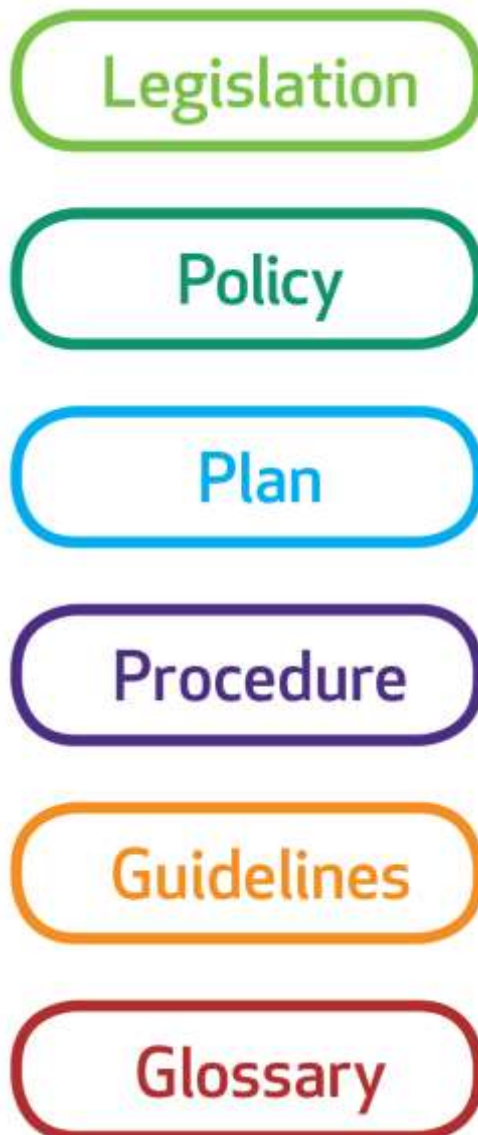


State Emergency Management Documents Mapping Sheet

In May 2016, the State Emergency Management Committee (SEMC) approved the suite of State emergency management (EM) documents namely:

- the State Emergency Management Policy (State EM Policy);
- the State Emergency Management Plan (State EM Plan);
- State Emergency Management Procedures (State EM Procedures);
- State Emergency Management Guidelines (State EM Guidelines); and
- the State Emergency Management Glossary (State EM Glossary).

The following diagram represents the hierarchy of the documents:



The new State EM documents:

- replace the 'SEMP policies';
 - contain the policy statements and operational arrangements within the former SEMP policies but with statement of fact (factual) amendments;
 - consolidate existing roles and responsibilities given by the SEMC to public authorities – refer to the State EM Policy;
 - incorporate:
 - *Westplan - Recovery Coordination*
 - *Part of Westplan - Emergency Public Information, with the remainder of the arrangements captured within the State Emergency Public Information Plan;*
 - *Part of Westplans – Welfare, Registration and Reunification and Reception, which have not been incorporated within the State Emergency Welfare Plan*
 - *Part of Westplan - Health, which is now incorporated within the State Health Emergency Response Plan.*
 - *Part of Westplan Telecommunication, with the remainder of the arrangements contained within the State Emergency Telecommunications plan. , Westplan Welfare*
- These documents are available on the SEMC website (semc.wa.gov.au).
- will form the basis for the next phase of the policy review project, which will look at enhancements to the State EM arrangements in consultation with stakeholders.

NOTE: The SEMC approved the revocation of Westplan – Freight Subsidy (Isolated Communities), and as such, all references to this plan should be removed from agency documents.

This mapping sheet provides the new location of policy statements and operational arrangements contained within the former State emergency management policies ('SEMP policies'), procedures and Westplans for Health, Recovery, Emergency Public Information, Welfare and Registration and Reunification. These statements can now be found within the suite of State EM documents, the State Emergency Management Committee (SEMC) website and agencies' operational plans.

Agencies and organisations are encouraged to use this mapping sheet to amend references in their plans, procedures and local emergency management arrangements

1. Location of policy statements, operational arrangements and further details within the State EM Policy, State EM Plan and State EM Procedures and the SEMC website

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 2.1 Development and review of State Emergency Management Policies	1.2 Authority 1.3 Purpose 1.4 Scope and application 1.5 Policy and plan administration		<u>Preparedness Procedure 1</u> - Development and review of State emergency management policies and Westplans <u>Preparedness Procedure 5</u> - Emergency management consultation		
SEMP 2.2 Development and Review of State Emergency Management Plans (Westplans)	1.2 Authority 1.3 Purpose 1.4 Scope and application 1.5 Policy and plan administration 4.8 Exercising and training	1.1 Authority to plan 1.4 Plan administration (secondary reference to State EM Policy 1.5) 4.7 Exercises and training	<u>Preparedness Procedure 2</u> - Development and review of State emergency management plans and Westplans <u>Preparedness Procedure 3</u> - Revocation of a State emergency management plan (including Westplans) <u>Preparedness Procedure 5</u> - Emergency management consultation <u>Preparedness Procedure 19</u> - Exercise management		
SEMP 2.4 District Emergency Management Arrangements	2.1 The legislative and policy framework 2.4 Emergency management districts	2.1 Legislation and policy framework 2.2 SEMC governance structure 2.4 Emergency management arrangements 4.3 State, District and Local Emergency Management Committees 4.6 Community involvement 4.7 Exercise and training 5 Response	<u>Preparedness Procedure 6</u> - District Emergency Management Committee (DEMC) <u>Preparedness Procedure 9</u> - Prescription of emergency management boundaries		EM districts

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 2.5 Emergency Management for Local Government	2.5 Local arrangements 4.8 Exercising and training 4.11 Post exercise reports 6.3 Role of local government (in recovery) Appendix A List of emergency management roles and responsibilities	2.1 Legislation and policy framework 2.2 SEMC governance structure 2.4 Emergency management arrangements 4.3 State, District and Local Emergency Management Committees 4.6 Community involvement 4.7 Exercises and training 4.8 Continuous improvement 5.0 Response 6.3 Planning for recovery 6.4 Commencement of recovery 6.5 Role of local government in recovery 6.6 Determination of State Involvement	<u>Preparedness Procedure 7</u> - Local Emergency Management Committee (LEMC) <u>Preparedness Procedure 8</u> - Local emergency management arrangements <u>Preparedness Procedure 14</u> - Amalgamation of local governments for the purpose of emergency management <u>Preparedness Procedure 15</u> - Separation of combined local governments for the purpose of emergency management	<i>Local Recovery Guidelines</i>	
SEMP 2.6 Annual Reporting	7.1 Annual reporting		<u>Preparedness Procedure 17</u> - Annual reporting		
SEMP 2.9 Management of Emergency Risks	3.2 Emergency risk management planning		<u>Prevention Procedure 1</u> - Emergency risk management planning		

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 3.1 Emergency Management Exercises	4.8 Exercising and training 4.9 State-level exercise schedule 4.11 Post exercise reports	4.7 Exercises and training	<u>Preparedness Procedure 19</u> - Exercise management		
SEMP 4.1 Incident Management	5. Response 5.1 Incident management and emergency management frameworks 5.2 Controlling agency and incident controller 5.3 Response roles and responsibilities 5.4 Coordination structure during incidents and emergencies	5 Response	<u>Response Procedure 1</u> - Unclear Controlling Agency <u>Response Procedure 2</u> - Incident level declaration <u>Response Procedure 3</u> - Standard Emergency Warning Signal (SEWS) <u>Response Procedure 4</u> - State Emergency Coordination Group <u>Response Procedure 5</u> - Emergency situation declaration <u>Response Procedure 6</u> - Appointment of Hazard Management Officers <u>Response Procedure 7</u> - Direction to close premises in an emergency situation <u>Response Procedure 8</u> - Direction concerning movement and evacuation in an emergency situation <u>Response Procedure 9</u> - Direction to person exposed to hazardous substances in an emergency situation <u>Response Procedure 10</u> - Exchange of information in an emergency situation <u>Response Procedure 11</u> - State of emergency declaration <u>Response Procedure 12</u> - State Disaster		

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
			<p>Council</p> <p><u>Response Procedure 13</u> - Appointment of Authorised Officers</p> <p><u>Response Procedure 14</u> - Direction to public authority</p> <p><u>Response Procedure 15</u> - Appointment of office of a public authority</p> <p><u>Response Procedure 16</u> - Direction to close premises during a state of emergency</p> <p><u>Response Procedure 17</u> - Direction concerning movement and evacuation during a state of emergency</p> <p><u>Response Procedure 18</u> - Direction to person exposed to hazardous substances during an emergency</p> <p><u>Response Procedure 19</u> - Exchange of information during a state of emergency</p> <p><u>Response Procedure 20</u> - Australian government physical assistance</p> <p><u>Response Procedure 21</u> - District Emergency Coordinators to undertake additional functions</p> <p><u>Response Procedure 22</u> - Post operation reports</p>		
<p>SEMP 4.2 Funding for Emergencies</p>	<p>5.12 Funding for emergency responses</p>	<p>5.4 Funding for emergency responses</p> <p>6.10 Financial Assistance</p>	<p><u>Recovery Procedure 1</u> - Management of public fundraising and donations</p> <p><u>Recovery Procedure 2</u> - Emergency management funding</p>		<p>Funding for emergencies – criteria</p>

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 4.3 Post Operation Reports	5.11 Debriefs and post operations reports	5.7 Debrief and Post Operations Report	<u>Response Procedure 22</u> - Post operation reports		
SEMP 4.4 State Recovery Coordination	6.1 Recovery activities 6.2 Role of Controlling Agency 6.3 Role of local government 6.4 Determination of State recovery involvement 6.5 State level recovery plan 6.6 Cessation of State recovery arrangements 6.7 Financial assistance 6.8 Non-government organisations 6.9 Volunteers and spontaneous donations 6.10 Review of recovery Activities	6.6 Determination of State Involvement 6.7 State Level Recovery Arrangements 6.8 State Level Recovery Plan 6.9 Cessation of State Recovery Arrangements	<u>Recovery Procedure 1</u> - Management of public fundraising and donations <u>Recovery Procedure 2</u> - Emergency management funding <u>Recovery Procedure 3</u> - State Recovery Coordination Group <u>Recovery Procedure 4</u> - Comprehensive impact assessment		Financial assistance
SEMP 4.6 Emergency Public Information	4.6 Special considerations 5.2 Controlling Agency and incident controller 5.6 Emergency Public Information Appendix A List of emergency management roles and responsibilities	5.3.1 Emergency Public Information	<u>Response Procedure 3</u> - Standard Emergency Warning Signal (SEWS) <u>Response Procedure 10</u> - Exchange of information in an emergency situation <u>Response Procedure 19</u> - Exchange of information during a state of emergency		

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 4.7 Community Evacuation	4.6 Special considerations 5.6 Emergency public information 5.7 Community evacuation	5.3.2 Community evacuation	<u>Response Procedure 8</u> - Direction concerning movement and evacuation in an emergency situation <u>Response Procedure 17</u> - Direction concerning movement and evacuation during a state of emergency	<i>All Hazards Evacuation Flagging Guide</i> <i>Western Australian Community Evacuation in Emergencies</i>	
SEMP 4.8 Traffic Management during Emergencies	5.2 Controlling Agency and incident controller 5.8 Traffic management	5.3.3 Traffic management during emergencies	<u>Response Procedure 8</u> - Direction concerning movement and evacuation in an emergency situation <u>Response Procedure 17</u> - Direction concerning movement and evacuation during a state of emergency	<i>Traffic Management During Emergencies</i>	
SEMP 4.9 Australian Government Physical Assistance	5.10 Interstate assistance	5.6 Interstate assistance	<u>Response Procedure 20</u> - Australian government physical assistance		

2. Location of former Westplans (Support Plans) for Emergency Public Information, Health, Recovery, Welfare, and Registration and Reunification

Previous Westplan	State EM Policy	State EM Plan	Agency Operational Plans
Emergency Public Information	5.6 Emergency Public Information Appendix A List of Emergency Management Roles and Responsibilities	5.3.1 Emergency Public Information	State Emergency Public Information Plan, to be made available on the SEMC website
Health		5.5.2 Health	Department of Health's State Health Emergency Response Plan, to be made available on the SEMC website
Welfare		5.5.4 Welfare	Department of Child Protection and Family Support's State Emergency Welfare Plan, to be made available on the SEMC website.
Reception		5.5.4 Welfare	An annexure to the Department of Child Protection and Family Support's State Emergency Welfare Plan, to be made available on the SEMC website.
Registration and Reunification		5.5.4 Welfare	An annexure to the Department of Child Protection and Family Support's State Emergency Welfare Plan, to be made available on the SEMC website.
Recovery Coordination	6.4 Determination of State Recovery Involvement	6. Recovery	
Telecommunications		5.2.4 Telecommunications	State Emergency Telecommunications Plan.
Note: The remaining Westplans have been amended with statement of fact amendments to reference relevant sections within the State EM Policy and State EM Plan.			

3. Location of previous procedures within the State Emergency Management Procedures

Note: the State EM Procedures are divided into Prevention, Preparedness, Response and Recovery sections, with individual procedures referred to as 'State EM Prevention Procedure', 'State EM Preparedness Procedure', 'State EM Response Procedure' and 'State EM Recovery Procedure', as applicable

Previous Procedure		Current Procedure
ADP 1	Development and Review of State Emergency Management Policies	State EM Preparedness Procedure 1
ADP 2	Westplan Development	State EM Preparedness Procedure 2
ADP 3	Emergency management committee business planning	<i>Under review</i>
ADP 4	Local Emergency Management Arrangements	State EM Preparedness Procedure 8
ADP 5	Emergency Management for Local Government	State EM Preparedness Procedure 7
ADP 6	District Emergency Management Committee	State EM Preparedness Procedure 6
ADP 7	Prescription of Emergency Management Boundaries	State EM Preparedness Procedure 9
ADP 8	Delegation of Powers	State EM Preparedness Procedure 10 With EMA Forms 1, 1a, 2 and 2a
ADP 9	Prescription of a Hazard Management Agency	State EM Preparedness Procedure 12
ADP 10	Prescription of Combat and Support Agencies	State EM Preparedness Procedure 13
ADP 11	Amalgamation of Local Governments for the purpose of Emergency Management	State EM Preparedness Procedure 14

Previous Procedure		Current Procedure
ADP 12	Gazettal of Specified Public Authority for the purpose of Emergency Management	State EM Preparedness Procedure 16
ADP 13	Separation of Combined Local Governments for the purpose of Emergency Management	State EM Preparedness Procedure 15
ADP 14	Revocation of a State Emergency Management Plan (WESTPLAN)	State EM Preparedness Procedure 3 With EMA Form 18
OP 3	Post Operations Reports with Annex A and B	State EM Response Procedure 22
OP 4	Appointment of Hazard Management Officers with EMA Forms 17 and 17a	State EM Response Procedure 6 With EMA Forms 17 and 17a
OP 5	Standard Emergency Warning Signal	State EM Response Procedure 3
OP 6	State Disaster Council	State EM Response Procedure 12
OP 8	District Emergency Coordinators to undertake additional functions with EMA Form 16	State EM Response Procedure 21 With EMA Form 16
OP 9	Australian Government Physical Assistance with Annex A, B and C	State EM Response Procedure 20. With EMA Form 22
OP 10	Appointment of Authorised Officers with EMA Form 10, 10A	State EM Response Procedure 13 With EMA Forms 10 and 10a
OP 11	State Emergency Coordination Group	State EM Response Procedure 4

Previous Procedure		Current Procedure
OP 12	Direction to Public Authority with EMA Form 12	State EM Response Procedure 14 With EMA Form 12
OP 13	Emergency Situation declaration	State EM Response Procedure 5 With EMA Forms 3, 3a, 4, and 5
OP 14	State of Emergency declaration	State EM Response Procedure 11 With EMA Forms 7, 8 and 9
OP 15	Appointment of Officers of Public Authority with EMA Form 11	State EM Response Procedure 15 With EMA Form 11
OP 16	Direction to close premises	State EM Response Procedure 7 with EMA Form 15 (emergency situation) and State EM Response Procedure 16 with EMA Form 15a (state of emergency)
OP 17	Direction concerning movement and evacuation	State EM Response Procedure 8 with EMA Form 13 (emergency situation) and State EM Response Procedure 17 with EMA Form 13a (state of emergency)
OP 18	Direction to persons exposed to hazardous substances	State EM Response Procedure 9 with EMA Form 14 (emergency situation) and State EM Response Procedure 18 with EMA Form 14a (state of emergency)
OP 19	Management of Public Fundraising and Donations	State EM Recovery Procedure 1
OP-22	Exchange of Information	State EM Response Procedure 10 with EMA Form 19 (emergency situation) and State EM Response Procedure 19 with EMA Form 19 (state of emergency)
OP 23	Incident Level Declaration	State EM Response Procedure 2
OP 24	State Recovery Coordination Group	State EM Recovery Procedure 3 With EMA Form 21
TP 1	Exercise management	State EM Preparedness Procedure 19