

THE MARSABIT COUNTY DISASTER RISK MANAGEMENT ACT, 2023
(No. 3 of 2023)

IN EXERCISE of the powers conferred by section 24(6) of the Marsabit County Disaster Risk Management Act, 2023, the County Executive Committee Member Public Service and Administration makes the following Regulations—

THE MARSABIT COUNTY DISASTER RISK MANAGEMENT (CLASSIFICATION OF DISASTERS) (DECLARATION OF A STATE OF DISASTER IN THE COUNTY) (FORMS AND PROCEDURES FOR THE EXERCISE OF EMERGENCY POWERS) REGULATIONS, 2024

	PART I – PRELIMINARY
Citation	1. These Regulations may be cited as the Marsabit County Disaster Risk Management (Classification of Disasters) (Declaration of a State of Disaster in the County) and (Forms and Procedures for the Exercise of Emergency Powers) Regulations, 2024.
Interpretation	2. In these Regulations, unless the context otherwise requires— “Authorized Person” means a person authorised under sections 24(2), or 16(1) of the Act to exercise emergency powers once a state of disaster has been declared; “Act” means the Marsabit County Disaster Risk Management Act, 2023; “activation” means the commencement of a process or activity in response to a trigger. “Committee” means the County Disaster Risk Management Committee established under section 7 of the Act; “County” means Marsabit County; “County Government” means the County Government of Marsabit provided for under Article 176 of the Constitution;

	<p>“Director” means the Director of the Directorate with the overall responsibility of performing the functions of disaster risk management in the County as established in section 11;.</p> <p>“Directorate’ means the Directorate with the overall responsibility of performing the functions of disaster risk management in the County as established in section 11;</p> <p>“Disaster” means a serious disruption of the functioning of a community or a society involving widespread human, material, economic or environmental losses and impacts, which exceeds the ability of the affected community or society to cope using its own resources;</p> <p>“monitoring” means the routine and continuous assessment of a situation or progress in implementation of a disaster management intervention;</p> <p>“resources” means material, human, financial and other assets available to a community, system or organization;</p> <p>““volunteer” means an individual who offers his or her time, skills or resources to provide services by free choice for the benefit of the county without the expectation of financial gain other than reimbursement of reasonable expenses.</p>
	<p align="center">PART II — CLASSIFICATION OF DISASTERS AND DECLARATION OF A STATE OF DISASTER IN THE COUNTY</p>
Classification of Disasters	<p>3. (1) Where a disaster has occurred or threatens to occur in any area within the County, the Committee shall determine whether the event is a disaster under this Act, and, if so, immediately–</p> <p>(a) assess the magnitude and severity or potential magnitude and severity of the disaster and record through the Directorate the prescribed particulars concerning the disaster in the manner specified in the First Schedule to these Regulations;</p>

	<p>(b) classify the disaster as a level 1, level 2, level 3 or level 4 disaster in accordance with the guidelines specified in the second column of the table in the Second Schedule to these Regulations; and</p> <p>(2) Where the magnitude and severity of the disaster is greater or lesser than the initial assessment, the Committee may reclassify a disaster under sub-regulation (1)(b).</p> <p>(3) The classification of a disaster in terms of sub-regulation (1)(b) designates primary responsibility to a particular geographical sphere of the County Government for the co-ordination and management of the disaster, but an organ of state in another sphere may assist the sphere having primary responsibility to deal with the disaster and its consequences.</p>
Request for a disaster declaration	<p>4. A recommendation by the Committee to the Governor for a declaration of a state of disaster to be made in accordance with section 24(1) of the Act, shall be in the form set out in Form DRM-1 in Appendix A of the Third Schedule with such variations as may be necessary.</p>
Form and notice of a disaster declaration	<p>5. (1) As soon as practicable after a state of disaster is declared, the Governor shall give notice of the declaration by gazette notice in the <i>Kenya Gazette</i>.</p> <p>(2) The gazette notice must include—</p> <p>(a) the time and date of the declaration; and</p> <p>(b) details of the area declared to be in a state of disaster.</p> <p>(3) A notice of a declaration of a state of disaster under sub-regulation (1) shall be in the manner prescribed in Appendix B of the Third Schedule to these Regulations.</p>
Duration and extension of a	<p>6. (1) A state of disaster—</p> <p>(a) starts when it is declared under Regulation 5; and</p>

disaster declaration	<p>(b) is valid for a period of 30 days from the date of the declaration unless—</p> <p>(2) Despite sub-regulation 1(b), the Governor may, with the approval of the County Assembly, extend the duration of the declaration for further periods of 30 days each, where necessary.</p>
Termination of a disaster declaration	<p>7. (1) As soon as the Governor is satisfied that it is no longer necessary for any member, officer, employee or agent of the County Government to exercise emergency powers within the area defined in the declaration under Regulation 5, the Governor upon consultation with the Committee, shall declare that with effect from the date specified in such declaration, a state of disaster no longer exists within the area defined in such declaration and notice of such declaration shall be published in the <i>Kenya Gazette</i>.</p>
	<p>PART III – PROCEDURE FOR POST-DISASTER NEEDS AND DAMAGE ASSESSMENT AND DISASTER REPORTING</p>
Rapid needs and damage assessment team	<p>8. (1) Where a state of disaster is declared, the Director shall immediately dispatch an assessment team to the area defined in such declaration to undertake a rapid needs and damage assessment, and if necessary, assign one or more officers of the Directorate the task of coordinating field operations.</p> <p>(2) The assessment team shall comprise of trained personnel who will gather information on the following key issues—</p> <p>(a) general information of the disaster area and nature of the disaster that has occurred;</p> <p>(b) the level and type of impact;</p> <p>(c) the demographic composition of affected persons;</p>

	<p>(d) livelihood of affected persons;</p> <p>(e) non-food item needs</p> <p>(f) water and sanitation needs;</p> <p>(g) health and medical needs</p> <p>(h) food security and nutrition needs</p> <p>(i) education needs</p> <p>(j) protection – security and psychosocial support needs</p> <p>(k) building and infrastructure needs</p> <p>(l) shelter needs</p> <p>(m) current responses;</p> <p>(n) any other relevant information.</p> <p>(3) The rapid needs and damage assessment shall be conducted using the Kenya Inter-Agency Rapid Assessment Tool or any other standard assessment tools developed by the Directorate.</p>
Disaster Reporting	<p>9. (1) The Director shall, within seventy-two hours after the issuance of a disaster declaration, submit to the Committee an initial disaster report in a manner prescribed in Appendix A of the First Schedule to these Regulations.</p> <p>(2) The Director shall, in addition to the initial disaster report, submit intermediate disaster reports at regular intervals as additional information is available after the conduct of more comprehensive surveys.</p>

	<p>(3) The intermediate reports prepared under sub-regulation (2) shall include such information as prescribed in Appendix B of the First Schedule to these Regulations.</p>
	<p>PART III — EMERGENCY OPERATIONS CENTRE</p>
<p>Establishment of the County Emergency Operations Centre</p>	<p>10. (1) On the advice of the Directorate, the Committee may endorse one or more facilities to serve as the County Emergency Operation Centre(s).</p> <p>(2) The Director shall be responsible for the establishment and maintenance of the County Emergency Operations Centre(s). Every Chief Officer of a Department of the County Government shall ensure that there is at all times at least three persons trained and designated to staff the County Emergency Operations Centre once it is activated.</p>
<p>Functions of the Emergency Operations Centre</p>	<p>11. The functions of the County Emergency Operations Centre(s) shall be to—</p> <p>(a) receive disaster alerts and warnings from responsible agencies and other sources and communicate the same to all relevant agencies;</p> <p>(b) gain, maintain, and share situational awareness and develop a situational picture that is shared between the lead and supporting agencies providing emergency response services during and after an incident;</p> <p>(c) receive, monitor, and assess disaster information and operate a message centre to log and post all key disaster information;</p> <p>(d) receive, assess, and track available resources;</p> <p>(e) conduct preliminary damage assessment and maintain documentation on extent of damage;</p>

	<p>(f) provide direction and control for operations, set priorities and establish incident management objectives;</p> <p>(g) provide direction for recovery assistance missions in response to the situations and available resources;</p> <p>(h) develop and disseminate public information warnings and instructions and provide information to public through the news media;</p> <p>(i) assess needs and coordinate evacuation and shelter operations;</p> <p>(j) monitor, assess, and track response units and resource requests;</p> <p>(k) coordinate operations of all responding units, including law enforcement, fire, medical, and logistics;</p> <p>(l) organize logistics staging areas and assignments for volunteer personnel;</p> <p>(n) augment radio communication from the County Emergency Operations Centre to any field operation; and</p> <p>(o) provide for relief and necessities of response for personnel involved in disaster response.</p>
Standard Operating Procedures	<p>12. (1) The Director shall formulate standard operating procedures that will set out the procedures to be followed by any member, officer, employee or agent of the County Government, expected to staff the County Emergency Operations Centre once it is activated.</p> <p>(2) The Director shall ensure that any member, officer, employee or agent of the County Government expected to staff the County Emergency Operations Centre once it is activated, is trained on the use of the standard operating procedures developed under sub-regulation (1).</p>

	<p>(3) The Director will conduct quarterly drills and at least one annual simulation to identify deficiencies and determine training needs for members, officers, employees or agents of the County Government expected to staff the County Emergency Operations Centre once it is activated.</p>
	<p>PART IV – FORMS AND PROCEDURE FOR THE EXERCISE OF EMERGENCY POWERS</p>
<p>Authorization to exercise emergency powers</p>	<p>13. (1) The Governor, or his or her delegated representative in accordance with section 16 (1) of the Act, may issue directions or authorize a person to exercise emergency powers within the area(s) defined in the declaration under Regulation 5 if satisfied that the person has the necessary expertise or experience to exercise the powers delegated.</p> <p>(2) An authorisation under sub-regulation (1)—</p> <p>(a) may be given on conditions; and</p> <p>(b) may be given orally or in writing but if given orally must be put in writing as soon as reasonably practicable as set out in Form DRM-2 prescribed in Appendix A of the Fourth Schedule.</p> <p>(3) A person authorised under sub-regulation (1) may exercise the emergency powers only under authorisation and subject to the directions of the Governor, or his or her delegated representative in accordance with section 16(1) of the Act.</p>
<p>Emergency powers and directions</p>	<p>14. (1) In accordance with section 24(2) of the Act, persons authorized under Regulation 13 may exercise directions and emergency powers concerning—</p> <p>(a) the release of any available resources of a department, including food items, non-food items, equipment, vehicles and facilities;</p>

	<p>(b) the release of personnel from any department to provide services;</p> <p>(c) the evacuation of any person from the disaster affected area to temporary shelters;</p> <p>(d) the regulation of the movement of persons and goods to, from and within the disaster affected areas;</p> <p>(e) the regulation of traffic to, from and within the disaster affected area;</p> <p>(f) the control and occupancy of premises in the disaster affected area;</p> <p>(g) the facilitation of response and post disaster recovery and reconstruction;</p> <p>(h) steps to facilitate the delivery of national relief assistance; and</p> <p>(i) removal, dismantling, demolition or destruction of a vehicle, or a building or other structure, within the area defined in the declaration under Regulation 5;</p> <p>(j) require a person to give an authorized person reasonable help to exercise the powers granted to them under the Act and these Regulations.</p> <p>(k) any other measure that may be necessary to prevent the escalation of the disaster or to alleviate, contain and minimise the impact of the disaster.</p> <p>(2) The emergency powers referred to in sub-regulation (1) may be exercised only to the extent that is necessary for the purpose of—</p> <p>(a) assisting and protecting the public;</p>
--	--

	<p>(b) providing relief to the public;</p> <p>(c) protecting property; or</p> <p>(d) dealing with the destructive and other impacts of the disaster.</p> <p>(3) Directions on the exercise of emergency powers shall be put in writing as soon as reasonably practicable as set out in Form DRM-2 in Appendix A of the Fourth Schedule.</p>
Power to give direction about property	<p>15. (1) An Authorized Person may direct the owner of any property, by notice given to the owner in the approved form set out in Form DRM-3 in Appendix B of the Fourth Schedule, to put the property under the control, or at the disposal, of a person stated in the notice.</p> <p>(2) However, an Authorized Person may give a person a direction under subsection (1) only with the written approval of the Governor, or his or her delegated representative in accordance with section 16(1) of the Act.</p> <p>(3) Persons affected by directions issued under sub-regulation (1), shall be entitled to claim reasonable compensation from the Directorate as is admissible under any law for the time being in force in the manner set out in Form DRM-4 in Appendix C of the Fourth Schedule.</p>
Notice for evacuation	<p>16. (1) When a disaster is believed imminent or when a disaster has occurred, in the interest of preventing loss of life from the disaster or of preventing the spread of a disaster when it has occurred or is believed imminent, the Governor, or his or her delegated representative in accordance with section 16(1) of the Act, may, when deemed necessary, issue an evacuation alert by notice to the local residents, temporary residents and others in the area concerned to evacuate, or may, when deemed urgent, issue an order to these persons to evacuate for safety.</p>

	<p>(2) Where an evacuation alert or order has been issued under the provisions of sub-regulation (1), the Governor, or his or her delegated representative in accordance with section 16(1) of the Act, shall specify a point to which evacuees will proceed and coordinate the evacuation with the assistance of agencies involved in emergency and disaster risk management including the Police.</p> <p>(3) When there is no longer need for evacuation, the Governor, or his or her delegated representative in accordance with section 16(1) of the Act, shall immediately make public the fact.</p> <p>(4) An evacuation alert notice shall be in the manner set out in Form DRM-5 in Appendix D of the Fourth Schedule.</p> <p>(5) An evacuation order shall be in the manner set out in Form DRM-6 in Appendix E of the Fourth Schedule.</p>
--	--

FIRST SCHEDULE

(r. 3 (1) (a), 9 (1))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



REPUBLIC OF KENYA

INITIAL DISASTER REPORT

1. Type of disaster
2. Area affected (how large) with names of the Villages, Wards, and Sub-Counties
3. Date and time of occurrence
4. Number of people dead
5. Number of people injured
6. Number of households/persons displaced
7. Number of people affected
8. Number of livestock dead/affected
9. Damage to crops in hectares
10. Damage to critical infrastructure (roads, electric power transmission lines, telecommunications, schools, hospitals, water supply lines etc.)
11. Type of help needed including:
 - a) personnel
 - b) relief supplies
 - i. shelter materials
 - ii. food
 - iii. portable water
 - iv. clothing (type)
 - c) medical supplies including drugs, vaccines, and first aid material
 - d) protection needs including security and psychosocial support
 - e) vehicles:
 - i. 4-wheel drive
 - ii. trucks/buses
 - iii. planes
 - iv. boats
12. Weather conditions to determine means of transport to areas affected
13. Equipment needed such as radios, generators, water purifiers, and water tanks
 - a) cash needed to defray cost of internal transport, unloading and warehousing
 - b) type and quantity of supplies which can be purchased locally
 - c) type and quantity of relief supplies needed from other jurisdictions
 - d) expected duration of the emergency phase
14. Actions taken by the Directorate of Disaster Risk Management
 - a)
 - b)
 - c)
15. Actions taken by Humanitarian and other Voluntary Agencies
 - a)
 - b)
 - c)
16. Needs covered from within and outstanding needs for appeal

APPENDIX B

(r. 9 (3))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



INTERMEDIATE DISASTER REPORT

1. How the needs generated by the emergency/disaster are being met and by whom
2. Major present activities (update on destruction)
3. Damage to crops, livestock, businesses, transport, and communication, water supply, electrical supply, Government buildings, schools, hospitals, agricultural infrastructure etc.
4. Short-term recovery and reconstruction proposals
5. Long-term recovery and reconstruction proposals
6. Issues tied to emergency relief supplies
7. Type of donation received and donor
 - a)
 - b)
 - c)

SECOND SCHEDULE

(r. 3(1)(b))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



GUIDELINES ON THE CLASSIFICATION OF DISASTERS

Level 1	A disaster will be declared as a level one disaster when a disaster or emergency event has happened, is happening, or is likely to happen which affects a larger part of the area within a particular Village and overwhelms the population's coping capacity or the regular operating mode of the protective, emergency and health services within the affected Village requiring interventions beyond the Village's effort to cope and deal with the disaster. This level will entail disasters that overwhelm the capacity of the resources in the Village, but which can be handled by the resources of the County Government at the Ward level.
Level 2	A disaster will be declared as a level two disaster when a disaster or emergency event has happened, is happening, or is likely to happen which affects a larger part of the area within a particular Ward and overwhelms the population's coping capacity or the regular operating mode of the protective, emergency and health services within the affected Ward requiring interventions beyond the Ward's effort to cope and deal with the disaster. This level will entail disasters that overwhelm the capacity of the resources in the Ward, but which can be handled by the resources of the County Government at the Sub-County level.
Level 3	A disaster will be declared as level three disaster when a disaster or emergency event has happened, is happening, or is likely to happen which affects a larger part of the area within a particular Sub-County and overwhelms the population's coping capacity or the regular operating mode of the protective, emergency and health services within the affected Sub-County requiring interventions beyond the Sub-County's effort to cope and deal with the disaster. This level will entail disasters that overwhelm the capacity of the resources in the Sub-County, but which can be handled by the resources of the County Government at the County level.
Level 4	A disaster will be declared as level four disaster when a disaster or emergency event has happened, is happening, or is likely to happen which affects a larger part of the area within the County and overwhelms the population's coping capacity or the regular operating mode of the protective, emergency and health services within the County requiring interventions beyond the County's effort to cope and deal with the disaster. This level will entail disasters that overwhelm the capacity of the resources in the County, and therefore require mobilization of national resources to respond and recover.

THIRD SCHEDULE

APPENDIX A

FORM DRM-1

(r.4)



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



RECOMMENDATION FOR A DECLARATION OF A STATE OF DISASTER

Subject to the approval of the Governor, we recommend the declaration of a state of disaster in:

Insert the name of the area(s) of the Sub-County, Ward or Village for which declaration is sought:	
--	--

The declaration is necessary for the following reasons: *(Please tick the appropriate box/es.)*

A disaster has happened in the area(s).	
A disaster is happening in the area(s).	
A disaster is likely to happen in the area(s).	

Provide justification for the above response:	
---	--

I am satisfied that it is necessary for Authorized Persons to exercise declared disaster powers to prevent or minimise any of the following: *(Please tick the appropriate box/es.)*

Loss of human life.	
Illness or injury to humans.	
Property loss or damage.	
Damage to the environment.	
Provide justification for the above response:	
Signature:	
Name:	

Position:	
Phone number/s:	

To be completed by the Governor or his delegated representative under section 16(1) of the Act

After considering the information provided in section 1, I recommend that the disaster situation referred to above, should be declared.

Approved / Not Approved

Date and time the state of disaster declaration is approved:	
--	--

Signed: -----
[Governor/Designate]

APPENDIX B

(r. 5(3))

LEGAL NOTICE NO.

THE MARSABIT COUNTY DISASTER RISK MANAGEMENT ACT

(No. 4 of 2023)

DECLARATION OF A STATE OF DISASTER IN PARTS OF MARSABIT COUNTY

(Section 24(1))

IN EXERCISE of the powers conferred by section 24 (1) of the Marsabit County Disaster Risk Management Act, 2023, the Governor of Marsabit County, declares a state of disaster in the following parts of Marsabit County namely—

1. *(Insert Name of)* SUB-COUNTY

(i) *(Insert Name of)* Ward

(ii) *(Insert Name of)* Village

This Declaration notice shall take effect from *(insert date and month)*, *(insert year)* from 6.00 p.m. for a period of thirty (30) days and may be withdrawn or continue in force for such further period as the Governor may, in each case, by notice in Gazette, direct.

Dated the *(insert date and month)*, *(insert year)*.

(GOVERNOR'S NAME IN BLOCK LETTERS),
Governor, Marsabit County.

FOURTH SCHEDULE

APPENDIX A

FORM DRM-2

(r. 13(2)(b))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



AUTHORIZATION OF PERSONS TO EXERCISE EMERGENCY POWERS

Authorisation to exercise emergency powers under sections 16 (1) and 24(1) of the Marsabit County *Disaster Risk Management Act 2023* is to be given to: (NB: Please attach list of individuals if the space provided is not adequate)

Full name of person/s to be authorised or position of person/s to be authorised:	

Emergency powers are required to ensure the following are carried out effectively: (Please tick the appropriate box/es)

Rescue or similar operations in an emergency situation.	
Other operations in an emergency situation to help injured persons.	
Other operations in an emergency situation to protect persons or property from danger or potential danger associated with the emergency situation.	

Conditions of the authorisation (if applicable):

The person/s are authorised to exercise the rescue powers from the following date:		To the following date:	

I am satisfied the above person/s has/have the necessary expertise or experience to exercise the rescue powers.

Signature:	
Position:	
Printed name:	
Date and time:	

*Provide a copy to the individual/s authorised to exercise the emergency powers
and retain a copy of this form for your records*

APPENDIX B

FORM DRM-3

(r. 14 (3))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



NOTICE OF A DIRECTION ABOUT A PROPERTY

SECTION 1: To be completed by the Authorized Person

A disaster situation has been declared for the:

Village, Ward, Sub-County, the County, or part of the County:	
---	--

The declaration of a disaster situation remains in force until:

Ending date:	
--------------	--

The following property must be put under my control or at my disposal:

Details of the property:	
Details of the action to be taken with the property:	
Special comments:	
Signature:	
Printed name:	
Position:	
Date and time:	
<p>WARNING: In accordance with the Marsabit County Disaster Risk Management Act, 2023, a warning is hereby given to you that it is an offence under section 33(h) of the Act, to fail to comply with this direction unless you have a reasonable excuse. The maximum penalty for this offence is a fine of five hundred thousand shillings (Ksh. 500, 000) or imprisonment for a term not exceeding five years or both.</p> <p>In accordance with section 32(2) of the Act you may make an application for compensation for loss or damage because of the exercise, or purported exercise, of the powers under section 24(1) of the Marsabit County Disaster Risk Management Act, 2023.</p>	

SECTION 2: To be completed by the owner/occupier of the resource

Please complete this section of the form to ensure that a copy of this form can be mailed to you as soon as practicable.

Printed name:	
Phone number:	
Date:	
Postal Address:	

*A copy of this form should be provided to the owner/occupier of the resource as soon as practicable.
The next section should be provided to the owner/occupier at the time a building or other structure is
removed, dismantled, demolished or destroyed.*

*Retain a copy of this form for your records and email a copy to the Department of Public Service and
Administration at info@marsabit.go.ke.*

Provide this section to the owner/occupier of the property at the time the direction is given about the property

Name of Authorized Person:	
Position of Authorized Person:	
Date direction was given about property:	
Description of Property:	
Phone number to call for more information:	
Signature of District Authorized Person:	

APPENDIX C

FORM DRM-4

(r.16 (4))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



APPLICATION FOR COMPENSATION

SECTION 1: To be completed by the owner/occupier of the resource/property

Date you suffered loss or damage:	
Circumstances leading to the loss or damage:	
Details of loss or damage to your property:	<i>(May be attached if you require more space)</i>
Amount of compensation claimed:	
Evidence to support the amount claimed:	<i>(May be attached if you require more space)</i>
Printed name:	
Phone number:	
Address:	
Date:	
Signature:	
<p>THIS FORM MUST BE LODGED WITHIN 90 DAYS AFTER YOU HAVE SUFFERED THE LOSS OR DAMAGE</p> <p>(If the application is made more than 90 days after the loss, please include your reason in the other relevant information section)</p> <p><i>If you have received a copy of Form DRM-3, please attach a copy to this claim.</i></p>	

Please keep a copy of this form for your records and send the original form to:

CHIEF OFFICER
DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION
COUNTY GOVERNMENT OF MARSABIT
P.O. BOX 384 - 60500
MARSABIT

APPENDIX D

FORM DRM-5

(r.16 (4))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



EVACUATION ALERT

An **EVACUATION ALERT** has been issued by the *(Governor or his Designate)*.

(Briefly describe event and potential risk) Because of the potential danger to life and health, the *(local authority)* has issued an Evacuation Alert for the following areas:

Geographic description including boundaries and properties potentially impacted.

An Evacuation Alert has been issued to prepare you to evacuate your premises or property should it be found necessary.

Residents will be given as much advance notice as possible prior to evacuation; however, you may receive limited notice due to changing conditions.

Provide map or description of potential evacuation route and map of evacuation alert area.

WHAT YOU SHOULD DO WHEN AN ALERT IS IN EFFECT

Upon notification of an **ALERT**, you should be prepared for the evacuation order by:

1. Locating all family members and designate a Family Reception Centre outside the evacuation area, should an evacuation be called while separated.
2. Gathering essential items such as medications, eyeglasses, valuable papers (e.g. certificates), immediate care needs for dependants and, keepsakes (photographs, etc.) and have these items readily available for quick departure.
3. Preparing to move any persons living with disabilities and/or children.
4. Moving livestock to a safe area.
5. Arranging to transport your household members in the event of an evacuation order. If you need transportation assistance from the area please call *(contact number)*.
6. Arranging accommodation for your family if possible.
7. In the event of an evacuation, Temporary Shelter Camps will be opened if required.
8. Obtaining information on the actual locations of the Temporary Shelter Camps in the County which will be publicly displayed at the offices of the respective Assistant Chiefs, Chiefs, Assistant County Commissioners, Deputy County Commissioners and County Commissioners.
9. Monitoring news sources for information on evacuation orders, response, and relief operations.

Further information will be issued at *(insert time or meeting location)* or *(visit website at hyperlink)*.

For more information contact: *(contact number)*.

(Signature of Governor or his Designate)

(Name of Signee)

APPENDIX E

FORM DRM-6

(r.16 (5))



COUNTY GOVERNMENT OF MARSABIT
P.O.BOX 384-60500, Marsabit
Republic of Kenya
Department of Public Service and Administration



EVACUTION ORDER

IN EXERCISE of the powers conferred by section 24 (1) of the Marsabit County Disaster Risk Management Act, 2023, the Governor of Marsabit County, makes the following Order—

1. Due to immediate danger to life safety due to (briefly describe event) an Evacuation Order is in effect for the following areas:

- I. (Insert Name of) SUB-COUNTY

- (i) (Insert Name of) Ward

- (ii) (Insert Name of) Village

This Order shall take effect from *(insert date and month)*, *(insert year)* from 6.00 p.m. for a period of three (3) days and may be withdrawn or continue in force for such further period as the Governor may, in each case, by similar notice, direct.

Dated the *(insert date and month)*, *(insert year)*.

(GOVERNOR'S NAME IN BLOCK LETTERS),
Governor, Marsabit County.