

## State Emergency Management Documents Amendments List May 2021

The following list identifies amendments to suite of State emergency management documents as part of the accessibility redesign. These amendments have been restricted to statement of fact amendments and /or amendments to improve accessibility of the documents. These amendments were approved by the State Emergency Management Committee (SEMC) on 07 May 2021 (resolution no. 32/2021) and came into effect on 10 June 2021.

Please email [semc.policylegislation@dfes.wa.gov.au](mailto:semc.policylegislation@dfes.wa.gov.au) to provide feedback or comment.

### Generic Amendments to All Updated State Emergency Management Documents

AMENDMENT	COMMENT
All State emergency management documents reissued in new accessible designs.	To comply with accessibility standards.
Version, SEMC resolution number, Date of Approval and Date of Effect added to cover and footers as applicable.	Version control
Removal of overuse of acronyms (e.g EM for emergency management). Acronyms for key emergency management proper nouns such as personnel, groups and bodies (e.g. HMA, ISG, OASG, SEC) maintained.	Removal of overuse of acronyms, particularly common terms that are not proper nouns to comply with accessibility.
All tables reformatted to add appropriate header row and header titles and remove merged cells (where possible).	Amended to comply with accessibility standards for tables.
Table summary, alternate text and captions inserted to all tables and figures. Where figures have small print, appropriate note has been inserted to print on A3 to ensure documents passes print accessibility.	Amendments to meet accessibility standards for tables and figures.

AMENDMENT	COMMENT
Consistent reference style to legislation and other State emergency management documents applied.	Amended for consistency across all State emergency management documents.
Inclusive language applied where applicable (e.g he/she replaced with they).	Improve inclusivity.
Corrections to typographical, grammatical and formatting errors, contact details, and outdated hyperlinks throughout the suite.	Noteworthy typographical and grammatical errors amended also included in the below amendment logs

### Specific Amendments State Emergency Management Policy – Version 3.0

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
4	1.1 Summary	<del>Where applicable, the above mentioned documents have been divided into the PRRR categories. For ease of referencing, individual State EM Procedures are referenced in this document as the State EM Prevention and Mitigation Procedure, State EM Preparedness Procedure, State EM Response Procedure and State EM Recovery Procedure.</del>	Deleted as obsolete with new numbering applied to the State Emergency Management Procedures.
93	Appendix A	<p>ANZCTC Australian New Zealand Counter Terrorism Committee</p> <p>AUSRECEPLAN Australian Government Plan for the Reception of Australian Citizens and Approved Foreign National Evacuated from Overseas</p> <p>CaLD Culturally and Linguistically Diverse</p> <p>COMDISPLAN Australian Government Disaster Response Plan</p>	Updated acronyms for completeness.

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>LRCG Local Recovery Coordination Group</p> <p>OAM Operational Area Manager</p> <p>OASG Operational Area Support Group</p> <p>SOCC State Operations Command Centre</p> <p>SPIL State Public Information Line</p>	

### Specific Amendments State Emergency Management Plan – Version 3.0

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
44	Figure 9	Authorised Officers ( <del>Situation</del> State of Emergency Declaration, Part 6 Powers)	Amended error to correctly reflect terminology in the <i>Emergency Management Act 2005</i> .
73	Figure 12	<del>Community</del> Social Subcommittee; <del>Infrastructure</del> Built Subcommittee; <del>Environment</del> Natural Subcommittee; <del>Finance</del> Economic Subcommittee	Subcommittee names updated to reflect current Recovery terminology consistent with the Recovery Environments described in section 6.2.
82	Appendix B	<b>Controlling Agency</b> <del>An agency nominated to control the response activities to a specified type of emergency.</del>	Updated to align with definition in State Emergency Management

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		<p>an agency nominated to control the response activities to a specified type of emergency. The responsibility for being a Controlling Agency stems from either:</p> <ul style="list-style-type: none"> <li>legislation other than the Emergency Management Act 2005;</li> <li>or</li> <li>by agreement between the relevant Hazard Management Agency and one or more agencies</li> </ul>	Policy and State Emergency Management Glossary.

### Specific Amendments State Emergency Management Procedures – Version 3.0

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
n/a	n/a	Removal of all forms, templates and attachments from State Emergency Management Procedures. In all applicable procedures, 'Forms and Templates' and/or 'Attachments' has been inserted providing links to relevant documents available in editable format on SEMC website.	Improve usability and ensures currency of forms, templates and attachments can be maintained without having to amend the State Emergency Management Procedure document.
n/a	n/a	New numbering and reference system applied to individual procedures. Part One Introduction has numbering section 1 inserted preceding the current procedure subsection (e.g. 1.1). Part Two Prevention and Mitigation has numbering section 2 inserted preceding the current procedure subsection (e.g. 2.1). Part Three Preparedness has numbering section 3 inserted preceding the current procedure subsection (e.g. 3.1, 3.2, 3.3 etc). Part Four	New numbering and referencing system applied to individual procedures to align with numbering across PPRR per State Emergency Management Policy and State Emergency

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		Response has numbering section 4 inserted preceding the current procedure subsection (e.g. 4.1, 4.2, 4.3 etc). Part Five Recovery has numbering section 5 inserted preceding the current procedure subsection (e.g. 5.1, 5.2, 5.3 etc).	Management Plan. The new numbering system will also provide a point of difference between when individual procedures are referenced depending on their Part (e.g. PPRR).
n/a	n/a	New Appendices section for Acronyms inserted. Removal of repetition of acronyms of terms restarting at every individual procedure,	Ensures all acronyms used in the State Emergency Management Documents is appropriately defined to comply with accessibility requirements. Additionally, the insertion of a new acronym appendix removes the requirements to redefine acronyms in every individual procedure which is repetition.
4	Overview	<del>Where applicable, the abovementioned documents have been divided into the PPRR categories. For ease of referencing, individual State EM Procedures are referenced in this document as the State EM Prevention Procedures, State EM Preparedness Procedures, State EM Response Procedures and State EM Recovery Procedures.</del>	Deleted as new numbering and referencing system applied to differentiated between PPRR procedures.
4	Overview	<b><u>Attachments, Forms and Templates</u></b>	Inserted to provide additional guidance to users

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		Where applicable, attachments, forms and templates for State EM Procedures will be referenced and linked within each procedure. Attachments and editable versions of all templates are available in the Emergency Management Tools section on the SEMC website.	in accessing all applicable attachments, forms and templates.
45	Preparedness Procedure 10	<p><b>Procedure - HMA</b> <b>Variation/Revocation</b></p> <ul style="list-style-type: none"> <li>the <del>delegation</del> variation/revocation instrument must be signed by the person prescribed in the regulations EM Regulations as the HMA or the person approved to sign on behalf of the public authority prescribed as the HMA in the regulations EM Regulations;</li> </ul> <p><b>Procedure – SEC</b> <b>Variation/Revocation</b></p> <ul style="list-style-type: none"> <li>the <del>delegation</del> variation/revocation instrument must be signed by the SEC;</li> </ul>	Statement of fact amendments, section relates to variation/revocation and not delegation.
111	Response Procedure 5	<p>Revocation of Declaration (s. 53 EM Act)</p> <ul style="list-style-type: none"> <li>publish the <del>Declaration</del> Revocation for general information as soon as is practicable after the <del>declaration</del> revocation is made in any manner that the HMA considers to be appropriate having regard to the circumstances and what is practicable;</li> <li>publish the <del>Declaration</del> Revocation in the Gazette as soon as is practicable after the <del>declaration</del> revocation is made</li> </ul>	Statement of fact amendments, section relates to variation/revocation and not declaration.
131	Response Procedure 10	<b>Procedure – HMA</b>	Deleted reference to authorised officers as this

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		During declarations, HMAs should provide emergency management agencies with contact details for the <del>hazard management and authorised officers</del> <b>HMOs</b> who will managerequests for relevant information.	procedure only applies to HMOs during an emergency situation.
135	Response Procedure 11	<b>Procedure</b> <b>Revocation of Declaration (s. 59 EM Act)</b> The Minister may revoke a state of emergency <b>declaration</b> at any time by:	Statement of fact amendment.
139	Response Procedure 12	<b>Composition</b> <ul style="list-style-type: none"> <li><b>Fire and Emergency Services</b> Commissioner, Department of Fire and Emergency Services (if <del>DFES is</del> not HMA)</li> </ul>	Statement of fact amendment to refer to correct title for FES Commissioner and removed incorrect reference to DFES has HMA.
157	Response Procedure 18	<b>Procedure</b> <b>Details of the Direction to be Issued</b> <ul style="list-style-type: none"> <li>the original direction instrument should be retained by the officer making the direction and a copy supplied to the <del>HMA</del> <b>SEC</b> as soon as practicable;</li> </ul>	Amended to SEC as this procedure relates to directions during a state of emergency.
162	Response Procedure 19	<b>Procedure</b> <b>Authorised Officers</b>	Deleted reference to HMOs as this procedure only applies to Authorised

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
		When disclosing relevant information, <del>hazard management and</del> Authorised Officers are to record (at a minimum) the following particulars:	Officers during a state of emergency.

## Specific Amendments State Emergency Management Glossary – Version 3.0

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
10	D	<b>Disaster Recovery Funding Arrangements (DRFA)</b> is a joint Australian Government-State cost sharing arrangement to alleviate the financial burden on the states and to facilitate the early provision of assistance to disaster affected communities	Inserted to reflect current arrangements.
10	D	<b>Disaster Recovery Funding Arrangements Western Australia (DRFAWA)</b> is based on the Disaster Recovery Funding Arrangements and includes additional support measures the State government deems necessary to best support communities and business within Western Australia. However, Western Australia does not offer some measures available under DRFA offered by other states.	Inserted to reflect current arrangements.
12	E	<b>emergency service</b> an agency responsible for the protection and preservation of life and property from harm resulting from incidents and emergencies. Syn. 'emergency services authority' and 'emergency service organisation'.	Statement of fact amendment to insert omission aligning with Strategic Control Priorities.
21	N	<b>Natural Disaster Relief &amp; Recovery Arrangements (NDRAA)</b> the arrangements under which the Commonwealth Government assists the State and Territory governments to provide approved financial assistance to eligible persons and organisations following natural disasters. The NDRAA applies in respect of eligible disasters that occur up to and including 31 October 2018	Statement of fact amendment to insert date of application of the NDRAA

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
21	N	<p><b>Natural disaster</b> <del>any emergency definition by Commonwealth for the purposes of the Natural Disasters Relief Arrangements including bushfire, earthquake, flood, storm, cyclone, storm surge, landslide, tsunami, meteorite strike, tornado</del></p> <p>is one, or a combination of the following rapid onset events: bushfire, earthquake, flood, storm, cyclone, storm surge, landslide, tsunami, meteorite strike, tornado (Disaster Recovery Funding Arrangements 2018)</p>	Inserted to reflect definition under current arrangements
22	O	<p><b>Operations officer</b> the officer delegated by the Incident Controller for the direction, supervision and implementation of tactics in accordance with the incident action <u>plan</u></p>	Statement of fact amendment to complete omitted word.
26	R	<p><b>Recovery information management</b> recovery information management develops timely, effective communication channels to gather, process and disseminate information relevant to the recovery of the affected <u>ed</u> community</p>	Grammatical error.

## Specific Amendments State Hazard Plan HAZMAT Annex A Radiation Escape from a Nuclear Powered Warship – **Version 3.0**

PAGE	STATEMENT/ SECTION	AMENDMENT	COMMENT
29	Appendix D	The NPW VS(C)C comprises: <ul style="list-style-type: none"><li><del>Security Intelligence Unit</del> <u>State Security Investigations Group</u>, WA Police Force</li></ul>	Statement of fact amendment to reflect change of unit name.

The generic amendments have also been applied to the following documents:

- Western Australian Managing Exercises Guideline
- State Support Plan Animal Welfare in Emergencies

**Note:** Page numbers listed refer to the previous document.