



Environmental Health Rapid Assessment Form for Emergency Evacuation Centres

The purpose of this form is to assist evacuation centre operators and environmental health professionals to undertake a rapid assessment of evacuation centre facilities and conditions during an emergency.

Location		Name of evacuation centre	
Organisation			
Contact person		Position/role	
Phone		Email	
Date opened		Assessment date	
Assessor name		Reason for assessment	Preoperational Routine
How many people are staying/expected to access the centre?		Maximum capacity	
			Hazard type

Assessment

1.0 Safe shelter	Yes	No	Comments
Is the centre a public building? Has it been assessed by an EHO to determine compliance with the <i>Health (Public Buildings) Regulations 1992</i> ?			<i>Include date of last assessment</i>
Does the centre provide adequate shelter from the elements?			
Is there any structural damage?			
Is there adequate floor space (1.2m ² or 5m ²)?			
Is the ambient temperature inside the building acceptable?			
Is there adequate ventilation? (No smoke or fumes)			
Are beds spaced 0.75m apart?			
Are sleep, food, toilet, laundry, recreation, and waste areas separated, where possible?			
Is there power supply? What is the source?			
Is there adequate fuel?			
Is the power source reliable? (Power Generation)			
Are generators in use and safely located?			
Are there adequate hand wash facilities? (provide ratio - 1:50, 30 or 10 people)			
Is there adequate provision of soap, paper towel and rubbish bins at wash basins?			
Are there adequate shower facilities? (provide ratio - 1:50, 30 or 10 people)			

1.0 Safe shelter	Yes	No	Comments
Are there adequate toilet facilities? (provide ratio - 1:50, 30 or 10 people)			
Is a universal access toilet available?			
Is there an adequate supply of toilet paper?			
Are baby change facilities and baby baths available?			
Are personal hygiene products available? (Soap, toothbrushes, toothpaste, hand sanitiser, period care products, incontinence pads, tissues)			
Are there lined, lidded bins available to dispose of nappies, period care products and incontinence pads?			
Is a laundry facility available, 1 per 50 people? (recommended for stays exceeding 24 hours)			
Are there sufficient clothes lines/dryers?			
Are cleaning materials stored in a designated, secure location?			
Are sanitary facilities clean? Cleaning frequency?			
Are emergency exits and walkways accessible?			
Have firefighting appliances been tested and tagged? (include dates of last inspection)			
Is there sufficient lighting throughout the centre?			
Are there any potential mosquito breeding sites?			
Is there any evidence of other pests? (Rodents, cockroaches)			
Has a decontamination area been established?			
Have recreation areas been provided?			
Are toys able to be easily cleaned?			
Is there a designated smoking/vaping area?			
Is there camping at the centre?			
Is noise being managed? What strategies have been implemented?			
2.0 Safe food and water	Yes	No	Comments
Is there adequate potable water? How much p/person p/day?			
Is the water supply safe? Provide supply and treatment details			
Is there a safe food source?			
Has the food supply been assessed by an EHO to determine compliance with the <i>Food Act 2008</i> ?			
Have dietary requirements, including people with allergies, been considered?			
If food is being handled, is there a designated hand wash basin?			

3.0 Effective sanitation and waste management	Yes	No	Comments
Is there 240 L or equivalent of waste storage per 40 people?			
Is there safe disposal for sharps available?			
Are there arrangements for waste removal? (include frequency of collection and contractor)			
Is the sewage system appropriate? Provide details			
Are pump outs of wastewater (e.g., holding tanks, portable toilets) required? What volume and frequency? (include frequency of collection and contractor)			
4.0 Protection from communicable disease	Yes	No	Comments
Are mosquito repellents and bed nets available?			
Is hand sanitation available throughout the centre?			
Are there adequate cleaning routines/procedures in place?			
Are face masks and hand sanitiser readily available?			
Is there space for an isolation area if needed at short notice?			<i>Area should accommodate for 2% of capacity</i>
Is there a sick bay?			
Is dedicated medicine storage available?			
Has there been any disease outbreaks or illness requiring further investigation?			<i>ongoing monitoring of communicable disease symptoms</i>
5.0 Animal management	Yes	No	Comments
Are any assistance animals being accommodated?			<i>If yes, is the owner aware they are responsible?</i>
Are animals able to be accommodated outside of the centre?			
Is there a secure area for animals?			
Is there a waste disposal bin?			
Is there adequate shade?			
Comments/actions			

Optional – Mud map of centre

- Include:**
- Floor space m² - sleeping areas, food handling areas, dining, recreational, toilets, laundry, administration, sick/isolation bay(s)
 - Rubbish bins
 - Water points
 - Generators
 - Smoking/vaping areas
 - Animals
 - Camping area
 - Emergency exits
 - Decontamination area
 - Firefighting appliances