

BASIC HANDBOOK FOR EMERGENCY AND PUBLIC SAFETY

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IMPORTANT NUMBERS / EMERGENCY

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BASIC HANDBOOK FOR EMERGENCY AND PUBLIC SAFETY PUBLICATION COMMITTEE

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Director
National Disaster Management Centre

CHAIRMAN

Mohammad Adib bin Matali

SECRETARY

Haji Abdul Hafiz bin Haji Mohd Sopian
Norhafizah Binti Abdullah Hapidshah
Siti Nurhidayah Binti Tarsad
Awang Amirun Bin Awang Mashor

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ROYAL BRUNEI POLICE FORCE

ASP Muhammad Adzimin

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Awang Muhammad Sabri Sulaiman

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Dayang Latifah

DOA MENOLAK BENCANA

HIMPUNAN DOA MENGHINDARI DAN MENANGANI PELBAGAI BENCANA

DOA SEBAGAI BENTENG DAN PENJAGAAN

اَللّٰهُمَّ اَنْتَ رَبِّيْ، لَا اِلَهَ اِلَّا اَنْتَ، عَلَيْكَ تَوَكَّلْتُ وَ اَنْتَ رَبُّ الْعَرْشِ الْعَظِيْمِ، مَا شَاءَ اللهُ كَانَ وَمَا لَمْ يَشَأْ لَمْ يَكُنْ، لَا حَوْلَ وَلَا قُوَّةَ اِلَّا بِاللّٰهِ الْعَلِيِّ الْعَظِيْمِ، اَعْلَمُ اَنَّ اللهَ عَلَى كُلِّ شَيْءٍ قَدِيْرٌ، وَاَنَّ اللهَ قَدْ اَحَاطَ بِكُلِّ شَيْءٍ عِلْمًا، اَللّٰهُمَّ اِنِّيْ اَعُوْذُ بِكَ مِنْ شَرِّ نَفْسِيْ وَمِنْ شَرِّ كُلِّ دَابَّةٍ اَنْتَ اَخِذُ بِنَاصِيَتِهَا اِنَّ رَبِّيْ عَلَى صِرَاطٍ مُّسْتَقِيْمٍ

Maksudnya:

Ya Allah! Engkaulah Tuhanku. Tiada Tuhan kecuali Engkau. Hanya kepada-Mu aku bertawakal. Engkaulah Tuhan pemilik Arasy yang agung. Apa saja yang dikehendaki Allah pasti terjadi dan apa saja yang tidak dikehendaki-Nya pasti pula tidak akan terjadi. Tidak ada daya dan tidak pula ada kekuatan kecuali dengan (izin) Allah, Yang Maha Tinggi, Yang Maha Agung. Aku sedar bahawa Allah Maha Kuasa atas tiap-tiap sesuatu dan sesungguhnya ilmu Allah meliputi segala sesuatu. Ya Allah! Sesungguhnya aku berlindung kepada-Mu daripada kejahatan diriku dan daripada kejahatan segala yang melata yang sebenarnya rohnya dalam pegangan-Mu. Sesungguhnya Tuhanku di atas jalan yang (selalu berbuat adil).

DOA APABILA MELIHAT AWAN MENDUNG

اَللّٰهُمَّ اِنِّيْ اَعُوْذُ بِكَ مِنْ شَرِّهَا

Maksudnya:

Ya Allah! Sesungguhnya aku berlindung kepada-Mu dari kejahatan awan ini.

DOA KETIKA ANGIN BERTIUP KENCANG

اَللّٰهُمَّ اِنَّا نَسْأَلُكَ مِنْ خَيْرِ هَذِهِ الرِّيْحِ، وَخَيْرِ مَا فِيْهَا، وَخَيْرِ مَا اُمِرْتُ بِهِ، وَنَعُوْذُ بِكَ مِنْ شَرِّ هَذِهِ الرِّيْحِ وَشَرِّ مَا فِيْهَا وَشَرِّ مَا اُمِرْتُ بِهِ

Maksudnya:

Ya Allah! Sesungguhnya kami memohon kepada-Mu kebaikan angin ini, kebaikan yang terkandung di dalamnya, dan kebaikan yang diperintahkan kepada angin. Kami berlindung kepada-Mu dari kejahatan angin, kejahatan yang terkandung di dalamnya, dan kejahatan yang diperintahkan kepada angin.

DOA MENDENGAR SUARA GURUH

اَللّٰهُمَّ لَا تَقْتُلْنَا بِغَضَبِكَ، وَلَا تُهْلِكْنَا بِعَذَابِكَ، وَعَافِنَا قَبْلَ ذَلِكَ

Maksudnya:

Ya Allah! Janganlah Engkau membunuh kami dengan kemurkaan-Mu dan jangan pula membinasakan kami dengan azab-Mu, serta selamatkanlah kami sebelum kejadian itu.

DOA APABILA TURUN HUJAN

اَللّٰهُمَّ صَيِّبًا نَّافِعًا

Maksudnya:

Ya Allah! Jadikanlah hujan yang bermanfaat.

اَللّٰهُمَّ حَوَالَيْنَا وَلَا عَلَيْنَا عَلَى الْاَكَامِ وَالطَّرَابِ، وَبُطُونِ الْاَوْدِيَةِ، وَمَنَايِبِ الشَّجَرِ

Maksudnya:

Ya Allah! Biarkanlah hujan itu turun di sekeliling kami sahaja dan bukan di atas kami, biarkanlah ia turun di hutan-hutan dan bukit-bukit kecil, di lembah-lembah yang dalam dan di tempat-tempat tumbuhan kayu.

DOA APABILA HUJAN TURUN TANPA HENTI-HENTI YANG BOLEH MENYEBABKAN BANJIR/TANAH RUNTUH DAN SEBAGAINYA

اَللّٰهُمَّ حَوَالَيْنَا وَلَا عَلَيْنَا، اَللّٰهُمَّ عَلَى الْاَكَامِ وَالظَّرَابِ وَبُطُونِ الْاَوْدِيَةِ، وَمَنَابِتِ الشَّجَرِ

Maksudnya:

Ya Allah! Biarkanlah hujan turun itu di sekeliling kami sahaja dan bukan di atas kami.
Ya Allah! Biarkanlah ia turun di hutan-hutan dan bukit-bukit kecil, di lembah-lembah yang dalam dan di tempat-tempat tumbuhan kayu.

DOA MEMOHON KETABAHAN HATI

اَللّٰهُمَّ اِنِّيْ اَسْأَلُكَ الثَّبَاتَ فِيْ الْاَمْرِ وَاَسْأَلُكَ عَزِيْمَةَ الرُّشْدِ وَاَسْأَلُكَ شُكْرَ نِعْمَتِكَ وَحُسْنَ عِبَادَتِكَ
وَاَسْأَلُكَ لِسَانًا صَادِقًا وَقَلْبًا سَالِمًا وَاَسْأَلُكَ مِنْ خَيْرِ مَا تَعْلَمُ وَاَعُوْذُ بِكَ مِنْ شَرِّ مَا تَعْلَمُ
وَاَسْتَغْفِرُكَ مِمَّا تَعْلَمُ اِنَّكَ اَنْتَ عَلَّامُ الْغُيُوْبِ

Maksudnya:

Ya Allah! Aku mohon kepada-Mu ketabahan hati dalam urusan ini, aku mohon kepada-Mu ketetapan pada jalan yang benar, aku mohon kepada-Mu untuk dapat mensyukuri nikmat-Mu dan beribadah kepada-Mu dengan baik, aku mohon kepada-Mu lidah yang benar dan hati yang baik, aku mohon kepada-Mu kebaikan yang Engkau ketahui dan aku minta perlindungan dari keburukan yang Engkau ketahui, aku mohon ampun dosa yang Engkau ketahui, Engkau Maha Mengetahui yang ghaib.

DOA MENYERAHKAN NASIB SELURUHNYA KEPADA ALLAH

اَللّٰهُمَّ اَسَلَمْتُ وَجْهِيْ اِلَيْكَ وَفَوَّضْتُ اَمْرِيْ اِلَيْكَ رَغْبَةً وَرَهْبَةً اِلَيْكَ لَا مَلْجَا وَلَا مَنَاجَا مِنْكَ اِلَّا اِلَيْكَ اَمَنْتُ بِكِتَابِكَ الَّذِيْ اَنْزَلْتَ وَنَبِيِّكَ الَّذِيْ اَرْسَلْتَ

Maksudnya:

Ya Allah! Aku serahkan diriku kepada-Mu dan aku serahkan urusanku kepada-Mu dengan penuh harapan dan rasa takut kepada-Mu, tidak ada tempat pengongsian dan tidak ada tempat untuk menyelamatkan diri dari siksa-Mu selain kepada-Mu, aku beriman kepada kitab-Mu yang Engkau turunkan dan kepada Nabi-Mu yang Engkau utus.

DOA MOHON DIHINDARKAN DARIPADA KECELAKAAN

اَللّٰهُمَّ اِنِّيْ اَعُوْذُ بِكَ مِنْ جَهْدِ الْبَلَاءِ وَدَرْكِ الشَّقَاءِ وَسُوْءِ الْقَضَاءِ

Maksudnya:

Wahai Tuhanku! Sesungguhnya aku berlindung kepada-Mu dari kengerian bala, menemui kesengsaraan dan ketentuan yang buruk.

DOA MEMOHON KESABARAN DAN RASA TENANG DI DALAM MENGHADAPI KESAKITAN

حَسْبُنَا اللهُ وَنِعْمَ الْوَكِيْلُ. رَبَّنَا اَفْرِغْ عَلَيْنَا صَبْرًا وَتَوَقَّنَا مُسْلِمِيْنَ

Maksudnya:

Cukuplah Allah untuk (menolong) kami dan Dia sebaik-baik Pengurus (yang terserah kepada-Nya segala urusan kami). Wahai Tuhan kami! Limpahkanlah kesabaran kepada kami, dan matikanlah kami dalam keadaan Islam (berserah bulat-bulat Kepada-Mu).

1. Emergency Assistance

Principles of First Aid

1. Ensuring a safe environment.
2. Preservation of life.
3. Prevention of injuries and its further deterioration.
4. Help in recovery actions.
5. Provide reassurances towards the victim.

1.1 Bleeding

Bleeding or hemorrhage refers to blood that flows from blood vessels.

How to Stop Bleeding

Method of treatment:

1. The main way to stop bleeding is by applying direct pressure
2. Ensure that you have washed your hands with water or antiseptic liquid and are using plastic gloves before treating the wound.
3. Place a clean cloth on the wound before applying pressure.
4. Place the palm of your hand or your fingers on the bleeding area and press directly.
5. Wrap the affected area with a 'roller bandage' or use an adhesive plaster.
6. Take the victim to the nearest hospital or health center for further treatment.

Reminder:

Do not use this method if there is a foreign object in the wound or if the bone is suspected to be broken.

1.2 Burn Injuries / Wounds Due to Fire or Burns

Wounds due to fire or burns resulting in injuries inflicted towards the tissue caused by the heat generated from flames, chemicals or radiation.

There are Three Types of Burn Levels: (Appendix picture)

1. First degree burns (redness on skin)
2. Second degree burns (bubbles/swelling on burned area)
3. Third degree burns (skin has darkened)

Method of treatment:

1. Place the burned area under cold running water for at least 20 minutes.
2. Cover the injured area with a clean, soft cloth which will not adhere to skin.
3. Do not use lotion, oil or similar products on the burned area.
4. Do not break the skin of the burned area or remove objects which are stuck to the affected area.
5. Take the victim to the nearest health center or hospital for further treatment.

Appendix Picture

1.3 Fractures/ Broken Or Fractured Bones

Broken or fractured bones are injuries that are sustained by the bones which have been broken or fractured, whether or not it results in an open wound on the skin.

There are several signs that indicate an individual is suffering from a broken bone:

- Feeling pain
- The Injured area cannot be moved
- The Injured area has an unusual shape or placement
- Swelling or bruising
- Loss of energy
- Unusual appearance or length

Method of treatment:

Broken or Fractured Arm

1. Immediate treatment at the site where the injury occurred. Prevent any unnecessary movements with the use of a stick, newspaper, cardboard or other similar objects as a splint.
2. Place the splint below the arm and tie it over and under the injured area as shown in the diagram below.

Appendix Picture

Reminder:

If there is bleeding or difficulty breathing, this must be treated first before attending to the broken or fractured bone.

Method of treatment:

Broken or fractured leg

1. Place a splint under the injured leg to prevent movement
1. Make a basic tie at the ankle and knee, then tie over and under the injured area.
2. If a splint is not available, the other leg may be used as a splint by placing a soft object between the two legs, such as a towel between the ankles and knees.
3. Make a basic tie at the ankle and knee, then tie over and under the injured area.

1.4 Moving Casualty without Stretcher / Moving the victim without a stretcher

This technique can be used to move a victim if an aiding tool is unavailable.

Victim can walk with assistance (Appendix Picture)

Method of Supporting

1. This method is used when the victim is still conscious and able to walk with some assistance.
2. Hold the victim firmly around the waist and use your shoulder to support their arm while they lean on your body.

1.5 Adult CPR & AED

Method:

1. Ensure that the surrounding environment is safe for you, the victim as well as the public.
2. Examine victim's level of consciousness and breathing:
 - a. Pat on both sides of the victim's shoulders and call out the victim's name clearly next to both of their ears.
 - b. Look at the movement of the victim's chest to see whether their breathing is normal.
 - c. Do both actions over no more than 10 seconds.
 - d. If victim does not respond, telephone an ambulance at 911 for ambulance services immediately (you may do this yourself or request the help of others)
3. Perform chest compression:
 - a. Kneel beside the victim.
 - b. Place the palm of your hand in the center of the victim's ribcage and intertwine your fingers with those of your other hand.

- c. Straighten your hand and press downwards approximately five (5) centimeters or two (2) inches and release.
 - d. Perform the chest compression. Your hand must remain on the victim's chest throughout the compressions.
 - e. Perform it quickly and firmly with a rate of approximately 100-120 per minute.
4. Continue chest compressions until:
- a. There are signs of life from the victim such as normal breathing.
 - b. The paramedics have arrived and taken over.
 - c. You are overly exerted
 - d. The surrounding environment is no longer safe.

Appendix Flow Chart

1. Use of AED (*Automated External Defibrillator*)

AEDs are used to help those who have a sudden cardiac arrest. It is a sophisticated medical device, yet easy to use. It can analyze the heart's rhythm and, if necessary, deliver an electric shock, or defibrillation, to help the heart reestablish an effective rhythm.

Method of treatment:

1. Ensuring the mod installed and used is correct for adults or for childrens aged 8 years above which weight does not exceed 55 pounds.
2. Only used for patients that is;
 - a. Not breathing
 - b. Not responsive.
 - c. Unconscious.
3. You are able to seek help from other people who are present within the site to retrieve the AED and contact the ambulance hotline (991).
4. After the AED have arrived at the scene, follow the steps as follows;
 - a. Press the button 'START'
 - b. Listen and follow the prompts and voice commands.
 - c. Remove the clothes and make sure the front abdominal area is fully exposed.
 - d. Install both AED adhesives or AED PADS as shown in the picture.
 - e. Make sure (for adults; One AED adhesive is placed on the upper right side of the body (beneath the shoulder bones) and one other AED adhesive beneath the lower left side (on the side, a few inches under the left armpit).

- f. Make sure (for childrens above 8 years old): one of the pads is placed in the middle of the chest and the other pad is placed on the back, between the two shoulders (in between the two shoulder blades).
- g. Install the AED cable to the connector port.
- h. Prepare for the AED to analyze the heart's rhythm.
- i. Make sure no one touches the patient.
- j. Say "Clear" in a loud and clear tone.
- k. If the prompt instructs "Shocking Advised", inform to everyone that is present within the vicinity
- l. Make sure no one touches the patient.
- m. The AED machine will blare it's sounds where the "Shock" button will be ready to be pressed when its light is blinking.
- n. Make a final preparation in ensuring that nobody within the vicinity is touching the patient.
- o. Say "Clear" and instantly press the "Shock" button.
- p. After the AED delivers the shock, or if there's no shock, it is advised to immediately offer CPR and chest compression.

Appendix Picture AED (*Automated External Defibrillator*)

1.6 Choking : Difficulty breathing for conscious adult

Choking is caused by the blockage of an airway due to a foreign object such as food or small objects. A completely blocked airway may result in death.

Choking can occur when there is an object such as food which has been swallowed that has caused a blockage in the airway resulting in the victim having difficulty breathing.

1. Be alert for signs of choking such as grasping the throat with both hands.
 - a. Ask the victim whether they are:
 - I. Choking
 - II. Able to cough and speak
 - If the victim is able to cough and speak, allow them to try and remove the object themselves.
2. If the victim is not able to remove the object themselves, prepare to perform abdominal thrust.

Method of treatment:

- a. Stand behind the victim
- b. Place one of your legs between the victim's leg for support in case the victim falls unconscious.
- c. Make a fist with one of your hands.
- d. Place your fist between the victim's sternal notch and navel.
- e. Push your fist with the palm of your other hand with force so that the foreign object is expelled.
- f. Repeat until the object is expelled or the victim has fallen unconscious.

3. If the victim is obese or pregnant, perform chest thrusts.

Method:

- a. Stand behind the victim.
- b. Place one of your legs between the victim's legs for support in case the victim falls unconscious.
- c. Make a fist with one of your hands with the thumb inside your palm.
- d. Place your fist in the middle of the chest bone and the other hand under the victim's armpit in firm hold/hug.
- e. Repeat until the object is expelled or the victim has fallen unconscious.

If the foreign object is expelled and the victim regains consciousness, the victim is advised to receive further treatment at a health centre or hospital.

If the victim suddenly becomes unconscious when you try to save;

1. Telephone for an ambulance at 991 for ambulance services immediately or instruct others for help.
2. Begin CPR (refer topic 1.5 Adult CPR & AED)

1.7 Recovery Position

The recovery position is only used when the victim:

- Is unconscious
- Has normal breathing
- Has no injuries
- Is in a dangerous situation.

The International Liaison Committee on Resuscitation (ILCOR) has not established a specific technique, but there are six principles that should be followed such as the following;

1. The victim must lay on their side with their head slightly elevated so that their airway is open and any liquid is able to flow out on its own.
2. The position must be stable so that the victim's body will not sprawl out.
3. Any pressure on the victim's chest which can cause difficulty in breathing must be avoided.
4. The technique used must be simple and safe in positioning the victim to their side and straightening the body without injuring the victim.
5. The victim's breathing must be constantly observed and examined.
6. The position used must not harm the victim.

Recovery Position (Appendix Picture)

	Ensure there are no sharp objects or anything that could impede blood flow.
	Position the arm closest to you at 90 degrees.

	Take the victim's other arm and place their palm on their cheek
	Grasp under the victim's knee and raise it so that the sole of the victim's foot is on the floor/ground.
	Ensuring that the victim's palm is still on their cheek, try turning the victim towards you by pulling their knee
	Slowly turn the victim until their body is positioned on their side while you constantly provide support to the victim's head.
	Arrange the victim's legs as shown in the diagram. If needed, position the victim's hand under their cheek so that the head is elevated and their airway is unblocked.
	Victim is in the recovery position.

1.8 Drowning

Drowning is caused by a blockage within the airway by water which has entered the lungs. It can result in death due to the prevention of the flow of oxygen from reaching the entire part of the body, particularly the brain.

Do not try to save the victim if your own life is in danger.

Rescuing a Drowning Victim who is Conscious:

1. Give the victim a flotation aid (lifejacket, lifesaver).
2. Remove the victim from the water by using an umbrella, rope and so on.
3. Telephone for an ambulance at 991 for ambulance services for further assistance.

Rescuing a Drowning Victim who is Unconscious:

1. Remove the victim quickly and safely from the water.

2. If you have specialized training, you may begin performing rescue breathing when the victim is still in the water as long as it does not slow down the process of removing the victim from the water.
3. Do not waste time trying to remove water with stomach or chest thrusts.
4. Pat on both sides of the victim's shoulders and call out the victim's name clearly next to both of their ears.
5. Look at the victim's chest movement to see whether their breathing is normal.
6. Perform both over no more than 10 seconds.
7. If the victim does not show any response, instruct someone to telephone for an ambulance at 991 for ambulance services immediately.
8. Begin CPR (refer topic 1.5 Adult CPR & AED).

Reminder:

Call 991 for ambulance services after performing CPR for 2 minutes.

1.9 Electrical Shock

An electric shock could result in death, injury and burns. Effects can be lessened with the following steps:

- a. Turn off the source of electricity or instruct someone else to do so.
- b. Remove victims from the live electrical source.
- c. Use a rubber glove, wooden stick, boot, dry clothing etc. to remove victims from the source of electricity.
- d. Move the victim if necessary. (Info from the Department of Electrical Services)

Do not attempt to rescue if your own life is in danger.

1. Conscious Victim
Take victim to the Accident and Emergency Unit at a nearby hospital for further treatment and examination.
2. Unconscious Victim
Begin CPR (refer topic 1.5 Adult CPR & AED)

1.10 Psychological First Aid

It is a way to help people when they are in trouble and help them feel calm and supported in facing their challenges.

It addresses both the emotional and social needs of individuals, to empower people to use their own sources of strength, increase resilience and make good decisions.

Psychological first aid skills involve knowing:

- a. How to assess a situation.
- b. Common response patterns to crises.
- c. A safe way to approach people in distress.
- d. How to stay calm and to manage extreme emotions when needed.
- e. How to provide emotional support and practical help.

Three principles of Action: LOOK, LISTEN and LINK.

LOOK

- a. Information about what has happened and is happening.
- b. Who needs help?
- c. Safety and security risks.
- d. Physical injury.
- e. Basic and immediate practical needs.
- f. Emotional reaction.

LISTEN

Referring to the aide people:

- a. Approach someone.
- b. Introduce yourself.
- c. Pay attention and listen actively.
- d. Accepting and understanding the feelings of others.
- e. Calm people in trouble.
- f. Ask about needs and concerns.
- g. Helping people in distress find solutions to their immediate needs and problems.

LINK

Asist people:

- a. Access to information.
- b. Connecting with loved ones and social support.
- c. Dealing with practical problems.
- d. Access to other services and assistance.

Traumatic Events Mental Disorders

Traumatic events involve exposure to the threat of death, serious injury or violence. Examples of such events include severe accidents, fires, robberies, physical attacks, terrorist attacks, natural disasters and any form of sexual and gender-based violence.

The following interventions are recommended to support those who have experienced a traumatic event:

- a. Engage in conversation.
- b. Listen to the person's concerns.
- c. Offer empathic support.
- d. Maintain contact as long as the first aid provider is able to.
- e. comforting people in distress.
- f. Connect to additional support resources or networks.

Providing psychosocial support can help during or immediately after a distressing event, even in the days, weeks, months and even years after the event.

1.11 Triage

Triage is the term used for the process of classifying patients at the scene according to the severity of their injuries to determine how quickly they need care.

Triage is a system that allows setting priorities for care and transport to save as many lives as possible.

Appendix Flow Chart

1. PUBLIC ACTION PLAN

2.1 Emergency Bag

You must prepare a complete emergency kit including the following:

- Masking tape
- Trash bags or large plastic sheeting
- First Aid Kit, torch light, candles, lighter, radio and so on.

Appendix: Flow Chart

2.2 Public Warning

Safe Driving Tips for Every Weather Scenario

Appendix: Picture

Driving In The Rain

- Slow down and follow the speed limit.
- Turn on your headlights, even during the day.
- Do not cross a flooded road if you don't know how deep it is.

Driving Through Strong Winds

- Slow down and follow the speed limit.
- Know what direction the wind is coming to avoid it from steering you in the wrong direction.
- Pay closer attention to your steering especially when traveling through steep slopes.
- Try not to drive beside trucks, trailers and motorcycles. They can create gusts which may steer you off course.
- Avoid taking sharp turns and corners.

Driving With A Strong Sun Glare/Intense Heat

- Slow down and follow the speed limit.
- If the sun visor isn't enough, it's good to always keep an extra pair of shades in your car.
- Keep your windscreen clean.
- Regularly check your car's temperature gauge to avoid overheating,
- Never leave your child or pet inside when parking. The temperature in the vehicle may rise quickly.

Driving Through Dense Fog

- Slow down and follow the speed limit.
- Turn on your fog lights and be vigilant of people and hazards.
- Do not use your high beam headlights.
- Maintain a safe distance from you and the car in front.
- Use the lines on the road to guide you.

Colored Weather Warning Codes

BDMD uses Colored Weather Warning Codes to give early warnings to the public and relevant agencies about active/extreme weather conditions that have the potential to cause damage to property and cause serious disruption to the daily activities of the public.

Warnings for rainy, windy and thundery weather will be issued according to the specific color code categories that are subject to the level of intensity of active/extreme weather that is expected to occur as well as the catastrophic effects that can occur due to the active/extreme weather event.

What should you do during active/extreme weather?

You need to know the risks and effects of disasters that can occur, as well as the steps that need to be taken.

What does the color mean?

A brief description of each Colored Weather Warning Code Level

Appendix: Picture

Level Yellow: Alert

POSSIBLE EFFECTS

1. Flash floods can occur especially in low-lying areas & near riverbanks.
2. Heavy rain can reduce visibility.
3. The road becomes slippery & there are water reservoirs.
4. Risk of lightning strikes.
5. Large tree branches can sway due to the wind.

TIPS:

1. BE ALERT & always follow the latest weather information.
2. BE CAREFUL when traveling or doing outdoor activities.
3. Drivers are advised to be careful & obey the speed limit.
4. Be careful of debris that may fly due to gusts of wind.
5. Supervise children & do not let them play in flood water or near rivers & large drains.
6. Turn off all electronic equipment, such as computers & televisions, as they can be damaged by lightning.
7. When outdoors, seek temporary shelter during a thunderstorm. Avoid being in open areas, high elevation areas, under trees or in tents.

Level Orange:

POSSIBLE CONSEQUENCES

Includes Possible Effects 1-4 of the Level Yellow

1. Large tree branches can break due to strong winds.
2. Power outages may occur in affected areas.
3. Signs that are not robust in construction can topple over.
4. Landslides can occur.

5. Minor damage can occur to the structure of the house or flood, landslides or due to strong winds.

TIPS:

Includes Tips 3-7 from the Level Yellow

1. BE PREPARED & take precautions. Make sure to keep up with the latest weather information.
2. BE PREPARED because your daily activities may be affected.
3. READY to protect yourself, family and property.
4. If the weather conditions do not allow you to continue driving, it is advised to stop in a safe location & away from trees. Turn on the vehicle's emergency lights as a signal to other drivers.
5. If you live in an area that often experiences flooding, you are advised to move valuables including vehicles to a safer place.

Level Red

POSSIBLE CONSEQUENCES

Includes possible consequences that can occur 2-4 from the Level Yellow & possible consequences that can occur 2-3 from the Level Orange.

1. Widespread flooding can occur especially in low-lying areas & near rivers.
2. Large trees can break or fall due to strong winds.
3. The risk of landslides is high during continuous heavy rains.
4. Outdoor activities (including sea activities) are not safe.
5. Major damage can occur to the structure of a house or building caused by floods, landslides or due to strong winds.

TIPS:

Includes Tips 4-7 from the Level Yellow & Tips 5 from the Level Orange

1. ACT immediately because serious disorders can affect your daily activities.
2. ACT immediately to protect yourself, family & property.
3. Make sure to keep up to date with the latest weather information & obey every instruction issued by the authorities in any case for the common good.

4. Drivers are advised to be careful & obey the speed limit. Use an alternate route if the main route is flooded. Do not attempt to travel on flooded roads.
5. As the weather worsens, stay calm & take shelter indoors. Avoid doing any outdoor activities. If you need emergency help, call the emergency hotline and give complete and correct information.

The Wind That We Feel

Appendix: Picture

- Breeze 6 - 11 km/j
- Gentle Breeze - moderate 12 - 30km/j
- Strong Wind (Alert) 39-50 km/j
- Stormy (Preparedness) 51-60km/j
- Strong Storm (Take an action) 61-86 km/j
- Violent Storm (Take an action) >86km/j

Weather Advisory

A Weather Advisory is issued as guidance and advice for the public and relevant agencies regarding the possibility of active and unpredictable weather conditions that may continue for several days.

For example, a Weather Advisory will be issued if weather such as a tropical storm system or typhoon is detected forming within our region and has the potential to affect Brunei Darussalam (NBD).

Once the Weather Advisory is issued, BDMD will continue to monitor the development of the weather conditions and update the information to the public. Therefore, the public as well as the relevant agencies need to follow the latest weather forecasts and information issued by BDMD.

Understanding Weather Advisories And Weather Warnings

A Weather Advisory will be issued when active/extreme weather conditions are expected to potentially affect NBD within a certain time period.

When the potential for active/extreme weather events increases and is expected to have an impact and disaster risk on NBD, then a Colored Weather Warning Code will be issued immediately.

Colored Weather Warnings will only be issued when there is a high factor that active/extreme weather will occur and may cause a risk of disaster.

Any Weather Warning issued by BDMD can be upgraded in terms of color level i.e. when the intensity of the weather is expected to increase or when active/extreme weather is expected to continue and may have a greater catastrophic impact.

The Weather Warning period can also be extended when active/extreme weather conditions are expected to continue.

Weather Warnings can also be downgraded in terms of color levels or stopped altogether if the weather conditions are expected to gradually calm down and improve.

Where Can Weather Warnings & Weather Advisories Be Obtained?

- BruneiWX and MW Crowd: Download from Google Play and Apps Store
- www.met.gov.bn
- www.facebook.com/bruneiweather
- @bruneiweather

From Local Brunei Television & Radio Networks

Appendix: Picture of WX mobile apps: New Features

The public is strongly encouraged to keep up-to-date with weather information by accessing the various platforms mentioned above.

2.3 Flood

Floods occur when water submerges a low-lying place or area.

2.3.1 Flood Warning

- Excess rainfall.
- High water levels or high tide beyond expected levels.
- Blocked or inefficient rivers or drains.

2.3.2 What Should be Done

- Be aware of temporary shelters.
- Keep drinking water in clean containers and first-aid supplies.
- Stay informed through radio, television about weather conditions and flood warnings.

2.3.3 During Floods

- Go to higher grounds which are safe.
- If the water level continues to rise, turn off all electrical appliances.
- Do not play in flood waters as there may be possible dangers such as animal attacks, disease, electric shock and so on.
- Do not attempt to cross rivers or drains with fast-flowing waters.
- If your vehicle has stopped, leave the area immediately and find a safe place.
- Contact 995 for the Fire and Rescue Department to request assistance and stay informed about the latest development.

2.3.4 After the Floods

- Return home when the situation has been declared to be safe.
- Do not immediately enter your home until it is ensured to be safe from danger.
- Use clean water.
- Provide help in rearranging moved items/

2.3.5 Avoid the following:

- Do not drink flood water.
- Do not touch electrical cables or wires which have fallen.
- Do not leave children to play in nearby drains or rivers/

2.3.6 If you are in a vehicle

- Be alert to signs of flooding and follow the instructions from authorities.
- Avoid driving in flooded areas if you are unsure of the depth of the water.
- If your vehicle has been stalled in a flooded area, leave it immediately and go to safer and higher ground.
- Do not drive to fast-flowing flood waters as it is dangerous.
- Contact 995 for the Fire and Rescue Department or 993 for the Royal Brunei Police Force if you require assistance.
- Give emergency signals such as waving or shouting.

2.3.7 If you are on the road

- Follow guiding signage and warnings about flood water levels.
- Wait at higher ground or an area that is not submerged until a rescue team arrives.
- Contact 123 for PWD Customer Care Center and 995 for Fire and Rescue Department to report flooding.
- Do not approach or touch electric poles, electric switch boxes (feeder pillars) that are submerged in water, there is a fear of electric current leakage.

2.3.8 Electricity Management Procedures Before Floods Occur

- For areas or houses that are frequently flooded, make sure the electricity supply to your house is shut off immediately by closing the main switch (MCB).
- Move your home's electrical equipment to a safe place (above water level) to avoid damage to electrical equipment.
- Make sure you and your family are in a safe place or move to a place directed by the authorities.

2.3.9 Electricity Management Procedures During Floods

- Do not switch off the electricity supply through the main circuit breaker (MCCB) if water has entered the house.
- Do not enter a room or room that has been entered with water and it is known that there is still an electrical current flowing.
- It is forbidden to approach poles and electrical substations that are submerged in water.

2.3.10 Electricity Management Procedures After the Floods End

- do not use electrical equipment that has been submerged in water.
- Ensure electrical equipment is dry and safe to use.
- Before turning the power back on to your home, please make sure the wiring in your home has been checked and is safe to use.
- For more information, please contact Darussalam Hotline 123.

2.3.11 Electrical Safety Tips During Floods

- Avoid using electrical appliances.
- Close the main electrical power switch in the main circuit board (MCCB) and avoid closing the switch if water has entered the house.
- Do not approach electrical poles and substations that are submerged in flood water.
- Do not touch electrical equipment with wet hands.
- When the flood subsides, people are advised not to use electrical equipment that has been flooded.
- Before turning on the mains supply in your home, people are advised to get the services of a qualified electrical technician to check all wiring and electrical equipment.
- For more information, please contact Darussalam Hotline 123.

2.4 Landslides

Landslides refer to a geological occurrence which includes a large portion of soil movement, such as fallen rocks or structural failure of slopes, and may also be caused by heavy rain over an extended period of time.

2.4.1 Warning Signs of Landslides:

- New cracks on the surface of slopes, roads, retaining walls, house floors and others.
- Erosion of soil on slopes or hillsides.
- Piles of soil on the surface of the road and house area.
- The surface of the land that is lowered or at the foot of the hill is raised land (slip circle failure).
- Soil retaining walls that are tilted or misplaced from their original location.
- Cracks on the ground surface (tension crack).

2.4.2 Before the Incident

- New cracks or bulges are formed on the surface of slopes, soil, roads, retaining walls, house floors and so on.
- Erosion on the surface of slopes and hillsides.
- Piles of soil on the surface of roads and house areas.
- The surface of the land that descends or at the foot of the hill rises.
- Drains or soil retaining structures that are tilted or misplaced from their original position.
- The appearance of springs on the surface of the slope or retaining wall.
- A tree falling or leaning at one time is not caused by a storm.
- Hear unusual sounds such as cracking trees & broken branches (trees cracking) or boulders knocking together in the surrounding area.

2.4.3 When Landslide Occur:

2.4.3 (a) If you are inside the house

- Do not panic and stay calm.
- If it is safe to do so, disconnect the electricity and water supply.
- Inform your neighbors.
- Retrieve your emergency bag and move immediately if safe to do so.
- If you or others are trapped contact 995 for assistance from the Fire and Rescue Department.

2.4.3 (b) If you are outside

- Avoid approaching areas affected by the landslide areas.
- Go to high ground and stay away from areas of landslides or debris flows or affected structures.
- Avoid approaching landslide areas.
- Follow the advice given by the authorities.
- Please call directly to 123 (Talian Darussalam) to inform the relevant agency.
- If falling rocks or debris are approaching, immediately move to the nearest shelter such as a tree or building.

- If there is no shelter nearby or no chance to escape, roll up into a ball and cover your head.

2.4.4 After the Incident

- Stay a safe distance away from the affected area, building structure and electrical cables.
- Contact 995 for the Fire and Rescue Department to request assistance if you or others are trapped.
- Direct rescue team to the location of injured and trapped victims; do not enter dangerous areas.
- Obtain permission and follow instructions from authorities before returning to your affected house.
- Report structural damage to the relevant parties at 123 for PWD Customer Service Centre.
- Cover the affected surface with canvas as soon as possible at the risk of subsequent collapse.
- Use detours or alternative roads as directed.
- For landslides that are close to the house/building, check for any new damage/cracks on the structural elements of the house/building such as pillars, beams, floors, walls and others. Please make sure the situation is safe before returning to the house/building.
- If severe and worrisome damage/cracks are found, please move to a safe place temporarily.
- For any structural damage after the incident, please report to the relevant party at 123 (Talian Darussalam).

2.4.5 If you are on the road

- Do not approach the affected area and obey the installed warning signs.
- Use diverted or alternative routes.
- Dial 123 for PWD Customer Service Center to inform them about the road collapse.

2.5 Lightning

2.5.1 Adhere to the following during storms

- Avoid outside activity.
- Avoid outdoor games.
- Do not leave the house.
- Do not leave the car.
- Avoid swimming.
- Avoid being in open spaces or high ground.
- Avoid being in sheds or tents.
- Avoid riding bicycles.

- Avoid being under tall trees.
- Seek shelter.
- Return to shore/dry land if you are in a body of water.
- Keep a safe distance from metal structure.

Reminder: If there is a thunderstorm in your area, seek shelter in a building or vehicle and keep a safe distance from metallic objects or appliances.

2.5.2 If you are in a house/building

- Avoid using electrical equipment or the telephone as lightning strikes may occur.
- Avoid using bathtubs, water pipes and sinks as electricity can flow through metal pipelines.
- If necessary, use battery operated radios and television.

2.5.3 If you are outside

- Seek shelter in buildings or vehicles.
- If there are no nearby buildings, seek shelters in low-lying areas such as trenches, drains, recessed ground and so on.
- Fishing rods, golf clubs or any long object are extremely dangerous regardless of whether or not they are made out of metal.
- Keep a safe distance from rivers, lakes or any body of water.
- If your hair suddenly stands on end, this is a possible sign that lightning will strike. Get down on all fours with both knees and hands touching the ground so that the electricity will flow straight to the ground without going through your heart.
- If you are swimming or on a boat and there are signs of an incoming storm, return to shore. If the surface of the water is struck by lightning, the electric flow may injure you.

2.5.4 If you are in a vehicle

- Stop at the side of the road and ensure that your vehicle is a safe distance away from any tree.
- Stay in the vehicle, stay calm and turn the hazard lights on until the storm passes.
- Avoid routes which are submerged or flooded.

2.6 Tornado

Tornadoes are strong winds with speeds exceeding 60km/hour. These winds are usually accompanied with heavy rain and large waves at sea.

2.6.1 Before the tornado

- Look for signs such as dense and dark clouds or lighting from afar.

2.6.2 During the tornado

- Do not panic.
- Stay calm and move to a safe area.
- If you are in the house, close all doors and windows tightly.
- Put out any fire and turn off all electrical switches.
- Keep a safe distance away from walls, doors, windows, cupboards or any objects which are not sturdy.

2.6.3 After the tornado

- Do not leave the house or meeting/assembly point until the situation has been deemed safe by authorities.
- Do not separate from your family members.

2.7 Tsunami

Tsunamis are extremely large waves caused by strong underwater earthquakes.

2.7.1 Signs of a Possible Tsunami

- Feeling earth tremors or undergrounds movement at the beach or near the sea.
- Hearing a loud thundering sound at sea.
- Seeing a large dark wave lengthening at sea.
- The seawater suddenly recedes.
- The animals behave strangely and stay away from the beach.

2.7.2 During the Tsunami

- Immediately run to higher ground or a tall building.
- Do not approach the beach area to investigate or wait for a tsunami warning.
- If you have been advised to move, do so immediately.
- If you are in a boat or in a ship, immediately move away from the shore and proceed to deeper waters.
- Avoid going to open spaces after the first wave so as to avoid the second wave until instructions have been given by the authorities.

2.8 Earth Tremors

Earth tremors occur during earthquakes, possibly causing buildings to crack - among other effects and may result in injury if there is widespread panic. Earth tremors can occur without warning.

2.8.1 As precautionary measures, obey the following guidelines

2.8.1 (a) If you are in a house or building

- Stay calm and keep a distance away from the windows, decorative racks, lamps or potentially dangerous objects which may cause injury.
- Seek protection under a sturdy table made out of wood or strong materials.
- When the tremors stop, turn off all gas and electrical equipment, avoiding damage to electrical wires.
- Do not use matches to light an open flame as there may be a gas leak caused by the earth tremors.
- Examine your surroundings for new cracks or fissures in structures or building elements such as walls, columns, etc. If present, move to a safer place.
- Move out if you can afford it. Always protect your head when leaving the building/house to avoid the possibility of the roof or any object falling.
- Do not use the elevator.
- Check your house/building for any new damage/cracks on the structural elements of the house/building such as pillars, beams, floors, walls and others.
- If severe and worrisome damage/cracks are found, please move to a safe place temporarily.
- If new cracks or fissures are present, contact the authorities at 123 for PWD Customer Care Center for advisory services

2.8.1 (b) If you are outside

- Keep a safe distance away from buildings and hanging electrical cables.
- Stay in open spaces until the tremors stop.
- If you are driving, stop immediately where possible and stay in the vehicle. Avoid stopping near trees, buildings, bridges, overhead passes or hanging electrical cables

2.8.1 (c) If instructed to move

- Turn off all lights and electrical equipment.
- Turn off all gas equipment and water pipes.
- Gather all family members.
- Turn off all gas and water appliances

- Get an emergency bag, gather all family members and move to a safe place if safety allows.
- Leave the building in an orderly manner using the stairs. Do not use the lift/elevator.

2.9 Earthquakes

Earthquakes are shaking caused by strong waves from the earth's core. When this shaking reaches the surface of the earth, it can result in great damage such as building collapse, injury and even death. It can also cause TSUNAMIS if it occurs at sea. Earthquakes can occur without warning.

2.9.1 During the earthquake

- Do not panic and stay calm.
- Find a place that is safe from debris and shaking.
- Protect your head and body from any falling debris by staying underneath a table or sturdy area.
- Stay away from walls, glass, cupboard, trees, electric poles or objects which can collapse.
- Turn off all electrical switches and do not light any fires.
- Run outside if you are able to do so.
- Obey instructions from the relevant authorities.
- Always protect your head when leaving the house/building to avoid the possibility of the roof or any falling object.
- Do not use the elevator.
- Follow the instructions from the relevant authorities.

2.9.2 If you are outside

- Stay away from affected or damaged structures or areas
- Reduce movement and keep a safe distance from buildings, roadside lamps and utility wires.
- Run to an open space until tremors stop.
- If you are driving:
 - ❖ Stop as soon as it is safe to do so and stay away from buildings, trees, bridges and electrical cables.
 - ❖ Stay inside the vehicle until the tremors stop.

2.9.3 When the earthquake stops

- Carefully go outside and proceed to a safe place.
- Perform a quick inspection of the area and ensure everyone has moved to a safe area.
- Help those who are injured or trapped if needed and contact 995 for the Fire and Rescue Department for assistance.

- Call hotline 123 (Talian Darussalam) to inform about earthquakes.
- Avoid dangerous objects such as debris rubble, and shut off gas and electricity sources.
- Be alert to signs of fire; if possible, extinguish small fires.
- Be careful of fallen main lines or broken gas pipes and keep away from damaged areas and buildings.
- Do not rush to enter damaged buildings as subsequent tremors may cause the already damaged building to collapse.
- Keep updated with the latest information through radio or other communication devices.
- Inspect the house/building for any new damage/cracks on the structural elements of the house/building such as pillars, beams, floors, walls and others.
- If severe and worrisome damage/cracks are found, please move to a safe place temporarily.
- For any structural damage after the incident, please report to the relevant party at 123 (Darussalam Hotline).

2.10 Power Failure

The following are several preparatory steps for handling a major power failure.

IMPORTANT EQUIPMENT

2.10.1 What should you do?

- Retrieve radio and torch light from your emergency bag.
- Turn the radio on to obtain the latest updates about the power failure.
- Contact 123 for the Electrical Services Department for complaints and inquiries.
- Call 144 for the Department of Electrical Services for complaints and any questions.
- Browse websites through applications and social sites such as Facebook and Instagram @TD123 (Talian Darussalam) or call 123 or email des.enquiries@des.gov.bn.

2.10.2 Elevator/Lift Breakdowns and Rescuing Victims

- Contact 995 for the Fire and Rescue Department if there is a blackout and someone is trapped.
- The general public should not attempt to rescue the victim trapped in the elevator/lift as they have not been trained and do not possess the necessary equipment to do so.
- Those who are trapped in the elevator/lift should stay calm, press the emergency button and wait for assistance.

2.10.3 Driving during a blackout

- Drive slowly and pay greater attention to other road users.
- Ensure your vehicle's front headlamps are lit at all times.

2.11 Disruption of Water Supply

Complain about disruption in water supply system

- Appendix: Flowchart

2.12 Haze

Haze is an atmospheric phenomenon that occurs when dust, smoke and other types of particle pollution obscures air clarity. This phenomenon typically occurs when particles, dust and smoke collect on a dry day.

2.12.1 When there is haze reading of (Pollution Standard Index) PSI 51 and above

The general public are advised to:

- Drink lots of water
- Immediately obtain medical advice from nearby hospitals or health centers if necessary.
- Appendix: Table

2.13 Red Tide

The red tide phenomenon typically occurs during the dry season after heavy rainfall and it is the result of extended periods of low temperatures during the rainy season. During the phenomenon, sea water appears reddish-brown, which is caused by the explosion of growth of the toxic dinoflagellate due to the presence of excess nutrients in the sea.

2.13.1 Signs of Poisoning

- Early signs, Moderate signs and Serious signs. (Refer to Appendix: Table, pg. 37).

2.13.2 If you have been poisoned

At present, there has yet to be specific cure or antidote in treating Paralytic Shellfish Poisoning (PSP) If poisoning has occurred, the following safety steps should be adhered to:

- Perform CPR if the victim is unable to breathe normally.
- Receive immediate treatment from the nearest hospital/health centre.
- Symptoms may appear within minutes, usually within 2 hours, of consuming poisonous fish and shellfish." at the end of the section.

- Encourage the victim to vomit as soon as possible by:
 - Eat lots of salt or egg whites
 - Drink coconut water mixed with brown sugar.

2.13.3 Steps to be taken during a Red Tide:

- Obey advice and warnings provided by the Fisheries Department and the Department of Health Services.
- Do not eat any type of small fish such as *rumahan*, sardines, *aur-aur* or similar from affected areas and those from unknown origins.
- Do not eat any type of shellfish such as mussels, oysters, *tembayan* and others from the affected or unknown areas.
- As a precautionary measure, it is advised that the stomach, gills and internal organs of small fish be removed from cooking.
- Bigger fish such as mackerel, *bakulan*, red snapper and prawns, squids as well as crabs are safe to be eaten unless advised otherwise.
- Discard affected fish and shellfish. Do not try to eat or cook affected fish and shellfish because the poison will not be destroyed by cooking or freezing them.

2.14 Very High Tide

Very high tide represents a phenomenon that frequently occurs in Brunei Darussalam towards the end of December every year. Typically, very high tides can reach up to 2.3 to 2.7 meters high.

2.14.1 Warnings to the public

- Warnings about very high tides will be released by the Marine Department through electronic and mass media.
- Continuous rainfall.
- Be alert, particularly for residents of Kampong Ayer and the areas around the Brunei River and take precautions during very high tide every December.

2.14.2 During Very High Tides

- Residents of Kampong Ayer are advised to be constantly alert and to keep a close watch on family members, particularly children.
- Children are prohibited from playing on or wandering around bridges and riverbanks, especially during high tide while raining.
- Residents who live on riverbanks are advised to be constantly careful and alert to avoid unfortunate consequences during very high tide.
- All boat operators are advised to sound their horn when visibility is reduced during rain.
- With lights on, sail slowly when crossing riverbanks and the water village.

2.15 Accidents at Sea

STEP 1

- You must take the following steps should an accident at sea occur.
 - I. If someone has disappeared.
 - Report to:
 - ❖ The National Search and Rescue Coordination Centre, Department of Civil Aviation.
 - ❖ The nearest Royal Brunei Police station.
 - Please state:
 - ❖ Name of reporting individual and address, as well as telephone numbers.
 - Please provide details of lost person, including name, age and physical appearance:
 - ❖ Where was the person last seen/contacted.
 - ❖ What food/drink provisions did they have.
 - ❖ What types of equipment did they have (survival, communication and so on).
 - ❖ What type of vehicle were they using (size, color and so on).
 - II. If loss is due to a particular incident.
 - State the incident/accident
 - When it occurred
 - Where it occurred
 - Magnitude of incident (estimation)
 - Number of people believed to be lost or with unknown whereabouts

STEP 2

- Wait for further inquiries and information.
- Inform about any new information or development.

STEP 3

- You will be informed about the results of the search and rescue operation.

2.16 If You are Trapped Underneath Rubble/Debris

- Crawl underneath furniture pieces which provide room to breathe and protection from falling objects; if not possible, stay close to a wall without glass windows and try to use blankets, boxes and other materials to protect yourself from shards of glass and further collapse.
- If possible, keep a safe distance from unstable areas or objects.

- Do not go anywhere if you are in a safe place.
- Keep calm, alert and responsive to calls from rescue individuals.
- Do not shout unnecessarily as you may inhale potentially dangerous dust as well as weaken yourself.
- If you are wedged underneath rubble/debris, move your fingers and legs/feet as often as possible to encourage blood flow and prevent blood clots.
- Strengthen your spirits by keeping your loved ones in mind.

2.17 Oil Spill

Oil spills usually occur due to leakages from oil rigs, shipwrecks, pipe leaks or during oil drilling works. Typically, the oil will appear on the water's surface and spread, possibly causing water pollution. Usually the nature of the oil will be on the surface of the water and spread, which can cause the water to be dirty by oil. Marine pollution occurs in the event of a liquid spill of "petroleum hydrocarbons" at sea environment or coastal beach as a result of human activity. Oil divided into several categories:-

- Crude oil
- Processed petroleum products (such as gasoline and diesel),
- Engine oil or used oil waste

Oil Spills usually occur due to leakages from rigs, platforms, pipe leaks or during drilling works, oil discharge from tankers / vessels and land activity. The oil appear on the water's surface and spread, possibly causing water pollution.

2.17.1 Standard Operating Procedures

If you encounter or find an oil spill at sea or at the beach due to an accident, you should take the following steps:

a. STEP 1

Reporting to an Incident / Accident - encounter oil spill as per regulation of The Prevention of Pollution of the Sea Order, 2005, Reporting of Oil Spill Incident.

Muara Coastal Signal Station (MCSS):

- TELEPHONE LINE +673 2770270
- HOTLINE +673 2771998
- HANDPHONE +673 8250289 (24/7)
- E-MAIL ADDRESS signalstationmuara@mpabd.gov.bn

b. STEP 2

Reporting an oil spill takes only a few minutes. Provide as much information about the incident as possible and you should be ready to report the following:

- Your name, location, organization, and telephone number.
- Name and address of the party responsible for the incident.
- Date and time of the incident.
- Location of the incident.
- Source and cause of the release or spill.
- Types of material(s) released or spilled.
- Quantity of materials released or spilled.
- Danger or threat posed by the release or spill.
- Number and types of injuries (if any).
- Weather conditions at the incident location .
- Any other information that may help emergency personnel respond to the incident.

You are advised not to approach the area to avoid risks of fumes and others.

c. STEP 3

If the oil spill occurred on land due to an accident, you must adhere to the following:

- Report to Fire and Rescue Department at 995 and Royal Brunei Police Force at 993.
- You are advised to keep a safe distance away from the affected location.
- Do not light any fires.

You are advised not to approach the area to avoid risks of fumes and others.

Controlling and Preventing oil spill pollution whether caused by ships or other causes involving Brunei's coastline and waters.

The effect of oil pollutes the coastline and affects the tourism sector and affects the livelihood of fishermen, oil pollution affects the value of natural beauty, oil can be seen on the beach and sea and creates an uncomfortable smell for people living in the surrounding area. Coral reef areas can be affected by oil pollution.

2.17.1 Before the Oil Spill

Marine pollution occurs when there is a spill of "petroleum hydrocarbon" liquid in the sea or on the coast as a result of human activity. Oil can be divided into several categories including crude oil, processed petroleum products (such as gasoline and diesel), engine oil or waste oil that has been used.

2.17.2 During the Oil Spill

The effects of an oil spill depend on the type and amount of the spill. In general, petroleum products such as gasoline and diesel mix more easily with the surface layer of water and are more toxic to marine life, but they evaporate more easily and do not last long in the environment where a spill occurs. Crude oil, although less toxic, will stay longer on the surface of the water and can be washed up on the beach for longer.

2.17.3 After the incident

Residents who live and depend on coastal areas, such as fishing and tourism, the effects of oil spills on coastal residents can be serious. Oil companies, ship owners, and private jetties are equally responsible to prevent such incidents from happening. Because oil is lighter than water and does not dissolve easily, it can stay on the surface of the water for a long time. Because oil is also flammable, oil spills can cause fires at sea.

2.18 Forest Fire

Forest fire is a wildfire that is burning in a forested area, initiated either due to natural or human causes, and can be exacerbated by prolonged extreme temperature and drier conditions.

Forest Fires often occur in this country especially during the dry season which can result in air pollution.

2.18.1 Before the incident

- a) Early signs of warning
 - Temperature is warmer than usual
 - Dry conditions
- b) What to do :
 - Rehydrate by drinking more water
 - Inform the authorities (via line 995 or 123) and the people around
 - Avoid smoking and open burning
 - Stay indoor

2.18.2 During Forest Fire

- a) *If you're near the affected area:*
 - Wear face masks to cover your face.
 - Inform the authorities (via line 995 or 123) and the people around you.

- Prepare to evacuate and take shelter.
 - Keep in touch with the latest local news updates.
- b) *If you're outside of your house:*
- Avoid getting near the area of the incident.

2.18.3 After the Forest Fire

- Avoid area that is prone to forest fire
- Keep informed of the latest local news and updates

2.18.4 General Info When in Forest Reserve Recreational Parks

Must comply with the following conditions:

1. Must comply with Brunei Darussalam's Forestry laws
2. Do not light a fire except in a place provided by a 'BBQ stand'
3. Not polluting the garden, not hunting animals and not cutting or taking flora and fauna
4. Ensure that the area as well as toilets and huts will be cleaned after use
5. Do not damage the existing facilities
6. The Forestry Department will not be responsible for injury/safety as well as loss/damage to property of any park user
7. Not allowed to play/light firecrackers
8. It is not allowed to bring drinks that are prohibited by the Government of Brunei Darussalam
9. The park is open every hour from 6.00 am to 6.00 pm.

2.18.5 Things Not to Do While in Forest Recreation Parks or Any Forest Reserve Area

Forest Act, Chapter 46

1. Section 19: Prohibited acts in the Forest Reserve: (Fine and imprisonment for 1 or 5 years) & Compound not exceeding \$1000 for the compensation of the offense.)
 - (a) Release livestock or allow livestock to graze forest products; or
 - (b) Felling, cutting, girdling, marking, trimming / cutting or notching any tree or damaging by fire or otherwise or , removing any tree or log; or
 - (c) Causing any damage caused by negligence while felling any tree or cutting or hauling any log; or
 - (d) Seeking, collecting, applying to any manufacturing process of extracting any forest or mineral products; or

- (e) Clearing or plowing any land for crops or any other purpose; or
- (f) Using poisonous substances or dynamite or other explosives in rivers or lakes or setting traps or traps; or
- (g) Trespassing in any manner not previously prohibited in this Section.

- 2. Section 20: Prohibition of fire - punishable by fine and imprisonment for 5 years.

2. FIRE SAFETY

3.1 Fire Prevention Guide

3.1.1 Property

If there is a fire, all residents must exit the house immediately. Consequently, your valuables may then be left behind. As a precautionary measure, keep valuable items in a safe at the bank and apply for a fire insurance policy.

3.1.2 Grills

Avoid installing static/permanent window grills that are padlocked. This is because, in many cases, the Fire and Rescue Department have consequently failed to provide swift assistance. Ensure that the grill you have installed is easy to open from the inside without a key or that the locking system is not rusted or requires maintenance.

3.1.3 Matches

Avoid leaving matchboxes, matchsticks, lighters, candles or mosquito repellent scattered about without supervision. Children may not realise the hazards and should be prevented from playing with these dangerous items. Keep them in a high spot that is difficult for children to reach.

3.1.4 Emergency Exit

Ensure that every access can be used every time and can be open easily and with no obstruction. Identify at least two emergency exits and recognize all members in the house.

3.1.5 Smoke

Smoke is one of the main reasons for any death happening during a fire. Avoid inhaling smoke by lowering yourself to the floor and immediately crawling to a safe place outside. 30-60m (level/floor)

3.1.6 Combustible Material / Flammable Items

Avoid keeping flammable items such as paper, newspapers, kerosene or old clothes under the staircase or near the emergency exit.

3.1.7 Excessive Electrical Current

Refrain from connecting multiple equipment plugs to a single electrical socket. Turn the switch off and remove the electrical equipment plug when it is no longer in use. Use electrical equipment which has been approved.

3.1.8 Emergency staircase

During a fire do not use the elevator / lift. Use the stairs as it is safer. Ensure that the stairs are free from any obstruction at all times.

3.1.9 Smoking

Carelessness as a result of smoking is one of the main reasons fires occur at home. Avoid smoking on the bed, while drinking alcohol or after consuming medication that may cause drowsiness. Ensure that the cigarette has been extinguished completely.

3.1.10 Smoke Detector

By installing smoke detectors can assist you to give the first warning in case of fire. It is important especially at night time or when you are sleeping. You can fight fire before time.

3.1.11 Wet Blanket

During fire, it is a good action to use a wet towel or cloth to cover your face or body to prevent thick smoke from the fire.

3.1.12 Fire Extinguisher

Fire which is not controlled at the stage will give/cause extreme suffering. Fire extinguishers can assist in extinguishing and control fire at the first stage. So keep at least one fire extinguisher at home.

3.2 10 Ways To Prevent Fires

PREVENT FIRES AT HOME WITH:

3.2.1 Safety in the Kitchen

While cooking, pay full attention. Ensure that the kitchen is clean and not oily. Do not cook while tired or sleepy.

3.2.2 Space around heating appliances

Place the heating appliance three feet or one metre apart from flammable objects.

3.2.3 Ashtrays

Ensure ashtrays used are large and wide. Dampen the container before use and do not smoke when going to sleep.

3.2.4 Matches and lighters

Ensure materials such as matches and lighters are kept in a high spot which cannot be easily reached by children.

3.2.5 Electricity

Replace wires which are damaged or twisted. Be constantly alert to the condition of electrical items used such as with regards to smell, smoke and excessive heat.

3.2.6 Candles

When using candles, ensure that they are a safe distance away from flammable objects and protected from wind.

3.2.7 Smoke Detector

Each house should have at least one smoke detector unit installed. To ensure the entire family's safety at all times, install one in each bedroom, living room and kitchen.

3.2.8 Perform frequent inspections

Inspect smoke detectors every month. Replace batteries once a year. When the smoke detector starts to make occasional sounds, this indicates weak batteries that need to be replaced immediately. Replace the detector with a new one once every ten years. Install a detector that is easy to remove.

3.2.9 If your clothes/ clothing catches fire

First, stop and do not run. Drop to the floor, cover your face with your hands if possible and gently roll over to the left and right. When the fire has been extinguished, get immediate assistance.

3.2.10 Crawling in smoke

The correct method of saving yourself from thick smoke:

- First - crawl on floor using both hands and knees
- Second - ensure your head is 30 - 60 cm from the floor's surface.

3.3 Fire Prevention At Home

- Restrict children from coming within three feet or one meter of the cooking area. Also ensure pets are kept as far away as possible.
- Reduce the risk of clothing catching fire by using appropriate attire, short sleeves or rolling up long sleeves while cooking.
- Rotate the pot handle inwards so that you will not accidentally bump into it and children will not be able to reach it.
- Extinguish fire on the kitchen stove when not in use. Do not leave ladles or kitchen appliances in the pot while cooking.
- Keep cooking gloves and pot holders nearby (but not on the kitchen stove).
- Keep a fire blanket in every kitchen.

3.4 Liquid Petroleum Gas (LPG)

Safe Handling of Liquid Petroleum Gas (LPG)

3.4.1 DO'S

Keep the gas cylinder at least 1.5 metres away from open fires, heat sources and electrical sockets.

- It is recommended that the LPG regulator be replaced every five years and the hose every two years according to BS 3212 or SS 233
- When moving the LPG cylinder, lift at the head and roll at the foot/ bottom.
- Keep your LPG cylinder in an open-air area. It is best kept in a locked enclosure outside the home.
- Inspect all gas connections for possible leaks. Leaks can be detected if bubbles appear when cleaning solution or soap is applied to the gas hose.

- Ensure that windows are open and the kitchen has good ventilation while cooking and never leave the cooking unmonitored or leave flammable items near the fire.
- Always ensure that the gas cylinder is upright; never keep it on its side (horizontal).
- Turn off the LPG regulator and gas appliance after use and before leaving the house for an extended period of time.

3.4.2 DONT'S

- Do not neglect to replace a damaged LPG regulator and hardened hose immediately.
- Do not light a fire to the cylinder.
- Do not hammer/ knock the valve or attempt to remove gas from the LPG cylinder for other purposes.
- Do not drop or drag the gas cylinder. To prevent damage that may lead to a gas leak, be careful when handling the cylinder.
- Do not keep more than one cylinder at any one time and keep it upright in its enclosure cabinet with good air circulation.
- Do not have any open flames nearby when replacing the gas cylinder.
- Do not leave cooking unmonitored.

REMINDER

- LPG regulator be replaced
- Every five years and the hose every two years according to BS 3212 or SS 233 which are standard set by BSM

Appendix Picture On BSM Safety Tips

3.4.3 If you smell a gas leak

- Extinguish any flames and turn off all kitchen appliances as well as the gas tank's valve and regulator.
- Open all windows and doors to air out the house.
- Extinguish all fires, turn off the kitchen stove, valve and gas regulator. Turn off the LPG regulator and open all windows/doors. Do not light any fires or turn on any electrical equipment.
- Open all windows and doors to ventilate air.
- Contact 995 for the Fire and Rescue Department.

3.4.4 If your pot/ pan or other cooking appliance catches fire

- If you do not possess a fire blanket, cover it with its cover or a wet cloth to suppress the oxygen and hence extinguish the fire. Do not spray water into it as the fire may spread.

3.5 Fire Safety For Buildings

3.5.1 When you first enter the room:

- (a) Plan an escape route during a fire
After inspecting the condition of the room, identify all exit routes.
- (b) Location of Fire Alarm Emergency Button
Familiarize yourself with the location of the Fire Alarm Emergency Button in your area.
- (c) Fire Extinguisher/ Fire Hose Reel
Know the location of the fire extinguisher/fire hose reel and understand how to use them.

3.5.2 When you detect a fire:

- (a) Sound the alarm
If you have detected a fire or smoke, break the nearest emergency alarm glass or contact the telephone operator.
- (b) If possible, extinguish the fire
Use the fire extinguisher or fire hose reel to extinguish the fire. Nevertheless, do not endanger your life.
- (c) Exit
If the fire cannot be contained, close all doors behind you and leave the building immediately through the EXIT via the stairs.

3.5.3 If you hear the fire alarm:

- (a)** If you hear the fire alarm
Leave immediately by using the nearest EXIT. If you are aware of any announcements made through the public announcement system, obey all instructions calmly - Do not panic.
- (b)** Do not attempt to bring along your belongings
Do not attempt to take belongings which are larger than a briefcase. Save your own life first.

(c) Do not use the elevator/lift

Do not use the elevator/lift to exit. Use the stairs.

3.5.4 If you are in your room:

(a) Inform someone that you are there.

Call the operator, bang on the door loudly or give signals to people on the ground through the window to attract their attention

(b) Extinguish the fire

Dampen a towel or bed sheet and place at the bottom of the door to prevent smoke from entering your room.

REMINDER!

- If you are trapped in smoke, leave immediately by crawling as the air closer to the floor is cleaner and contains lesser amounts of poisonous gas.
- Do not jump out of the building. Rescuers may be about to reach you in a matter of minutes.
- Call the building's emergency number - for example, '0'

It must be noted that many die in fires. Most deaths occur due to smoke, poisonous gasses and panic. Normally, panic occurs when people are not aware of what they should do. If you formulate a safety plan and adhere to it during emergencies, your chances of safe evacuation are increased.

3.6 Using Different Types of Fire Extinguisher

3.6.1 Using A Fire Extinguisher

- (a) Pull the pin
- (b) Aim at the Base of Fire
- (c) Squeeze the Lever
- (d) Sweep the fire extinguisher from side to side

3.6.2 Type of Fire Extinguishers

- Water
Fire: Paper, Wood, Cloth, and Fabric
- Foam
Fire: Paper, Wood, Cloth, and Fabric, Flammable liquids, Car cover.
- Carbon Dioxide

Fires: Flammable liquids, Flammable gasses, Electrical hazards, Car cover.

- Dry Powder

Fires: Paper, Wood, Cloth, and Fabric, Flammable liquids, Flammable gasses, Electrical hazards, Car cover

3.7 Break Glass Call Point and Fire Hose Reel

3.7.1 Break Glass Call Point and Fire Hose Reel

If a fire has occurred, break the nearest call point to activate the fire alarm system. This will notify all residents that there is a fire and instructs them to empty the premises.

To extinguish the fire, you may use a fire extinguisher or a fire hose reel.

How to handle a Fire Hose Reel

- I. Open the hose reel valve according to instructions
- II. Pull the hose and run towards the fire
- III. Release the water from the hose nozzle and point towards the base of the fire.

In fatal fire incidents, most deaths are caused by smoke inhalation.

3.7.2 If you are trapped in a room filled with smoke

- Do not panic and keep calm.
- Cover your nose and mouth with a wet cloth and avoid breathing through your mouth.
- Shout for assistance through the window or other open areas to attract the attention of passers-by and wait for rescue services to arrive.
- Place your body horizontally and close to the surface of the floor; then crawl to a safe place, with your head constantly below the smoke level.
- Contact 995 for the Fire and Rescue Department and state your location.

3.7.3 If you are trapped in a fire

- Proceed to a safe room, preferably with open windows, good air ventilation and facing the main road.
- Close the door behind you and cover the space under the door with a blanket, cloth or fabric to prevent smoke from entering the room.
- Go to the window, shout to attract people's attention to the fire and contact 995 for the Fire and rescue Department.
- Stay calm and do not attempt to jump from the building.

3.8 When Fire Occur

3.8.1 If you detected a fire

- Do not panic.
- Alert others about the fire by shouting and activating the nearest
- break glass call point.
- Exit and proceed to the assembly area. Try to ensure that everyone has exited the premises if safe to do so.
- Attempt to extinguish the fire if safe to do so.
- If possible, shut the door of the affected room to contain the fire.
- Contact 995 for Fire and Rescue Department; state:
 - ❖ Full name
 - ❖ Address of affected area
 - ❖ Type of emergency
 - ❖ Telephone number
- Turn off main gas source if you are able
- Evacuate the building in an orderly manner via the stairs; grasp
- hold of the stair railing while exiting and do not use the lift.
- Do not return to the building until the relevant authorities have announced that it is safe to do so

3.8.2 Ways of extinguishing fire include:

- (a) Using water on burning paper, wood or cloth, but never use flammable liquids such as oil as this will cause the fire to spread.
- (b) Using appropriate fire extinguishers/ hose reel (pg. 58).
- (c) Using a hose reel.

3.9 If your clothing catches fire

- 1) Stop
Do not panic and do not run
- 2) Drop
Drop immediately whether outdoors or indoors and cover your face with your hands.
- 3) Roll
Roll to extinguish the fire. Roll your body slowly to suppress oxygen. Cover your face with your hands to prevent fire and smoke from entering your lungs.

3.10 Checklist

Checklist for before you leave your home during holidays/ celebrations/ returning to your hometown to prevent fires:

ARTICLE	REQUIRED ACTION	SAFETY MEASURE
TV and Other appliances	Switch off and disconnect all plugs from sockets	Do not Switch off with remote control
Aerial TV	Disconnect from TV socket	If needed, install lightning conductor
Cooking Gas (LPG)	Remove gas regulator from cylinder	Seperate gas regulator from cylinder
Refrigerator	Empty and clean the refrigerator. Turn off and unplug from socket	If needed, install circuit breakers (separate supply) when going abroad.
Main Switch	Switch off	If needed, use an auto timer and avoid using light bulbs.
Lamps	Switch off	If needed, use an auto timer and avoid using light bulbs.
Car	Remove the head of the car battery	Keep flammable objects away from where cars are kept
Aquarium	Place the pump above the aquarium cover. If the pump catches fire, it will fall into the water-filled aquarium	Keep the pump away from the wall, curtains and flammable objects. Keep a separate circuit breaker.
Neighbors	Inform neighbors	Leave behind one main key. Give your telephone number to a neighbor for

		easy contact during emergencies.
Fan (ceiling/ wall/ standing)	Switch off and remove plug from socket	Ensure it is not functioning before you leave
Air Conditioner	Switch off and remove plug from socket	If needed, use an auto timer
Joss, incense stick apparatus, plugs , cigarette butts, mosquito repellent and candles.	Ensure all possible fire hazards have been fully extinguished before leaving the house including joss sticks lamps and so on.	Ensure all possible fire hazards have been fully extinguished before leaving the house.

3.11 If Your Car Catches Fire

If you see smoke or fire coming from your vehicle's engine

- Slow down the car, use your turn signal and stop at the side of the road.
- Switch the engine off and exit the car immediately.
- Contact 995 for the Fire and Rescue Department for assistance.
- If there is a fire extinguisher in your car, you may attempt to extinguish the fire while it is still small if this does not endanger your or others' safety.
- If the fire is too large, keep a safe distance from the vehicle and wait for the Fire and Rescue Department.
- Ensure that everyone stays a safe distance from the site of the fire.

APPENDIX PICTURE (CLASSIFICATION OF FIRE)

3.12 Electrical Fires

Fires caused by electrical goods which often result from unauthorized connection, meter diversion (bypass), using contractors that are not registered and do not follow standards.

Before the incident:

1. Avoid using an excessive load of electricity on one socket.
2. Do not leave electrical cookware unattended.
3. Avoid using damaged electrical plugs/sockets.
4. Do not make imperfect and non-standard wire connections.
5. Always be sensitive to electrical items used that emit heat (heat).

6. Always use the services of a registered contractor.

During the electrical fires:

1. (If possible) Close the main electrical breaker or nearby switch immediately.
2. Make an emergency call 995 or Darussalam Hotline 123.
3. Never put out a fire using water, it is recommended to use suitable equipment such as Dry Powder Fire Extinguisher.

After the incident:

1. Contacting registered contractors to carry out inspection and repair processes.
2. Calling Darussalam Hotline 123 to connect the electricity supply.
3. If the fire causes the pre-paid meter to be damaged, the application must be made as follows:
 - (a) Step 1: Do the installation work by using a registered contractor then confirmed by Professional Engineer (PE)
 - (b) Step 2 : Making applications and payments through the OneBiz system.

3. TERRORISM

4.1 Chemical Threat

Chemical agent attacks are the release of dangerous chemical materials with the purpose of killing, seriously injuring or disabling the public. Many chemical agents can be spread in attacks through altered explosive devices, spraying equipment, military weapons and others. These agents include nerve agents that may result in blisters, bleeding and choking.

4.1.1 Possible signs of a chemical agent attack

Many people within the same area are experiencing the following effects:

- Watery eyes or blurred vision
- Headache or dizziness
- Difficulty breathing
- Dry throat, coughing or extreme inflammation in airway
- Feeling nauseated or vomiting
- Drooling
- Feeling suffocated
- Redness on skin along with severe pain and blistering upon contact

- Muscle twitching, convulsions and cramps
- Unable to control urine or feces
- Unconsciousness
- Three or four people collapsing without reason
- Several small animals such as birds becoming sick or dying within the area.
- Muscle weakness
- Unexplained odor
- Bleach
- Rotten eggs
- Mown hay
- Decaying fish or garlic
- Slight fish or garlic odor

Chemical Agent	Odor
Sarin	Odorless
Chlorine	Bleach
Hydrogen Sulfide	Rotten eggs
Phosgene	Mown hay
Phosphine	Decaying fish or garlic
Arsine	Slight fish or garlic odor

4.1.2 If a Chemical Agent Attack occurs

- If possible, identify the affected place or area.
- If the attack occurs inside a building, open or break windows to access clean air, cover your mouth and nose with a soft cloth (for example, a wet towel) and evacuate the building immediately without going through the affected area.
- If the attack occurs outside and you have been exposed, cover your mouth and nose with a cloth and leave the affected area.
- Seek shelter as soon as possible. Do not walk in the same direction as the wind as it may carry dangerous chemicals.
- If you are in a vehicle during the attack, proceed to your home, office or a public building which has not been affected or perform the following:

- ❖ Close all windows and holes; if possible, cover holes in the air conditioning system with masking tape.
- ❖ Leave the affected area
- ❖ Go to a safe area and cover your nose with a piece of cloth
- ❖ Keep updated with the latest news about the situation and wait for subsequent instructions.
- Do not leave the shelter to help others unless the relevant authorities have announced for it to be safe to do so.

A combination of procedures for attacks outside and attacks while inside the vehicle

- Go to a room with few windows and seal the room to create a temporary barrier between people and contaminated air

4.1.3 If you are exposed to Chemical agents

If you are experiencing unusual signs and may have been exposed to chemical agents, you must proceed to the nearest cleaning facility in time: (DECONTAMINATION PROCEDURE pg.79) If you are not able to reach the facility in time:

- Look for the nearest source of water
- Remove and cut off your clothing immediately. Do not remove over your head so as to prevent contact with the eyes, nose and mouth. If possible, enclose all affected clothing in a plastic bag and seal the bag.
- Scrub yourself carefully; use soap if available.
- If possible, seek immediate medical assistance and contact 991 for ambulance services.
- Contact 995 for Fire and Rescue Department inform them of the
- possibility of your exposure to a chemical agent as well as your location.
- Keep calm and wait for assistance from the relevant parties or the Fire and Rescue Department.
- Remove eyeglasses or contact lenses and decontaminate them in household bleach. Rinse with water and dry flush eyes thoroughly with water

4.1.4 If you discover that someone else has been exposed to a chemical agent.

- Do not attempt to provide emergency assistance to the affected individual; you may be exposed to the chemical and also become a victim.
- Leave the area and contact 993 for Royal Brunei Police Force and 995 for the Fire and Rescue Department for assistance.

4.1.5 Threat of Chemical Spills That Can Affect the Environment

Chemical spill pollution is one of the identified threats that can damage the environment. Among them is the incident of accidental or accidental hazardous or non-hazardous chemical spills or discharges that can pollute the environment and harm the public.

Before the incident

- Each chemical compound must be managed and handled safely and a complete risk assessment must first be done to decrease the risk of chemical exposure to the public and the environment. One of the most important steps is to provide a proper and safe place to store the chemicals.
- Each chemical must be equipped with an SDS (Safety Data Sheet) regarding its safety information, storage and management of the chemical for user reference.
- Provide an inventory list of chemicals and it must be updated from time to time.
- The place where the chemicals are stored such as within containers or tongs must be labeled correctly and in an orderly manner.
- The place where the chemicals are stored must be stowed away in a safe and enclosed space away from the exposure or sunlight and rainfall.
- The Bund wall or containment must be readied as a barrier to prevent the chemicals from seeping into the ground.
- Ensure that emergency supplies such as first aid kits, eye wash stations, fire extinguishers, spill kits and personal protective equipment are ready and placed at a place where they are easily accessible.

After incident

- Always follow the latest instructions or information on the condition of the affected area and always be alert for further instructions.
- Companies or industries are required to update management plans and actions to prevent any chemical spills.

4.2 Biological Threat

Biological agent attacks are the emission of biological agents which are intentionally released in the form of live microorganisms and biological toxins with the purpose of killing or disabling the public. These agents can be released into the environment with aerosol sprays, food and water as well as disease carriers such as mosquitoes and rats. A biological agent infection behaves like smallpox.

4.2.1 Possible Sign of a Biological Agent attack

A biological agent attack does not show immediate effects as it will take time to produce a response. Please be alert to the following:

- Unusual powdered or gel-like substances and suspicious objects.
- Receiving information about unusual illnesses in your area.
- Number of patients who are reporting the same symptoms.

There are no characteristic or immediate signatures of the release of biological agents as they are usually colorless and odorless. A biological incident can therefore only be determined on the bases of its effects upon the surrounding area, and generally after a period of time

4.2.2 If a biological agent attack occur

As the effects of an attack takes time to identify and determine, public health officers are unable to prepare information with regard to the immediate actions that must be taken to counter the attack. You are recommended to take the following steps:

- Practise good hygiene to prevent the spread of germs.
- Constantly keep updated on the latest news about the symptoms of biological agents and the places where you can receive emergency medical assistance.

Do not make any declarations of a biological emergency based on an illness; it is recommended that you obtain medical advice if you are uncertain.

Wear a face mask especially if people around you have fallen ill

4.2.3 If you have been exposed to a biological agent

- You may not be experiencing any clear symptoms but you should immediately identify where the biological agent was released and leave the area without delay.
- Cover your nose and mouth with a soft cloth while you leave the affected area.
- If you are in a building, report it immediately by contacting 995 for the Fire and Rescue Department and inform them that you have been exposed to a biological agent.
- Bathe with soap and water and change into clean clothing.
- If possible, enclose the contaminated clothing in a plastic bag.
- If you and your family members fall ill, obtain medical advice from the nearest hospital or clinic.

4.2.4 If you think someone has been exposed to a biological agent

- Keep away from the affected individual and avoid touching them directly.

- Contact 995 for the Fire and Rescue Department / 991 for ambulance services to obtain assistance.

4.3 Anthrax

Anthrax is a type of disease that is caused by bacteria in powder form and sent through a posted letter or package. Although not contagious, it can still pose a threat to public safety. As a result, relevant agencies have taken careful measures in countering this threat.

Identify envelopes or packages suspected of containing Anthrax

A suspicious envelope or package may have some of the following clues:

- Origin- postmark or name of sender is unusual, unknown, or no further address is given;
- Postage- excessive or inadequate postage;
- The letter is lopsided or unusually thick);
- [Contents- stiffness or springiness of contents; protruding wires or components; oily outer wrapping or envelope; feels like it contains powdery substance (when checking, do not bend excessively);
- Smells of almond or other suspicious odors;
- Handwriting of sender is not familiar or indicates a foreign style not normally received by recipient;
- Common words or names are misspelled;
- Rub-on block lettering

4.3.1 If you suspect that an envelope / package contains Anthrax

- Contact 995 for Fire and Rescue Department.
- Inform the staff or safety manager of the premises whether you are in a building/at home.
- Do not directly hold, inhale or expose the contents of the article, or attempt to clean up any spillage, if any.
- If the envelope or package has been opened, cover the exposed or spilled contents with a plastic, cloth or paper cover or a rubbish bin immediately:
- Do not remove the cover until the authorities arrive.
- Switch off all fans and ventilation systems in the affected area.
- Leave the room and shut the door to prevent anyone from entering.
- Wash your hands and all parts of your skin which have been exposed with soap and water.
- Bathe with soap and water and change into clean clothing: if possible, enclose all contaminated clothing in a plastic bag.

- If you or your family members fall ill, obtain medical advice at the nearest hospital or clinic.

4.4 Bomb Threat

The occurrence of bomb threats continues to be a rising threat with effects that can be felt through great loss such as human casualties. An attitude of being cautious and obedient to rules may lessen the destruction and loss of lives.

4.4.1 If you see something suspicious or an unexploded bomb

- Head towards the assembly area (approximately 500m dari bangunan).
- Do not touch or move the object and keep a safe distance from it.
- Leave the area and warn others about the object.
- Do not use a mobile phone near the suspicious object.
- Contact 993 for Royal Brunei Police Force immediately and be prepared with details such as shape, size, colour and location of the suspected bomb.
- Follow the instructions of the emergency officer/staff on duty.
- Proceed to the assembly point (approximately 500m from the building).

4.4.2 If you receive a bomb threat through the telephone

- Do not worry or panic.
- Keep calm and signal to someone nearby to report it to the police.
- Continue speaking to the caller for as long as possible and try to obtain/take note of clear information as well as the exact words used in the threat.
- Try to obtain details such as the following from the caller:
- When will the bomb explode
 - ❖ Where is the bomb located
 - ❖ What type of bomb it is and what it looks like
 - ❖ What will trigger the bomb
 - ❖ Whether it was the caller who placed the bomb and why
 - ❖ What is the message the caller is trying to convey and to whom
 - ❖ Their name and current location
- It is crucial you take note of the following:
 - ❖ Characteristics of the caller's voice (for example, tone, male or female, adult or child).
 - ❖ Language and accent (for example, local or foreigner).
 - ❖ Manner of speech (for example, fast, halting, calm, emotional or angry).

- ❖ Background noise (for example, traffic, music, announcements, shouting and so on)
- ❖ Do not make the caller angry or threaten them in any way.

If you receive a bomb threat face to face

- Try to remember as many distinguishing characteristics of the threat-maker as possible and write down what was said as is practicable. Then follow the previously described procedure to fully communicate the threat to appropriate staff

If you receive a written bomb threat:

- Do not allow anyone to touch the proof of the threat that you have received and follow the procedure as have been stated before.

If you receive a bomb threat through e-mail or message in social media.

- Do not delete, forward or delete the email or messages.
- Take note of the sender's email address or the username/ ID of the sender in social media.
- If you have ever made an interaction with the person who made the threat, keep the interaction logs as far as 7 days before the threat was sent and 48 hours after the threat was made.

4.4.3 If you receive a suspicious letter or package

- If you receive a suspected letter or package and are doubtful of its contents, do not attempt to open it.
- Request for the identity of the person who delivered the letter or package.
- Contact the Police at 993 for Royal Brunei Police Force if you suspect the package to be a bomb.
- Place the letter or package in a corner away from any window.

Reminder:

Most bomb will explode if the external wrapping is opened or torn

- a) It may be a bomb if:
 - The postage costs more than the weight is worth.
 - There are too many ties or too much masking tape used.
 - It is strange in shape/size and is sturdy/weighty.
 - There are traces of oil or bleaching on the wrapping
 - There is a strange smell such as the scent of almonds.

- There are wires or aluminum foil stuck to the letter or package.
 - There is unfamiliar handwriting
 - There is only the name of the addressee or there are labels such as personal "secret" or "for recipient's eyes only".
- b) If you are unsure of its origins and you have reason to believe that it is a bomb report it to the police as soon as possible.
- c) Empty the room and building if possible. Meanwhile, leave all doors and windows open to lessen the effects of shattered glass should the bomb explode.
- d) Follow the instructions of the emergency officer/staff in charge.
- e) it is placed near a vulnerable structure or building or at a site of an important event)

4.5 Evacuation from Area of Explosion

If you are within the area the explosion occurred:

- Keep calm and do not panic
- Bring only necessary items and move in an orderly manner
- Do not use the lift as it may not be working; use the stairs but do not leave doors open as this may result in large amounts of smoke entering the stairwell
- Do not run; walk quickly and help those who are less able such as children and the elderly
- Clear the roads and pedestrian pathways for the emergency vehicles and rescue teams
- Do not use mobile phones, radio or electronic devices at the bomb site as it may trigger a second explosion
- Do not enter buildings with structures damaged by the explosion
- Leave the area and disperse as soon as possible in case of a subsequent attack.
- Notify other who might not have heard the alarm or evacuation orders

REMINDER:

Do not spread rumors about this situation.

- Do not use your mobile phone to call for help as it may trigger a second explosion.
- If you are able, leave the affected area. If you are unable, reduce your movements as your condition may worsen as a result.
- If you are trapped, refer to page 42
- If you are not within the affected area, keep away from the explosion site and do not use your mobile phone.
- After the explosion, be careful of subsequent dangers such as:

- ❖ Weakened building structures
- ❖ Sharp fragments and broken glass
- ❖ Smoke, fires and toxic fumes
- ❖ Water and gas leakage caused by utility pipe damage and exposure to live electrical cables
- Be careful of subsequent explosions
- Ensure your own safety before helping others
- If it is safe to do so and you are a trained emergency and helper, treat victims where they are until emergency assistance arrives.
- If you are not trained in emergency aid, leave the hazardous area; identify the locations of seriously injured victims, lost or trapped and inform the rescue team for treatment.

4.6 Decontamination Procedure

If an event that involves chemical, biological or radiological material occurs, the Fire and Rescue Department will prepare for decontamination at the site of the event to decontaminate those affected. The critical process can save lives and prevent further contamination. A thorough decontamination process involves the following steps:

4.6.1 Registration

- Take a bag to be filled with your personal belongings and write your Identification Card number on it using insoluble ink.
- Place your valuables in the bag, zip it up and present it to the Fire and Rescue members.
- Take one trash bag and proceed to the shower area.

4.6.2 Removal of clothing

- Remove all your clothing and shoes, cutting off clothing which is normally removed over your head so as to prevent contact with your eyes, nose and mouth. Such measures will reduce contamination by up to 80%.
- Place the removed items in the trash bag, tie the bag up with the provided wire fastener and throw away the bag into the prepared trash bins.

4.6.3 Bathing

- Take a sponge, hunch over and wash your hair first.
- Wet your entire body and apply liquid cleaner that is appropriate/ provided; scrub your body thoroughly, especially the underarm and thigh regions.

- Dispose of the used sponge in the trash bin and bathe thoroughly for at least two minutes to remove the cleaning solution.

4.6.4 Drying

- Take a towel and dry your body off, dispose of the used towel in the trash bin provided

4.6.5 Monitoring

- Raise your arms to the side in a T shape; the Fire and Rescue Department can then scan your body for any effects of contamination.
- If traces of contamination are detected, you will have to undergo steps 4.7.3 until 4.7.5./ 4.6.3 until 4.6.5

4.6.6 Attire

- As soon as you have been decontaminated, use the bathrobe and footwear provided and rest momentarily in the enclosed area. Wait for follow-up instructions from the Fire and Rescue Department.

4.7 Public Transport Safety

The public transport system is an easy target for terrorists and vigilance is crucial. If you see something or someone suspicious, inform the bus conductor/driver or safety officer immediately. If you encounter any threats to lives or cases of injury, contact 993 for the police, 995 for the Fire and Rescue Department and 991 for ambulance services.

4.7.1 If you see something or someone suspicious

- Contact the Police at 993 for Royal Brunei Force or inform safety staff.
- Contact 991 for ambulance services if someone has been injured or their lives are at risk.
- Do not place your life in danger.
- Keep calm and think before taking action.

4.7.2 Inform the bus driver or conductor if you see a suspicious package

- If you spot something suspicious while you are in the bus, do not rush about or panic.
- Do not touch the suspicious object.
- Inform the bus driver or conductor so that they can assess the situation and move the passengers to another bus or a safe place if required.

- Keep watch over children, people with disabilities and the elderly.
- Obey the instructions of the bus driver or conductor.

If you spot an unattended package, look for the following:



- Placement in remote locations
- Individuals rush to leave the package and the area
- An attached message.
- Suspicious mist, gas, vapor, odor or seeping fluids;
- Nearby individuals show signs of pain or nervousness.

If you see a Suspicious Individual, look for signs the following:

- Visible signs of nervousness.
- Excessive sweating.
- Sprayer bottles or aerosol canisters;
- Dressing inappropriately (too loose or too heavy in hot weather).

Do not confront or reprimand suspicious individuals. Contact the driver or the police immediately. Do not use a cell phone until you are at a safe distance.

IMPORTANT NUMBERS / EMERGENCY

	AMBULANCE SERVICES	991
	ROYAL BRUNEI POLICE FORCE	993

	FIRE AND RESCUE DEPARTMENT	995
	SEARCH AND RESCUE	998
	JABATAN KERJA RAYA PUSAT PEMEDULIAN PELANGGAN KEMENTERIAN PEMBANGUNAN	123/140
	JABATAN PERKHIDMATAN ELEKTRIK	123/144
	FISHERIES DEPARTMENT	2770066 2770067 2770069 2770070
	MARITIME AND PORT AUTHORITY BRUNEI	2770222(5) 2770240 2836968 8640834
	NATIONAL DISASTER MANAGEMENT CENTRE	2380266 2380354 2380284 2380275