

**AUSTRALIAN EMERGENCY
MANUAL**

COMMUNICATIONS

NATURAL DISASTERS ORGANISATION

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THE AUSTRALIAN EMERGENCY MANUAL SERIES

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AMENDMENT LIST

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FOREWORD

THE PURPOSE OF THIS MANUAL IS TO PROVIDE A BASIC REFERENCE FOR COMMUNICATIONS. IT IS INTENDED FOR USE IN PLANNING, TRAINING AND OPERATIONS BY ALL COUNTER-DISASTER EMERGENCY MANAGEMENT PERSONNEL.

THIS MANUAL HAS BEEN DEVELOPED BY A NATIONAL WORKING PARTY REPRESENTATIVE OF POLICE, FIRE AND STATE TERRITORY EMERGENCY SERVICES. THE WORKING PARTY WAS INITIATED AND SPONSORED BY THE NATURAL DISASTERS ORGANISATION.

THE MANUAL IS PRESENTED IN THREE SECTIONS TO FACILITATE UNDERSTANDING AND TRAINING OF PERSONNEL AT INTRODUCTORY, INTERMEDIATE, AND ADVANCED LEVELS.

SECTION ONE IS FOR ALL EMERGENCY SERVICE PERSONNEL. SECTION TWO IS REQUIRED FOR ALL EMERGENCY SERVICE PERSONNEL HAVING A DAY-TO-DAY USER REQUIREMENT OR A NEED FOR AN IMPROVED KNOWLEDGE OF COMMUNICATIONS. SECTION THREE IS DESIGNED FOR COMMUNICATIONS MANAGERS, OR SENIOR STAFF. EACH SECTION MAY BE USED AS AN INDIVIDUAL DOCUMENT, HOWEVER TO ALLOW NATURAL PROGRESSION IT IS RECOMMENDED THAT THE ENTIRE MANUAL BE READ IN SEQUENCE.

THE MANUAL IS ISSUED IN LOOSE-LEAF FORM TO FACILITATE AMENDMENT AND INSERTION OF STATE AND TERRITORY SUPPLEMENTS.

PROPOSED CHANGES TO THIS DOCUMENT SHOULD BE FORWARDED TO THE DIRECTOR GENERAL, NATURAL DISASTERS ORGANISATION, AT THE ADDRESS SHOWN BELOW, THROUGH THE RESPECTIVE STATE TERRITORY COUNTER-DISASTER AUTHORITY.

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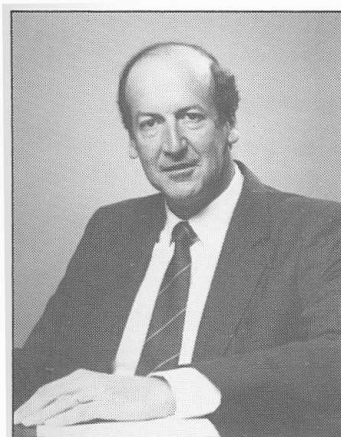
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PREFACE



No-one likes to dwell on disasters.

However disasters are a fact of life which we need to plan for.

As part of that planning we have to be able to summon sufficient resources to lessen the impact of any disaster.

Communications is perhaps one of the most vital resources in times of emergency.

Without communications, cries for help will go unheard, rescue efforts will be stifled and losses may be increased.

A fast, efficient and sound communication system is the life line for rescue teams needing to respond quickly and professionally.

Telecom is proud to operate Australia's world-leading telecommunications network covering every part of this country.

There is nothing we won't do to make sure our network is operating efficiently in the front line of emergency services work. We know it could mean the difference between life and death.

Telecom Australia is proud to be associated with the 'Australian Emergency Manual - Communications' in its endeavours to inform and educate rescuers who put others before themselves.

M. K. Ward
Managing Director

SAFETY WARNING

THUNDERSTORMS

The use of line connected communications equipment, eg telephones, facsimile, telex, computers, etc, should be avoided during a thunderstorm. In an emergency situation use the following procedures:

1. Keep clear of electrical appliances and metal fixtures
2. Do not stand in bare feet on uncovered concrete floors or touch brick or concrete walls
3. Keep all calls as brief as possible.
4. Avoid body contact with radio communication equipment or antenna systems as it may result in.
 - a. **electrocution;**
 - b. **radio frequency energy burns; and/or**
 - c. **degradation in the performance of the radio.**