



Requirements of the Director Civil Defence Emergency Management (CDEM) and National Recovery Manager for CDEM Groups, Group Controllers and Group Recovery Managers for the duration of the COVID-19 national transition period

Civil Defence Emergency Management Act 2002 and National Civil Defence Emergency Management Plan Order 2015

On 13 May 2020, the Minister of Civil Defence gave notice of a national transition period under Section 94A of the Civil Defence Emergency Management Act 2002 (CDEM Act) for the purposes of managing the COVID-19 emergency and preventing its escalation.

This allows the use of powers applicable to national transition periods by the Director CDEM and National Recovery Manager, in accordance with sections 9 and Parts 5 and 5B of the CDEM Act and the National Civil Defence Emergency Management Plan Order 2015 (National Plan).

Under sections 9(2)(ba), and 94N of the CDEM Act, and clause 29 and Part 9 of the National Plan, I, Sarah Stuart-Black, Director CDEM and National Recovery Manager, require all CDEM Groups to continue to deliver necessary CDEM functions in support of the response to COVID-19 and the transition to recovery, and in particular to:

1. Operate Emergency Coordination Centres or Emergency Operation Centres at an activation status and level of resourcing appropriate to the COVID-19 risk and level of monitoring/support/activation or coordination required in each region.
2. Maintain liaison directly with District Health Boards, social sector agencies, iwi/Māori, lifeline utilities, fast moving consumer goods entities, NGOs and other partners as necessary.
3. Plan to transition out of CDEM welfare services (such as 0800 welfare numbers, provision of emergency shelter, delivery of food parcels, support to foodbanks, etc.) by alert level 2 plus two weeks (AL2+2 weeks) or as soon as practicable thereafter.
4. **However**, to ensure there are no welfare service gaps or unmet needs, CDEM Groups **must continue to provide CDEM welfare services where need still exists** but delivery of services has yet to transition to social sector agencies.
5. Continue to facilitate processes to capture and manage CDEM Group (and if required local authority) financial claims against the "Enhanced Criteria for Financial Support to CDEM Groups to Provide Welfare Assistance in Response to COVID-19".
6. Provide, arrange the provision of, or make available materials, services, information and any other resources necessary to manage the non-health CDEM adverse effects of pandemic in your area.
7. Provide reporting to the frequency required by the CDEM and Welfare work streams within the National Emergency Management Agency (NEMA).

I am of the opinion that these actions are necessary to limit the consequences of the emergency.

I also remind all CDEM Group Local Recovery Managers that under section 30(2) of the CDEM Act 2002, they are required to follow direction provided by Group Recovery Managers. This includes following any direction provided on the coordination structure at a regional and local level where required.

These requirements take effect from 13 May 2020 and remain in force for the duration of the National Transition Period unless revised or revoked.

Dated 13 May 2020.

A handwritten signature in blue ink, appearing to read 'Sarah Stuart-Black', is positioned above the printed name.

Sarah Stuart-Black

Director Civil Defence Emergency Management and
National Recovery Manager