International House Darwin (IHD) management and staff will do everything possible to ensure your safety in the event of a cyclone. Your assistance and co-operation is vital! Please ensure you familiarise yourself with this Emergency Plan and update your contact details with the IHD office as soon as possible.

The cyclone season officially commences on 1 November and ceases on 30 April, but cyclonic events have been known to occur outside this period. Cyclones affect coastal areas up to at least 50 km inland from the sea.

**Cyclone Watch**
A Cyclone Watch will be issued if a cyclone or potential cyclone exists and there are strong indications that winds above gale force will affect coastal or island communities within 24 to 48 hours of issue. As soon as a cyclone watch has been issued, it will be posted on the CDU website – [www.cdu.edu.au](http://www.cdu.edu.au) and broadcasted on 104.1 Territory FM & ABC Local Radio FM 105.7.

At this point, the IHD team will initiate emergency procedures to ensure the safety of all residents. This will include communicating with residents via SMS, email. Please ensure you follow the directions of the Resident Leader’s and IHD staff.

When a Cyclone Watch is declared, residents are asked to do the following:
- Bring all valuables such as passport, monies etc to the office for storage in the IHD safe;
- Secure all personal possessions in your room, preferably in a cupboard;
- Ensure your bike is moved to the bike shed;
- Contact your relatives and inform them that you are safe and that IHD will take all reasonable steps to ensure residents safety including evacuating you the nearest cyclone shelter - Dripstone Middle School, if necessary;
- Notify the IHD office if you leave the property;
- Prepare your Evacuation Kit containing the following:
  - A Jumper / change of clothes
  - A towel or blanket
  - Any personal Medication
  - A bottle of water
  - Mobile phone, Ipod or portable radio
  - A few muesli bars or energy bars

**Your Evacuation kit should take up no more room than a small back pack!**

**Cyclone Warning**
A Cyclone Warning is issued as soon as gale force or stronger winds are expected to affect coastal or island communities within 24 hours.

At this point, the Vice Chancellor will determine if evacuation of some or all of the campus is required. IHD management will inform residents with updates via SMS, email and word of mouth through IHD staff and the R.L.’s. If the Vice Chancellor initiates an evacuation of IHD, IHD management will make necessary arrangements to move residents to the nearest cyclone shelter – Dripstone Middle School.

**Evacuation**
If an Evacuation is required, residents are asked to turn off and unplug all electrical devices in your rooms except the fridge. You are then to proceed with your Evacuation Kit (as listed above) to the centre of Brown building 3, and wait for further instructions.

IHD management will transport all residents to the nearest cyclone shelter – Dripstone Middle school. Residents will remain at the cyclone shelter until Emergency services and the Vice Chancellor give authority to return to IHD.