

FIRE AND EVACUATION PLAN

Trigger: A fire is seen or reported within Oakwood Estate, or nearby, that may threaten the Estate.

The response sequence is as follows:

1. COMMUNICATE

- **CALL SECURITY - 021 790 6080** – Inform the security officer where the fire is.
 - **The SECURITY OFFICER to immediately:**
 - Call the **FIRE DEPT.** - Hout Bay 021 790 5980 or Central 021 590 1900/06
 - Call **Enviro Wildfire Services** - Rob Erasmus 083 411 3378
 - Call the **Security Trustee** – Heinrich Brumfield 071 303 3078
 - Call the **Fire Response Team**
1. To be advised
 2. To be Advised
 3. To be advised
 4. To be Advised

2. TAKE ACTION

Immediate Action before the Fire Dept arrives (by trained estate/Fire Response Team)

- ✓ Assess the situation; what can be done to **minimize spread** or damage? Evacuate (if necessary) occupants in the immediate area.
- ✓ **Security** to ensure **access routes for the Fire Dept** vehicles is not obstructed.
- ✓ **Security** to **turn off electric fence** if the fire is near or outside of the fence.
- ✓ Set up nearest **fire hydrant** and run out hose.
- ✓ **Security** to **minimize traffic and onlookers** in the immediate area.
- ✓ **Remove, or cool** with water, **hazardous substances** including gas bottles, fuel tanks etc. if this can be done safely.

3. EVACUATION

Initiate the Evacuation Plan – Should the entire Estate be under threat

- **Electric fences** to be turned off.
- Security/resident key holders to **open all relevant gates**. (See attached map for emergency exits).
- **Fire Officers and Security** to alert people with a **loudhailer/siren** to leave by vehicle via the main gates. Residents to be told to sound their car hooter to help raise the alarm.
- **If fire prevents** people from reaching the main gates Security and Fire Officers to instruct residents to **use the pedestrian exits on foot**.
- **All residents** meet at the assemble point which is the **area immediately outside the estate in front of the Oakwood Lane Security office** to ensure everyone has been accounted for.

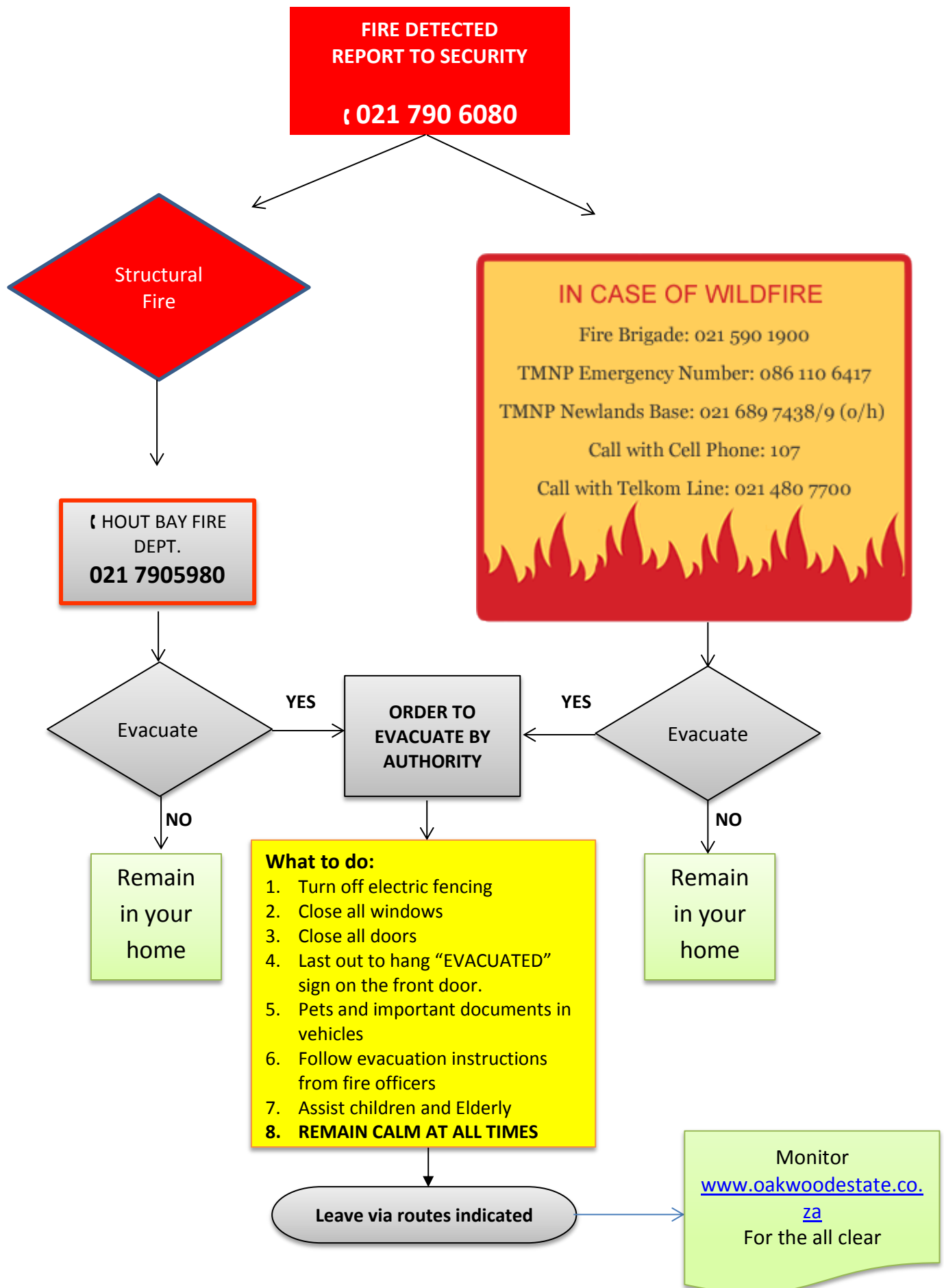
GUIDELINES FOR RESIDENTS

1. If you see a fire in or near the Estate, **CALL SECURITY - 021 790 6080** and describe what you have seen and where. Security will initiate the emergency response plan above.
2. Stay within your property unless it is imperative to leave for your own safety and that of your fellow occupants. Wait for an order to evacuate.
3. Do not turn on your irrigation systems or use your garden hose to wet your property. The fire hydrants on the Estate are connected to the Municipal water supply and the water pressure to the fire hydrants will be adversely affected should every household do this. This excludes sprinklers on thatched roofs which should be used in the event of fire.
4. Do not block the roads; keep your vehicles well clear.
5. Should you receive the order to evacuate, do not attempt to take your household contents with you. **People and pets are the priority**; ensure everyone in your

property is accounted for. It is suggested that you proactively plan as to what you would take in the event of needing to evacuate [i.e. important chronic medication, small irreplaceable items or documents etc. – the rule is to take only what you can carry in a back pack that is made of cotton or nonflammable material]

6. Attach an **'Evacuation Sign'** to your front door.
7. Make your way in an orderly fashion to the main gates, or as directed by Security/Fire Officers, sound your car's hooter to alert others.
8. If vehicle evacuation is not possible, leave your vehicles (**do not block road access for emergency services**) and proceed on foot to the nearest pedestrian point or as directed by a Security/Fire Officer. See accompanying map for emergency exits.

FIRE DEFENCE RESPONSE FLOW CHART REV 1. Dated 010915

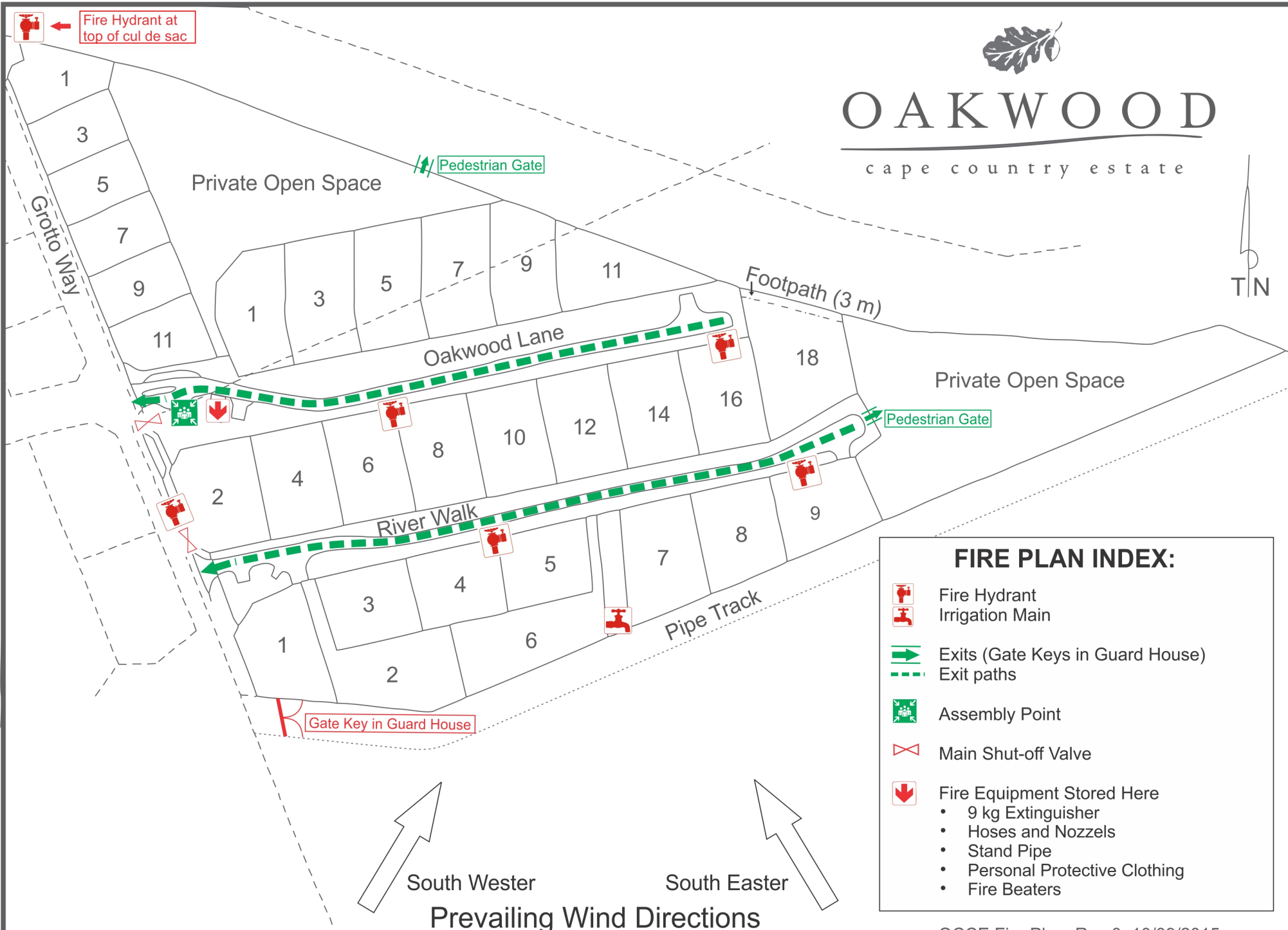


Fire Hydrant at
top of cul de sac



OAKWOOD

cape country estate



FIRE PLAN INDEX:

-  Fire Hydrant
-  Irrigation Main
-  Exits (Gate Keys in Guard House)
-  Exit paths
-  Assembly Point
-  Main Shut-off Valve
-  Fire Equipment Stored Here
 - 9 kg Extinguisher
 - Hoses and Nozzels
 - Stand Pipe
 - Personal Protective Clothing
 - Fire Beaters

**HOUSE
EVACUATED**

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