



CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

**IDENTIFIABLE- AND PROTECTIVE
CLOTHING POLICY: DISASTER
MANAGEMENT PERSONNEL**

**POLICY ADOPTED BY COUNCIL ON 24 OCTOBER 2006
AT ITEM MC 5.1.2**

**IDENTIFIABLE- AND PROTECTIVE CLOTHING POLICY:
DISASTER MANAGEMENT PERSONNEL**

1. Objective

The objective of the Identifiable- and Protective Clothing Policy for Disaster Management is to ensure for proper uniformity in the identification of the disaster management personnel of the Cape Winelands District Municipality, and to ensure the necessary protection to enable the employees to perform their duties under any conditions, be it extreme weather conditions, flooding or fires scenes. As disasters cannot be predicted, it is strongly recommended that the disaster management personnel be prepared to respond at any given time (during the day and night) and that they always be identifiable at all disastrous scenes and incidents and in crowding situations. The document intends to provide a fair and equitable method of acquisition of required dress code and protective clothing, and neatness of disaster management officials.

It is also the accepted norm for disaster management officials throughout municipalities in the province to wear identifiable clothing as a means of marketing and awareness amongst the public as provided for in Section 44 of the Disaster Management Act, Act 57 of 2002.

2. Statutory Requirements

The Occupational Health and Safety Act, 1993 (No 85 of 1993) and the Regulations promulgated in terms of the Act regulates protective clothing and equipment.

3. Terms of Reference

It is strongly recommended that the disaster management officials of the Cape Winelands District Municipality have a dress code which will suit the type of work they need to do by which they will be identified at the same time and also wear protective clothing as set out in terms of Annexure "A" of this document when performing duties related to disaster management.

4. Duties and Responsibilities

4.1 Disaster Management Personnel

4.1.1 Disaster Management Personnel are responsible for maintaining and cleaning of their own identifiable- and protective clothing issued in terms of this policy as well as the costs of such maintenance and cleaning.

4.1.3 All identifiable- and protective clothing issued in terms of this policy shall remain the property of the Cape Winelands District Municipality.

4.2 Management

- 4.2.1 The Manager: Disaster Management shall be responsible for the implementation and enforcement of this policy.
- 4.2.2 The Manager: Disaster Management will make provision in the appropriate operating budget for identifiable- and protective clothing of disaster management personnel.
- 4.2.3 Procurement of the identifiable- and protective clothing, in accordance of the Procurement Policy of the Cape Winelands District Municipality, is the responsibility of the Manager: Disaster Management.
- 4.2.4 The discretion to deviate from the replacement period as stipulated in Annexure "A" as a result of abnormal circumstances will be vested with the Manager: Disaster Management.

5. Clothing Items

Clothing items will be Protective- and Identifiable clothing which must be worn when responding to incidents, in extreme weather events, and when attending to formal disaster management activities.

6. Commencement

This policy comes into operation on a date determined by the Municipal Manager.

7. General

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ANNEXURE A

**IDENTIFIABLE- AND PROTECTIVE CLOTHING SCHEDULE:
DISASTER MANAGEMENT PERSONNEL**

Disaster Management Personnel		
Description of Uniform	Quantity Issued	Replacement period
Golf T-shirts	4	12 months
Jeans	2	12 months
Sleeveless Jacket (Knaki Jacket)	1	12 months
Cap	1	12 months
Reflective Jacket	1	12 months
Reflective Vest	1	12 months
Safety Shoes	1	Once off (as required)
Safety Shoes	1 pair	12 months (if required)
Rain suit (2-piece)	1	24 months (if required)
Gumboots	1 pair	24 months (if required)
Hard Hat	1	24 months (if required)
Freezer Jacket	1	24 months (if required)
Gloves	1 pair	24 months (if required)

- All clothing items to have disaster management emblem on.
- Colour of all clothing items will be navy blue
- For shirts, blouses and golf T-shirts employees will have a choice between blue and white

ANNEXURE B

CAPE WINELANDS DISTRICT MUNICIPALITY

REQUEST FOR IDENTIFIABLE- AND PROTECTIVE CLOTHING: DISASTER MANAGEMENT PERSONNEL

NAME: (Print Name)

A Description of uniform	B Quantity Issued	C Replacement Period	D Quantity Required	E Size	F		G		H		I Quantity Approved
					Short Sleeve	Long Sleeve	Blue	White			
Golf T-shirts	4	12 months									
Jeans	2	12 months									
Sleeveless Jacket (Khaki Jacket)	1	12 months									
Cap	1	12 months									
Reflective jacket	1	12 months									
Reflective vest	1	12 months									
Safety Shoes	1	12 months									
Rain suit (2-piece)	1 pair	As required									
Gumboots	1	12 months (if required)									
Hard Hat	1 pair	24 months (if required)									
Freezer Jacket	1	24 months (if required)									
Gloves	1	24 months (if required)									
	1 pair	24 months (if required)									