



Amendment List **V. 01.04** – State Emergency Management Documents as at May 2018

The following list identifies amendments made to the suite of State Emergency Management (EM) documents. These amendments have been approved by the State Emergency Management Committee (SEMC) on 4 May 2018 (resolution no. 22/2018) and came into effect on 18 May 2018.

The current version of each document is indicated below. It is also identified on the cover and footer of each document.

Please email policy@oem.wa.gov.au to provide feedback or comment.

GENERIC AMENDMENTS TO THE SUITE OF DOCUMENTS	
AMENDMENT	COMMENT
<ul style="list-style-type: none">• 'Version No. 01.04' has been inserted on the covers, replacing 'Version 01.03'.	Version control.
<ul style="list-style-type: none">• 'Version No.01.04' has been added to the footer of each page for document control purposes.	Version control.
<ul style="list-style-type: none">• 'Date of effect' of 18 May 2018 added to covers.	Version control.
<ul style="list-style-type: none">• Minor clarifications amending 'Western Australia Police' to Western Australia Police Force' in various references and amending references from the 'Attorney-General's Department' to the 'Department of Home Affairs'.	



State Emergency Management Policy **Version 01.04**

SPECIFIC AMENDMENTS			
PAGE	STATEMENT/ SECTIONS	AMENDMENT	COMMENT
23	5.1.4-5.1.7	Renumbering of current statements 5.1.4 and 5.1.5 to be statements 5.1.6 and 5.1.7 (respectively). Insertion of new statements 5.1.4 and 5.1.5 to clarify that, due to their nature and magnitude, Level 2 and Level 3 incidents require a significant and coordinated response, which meets the definition of an 'emergency' under the <i>Emergency Management Act 2005</i> , and that the emergency management arrangements should be used to coordinate and manage the response to and recovery from these emergencies.	Matters pertaining to these amendments were endorsed by the SEMC Response Capability Subcommittee out of session on 3 April 2018 and approved by the SEMC in May 2018 (resolution no. 21/2018).
15		Clarifications made to footnote to indicate the source of the definition of 'emergency risk management' is the State Emergency Management Glossary.	
24, 47 and 58	5.2.2 and Appendix A (Controlling Agency and Incident Controller)	Amendments to require consideration of establishment of an Incident Support Group (ISG) for Level 2 incidents and that an ISG must be established for Level 3 incidents.	Matters pertaining to these amendments were endorsed by the SEMC Response Capability Subcommittee out of session and approved by the SEMC in May 2018 (resolution no. 20/2018).
28	5.4.5	Clarifications to the statement in relation to situations when it is unclear which agency should be responsible for controlling an emergency response.	Amendments to better align text with the statement in the (now superseded) State Emergency Management Policy 4.1 Incident management.
34	5.9.7.1	New statement inserted regarding the SEMC assigning the role and responsibility for coordinating animal welfare during emergencies to the Department of Primary Industry and Regional Development.	Amendment reflects SEMC approval of the matter in March 2018 (resolution no. 05/2018).



State Emergency Management Plan **Version 01.04**

SPECIFIC AMENDMENTS			
PAGE	SECTION NUMBER/HEADING	AMENDMENT	COMMENT
19	4.4	Insertion of text previously included in Westplans on development of State EM plans to be based on best practice principles etc.	
28	5.1.2	Clarifications to the statement regarding situations when it is unclear which agency should be responsible for controlling an emergency response.	Amendments to better align text with statement in the (now superseded) State Emergency Management Policy 4.1 Incident management.
31 and 33	5.1.6 and 5.2.1	Amendment related to the abovementioned clarification that, due to their nature and magnitude, Level 2 and Level 3 incidents require a significant and coordinated response, which meets the definition of 'emergency'. In particular, amendment made to specify that notification of Level 2 and Level 3 incidents must be provided to the Office of Emergency Management in accordance with the State EM Response Procedure 2.	Matters pertaining to these amendments were endorsed by the SEMC Response Capability Subcommittee out of session on 3 April 2018 and approved by the SEMC in May 2018 (resolution no. 21/2018).
32	5.1.7	Amendments in relation to considering establishment of an Incident Support Group (ISG) for Level 2 incidents and that an ISG must be established for Level 3 incidents.	Amendment reflects SEMC approval of the matter in May 2018 (resolution no. 20/2018).
87	Appendix E	Insertion of reference to Fire and Emergency Services Commissioner's role to prepare State Hazard Plans for relevant prescribed hazards.	Correction of an omission.
107	Appendix E	Insertion of new text on NBN Co Limited's role and responsibilities in relation to emergency management.	Text developed in consultation with NBN Co Limited.
		Refer also to the abovementioned generic amendments to the suite of State EM documents.	



State Hazard Plan: Fire **Version 01.01**

SPECIFIC AMENDMENTS			
PAGE	SECTION NUMBER/HEADING	AMENDMENT	COMMENT
22	4.8 (Table 2) – Level 2	Amendment related to the abovementioned clarifications regarding Incident Support Groups (ISG) with updated text regarding establishment of ISGs for Level 2 incidents.	Matters pertaining to these amendments were endorsed by the SEMC Response Capability Subcommittee out of session and approved by the SEMC in May 2018 (resolution no. 20/2018).

State Emergency Management Procedures **Version 01.04**

SPECIFIC AMENDMENTS			
PAGE	PROCEDURE	AMENDMENT	COMMENT
6	State EM prevention and mitigation procedure 1	Clarifications made to footnote to indicate the source of the definition of 'emergency risk management' is the State Emergency Management Glossary.	
95	State EM response procedure 1	Clarifications to statement regarding situations when it is unclear which agency should be responsible for controlling an emergency response.	Amendments to better align text with the statement in the (now superseded) State Emergency Management Policy 4.1 Incident management.
96-99	State EM response procedure 2	Clarifications to the procedure to specify that, due to their nature and magnitude, Level 2 and Level 3 incidents require a significant and coordinated response, which meets the definition of an 'emergency'. It is also clarified that the Office of Emergency	Matters pertaining to these amendments were endorsed by the SEMC Response Capability



SPECIFIC AMENDMENTS			
PAGE	PROCEDURE	AMENDMENT	COMMENT
		Management (OEM) must be notified of any Level 2 and Level 3 incident declarations. The incident level declaration form is amended to require an 'emergency assessment' and notification of this to the OEM.	Subcommittee out of session on 3 April 2018 and approved by the SEMC in May 2018 (resolution no. 21/2018).
107	State EM response procedure 4	Clarifications to the wording on the membership of the State Emergency Coordination Group, including specifying that consideration be given to inclusion of the Coordinator of Energy on the group.	Amendments to better align text with statements in the (now superseded) State Emergency Management Policy 4.1 Incident management.
163, 164 and 169	State EM response procedure 20	Minor clarifications to the procedure to reference the correct parts of the form and include contact details for the Australian Government Crisis Coordination Centre on p. 164, accidentally omitted during earlier transcription. Form 22 also modified in Part 3 to include 'REQUEST APPROVED/NOT APPROVED' to correct an omission.	
178-179	State EM recovery 2	Amendments to text made to align with current arrangements for the Western Australia Natural Disaster Relief and Recovery Arrangements.	
	Forms	Slight modifications to Forms 1, 1A, 2, 3, 3A, 4, 7, 8, 13, 13A, 14, 14A and 22, with insertion of tick boxes. Forms 14 and 14A modified to correct transcription errors. In particular: <ul style="list-style-type: none">- Form 14: 'Authorised Officer' removed from signature line.- Form 14A: incomplete sentence under 'Offence' completed.	Insertion of tick boxes required as part of process to provide all forms (separately) in an interactive PDF format for on line use by emergency management agencies.
		Refer also to the abovementioned generic amendments to the suite of State EM documents.	



Attachment to State EM Prevention and Mitigation Procedure 1 **Version 01.04**

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PAGE	SECTION NUMBER/HEADING	AMENDMENT	COMMENT
		Refer to the abovementioned generic amendments to the suite of State EM documents.	

State Emergency Management Glossary **Version 01.04**

SPECIFIC AMENDMENTS			
PAGE	SECTION NUMBER/HEADING	AMENDMENT	COMMENT
12		Addition of a footnote on the source of the definition of 'emergency risk management', which is a (now superseded) version of the UNISDR Terminology of disaster risk reduction.	
		Refer also to the abovementioned generic amendments to the suite of State EM documents.	



All Hazards Evacuation Flagging Guideline **Version 01.04**

SPECIFIC AMENDMENTS			
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		Refer to the abovementioned generic amendments to the suite of State EM documents.	

Traffic Management During Emergencies Guideline **Version 01.04**

SPECIFIC AMENDMENTS			
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District Emergency Management Committee Administrative Guideline **Version 01.04**

SPECIFIC AMENDMENTS			
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Local Recovery Guideline **Version 01.04**

SPECIFIC AMENDMENTS			
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LEMA Guideline and Model **Version 01.04**

SPECIFIC AMENDMENTS			
PAGE	SECTION NUMBER/HEADING	AMENDMENT	COMMENT
29		Amendments made to align guidance on review of local emergency management arrangements with the State EM preparedness procedure 8.	
		Refer also to the abovementioned generic amendments to the suite of State EM documents.	

WA Community Evacuation in Emergencies Guideline **Version 01.04**

SPECIFIC AMENDMENTS			
PAGE	SECTION NUMBER/HEADING	AMENDMENT	COMMENT
		Refer also to the abovementioned generic amendments to the suite of State EM documents.	