

MANITOBA EMO - MUNICIPAL SITUATION REPORT

Event: _____

Municipality: _____ **Contact person:** _____ **Date:** _____

Contact #: _____ **Fax #:** _____ **# of Pages:** _____

Manitoba Emergency Measures Organization is requesting the following information to ensure the coordination of provincial government resources in support of the pending current situation. The second page of this document provides specifics on the type of information we are requesting. *Your information will be kept confidential and will be used only to inform our internal activities*; it does not replace or prejudice any impact assessments that will be done to assess the event afterward. If you have no information to report, please return this fax with that notation.

Please answer the following questions and return to Manitoba EMO via fax at (204) 945-4620. If you have any questions, please call your Manitoba EMO Emergency Officer.

1. LOCAL CONDITIONS

What are your current conditions?

What conditions do you expect in the next 48 hours?

a. Road Closures

Closed road information is relayed to emergency services personnel who will use this information to determine best route based on road closures. It is also important to report when a road has been re-opened so emergency services can begin to use the road again.

Municipal Rd	Length Closed (km)	From	To	Closure Type (Closed, Closed-local traffic only, Reopened)

2. RESPONSE ACTIONS TAKEN

3. RESPONSE ACTIONS PLANNED

Next 48 hours?

Next 7 days?

Priority concerns?

4. DAMAGES

Confirmed?

Unconfirmed?

Projected?

5. Additional resource requirements?

GUIDE TO COMPLETING THE SITUATION REPORT

We are looking for the following types of information. This is not a hard guide, only a suggestion as to what might be relevant in completing your Situation Report. Please include any information that reflects the status of your municipality.

1. LOCAL CONDITIONS

- Do you have any standing water? What is the condition of your drains and culverts? Have any municipal roads been closed or damaged? What is the weather and flood forecast for your area? How will this affect conditions in your municipality?

2. RESPONSE ACTIONS TAKEN

- Have you done any sandbagging? Has your Emergency Operations Centre been opened? How many municipal employees are working to respond to this event? Have you evacuated any residents? If so, where are they presently located? Have you evacuated any livestock?

3. RESPONSE ACTIONS PLANNED

- What actions, such as those outlined in Question #2, are you planning to do in the near future? Please provide an outline of your plans for the next 48 hours, and for the next 7 days.
- What are your priority concerns for the next 48 hours and 7 days? If there is a particular operational problem that you are concerned with, please indicate your concern in this section.

4. DAMAGES

- What kinds of damages have been reported? Can you break them into private, business, or municipal damages? Damages may include basement flooding or road damage.

5. ADDITIONAL RESOURCE REQUIREMENTS

- Do you anticipate the need to request any additional resources to support your operations? If so, what resources might you be requesting? Have you requested resources from any neighbouring communities?