



CAIRNS AIRPORT CYCLONE PLAN

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Document Control

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2046 SO	3	Approved	Manager Operations and Emergency	Security Operations Manager

Amendments	Date	By whom
Version 3 – Minor editorial changes including removal of Manager Compliance and United Airlines. Added Silk Air and Philippine Airlines. NQA Manager Security included as part of Committee Chair succession.	09/11/2015	Security Operations Manager
Version 2 – Complete Manual reissue inclusive of document control as well as new table Cyclone Stage Advice Notifications and Actions	07/11/2014	Operations
Version 1 – Complete Manual Reissue	01/08/2013	Operations
Summary		
The Cairns Airport Cyclone Plan Standard Operating Procedure will be prepared to counter potential danger and damage that may occur as a result of a Disaster.		

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Checklist of Effective Pages

Page	Date	Comments
All	October 2013	
All	October 2014	
All	November 2015	

Cyclone Plan

Introduction

The Disaster Management Act 2003 S13(1) defines a disaster as a serious disruption in a community, caused by the impact of an event, that requires significant coordinated response by the State and other entities to help the community recover from the disruption. Disasters that may affect Cairns Airport include:

- Tropical cyclones
- Gale-Force winds
- Storms
- Storm Surges
- Earthquake
- Tsunamis
- Volcanic Ash
- Tornados

The Cairns Airport Cyclone Plan Standard Operating Procedure will be prepared to counter potential danger and damage that may occur as a result of a Disaster.

Post disaster where airport infrastructure suffers significant damage impacting on airport operations the Airport Emergency Committee (AEC) would be convened to manage disaster recovery program as per Airport Emergency Plan (AEP).

TABLE 1 – CYCLONE STAGE ADVICE, NOTIFICATIONS AND ACTIONS

STAGE	ACTIVITY	WIND SPEEDS	NOTIFICATION	COMMENTS / ACTIONS
Stage 1	CYCLONE WATCH - Initiated by Bureau of Meteorology (BOM) by announcement of a Cyclone affecting the region.	Gale Force Winds (above 75k mph) (41 kt) 24 - 48 hrs away	Advice via SMS by CAPL	Cyclone watch: <ul style="list-style-type: none"> NQA team members to ensure company procedures are followed as per SOPs and review company procedures. Tenants review cyclone plan and company procedures. Secure or remove non-essential equipment from open areas. Check emergency stores equipment (fuel, generators, radio's etc.).
Stage 2	CYCLONE WARNING - Initiated by BOM by announcement of a Cyclone affecting the region.	Gale Force Winds (above 75k mph) (41 kt) 24 hrs away	Advice via SMS by CAPL	Cyclone Warning: <ul style="list-style-type: none"> Cyclone Committee is convened. Complete initial preparation. Implement company procedures. Complete removing / securing non-essential equipment. Remove / secure light aircraft. Continue to monitor cyclone activity via BOM website / media etc.
Stage 3	CYCLONE WARNING CURRENT – BOM Monitoring System	Gale Force Winds (above 100 kmph) (54kt) 6-12 hrs away	Advice Via SMS by CAPL	Cyclone Warning Current: <ul style="list-style-type: none"> Commence partial shutdown of facilities, documents computers etc. Consider sending non-essential staff home. Light aircraft relocated / stored /securely tied down. Consider flood precautions / sandbagging etc. Continue to monitor cyclone activity via BOM website / media etc.
Stage 4	CYCLONE WARNING CURRENT – BOM Monitoring System	Gale Force Winds (above 100 kmph) (54kt) at airport are 3-6 hrs away	Advice Via SMS by CAPL	Cyclone Warning Current: <ul style="list-style-type: none"> Stage shut down of airport facilities, including aerobridge, terminals, airport ground lighting, radar etc. ATC, ARFF, Airlines will cease operations as soon as possible after declaration of Stage 4. Airport tenants expected to complete their own shut down of their own operations in a similar time frame. After consultation with ATC, and upon departure of last aircraft, CAPL Manager Operations will issue a NOTAM advising of non-availability of airport facilities (from time/date). All staff should have departed airport Cyclone Committee is stood down.
Stage 5	CYCLONE WARNING CURRENT	Gale Force Winds (above 100 kmph) (54kt) have commenced	Nil Advice by CAPL	Cyclone Warning Current: ALL AIRPORT OPERATIONS HAVE CEASED
Stage 6	CYCLONE WARNING CURRENT	Gale Force Winds (above 100 kmph) (54kt) have passed	Nil Advice by CAPL	Cyclone Warning Current: ALL AIRPORT OPERATIONS REMAIN CEASED ALL CLEAR NOT YET ANNOUNCED – STAGE 5 MAY BE RE-DECLARED
Stage 7	CYCLONE WARNING MAY STILL EXIST	Gale Force Winds have passed Cairns, though a Cyclone warning may still exist	Nil Advice by CAPL	CYCLONE WARNING MAY STILL EXIST <ul style="list-style-type: none"> Cyclone Committee to reconvene Commence call in of essential staff to return airport to normal operational status NOTAM to be lifted by CAPL Manager Operations Timing to be determined by Airport Cyclone Committee and through the Chair
Stage 8	Cyclone Warning cancelled	Declaration of All Clear by District Disaster Manager	Advice via SMS by CAPL Declaration of all clear	Cyclone Warning Cancelled <ul style="list-style-type: none"> Staff returning to airport to re-commence operations Tennant's clean-up operations commence Tennant's to liaise with CAPL Assets Department regarding loss of services and damage to facilities NOTE: Following a severe cyclone Stage 8 may extend to several days as clean up continues

TROPICAL CYCLONE WARNING SYSTEM

Tropical Cyclone Advises are issued by the Bureau of Meteorology's Tropical Cyclone Warning Centre and broadcast by radio and television stations.

Information is also available directly from the Bureau by:

Method	Details	Number/Website
Fax Poll	Forecast Track Map	1902 935 277
Telephone	Cyclone Advice	1300 659 212
Internet	All weather and warnings	www.bom.gov.au

TROPICAL CYCLONE FORECAST THREAT AND TRACK MAPS

The Bureau of Meteorology provides a **Tropical Cyclone Forecast Threat and Track Maps** displaying the forecast positions of each tropical cyclone up to 24 hours and is available on the Bureau's web page at www.bom.gov.au/weather/qld/cyclone

Table 2 - WIND CATEGORY & EFFECT

Category	Max Wind Gust	Typical Effects
1	90 -125km/h (<67 kt)	Negligible house damage, damage to some crops, trees and caravans and craft may drag moorings
2	125 – 164 km/h (67 – 89 kt)	Minor house damage, significant damage to signs, trees and caravans - heavy damage to some crops - risk of power failure - small craft may break moorings
3	165 – 224 km/h (90 – 121 kt)	Some roof and structural damage, some caravans destroyed - power failure likely
4	225 – 279 km/h (121 – 150 kt)	Significant roofing loss and structural damage, many caravans destroyed and blown away, dangerous airborne debris - widespread power failures
5	>280 km/h (> 151 kt)	Extremely dangerous with widespread destruction

TABLE 3 – WIND SPEED CONVERSIONS

Km/h	Kt
10	5
20	11
30	16
40	22
50	27
60	32
70	38
80	43
90	49
100	54
110	59
120	65
130	70
140	76
150	81
160	86
170	92
180	97
190	103
200	108
210	113
220	119
230	124
240	130
250	135
260	140
270	146
280	151

kt	km/h
10	19
20	37
30	56
40	74
50	93
60	111
70	130
80	148
90	167
100	185
110	204
120	222
130	241
140	259
150	278
160	296
170	315
180	333
190	352
200	370
210	389
220	407
230	426
240	444
250	463
260	482
270	500
280	519

CYCLONE COMMITTEE

The Cyclone Committee is convened at Stage 2 Cyclone Warning.

Chair of the Cyclone Committee in succession is:

- General Manager Operations
- Manager Operations & Emergency
- Security Operations Manager
- NQA Manager Security

CAPL membership of the Cyclone Committee is:

- Chief Executive Officer
- General Manager Operations
- General Manager Assets
- General Manager Commercial
- General Manager People Communications & Compliance
- Manager Operations & Emergency
- Manager Terminals
- Manager Maintenance Services
- Manager ICT
- NQA Manager Security
- Security Operations Manager
- Airside Operations Manager
- Airport Duty Manager
- Duty Terminal Coordinator
- Corporate Communications Manager
- Technical Services Manager

The core members of the **Cairns Airport Cyclone Committee** comprise of:

- CAPL
- Bureau of Meteorology
- Airservices Australia
 - Air Traffic Services
 - Infrastructure Support Services
 - Aviation Rescue and Fire Fighting
- Australian Border Force
- Australian Federal Police
- Airlines of PNG
- Air New Zealand

- Air Niugini
- Cathay Pacific
- China Eastern
- Cobham Aviation
- Department of Agriculture,
- Jetstar
- Philippine Airlines
- Qantas Airways Limited
- Rex
- SilkAir
- Skytrans
- Virgin Australia

Note 1: The Chair of the Cyclone Committee will advise any change to the operational status of the airport to the Chief Executive Officer and Corporate Communications Manager.

Note 2: The Security Operations Manager or if unavailable the Chair of the Cyclone Committee will advise any change to the operational status of the airport to the:

- Cairns Regional Council's Local Disaster Committee (Disaster Coordinator telephone 40443377 or 0417765325 fax 40443923 or email disaster@cairns.qld.gov.au)
- Queensland Police Service Cairns Disaster District Control Group (District Superintendent telephone 40307171 or 40307000)

Note 3: Security Operations Manager or if unavailable the Chair of the Cyclone Committee will Log on to the Bureau of Meteorology website in preparation for the meeting.