

State Emergency Management Documents Amendments List March 2021

State Emergency Management Procedures **Version 02.04** as at 12 March 2021

The following list identifies amendments to the State Emergency Management Preparedness Procedure 1-5. These amendments were approved by the State Emergency Management Committee (SEMC) on 5 March 2021 (resolution no. 17/2021) and came into effect on 12 March 2021.

Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

Generic Amendments State Emergency Management Preparedness Procedure 1-5 **Version 02.04**

AMENDMENT	COMMENT
Version, SEMC resolution number, Date of Approval and Date of Effect added to cover and footers as applicable.	Version control
Consistent process applied for developing, amending and revoking all State emergency management documents, including State Emergency Management Policy, State Emergency Management Plan, State Hazard Plans and supporting State emergency management documents. Including amendments to expand application of Preparedness Procedure 4 to apply to all supporting State emergency management documents.	Reflection of best practices and consistent practice to ensure all State emergency management documents are approved at a SEMC level.
Consistent consultation, endorsement, approval and communication process adopted when all State emergency management documents are developed, amended or revoked.	Reflection of best practices and consistent practice to ensure all State emergency management documents are approved at a SEMC level.

AMENDMENT	COMMENT
<p>Amendments to implement a new Minor Amendments to reflect new approved delegation by SEMC to enable Executive Officer – SEMC to approve statement of fact amendments to State EM Policy without broad consultation or SEMC approval.</p>	<p>New process implemented to ensure factual accuracy of State emergency management documents can be maintained efficiently. SEMC delegation Resolution Number 17/2021.</p>
<p>New naming convention for Templates applied. Templates now link to the specific Procedure for which they relate e.g. Preparedness Template 1.1: Policy Communication and Marketing Strategy.</p>	<p>Templates are no longer accessed as an ‘attachment’ to the Procedures. Updated naming convention ensures the link to the relevant Procedure is maintained.</p>
<p>Inserted clarification that the SEMC Business (Responsible Agency) is supported by DFES State EM Policy Branch in managing the suite of State emergency management documents.</p>	<p>Clarification to ensure stakeholders understand relationship between the two entities and aware that DFES State EM Policy undertakes activities to manage suite of State emergency management documents on behalf of SEMC Business Unit.</p>
<p>Inserted clarification to Preparedness Procedure 1, 2, 3 and 4 directing all recommendations for new and amended State emergency management documents are to be submitted to the DFES State EM Policy Branch prior to submission to SEMC.</p>	<p>Inserted to implement consistent process and reflect current arrangements.</p>

AMENDMENT	COMMENT
Amended Preparedness Procedure 1, 2, 3 and 4 to allow all emergency management agencies and organisations to recommend the creation of or amendment to a State emergency management document.	Support all-agency approach to emergency management.
Amend Consultation procedures, including Preparedness Procedure 5, requiring that the Responsible Agencies drafting or reviewing a State emergency management plans must coordinate initial consultation while the SEMC Business Unit will coordinate broad consultation to reflect best practice and ensure all State emergency management documents are developed with the involvement of the emergency management sector.	Amended to support consistent and comprehensive consultation process and identify relevant entities responsible for carrying out consultation.
All Templates removed from Procedure document to be made available in editable format on the SEMC website.	Improve accessibility and usability of the templates and ensures templates can be maintained independent from State Emergency Management Procedure.
Minor amendments to simplify language, apply consistent terminology and statement of fact amendments.	

Note: Page numbers listed refer to the previous document.

Impact Statement Guide Attachment to State Emergency Recovery Procedure 4 **Version 01.01** as at 12 March 2021

The following list identifies amendments to the Impact Statement Guide Attachment to State Emergency Recovery Procedure 4 and consequential amendments to State Emergency Management Plan and State Emergency Management Recovery Procedure. These amendments were approved by the State Emergency Management Committee (SEMC) on 5 March 2021 (resolution no. 18/2021) and came into effect on 12 March 2021.

Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

General Amendments to Impact Statement Guide – Attachment to State Emergency Recovery Procedure 4 **Version 01.01**

AMENDMENT	COMMENT
Version, SEMC resolution number, Date of Approval and Date of Effect added to cover and footers as applicable.	Version control
Amendments to better identify and confirm the likely role/s responsible for compilation of an Impact Statement and ensure this is clearly stated in the State Emergency Management Procedures.	Recommendation from 2019-20 review.
Amendments to more clearly state the approvals process for finalisation and sign-off when the Impact Statement is completed. Insertion of new 'Review, Approval and Noting Process'.	Recommendation from 2019-20 review.
Amendments to implement an Impact Statement process that is scalable.	Recommendation from 2019-20 review.
Separation of Preparation of Impact Statement process into Part A and Part B.	Amendments to align the Impact Statement Guide to align with Impact Statement to improve ease of use.

Specific Amendments to Impact Statement Guide – Attachment to State Emergency Recovery Procedure 4 **Version 01.01**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
3	When is an Impact Statement required?	<p>An Impact Statement is to be completed by the Controlling Agency for all level 3 incidents and level 2 (footnote 1) incidents¹ where there are impacts requiring recovery activity.</p> <p><u>All incident level declarations for level 2 or above, are to be referred by the Controlling Agency to the DO State Situation (DOSS) at DOStatesituation@dfes.wa.gov.au (or 0407 942 138). The DOSS acts as a conduit for the referral of relevant incidents to the State Recovery Coordinator/Deputy State Recovery Coordinator.</u></p> <p>Where there are no recovery impacts identified by the Controlling Agency during a level 2 incident, the State Recovery Coordinator/Deputy State Recovery Coordinator will determine if an Impact Statement is required, partially required, or required in full. <u>This determination from the State Recovery Coordinator/Deputy must be provided in writing.</u> Consultation with the local government will occur prior this determination, as necessary (State EM Plan section 6.4.1).</p> <p><u>Footnote 1: It may also be required for some level 1 incidents where the impacts require a local government recovery effort, due to slow onset large scale natural hazard events e.g. large scale flooding.</u></p>	<p>Inclusion of requirement to be referred to DOSS as a conduit to refer to State Recovery Coordinator/Deputy. Insert requirement for State Recovery Coordinator/Deputy confirmation be in writing to clarify process for finalisation. Foot note included to reiterate that Impact Statement may be required for level to implement scalable process.</p>
4	How is an Impact Statement completed?	<p>It is critical that the Impact Statement is prepared using a consultative approach with members of the Incident Support Group (ISG), State Recovery Team and Local Recovery Coordination Group. Similarly, various state government agencies and service providers will be responsible for identifying and managing impacts across the four recovery environments. Their input to the preparation of the Impact Statement is essential.</p>	<p>Inserted to improve instruction to Local Government about use Impact Statement.</p>

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p><u>A separate Impact Statement should be compiled for each impacted Local Government unless all parties agree that a combined Impact Statement is acceptable.</u></p> <p>This guideline provides a section by section guide to assist in the preparation of an Impact Statement and should be used in conjunction with the Impact Statement Template.</p>	
5	Where can I get help with completing this document?	<p><u>Your first point of contact for advice and support with completing the Impact Statement should be the District Emergency Management Advisor (DEMA) in your area.</u> The State Recovery Team based within the Department of Fire and Emergency Services (DFES) can <u>will also</u> assist you. Contact the Deputy State Recovery Coordinator in the first instance.</p>	Inserted additional instruction for Local Governments about the purpose and use of the Impact Statement and its content during response and recovery planning.
5	What is the timeframe for completion of the Impact Statement?	<p>It is critical for affected local governments to have information about impacts as early as possible, in order to start recovery planning and activities. The Impact Statement marks the transfer of responsibility to local government(s) for management of the recovery.</p>	Deleted to reflect process in practice whereby recovery can commence during response.
5	What is the transfer of responsibility	<p>Prior to this meeting, there will have been ongoing communication between the local government (Chief Executive Officer (CEO) and Local Recovery Coordinator) and the Deputy Incident Controller (Recovery) or Incident Controller, Deputy State Recovery Coordinator and other DFES State Recovery team members. The <u>draft</u> Impact Statement will have been completed compiled with input from all relevant agencies including DFES and the local government.</p>	Amended to reflect process in practice whereby recovery can commence during response and prior to transfer.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>The Transfer of Responsibility meeting is a formality whereby the Impact Statement is reviewed and signed by the Incident Controller, local government CEO (for each impacted local government) and the State Recovery Coordinator or their Deputy.</p> <p>At the Transfer of Responsibility meeting, the status and contents of the draft Impact Statement should be discussed. However, given that preparation of the Impact Statement occurs in parallel with the Transfer of Responsibility, it may not necessarily be the case that the Impact Statement is ready for sign-off at the same time.</p>	
	Review, Approval and Noting Process	<p>Review Process (prior to State Recovery Coordinator noting)</p> <ol style="list-style-type: none"> 1. The Incident Controller, Controlling Agency or Commander of the HMA must review the completed Impact Statement draft. 2. Once satisfied that the draft Impact Statement contains the appropriate content and detail, the IC must meet with each (footnote 2) impacted Local Government (LG) CEO and LRC to discuss the draft Impact Statement to ensure they are aware of and comfortable with the content and detail included. (This discussion may occur at the same time as the Transfer of Responsibility). 3. Once the LG/s are satisfied with the draft Impact Statement, the IC must provide the document to the State Recovery Coordinator. 4. The State Recovery Coordinator will review the draft Impact Statement to confirm that the appropriate content and detail has been included. 5. The State Recovery Coordinator will either: <ol style="list-style-type: none"> a. confirm support (footnote 3) for the draft the Impact Statement and notify the IC accordingly; or 	<p>New process inserted to more clearly state the approvals process for finalisation and sign-off when the Impact Statement is completed. Insertion of new 'Review, Approval and Noting Process'.</p> <p>New Impact Statement Process map developed and inserted to support understanding of process.</p>

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>b. provide comments and/or request for additional information to be added or amendments be made. The State Recovery Coordinator will notify the IC. The IC is responsible for addressing the State Recovery Coordinator's comments and/or requests.</p> <p>Approval Process</p> <p>6. The IC and LG CEO/s will each approve the Impact Statement.</p> <p>State Recovery Coordinator Noting Process</p> <p>7. The IC will provide the approved Impact Statement to the State Recovery Coordinator for noting.</p> <p>8. The State Recovery Coordinator will provide copies of the completed, approved and noted Impact Statement to the IC and LG/s.</p> <p>The following flowchart, together with this Guideline, depicts the process for compilation, review and sign-off of the Impact Statement.</p> <p>Footnote 2: This may be a joint meeting with all impacted Local Governments if they have previously agreed to receiving a combined Impact Statement.</p> <p>Footnote 3: For the purposes of the Impact Statement Review, Approval and Noting process, 'support' means <i>the State Recovery Coordinator agrees and is satisfied of the content and details of the Impact Statement.</i></p>	
5	Glossary	<p>CA Controlling Agency</p> <p>CEO Chief Executive Officer</p> <p>DBCA Department of Biodiversity Conservation and Attractions</p>	Updated.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>DFES Department of Fire & Emergency Services DRFAWA Disaster Recovery Funding Arrangements Western Australia HMA Hazard Management Agency IC Incident Controller IMT Incident Management Team ISG Incident Support Group LG Local Government LRC Local Recovery Coordinator NIAM National Impact Assessment Model OASG Operational Area Support Group</p>	
8	Summary of Known, Emerging or Anticipated Impacts	<p>For Level 2 incidents with impacts requiring recovery activity, please provide details of all known, emerging or anticipated impacts in the table.</p> <p>Where there are no impacts requiring recovery activities identified by the Controlling Agency during a Level 2 incident, the State Recovery Coordinator or Deputy State Recovery Coordinator will determine if an Impact Statement is not required, partially required, or required in full.</p> <p>For Level 3 incidents, provide a high-level summary of known, emerging or anticipated impacts in the table. A more detailed description must then be provided in Section 11 of Part B .</p> <p>This section should include a high-level summary of significant impacts. More details of these impacts and the associated management actions are to be included in section 11.</p>	Additional instruction inserted to clarify when Impact Statement is required.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		Note: When seeking input from other Agencies on actions being undertaken within their areas of responsibility, it is recommended that the Checklist of Impact Areas in Section 4 and the Impact Summary table in Section 5 be provided to the relevant Agencies to ensure all related impacts are addressed.	
9	8.1 Risk Assessment	For each risk identified as a result of this emergency, provide a description and context. To determine the likelihood, consequence and level of risk, use the definitions and risk assessment matrix on under section 8.2 of this guide. If required, the risk assessment table template provided in section 13.3 of this guide can be provided to contributing organisations for completion. A Risk Assessment table, available in section 8 of the Impact Statement Template, can be provided to contributing organisations for completion.	Statement of fact amendment.
11	10 Contributing Agencies	Tick all agencies that need to, or have contributed to, the compilation of this Impact Statement. Add any other relevant organisations or service providers, as required. Use this as a checklist to ensure that information has been received from all relevant agencies. Allow agencies to contribute information on the impacts they are managing in their own format or using the table template provided in section 13.3 section 13 of this guide. The table is also available in Attachment 3 of the Impact Statement Template. At the same time, it is recommended that the Checklist of Impact Areas in section 4 and the Impact Summary table in section 5 are also provided to the relevant agencies to ensure all related impacts are addressed.	Insert requirement for State Recovery Coordinator/Deputy confirmation to clarify process for finalisation.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>For level 2 incidents with no significant recovery impacts, no further Impact Statement information is required unless determined otherwise by the State Recovery Coordinator. You must consult To make this determination, consultation with the State Recovery Coordinator, local government(s) and Incident Controller is required. For all other level 2 and level 3 incidents, the information in Part B on the following pages MUST be compiled.</p>	
12	11 Impact Statement	<p>NOTE: It is also important for the affected local government(s) to understand impacts that have already been addressed and actions completed. This information should be recorded and provided as an attachment to the Impact Statement in the form of a tracking sheet (see example at Attachment 4 Closed Impacts and Actions tracking sheet of the Impact Statement Template). Tick the box below the table to indicate to the reader that additional information on completed actions is available.</p>	Inserted to refer users to new template inserted to Impact Statement Template.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
14-15	13 Impact Statement Attachments	All attachments reordered and renumbered to sit under section 13. Risk assessment template deleted to remove duplication. Attachment 4 Closed Impacts and Actions tracking sheet inserted.	Risk assessment table deleted to remove duplication of table already in section 8.2 of guide. Attachment 4 Closed Impacts and Actions tracking sheet inserted to align with Impact Statement Template.

Specific Amendments to State Emergency Management Plan **Version 2.07**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
71	6.4 Commencement of Recovery	<p>The relevant Incident Controller, Controlling Agency or Commander of the HMA with responsibility for the response to an emergency must initiate recovery activities during the response to that emergency.</p> <p>The responsibilities of the Incident Controller, Controlling Agency or Commander of the HMA in relation to recovery are to:</p> <p>6.4.1 Impact Statement</p> <p>Upon notification of a level 2 incident or above to the State Recovery Coordinator, the Incident Controller, Controlling Agency or Commander of the HMA must identify if there are recovery impacts.</p>	Amended to identify and confirm the likely role/s responsible for compilation of an Impact Statement and ensure this is clearly stated in the State Emergency Management Procedures. Amendments to approval and noting process to reflect finalisation process of Impact Statement Guide.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>An Impact Statement is to be completed by the Incident Controller, Controlling Agency or Commander of the HMA for all level 3 incidents and level 2 incidents where there are impacts requiring recovery activity.</p> <p>Where there are no recovery impacts identified by the Incident Controller, Controlling Agency or Commander of the HMA during a level 2 incident, the State Recovery Coordinator/ Deputy State Recovery Coordinator will determine if an Impact Statement is required, partially required, or required in full. Consultation with the local government will occur prior this determination, as necessary.</p> <p>The Impact Statement must be approved by the IC, Controlling Agency or Commander of the HMA and agreed to by the local government CEO. After approval, and acknowledged by the State Recovery Coordinator the Impact Statement must be noted by the State Recovery Coordinator.</p>	

Specific Amendments State Emergency Management Recovery Procedure 4 **Version 2.04**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
188	Procedure	<p>The Impact Statement must be completed prior to the transfer of responsibility for management of recovery to the affected local government(s) (State EM Policy statement 6.2.1). Completion of the Impact Statement must occur in accordance with the following procedure Review, Approval and Noting Process outlined in Impact Statement Guide Attachment to State Emergency Recovery Procedure 4.</p>	<p>Specific completion and approval process for Impact Statement deleted to remove duplication with process in Impact Statement Guide. Reference inserted</p>

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<ul style="list-style-type: none"> ● the Controlling Agency is responsible for coordinating the Impact Statement in consultation with the members of the Incident Support Group, all affected local governments and the State Recovery Coordinator (State EM Plan section 6.4); ● the complete draft Impact Statement is to be provided to all members of the Incident Support Group for comment and clarification; ● the amended Impact Statement is to be provided to affected local governments and the State Recovery Coordinator for final clarification; and ● the Controlling Agency is to convene a meeting with the affected local government(s) and the State Recovery Coordinator to review, confirm and sign the Impact Statement. The Impact Statement must be approved by the IC, agreed to by the local government CEO and acknowledged by the State Recovery Coordinator. 	<p>to refer users to Impact Statement Guide.</p>

Note: Page numbers listed refer to the previous document.

Local Recovery Guideline **Version 3.00** as at 12 March 2021

The following list identifies amendments to the Local Recovery Guideline. These amendments were approved by the State Emergency Management Committee (SEMC) on 5 March 2021 (resolution no. 15/2021) and came into effect on 12 March 2021.

Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

Generic Amendments Local Recovery Guideline **Version 3.00**

AMENDMENT	COMMENT
Version, SEMC resolution number, Date of Approval and Date of Effect added to cover and footers as applicable.	Version control
Clarification regarding process required for developing a Local Recovery Plan, particularly to emphasise the importance of community engagement in this process.	Recommendation arising from after season 2019-20 review.
Additional statements reinforcing the importance waste management and recommending the development of waste management plans following an emergency.	Recommendation arising from after season 2019-20 review.
Local Recovery Coordinator role appendix updated and developed into an aide memoire.	Recommendation arising from after season 2019-20 review.
Local Recovery Coordination Group role appendix updated and developed into an aide memoire.	Recommendation arising from after season 2019-20 review.
Removal of Sample Recovery Subcommittee Role Statements appendix	Recommendation arising from after season 2019-20 review.

AMENDMENT	COMMENT
Clarification and modernisation of language, remove duplication, apply consistent terminology and statement of fact amendments to provide consistency with the suite of State emergency management documents.	Statement of fact amendment.

Note: Page numbers listed refer to the previous document.

State Hazard Plan HAZMAT Annex A - Radiation Escape from a Nuclear Powered Warship **Version 2.00** as at 12 March 2021

The following list identifies amendments to the State Hazard Plan HAZMAT Annex A – Radiation Escape from a Nuclear Powered Warship. These amendments were approved by the State Emergency Management Committee (SEMC) on 5 March 2021 (resolution no. 16/2021) and came into effect on 12 March 2021.

Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

Specific Amendments State Hazard Plan HAZMAT Annex A – Radiation Escape from a Nuclear Powered Warship **Version 2.00**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
n/a	n/a	Version, SEMC resolution number, Date of Approval and Date of Effect added to cover and footers as applicable.	Version control.
2	1.2 Hazard Definition	<u>The assumptions, models and parameters used in the reference accident are used to assess the suitability of ports for NPW visits in Australia and for developing port safety plans.</u>	Further clarification inserted regarding the application of the reference accident.
3	1.5 Activities Informing the Assurance Process	Advisory roles within the WA Police Force specialist business areas (Water Police, Emergency Operations <u>Unit</u> and Emergency Preparedness and <u>Capability Unit</u>) support response planning based on established triggers within the agency for their engagement.	Statement of fact amendment.
5	3.2 Capability Baseline	<u>The reference accident</u> The OPSMAN 1 Reference Accident (see appendix B), used to provide a basis for the assessment of the suitability of Australian ports for use by NPWs and also for developing	Amendment to clarify reference accident as defined in Appendix B.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		port safety plans is also the capability baseline used for this annex, for consistency across jurisdictions.	
12	4.5 Public Warnings/ Public Information	<u>Media and public information for a state level emergency will be coordinated through the WA Police Force Public Information Officer, supported by WA Police Force Media and Corporate Communications, with additional support in accordance with the State Support Plan - Emergency Public Information. This may include the use of Emergency Alert, where appropriate.</u>	Amended to reflect current practice and reference to State Support Plan – Emergency Public Information inserted to align with State arrangements.
13	4.7 Hostile Act/Terrorism	<p>Hostile Act/Terrorism</p> <p>Should the Commissioner of Police believe that a radiation escape from a NPW emergency is the result of a terrorist act the response arrangements under State Hazard Plan – Terrorist Act will be activated, and in accordance with the National Counter Terrorism Arrangements, further actions undertaken as required under national and state policies and plans</p> <p><u>Should a radiation escape from a NPW emergency be the result of a hostile act, the response arrangements will be determined/activated by the Commissioner of Police as the HMA for hostile act. (Note: The State Hazard Plan for Hostile Act is currently in development). Should the Commissioner of Police further determine that the incident is a result of a terrorist act, the arrangements in State Hazard Plan – Terrorist Act will also apply. These arrangements are in accordance with the National Counter Terrorism Arrangements, with further</u></p>	Section expanded to include arrangements for Hostile Act as a result of Hostile Act being prescribed as a hazard under r. 15(n) <i>Emergency Management Regulations 2006</i> .

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p><u>actions undertaken as required under national and state policies and plans.</u></p>	
19	Appendix B Glossary of Terms/ Acronyms	<p>Reference accident</p> <p>A reactor accident of severity up to and including the Reference Accident (e.g. core meltdown)</p> <p>Reference accident</p> <p>A failure of the primary coolant circuit of one of the reactors resulting in a loss of coolant and melt down of the fuel in the reactor core and a release of volatile and gaseous fission products into the reactor containment. These fission products may then leak into the atmosphere and be distributed according to the current weather. In the assessment the dispersion of released fission products in the atmosphere downwind of the accident has been estimated using a standard, conservative meteorological model and the radiation doses to individuals and to the total population have been calculated.</p> <p><u>Reference Accident</u></p> <p><u>A hypothetical accident scenario used for planning for NPW events in the Australian Government plan, OPSMAN1. It is described on the ARPANSA website, where a link is also provided to the full NPW – Reference Accident 2000 document:</u></p> <p><u>https://www.arpansa.gov.au/research/radiation-emergency-preparedness-and-response/visits-by-nuclear-powered-warships</u></p>	<p>Duplicated definition deleted and amended to align with OPSMAN1.</p>

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>In summary, the reference accident is a computer model devised for estimating the nature and extent of the radioactive contamination for a severe accident scenario involving a loss of coolant accident in a NPW reactor and the subsequent release of radioactive material to the environment. The reference accident is used to assess the acceptability of a port for visits by NPWs and to establish the planning zones for the initial radiation emergency response.</p> <p>The reference accident predicts that, after the passage of the radioactive cloud, the two principal pathways for exposure would be through external irradiation and from ingestion of radioactivity. Resuspension of surface contamination and the subsequent inhalation would be very small.</p> <p>The radiological consequences are calculated and compared with radiological acceptance criteria. The reference accident represents an upper bound risk to the surrounding population, and is used to assist in planning emergency arrangements.</p>	

Note: Page numbers listed refer to the previous document.