

NEW SOUTH WALES



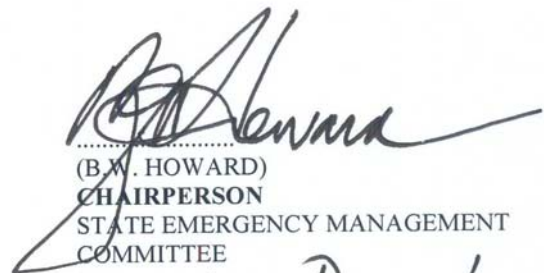
STATE DISASTER PLAN

(DISPLAN)


AUTHORISATION

The New South Wales State Disaster Plan (Displan) has been prepared by the State Emergency Management Committee in compliance with the State Emergency and Rescue Management Act, 1989 (as amended) [Sections 10 (1) (c) and 15 (2) (r)], and is hereby submitted for the approval of and issue by the Minister for Emergency Services.

RECOMMENDED


.....
(B.W. HOWARD)
CHAIRPERSON
STATE EMERGENCY MANAGEMENT
COMMITTEE
Dated: 16 Dec 2005

APPROVED


.....
(TONY KELLY)
MINISTER FOR
EMERGENCY SERVICES
Dated: 20 March 2006

The New South Wales State Disaster Plan (Displan) is issued in accordance with the State Emergency and Rescue Management Act, 1989 (as amended) [Section 12 (4)]

AMENDMENT LIST

- Proposals for amendment or addition to the contents of the New South Wales State Disaster Plan (Displan) are to be forwarded to:

The Chairperson
 State Emergency Management Committee
 Level 12
 52 Phillip Street
 SYDNEY NSW 2000

- Amendments promulgated are to be certified in the undermentioned sheet when entered.

| AMENDMENT | | ENTERED | |
|--|----------------|-----------|------|
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| Amendment 1 | 2 October 1992 | | |
| Amendment 2 – Complete reprint | 25 August 1994 | | |
| Amendment 3 | July 1996 | | |
| Amendment 4 | 30 June 1997 | | |
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| Amendment 6 | October, 2001 | | |
| Amendment 7 Complete reprint | December 2005 | | |
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DISTRIBUTION

| APPOINTMENT/ORGANISATION | COPIES | NO ISSUED |
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| Senior NSW Parliament Members | 1 each | 23 |
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| District Emergency Management Officers | 1 each | 19 |
| District Emergency Operations Centres | 1 each | 18 |
| Local Emergency Operations Centres | 1 each | 139 |
| Local Emergency Operations Controllers | 1 each | 139 |
| Local Government Councils | 1 each | 154 |
| State Coordination Centre | 2 | 2 |
| State Emergency Operations Centre | 4 | 4 |
| AMBULANCE | | |
| State Headquarters, Rozelle | 6 | 6 |
| State Co-ordination Centre, Rozelle | 2 | 2 |
| Education Centre, Rozelle | 2 | 2 |
| Regional Centres, NSW | 1 each | 14 |
| FIRE BRIGADE | | |
| State Communication Centre, Sydney | 2 | 2 |
| Assistant Commissioner, Sydney | 1 | 1 |
| BA/Hazmat Training Unit, Alexandria | 1 | 1 |
| Director State Operations, Sydney | 1 | 1 |
| Districts, Regions and Zones, NSW | 1 each | 18 |
| Legal Section, Sydney | 4 | 4 |
| Operational Support Centre, Chullora | 1 | 1 |
| Region North Office, Artarmon | 5 | 5 |

| | | |
|--|--------|---|
| Training Centre, Alexandria | 1 | 1 |
| POLICE | | |
| Commissioner of Police, NSW | 1 | 1 |
| Commander, Communications Operations, Sydney Police Centre | 1 | 1 |
| Duty Operations Inspector, VKG, Sydney Police Centre | 1 | 1 |
| Rescue Coordinator, VKG, Sydney Police Centre | 2 | 2 |
| VKG Communications Centres, NSW | 1 each | 5 |
| Commander, Forensic Services Group, Parramatta | 1 | 1 |
| Public Affairs Branch, Sydney | 2 | 2 |
| Professional Integrity Branch, North Sydney | 1 | 1 |
| Commander, North West Prosecuting Services, Parramatta | 1 | 1 |
| Commander, Operations Support Section, Strawberry Hills | 1 | 1 |
| Commander, Police Rescue Squad, Zetland | 1 | 1 |
| Commander Police Operations Centre, Sydney | 1 | 1 |
| Commander Traffic Service Branch, Parramatta | 1 | 1 |
| Commander, Special Services Group, Zetland | 1 | 1 |
| Manager, Radio Engineering Services Sydney | 1 | 1 |
| Police Academy Library, Goulburn | 6 | 6 |
| Police Media Unit, Sydney | 2 | 2 |
| Director, Management and Education Program, Police Academy, Goulburn | 2 | 2 |
| Staff Officer to Deputy Commissioner Operations, Sydney | 1 | 1 |
| Emergency Management Liaison Officer, Sydney | 1 | 1 |
| Marine Area Command, Sydney | 1 | 1 |
| RURAL FIRE SERVICE | | |
| Headquarters, Rose Hill | 5 | 5 |
| State Operations Centre, Rose Hill | 2 | 2 |
| Aviation Support Section, Rose Hill | 1 | 1 |

| | | |
|--|--------|----|
| Regional Offices, NSW | 1 each | 8 |
| Rural Fire Service, Police Liaison Officer Kit | 1 | 1 |
| STATE EMERGENCY SERVICE | | |
| Headquarters, Wollongong | 5 | 5 |
| State Operations Centre, Wollongong | 2 | 2 |
| Divisions, NSW | 1 each | 19 |
| VOLUNTEER RESCUE ASSOCIATION | | |
| Secretary, Narrandera, NSW | 2 | 2 |
| Regions, NSW | 1 each | 10 |
| COMMONWEALTH/STATE GOVERNMENT DEPARTMENTS, OTHER AGENCIES AND ORGANISATIONS | | |
| Primary Industries, Department of, Orange | 3 | 3 |
| Airport Emergency Operations Centre, Sydney Airport | 1 | 1 |
| Air Transport Council, Sydney | 1 | 1 |
| Anglicare, Parramatta | 1 | 1 |
| ANSTO, Lucas Heights, NSW | 1 | 1 |
| (Army) Defence Centre Sydney, NSW | 2 | 2 |
| (Army) 23 rd Support Squadron, Holsworthy, NSW | 1 | 1 |
| Australian Emergency Management Institute, Victoria | 2 | 2 |
| Australian Police Staff College, Manly, NSW | 1 | 1 |
| Australian Quarantine and Inspection Services, Mascot | 2 | 2 |
| Australian Red Cross Society (NSW Division) | 2 | 2 |
| Australian Volunteer Coast Guard Association (NSW Squadron) | 2 | 2 |
| Australian Water Technologies, Surry Hills | 1 | 1 |
| Bureau of Meteorology Sydney NSW | 2 | 2 |
| Bushwalking Clubs, Federation of, NSW | 2 | 2 |
| Cabinet Office, Sydney | 1 | 1 |

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| Centrelink, Sydney | 1 | 1 |
| Citizens Radio Emergency Service Teams (CREST) | 2 | 2 |
| Civil Air Patrol, Bankstown | 2 | 2 |
| Community Services, Department of, Operations Centre Parramatta | 1 | 1 |
| Community Services, Department of, Managers, NSW | 2 each | 10 |
| NSW Dairy Farmers Association, Surry Hills | 1 | 1 |
| Dam Safety Committee, Parramatta | 1 | 1 |
| Education and Training, Department of, Darlinghurst | 1 | 1 |
| Emergency Management Australia, Canberra, ACT | 2 | 2 |
| Energy Australia, NSW | 2 | 2 |
| Environment Protection Authority, Hazardous Chemicals Advisory Committee, NSW | 2 | 2 |
| Environment Protection Authority, Radiation Control Branch, Department of, NSW | 2 | 2 |
| Environment Protection Authority, Transport Hazardous Materials Section, NSW | 2 | 2 |
| Environment Protection Authority, Waste Management Branch, NSW | 2 | 2 |
| Environment Protection Authority, Regional Offices, NSW | 1 each | 9 |
| Farmers Association, Sydney | 1 | 1 |
| Freight Rail Corporation, Parramatta | 2 | 2 |
| Government Radio Network, Surry Hills | 1 | 1 |
| Health, Department of, North Sydney | 7 | 7 |
| Health and Aged Care, Commonwealth Department of, Sydney | 2 | 2 |
| Housing, Department of, Liverpool | 1 | 1 |
| Inland Waterways Rescue Group VRA, NSW | 2 | 2 |
| Institute of Forensic Medicine, Glebe | 2 | 2 |
| Integral Energy, Huntingwood | 2 | 2 |
| Japan Local Government Centre, Sydney | 1 | 1 |
| Australian Command and Staff College, Weston Creek, ACT | 1 | 1 |
| Infrastructure, Planning and Natural Resources, Department of, Sydney | 4 | 4 |

| | | |
|--|--------|----|
| Local Government, Department of, Sydney | 2 | 2 |
| Mines Rescue Board of NSW | 2 | 2 |
| Mines Rescue Stations, NSW | 2 each | 8 |
| Ministers Office, Emergency Services, Sydney | 2 | 2 |
| Ministers Office, Police, Sydney | 2 | 2 |
| Ministry of Energy and Utilities | 2 | 2 |
| Murray Darling Basin Commission, Canberra, ACT | 1 | 1 |
| National Parks and Wildlife Service, NSW | 2 | 2 |
| Natural Gas Co, NSW | 2 | 2 |
| (Navy) Command Support Services Officer, Support Command, Sydney | 2 | 2 |
| (Navy) HMAS Albatross, Nowra | 2 | 2 |
| OPTUS, Communications, North Sydney | 1 | 1 |
| Pacific Power, Carlingford | 2 | 2 |
| Parliamentary Library, Sydney | 2 | 2 |
| Commerce, Department of, NSW | 2 | 2 |
| Commerce, Department of, Tamworth | 1 | 1 |
| (RAAF) Base, Training Centre, Richmond | 2 | 2 |
| Rail Services Australia, Homebush | 1 | 1 |
| Rescue from Heights and Depths Group, VRA, NSW | 2 | 2 |
| Roads and Traffic Authority, NSW | 2 | 2 |
| Royal Flying Doctor Service of Australia (NSW Section) | 2 | 2 |
| Royal Society for the Prevention of Cruelty to Animals, Yagoona | 2 | 2 |
| Royal Volunteer Coastal Patrol, NSW | 2 | 2 |
| Rural Assistance Authority, NSW | 2 | 2 |
| Rural Lands Protection Board, NSW | 1 | 1 |
| Salvation Army and Regional Coordination Centres, NSW | 1 each | 40 |
| Seventh Day Adventist Church, NSW | 2 | 2 |

| | | |
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| Social Security, Commonwealth Department of, Sydney | 2 | 2 |
| Social Security, Commonwealth Department of, Regions | 2 each | 14 |
| State Coroner, Deputy, Westmead | 1 | 1 |
| State Emergency Management Committee/State Rescue Board, Offices, Sydney | 7 | 7 |
| State Forests of NSW, Pennant Hills | 2 | 2 |
| State Library of NSW | 3 | 3 |
| State Mail Service, Chester Hill | 2 | 2 |
| State Rail System Safety, Sydney | 2 | 2 |
| State Transit Authority, NSW | 2 | 2 |
| St John Ambulance Australia (NSW Division) | 2 | 2 |
| Sydney Water - Sydney, Hunter | 2 each | 4 |
| Sydney Water - Illawarra, Blue Mountains, Cobar and Broken Hill | 1 each | 4 |
| Telstra Corporation Ltd, Sydney | 3 | 3 |
| Training Advisory Panel, State Rescue Board, NSW | 1 each | 5 |
| Transport, Department of, NSW | 6 | 6 |
| Transport and Communications, Commonwealth Department of, Sydney | 2 | 2 |
| Treasury, The, NSW | 2 | 2 |
| University of Sydney Library, Sydney | 1 | 1 |
| Infrastructure, Planning and Natural Resources, Department of, Sydney | 3 | 3 |
| Volunteer Marine Rescue Council of NSW, Members | 1 each | 4 |
| Waste Service, NSW | 2 | 2 |
| Wireless Institute Civil Emergency Network (WICEN), NSW | 2 | 2 |
| WorkCover Authority, NSW | 2 | 2 |
| OTHER STATES | | |
| Fire Brigade, including ACT | 1 each | 7 |
| Police Services, including ACT | 1 each | 7 |
| State Emergency Service, including ACT | 1 each | 7 |

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| Australian Emergency Management Committee | 1 each | 7 |
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DEFINITIONS

NOTE: The definitions used in this plan are sourced from The State Emergency & Rescue Management Act, 1989 (as amended), other New South Wales legislation, and The Macquarie Dictionary (Second Edition, 1991). Where possible, the reference source is identified as part of the definition (eg. the State Emergency and Rescue Management Act, 1989 (as amended), is identified as **SERM Act**).

Agency

means a government agency or a non-government agency. (Source: SERM Act).

Agency Controller

in this plan means the operational head of the agency, identified in this plan as the combat agency, who has command of the resources of the particular agency.

Casual Volunteer

means a person who:

- (a) assists an accredited rescue unit in carrying out a rescue operation with the consent of the person in charge of the rescue operation; or
- (b) assists, on his or her own initiative, in a rescue operation or otherwise in response to an emergency in circumstances in which the assistance was reasonably given. (Source: SERM Act).

Civil Defence

means the performance of some or all of the 15 humanitarian tasks intended to protect the civilian population against the dangers and to help it recover from the immediate effects of hostilities, and also to provide the necessary conditions for its survival. (Source: Contained in Article 61 of Protocol 1 (1977) additional to the 1949 Geneva Convention).

Combat Agency

means the agency identified in Displan as the agency primarily responsible for controlling the response to a particular emergency. (Source: SERM Act).

Command

in this plan means the direction of members and resources of an agency / organisation in the performance of the agency / organisation's roles and tasks. Authority to command is established by legislation or by agreement with the agency / organisation. **Command relates to agencies / organisations only, and operates vertically within the agency / organisation.**

Community Relations Crisis

incidents or emergencies affecting community relations as determined by the Chairperson of the Community Relations Commission in consultation with Community Leaders and Chief Executive Officers of the Community Relations Crisis Management Standing Committee, or as directed by the Premier.

Concept of Operations

in this plan refers to the Controller's general idea or notion, given the anticipated problems of the effects of the event, of how the emergency response and recovery operation is to be conducted. It is a statement of the Controller's operational intentions, and may be expressed in terms of stages / phases of the emergency operation

Control

means the **overall direction** of the activities, agencies or individuals concerned. (Source: SERM Act). **Control operates horizontally across all agencies / organisations, functions and individuals. Situations are controlled.**

Coordination

means the bringing together of agencies and individuals to ensure effective emergency or rescue management, but does not include the control of agencies and individuals by direction. (Source: SERM Act)

Disaster

means an occurrence, whether or not due to natural causes, that causes loss of life, injury, distress or danger to persons, or loss of, or damage to, property. (Source: Community Welfare Act, 1987).

Displan

means the New South Wales State Disaster Plan. The object of Displan is to ensure the coordinated response to emergencies by all agencies having responsibilities and functions in emergencies. (Source: SERM Act).

District

the State is divided into such districts as the Minister may determine by order published in the Gazette. Any such order may describe the boundaries of a district by reference to local government areas, maps or otherwise. (Source: SERM Act).

District Emergency Management Committee

means the committee constituted under the State Emergency and Rescue Management Act, 1989 (as amended), which at District level is responsible for preparing plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the District (District Displan) for which it is constituted. In the exercise of its functions, any such Committee is responsible to the State Emergency Management Committee. (Source: SERM Act).

District Emergency Operations Controller

means the Region Commander of Police appointed by the Commissioner of Police, as the District Emergency Operations Controller for the Emergency Management District.

Emergency

means an emergency due to an actual or imminent occurrence (such as fire, flood, storm, earthquake, explosion, terrorist act, accident, epidemic or warlike action) which:

- (a) endangers, or threatens to endanger, the safety or health of persons or animals in the State; or
- (b) destroys or damages, or threatens to destroy or damage, any property in the State,

being an emergency which requires a significant and co-ordinated response.

For the purposes of the definition of emergency, property in the State includes any part of the environment of the State. Accordingly, a reference in the Act to:

- (a) threats or danger to property includes a reference to threats or danger to the environment, and
- (b) the protection of property includes a reference to the protection of the environment.

(Source: SERM Act).

Emergency Officer

means the Director General of SES or a person appointed as an Emergency Officer under Section 15 of the State Emergency Service Act. A person may be appointed as an Emergency Officer even if not a member of the State Emergency Service. (Source: SES Act).

Emergency Operations Centre

means a centre established at State, District or Local level as a centre of communication and as a centre for the coordination of operations and support during an emergency. (Source: SERM Act).

Emergency Risk Management

in this plan means the process approved by the State Emergency Management committee and published in the NSW Implementation Guide for Emergency Management Committees.

Emergency Services Officer

means a Police Officer, an officer of the NSW Fire Brigades of or above the position of station commander, an officer of the State Emergency Service of or above the position of unit controller, or a divisional executive officer or the Director, Operations of that Service, a member of the Rural Fire Service of or above the position of deputy captain, or a District Emergency Management Officer. (Source: SERM Act).

Emergency Services Organisation

means the NSW Police, NSW Fire Brigades, Rural Fire Service, Ambulance Service, State Emergency Service, Volunteer Rescue Association or any other agency which manages or controls an accredited rescue unit (Source: SERM Act).

Essential services

for the purposes of the Essential Services Act, 1988, a service is an essential service if it consists of any of the following:

- (a) the production, supply or distribution of any form of energy, power or fuel or of energy, power or fuel resources;
- (b) the public transportation of persons or freight;
- (c) the provision of fire-fighting services;
- (d) the provision of public health services (including hospital or medical services);
- (e) the provision of ambulance services;
- (f) the production, supply or distribution of pharmaceutical products;
- (g) the provision of garbage, sanitary cleaning or sewerage services;
- (h) the supply or distribution of water;
- (i) the conduct of a welfare institution;
- (j) the conduct of a prison;
- (k) a service declared to be an essential service under subsection (2);
- (l) a service comprising the supply of goods or services necessary for providing any service referred to in paragraphs (a) - (k).

Functional Area

means a category of services involved in the preparations for an emergency, including the following:

- a. Agriculture and Animal Services;
- b. Communication Services;
- c. Energy and Utility Services;
- d. Engineering Services;
- e. Environmental Services;
- f. Health Services;
- g. Public Information Services;
- h. Transport Services; and
- i. Welfare Services.

Functional Area Coordinator

in this plan means the nominated coordinator of a Functional Area, tasked to coordinate the provision of Functional Area support and resources for emergency response and recovery operations, who, by agreement of Participating and Supporting Organisations within the Functional Area, has the authority to commit the resources of those organisations.

Government Agency

means:

- (a) a government department or administrative office as defined in the Public Sector Management Act 1988;
- (b) a public authority, being a body (whether incorporated or not) established by or under an Act for a public purpose, other than:
 - (i) the Legislative Council or Legislative Assembly or a committee of either or both of those bodies; or
 - (ii) a court or other judicial tribunal;
- (c) the NSW Police;
- (d) a local government council or other local authority; or
- (e) a member or officer of an agency referred to in paragraphs (a) – (d) or any other person in the service of the Crown who has statutory functions, other than:
 - (i) the Governor, the Lieutenant-Governor or the Administrator of the State;
 - (ii) a Minister of the Crown;
 - (iii) a Member of the Legislative Council or Legislative Assembly or an officer of that Council or Assembly; or
 - (iv) a judicial officer. (Source: SERM Act).

Hazard

in this plan means a potential or existing condition that may cause harm to people or damage to property or the environment.

Hazardous Material

means anything that, when produced, stored, moved, used or otherwise dealt with without adequate safeguards to prevent it from escaping, may cause injury or death or damage to property. [Source: Fire Brigades Act, 1989 (as amended)].

Hazardous Material Incident

means an actual or impending land-based spillage or other escape of hazardous material that causes or threatens to cause injury or death or damage to property. [Source: Fire Brigades Act, 1989 (as amended)].

Incident

in this plan means a localised event, either accidental or deliberate, which may result in death or injury, or damage to property, which requires a normal response from an agency, or agencies.

Incident Control System (ICS)

means an operations management system using common language and procedures that allows agencies to retain their own command structure. The key principles are management by objectives and span of control using key functions of Control, Operations, Planning and Logistics.

Liaison Officer (LO)

in this plan means a person, nominated or appointed by an organisation or functional area, to represent that organisation or functional area at a control centre, emergency operations centre, coordination centre or site control point, a liaison officer maintains communications with and conveys directions/requests to their organisation or functional area, and provides advice on the status, capabilities, actions and requirements of their organisation or functional area.

Local Emergency Management Committee

means the committee constituted under the State Emergency and Rescue Management Act, 1989 (as amended), for each local government area, and is responsible for the preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the local government area (Local DISPLAN) for which it is constituted. In the exercise of its functions, any such Committee is responsible to the relevant District Emergency Management

Committee. (Source: SERM Act).

Local Emergency Operations Controller

means a Police Officer appointed by the District Emergency Operations Controller as the Local Emergency Operations Controller for the Local Government Area.

Local Government Area

means an area within the meaning of the Local Government Act 1993 and includes a combined local government area as referred to in section 27 of the State Emergency and Rescue Management Act, 1989 (as amended).

Logistics

in this plan means the range of operational activities concerned with supply, handling, transportation, and distribution of materials. Also applicable to the transportation of people.

Minister

means the Minister for Emergency Services.

Mitigation

means measures taken in advance of, or after, a disaster aimed at decreasing or eliminating its impact on society and environment. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Murray River

includes:

- (a) the navigable waters of that part of the Darling River and its tributaries from the junction of that river with the Murray River upstream approximately 42 kilometres to the overhead crossing at Avoca; and
- (b) the navigable waters of the anabranches of the Murray River; and
- (c) the backed up waters of all dams and other impoundments on the Murray River from the South Australian border upstream to the source of the Murray River. [Source: Maritime Services Act, 1935 (as amended)].

Natural Disaster

a natural disaster is a serious disruption to a community or region caused by the impact of a naturally occurring rapid onset event that threatens or causes death, injury or damage to property or the environment and which requires significant and coordinated multi-agency and community response. Such serious disruption can be caused by any one, or a combination, of the following natural hazards: bushfire; earthquake; flood; storm; cyclone; storm surge; landslide; tsunami; meteorite strike; or tornado. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Non Government Agency

means a voluntary organisation or any other private individual or body, other than a government agency. (Source: SERM Act).

Participating Organisation

in this plan means the Government Departments, statutory authorities, volunteer organisations and other agencies who have either given formal notice to Agency Controllers or Functional Area Coordinators, or have acknowledged to the State Emergency Management Committee, that they are willing to participate in emergency management response and recovery operations under the direction of the Controller of a combat agency, or Coordinator of a Functional Area, with the levels of resources or support as appropriate to the emergency operation.

Plan

in this plan means a step by step sequence for the conduct of a single or series of connected emergency operations to be carried out simultaneously or in succession. It is usually based upon stated assumptions, and is a promulgated record of a previously agreed set of roles, responsibilities, functions, actions and management arrangements. The designation 'plan' is usually used in preparing for emergency operations well in advance. A plan may be put into effect at a prescribed time, or on signal, and then becomes the basis of the emergency operation order for that emergency operation.

Preparation

in relation to an emergency includes arrangements or plans to deal with an emergency or the effects of an emergency. (Source: SERM Act).

Prevention

in relation to an emergency includes the identification of hazards, the assessment of threats to life and property and the taking of measures to reduce potential loss to life or property. (Source: SERM Act).

Public Awareness

The process of informing the community as to the nature of the hazard and actions needed to save lives and property prior to and in the event of disaster. . (Source: COAG Review into Natural Disasters in Australia, August 2002).

Recovery

in relation to an emergency includes the process of returning an affected community to its proper level of functioning after an emergency. (Source: SERM Act).

Relief

the provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency. It includes the establishment, management and provision of services to emergency relief or recovery centres. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Rescue

means the safe removal of persons or domestic animals from actual or threatened danger of physical harm. (Source: SERM Act).

Rescue Unit

means a unit (comprising a group of persons) which carries out rescue operations for the protection of the public or a section of the public. (Source: SERM Act).

Response

in relation to an emergency includes the process of combating an emergency and of providing immediate relief for persons affected by an emergency. (Source: SERM Act).

Risk

a concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment. . (Source: COAG Review into Natural Disasters in Australia, August 2002).

Risk Assessment

the process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards, target risk levels or other criteria. . (Source: COAG Review into Natural Disasters in Australia, August 2002).

Risk Management

the systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk. (Source: COAG Review into Natural Disaster in Australia, August 2002).

Roads Authority

means officers of the Roads and Traffic Authority and Council authorised under the Roads Act 1993.

Site Control

the location from which the Site Controller, agency commanders and functional areas coordinate the emergency. It usually includes the relevant Emergency Service Commanders and Functional Area Coordinators and other advisers as required.

Site Controller

a police officer appointed by and subject to the direction of an emergency operations controller to be responsible for determining the site, establishing site control and controlling on the ground response to an emergency. Until the Emergency Operations Controller appoints a Site Controller, the Senior Police Officer will assume control

State Disasters Council

means the council established by the State Emergency and Rescue Management Act, 1989 (as amended), to advise the Minister on all matters relating to the prevention of, preparation for, response to and recovery from emergencies (including the coordination of the activities of government and non-government agencies in connection with those matters).

State Emergency Management Committee

means the committee constituted under the State Emergency and Rescue Management Act, 1989 (as amended), as the principal committee established under this Act for the purposes of emergency management throughout the State, and, in particular, is responsible for emergency planning at State level.

State Emergency Management Structure

In this plan the emergency management structure of New South Wales consists of the State, District and Local Emergency Management Committees, and established emergency operations centres at State, District and Local levels, which provides for the control and coordination of emergency response and recovery operations by all agencies having responsibilities and functions in emergencies.

State Emergency Operations Controller

means the person appointed by the Governor, on the recommendation of the Minister, responsible, in the event of an emergency which affects more than one District, for controlling the allocation of resources in response to the emergency. The State Emergency Operations Controller is to establish and control a State Emergency Operations Centre. (Source: SERM Act).

State of Emergency

means a state of emergency declared by the Premier under Section 33(1) of the State Emergency & Rescue Management Act, 1989 (as amended).

NOTE: Other New South Wales legislation also provides for a declaration of an emergency which has different meanings and different authorities within that specific legislation - that is: Essential Services Act, 1988; Dam Safety Act, 1978; and Rural Fires Act, 1997 (as amended)

State Waters

means:

- (a) the territorial sea adjacent to the State;
- (b) the sea on the landward side of the territorial sea adjacent to the State that is not within the limits of the State;
- (c) other waters within the limits of the State prescribed by the regulations for the purposes of this definition:

The Act provides that State waters consist of the territorial sea from the low water mark seaward for 3 nautical miles as well as those waters prescribed by the Marine Pollution Regulation. The Regulation prescribes the following ports as being State waters (north to south):

- Yamba
- Newcastle
- Sydney
- Botany Bay
- Port Kembla
- Eden

Sub Plan

in this plan means an action plan required for a specific hazard, critical task or special event. It is prepared when the management arrangements necessary to deal with the effects of the hazard, or the critical task or special event differ from the general coordination arrangements set out in the main or supporting plans for the area.

Supporting Organisation

in this plan means the Government Departments, statutory authorities, volunteer organisations and other specialist agencies who have indicated a willingness to participate and provide specialist support resources to a combat agency Controller or Functional Area Coordinator during emergency operations.

Supporting Plan

in this plan means a plan prepared by an agency / organisation or functional area, which describes the support which is to be provided to the controlling or coordinating authority during emergency operations. It is an action plan which describes how the agency / organisation or functional area is to be coordinated in order to fulfil the roles and responsibilities allocated.

Terrorist Act

is an act or threat, intended to advance a political, ideological or religious cause by coercing or intimidating an Australian or foreign government or the public, by causing serious harm to people or property, creating a serious risk of health and safety to the public, disrupting trade, critical infrastructure or electronic systems. (Source: Criminal Code Act 1995 [Commonwealth]).

Victim

means a sufferer from any destructive, injurious, or adverse action or agency. [Macquarie Dictionary - Second Edition]. In this plan it means a person adversely affected by an emergency.

Vulnerability

the degree of susceptibility and resilience of the community and environment to hazards. (Source: COAG Review into Natural Disasters in Australia, August 2002).

Welfare Services

means the services provided to assist in the relief of personal hardship and distress to individuals, families and communities who are the victims of an emergency. (Source: Community Welfare Act 1987).

PART ONE

INTRODUCTION

LEGISLATIVE BASIS

101. The Government of New South Wales acknowledges the inevitable nature of emergencies and their potentially significant social, economic and environmental consequences. Accordingly, the Government has enacted the State Emergency and Rescue Management Act, 1989 (as amended).
102. Emergencies may be controlled by combat agencies or emergency operations controllers as specified in this plan, and the State Emergency and Rescue Management Act, 1989 (as amended), recognises the need for a coordinated response by all agencies having roles or responsibilities for such emergencies. It provides the legislative basis for the preparation of a State Disaster Plan (Displan) to record the agreed management arrangements for coordination of emergency preparedness, response and recovery operations.
103. The State Disaster Plan (Displan) details emergency preparedness, response and recovery arrangements for New South Wales to ensure the coordinated response to emergencies by all agencies having responsibilities and functions in emergencies.

AIM

104. The State Disaster Plan (Displan) details emergency preparedness, response and recovery arrangements for New South Wales to ensure the coordinated response to emergencies by all agencies having responsibilities and functions in emergencies.

FUNCTIONS

105. To meet the aim established by the State Emergency and Rescue Management Act, 1989 (as amended), Displan is to:
 - a. identify, in relation to each different form of emergency, the combat agency primarily responsible for controlling the response to the emergency;
 - b. provide for the coordination of the activities of other agencies in support of a combat agency in the event of an emergency;
 - c. specify the tasks to be performed by all agencies in the event of an emergency; and
 - d. specify the responsibilities of the Minister, and the State, District or Local Emergency Operations Controllers.

PURPOSE

106. The State Displan has been prepared to coordinate the emergency management measures necessary at State level when an emergency occurs, and to provide direction at District and Local level. It is active at all times, and the arrangements herein apply permanently.

SCOPE

107. This plan provides for the mobilisation of all agencies and all resources available within the emergency management structure for the conduct of emergency preparedness, response and recovery operations, no matter what the cause, including emergencies caused as a result of a

terrorist act.

108. **Prevention** - in relation to an emergency includes the identification of hazards, the assessment of threats to life and property, and the taking of measures to reduce potential loss to life or property. Prevention (mitigation) measures are designed to avoid or reduce the consequences of emergencies on the community. Emergency Management Committees at all levels are responsible, using the Risk Management process, to identify prevention or mitigation options, to refer these options and recommendations to the appropriate agency, and to monitor the outcomes.
109. **Preparation** - in relation to an emergency includes arrangements or plans to deal with an emergency or the effects of an emergency. In addition to providing the framework for emergency planning at State level, Displan also provides policy direction for District and Local Disaster Plans (DISPLANS), which are to be developed to provide for the mobilisation of the emergency management structure and resources at those levels.
110. **Response** - in relation to an emergency includes the process of combating an emergency and of providing immediate relief for persons affected by an emergency. The aim of response operations is to save lives, protect property, and render an affected area safe.
111. **Recovery** - in relation to an emergency includes the process of returning an affected community to its proper level of functioning. Initially recovery operations aim to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsible agencies. It includes both human services and physical restoration
112. **Long Term Recovery / Reconstruction** - Long term recovery, reconstruction or rehabilitation measures are the subject of separate arrangements. In the event that long term recovery and reconstruction are going to be needed, State Emergency Operations Controller (SEOCON) and the State Emergency Management Committee (SEMC) may recommend to the Minister or Premier the formation of a Special Recovery Coordinating Committee to coordinate long term recovery planning and coordination.

PRINCIPLES

113. The following principles are applied in this plan:
- a. **Responsibility for preparedness, response and recovery rests initially at Local level.** If Local agencies and available resources cannot cope they are augmented by those at District level. Finally, resources and support, coordinated from the State, and possibly resources provided from the Commonwealth and other States and Territories, are used.
 - b. **Control / Coordination** of emergency response and recovery operations **is conducted at the lowest effective level.**
 - c. **Designated combat agencies may deploy additional resources from their own service** from outside the affected Local Area or District if they are needed to conduct single service operations.
 - d. During an operation which is the legal responsibility of a designated combat agency, the Emergency Operations Controller is responsible, when so requested by that combat agency, to coordinate the provision of support resources through the Emergency Operations Centre. The Emergency Operations Controller is responsive to the requirements of the Controller of the Combat Agency. **Emergency Operations Controllers would not normally assume control of an operation from a designated combat agency unless the situation can no longer be contained and a change of control is likely to improve matters. In any case a change of control at any level can**

only occur after consultation between SEOCON and the State Controller of the combat agency, and agreement from the latter, or at the direction of the Minister.

- e. Combat Agency Controllers at all levels are required to keep Emergency Operations Controllers advised of the situation during emergency operations which are their responsibility.
- f. In the event that an Emergency Operations Controller has assumed control of an operation which would normally be the responsibility of a combat agency, control should be passed to the combat agency as soon as the situation is stabilised and when the change of control will not adversely affect operations.
- g. Emergency Operations following a terrorist attack will be controlled by SEOCON.
- h. Emergency preparedness, response and recovery **operations should be conducted with all agencies carrying out their normal functions** wherever possible.
- i. **Prevention measures remain the responsibility of authorities / agencies charged by statute with the responsibility.**

BUSH FIRE

- 114. Under the provisions of The Rural Fires Act, 1997, a "bush fire emergency" may be declared and a person appointed to take charge of fire fighting operations and fire prevention measures by the Commissioner, under the provisions of Section 44 of the Act, as the "Commissioners delegate".
- 115. The appropriate Emergency Operations Controller is then to be prepared to coordinate support resources if requested by the "Commissioners delegate".

FLOOD AND STORM

- 116. Subject to the requirements and provisions of the State Emergency and Rescue Management Act, 1989 (as amended), and under the provisions of the State Emergency Service Act, 1989 (as amended), for the emergencies of flood and damage control for storms, including the coordination of evacuation and welfare of affected communities, the overall control of operations in response to these emergencies is vested in the Director General of the State Emergency Service.
- 117. The appropriate Emergency Operations Controller is then to be prepared to coordinate support resources if requested by the appointed Local / Division State Emergency Service Controller.

SECURITY OF INFORMATION

- 118. Displans, Sub Plans and Supporting Plans are public documents. However, they are not to contain contact details or locations of operations centres, evacuation centres or recovery centres, unless these details are essential to the effectiveness of the plan.
- 119. Contact details are to be maintained separately.

PART TWO

PLANNING AND PREPARATION

DISASTER PLANS

201. This is the New South Wales State Disaster Plan (Displan). State level Supporting Plans, for each of the Functional Areas, and Sub Plans, developed in relation to specific hazards or emergencies, are to be produced as directed by the State Emergency Management Committee. (SEMC) Listed at Annex A are the current State level Plans.
202. Each District and Local Emergency Management Committee is to develop and maintain its own District / Local Disaster Plan, with appropriate Supporting Plans and Sub Plans, as required by Functional Area Coordinators and Combat Agency Controllers at the appropriate level. Supporting plans are to be the exception at local level and their development must be approved by District Functional Area Coordinators.
203. The emergency risk management process is to be used as the basis for emergency planning in NSW. This methodical approach to the planning process is to be applied by emergency management committees at all levels. Advice on the implementation of emergency risk management may be obtained from the Secretariat of the SEMC.

THE MINISTER

204. The Minister is responsible for:
 - a. ensuring that adequate measures are taken by government agencies to prevent, prepare for, respond to, and assist recovery from emergencies;
 - b. coordinating the activities of government agencies in taking those measures; and
 - c. arranging for the preparation and review from time to time of Displan.

STATE DISASTERS COUNCIL

205. The State Disasters Council is established under the SERM Act to advise the Minister on all matters relating to the prevention of, preparation for, response to and recovery from emergencies. The Council is to consist of:
 - a. The Minister, who is the Chairperson;
 - b. The State Emergency Operations Controller;
 - c. The Chairperson of the State Emergency Management Committee; and
 - d. representatives of such relevant government and non-government agencies as the Minister may determine.

STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC)

206. The SEMC is the principal committee established by the SERM Act, for the purposes of emergency management throughout the State and, in particular, is responsible for emergency planning at State level. The SEMC is responsible to prepare, publish and review this plan. The Committee is also responsible at State level to:

- a. identify, evaluate, and monitor hazards and threats to life and property;
- b. establish and review appropriate emergency management structures at all levels;
- c. identify emergency resources both within and outside the State and make plans for the allocation and coordination of the use of those resources;
- d. establish and review systems for use in the control and coordination of emergency operations;
- e. review and recommend emergency management legislation (including legislation and proposals for legislation of other agencies);
- f. advise the Minister on the creation of combined local government emergency management arrangements;
- g. establish communication networks between functional areas at all levels;
- h. review plans at all levels and within each emergency services organisation and functional area;
- i. produce specific hazard management guidelines;
- j. arrange emergency management training for individuals, including individuals employed in emergency services organisations and functional areas;
- k. produce and disseminate educational material on established emergency management policies and procedures;
- l. arrange the conduct of training exercises to periodically test emergency management plans;
- m. advise the Minister on the declaration of states of emergencies;
- n. advise on the efficient use of local government resources in relation to Displan;
- o. assist in the selection and training of district and local government personnel for appointment to relevant organisations;
- p. act as the single point of contact for Commonwealth support to emergency operations in New South Wales;
- q. produce Standing Orders and Instructions and Standing Operating Procedures under Displan;
- r. assist the Minister, as required, in the preparation and review of Displan; and
- s. arrange for graduated warnings of emergencies to the public.

EMERGENCY SERVICES AND FUNCTIONAL AREAS

207. Collectively the Emergency Services and Functional Areas, listed in Part Four of this plan, are the operational arms within the emergency management structure. All Emergency Services, Functional Areas and other State resources are available for the conduct of emergency preparedness, response and recovery operations.

208. Where a agency / organisation is nominated as the combat agency primarily responsible for responding to a particular emergency in Part Four of this plan, it is required to produce a Sub-Plan. Planning requirements below State level will be determined by the particular agency.
209. Each Functional Area operates under the authority of a State Functional Area Coordinator, appointed by the SEMC in accordance with the Ministers direction. At the discretion of the SEMC, Functional Area Coordinators are required to produce Functional Area Supporting Plans which must include details of the resources which Participating and Supporting Agencies have agreed to provide. The details of both Participating and Supporting organisations are included in Part Four of this plan. The requirement for Supporting Plans below State level will be determined by State Functional Area Coordinators.
210. Controllers and Functional Area Coordinators are required to maintain communication links to, and liaison with, the State Emergency Operations Controller, and to appoint Controllers and Coordinators respectively who perform a similar function at District level.

COMMUNITY RELATIONS

211. In the course of a response to an emergency, Emergency Service Organisations and / or Functional Areas, may encounter community relations issues, which may arise from the emergency, or from other events. Any sub situations are to be referred to the Chairperson of the Community Relations Commission for a Multicultural NSW. If in the Chairperson's opinion, in consultation with community leaders and CEOs of relevant Government agencies or by the Premier, the situation represents a crisis in community relations the NSW Community Relations Crisis Management may be activated. It is the responsibility of Controllers and Functional Area Coordinators to ensure that their organisations are aware of the requirement to notify of community relations issues in relation to responses to an emergency and are familiar with the contents of the Community Relations Crisis Management Plan.

FUNCTIONAL AREA SUB COMMITTEES

212. State Functional Area Coordinators are responsible for the establishment of their respective Functional Area Sub Committee. The role of the Functional Area Sub Committee is to assist the Functional Area Coordinator in the planning for Functional Area support and resources to emergency response and recovery operations. The requirement for Functional Area Sub-Committees below State level will be determined by State Functional Area Coordinators.

DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)

213. The DEMC is responsible to develop and maintain a District Displan. Where no combat agency is nominated for a hazard or emergency (by NSW Displan) the DEMC is to prepare Sub-Plans in relation to the preparation for, response to, and recovery from those hazards and emergencies in the District for which it is constituted. The DEMC is to provide support to Combat Agencies preparing Sub-Plans and to Functional Areas preparing Supporting Plans, related to specific hazards and emergencies within the District.
- Some agencies represented on a DEMC will have a role in prevention measures related to a particular hazard or emergency but prevention is not a direct responsibility of a DEMC. A DEMC will interact with prevention activities through its work in implementing emergency risk management.
- Emergency Management Districts are shown at Annex B.

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

214. The LEMC is responsible to develop and maintain a Local Displan. Where no Combat Agency is nominated for a hazard or emergency (by NSW Displan) the LEMC is to prepare Sub-Plans in relation to the preparation for, response to and recovery from those hazards and emergencies in the

local government area or combination of local government areas for which it is constituted. The LEMC is to provide support to Combat Agencies preparing Sub-Plans and to Functional Areas preparing Supporting Plans, related to specific hazards and emergencies within the area. Some agencies represented on a LEMC will have a role in prevention measures related to a particular hazard or emergency but prevention is not a direct responsibility of a LEMC. A LEMC will interact with prevention activities through its work in implementing emergency risk management. A senior representative of the council of the relevant local government area, nominated by that council is Chairperson of the LEMC

DISTRICT AND LOCAL DISPLANS

215. District and Local Displans are to recognise:
- a. the Combat Agencies designated in this plan;
 - b. the Functional Areas designated in this plan;
 - c. the roles and responsibilities of both Participating and Supporting Organisations detailed in this plan; and
 - d. the response and recovery procedures detailed in Parts Five and Six of this Plan.
216. District and Local Displans are also to include arrangements for the coordination of support resources to a Combat Agency and for the handover of responsibility for emergency response and recovery operations between Local, District and State levels of the emergency management structure.

SUB-PLANS

217. Agencies designated as a Combat Agency for a particular hazard or emergency are required to prepare a Sub-Plan for each hazard or emergency dealing with the preparation for, response to and recovery from those hazards and emergencies. The role of agencies in prevention varies from agency to agency and from hazard to hazard. All agencies involved in EMC's are also involved in the implementation of ERM in NSW and it is through that avenue that prevention activities are linked to the work of EMC's. In preparing a sub-plan an agency is required to communicate and consult with all other agencies and organisations that have a role or an interest in the emergency management of a hazard or emergency. All sub-plans must be reviewed and endorsed by their respective EMC's.

Annex A: State Level Sub-Plans.

SUPPORTING PLANS

218. District and Local level Functional Area Coordinators are required to prepare and maintain Supporting Plans to the District / Local Displan, to implement their roles on a District / Local basis, and to identify the resources available from their own agency, as well as those arranged to be provided from external sources. Controllers / Coordinators are also to ensure that plans are prepared and maintained by all of the Participating, Supporting and other Organisations identified in Part Four of this plan. It will however, be common for District Level Supporting Plans to cover local requirements of a particular Functional Area, thus negating the requirement for some local Functional Area Supporting Plans

Annex A: State Level Supporting Plans.

REVIEW OF DISASTER PLANS

219. Displans and Sub-Plans must be formally reviewed no less frequently than every five years and reviews of relevant aspects are to be carried out following emergencies or changes of legislation.
220. Supporting Plans must also be reviewed at least every five years, but may be reviewed more frequently at the direction of the Functional Area Coordinator.

WARNING AND INFORMATION TO THE PUBLIC

221. Emergency Operations Controllers and Combat Agency Controllers are responsible to ensure that arrangements are made for appropriate warnings, and for the passage of information to the public. These arrangements are to be included in District and Local Displans and Combat Agency plans.
222. Combat agencies are primarily responsible for educating the public about how to protect themselves against those hazards for which they are responsible.

STANDARD EMERGENCY WARNING SIGNAL (SEWS)

223. The Broadcast of safety information to the public in an emergency will enable the community to take appropriate actions to protect life and property. The Standard Emergency Warning Signal (SEWS) will alert the public to messages about things they can do to reduce potential loss of life and property.
224. SEWS is to only be used to warn the public when they need to take some urgent and immediate action in order to reduce the potential for loss to life or property from emergencies such as:-

- Severe Thunderstorms
- Severe Floods
- Hazardous Materials Emergencies
- Earthquake Aftershocks
- Dam Failure
- Gale Force Winds
- Cyclones
- Biological Hazards
- Tsunamis
- Bushfires
- Terrorist Act.

225. The purpose of SEWS is to:
- *Alert* listeners/viewers of radio/television that an official emergency announcement is about to be made concerning an actual or potential emergency.
 - *Alert* the community at large, via a public address system, to an important official emergency announcement.

AUTHORITY TO USE SEWS

226. Emergency Operations Controllers, Combat Agency Commanders/Controllers at Local, District and State level are authorised to use SEWS for the above purposes (vide para 223).

PROCEDURE FOR THE USE OF SEWS

227. Requests to the media to broadcast SEWS will be confirmed by facsimile
228. The SEMC is responsible for issuing the SEWS signal to the electronic media annually.
229. Format of Request to the Media to use SEWS, see Annex C.

PART THREE

CONTROL, COORDINATION AND COMMUNICATION ARRANGEMENTS

GENERAL

301. The arrangements detailed in this Part of Displan are aimed at ensuring that control and coordination of emergencies are effective, no matter what the nature of the emergency.
302. Control and coordination are to be managed using the principles of ICS - Incident Control System adapted to suit individual agency requirements.

THE MINISTER

303. The Minister is responsible for:
- a. ensuring that adequate measures are taken by government agencies to prevent, prepare for, respond to, and assist recovery from emergencies;
 - b. coordinating the activities of government agencies in taking those measures; and
 - c. arranging for the preparation and review from time to time of Displan

The Minister is also responsible to recommend to the Premier the declaration of a "state of emergency". The format for the declaration of a State of Emergency is at Annex D.

THE STATE EMERGENCY OPERATIONS CONTROLLER (SEOCON)

304. The SEOCON is responsible for the overall direction, control and coordination of emergency response and recovery operations at State level, for which SEOCON is the designated Controller or where there is no designated Combat Agency. The SEOCON will always be in control of emergency operations following a terrorist act.
305. The SEOCON is responsible for providing advice to the Minister on all aspects of emergency response and recovery operations, whether there is a designated combat agency or not.
306. The SEOCON is the authorised officer for seeking Commonwealth assistance through Emergency Management Australia.

THE STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC)

307. The staff of the SEMC assist the SEOCON to control and coordinate emergency response and recovery operations.

THE STATE EMERGENCY OPERATIONS CENTRE (SEOC)

308. The SEOC is the established centre from which the SEOCON either controls an emergency operation, or coordinates support to the Combat Agency or Functional Area. It has the necessary communications facilities and staff (including liaison officers from the, Functional Areas and other Organisations) for these purposes. The SEOCON is to prepare and maintain Standing Operating Procedures (SOP's) for the SEOC.
309. The SEOC may be co-located with the Police Operations Centre at the discretion of the SEOCON.

310. The SEOC is the focal point for:
- a. processing requests for assistance from the Commonwealth and other States and Territories;
 - b. processing requests from District Emergency Operations Controllers (DEOCON'S) for assistance from within the State; and
 - c. coordinating the provision of any external resources required to support operations.

When functioning in support of a SEOC controlled operation the SEOC will, in addition to the above functions, also be the focal point for:

- d. intelligence collection, interpretation and dissemination;
 - e. operational planning, including the allocation of priorities for response by the Combat Agency, Emergency Service Organisations, Functional Areas and other Organisations; and
 - f. disseminating information to the Government, members of the SEMC, the media and the public.
311. In the event of the SEOC becoming inoperable, an alternate Emergency Operations Centre is to be established at a location to be advised by the SEOC.

CONTROL / COORDINATION CENTRES

312. District and Local Emergency Operations Controllers, Controllers of Agencies / Organisations with a designated Combat Agency role, and Functional Area Coordinators, are to establish and maintain a Control / Coordination Centre as appropriate. This Centre is to provide the necessary staff and facilities for the Controller / Coordinator to conduct the operations for which the Agency / Organisation or Functional Area is responsible.

ARRANGEMENTS AT DISTRICT LEVEL

District Emergency Operations Controller (DEOCON)

313. The Region Commander of Police for each Emergency Management District is appointed as the DEOCON. The DEOCON is responsible for the overall control and coordination of emergency response and recovery operations at District level for which the DEOCON is the designated controller, where there is no designated Combat Agency, or where it is necessary to coordinate two or more local operations which are controlled by Emergency Operations Controllers or when directed by SEOC.
314. The DEOCON is to establish and maintain a District Emergency Operations Centre. (DEOC) The Centre is the focal point for activities, similar to those conducted at the SEOC. It is used to either control operations, or coordinate support. The DEOCON is responsible to ensure that the DEOC is activated to an appropriate level whenever there is an emergency operation and District level support resources may be required.
315. District level Controllers of Agencies / Organisations with a Combat Agency role, and District level Functional Area Coordinators, are to establish their own Control / Coordination Centres in accordance with the structure of their organisations from which to:

- a. control / coordinate emergency operations for which they have been designated in this plan as the Combat Agency;
 - b. coordinate the provision of support and resources required; and
 - c. provide support and resources to the DEOCON.
316. Ideally the District (or intermediate level) structure of Agencies / Organisations and Functional Areas should conform to the Emergency Management Districts. Where this is not possible for operational or administrative reasons, particular care is to be taken by the DEOCON to ensure that the control and coordination arrangements for emergency operations are designed to take this into account.

ARRANGEMENTS AT LOCAL LEVEL

Local Emergency Operations Controller (LEOCON)

317. The DEOCON is to appoint a LEOCON for each Local Government Area or combination of Local Government Areas. The LEOCON is responsible to activate the LEOC to an appropriate level whenever an emergency occurs in the Council Area, or to coordinate the provision of local level resources in response to requests from a Combat Agency operation, or as directed by the DEOCON.
318. The LEOCON is responsible for the control and coordination of emergency response and recovery measures where there is no designated Combat Agency within the local government area.
319. The LEOCON is to establish and maintain a LEOC. The Centre is the focal point for activities similar to those conducted at the District Emergency Operations Centre. It is used to either control operations, or coordinate support to a Combat Agency or a Functional Area.
320. Local level Controllers of Agencies / Organisations with a Combat Agency role, and Local level Functional Area Coordinators, are to establish their own Control / Coordination Centres in accordance with the structure of their organisations from which to:
- a. control / coordinate emergency operations for which they have been designated in this plan as the Combat Agency;
 - b. coordinate the provision of support and resources required by a Combat Agency or Functional Areas, if; and
 - c. provide support and resources to the LEOCON.

LIAISON OFFICERS

321. Controllers / Coordinators are to appoint Liaison Officers to represent them in Emergency Operations Centres or Combat Agency Operations Centres. Liaison Officers are to be capable of providing immediate advice to the appropriate Emergency Operations Controller or the Combat Agency on the capabilities and current status of resources of their Agency / Organisation or Functional Area, and should have the authority to commit resources from their respective Agency/Organisation / Functional Area.
322. Liaison Officers are to be provided by supporting agencies to the Combat Agency or Emergency Operations Centre, whichever is in control of the operation. It will not always be necessary for Liaison Officers to be deployed if reliable communications are available between the controller of the operation and the commanders of the supporting agencies. This decision rests with the Controller of the Operation

OPERATIONAL RELATIONSHIPS

323. Operational control and coordination relationships at State level are shown in the diagram at Annex H.

COMMUNICATIONS

324. The landline services (telephone and facsimile) are the primary means of communication for the control and coordination of emergency response and recovery operations.
325. Should the primary communications means not be available, or are unable to provide the flexibility required, radio communications are the alternative means, using established radio networks.
326. To counter the possibility of a communications (landline and radio) failure between Emergency Operations Centres and Agency Control / Functional Area Coordination Centres, Controllers / Coordinators are to include the need for personnel and transport specifically to provide a courier service in their operational planning.
327. Communication links (landline) for the SEOC are established and routinely maintained between the State Emergency Operations Centre, and:
- a. The Minister;
 - b. Agency Control Centres and Functional Area Coordination Centres;
 - c. District Emergency Operations Centres;
 - d. The National Emergency Management Coordination Centre;
 - e. The Public Information Coordination Centre;
328. In addition to the above links, communications links are established and routinely maintained between State level Agency Control Centres and Functional Area Coordination Centres and:
- a. District Control / Coordination Centres; and
 - b. Participating and Supporting Organisations of each Agency and Functional Area at State level.
329. Agency Controllers and Functional Area Coordinators are responsible to provide:
- a. External communications facilities in their State Control / Coordination Centres;
 - b. Communication links to the SEOC from their State Control / Coordination Centres; and
 - c. Communication links to the various Participating and Supporting Organisations of their Agency or Functional Area.

PART FOUR

ROLES AND RESPONSIBILITIES

GENERAL

401. This Part describes the primary roles and responsibilities of Emergency Services, Functional Areas and other Organisations. Participating and Supporting Organisations have been grouped together on the basis of the most efficient provision of resources to support emergency operations.
402. The State Emergency Management Committee has determined the roles and responsibilities on the basis that they are likely to be the most efficient and effective for emergency preparedness, response and recovery operations. This does not preclude the flexibility to adjust roles and responsibilities if circumstances demand.

PARTICIPATING ORGANISATIONS

403. The Government Departments, statutory authorities, volunteer organisations and other agencies listed as Participating Organisations have either given formal notice to Agency Controllers or Functional Area Coordinators, or have acknowledged to the State Emergency Management Committee, that they are willing to participate in emergency response and recovery operations under the direction of the Controller of a Combat Agency, or Coordinator of a Functional Area, and with levels of resources or support as appropriate to the emergency operation.
404. Where such resource coordination arrangements exist, the agreed roles, tasks, responsibilities and access arrangements for the support of Participating Organisations are to be recorded in Combat Agency or relevant Functional Area plans.

SUPPORTING ORGANISATIONS

405. Supporting Organisations have indicated a willingness to participate and provide specialist support resources. Supporting Organisations are listed in this Part.
406. Where such coordination arrangements are required for the conduct of emergency response and recovery operations, the agreed roles, tasks and responsibilities of the Supporting Organisations should be recorded in Combat Agency or Functional Area Plans.

AGRICULTURAL AND ANIMAL SERVICES

COORDINATOR:

Executive Director (Biosecurity,
Compliance and Mine Safety)
Department of Primary Industries

ROLES:

1. Is the designated Combat Agency for animal, pest and plant disease emergencies. This includes implementing procedures in conjunction with State and National authorities for the eradication or control of exotic animal diseases, including:
 - a. detection, diagnosis, risk assessment and surveillance of the disease;
 - b. destruction and disposal of infected animals, plants and products as required;
 - c. disinfection of contaminated areas, buildings and vehicles;
 - d. programs for vector control, for example, insect and feral animal control;
 - f. quarantine controls for the movement of persons, animals and plants; and
 - g. provision of adequate trained staff to ensure quarantine requirements are observed.

2. Provide immediate animal care services and continuing rehabilitation assistance to primary producers, including:
 - a. assessment of injured stock;
 - b. disposal of carcasses;
 - c. assessment of rural property losses and damage to buildings, fences, crops, equipment and fodder;
 - d. coordination of the supply and distribution of emergency fodder supplies and other materials;
 - e. administration of financial assistance to victims;
 - f. assistance to primary producers suffering emergency induced traumas, in conjunction with the Department of Community Services; and
 - g. with support of Participating and Supporting Organisations, manage the care of companion pets.

3. With support of Participating and Supporting Organisations, provide animal care services for wildlife, for domestic animals, and for companion pets of victims evacuated from an area affected by an emergency.

4. Planning for response and recovery operations for agricultural emergencies, and advising on animal care, veterinary public health, and plant disease control measures.

PARTICIPATING ORGANISATIONS

Department of Primary Industries
Department of Environment and Conservation
State Council of Rural Lands Protection Boards
NSW Farmers' Association
Royal Society for the Prevention of Cruelty to Animals (RSPCA)
Wildlife Information & Rescue Service (WIRES)
Animal Welfare League
Local Government Association of NSW and Shires Association of NSW

SUPPORTING ORGANISATIONS

Australian Quarantine Inspection Service (AQIS)
Australian Wildlife Ambulance Rescue Emergencies (AWARE)
Horse Rescue Australia
Royal NSW Canine Council
Australian Veterinary Association (NSW Division)
Australian Chicken Meat Federation
Australian Egg Corporation Limited
Pet Industry Australia
Royal Agricultural Society Cat Control
Animal Welfare Advisory Council
Sydney Metropolitan Wildlife Services
Northern Tablelands Wildlife Carers
Native Animal Trust Fund
NSW Food Authority
Hanrob Pet Care Centre
NSW Fauna and Marine Park Association
Hornsby / Ku-ring-gai Agricultural and Animal Emergency Group
Manly / Warringah / Pittwater Agricultural and Animal Emergency Group

AMBULANCE SERVICE OF NSW

CONTROLLER:

General Manager, Operational Services
Ambulance Service of NSW

ROLES:

1. Provide pre-hospital care and transport for the sick and injured.
2. Establish command and control infrastructure utilising ICS principles.
3. Provide and/or assume responsibility for transport of Health Service teams and their equipment to the sites of incidents or emergencies, receiving hospitals or emergency medical facilities when so requested by the Health Services Functional Area Coordinator.
4. Provide coordinated communications for all health systems involved in emergency responses.
5. As determined by the State Rescue Board, provide accredited “rescue units”.
6. Provide specialist Special Casualty Access Team (SCAT) and Urban Search and Rescue (USAR) paramedics as required
7. Provide fixed and rotary wing pre-hospital and aero-medical retrieval services across New South Wales.

PARTICIPATING ORGANISATIONS

Aeromedical and Medical Retrieval Services
Surf Life Saving Association Helicopter Rescue Services
Care Flight Ltd

SUPPORTING ORGANISATIONS

NSW Health
St John Ambulance Australia (NSW)
Royal Flying Doctor Service of Australia (NSW Section)
Red Cross Voluntary Aid Service Corps

COMMUNICATION SERVICES

COORDINATOR:

Director of Operations
Emergency Services and Sector Projects
Department of Commerce

ROLES:

1. Provide communications support to Combat Agencies, Functional Areas and other Organisations involved in the incident/emergency.
2. Coordinate, in conjunction with the Telecommunication Service Providers including licensed carriers, the establishment of communication services either temporarily or permanently as required.
3. Coordinate the supply of advice to the SEOC/SEOCON from telecommunications service providers including Carriers (under the Telecommunications Act 1997) in accordance with communications supply continuity plans.

Note: This functional area does not affect the management of normal restoration and management work carried out by telecommunications service providers including licensed carriers. The purpose of this functional area is to coordinate a large scale response to an incident/emergency.

PARTICIPATING ORGANISATIONS:

NSW Department of Commerce
Members of the State Emergency Management Committee.

Telecommunications Service Providers:

Sing Tel Optus
Telstra Corporation
Vodafone
Hutchison Telecommunications
AAPT
Other service providers (that may be invited from time to time)

SUPPORTING ORGANISATIONS:

Australian Communications and Media Authority
DOCITA
ACIF

ENERGY AND UTILITY SERVICES

COORDINATOR:

Executive Director
Energy Systems
NSW Department of Energy
Utilities and Sustainability

ROLES:

1. Provide Energy and Utility support to a Combat Agency, and other Functional Areas or Organisations involved in the emergency.
2. Coordinate (in conjunction with the Engineering Functional Area) the establishment of electrical power, water, sewerage, petroleum and gas supplies, either temporarily or permanently as required.
3. Coordinate the supply of advice to the SEOCON from Utility and Energy providers in accordance with Utility and Energy Supply continuity plans.

NOTE: This functional area does not effect the management of normal restoration and management work carried out by an energy or utility provider. The purpose of this function is to coordinate a large scale response to an emergency.

PARTICIPATING ORGANISATIONS

NSW Department of Commerce
NSW Police

Electricity Supply

Delta Electricity
Eraring Energy

Macquarie Generation
Snowy Hydro
Transgrid
Country Energy
Energy Australia
Integral Energy
National Electricity Market Management
Company (NEMMCO)

Water Supply

Sydney Water
Hunter Water
Sydney Catchment Authority
State Water NSW
ActewAGL

Natural Gas Supply

ActewAGL
Agility Management
(representing
AGL Gas Networks & Australian
Pipeline Trust)
AGL Wholesale
Country Energy Gas Networks
Alinta Network Services

Petroleum & PLG Supply

Caltex Australia
The Shell Company of Australia
Trafigura Fuels
Elgas Limited

SUPPORTING ORGANISATIONS

Australian Institute of Petroleum
The Water Directorate

ENGINEERING SERVICES

COORDINATOR:

Office of Government Business
NSW Department of Commerce

ROLES:

1. Provide Engineering Services support to combat agencies and other functional areas or organisations involved in emergencies.
2. Direct the State's engineering resources for emergency response and recovery operations.
3. Coordinate the supply of goods and services in response to an emergency.

NOTE: Includes: clearance and re-establishment of roads and bridges; structural assessments, demolition and shoring up of buildings; removal of debris, construction of levees to control flooding; maintenance of essential services to facilities; re-establishment of water and sewerage services outside Sydney Water and Hunter Water areas; and other related matters and tasks as requested by Combat Agencies or other Agencies.

PARTICIPATING ORGANISATIONS

Department of Commerce
Department of Energy Utilities and Sustainability
Department of Environment and Conservation
Hunter Water Corporation
National Parks and Wildlife Services
Ports Authorities
Rail Corp
Roads and Traffic Authority of New South Wales
State Forests of NSW
Sydney City
Sydney Water

SUPPORTING ORGANISATIONS

AGL (trading as Agility)
Association of Consulting Engineers Australia
Australian Earthmovers and Roadmakers Federation (NSW Branch)
Department of Local Government
Institution of Engineers Australia

ENVIRONMENTAL SERVICES

COORDINATOR:

Executive Director Operations
Department of Environment and
Conservation

ROLES:

1. Protect the environment during emergency response and recovery operations.
2. Coordinate scientific support for the on scene Controller during operations to combat the pollution of the sea and inland waters within New South Wales.
3. Advise and coordinate scientific support to the New South Wales Fire Brigades during land based hazardous materials emergency response operations.
4. Advise the Combat Agency, and other Functional Areas or Organisations involved in the emergency, on environmentally sound and legal practices for the disposal of wastes or contaminated materials resulting from an emergency.
5. Once the material has been rendered safe, direct and coordinate cleanup of hazardous materials which pose a threat to the environment.
6. Conduct post response operations investigations following incidents or emergencies involving hazardous materials.

PARTICIPATING ORGANISATIONS

Department of Environment and Conservation
Australian Rail Track Corporation
Department of Commerce
Local Councils
RailCorp
Roads and Traffic Authority
WSN Environmental Solutions
WorkCover Authority NSW

Land and Inland Waters

NSW Fire Brigades
NSW Rural Fire Service

State Waters

NSW Maritime Authority
Newcastle Port Corporation
Port Kembla Port Corporation
Sydney Ports Corporation

SUPPORTING ORGANISATIONS

Department of Local Government
Department of Planning
Department of Natural Resources
Environmental Trust
Industry Associations - Plastics and Chemical Industry Association (PACIA)
- Business Australia
- Australian Institute of Petroleum
- NSW Road Transport Association Incorporated
Local Government Association of NSW and Shires Association of NSW

NSW FIRE BRIGADES

CONTROLLER:

Commissioner
NSW Fire Brigades

ROLES:

1. In relation to Fire Districts, prescribed in the New South Wales Fire Brigades Act, 1989 (as amended), is the designated Combat Agency for taking all practicable measures for preventing and extinguishing fires and protecting and saving life and property in case of fire in any fire district.
2. Is the designated Combat Agency for land based hazardous materials incidents and emergencies within New South Wales, specifically for taking all practicable measures:
 - (a) for protecting and saving life and property endangered by hazardous material incidents; and
 - (b) for confining or ending such an incident; and
 - (c) for rendering the site of such an incident safe.

OTHER ROLES

1. Provide fire control services by:
 - a. dealing with outbreaks of fire and the rescue of persons in fire endangered areas;
 - b. taking such measures as may be practicable to prevent the outbreak of fires; and
 - c. on land, dealing with the escape of hazardous materials or a situation which involves the imminent danger of such an escape.
2. As determined by the State Rescue Board, provide accredited "rescue units".
3. Assist in any other response or recovery operations for which the Fire Brigades' training and equipment is suitable, for example, the provision of emergency water supplies and pumping equipment.

PARTICIPATING ORGANISATIONS

NSW Fire Brigades
NSW Rural Fire Service
National Parks and Wildlife Service
State Forests of New South Wales

HEALTH SERVICES

COORDINATOR:

General Manager
Health Services Development and Planning

ROLES:

Coordinate and control the mobilisation of all health responses to emergencies. This includes ambulance, medical, mental and public health and health communication services, and involves:

- a. the mobilisation of health resources to the emergency site or sites and the initiation of prioritised patient management;
- b. the provision of coordinated hospital and medical response to emergencies;
- c. the provision of mental health services to victims, emergency workers, and the communities affected by emergencies;
- d. the provision of public health services to prevent, prepare for, respond to and recover from emergencies.
- e. a coordinated health communications response for prevention, preparation, emergency response and subsequent recovery from the impacts.

New South Wales Health is the Combat Agency for all Health Emergencies within NSW. This particularly applies to human infectious disease emergencies from whatever cause. Five major contributing health service components constitute the whole of health response incorporating all-hazards approach. They are:

- a. Medical Services;
- b. Ambulance Services;
- c. Mental Health Services;
- d. Public Health Services; and
- e. Health Communications.

PARTICIPATING ORGANISATIONS

NSW Health Department
Ambulance Service of NSW
Australian Red Cross Blood Service
Australian Red Cross (NSW Division)
Department of Community Services
Royal Flying Doctor Service of Australia (NSW Section)
St John Ambulance Australia (NSW Division)

SUPPORTING ORGANISATIONS

Private Hospitals
Nursing Homes
Local Government Councils

NSW POLICE

CONTROLLER:

Deputy Commissioner, Operations
NSW Police

ROLES:

1. Is the agency responsible for law enforcement.
2. Is the agency responsible for search and rescue.
3. As necessary, control and coordinate the evacuation of victims from the area affected by the emergency.

OTHER RESPONSIBILITIES

4. Maintain law and order, protect life and property, and provide assistance and support to a Combat Agency, Functional Areas, and other Organisations as required. This may include:
 - a. reconnaissance of the area affected by the emergency;
 - b. traffic control, and crowd control;
 - c. access and egress route security and control;
 - d. identifying the dead and injured, and notifying next of kin;
 - e. establishing body holding areas;
 - f. maintaining the security of property;
 - g. statutory investigative requirements; and
 - h. operation of a public enquiry centre capable of providing general information on incidents and emergencies to members of the public.
5. Respond accredited "rescue units" to general and specialist rescue incidents, and control and coordinate rescue operations. (See note next page).
6. As determined by the State Rescue Board, provide accredited "rescue units".
7. Manage Disaster Victim Registration, and a disaster victim enquiry system capable of:
 - a. Providing a Disaster Victim Registration system for victims of emergencies;
 - b. Managing a disaster victim enquiry centre capable of providing relatives and close friends with basic details on the location and safety of victims of emergencies occurring within New South Wales; and
 - c. Managing a similar disaster victim enquiry service when the National Registration and Inquiry System (NRIS) are activated in relation to emergencies in other States and Territories.

PARTICIPATING ORGANISATIONS:

NSW Police

Search and Rescue Operations

Volunteer Rescue Association and Affiliated Organisations

NOTE: During emergency operations, accredited "rescue units" of the Volunteer Rescue Association may be requested to perform rescue and other specialist tasks in support of the Combat Agency, Functional Area or other Organisations.

Support from a Combat Agency, Functional Area or other Organisations as necessary.

SUPPORTING ORGANISATIONS

Incidents / Emergency Operations

The State Coroner
NSW Institute of Forensic Medicine
Funeral Directors' Association of New South Wales

Disaster Victim Registration

Support Agencies from the Functional Area - Welfare Services, as appropriate
Support from a Combat Agency, Functional Areas or other Organisations as necessary

Victim Enquiry Centre Operation

Australian Red Cross NSW

Disaster Victim Identification

NSW Institute of Forensic Medicine
NSW Health Department

NOTES:

1. The senior member of the NSW Police present at the scene of a rescue operation is responsible for coordinating and determining the priorities of action of the persons engaged in the rescue operation. This applies whether those persons are members of a permanent or volunteer agency except when control is vested by law in another agency (such as when the person or property is endangered by an actual fire at which a member of the Fire Brigade is in charge of the fire ground, or when the operation results from an emergency which is subject to the control of another person or Combat Agency). This applies despite anything to the contrary in any other Act.
2. Some members of the NSW Police are appointed under the provisions of the State Emergency and Rescue Management Act, 1989 (as amended), as Emergency Operations Controllers. Roles and responsibilities of Emergency Operations Controllers are detailed earlier in this plan.

PUBLIC INFORMATION SERVICES

COORDINATOR:

Commander, Public Affairs Branch
NSW Police

ROLES:

Assist the effective conduct of emergency response and recovery operations by co-ordinating the release of official and current information to the media and the public about the emergency, including measures being undertaken or planned. This requires:

- a. establishing a Media Information Centre, arranging media conferences on behalf of the State Emergency Operations Controller and, when appropriate, arranging access by journalists to the area affected by the emergency;
- b. preparing media releases on behalf of the State Emergency Operations Controller;
- c. establishing a Joint Media Information Centre (JMIC) for the dissemination of information to the public, but excluding inquiries regarding victims; and
- d. preparing and issuing official messages to the public for broadcast by the media (which may be preceded by the Standard Emergency Warning Signal (SEWS)).

PARTICIPATING ORGANISATIONS

New South Wales Police
Premier's Media Unit
NSW Fire Brigades
Ambulance Service of NSW
NSW Rural Fire Service
State Emergency Service
Department of Primary Industries
Department of Commerce
Department of Environment and Conservation
NSW Health Department
Department of Transport
Department of Community Services

SUPPORTING ORGANISATIONS

Australian Broadcasting Corporation
Federation of Australian Commercial Television Stations
Federation of Australian Radio Broadcasters
New South Wales Newspapers
Sydney Airport Corporation Limited

NSW RURAL FIRE SERVICE

CONTROLLER:

Commissioner
NSW Rural Fire Service

ROLE:

1. In relation to Rural Fire Districts, prescribed in the Rural Fires Act, 1997 (as amended), is the designated Combat Agency for fire incidents and emergencies.

OTHER ROLES

1. Provide fire control services by:
 - a. dealing with outbreaks of bush fire and the rescue of persons in bush fire endangered areas; and
 - b. taking such measures as may be practicable to prevent the outbreak of bush fires.
2. Assist in any other response or recovery operations for which the Rural Fire Services' training and equipment is suitable, for example, the provision of emergency water supplies and pumping equipment.

PARTICIPATING ORGANISATIONS

NSW Rural Fire Service
NSW Fire Brigades
National Parks and Wildlife Service
State Forests of New South Wales
Local Government Authorities

NSW STATE EMERGENCY SERVICE

CONTROLLER:

Director-General
NSW State Emergency Service

ROLES:

1. Is the designated Combat Agency for dealing with floods, and to coordinate the rescue, evacuation and welfare of affected communities.(See Note 1 below). This includes planning for and responding to Tsunami, particularly for the warning and evacuation. (See Note 2 below).
2. Is the designated Combat Agency for damage control for storms and to coordinate the evacuation and welfare of affected communities (See Note 1 below). This includes damage control for coastal erosion and inundation from storm activity, specifically the protection of life and the coordination of the protection of readily moveable household goods and commercial stock and equipment. (See Note 3 below).

OTHER ROLES

1. As determined by the State Rescue Board, provide accredited "rescue units".
2. On request, assist the NSW Police, NSW Fire Brigades, Rural Fire Service or Ambulance Service in dealing with incidents or emergencies.

NOTE:

1. Responsibility for evacuees related to flood and storm emergencies is to be handed over to the Welfare Services as soon as possible.
2. The potential for an extremely high scale of impact of a single Tsunami episode means that in some circumstances (as agreed at the time between DG SES and SEOCON) control of the rescue and recovery will pass to SEOCON. (See NSW Tsunami Emergency Management Sub-Plan).
3. Planning for and construction of physical mitigation works required for the protection of coastal property during storm events is the responsibility of local government councils as per section 55B (1) and 55C (b) of the Coastal Protection Act. 1979 (as amended).

TRANSPORT SERVICES

COORDINATOR

Manager
Security and Emergency Management
Ministry of Transport

ROLES:

1. Coordinate the provision of transport support as required by a Combat Agency and other Functional Areas, whilst maintaining as far as practicable, the normal operations and activities of public and commercial transport services. Tasks for providing transport to other agencies might include:
 - a. movement of emergency equipment and personnel;
 - b. movement of emergency supplies and goods, including water, fuel and food;
 - c. evacuation of people; and
 - d. assistance for medical transport.
2. Maintain and operate a road condition / closure advisory service to a Combat Agency, Functional Areas and members of the public.

PARTICIPATING ORGANISATIONS

Department of Transport
State Mail Service
State Rail Authority of NSW
Roads and Traffic Authority of NSW
State Transit Authority of NSW
NSW Taxi Council
Bus and Coach Association
Rail Infrastructure Corporation
Regional Airlines Association
NSW Maritime Authority
Freight Corporation
Railway Services Authority
Road Transport Authority

SUPPORTING ORGANISATIONS

Australian Chamber of Shipping
Commercial Aviation Operators
Oil Companies
Department of Local Government
Local Government Authorities
Private Courier Services
Pipeline Authority
National Roads and Motorists Association
Private Transport Companies
The Linfox Distribution Group

VOLUNTEER RESCUE ASSOCIATION

CONTROLLER:

Director of Operations
Volunteer Rescue Association

ROLE:

1. As determined by the State Rescue Board, provide accredited "rescue units".

RESPONSIBILITIES:

2. Assist, at their request, the relevant Combat Agency and members of the NSW Police, NSW Fire Brigades, Rural Fire Service, Ambulance Service or State Emergency Service in dealing with an emergency.

PARTICIPATING AND AFFILIATED ORGANISATIONS

Marine Search and Rescue
Port Macquarie Sea Rescue Group
Point Danger Air Sea Rescue Organisation
Shoalhaven Marine Rescue Association
Tuross Sea Rescue Group
Tweed Coast Sea Rescue Squad
Woolgoolga Rescue Squad

In Shore

Camden Haven Sea Rescue Squad
Narooma Rescue Squad
Wooli Rescue Squad

Land Search and Rescue
The federation of Bushwalking Clubs Search and Rescue Group
The Cave Rescue Squad

Snowfields
The Ski Patrol

Communications
The Wireless Institute Civil Emergency Network (WICEN)
The Citizen's Radio Emergency Service Teams (CREST)

Air Search and Rescue
The Volunteer Air Patrol

WELFARE SERVICES

COORDINATOR:

State Disaster Recovery Manager
Department of Community Services

RESPONSE

1. During response and recovery operations, provide welfare services to victims of incidents and emergencies. This may require:
 - a. establishing Evacuation Centres to manage the provision of emergency accommodation, essential material needs, and the delivery of welfare services to victims of incidents and emergencies;
 - b. providing welfare information, and advisory services, to victims;
 - c. providing personal welfare support, and referral services;
 - d. providing immediate financial aid;
 - e. managing donations;
 - f. providing mobile welfare services teams;
 - g. ensuring, in conjunction with Agricultural & Animal Services, the provision of companion animal care; and
 - h. ensuring, in conjunction with Health Services, the provision of medical and mental health (counselling) services.
2. Mobilise and coordinate catering facilities and services to provide:
 - a. feeding of victims of emergencies, including evacuees in transit or in Evacuation and Recovery Centres, and displaced or homeless people in short term emergency accommodation centres; and
 - b. by arrangement, meals for personnel engaged in emergency response and recovery operations.

RECOVERY

3.
 - a. Establishing Recovery Centres to manage the welfare needs of victims;
 - b. Coordinate emergency accommodation for homeless victims of emergencies;
 - c. Arrange for the provision of Welfare Services for victims; and
 - d. Provide emergency financial assistance to victims of emergencies.

PARTICIPATING ORGANISATIONS:

Department of Community Services
The Salvation Army
ADRA
St Vincent de Paul Society
Australian Red Cross NSW
Anglicare

SUPPORTING ORGANISATIONS:

Department of Primary Industries
NSW Health
Department of Housing
Community Relations Commission
Department of Commerce (Fair Trading)
Department Of Education and Training
Centrelink
Local Government Association

OTHER SPECIALIST ORGANISATIONS

COMMONWEALTH SUPPORT (Department of Defence):

1. Access to Commonwealth support is arranged by the State Emergency Operations Centre (SEOC) through the National Emergency Management Coordination Centre (NEMCC) of Emergency Management Australia (EMA), located in Canberra.
2. Australian Defence Force Liaison Officers (ADFLO) may deploy to the State Emergency Operations Centre or equivalent, and to the District and/or Local Emergency Operations Centres. Their location will be determined by the likely location of Defence support. For emergencies at district level or above, the Operations Room at Joint Operations Support Staff - Sydney Central (JOSS-SC) will be activated. After approval for emergency Defence support has been given Headquarters Joint Operations Command (HQJOC) will task Defence Component Headquarters to provide appropriate resources, and ADFLO will be coordinated by Joint Operations Support Staff – Sydney Central (JOSS-SC)
3. There are two specific types of support available to the civil community or in support of civilian authorities from the Australian Defence Force. These are Defence Assistance to the Civil Community and Defence Force Aid to the Civil Authority. The characteristics of these support categories are as follows:
 - a. **Defence Assistance to the Civil Community (DACC).** DACC is the most common type of Defence support provided. During emergencies, when the State has officially requested the assistance of the Australian Defence Force and resources are subsequently deployed, a Defence Regional Plan will be activated and operate in cohesion with the STATE DISPLAN. Defence may provide specialist personnel, equipment, facilities or capabilities which are either not available to, or have been exhausted from, State resources. There are three categories of emergency DACC. They are:
 - i. DACC Category One: Category One is emergency assistance for a specific task(s) provided by Local Commanders/Administrators, from within their own resources, in localised emergency situations when immediate action is necessary to save human life, alleviate suffering, prevent extensive loss of animal life or prevent widespread loss/damage to property. Provision of DACC One assistance should not normally exceed 24 hours without Ministerial approval.
 - ii. DACC Category Two: Category Two is emergency assistance beyond that provided under Category One, in a more extensive or continuing disaster, where action is necessary to save human life or alleviate suffering, prevent widespread loss/damage to property and when State resources are inadequate.
 - iii. DACC Category Three: Category Three is assistance associated with recovery from a civil emergency or disaster, which is not directly related to the saving of life or property. Note that there are indemnity and insurance issues associated with Category Three and that this assistance is provided at full cost recovery unless a cost waiver / variation is approved.
 - b. **Defence Aid to the Civil Power (DFACP).** This is the provision of Defence Force assistance to civil law enforcement authorities in the performance of law enforcement tasks usually under National Counter Terrorist arrangements. Defence Force elements employed on DFACP tasking are armed and may be authorised to use lethal force.

ADDITIONAL CONSIDERATIONS: ADF RESOURCES ALLOCATED ON DACC TASKING

4. ADF resources made available for relief operations remain under the command of the ADF personnel. The Australian Defence Force Liaison Officers (ADFLO) operating in the Local, District and State Emergency Operation Centres will facilitate the interface between the ADF commanders and State authorities at those Centres.

When ADF resources are deployed they are normally self-sufficient. However, in the event of unforeseen requirements, support from State resources may be provided to Defence elements deployed in support of a declared State emergency.

5. ADF resources are made available for specific tasks, under the direction of the State Emergency Operations Controller (SEOCN) and the National Emergency Management Coordination Centre (NEMCC).

HIGH RISK ENGINEER SEARCH (HRES)/EXPLOSIVE DETECTION DOGS (EDD)

6. Request for support of HRES teams and or EDD usually originate from the NSW Police Duty Operations Inspector (DOI) and are normally first directed to the OPS SPT BR Duty Officer
7. Deployment of HRES and EDD teams are classified as DACC Cat One tasks. This allows HRES or EDD teams to deploy to incident sites in a timely fashion with minimum disruption in order to prevent loss of life or property damage.

DISPOSAL OF EXPLOSIVE ORDNANCE AND IMPROVISED EXPLOSIVE DEVICES

8. For the purposes of this plan Explosive Ordnance (EO) is defined as ammunition or explosives. Improvised Explosive Devices (IED) are devices, other than normal military munitions, which are specifically built to maim or kill. For example, sticks of gelignite by themselves would be classified as EO. However, sticks of gelignite with a timing device, such as a clock, and with detonators attached would be IED.
9. Defence is responsible for dealing with all items of military ammunition and explosives. The NSW Police is responsible, in the first instance, for dealing with all types of commercial ammunition and explosives. The NSW Police may call for Defence assistance in dealing with or disposing of all classes of EO and IED.
10. Requests for Defence assistance for the disposal of EO and/or IED should be directed in the first instance to the DOI or the Rescue Coordinator at VKG Communications, at the Sydney Police Centre, Sydney. The Duty Operations Inspector (DOI) or his/her representative will then request Defence assistance if required. Addresses may contact OPS SPT BR Duty Officer direct and request the collection and or disposal of EO or IED.

MINES RESCUE

MINES RESCUE BOARD OF NEW SOUTH WALES

Roles:

1. To provide a rescue service capable of responding to, and dealing with, emergencies arising at underground coal mines in New South Wales; and
2. To enable that rescue service to be used in connection with emergencies at other mines.

PART FIVE

EMERGENCY RESPONSE OPERATIONS

GENERAL

501. This Part describes the sequence of actions required to mobilise the emergency management structure for the conduct of response operations. The provisions of Displan apply without the need for any activation of this plan or the declaration of a state of emergency.
502. On many occasions emergencies occur as the result of an escalating incident, for example, floods, or animal health emergencies, and, provided an efficient intelligence gathering system is in place, it should be possible to give the emergency management structure sufficient warning to mobilise effectively. However, for impact emergencies such as earthquakes, major industrial and transport accidents, and unpredicted storms and bush fires, there is unlikely to be much warning, so the structure must be able to activate quickly.

EARLY WARNING

503. District Emergency Operations Controllers (DEOCON's) are to advise the State Emergency Operations Centre (SEOC) as soon as an operation occurs, or is likely to occur for which they are required to assume control, or to coordinate support to a Combat Agency
504. Combat Agency Controllers are to advise the SEOC as soon as a District level emergency occurs.

MOBILISATION STAGES AT STATE LEVEL

505. **Alert Stage**

The SEOC always monitors situations and passes information to the State Emergency Operations Controller (SEOCON), the Government, Combat Agencies and Functional Areas, and is always at the 'alert stage'.

506. **Call Out Stage**

When the SEOCON believes that an emergency has occurred, is occurring or is imminent for which he/she is responsible he/she may order a "Call Out" to deploy the resources of Agencies, Functional Areas and other Organisations to assigned tasks. When an emergency has occurred, is occurring or is imminent which is the responsibility of a designated Combat Agency, he/she may order a "call out" in order to place those resources at the disposal of the Combat Agency. Not all resources may necessarily be deployed, and some may remain on "Standby" for subsequent support operations. The State Emergency Operations Controller may also recommend to the Minister the declaration of a "State of Emergency" for all or part of the State.

507. The SEOCON may direct "Call Out" without declaring an alert, when insufficient warning is received to allow for the graduated mobilisation of the emergency management structure.

508. **Stand Down**

Stand down will occur when the SEOCON is satisfied that the emergency has been contained.

SEQUENCE OF ACTIONS AT STATE LEVEL

509. Alert Stage

- a. The SEOCON will:
 1. order the partial activation of the SEOC, State Control and Coordination Centres, and appropriate District Emergency Operations Centres (DEOC's);
 2. ensure all DEOCON's, and State Agency Controllers and Functional Area Coordinators are informed of the activation of the SEOC, and the reasons for the activation;
 3. ensure that intelligence on the emergency is being collected, processed and disseminated to and from State Control and Coordination Centres and appropriate DEOC's
 4. monitor the adequacy of District resources to cope with the emergency;
 5. inform the Minister, and provide advice on the situation, including whether or not the declaration of a "State of Emergency" may be necessary;
 6. inform the National Emergency Management Coordination Centre of the situation; and
 7. arrange for the media and the public to be informed.
- b. Agency Controllers and Functional Area Coordinators are to:
 1. activate their Control /Coordination Centres as required;
 2. if requested deploy liaison officers to the SEOC to provide information on the event to the SEOC and to pass information and tasking directions to State Control and Coordination Centres; and
 3. advise Participating, Supporting and other Organisations of the situation.
 4. prepare to deploy resources.

510. Call Out Stage

- a. The SEOCON controls operations and coordinates support, in particular for:
 1. follow-up resources or additional measures to counter unforeseen developments;
 2. requests for assistance from the Commonwealth or other States and Territories;
 3. the coordination of resource support to a Combat Agency, other Agencies or Functional Areas engaged in response operations;
 4. the passage of information to the Minister, media and the public, and
 5. the management of offers of assistance from the public.
- b. DEOCON's, supported by District level Agency Controllers and Functional Area

Coordinators, control and coordinate operations and in accordance with the SEOCON's directions. Ensuring in particular that:

1. the SEOCON and Participating or Supporting Organisations are kept fully informed on progress and developments;
 2. that their Liaison Officers are kept fully informed on the deployment and availability status of resources, and the capability to sustain response operations; and
 3. that planning for recovery operations occurs concurrently.
- c. DEOCON in Districts not directly affected by, but adjoining the area of an emergency, are to activate their DEOC to an appropriate level, and inform District level Agency Controllers and Functional Area Coordinators of the situation. The SEOC is to be advised activation has occurred.

511. Stand Down

When the SEOCON is satisfied that the emergency has been contained, he/she is to:

- a. inform the Minister, and recommend either cancellation of the "state of emergency" if one is in force, or, to cover the period of recovery operations if necessary, its extension. The time of cancellation is then to be advised to relevant DEOCON's, Agency Controllers and Functional Area Coordinators;
- b. advise all concerned of the arrangements to apply during emergency recovery operations;
- c. arrange for the media and public to be informed; and
- d. advise the procedures for an operational debrief.

PROCEDURES AT DISTRICT AND LOCAL LEVELS

512. The mobilisation stages and sequence of actions at District and Local levels are to reflect the actions detailed above.

EVACUATION

513. Evacuation of persons or animals from an area of danger or potential danger is a possible strategy in combating any particular hazard impact.

Decision

514. The decision to evacuate persons or animals is not a decision which should be taken lightly. Evacuation necessitates a coordinated approach to ensure that all of the evacuees needs are met. In some circumstances, it may be more appropriate for people to remain in place and take other measures to ensure their safety.
515. The requirement to evacuate or stay should ideally be identified during the planning process and be included in Agencies' Sub Plans or Standing Operating Procedures as necessary. However on occasions immediate evacuation may become necessary.
516. The Agencies with the authority to order evacuation are to ensure that the affected community is informed, through a public information programme, of the proposed evacuation.
517. The Controller responsible at the time (Combat Agency Controller or EOCON) will determine the

need for evacuation.

518. If evacuation is the preferred option, the controller is to consult with:
- a. the Welfare Services Functional Area Coordinator to identify a safe and suitable Evacuation Assembly Area or Welfare Centre.
 - b. consult with the Transport Services Functional Area Co-ordinator to arrange suitable transport from and return to the affected area.
 - c. consult with the Agricultural and Animal Services Functional Area Coordinator to arrange safe and suitable animal evacuation areas / centres.

Authority

519. The authority to order an evacuation should also be clear. The following table indicates which individuals and organisations have the authority to order an evacuation of persons or animals and under which circumstances.

| INDIVIDUAL/ORGANISATION | CIRCUMSTANCES |
|---|--|
| The Minister, or an “emergency services officer” (as defined) when authorised by the Minister. | During a declared State of Emergency, direct a person to leave premises and move out of an emergency area or part thereof, taking any persons in their care with them and/or not to enter an emergency area or part thereof. (S.37 - SERM Act) |
| A senior Police Officer (of or above the rank of Sergeant) | If satisfied that there are reasonable grounds for doing so for the purpose of protecting persons from injury or death threatened by an actual or imminent emergency. (S.60L - SERM Act) |
| A Police Officer | The NSW Police Act empowers police officers to evacuate persons considered at risk. This authority to evacuate is more widely used on a day-to-day basis than that granted under the State Emergency and Rescue Management Act. |
| The Fire Brigade Officer in charge at a fire or hazardous materials incident | Take such measures as the officer thinks fit to protect life and property and to remove any persons, vehicle, vessel or thing which might interfere with the work of the Fire Brigades. (S13;19 - Fire Brigades Act) |
| Rural Fire Service | The officer in charge of a rural fire brigade or group of rural fire brigades may cause any street or public place in the vicinity of a fire, incident or other emergency to be closed to traffic. |
| The Director-General of the State Emergency Service, or an ‘emergency officer’ (as defined) when authorised by the Director-General | Direct a person to leave premises and move out of an emergency area or part thereof, taking any persons in their care with them and/or not to enter an emergency area or part thereof. (S.22 - State Emergency Service Act) |

Evacuation Warnings

520. Evacuation warnings to the public, or advice not to evacuate, will be authorised and released by the person or Agency in control of the event, in accordance with their agencies normal operating procedures.
521. The normal means of disseminating warnings and advice to the public is via the electronic media. In some circumstances, particularly if there is a need for urgent evacuations or other actions, evacuation warnings will be reinforced by:-
- a. use of public address systems fitted to Emergency Services vehicles.

- b. evacuation teams, consisting of Emergency Services personnel and others as necessary, to carry out door knocks of the affected areas.
522. Warnings to evacuate, whether disseminated via the media or by door knocks, should contain:-
- a. instruction to evacuate
 - b. location of Assembly Areas for transport to Evacuation Centres.
 - c. location of Evacuation Centres, for those using private transport.
 - e. authorised route/s to Evacuation Centres
 - f. arrangements for children in Schools and Pre Schools.
 - g. arrangements for elderly or infirm residents unable to self evacuate.
 - h. arrangements for animals and pets.
 - i. likely duration of the evacuation.
523. Media Contact Directory is to be maintained at the Combat Agency Operations Centres and the SEOC for warnings to the public.

Withdrawal

524. Combat Agencies conducting evacuations must liaise with Police to ensure security of the evacuated area and to coordinate Disaster Victim Registration. They must also consult with the Welfare Services Coordinator, Transport Services Coordinator and the Agricultural and Animal Services Coordinator
525. Police, if requested by the Combat Agency Controller or the SEOCON, will conduct the evacuation of persons and their pets to the selected Evacuation Centre, secure the evacuated area and coordinate Disaster Victim Registration.
526. Transport requirements will be organised by the Transport Services Functional Area Coordinator. People should however be permitted to use their own vehicles provided it is safe for them do so.
527. If evacuation is ordered, the Combat Agency Controller is to arrange for a check of the area to ensure that evacuation is complete.
528. If evacuation is necessary to an adjoining Local Government Area, arrangements are to be coordinated at District level.

Shelter

529. The Welfare Services Coordinator is to:-
- a. arrange for staffing of the identified Evacuation Centre/s in time to receive the evacuees.
 - b. provide welfare support services to evacuees in accordance with the Welfare Services Functional Area Supporting Plan, and
 - c. address longer term accommodation and shelter of animals requirements.

Return

530. The Agency/Authority which initiated the evacuation determines, in consultation with the Recovery Coordinating Committee (if established), and the Coordinators of Welfare Services, Engineering Services and Health Services Functional Areas, when it is safe for evacuees to return to their homes and arranges for the evacuees to be advised accordingly.

531. Transport is to be arranged by the Transport Services Functional Area Coordinator.

ROAD CLOSURES

532. A number of Organisations have the authority to close roads. The following table indicates the Organisations which have the authority to close roads and the circumstances when that authority can be exercised.

| ACT | SECTION | SITUATION | AUTHORISED PERSON | PROVISO |
|--|----------|--|---|--|
| Traffic Act 1909 | 23 | Close any public street to traffic during any temporary obstruction or danger | Police | Non emergency situations |
| State Emergency and Rescue Management Act 1989 | 37 | Persons not to enter the emergency area | Minister or authorised Emergency Services Officer | A State of Emergency must be declared |
| Fire Brigades Act 1989 | 13 | Close any street in the vicinity of a fire or HAZMAT incident | OIC at a fire or HAZMAT incident | |
| Rural Fires Act 1997 | 24 | Close any street or public place in the vicinity of a fire, incident or other emergency | OIC at a Fire Incident or other emergency | |
| State Emergency Service Act 1989 | 22(1)(c) | Persons not to enter the Emergency Area | Director General or authorised Emergency Officer | |
| Ambulance Services Act 1990 | 12 | Close a road for the protection of persons from injury or death | | |
| Stock Diseases Act 1923 | 12 & 15 | Restriction of entry to and exit from a quarantined area and closure of roads which pass through a restricted area to vehicles and stock | Minister for Primary Industries | Notification in Gazette and newspaper |
| Exotic Diseases of Animals Act 1991 | 13 | Declaration of entry and exit points during an exotic disease outbreak | Department of Primary Industries Inspector | |
| Roads Act 1993 | 115 | Close roads to protect the public from any hazards on the public road | Roads Authority | This power is rarely used in emergencies as the powers of Emergency Services Officers generally suffice. Relates only to those roads for which Council is deemed to be the "Roads Authority" |

| ACT | SECTION | SITUATION | AUTHORISED PERSON | PROVISO |
|---------------------------------|----------------|---|--------------------------|----------------|
| Roads Act 1993 | 116 | Roads Authority applies to RTA for consent to regulate traffic | Roads Authority | |
| Roads Act 1993 | 120 | Minister may direct Roads Authority to exercise traffic regulation powers | Minister | |
| Roads Act 1993 | 121 | Minister may regulate traffic in certain circumstances | Minister | |
| Roads Act 1993 | 122 | Roads Authority may temporarily regulate traffic including prohibiting vehicles to pass | Roads Authority | |
| Roads (General) Regulation 1994 | Clause 56 | Roads Authority may temporarily close ferries | Roads Authority | |

533. In addition the RTA Traffic Management Centre will:-

- a. deploy RTA Traffic Commanders to major unplanned incidents.
- b. accept responsibility for traffic management from the incident perimeter into the rest of the road network
- c. take the lead role in communicating traffic management arrangements/issues to the Media
- d. provide close support to the Police Incident Commander for traffic control within an incident perimeter.
- e. develop and deploy Maintenance and Traffic Emergency Services (MATES) teams for specific routes.
- f. provide a comprehensive and timely response of specialised resources to support traffic management.

PART SIX

EMERGENCY RECOVERY OPERATIONS

GENERAL

601. When an emergency has been contained, the emergency management structure continues to conduct recovery operations to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsible agencies. While local government authorities have significant responsibility for the well-being of local communities, and play a major role in recovery operations, they may require significant resource support, particularly with respect to the overall coordination of recovery operations.
602. It is essential that the requirements of recovery operations are assessed and planned during the earliest stages of an emergency operation. Although an overlap will occur between the commencement of the recovery and the completion of the response, the handover of responsibilities between the response organisations and the recovery organisations needs to be considered carefully. EOCON's are responsible to ensure recovery planning occurs.
603. Those involved in contributing to recovery operations should keep in mind that the whole purpose of such operations is to assist the affected community to manage its own recovery, while recognising that there will invariably be a requirement for external technical, physical and financial assistance.

PRINCIPLES

- 604 Disaster recovery is most effective when the following nationally recognised principles are applied:
- a. management arrangements recognise that disaster recovery is a complex, dynamic and protracted process;
 - b. agreed plans and management arrangements are well understood by the community and disaster management agencies;
 - c. recovery agencies are properly integrated into disaster management arrangements;
 - d. community service and reconstruction agencies have input into key decision-making;
 - e. recovery services are conducted with the active participation of the affected community;
 - f. recovery managers are involved from the initial briefing on the operation;
 - g. recovery services are provided in a timely, fair, equitable and flexible manner; and
 - h. recovery personnel are supported by training programs and exercises.
(Source: National Standing Committee of Community Services and Income Security Administrators).
605. The recovery process will commence as soon as possible during and following the impact and every effort will be made to ensure that individuals from the affected communities are actively involved in their own recovery.

606. Management of recovery services should, whenever possible, occur at local level, although District and, on occasions, State support will be required. Combat agencies are to advise the appropriate Emergency Operations Controller (EOCON) if specific recovery coordination will be required.
607. Recovery services are most effective when managed by an identified recovery coordinator.
608. There are a number of coordination options available, these include:
- a. LEOCON appointment – Disaster Recovery Coordinator - LEOCON established Committee.
 - b. DEOCON appointment – Disaster Recovery Coordinator - DEOCON established Committee.
 - c. Welfare Services Functional Area Coordinator – Welfare Services Committee and key representatives advise.
 - d. Engineering Services Functional Area Coordinator – Engineering Functional Area committee and key representatives advise.
 - e. SEOCON appointments – Welfare Services Coordinator - SEOCON established Committee.
 - f. Minister appointments – Welfare Services Coordinator - Appointee established committee or task force.

PLANNING FOR RECOVERY

609. Emergency Management Committees at all levels are responsible for recovery planning, which is to be undertaken in accordance with the principles contained herein, and the relevant State level supporting plans & sub plans.
610. The main roles of Recovery Committees are:
- a. coordinate arrangements to make an initial assessment of the impact;
 - b. establish priorities;
 - c. identify shortfalls in resources;
 - d. coordinate provision of services; and
 - e. keep the community informed of recovery strategies.

RECOVERY AT LOCAL LEVEL

611. As soon as possible following an emergency, the LEMC is to meet in order to form a Local Recovery Committee. The LEMC provides a good basis for a Local Recovery Committee, but local community groups such as the local Chamber of Commerce and non-government agencies should be added. The Combat Agency will need to attend the early meetings to provide an overview of the situation.
612. Coordination of the recovery operation may occur at local or district level.
613. The DEMO and appropriate District Functional Area Coordinators (eg Health, Welfare,

Engineering and Agriculture) are to be invited to the initial local meeting and to subsequent meetings as required.

LOCAL RECOVERY COORDINATORS

614. The appointment of a Local Recovery Coordinator is critical to the success of recovery operations. This should be discussed by the LEMC when it meets to form the Local Recovery Committee. The appointment of the coordinator should occur in consultation with the DEOCON, on the recommendation of the LEOCON.
615. In the event that there is likely to be the need for significant outside resources, the LEOCON on the advice of the LEMC will normally recommend the appointment of a higher level Recovery Coordinator.

HIGHER LEVEL RECOVERY COORDINATORS

616. In the event that the need is identified for a higher level Recovery Coordinator to be appointed, the DEOCON, as Chair of the District Emergency Management Committee will consult with the SEOCON who will appoint a coordinator in consultation with appropriate State level agencies.

RECOVERY AT DISTRICT LEVEL

617. In the event that an emergency impacts on several local government areas within an emergency management district, it will be necessary to form a District Recovery Coordination Committee.
618. In such circumstances the DEMC will meet to determine the composition of the committee and nominate a Coordinator to the SEOCON for approval. Local Recovery Committees will be required, but will act as sub-committees to the District Recovery Committee.

RECOVERY AT STATE LEVEL

619. When an emergency impacts on several adjoining emergency management districts, or in the event of a major emergency, it may be necessary to establish a State level Recovery Coordinating Committee.
620. When there is a likelihood that this may be required, the SEOCON will meet with the SEMC and make a decision on an appropriate structure, including the appointment of a State Recovery Coordinator.

LONG TERM RECOVERY

621. In the event that long term recovery and reconstruction are going to be needed, SEOCON and the SEMC may recommend to the Minister or Premier the formation of a Special Recovery Coordinating Committee to coordinate long term recovery planning and coordination.
622. The Minister or Premier may appoint a Special Recovery Coordinator, who if so appointed is to be the Chairperson of the Special Recovery Coordinating Committee, and will normally report directly to Government.

RECOVERY CENTRES

623. Delivery of recovery services is undertaken from Recovery Centres, which brings together all service providers within one location.
624. Recovery Centres will be established in cooperation with local government.

625. The need to establish Recovery Centres will be considered whenever there is an emergency.
626. The decision to establish a Recovery Centre is made by the Welfare Services Functional Area Coordinator in consultation with the relevant Emergency Service organisation.
627. The agencies providing services in the centre may include:
- a. Department of Community Services
 - b. Community Partners and Agencies (NGOs)
 - c. Department of Commerce
 - d. Department of Primary Industries
 - e. State Council Rural Lands Protection Board
 - f. NSW Health Department
 - g. Department of Housing
 - h. Centrelink
 - i. Electricity service providers
 - j. Office of Fair Trading, and
 - k. Telecommunications service providers.
628. A Recovery Centre may include the following facilities:
- a. Security for access – separating clients from the general office
 - b. Reception area
 - c. Interview rooms
 - d. Meeting room
 - e. Staff room
 - f. Storage area
 - g. Administration area and offices.

EMERGENCY FINANCIAL ASSISTANCE

629. Emergency financial assistance to persons affected by emergencies is coordinated by the Welfare Services Functional Area.

PART SEVEN

LOGISTICS, ADMINISTRATION AND TRAINING

GENERAL

701. To be successful, both emergency response and recovery operations require the effective control and coordination of logistic support, and the use of sound administrative procedures.

LOGISTIC SUPPORT (SUPPLY OF GOODS AND SERVICES)

702. Where practicable, normal procedures within existing delegations should be used for the acquisition and supply of goods and services. If a requirement for goods and services is beyond the resources of State Agency Controllers and Functional Area Coordinators, the matter is to be referred to the State Emergency Operations Centre. Requisitions sent to the State Emergency Operations Centre are to be authorised by the requesting State Agency Controller or Functional Area Coordinator, or appointed delegate.
703. To assist in the coordination of logistic support, a Logistic Support Cell may be established in the State Emergency Operations Centre. The tasks of the Logistic Support Cell include:
- a. processing requests for logistic support from Agencies and Functional Areas;
 - b. monitoring operations and planning, to identify logistic implications, and to forecast logistic requirements; and
 - c. providing advice on logistic matters to the State Emergency Operations Controller.

ADMINISTRATION

Expenditure and Recovery of Funds

704. Expenditure of funds by Agencies or Functional Areas during emergency response or recovery operations is to be met in the first instance by the providers of resources from within their normal operating budgets. Should the expenditure be of such a magnitude as to prevent the providing Agencies / Functional Areas from continuing their normal operations for the remainder of the financial year, Treasury may provide supplementation, but Departments cannot be guaranteed that funding will be provided.
705. Certain expenditure incurred during emergency response or recovery operations following natural disasters may be included under the Commonwealth / State funding arrangements.
706. So that claims may be made on the Commonwealth, Departments are to inform Treasury, on a monthly basis, of the expenditure incurred to date, and the estimate for the year, on natural disaster relief and restoration measures.
707. Reimbursements to Departments are determined by the State Government in the light of the Commonwealth contribution, and the overall budgetary situation.
708. State Trading Enterprises, except for Railways, are not eligible for assistance under the Commonwealth funding arrangements.

Workers Compensation

709. When participating in emergency response or recovery operations under the direction of Agency Controllers or Functional Area Coordinators:
- a. the provisions of the Workers Compensation Act, 1987 (as amended) apply to employees of the Crown; and
 - b. the provisions of the Workers Compensation (Rural Fire, Emergency and Rescue Services) Act, 1987 (as amended) apply to registered emergency volunteers or casual emergency volunteers.

EMERGENCY EXERCISES

710. The capability of the emergency management structure of the State to respond effectively in emergency response and recovery operations needs to be regularly tested by exercises conducted by individual Agencies and Functional Areas, and by the emergency management structure as a whole at State, District and Local levels.
711. In addition, Functional Areas whose roles are not normally associated with emergencies are to conduct specialist training for individuals, and to exercise the Area's emergency management system.
712. Conducting well prepared and coordinated exercises, in addition to testing emergency plans and Standing Operating Procedures (SOPs), leads to a better mutual understanding and cooperation between the various components of the State's emergency management structure.

PART EIGHT

ANNEXES

| | |
|----------------|--|
| Annex A | State Level Supporting Plans |
| Annex B | Emergency Management Districts |
| Annex C | Format of Request to the Media to use SEWS |
| Annex D | Format for Declaration and Revocation of a State of Emergency |
| Annex E | Concept of Emergency Operations |
| Annex F | Specific Control Responsibilities |
| Annex G | “State of Emergency” - as described by Legislation |
| Annex H | Guidelines for the application of Property Powers under the State Emergency and Rescue Management Act, 1989 (as amended) and the State Emergency Service Act, 1989 (as amended). |

STATE LEVEL SUPPORTING PLANS

The following State Level Functional Area Supporting Plans have been issued:

| FUNCTIONAL AREA SUPPORTING PLANS | REMARKS |
|---|---------------------------------------|
| AGRICULTURAL & ANIMAL SERVICES | Issued December, 2005. |
| COMMUNICATION SERVICES | Being developed |
| ENERGY & UTILITY SERVICES | Issued December, 2004. |
| ENGINEERING SERVICES | Issued 17 July 1992. Under review |
| ENVIRONMENTAL SERVICES - "ENVIROPLAN" | Issued December, 2005. |
| HEALTH SERVICES - "HEALTHPLAN" | Issued June, 2005. |
| PUBLIC INFORMATION SERVICES | Issued September, 2000. Under review. |
| TRANSPORT SERVICES | Issued August 1999. Under review. |
| WELFARE SERVICES | Issued 17 July 1992. Under review. |

Annex A - 2

The following State Sub Plans, relating to specific hazards or emergencies, have been authorised for issue as part of, and relating to, DISPLAN.

| STATE SUB PLAN | REMARKS |
|--|-------------------------------------|
| ANIMAL HEALTH EMERGENCY | Issued December, 2005. |
| AVIATION EMERGENCY | Issued December, 2004. |
| FOOD INDUSTRY EMERGENCY | Issued October, 2004. |
| HAZARDOUS MATERIALS/CHEMICAL, BIOLOGICAL, RADIOLOGICAL EMERGENCY - "HAZMAT/CBR PLAN" | Issued September, 2005. |
| LUCAS HEIGHTS EMERGENCY SUB PLAN | Issued November, 2005. |
| MAJOR STRUCTURE COLLAPSE PLAN | Issued December 2001. Under review. |
| MARINE OIL AND CHEMICAL SPILL PLAN | Issued January, 2006. |
| NEPEAN HAWKESBURY FLOOD EMERGENCY PLAN | Issued December, 2005. |
| STATE BUSH FIRE PLAN | Issued August 2002. |
| STATE FLOOD PLAN | Issued April 2001. Under review. |
| STATE STORM PLAN | Issued August 2000. Under review. |
| SYDNEY CBD EMERGENCY PLAN | Issued December, 2005. |
| TSUNAMI | Issued December, 2005. |

EMERGENCY MANAGEMENT DISTRICTS

Central West Emergency Management District comprises the Bathurst Regional Council, Blayney Council, Cabonne Council, Cowra Council, Forbes Council, City of Lithgow Council, Lachlan Council, Oberon Council, Orange City Council and Parkes Council.

Far West Emergency Management District comprises the Bogan Council, Bourke Council, Brewarrina Council, Broken Hill City Council, Central Darling Council, Cobar Council and the Unincorporated Area of NSW.

Georges River Emergency Management District comprises the areas of Council of the City of Botany Bay, Hurstville City Council, Kogarah Municipal Council, Randwick City Council, Rockdale City Council Sutherland Council and the waters of Botany Bay and Port Hacking.

Hunter-Central Emergency Management District comprises the areas of Cessnock City Council, Dungog Council, Gosford City Council, Lake Macquarie City Council, Maitland City Council, Muswellbrook Council, Newcastle City Council, Port Stephens Council, Singleton Council, Upper Hunter Council, Wyong Council and the waters of Brisbane Waters, Port Stephens and Port Hunter.

Illawarra Emergency Management District comprises the areas of Council of the Municipality of Kiama, Shellharbour Council, Shoalhaven City Council, Wollongong City Council and the waters of Jervis Bay.

Mid North Coast Emergency Management District comprises the areas of Bellingen Council, Coffs Harbour City Council, Gloucester Council, Greater Taree City Council, Great Lakes Council, Hastings Council, Kempsey Council, Nambucca Council and Lord Howe Island.

Monaro Emergency Management District comprises the areas of Bega Valley Council, Bombala Council, Cooma-Monaro Council, Eurobodalla Council, Palerang Council, Queanbeyan City Council and Snowy River Council.

Murray Emergency Management District comprises the areas of City of Albury Council, Balranald Council, Berrigan Council, Conargo Council, Corowa Council, Deniliquin Council, Greater Hume Council, Jerilderie Council, Murray Council, Tumbarumba Council, Urana Council, Council of the Shire of Wakool and Wentworth Council.

Northern Rivers Emergency Management District comprises the areas of Ballina Council, Byron Council, Clarence Valley Council, Kyogle Council, Lismore City Council, Richmond Valley Council and Tweed Council.

Peel Emergency Management District comprises the areas of Armidale Dumaresq Council, Glen Innes Severn Council, Gunnedah Council, Guyra Council, Gwydir Council, Inverell Council, Liverpool Plains Council, Moree Plains Council, Narrabri Council, Tamworth Regional Council, Tenterfield Council, Uralla Council, Walcha Council.

Riverina Emergency Management District comprises the areas of Bland Council, Carrathool Council, Coolamon Council, Griffith City Council, Hay Council, Junee Council, Leeton Council, Lockhart Council, Murrumbidgee Council, Narrandera Council, Temora Council and Wagga Wagga City Council.

Southern Highlands Emergency Management District comprises the of areas of Boorowa Council, Cootamundra Council, Goulburn Mulwaree Council, Gundagai Council, Harden Council, Tumut Council, Upper Lachlan Council, Weddin Council, Yass Valley Council and Young Council.

Annex B - 2

Sydney East Emergency Management District comprises the areas of Council of the City of Sydney, Waverley Council, Woollahra Municipal Council, and the waters of Port Jackson and Parramatta River up to the Parramatta Weir.

Sydney Mid West Emergency Management District comprises the areas of Council of the Municipality of Ashfield, Burwood Council, Canterbury City Council, City of Canada Bay Council, Leichhardt Municipal Council, Marrickville Council and Strathfield Municipal Council.

Sydney North Emergency Management District comprises the areas of Council of the Shire of Hornsby, Council of the Municipality of Hunters Hill, Ku-ring-gai Council, Lane Cove Municipal Council, Manly Council, Mosman Municipal Council, North Sydney Council, Pittwater Council, Ryde City Council, Warringah Council, Willoughby City Council, and the waters of Broken Bay, Pittwater and the Hawkesbury River upstream to Wisemans Vehicle Ferry.

Sydney South West Emergency Management District comprises the areas of Bankstown City Council, Camden Council, Campbelltown City Council, Fairfield City Council, Liverpool City Council, Wingecarribee Council and Wollondilly Council.

Western Slopes Emergency Management District comprises the areas of Coonamble Council, Dubbo City Council, Gilgandra Council, Mid Western Regional Council, Narromine Council, Walgett Council, Warren Council, Warrumbungle Council and Wellington Council.

Western Sydney Emergency Management District comprises the areas of Auburn Council, Council of the Shire of Baulkham Hills Council, Blacktown City Council, Blue Mountains City Council, Hawkesbury City Council, Holroyd City Council, Parramatta City Council and Penrith City Council.

FORMAT OF REQUEST TO THE MEDIA TO USE SEWS

Format of Request to the Media to Use SEWS

All requests to the media will contain the Name, Appointment and Telephone Number of the Authorising Officer and the Formal Warning Message. Use of this proforma is mandatory.

REQUEST TO BROADCAST AN EMERGENCY ANNOUNCEMENT USING THE STANDARD EMERGENCY WARNING SIGNAL

This is a formal request to broadcast the following emergency announcement preceded by Standard Emergency Warning Signal.

Please broadcast this message verbatim every _____ minutes for the next _____ hours(s)

This use of the SEWS is authorized by

_____ (name)

_____ (appointment)

This message may be confirmed by telephoning _____ (telephone No.)

EMERGENCY ANNOUNCEMENT

This is an official announcement for

_____ (Area)

Issued by

_____ (Appointment/Agency)

Concerning the _____ (Emergency Description)

Message Text

Optional details

_____ (What has happened, Where, When)

_____ (What has been done to date)

_____ (What actions are proposed)

PUBLIC SAFETY MESSAGES

(This section to include any actions the public should take to protect life and property)

THIS EMERGENCY ANNOUNCEMENT WAS ISSUED BY _____ APPOINTMENT/AGENCY

STAY TUNED TO THIS STATION FOR FURTHER INFORMATION

UPON RECEIPT OF A SEWS FAX:

If in doubt, confirm the message is not a hoax by calling the number given.

Begin the broadcast by playing the Standard Emergency Warning Signal for 15 seconds

- < Broadcast the Emergency Announcement verbatim.
- < Repeat the broadcast of the SEWS, followed by the Emergency Announcement, twice at five minute intervals, unless requested otherwise by the Authorising Officer.
- < Cancellation of the Request is to be confirmed by Fax by the Issuing Authority.

FORMAT FOR DECLARATION OF A STATE OF EMERGENCY

STATE EMERGENCY AND RESCUE MANAGEMENT ACT, 1989 (AS AMENDED)

ORDER DECLARING STATE OF EMERGENCY

I, Premier of the State of New South Wales, in
pursuance of Section 33 of the State Emergency and Rescue Management Act, 1989 (as amended), do, by
this my Order, declare that a State of Emergency exists in the following local government areas:

Council of.....

Council of.....

This Order has effect immediately on its being made and the declaration of the State of Emergency remains
in force (unless sooner revoked) for a period of 30 days from the date of making this order.

Dated this *day of* *in the year*

Premier

FORMAT FOR REVOCATION OF A STATE OF EMERGENCY

STATE EMERGENCY AND RESCUE MANAGEMENT ACT, 1989 (AS AMENDED)

ORDER REVOKING STATE OF EMERGENCY

I,.....Premier of the State of New South Wales, in
pursuance of Section 33 (2) of the State Emergency and Rescue Management Act, 1989 (as amended),
do by this my Order, revoke my Order of declaring a State of Emergency for
the following Local Government areas:

Council of

Council of

Dated thisday ofin the year

Premier

CONCEPT OF EMERGENCY OPERATIONS

| TYPE OF EMERGENCY OPERATION | CONTROL | SUPPORT | INFORMATION/LIAISON |
|--|---|---|---|
| <p>COMBAT AGENCY MANAGED</p> | <p>Combat agency controls operation and may request other agencies or Emergency Operations Controllers to assume responsibility for controlling specific elements.</p> <p>Supporting agencies command own elements and carry out support tasks as directed by combat agency, other agency or Emergency Operations Controller.</p> | <p>Support tasks which can be foreseen are agreed and reflected in combat agency plans, Displans, sub plans or supporting plans where applicable.</p> <p>Unforeseen support can be co-ordinated by the Emergency Operations Controller or the combat agency can deal direct with supporting agencies. In the latter case the Emergency Operations Controller must be kept informed.</p> | <p>It is the responsibility of the Combat Agency to ensure that the Emergency Operations Controller and the supporting Emergency Service Organisation and Functional Area Coordinators are kept informed of the situation.</p> <p>Emergency Operations Controllers, and supporting agencies under control of combat agency, provide liaison and resources to combat agency operations centres as required.</p> <p>Supporting agencies carrying out tasks under the coordination of an emergency operations controller provide liaison to the emergency operations centre as required.</p> |
| <p>OPERATIONS CONTROLLED BY EMERGENCY OPERATIONS CONTROLLERS</p> <p>This applies when:</p> <ul style="list-style-type: none"> Emergency operations controllers are designated in plans as controllers. There is no designated combat agency. Emergency Operations Controllers are requested by the Head of the combat agency to assume control. | <p>Emergency Operations Controller controls operations and co-ordinates resources, Individual agencies command own resources and carry out tasks as directed.</p> | <p>Support is provided by Functional Areas.</p> <p>Emergency Operations Controller may request other agency to coordinate support</p> | <p>It is the responsibility of the Emergency Operations Controller to ensure that the Emergency Service Organisations and Functional Area Coordinators are kept informed of situation.</p> <p>Agencies provide liaison to Emergency Operations Centre as required.</p> |

SPECIFIC CONTROL RESPONSIBILITIES

1. **Agencies**

| EMERGENCY | RESPONSIBLE AGENCY |
|--|---|
| ANIMAL, PLANT DISEASE, RODENT OR INSECT PLAGUE | DEPARTMENT OF PRIMARY INDUSTRIES |
| FIRE (WITHIN RURAL FIRE DISTRICT) | RURAL FIRE SERVICE |
| FIRE (WITHIN A FIRE DISTRICT) | NSW FIRE BRIGADES |
| FOOD INDUSTRY | NSW FOOD AUTHORITY |
| FLOOD | STATE EMERGENCY SERVICE |
| HAZARDOUS MATERIAL <ul style="list-style-type: none"> . ON LAND . INLAND WATERS . STATE WATERS | <ul style="list-style-type: none"> . NSW FIRE BRIGADES . NSW FIRE BRIGADES . RELEVANT PORT AUTHORITY |
| LAW ENFORCEMENT DURING A DECLARATION | NSW POLICE |
| MARINE OIL & CHEMICAL SPILLS | RELEVANT PORT AUTHORITY |
| PANDEMIC | NSW HEALTH |
| SEARCH AND RESCUE | NSW POLICE |
| STORM AND TEMPEST | STATE EMERGENCY SERVICE |
| TSUNAMI | STATE EMERGENCY SERVICE |

2. **Emergency Operations Controllers**

- Aviation Emergency
- Major Structure Collapse Emergency
- Other emergencies not designated to a combat agency
- Terrorist Act

“STATE OF EMERGENCY” - AS DESCRIBED BY LEGISLATION

| LEGISLATION | STATE OF EMERGENCY - OPERATES IN RELATION TO | AUTHORISED BY / POWER TO DIRECT |
|---|---|--|
| State Emergency & Rescue Management Act, 1989 (as amended) - [SERM Act] | Emergency - as defined in that Act [paragraph 4], and in this plan | the Premier may, by order in writing, declare that a state of emergency exists in the whole, or in any specified part or parts, of NSW in relation to that emergency - [SERM Act 33]. The Minister for Emergency Services is responsible for controlling and coordinating the activities.....and resources.... [SERM Act 37] |
| Essential Services Act, 1988 (as amended) - [ES Act] | Essential services - as defined in that Act [paragraph 4], and in this Plan | The Governor may, by order in writing, declare that a state of emergency exists in relation to the essential service [ES Act 10]. Any such order shall specify the Minister who may give directions.....[ES Act 10(2)(b)] |
| Dams Safety Act, 1978 (as amended) - [DS Act] | Prescribed dam - listed as Schedule 1 of that Act | The Minister (Natural Resources) may, by order in writing, declare that a state of emergency exists in respect of the prescribed dam - [DS Act 21(1)] |
| Local Government Act, 1993 - [LG Act] | Water, sewerage and drainage works and facilities - Part 3, Division 2 of that Act. [relates to council dams] | Section 62 of that Act provides “powers of Minister (Commerce) during emergencies” - [without definition of an ‘emergency’] - in relation to an emergency exists that constitutes a threat to public health or public safety/..... and concurred with by the Minister for Health - [LG Act 62(2)]. |
| Community Welfare Act, 1987 (as amended) - [CW Act] | The provision of community welfare services for disaster victims - as defined in that Act 37(1) & 38 | The Minister (Community Services) may, by order in writing, declare a disaster to be a disaster [CW Act 37A].... and the Director General may take steps..... the purposes of coordinating the provision of community welfare services for disaster victims.... [CW Act 38] |

GUIDELINES FOR THE APPLICATION OF PROPERTY POWERS UNDER THE STATE EMERGENCY AND RESCUE MANAGEMENT ACT, 1989 (AS AMENDED) AND THE STATE EMERGENCY SERVICE ACT, 1989 (AS AMENDED).

*GUIDELINES ARE TO BE READ IN CONJUNCTION
WITH THE RELEVANT ACT.*

INTRODUCTION:

1. Within the State of New South Wales there is provision under the State Emergency and Rescue Management Act, 1989 (as amended) [SERM Act] for the Premier to declare a state of emergency. The area involved may include the whole of the State or any part thereof and is referred to as an emergency area.
2. During a State of Emergency additional powers are available to an 'emergency services officer', who must be authorised by the Minister for Emergency Services. An emergency services officer may, for the purposes of protecting persons from injury or death or protecting property, direct or authorise certain activities in an emergency area.
3. The SERM Act, empowers certain members of the NSW Police to exercise powers relating to property in certain circumstances during an emergency in a danger area which is not subject to a declaration of a state of emergency.
4. The State Emergency Service Act, 1989 (as amended) [SES Act] empowers the Director-General of the State Emergency Service to authorise a 'senior emergency officer' to exercise powers in respect to emergencies resulting from flood, storms, tempest, and when directed by the State Emergency Operations Controller, civil defence and to deal with an emergency for which there is no combat agency.
5. When contemplating the exercise of the following powers appropriate consultation, wherever practicable, with the responsible agencies and environmental, historical, heritage and cultural conservation concerns should be considered by the authorised officer.
6. The respective emergency services organisations are to develop specific instructions for the application of these guidelines within each organisation.

SERM ACT - EMERGENCY SERVICES OFFICERS POWERS

7. Definitions used in this section:
- Emergency area means the area in which a state of emergency is declared to exist. (See paragraph 1)
 - emergency services officer means any of the following:
 - (a) a police officer,
 - (b) an officer of the NSW Fire Brigades of or above the position of station commander,
 - (c) an officer of the State Emergency Service of or above the position of unit controller, or a divisional executive officer or the Director, Operations of that service,
 - (d) a member of a rural fire brigade of or above the position of deputy captain.
 - (e) a District Emergency Management Officer.
 - Premises includes land, place, building, vehicle, vessel or aircraft, or any part of premises.
8. Section 37A - Power to Take Other Safety Measures.
- Briefly these powers are:-
- (a) closure of roads
 - (b) closure of places
 - (c) destruction/shoring up of premises
 - (d) shutting of supply of substances
 - (e) shutting off/disconnection of gas and/or electricity
 - (f) taking possession/removal/destruction of any material or thing - dangerous or interfere with operation
9. The exercise of these powers by an emergency services officer is subject to very stringent conditions and are as follows:-
- the Minister or an emergency services officer so authorised by the Minister directs any or all of the activities
 - the powers only apply in emergency area/s or any part of an emergency area.
 - closure of roads and places should be carried out by police, in conjunction with the owner wherever possible. In the absence of police the owner should be directed to undertake the closure
 - there is appropriate consultation, wherever practicable, and consideration should be given to environmental, heritage, cultural and historical conservation concerns prior to the

exercise of these powers. These agencies may be accessed through the appropriate Functional Area Coordinator or the local council. See paragraph 31.

- shutting off any supply should only occur to single premises and in consultation with the occupier and/or supply authority. See paragraph 32.

10. Section 37B - Power to Enter Premises.

- Permits a person to enter premises for the purposes of complying with a direction of an emergency services officer. Entry is subject to the following sections.

11. Section 37C - Notice of Entry.

- An authorised person may enter premises without giving notice if permitted by the owner or occupier, the premises are open to the public or if required urgently and is subject to authorisation of entry without notice. In all other cases written notice must be provided.

12. Section 37D - Care to be Taken.

- When entering premises an authorised person must do as little damage as possible.

13. Section 37E - Use of Force.

- Reasonable force may only be used if authorised, in writing by the Minister. Any use of force must be notified to the authorising emergency services officer who directed the entry in the first instance and that person must make full record of such forced entry and notify the appropriate operations centre.
- Any decision to use force should not be taken lightly and the consequences in relation to the use of force and any retaliatory action that may be taken by an owner or occupier should always be borne in mind. In any case when use of force is found necessary full consideration must be given to, and steps taken to ensure the security of the premises so entered.

14. Section 37F - Authority to Enter Premises.

- A person may not enter any premises or take action unless in possession of a written authority which must be produced to the owner or occupier if required. The written authority must set out a number of details and bear the signature of the Minister or emergency services officer who issued the direction. (Suggested format is at pages 67 and 68).
- A police officer exercising powers to enter premises or take action may do so without such written authority provided the officer produces his or her warrant card if required to do so by the owner or occupier.

SERM ACT - POLICE POWERS IN AN EMERGENCY

15. Definitions used in this Section:

- Danger area means the area specified by a senior police officer as the area in which an emergency is causing or threatening to cause injury or death.

- Senior police officer means a police officer of or above the rank of sergeant or a police officer of a class prescribed as being within this definition by the regulations.

16. Section 61 - Power of police to take other safety measures.

Briefly these powers are:-

- (a) closure of roads
- (b) closure of places
- (c) destruction/shoring up of premises
- (d) shutting of supply of substances
- (e) shutting off/disconnection of gas and/or electricity
- (f) taking possession/removal/destruction of any material or thing - dangerous or interfere with operation

17. The exercise of these powers by a senior police officer is subject to very stringent conditions and are as follows:-

- the powers only apply in danger area/s or any part of a danger area,
- appropriate consultation, wherever practicable, and consideration should be given to environmental, heritage, cultural and historical conservation concerns prior to the exercise of these powers. These agencies may be accessed through the appropriate functional area co-ordinator or the local council. (See paragraph 31).
- shutting off any supply should only occur to single premises and in consultation with the occupier and/or supply authority. (See paragraph 32).

18. Section 61A - Power to enter premises.

- Permits a police officer to enter premises for the purposes of complying with a direction under section 61 (1). Entry is subject to following sections.

19. Section 61B - Notice of Entry.

- An authorised police officer may enter premises without giving notice if permitted by the owner or occupier, the premises are open to the public or if required urgently and is subject to authorisation of entry without notice. In all other cases written notice must be provided.

20. Section 61C - Care to be taken

- When entering premises an authorised police officer must do as little damage as possible.

21. Section 61D - Use of force.

- Reasonable force may only be used if authorised, in writing by the senior police officer. Any use of force must be notified to the senior police officer who directed the entry in the first instance and that person must make full record of such forced entry and notify the

Commissioner of Police.

- Any decision to use force should not be taken lightly and the consequences in relation to the use of force and any retaliatory action that may be taken by an owner or occupier should always be borne in mind. In any case when use of force is found necessary full consideration must be given to, and steps taken to ensure the security of the premises so entered.

22. Section 61E - Police officer to produce warrant card if required.

- Power to enter or take action on premises may not be exercised unless the police officer produces his/her warrant card if required to do so by the owner or occupier of the premises.
- Warrant card means police identification.

SES Act - SENIOR EMERGENCY OFFICER POWERS

23. Definitions used in this section:

- Emergency areas means the areas affected by an emergency to which this Part 5 of the Act applies. (See paragraph 4).
- Senior emergency officer means any of the following:
 - (a) a police officer of or above sergeant or a police officer for the time being in charge of a police station,
 - (b) an officer of the NSW Fire Brigades of or above the rank of station commander,
 - (c) an officer of the State Emergency Service of or above unit controller, or a divisional executive officer or the Director, Operations of that Service,
 - (d) a member of a Rural Fire Brigade of or above deputy captain,
 - (e) a District Emergency Management Officer

Premises includes land, place, building, vehicle, vessel or aircraft, or any part of premises.

24. Section 22A - Power to Take Other Safety Measures.

Briefly these powers are:-

- (a) shutting off supply of substances
- (b) shutting off/disconnection of gas and/or electricity
- (c) taking possession/removal/destruction of any material or thing - dangerous or interfere with operation.

25. The exercise of these powers by a senior emergency officer is subject to very stringent conditions and are as follows:-

- the Director General of the SES or a senior emergency officer so authorised by the Director

General directs any or all of the activities,

- the powers only apply in emergency area/s or any part of an emergency area,
- shutting off any supply should only occur to single premises and in consultation with the occupier and/or supply authority. (See paragraph 32).
- appropriate consultation wherever practicable, and consideration should be given to environmental, heritage, cultural and historical conservation concerns prior to the exercise of these powers. These agencies may be accessed through the appropriate functional area coordinator or the local council. (See paragraph 31)

26. Section 22B - Power to Enter Premises.

- Permits a person to enter premises for the purposes of complying with a direction of a senior emergency services officer. Entry is subject to the following sections.

27. Section 22C - Notice of Entry.

- An authorised person may enter premises without giving notice if permitted by the owner or occupier, the premises are open to the public or if required urgently and is subject to authorisation of entry without notice. In all other cases written notice must be provided.

28. Section 22D - Care to be Taken

- When entering premises an authorised person must do as little damage as possible.

29. Section 22E - Use of Force.

- Reasonable force may only be used if authorised, in writing by the Director-General or the senior emergency officer. Any use of force must be notified to the authorising senior emergency officer who directed the entry in the first instance and that person must make full record of such forced entry and notify the appropriate operations centre.
- Any decision to use force should not be taken lightly and the consequences in relation to the use of force and any retaliatory action that may be taken by an owner or occupier should always be borne in mind. In any case when use of force is found necessary full consideration must be given to, and steps taken to ensure the security of the premises so entered.

30. Section 22F - Authority to Enter Premises.

- A person may not enter any premises or take action unless in possession of a written authority which must be produced to the owner or occupier if required. The written authority must set out a number of details and bear the signature of the Director-General or senior emergency officer who issued the direction. (Suggested format is at pages 67 and 68)
- A police officer exercising powers to enter premises or take action may do so without such written authority provided the officer produced his or her warrant card if required to do so by the owner or occupier.
- Warrant card means police identification.

CONSULTATION/CONSIDERATIONS

31. In exercising the power to direct the pulling down, destruction or shoring up of any wall or premises, the authorised officer should:
- a. isolate and cordon off the wall or premises;
 - b. where practicable, consult with the owner or occupier;
 - c. obtain technical advice on whether the building or structure is dangerous in its existing state or can be made temporarily safe.

[Technical advice includes structural, environmental, historical, heritage and cultural conservation aspects. At local level this advice may be available from the local council. In any event it can be accessed through the appropriate Engineering Services Functional Area Coordinator.]
 - d. only if there is no alternative is the structure to be destroyed to the extent which renders it safe.
32. In exercising the power to shut off or disconnect the supply of any water, gas, liquid, solid, grain, powder or other substance the authorised officer should:
- a. isolate and cordon off the premises or area;
 - b. in the case of supply to a single premise, consult with the supplier, owner or other competent authority to ensure that the shutting off or disconnection will not further endanger life or property (particularly if that supply has to be maintained to sustain life - eg individual dialysis machines - or the safe operational level of manufacturing/refining facilities);
 - c. in the case of a main supply line (ie a line supplying more than one single premise):-
 - i. consult with an authorised representative of the supply authority and determine if the shutting off or disconnection of supply can be carried out without further endangering life or property; and
 - ii. if the supply authority advises that the shutting off or disconnection of supply may further endanger life or property, only proceed, if there is no other reasonable course of action available.
33. An authorised officer is to only take possession of, remove or destroy any material or thing that may be dangerous to life or property or that may interfere with the response of emergency services to an emergency if the owner is not prepared to do so, or if the owner cannot be located in a reasonable period of time. This power is only to be exercised if there is no alternative solution.

TRAINING

34. Each agency from which emergency services officers/senior emergency officers can be authorised is responsible for ensuring those officers are trained in the operation of these guidelines. The agencies, in developing and conducting the training, are to consult with the relevant agencies and authorities with a responsibility for the supply of water, gas, electricity or other substance, or environmental, historical, heritage or cultural conservation, and where appropriate should incorporate the agencies' concerns in training programs.

EXAMPLE ONLY

STATE EMERGENCY AND RESCUE MANAGEMENT ACT 1989

AUTHORITY TO ENTER PREMISES

The holder of this authority

(Full Name)

is authorised by *.....the Minister for Emergency Services
*.....an emergency services officer, duly
authorised by the Minister for Emergency Services under section 37A of the Act
to enter any premises (including land, place, building, vehicle, vessel or aircraft, or any part of premises) for
the purpose of:

- ⊖ a. the closure of traffic of any street, road, lane, thoroughfare or footpath or place open to or used by the public, in an emergency area or any part of an emergency area,
- ⊖ b. the closure of any other public or private place in an emergency area or any part of an emergency area,
- ⊖ c. the pulling down, destruction or shoring up of any wall or premises that have been damaged or rendered insecure in an emergency area or any part of an emergency area,
- ⊖ d. the shutting off or disconnecting or the supply of any water, gas, liquid, solid, grain, powder or other substance in or from any main, pipeline, container or storage facility in an emergency area or any part of an emergency area,
- ⊖ e. the shutting off or disconnecting of the supply of gas or electricity to any premises in an emergency area or any part of an emergency area,
- ⊖ f. the taking possession of, and removal or destruction of any material or thing in an emergency area or any part of an emergency area that may be dangerous to life or property or that may interfere with the response of emergency services to the emergency.

For the purpose of this authority the emergency area to which it applies is

- ⊖ The holder is authorised to use reasonable force for the purposes of gaining entry to the premises to comply with the above powers, only if:
 - a. there is direct threat to life and property which can only be removed by the taking of such action; and
 - b. there is no other means of gaining entry; or
 - c. entry has been refused.

This authority is current from

date/time

Until

Date /time

.....
(Signed)
*Minister for Emergency Services
*Emergency Services Officer

* Delete if not applicable

EXAMPLE ONLY

STATE EMERGENCY SERVICE ACT 1989

AUTHORITY TO ENTER PREMISES

The holder of this authority.....
(Full Name)

is authorised by *.....the Director General State Emergency Service*.....a senior emergency officer, duly authorised by the Director General of the State Emergency Service under section 22A of the Act.

to enter any premises (including land, place, building, vehicle, vessel or aircraft, or any part of premises) for the purpose of:

- * a. the shutting off or disconnecting or the supply of any water, gas, liquid, solid, grain, powder or other substance in or from any main, pipeline, container or storage facility in an emergency area or any part of an emergency area,
- * b. the shutting off or disconnecting of the supply of gas or electricity to any premises in an emergency area or any part of an emergency area,
- * c. the taking possession of, and removal or destruction of any material or thing in an emergency area or any part of an emergency area that may be dangerous to life or property or that may interfere with the response of emergency services to the emergency.

For the purposes of this authority the emergency area to which it applies is

* The holder is authorised to use reasonable force for the purposes of gaining entry to the premises to comply with the above powers, only if:

- a. there is direct threat to life and property which can only be removed by the taking of such action; and
- b. there is no other means of gaining entry; or
- c. entry has been refused

This authority is current from.....
date/time

Until.....
date/time

.....
(Signed)
*Director General State Emergency Service
*Senior Emergency Officer

* Delete if not applicable

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