

Bushfire Emergency Management Plan – Proposed Group Accommodation, 255 Grubb Road, Wallington

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South Coast Bushfire Consultants

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DEFINITIONS, ABBREVIATIONS AND ACRONYMS

AS 3959-2018	Australian Standard AS 3959 -2018 Construction of buildings in bushfire-prone areas
CFA	Country Fire Authority
Clause	A clause relates to a specific piece within the planning scheme
Clause 44.06	Bushfire Management Overlay
Clause 53.02	Planning for Bushfire
Clause 13.02-1S	Bushfire - Planning
DELWP	Department of Environment, Land, Water and Planning
BAL	Bushfire Attack Level
BPA	Bushfire Prone Area
BMO	Bushfire Management Overlay
BMS	Bushfire Management Statement
FDR	Fire Danger Rating
Method 1	refers to methodology in AS 3959-2018 for determining a BAL with a number of predetermined inputs
Method 2	refers to methodology in AS 3959-2018 for determining a site specific BAL
Pathway 1	refers to an application pathway in Clause 53.02 of the planning scheme
Pathway 2	refers to an application pathway in Clause 53.02 of the planning scheme
Planning Practice Note	a guide for using various sections of the planning scheme prepared by DELWP
RA	Responsible Authority
SCBC	South Coast Bushfire Consultants
Total Fire Ban Day	is declared by CFA on days when fires are likely to spread rapidly and could be difficult to control
SIP	Shelter-In-Place
AHEMP	All Hazard Emergency Management Plan

Bushfire Emergency Management Plan – Proposed Group Accommodation, 255 Grubb Road, Wallington

1. INTRODUCTION

This All-Hazard Emergency Management Plan (AHEMP) (referred to as ‘the plan’ throughout this report, has been prepared to document the Emergency Management Response to the proposed group accommodation at 255 Grubb Road, Wallington.

The plan forms a holistic approach to risk mitigation and outlines managements response to emergency risks. Bushfire risk is identified as a critical risk to the site and the plan includes actions prior to the declared bushfire season and during the declared bushfire season.

The plan recognizes a range of potential risks associated with the site and recognizes bushfire and grassfire as one of the critical risk factors.

The plan gives significant weight to the state governments risk reduction measures including forecasted Fire Danger Ratings and weather forecast information from the Bureau of Meteorology (BOM).

The Vic Emergency App is a critical information source relating to warnings associated with emergencies and is a key warning notification tool for emergencies.

The Fire Danger Ratings are being updated within Victoria in September 2022 and the new ratings have been used within the body of this report.

The key objective of this plan is to provide recommendations to improve the life safety of occupants of the site.

The protection of life safety relies heavily on the evacuation of the site and surrounding area during Catastrophic and Extreme fire danger ratings.

2. SUMMARY OF DEVELOPMENT

This Bushfire Emergency Management Plan (BEMP) has been prepared for a tourism site at 255 Grubb Road, Wallington. The BEMP has been prepared for the 5 accommodation units that are proposed for the site the north of the existing restaurant and winery. The BEMP does not relate to the whole tourism offering within the site and focuses on these staying overnight.

The property comprises of significant gardens and well managed grounds. The site contains managed vineyards. The vineyards are classified as low threat vegetation in accordance with the Australian Standard AS 3959-2018.

This plan has been prepared to enable all occupants including management and guests of the site to make informed decisions during the declared fire danger period.

This BEMP proposes a number of measures proposed to enhance the protection of human life and property. These including:

- Evacuation of the site if there is a bushfire within 20km of the property.
- Recommended heightened alertness during a Catastrophic or Extreme Australian Fire Danger Rating.
- Manage vegetation within the site.
- Provide a Shelter-In-Place location in the event of a bushfire emergency.

The proposed plan is a staged response in line with state governments risk reduction measures including Australian Fire Danger Ratings and Emergency Warnings.

2.1.1 Map 1 – Site details – 255 Grubb Road, Wallington



2.2 Bushfire Risk

The site is located within an established tourism precinct at Wallington on the Bellarine Peninsula and has been assessed as Landscape Type 1 – Low Landscape Risk in accordance with the *Bushfire Hazard Assessments – Guidelines* (DTP, 2026). The broader landscape is characterised by managed grassland, vineyards, rural-residential development and an extensive road network, resulting in a fragmented pattern of vegetation that limits the potential for long, uninterrupted fire runs.

The predominant bushfire hazard affecting the site is associated with grassland to the north and east of the development. The Ocean Grove Nature Reserve forms part of the broader bushfire landscape to the south; however, the proposed accommodation cabins are separated from the reserve by existing development, managed vegetation and roads, and the reserve does not determine the Bushfire Attack Level for the development. The generally flat topography across the Bellarine Peninsula further reduces the potential for extreme fire behaviour associated with steep slopes.

The site benefits from a well-connected public road network that provides multiple access and egress opportunities for occupants and emergency services. Existing residential development and cultivated land surrounding the site also provide breaks in vegetation continuity that assist in reducing the potential for large-scale bushfire spread.

Although the overall landscape bushfire risk is considered to be low, grassfires can develop rapidly under Extreme or Catastrophic fire weather conditions and may generate ember attack, smoke and reduced visibility. As the development provides tourist accommodation and may be occupied by visitors unfamiliar with the local area and bushfire procedures, the implementation of this Bushfire Emergency Management Plan is important to ensure that appropriate monitoring, communication and evacuation procedures are followed whenever bushfire conditions present a risk to occupants.

Vegetation within the site comprises managed vineyards, landscaped gardens and maintained grassed areas. Small patches of trees and shrubs occur within the property; however, they are managed as part of the ongoing maintenance of the site and do not constitute classified vegetation for the purposes of AS 3959-2018. Ongoing vegetation management will ensure that defendable space around the accommodation cabins is maintained in accordance with Clause 53.02-5 of the Greater Geelong Planning Scheme.

2.3 Occupancy

The proposed development comprises five tourist accommodation cabins capable of accommodating up to 15 guests. The cabins form part of the existing Oakdene tourism precinct, which also includes a winery, restaurant and cellar door that may accommodate larger numbers of visitors during normal operating hours.

Guests occupying the accommodation cabins are expected to be independently mobile and will generally arrive and depart using their own private vehicles. This provides occupants with the ability to evacuate the site quickly should bushfire conditions require relocation. Staff will be responsible for monitoring fire danger conditions and implementing the procedures contained within this Bushfire Emergency Management Plan.

The site has direct access to Grubb Road, which connects to the wider Bellarine Peninsula road network and provides multiple evacuation routes to areas of lower bushfire risk. Although evacuation may require travel through areas of managed grassland, the broader landscape has been assessed as Landscape Type 1 – Low Landscape Risk, with fragmented vegetation, an extensive road network and established residential development limiting the

potential for large, fast-moving bushfires. Early evacuation remains the preferred strategy where bushfire conditions present a risk to occupants.

2.4 Australian Fire Danger Ratings

The Australian Fire Danger Rating (AFDRS) provides advance notice of the level of bushfire risk expected within the Fire Weather District. Fire Danger Ratings are generally forecast several days in advance, allowing the site manager sufficient time to monitor conditions and communicate with current and prospective guests.

Although the site has been assessed as Landscape Type 1 – Low Landscape Risk, grassfires can develop rapidly under Extreme and Catastrophic fire weather conditions. The site manager should monitor Fire Danger Ratings issued by the Bureau of Meteorology and emergency warnings issued by VicEmergency and the Country Fire Authority (CFA).

On days forecast to be Extreme or Catastrophic, guests should be advised of the elevated bushfire risk, the potential for rapidly developing grassfires and the procedures contained within this Bushfire Emergency Management Plan. Guests should be encouraged to consider their travel plans and, where appropriate, depart the site before fire conditions deteriorate.

Mandatory evacuation of the site based solely on the Fire Danger Rating is not considered necessary, having regard to the site's Landscape Type 1 – Low Landscape Risk classification, the ability to achieve BAL-12.5 construction, the extensive surrounding road network and the availability of multiple evacuation routes. However, should a bushfire or grassfire threaten the locality, or if emergency services issue a Watch and Act or Emergency Warning, the evacuation procedures contained within this plan are to be implemented immediately.

2.5 Shelter-In-Place

The primary bushfire response for the site is the early relocation of occupants where a bushfire or grassfire is identified as posing a threat to the development. However, should a bushfire occur in close proximity to the site and smoke, fire or other hazards make evacuation unsafe, the existing main restaurant building will function as the designated Shelter-in-Place (SIP) building.

The SIP building is a substantial, permanently occupied structure capable of providing temporary refuge until it is safe for occupants to leave the site or emergency services advise that the immediate threat has passed. The building will be equipped with basic first aid supplies, drinking water and communication facilities.

Occupants directed to the Shelter-in-Place building should remain indoors, close all external doors, windows and other openings, and continue to monitor emergency information through the VicEmergency app, emergency service websites and local emergency broadcasts. Staff will provide updates to occupants as information becomes available and maintain communication with emergency services where required.

The Shelter-in-Place building may also be used during other emergency events, including severe thunderstorms, destructive wind events or other circumstances where remaining within a substantial building provides a safer outcome than evacuating the site.

3. SUMMARY OF BUSHFIRE EMERGENCY MANAGEMENT RESPONSES

The bushfire emergency response strategy adopts a tiered approach, based on the Fire Danger Period being declared and the Fire Danger Ratings (FDR) as well as actions when a fire is in the surrounding landscape or threatening the site.

Risk	Summary of actions
Pre- Fire Danger Period	Review and update the Bushfire Emergency Management Plan. Undertake staff training and induction. Conduct emergency scenario exercises. Maintain vegetation in accordance with Clause 53.02-5. Inspect buildings, emergency equipment and communication systems.
Fire Danger Period	Monitor Fire Danger Ratings, weather forecasts and VicEmergency notifications. Ensure emergency contact details are current and staff are familiar with emergency procedures.
Fire Danger Rating (FDR) –moderate	Continue normal operations. Chief Warden to monitor VicEmergency and weather forecasts.
FDR - High	Implement the Communication Plan. Chief Warden to monitor VicEmergency, weather forecasts and local fire activity.
FDR - Extreme	Implement the Communication Plan. Notify current and arriving guests of the forecast conditions and the procedures contained within this Plan. Monitor VicEmergency continuously and assess any fires affecting the Bellarine Peninsula. Consider postponing arrivals or encouraging early departure if a bushfire threatens the locality.
FDR – Catastrophic	Implement the Communication Plan. Notify all guests of the forecast conditions and monitor VicEmergency continuously. If a bushfire or grassfire threatens the locality, implement the evacuation procedures. The site operator may elect to suspend accommodation operations where forecast conditions or emergency warnings indicate an unacceptable risk.
A Local Bushfire Event within 20km of the site.	Implement the Communication Plan. Monitor VicEmergency continuously. Assess the fire location, size, rate of spread, current and forecast wind direction, smoke impacts and advice issued by emergency services. Prepare for evacuation if the fire is moving towards the site.
A Local Bushfire Event within 10km of the site.	Activate the Emergency Management Plan. Continue monitoring official warnings and assess whether evacuation can be safely completed.

	If evacuation is no longer safe due to smoke, fire or road conditions, relocate occupants to the designated Shelter-in-Place building and await further advice from emergency services.
Watch and Act or Emergency Warning affecting the site or locality	Immediately implement the actions contained within the warning. Evacuate the site if safe to do so. If evacuation is not possible, relocate occupants to the designated Shelter-in-Place building and maintain communication with emergency services until the immediate threat has passed.

4. ROLES AND RESPONSIBILITIES

Prior to the commencement of each declared Fire Danger Period, the Property Manager is responsible for reviewing and updating this Bushfire Emergency Management Plan to ensure it remains current and reflects the latest guidance issued by the Country Fire Authority (CFA), Fire Rescue Victoria (FRV) and VicEmergency.

The Property Manager must ensure that all staff receive annual bushfire awareness training and are familiar with the emergency procedures contained within this Plan. As a minimum, staff training must include:

- the bushfire hazards affecting the Oakdene site and the surrounding Bellarine Peninsula;
- the Australian Fire Danger Rating System (AFDRS) and the significance of each Fire Danger Rating;
- procedures for monitoring weather forecasts, Fire Danger Ratings and emergency warnings issued through VicEmergency and the CFA;
- implementation of the site's Communication Plan;
- guest notification and evacuation procedures;
- the location and operation of the designated Shelter-in-Place building; and
- individual staff roles and responsibilities during a bushfire emergency.

Where the site operator elects to suspend accommodation operations on days forecast to be Extreme or Catastrophic, guests are to be notified as early as practicable and the accommodation cabins prior to the arrival of the forecast fire weather conditions.

All staff are required to have the VicEmergency app installed on their mobile phone and have notifications enabled. The Chief Warden or nominated manager is responsible for monitoring Fire Danger Ratings, weather forecasts and emergency warnings throughout the Fire Danger Period and ensuring that all staff and guests are informed of any bushfire or grassfire that may affect the site.

4.1.1 Roles and Responsibilities

Role	Name	Contact Detail	Responsibility during the Bushfire Season	Reports to	Delegated Roles
Chief Warden (Property Manager)			- Monitor Fire Danger Ratings, weather forecasts and VicEmergency warnings. - Monitor bushfire and grassfire activity affecting the Bellarine Peninsula. - Assess the level of risk to the site and determine the appropriate emergency response. - Activate the Bushfire Emergency Management Plan when required. - Implement the Communication Plan and notify staff and guests of any bushfire threat. - Determine whether evacuation should commence or whether occupants should relocate to the designated Shelter-in-Place building if evacuation is no longer safe. - Liaise with emergency services and implement any directions provided. - Ensure contractors and new staff are inducted into the Bushfire Emergency Management Plan. - Maintain records of emergency actions undertaken.	CFA, VicEmergency, Victoria Police, Fire Rescue Victoria (where applicable)	Delegates responsibilities to the Deputy Warden if unavailable.
Deputy Warden			- Assume the responsibilities of the Chief Warden if they are unavailable. - Assist with monitoring emergency warnings and weather conditions. - Prepare the Shelter-in-Place building if directed by the Chief Warden.	CFA, VicEmergency, Victoria Police, Fire Rescue Victoria (where applicable)	Assumes the role of Chief Warden if required.

			- Assist with guest communication, evacuation and welfare. - Account for occupants at the assembly area or Shelter-in-Place building. - Assist emergency services as requested.		
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5. TRAINING AND EXERCISES

All Wardens and relevant staff must be familiar with this Bushfire Emergency Management Plan and understand the actions required during the Fire Danger Period and in the event of a bushfire or grassfire affecting the site or surrounding locality.

Prior to the commencement of each declared Fire Danger Period, the Property Manager will conduct an annual review of this Plan and provide bushfire awareness training for all Wardens and relevant staff. As a minimum, the training will address:

- bushfire hazards affecting the Oakdene site and the surrounding Bellarine Peninsula;
- the Australian Fire Danger Rating System (AFDRS) and the significance of each Fire Danger Rating;
- monitoring weather forecasts, Fire Danger Ratings and official warnings through the VicEmergency app and other emergency information sources;
- implementation of the site's Communication Plan;
- guest notification procedures and emergency communications;
- evacuation procedures and the identification of suitable evacuation routes;
- activation and operation of the designated Shelter-in-Place building should evacuation become unsafe;
- the location and operation of firefighting equipment, including portable fire extinguishers; and
- the roles and responsibilities of Wardens and staff during a bushfire emergency.

Wardens and relevant staff must participate in at least one emergency exercise each year prior to the Fire Danger Period. The exercise should simulate a bushfire or grassfire emergency and include:

- monitoring official warnings using the VicEmergency app;
- assessment of bushfire risk based on weather conditions, fire location and emergency warnings;
- implementation of the Communication Plan;
- guest notification and evacuation procedures;
- activation of the Shelter-in-Place building where evacuation is not possible; and
- post-incident debriefing to identify opportunities for improvement.

Any new Warden or staff member appointed during the Fire Danger Period must receive an induction into this Bushfire Emergency Management Plan before assuming emergency management responsibilities.

5.1 First Aid Fire Fighting Training

It is recommended that all Wardens are trained in First Aid fire fighting to enable them to extinguish a fire safely in its initial stages.

The Chief Warden and Warden at a minimum should be knowledgeable about where the mobile fire extinguishers are located within each building and around the site and should be trained how to use the portable extinguishers.

6. PREPAREDNESS

6.1 Seasonal Outlook

Prior to each declared Fire Danger Period, the Property Manager is responsible for reviewing the seasonal bushfire outlook to understand the anticipated level of bushfire risk for the forthcoming fire season and to ensure that preparedness activities are appropriate.

The Property Manager should review the annual Seasonal Bushfire Outlook published by the Natural Hazards Research Australia in conjunction with the Australasian Fire and Emergency Service Authorities Council (AFAC). This outlook provides an assessment of the expected bushfire potential based on climatic conditions, fuel availability and long-term weather forecasts.

This Bushfire Emergency Management Plan should be reviewed annually before the commencement of the Fire Danger Period and updated where necessary to reflect changes to the site, operational practices or bushfire planning guidance.

6.2 Site Preparations

Maintaining the site in a well-managed condition significantly reduces the potential bushfire hazard and improves the resilience of the development.

Prior to each Fire Danger Period, the Property Manager should ensure that:

- vegetation surrounding the accommodation cabins is maintained in accordance with the defensible space objectives of Clause 53.02-5 of the Greater Geelong Planning Scheme;
- grass is maintained in a short, managed condition;
- leaves, bark, twigs and other combustible material are regularly removed from around buildings, pathways and accessways;
- landscaped gardens are maintained in accordance with CFA guidance for low-flammability plant species;
- access roads remain clear and accessible for emergency service vehicles; and
- firefighting equipment, emergency signage and communication systems are inspected and maintained in good working order.

6.3 Vic Emergency App

All Wardens and relevant staff are to have the VicEmergency app installed on their mobile phones with notifications enabled.

The Chief Warden should establish a 50 kilometre watch zone centred on the Oakdene site to provide early notification of bushfires, grassfires and other emergency incidents that may affect the Bellarine Peninsula. The app should be monitored throughout the Fire Danger Period and whenever elevated Fire Danger Ratings are forecast.

6.4 Shelter-In-Place Building

The existing restaurant building is the designated Shelter-in-Place (SIP) building for the Oakdene tourism precinct.

Early evacuation remains the preferred emergency response where a bushfire threatens the site. However, if evacuation is no longer safe due to fire, smoke or road conditions, the Chief Warden may activate the Shelter-in-Place procedures and direct occupants to the restaurant building until the immediate threat has passed or emergency services advise that it is safe to leave.

The Shelter-in-Place building should be maintained in a state of readiness throughout the Fire Danger Period and have access to first aid supplies, drinking water, communication equipment and emergency contact information.

7. AUSTRALIAN FIRE DANGER RATINGS AND BUSHFIRE INFORMATION

The communication procedures contained within this Bushfire Emergency Management Plan are based on the Australian Fire Danger Rating System (AFDRS) for the Central Fire Weather District, which includes the Bellarine Peninsula.

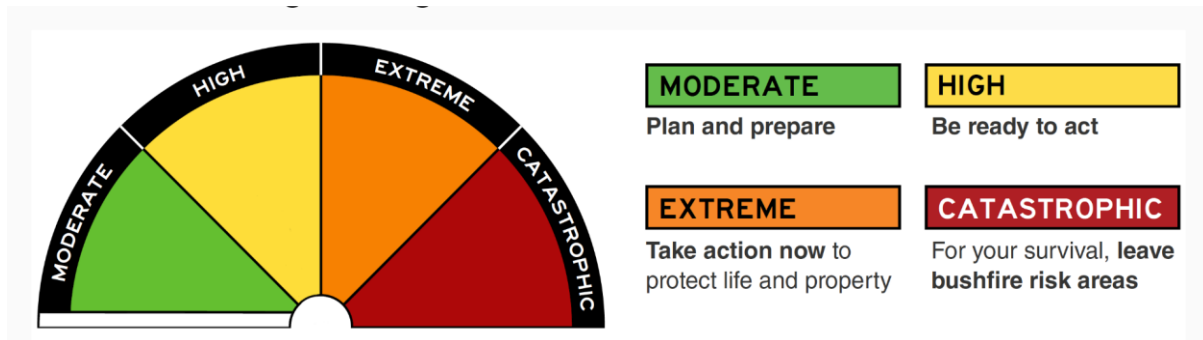


Figure 1 – Australian Fire Danger Rating System (AFDRS)

The Australian Fire Danger Rating (AFDRS) provides an indication of the potential consequences of a bushfire should one occur under the forecast weather conditions. It assists landowners, businesses and the community to understand the level of bushfire risk and the actions that should be taken to protect life and property.

The Fire Danger Rating provides information on:

- Potential impacts – the level of threat bushfires may pose to people, property and the environment.
- Expected fire behaviour – the likely intensity and rate of spread of a bushfire and the difficulty of suppression.
- Recommended actions – the actions people should consider taking in response to the forecast fire conditions.

Throughout the declared Fire Danger Period, the Chief Warden is responsible for monitoring the daily Fire Danger Rating, Total Fire Ban declarations, Bureau of Meteorology weather forecasts and emergency warnings issued through VicEmergency, the Country Fire Authority (CFA) and other emergency service agencies.

Visual observation remains an important part of bushfire preparedness. All staff should remain alert for signs of smoke or fire activity in the surrounding landscape and immediately report any concerns to the Chief Warden. If a bushfire or grassfire is identified as posing a threat to the site, the Chief Warden is to implement the Communication Plan and activate the procedures contained within this Bushfire Emergency Management Plan.

7.1 Bushfire Information Sources

Organisation	Purpose
Emergency Services (000)	Fire, Police or Ambulance emergency response.
VicEmergency	Official Victorian warnings, emergency incidents, planned burns and evacuation information.
Bureau of Meteorology (BoM)	Fire weather forecasts, Fire Danger Ratings and weather warnings.
Country Fire Authority (CFA)	Bushfire preparedness information, warnings and community advice.
Department of Energy, Environment and Climate Action (DEECA)	Information relating to bushfires on public land and planned burning.
Victoria Police	Road closures, public safety information and emergency directions.
Victoria State Emergency Service (VICSES)	Storms, floods and other emergency information.
Department of Health	Health advice associated with bushfire smoke and emergency events.
VicTraffic	Current road closures and traffic conditions.

7.2 Social Media and Mobile Applications

The following information sources should be monitored throughout the Fire Danger Period:

- VicEmergency mobile application.
- CFA mobile application (where available).
- VicEmergency Facebook.
- CFA Facebook.
- Bureau of Meteorology weather services.
- ABC Local Radio and other designated emergency broadcasters.

8. COMMUNICATION PLAN

Effective communication is a critical component of the Bushfire Emergency Management Plan. The objective of this Communication Plan is to ensure that staff and guests receive timely, accurate and consistent information regarding bushfire conditions, Fire Danger Ratings and emergency warnings issued by the Country Fire Authority (CFA), VicEmergency and other emergency service agencies.

The site is located within a Low Landscape Risk area where the predominant hazard is associated with grassfire. While periods of elevated fire danger require increased awareness and preparedness, evacuation is not automatically triggered by the Fire Danger Rating. Rather, decisions regarding evacuation will be based on the location and behaviour of any bushfire or grassfire, prevailing weather conditions and official emergency warnings.

Audience	Communication Method	Responsibility	High Fire Danger	Extreme Fire Danger	Catastrophic Fire Danger
Staff	Email, SMS, Staff Briefing	Chief Warden	Advise staff of the forecast conditions and remind them of their emergency management responsibilities.	Advise staff of the forecast conditions, review emergency procedures and ensure VicEmergency is actively monitored throughout the day.	Advise staff of the forecast conditions, review emergency procedures, monitor VicEmergency continuously and assess whether any operational changes are required.
Future Guests	Email and SMS	Property Manager	No communication required.	Advise guests that an Extreme Fire Danger Rating has been forecast and provide information regarding bushfire awareness, emergency procedures and official information sources.	Advise guests that a Catastrophic Fire Danger Rating has been forecast and provide information regarding bushfire awareness, emergency procedures and official information sources. Guests should be encouraged to review their travel plans and monitor official emergency warnings prior to travelling.

Current Guests	SMS, Email, Staff Notification	Chief Warden	No communication required unless a bushfire is affecting the locality.	Inform guests of the forecast conditions, explain the site's Bushfire Emergency Management Plan and encourage them to monitor VicEmergency and follow staff directions if conditions change.	Inform guests of the forecast conditions, explain the site's Bushfire Emergency Management Plan and encourage them to remain informed through VicEmergency. Advise that further instructions will be provided should a bushfire threaten the site.
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8.1 Communication During a Bushfire Emergency

If a bushfire or grassfire is identified as posing a risk to the site, the Chief Warden will immediately implement the Communication Plan by:

- notifying all staff and guests of the situation;
- monitoring VicEmergency, CFA and Bureau of Meteorology updates;
- assessing the fire location, current and forecast wind direction and likely fire behaviour;
- providing regular updates to guests as information becomes available;
- directing guests to evacuate only where it is safe to do so and where official warnings or emergency services indicate evacuation is appropriate; and
- activating the Shelter-in-Place procedures if evacuation is no longer considered safe.

All communications should reinforce that official information issued through VicEmergency, the Country Fire Authority (CFA) and Victoria Police takes precedence over all other sources of information.

9. BUSHFIRE THREAT ASSESSMENT AND RESPONSE

Where a fire incident has been identified in a 20km radius around the site through visual assessment or through a formal warning (Advice, Watch and Act or Emergency Warning) the Chief Warden must be notified.

9.1 Process for Assessment of the Risk

The process for assessing the likelihood of the bushfire incident impacting the site is complex and requires specialist knowledge. Decisions may be required under stressful circumstances and a matrix to aid decision making has been developed.

Assess viability of evacuation with advice regarding forecasted weather, including wind speed and direction.

Decision Making Matrix to Assess Evacuation – The communication proposed is for occupants onsite at the time of the formal warning.

 ◦ An incident is occurring or has occurred in the area ◦ Access information and monitor conditions.				
Action	Description	Responsibility	Action	Communication
Response Level #1	Uncontrolled bushfire generally beyond 20km.	Chief Warden	Continue monitoring with regard to wind direction and forecast bushfire weather. Evacuate site if safe to do so. Activate Shelter-In-Place	• A fire has been identified in the landscape. • An Advice Warning has been issued. • Stay informed by following: • VicEmergency APP or tune into ABC Local Radio. •

 WATCH AND ACT ◦ An emergency is developing nearby. ◦ You need to take action now to protect yourself and others.				
Action	Description	Responsibility	Action	Communication
Response Level #2	Uncontrolled bushfire within 10km of the site or a Watch and Act Warning.	Chief Warden	Increase monitoring of bushfire information sources. Evacuate site if safe to do so. Activate Shelter-in-Place	• A Watch and Act Warning has been issued. • Stay informed by following: • VicEmergency APP or tune into ABC Local Radio.
 EMERGENCY WARNING ◦ You are in imminent danger and need to take action now. ◦ You will be impacted.				
Action	Description	Responsibility	• Action	Communication
Response Level #3	Uncontrolled bushfire close to the site and/or an Emergency Warning has been issued.	Chief Warden	Declare a bushfire emergency. Shelter-in-place	• An Emergency Warning has been issued. • Shelter-in-place

- It is important to understand that impact can occur with little warning and little or no CFA or EMV warnings or notification

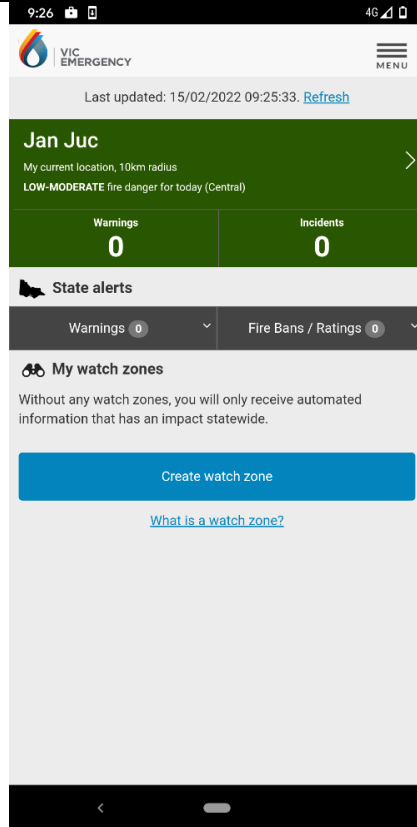
10. EMERGENCY CONTACTS

Name	Responsibility	Phone Number
Property Manager /Chief Warden	Site Emergency Coordinator	
Deputy Warden	Deputy Site Emergency Coordinator	
Police / Fire / Ambulance	Emergency Response	000
Vic Emergency Hotline	Bushfire and emergency information	1800 266 226
Victoria State Emergency Service (VICSES)	Storms, floods and emergency assistance	132 500
Powercorp		132 412
Poisons Information Centre		131 126
Translating and Interpreter Service		131 452
Worksafe Victoria		132 360

*Note: Emergency incidents requiring Fire, Police or Ambulance attendance must always be reported by calling 000. The local CFA brigade should not be contacted directly to report an emergency.

11.APPENDICES

11.1 Appendix 2 – Vic Emergency App Alerts

Table 1: Vic Emergency App – Bushfire alert procedure	
1. Download Vic Emergency App. 2. Create Watchzone	 The screenshot shows the Vic Emergency App interface. At the top, the status bar displays the time 9:26, battery level, and 4G signal. The app header includes the 'VIC EMERGENCY' logo and a 'MENU' button. Below the header, it states 'Last updated: 15/02/2022 09:25:33' with a 'Refresh' link. The main content area shows the user's name 'Jan Juc', their current location, a 10km radius, and the current fire danger level 'LOW-MODERATE fire danger for today (Central)'. There are two green boxes showing 'Warnings 0' and 'Incidents 0'. Below this is a 'State alerts' section with dropdown menus for 'Warnings 0' and 'Fire Bans / Ratings 0'. The 'My watch zones' section explains that without watch zones, only statewide impact information is received. A prominent blue button labeled 'Create watch zone' is visible, along with a link 'What is a watch zone?'.

3. Set 255 Grubb Road, Wallinton' as a new watch zone with 50km radius	
4. Watch zone on homepage 5. Ensure Alerts are on	