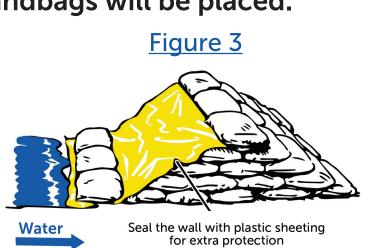




DURING OR BEFORE A FLOOD

- 1. Use a rounded point spade to fill sandbags.
- 2. Fill sandbags with sand or dirt. Do not use metal/gravel as this will make them ineffective.
 - a. The sand and dirt can be sourced from around your home from a play sand pit or garden.
 - b. Fill sandbags 1/2 to 2/3 full and tie the bag at the top with cable ties or fold over and place onto folded flap. See fig 1.
- 3. Stack sandbags no more than 4 high around low lying entrances to homes and garages. If using to redirect water flow.
 - a. Lay the sandbags as flat as possible in an offset pyramid formation like bricks on a house. See fig 2.
- 4. This sandbag should weigh no more than 20kg when full.
 - a. Please use heavy lifting techniques and seek help to lift where necessary.
 - b. Always lift with your legs and not your back.
 - c. Do not reach out, bend over, or twist when lifting.
 - d. An overfilled sandbag weighs too much to be safely lifted and will leave gaps or lose its contents which will allow water to seep through.
- 5. Always wear gloves during the filling operation to avoid hand injuries and protect yourself from contaminants in sand and floodwater.
 - a. Safety goggles should be used on dry and windy days.
 - b. Filling sandbags is physically demanding work and can easily cause back and other injuries if not careful.
 - c. Do not throw sandbags it stresses the back and shoulders. Instead, use a brigade line to pass bags.
- 6. Remove any debris from the areas where the sandbags will be placed.
- 7. After placing the sandbag, walk on the sandbags to create a tight seal between each bag.
 - Polythene plastic can also be incorporated with the sandbag structure to form a more watertight seal. See fig 3.



AFTER THE FLOOD

- Sandbags that have been in contact with flood water must be disposed of due to sewage and other contaminants contained in floodwater.
- A disposal network and procedure will be established after the flood event and communicated out.
- Please do not use the sand contained in the bags in gardens or in a children's sandpit after it has been in contact with flood water.
- Please do not tip the sand down stormwater drains.



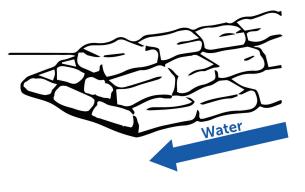
Figure 1







Figure 2





Fill Line ---





