TOWN WATCHING MAPPING FORM

Town Watching Mapping Form

COMMUNITY NAME:

DATE:

LOCATION:

This form is used to identify:

- the safe area as a Local Community Flood Gathering Centre;

- the safe route to the Local Community Flood Gathering Centre;

- the hazards and risks along safe routes to the Local Community Flood Gathering Centre;

- the methods and propose improvements to mitigate the identified hazards and risks; and

- the stakeholder (esp. agencies) responsibilities to take action on the proposed mitigation of the hazards identified including the cost and timeline.

CHECKLIST FOR THE TOWN WATCHING ACTIVITY

BASELINE INFORMATION

Group Number:	Group Leader's Name:

Start time:	End Time:	Base Map: ☐ Yes ☐ No

Digital/Phone Camera: ☐ Yes ☐ No	Photo reference Number: ☐ Yes ☐ No

Photo Number:	Issues/Description:

SITE/COMMUNITY AREA

Name of the Area/Community site:

GPS Coordinate:

Local Government:

Type of area/residential:	No. of People /Families:

Was the area flooded before? ☐ Yes ☐ No

If yes, how frequently does the area floods every year on average:
☐ more than 3 times ☐ once

When was the last time the area flooded? (year/date)

Flood type: ☐ River floods ☐ Regional floods ☐ Localised floods
☐ Coastal floods ☐ Urban floods ☐ Rural and agriculture floods ☐ Flash floods

Maximum level during recent floods: feet/cm

Local rainfall data: ☐ Yes;   mm/year ☐ No

Presence of floods early warning system in the area: ☐ Yes ☐ No

Alert of areas likely to be affected by future floods: ☐ Yes ☐ No

Availability of public information board for flooding: ☐ Yes ☐ No

FACILITIES WITHIN THE COMMUNITY AREA

No. of facilities:

- School and university:
- Mosque/temple/church:
- Community hall:

Residential plan: ☐ Yes ☐ No
Drainage map: ☐ Yes ☐ No

Emergency Facilities:

- Police station: ☐ Yes, distance: ___ km ☐ No
- Fire Department: ☐ Yes; distance ___ km ☐ No
- Clinic/Hospital: ☐ Yes; distance ___ km ☐ No
- Community Centre: ☐ Yes; distance ___ km ☐ No
- Welfare Centre: ☐ Yes; distance ___ km ☐ No
- Others: ☐ Yes; distance ___ km ☐ No

FLOOD EVACUATION CENTER/ SHELTERS

Available of flood evacuation centers /shelters: ☐ Yes ☐ No

Type of space: ☐ Open ☐ Closed | More than one storey: ☐ Yes ☐ No

Ownership: ☐ Public ☐ Private ☐ Others:

Capacity: ___ pax | Owner's Name:

CRITICAL NEED FACILITIES

Water Supply: ☐ Yes: ___ in working condition/ ___ requires upgrades ☐ No

Power Supply: ☐ Yes: ___ in working condition/ ___ requires upgrades ☐ No

Access Road: ☐ Yes: ___ in working condition/ ___ requires upgrades ☐ No

Communication: ☐ Yes: ___ in working condition/ ___ requires upgrades ☐ No

Sufficient Toilets: ☐ Yes: ___ in working condition/ ___ requires upgrades ☐ No

Food Storage/Supply: ☐ Yes: ___nearby/ storage area ☐ No

Accessible by special needs/disable communities:
☐ Yes: ___ in working condition/ ___ requires upgrades ☐ No

Others:

Note: Provide detailed information on the availability of the facilities and issues regarding the facilities.

EVACUATION ROUTES

Available routes: ☐ Yes ☐ No	Alternative routes during a flood: ☐ Yes ☐ No
Helipad: ☐ Yes ☐ No	Near to Evacuation Centre: ☐ Yes; distance ___ km ☐ No
Others:	

HAZARD AREAS

Landslide prone areas: ☐ Yes ☐ No	Flood prone areas: ☐ Yes ☐ No
The area/building located on/near slope of more than 30 degrees: ☐ Yes ☐ No	
Storm surge prone areas: ☐ Yes ☐ No	River/stream/water bodies: ☐ Yes ☐ No

ELEMENTS AT RISK

Trees seen as obstacle: ☐ Yes ☐ No	Poor quality infrastructures: ☐ Yes ☐ No
Other barriers: ☐ Yes: _____ ☐ No	
Street lights: ☐ Yes ☐ No	Electric poles/wiring on the road: ☐ Yes ☐ No
Power House in flood prone Area: ☐ Yes ☐ No	
Unstable structures: ☐ Yes ☐ No	Narrow bridge: ☐ Yes ☐ No

COMMUNITY PROFILE

No. of local people interviewed: ___ pax (details of each interview recorded separately)	
No. of elderly: ___ pax	Special needs/disabled people: ___ pax
Families with babies/children: ___ family unit with babies; ___ family unit with children	
Families with pets: ___ family unit	Families with livestock: ___ family unit
Others:	

Notes:

- *Buildings'/infrastructures' attributes are important to note as they can be useful (advantage) during a flood.*
- *The information found during site visits (preliminary review of area) should be available during the discussion session.*
- *The Discussion should cover: (1) mitigation measures: dangerous spots, any solutions; evacuation places, easily accessible; evacuation routes, available/safe; any additional shortcuts required and warning information, reachability; (2) recommendations and solutions.*
- *Please refer to the Guidelines for Town Watching Activity for detailed steps on the discussion and development of the CBFHM and CBFRP.*

1. LOCAL COMMUNITY FLOOD GATHERING CENTRE

Proposed Local Community Flood Gathering Centre	Strengths & Advantages	Weaknesses & Enhancement needed	Timeframe	Agencies (Person In Charge)	Estimated Cost

Note:

Basic information required: name of the building, the owner's name, the GPS coordinate, the capacity of the centre, distance from your residence and to the evacuation centre.

2. LIST OF HAZARD / RISK ALONG THE PROPOSED SAFE ROUTES AND COMMUNITY PROFILE

No	Hazard / Risk	Area / street / route / GPS coordinate	Image (no. of reference)	Detailed Description (notes)

Description includes:

a) **Type of hazard:** Erosion/landslide prone area - high probability to collapse i.e. bridges, levees/dykes, roads, buildings, dangerous spots which might submerged during the flooding, huge or dead tree trunks.

b) **Elements at Risk:** Road barriers, electric poles, live power cables (construction work), wiring on the road, power circuit, water bodies (drain, lake, pond or river), sharp and/or dangerous tools/items, uprooted trees or at risk of falling, houses at lowland or near riverbank, debris/dumping area.

3. GROUP FINDINGS: Community-based HAZARD MAP AND RESPONSE PLAN

	Detailed Description
Area /Street/ Route	
GPS Coordinate	
Image (reference number)	
Identified Problem	
Hazard / Risk / Liability / Asset	
Proposed solution / improvement / Suggestion	
Timeline/framework	
Expected outcome	
Proposed responsible agencies/stakeholders	
Estimated Budget	

4. OVERALL FINDINGS: Community-based HAZARD MAP AND RESPONSE PLAN

IMPORTANT NOTE:

1. Table 1 is used to identify the possible community flood gathering centres before finalising the best centre.

2. The information from Table 2 and 3 (group work) are compiled to develop the final Community-based Hazard Map and Response Plan (Table 4).

3. The combined information in Table 4 will then be used to establish possible routes to the community flood gathering centre as well as to the designated evacuation centre (by agencies).

4. The information will then be translated into map which later can be digitalised, printed and shared with the respective community members, agencies and other stakeholders.

	Detailed Description
Area /Street/ Route	
GPS Coordinate	
Image (reference number)	
Identified Problem	
Hazard / Risk / Liability / Asset	
Proposed solution / improvement / Suggestion	
Timeline/framework	
Expected outcome	
Proposed responsible agencies/stakeholders	
Estimated Budget	

IM

Description includes: