

# Declaration of a disaster situation - district level



This form is in compliance with Sections 64, 65 and 66 of the *Disaster Management Act 2003*

**SECTION 1:**  
**To be completed by District Disaster Coordinator (DDC)**

Date and time:	
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Subject to the approval of the Minister for Emergency Services, I declare a disaster situation for:

Disaster District/or part of a Disaster District:	
(Note 1)	

**PART A**

The declaration is necessary for the following reasons:  
 (Please tick the appropriate box/es.)

*(NB: To declare a disaster situation at least one of the following must be valid)*

A disaster has happened in the Disaster District.	<input type="checkbox"/>
A disaster is happening in the Disaster District.	<input type="checkbox"/>
A disaster is likely to happen in the Disaster District.	<input type="checkbox"/>

Provide justification for the above response:	
(Note 2)	
(Attach further documentation if necessary)	

**AND**

**PART B**

(Please tick the appropriate box/es.)

(NB: To declare a disaster situation at least one of the following must be valid)

I am satisfied that it is necessary for the DDC or a Declared Disaster Officer (DDO) to exercise declared disaster powers to prevent or minimise any of the following:

Loss of human life.	<input type="checkbox"/>
Illness or injury to humans.	<input type="checkbox"/>
Property loss or damage.	<input type="checkbox"/>
Damage to the environment.	<input type="checkbox"/>

Provide justification for the above response:  (Note 3)  (Attach further documentation if necessary)	

I have taken reasonable steps to consult with:

(Please tick when completed)

The District Disaster Management Group (District Group) for the Disaster District.	<input type="checkbox"/>
Each local government whose area is in, or partly in, the declared area for the disaster situation.	<input type="checkbox"/>

Comments from District Group: (if applicable)  (Note 4)	

Comments from local governments: (if applicable)  (Note 5)	

Signature:	
Printed name:	
Position:	
Phone number/s:	

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**SECTION 2:**  
**To be completed by the Executive Officer, State Disaster Management Group**

After considering the information provided in section 1, I recommend that the disaster situation referred to above, should be declared.

Date: \_\_\_\_\_

Time: \_\_\_\_\_

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**Executive Officer**  
**State Disaster Management Group**

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**SECTION 3:**  
**To be completed by the Minister for Emergency Services**

I approve the declaration of a disaster situation at district level.

Approved / Not Approved

Date and time the disaster situation is declared:	
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*(NB: A disaster situation ends seven days after it is declared unless the Minister for Emergency Services ends it sooner or a regulation extends it for a period of not more than seven days.)*

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**Minister for Emergency Services**

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*Retain a copy of this form for your records and send the original to the State Disaster Coordination Centre on Fax: 3357 4682*

**Guidelines for completing a declaration of a  
disaster situation – district level form DM2**

**General**

In accordance with section 64 of the *Disaster Management Act 2003*, a District Disaster Coordinator (DDC) for a Disaster District may, with the approval of the Minister, declare a disaster situation for the district, or a part of it, if satisfied -

- a) a disaster has happened, is happening, or is likely to happen, in the disaster district; and
- b) it is necessary for the DDC or a Declared Disaster Officer (DDO) to exercise declared disaster powers to prevent or minimise any of the following –
  - i) loss of human life;
  - ii) illness or injury to humans;
  - iii) property damage or loss;
  - iv) damage to the environment.

Before declaring the disaster situation, the DDC must take reasonable steps to consult with the District Disaster Management Group for the Disaster District, and each local government whose area is in, or partly in, the declared area for the disaster situation.

A failure to consult with the District Group and local governments does not affect the validity of the declaration.

A declaration must be made through this form.

**Note 1**

Enter the name of the Disaster District.

e.g. Mackay

If relevant, define the area to be covered by the declaration, if the area is smaller than the whole Disaster District.

e.g. the area bounded by the Queensland and Northern Territory border, Nicholson River, Gregory River and the Gulf of Carpentaria, or area bounded by 16° 6' South, 17° 0' South, 138° 0' East and 139° 0' East.

**Note 2**

In reference to the box ticked in part A, provide brief details of the situation, and why it should be considered a disaster.

e.g. Severe Tropical Cyclone "Whirlwind" is expected to cross the North Queensland coastline in the Newcity area within eight hours. A storm tide of four metres has been forecast, which will produce serious flooding and likely damage/disruption to the local infrastructure.

**Note 3**

In reference to the box ticked in part B, provide brief details of the loss or damage that a DDC or DDO may need to exercise Declared Disaster Powers to prevent or minimise.

e.g. Due to the expected storm tide of four metres, it is expected that residents will need to be evacuated to prevent being swept away by the flood waters or drowning.

**Note 4**

Insert any comments received from the District Group that may be relevant to the Minister's approval.

**Note 5**

Insert any comments received from the local government that may be relevant to the Minister's approval.