keep portable radio with fresh batteries ready
 - Monitor VicEmergency app continuously
 5. **DO NOT WAIT FOR OFFICIAL EVACUATION ORDER**
 - Be prepared to self-evacuate **if conditions deteriorate rapidly.**
 - **DO NOT RETURN** until official all-clear given
 6. Notify your emergency contact when you arrive at your location

Known Flood-Prone Roads to AVOID:

- Griffiths Street / Woodbine Road near Port Fairy Golf Course
- Skenes Road
- Princes Highway at Yambuk, Rosebrook, and Reedy Creek
- Toolong North Road
- Low-lying areas near Moyne River
- Coastal roads near Belfast Lough

During evacuation:

- Never drive through water (15cm can float a car)
- If road ahead is flooded, turn around immediately
- Do not attempt to drive on closed roads
- Follow emergency service directions
- Call 000 if trapped

Staying in your property

Staying at your property should only occur if evacuation is no longer safe or possible or if the warning you receive is to shelter in place. Your safety is the priority.

1. Move to a safe internal location:

- Relocate to the highest accessible level of the dwelling
- Avoid basements, garages and ground-floor rooms
- Take emergency kit, mobile phone, torches, medications and water with you
- Keep pets secured with you
- Wear sturdy footwear and weather-appropriate clothing

2. Secure the property (if safe to do so):

- Continue monitoring sandbags and flood barriers
- Keep drains and toilets blocked to reduce backflow
- Turn off electricity at the main switchboard if water is approaching floor level
- Turn off gas at the meter if not already done
- Do NOT enter floodwater inside or outside the property

3. Maintain communication:

- Keep mobile phones fully charged and conserve battery
- Monitor the VicEmergency app continuously

- Keep portable radio operating for updates
- Notify your emergency contact that you are sheltering in place

4. Monitor conditions continuously:

- Regularly check external water levels from a safe vantage point
- Be alert for rapid changes in river height or storm surge
- Watch for signs of structural damage or shifting debris
- Be prepared to move to roof space only as a last resort

5. Critical safety warnings:

- DO NOT enter floodwaters (risk of contamination, debris, hidden hazards and electrocution)
- DO NOT swim or wade through moving water
- Avoid contact with floodwater wherever possible
- Call 000 immediately if life-threatening danger arises

6. After floodwaters begin to recede:

- Wait for official advice before leaving the property
- Do not turn electricity back on until inspected if water has entered the home
- Avoid entering rooms with standing water until confirmed safe
- Notify your emergency contact of your status

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AFTER THE EMERGENCY

Relief may be available if you have been affected by an emergency.

Relief is help you may be eligible for during and directly after an emergency. It helps you meet your immediate needs, like food and a place to stay.

Information about relief is available on the [VicEmergency website](#) or call [1800 226 226](#).

Returning to your property

After a flood/storm has passed, conditions may still be dangerous. If you have evacuated, do not return home until emergency services say it is safe to do so. Make sure the gas or electricity supply on your property has been confirmed as safe by a qualified tradesperson.

Before entering property:

1. Look for downed power lines nearby
2. Check for gas smell
3. Photograph/video damage from outside
4. Check for structural damage (cracks, shifts, subsidence)
5. Document damage thoroughly for insurance

Do NOT enter if:

- Building appears structurally unsound
- Gas smell present
- Water still present
- Electricity has not been certified safe

When entering:

- Wear protective clothing (boots, gloves, long sleeves, eye protection)
- Use torch even during the day (power may be off)
- Watch for wildlife (snakes, spiders seeking high ground)
- Be aware of contamination (sewage, chemicals)
- Check every room carefully

Immediate Actions:

- Contact insurance company immediately
- Document all damage (photos/video before cleaning)
- Separate damaged items (don't throw out until insurer assesses)
- Ventilate property (open windows and doors)
- Begin drying out process

Utilities:

- Have a licensed electrician inspect before reconnecting power
- Have a licensed plumber inspect before using water
- Have a licensed gas fitter inspect before using gas
- Arrange a professional assessment to check all service utilities are safe

Health & Safety:

- Wear protective clothing and equipment when cleaning
- Discard contaminated food

- Disinfect all surfaces that contacted floodwater
- Dispose of damaged porous materials (carpet, mattresses, soft furnishings)
- Watch for mould growth -
health.vic.gov.au/sites/default/files/migrated/files/collections/factsheets/a/after-a-flood-mould-and-your-health-doc.pdf
- Seek medical attention if injured or unwell

Financial:

- Contact insurance immediately
- Keep all receipts for emergency expenses
- Photograph all damage
- Don't dispose of damaged items until insurer advises
- Inquire about emergency financial assistance (if applicable)
- Apply for any available government support programs

You may also experience a range of physical, mental and emotional reactions when returning home. If at any time you are worried about your mental health or the mental health of a loved one, call Lifeline on [13 11 14](tel:131114) or Beyond Blue on [1300 224 636](tel:1300224636).

Information and Fact Sheets

- [Better Health Channel – After a flood – returning home safely](#)

Information to consider if you are returning home after a flood.

- [Australian Red Cross – Returning home and coping after crisis](#)

Practical tips to help you cope and clean up following a fire, flood or other disaster.

- [Building and Plumbing Commission – Storm and flood information](#)

Advice for residents for what they can do if their property is impacted by flooding.

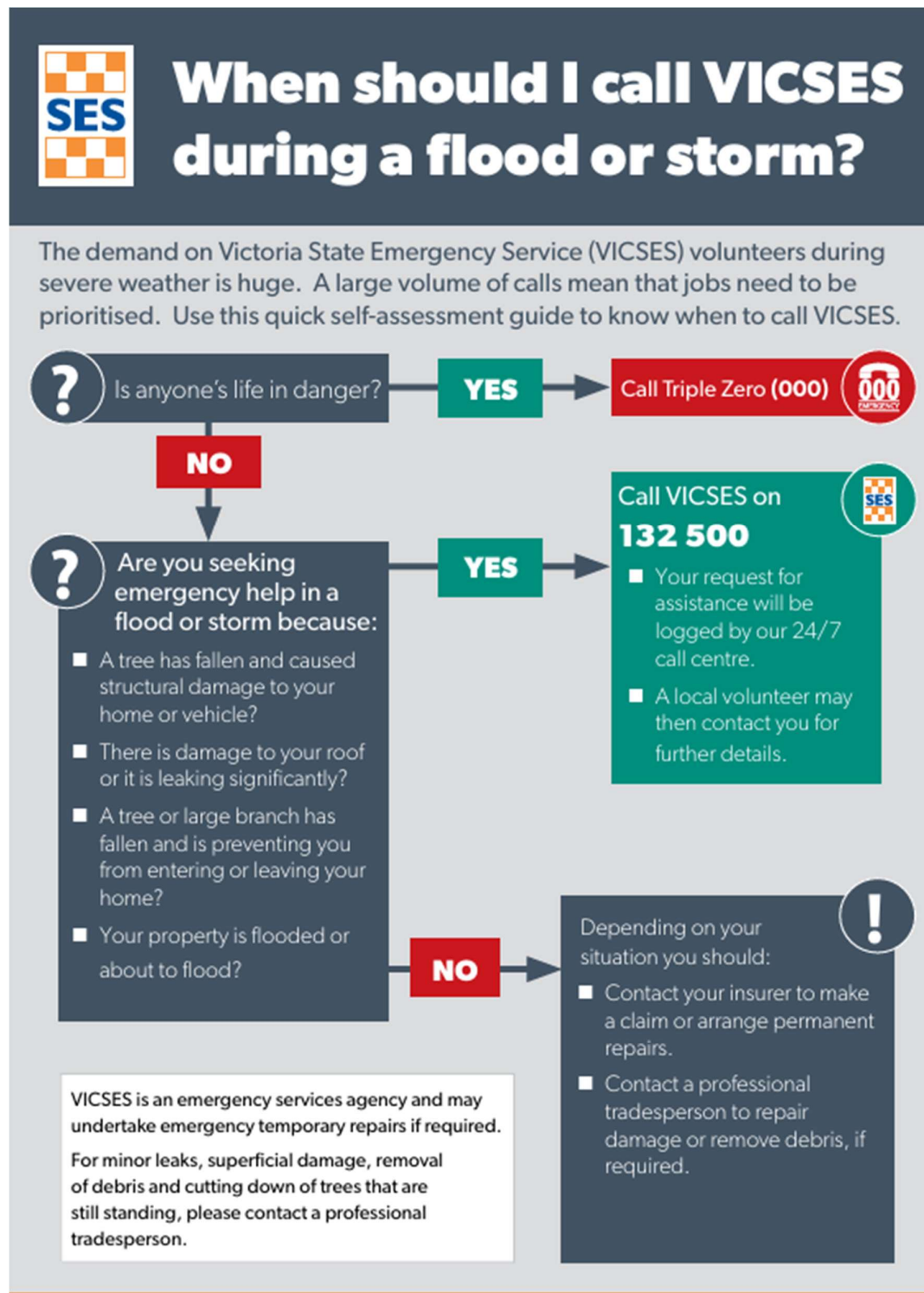
- [Agriculture Victoria – What to do after a flood](#)

Advice for farmers who have experienced agricultural impacts from a flood, such as losses of stock and farming assets.

- [Insurance Council of Australia – What to do after a flood](#)

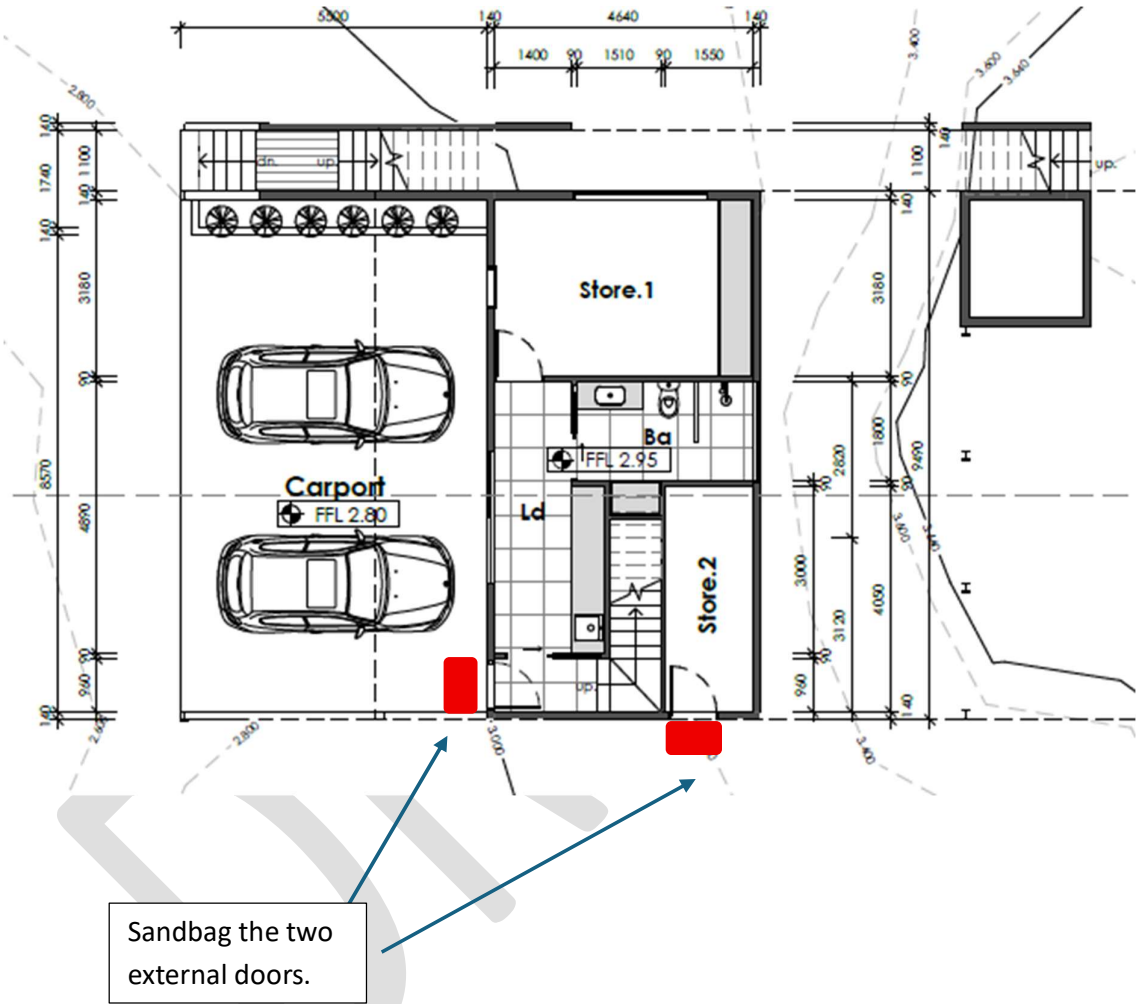
Advice on when to contact your insurance company and how to document damage.

Appendix A: When should I call VicSES during a flood or storm?



Appendix B: Sandbag pre-positioning locations

Preposition sandbags at the door leading to the carport and the door leading into the laundry.



Appendix C: Protecting your home with sandbags



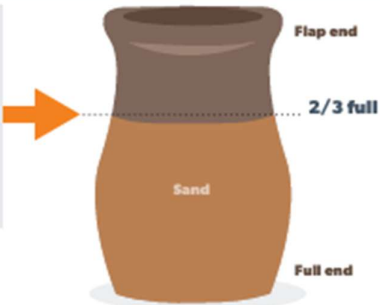
Sandbagging

Protecting your home

Sandbags won't stop the water completely, but can reduce the amount of water entering your home.

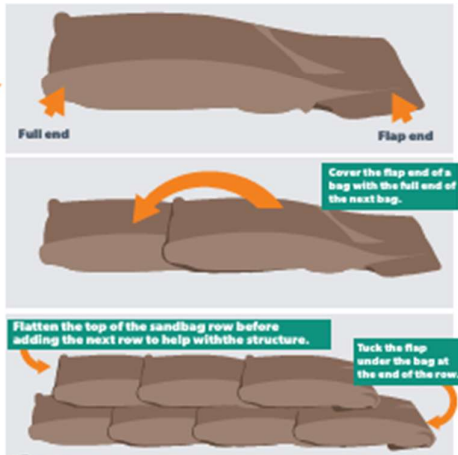
How do I fill a sandbag?

- Only use sand to fill hessian bags. Do not use dirt.
- Only fill sandbag two-thirds full.
- Do not over fill the sandbag as it will be too heavy to carry.
- Do not tie the top of the sandbag.
- Take care when filling and lifting the sandbag, to avoid injury.



How do I lay sandbags?

- Lay sandbags like brickwork. Stagger rows so that the joins do not line up.
- Start at one end and work to the other end.
- Ensure the unfilled part of the bag is covered by the next bag.
- Tuck flap under the bag at the end of the row.
- If the sandbag wall is going to be more than five (5) bags high, you will need to lay two (2) rows wide.



Where do I place the sandbags?

- Place sandbags in plastic bags to cover drainage holes in home (e.g. showers, toilets, sinks) to stop back flow of water.
- Place a small wall across doorways, at least the height of the expected water level. Be careful not to trap yourself inside.
- If available, plastic sheeting may be used under sandbags to reduce the seepage.



What do I do once I have finished with the sandbags?

- Sturdy gloves should be worn when handling wet sandbags as they can contain chemicals, waste and diseases.
- Sandbags that have been in contact with floodwater need to be thrown away.
- Contact your local council to find out how to dispose of your sandbags safely.



Sandbags and sand

Preparing your home

Having sandbag supplies ready can assist you before a flooding emergency occurs.



What supplies do I need to sandbag my home?

- Sandbags
- Sand
- Plastic sheeting
- Gloves and safety goggles
- Shovel or hand scoop

Where can I purchase these supplies?

- Many sandbag supplies can be purchased from hardware stores or garden centers.
- VICSES do not routinely supply sandbags to households.
- During floods, sandbag distribution points may be established in flood-affected areas.



How many sandbags will I need and how much sand?

- Most homes can be protected by less than 25 sandbags.
- The number of sandbags will depend on your local flood risk and availability.
- Sandbags are filled 2/3 full which requires around 15-20kgs of sand per bag.

How do I store my sand and sandbags?

- Filled sandbags only have a short shelf life.
- It is recommended to store sandbags empty.
- Sandbags should be stored in a cool dry area away from UV light.
- Sand should be kept dry and can be stored in water-resistant containers or under a tarp.
- Sand is heavy - ensure it is stored so it can be moved safely.



When should I sandbag my home?

- **You** are best placed to decide if there is a need to sandbag your home, based on local knowledge and past flood events.
- Monitor your local conditions. Stay up-to-date with weather forecasts and warnings by downloading the **BOM Weather** and **VicEmergency** apps, or call the VicEmergency Hotline on 1800 226 226.
- If you think you are at risk, do not wait for an official warning to act.