



AVIATION EMERGENCY SUB PLAN

**A SUB PLAN OF THE
NSW STATE EMERGENCY MANAGEMENT PLAN**

March 2020

AUTHORISATION

The Aviation Emergency Sub Plan has been prepared as a sub plan to the New South Wales State Emergency Management Plan (EMPLAN) to detail the control and coordination arrangements for aspects of the preparation for, response to, and immediate recovery from an Aviation Emergency occurring within NSW.

This plan has been prepared on behalf of the State Emergency Operations Controller and was endorsed by the State Emergency Management Committee on 4 June 2020.

AMENDMENTS

Proposals for amendment or addition to the contents of the NSW Aviation Emergency Subplan are to be forwarded to:

New South Wales Police Force
Emergency Management Unit
Sydney Police Centre
151-241 Goulburn Street
Surry Hills NSW 2010

VERSION HISTORY

Version updates are recorded in the following table.

Version History	
Number	Date
Initial Plan	1994
Reviewed	1998
Reviewed	2004
Reviewed	August 2010
Review and re-write	March 2020

DISTRIBUTION

This subplan may be distributed in electronic format and is available on the Emergency NSW website at www.emergency.nsw.gov.au.

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1. BACKGROUND

This document is a Sub Plan to the NSW EMPLAN and recognises the unique challenges and risks that are faced in the event of an Aviation Emergency.

The document has been written by a working group authorised by the SEMC involving NSW Police Force, Fire + Rescue NSW, NSW Rural Fire Service, NSW State Emergency Service, NSW Ambulance, Westpac Life Saver Helicopter Rescue Service, NSW Health, Welfare Services, Australian Defence Force, ATSB, CASA, Aerodrome Operators, Aircraft operators, Aviation Rescue Firefighting Service, Air Services Australia, Border Force, Metro Aerodromes and Transport for NSW.

2. INTRODUCTION

The NSW State Aviation Emergency Sub Plan details the arrangements for control and co-ordination of the response to an aviation emergency. The arrangements are to apply if the emergency occurs anywhere in New South Wales, including State Waters and Aerodromes.

This sub plan has been prepared at the direction of the SEMC as a state level sub plan of the EMPLAN. The arrangements under this plan are consistent with the EMPLAN as well as the Australian Government Aviation Disaster Response Plan.

This plan should be read in conjunction with the current version of the ATSB/ADF publication *"Hazards at aviation accident sites: Guidance for Police and Emergency personnel Edn. 7 2017"*.

3. AIM

To detail the control and coordination arrangements for the preparation, response and recovery for aviation emergencies within NSW (including NSW waters).

4. OBJECTIVES

Consistent with the State Emergency and Rescue Management Act 1989 (SERM Act) and the NSW EMPLAN the objectives of this plan in relation to an Aviation Emergency are to provide clarity as to:

- command and control
- coordination of functions
- roles and responsibilities
- communications between agencies and liaison arrangements
- decision making
- public information and
- review, testing, evaluation and maintenance of this plan.

Specifically, the objectives of an aviation emergency response are to:

- establish control of the situation and mitigate consequences
- provide medical treatment, advice and retrieval of victims
- keep the public informed and maintain public trust
- protect life, property and the environment
- take all practicable measures and prepare for recovery activities.
- Re-establish basic aviation operations

5. SCOPE

This plan details the arrangements for control and coordination of an aviation emergency as defined in this document.

This Sub Plan does not detail the ongoing investigation as a result of an Aviation Emergency.

The SERM act identifies the EOCON as being the Combat agency for Aviation Emergencies. It is important to note that the response to an Aviation Emergency is scalable between the LEOCON/REOCON/SEOCON.

Generally, the only incidents that will require the use of this plan will be emergencies which require a significant and co-ordinated response.

6. LEGAL FRAMEWORK

Civil Aviation Act 1988 (CAA)

Civil Aviation Regulations 1988 (CAR)

Civil Aviation Safety Regulations 1998 (CASR)

Civil Aviation Safety Authority Manual of Standards (MOS)

Environmentally Hazardous Chemicals Act 1985

Fire and Rescue NSW Act 1989

Protection of the Environment Administration Act 1991

State Emergency and Rescue Management Act 1989

Terrorism (Police Powers) Act 2002

Transport Safety Investigation Act 2003

Work Health and Safety Act 2011

Local Government Act 1993

Local Government Amendment Act 2012

Marine Pollution Act 1987

Maritime Services Act 1935

Protection of the Environment Operations Act 1997

7. ASSUMPTIONS

In accordance with the CASR Manual of Standards part 139 aerodromes may have an Aerodrome Emergency Plan (AEP). Similar in nature to local/regional consequence management guides the plan outlines how the aerodrome will cope with an emergency occurring at the aerodrome or in its vicinity.

Aerodromes that do not have an AEP should be covered under local emergency management arrangements.

8. CONCEPT OF OPERATIONS

As there is no identified responsible agency for aviation emergencies the NSW EMPLAN assigns the control responsibility of the emergency to the EOCON.

9. SUPPORTING ARRANGEMENTS

Depending on the location of the emergency there may be local and regional arrangements that support this plan. These may include:

- Airport Emergency Plans
- Airport traffic plans
- Airport Disaster Victim Registration plans
- Rescue response arrangements

10. ACTIVATION

10.1 Immediate Response

The immediate response to an aviation emergency in any capacity does not require activation of the plan. The arrangements set out in this plan are always active.

In any aviation incident the EOCON should be notified as soon as the defined threshold for 'emergency' is met.

For any response the EOCON should consider the activation and implementation of supporting arrangements and strategies outlined within this plan.

11. ROLES AND RESPONSIBILITIES

The roles and responsibilities listed below may be additional or variations to any listed in NSW EMPLAN.

11.1 Agriculture and Animal Services - NSW Department of Primary Industries

- Meet the roles and responsibilities outlined in the Agriculture and Animal Services Supporting Plan.
- Note: The management of plants or animals which have not cleared Commonwealth Quarantine, is the responsibility of the Department of Agriculture and Water Resources.

11.2 Emergency Operations Controller

- On notification of an aviation emergency, obtain advice from other agencies regarding the impact and consequences of the emergency.
- Establish, or cause to be established an EOC as appropriate.
- Establish lines of communication to the next level EOCON.
- Appoint a Site Controller as required.
- When appropriate identify and declare a Danger Area in relation to the emergency or assess the current danger area and amend if necessary. CASA is the Commonwealth agency responsible for airspace regulation.
- Identify and coordinate resource requirements.

11.3 Environmental Services Functional Area (EnvSFAC)

The Environmental Services Functional Area is identified under EMPLAN as having the primary role in coordinating identified agencies responding to emergencies where the environment is

at risk. Specific responsibilities of the EnvSFAC are outlined in the Environmental Services Functional Area Supporting Plan, HAZMAT/CBRN Sub Plan and the Marine Pollution Emergency Response Plan.

The Environmental Protection Authority is the coordinating agency for the EnvSFAC and is the regulatory authority for protection of the environment within NSW. EPA has a collective capability to advise, resource and implement activities and measures to prepare for and aid in preventing incidents/emergencies that may impact on human health and the environment (built and natural).

Tasks relevant to this plan:

- Provide an Environmental Services Commander and additional staff as required to Combat Agency Forward Command or Site Control
- Advise FRNSW of any other hazardous materials issues which are impacting on the State as a result of the emergency.
- Assist in (or facilitate as required) the clean-up and advisory of waste management or any pollutants or contamination due to the incident.
- Conduct environmental monitoring, sampling and analysis of land, water and air.

11.4 Fire and Rescue NSW (FRNSW)

FRNSW is the designated Combat Agency for taking all practicable measures in Fire Districts for preventing and extinguishing fires and protecting and saving life and property in case of fire.

In NSW, Airservices Australia supplies an "on airport" Aviation Rescue and Fire Fighting Service (ARFFS) at Sydney, Coffs Harbour, Ballina and Gold Coast Airports. FRNSW will assist ARFFS at these Airports.

With respect to any land-based hazardous material incidents (and to any fires that may result from them) that occur anywhere in NSW except on State waters, FRNSW will take all practicable measures for protecting and saving life and property, confining or ending such an incident and rendering the site safe. FRNSW maintains procedures, equipment, training and resources to command, detect, decontaminate and render safe people, property and areas affected by hazardous materials.

Tasks relevant to this plan:

- As required comply with their Fire Fighting and HAZMAT responsibilities.
- Assist ARFFS crews
- For a HAZMAT incident, ensure scene security and implement the 3 Zone System – Hot, Warm and Cold, Identify and assess potential harm, render safe through decontamination and/ or containment of all equipment and other items leaving the Hot Zone.
- Provide ongoing assistance and information sharing to the relevant EOCON and the Police Site Controller.

In a Rural Fire District

- Assist NSW Rural Fire Service, as requested, in the firefighting operations.

On an aerodrome

- Within a Fire District where there is no "on aerodrome" fire service, or when designated in the AEP, take charge of firefighting operations.
- Outside a Fire District, when tasked in the local AEP and reflected in local MOU, take charge of firefighting operations.
- Inside a RFD, assist with firefighting operations when NSW Rural Fire Service is designated

- to take charge of firefighting operations in the local AEP.
- Where the ARFFS or ADF fire service is stationed, assist that service in the firefighting operations and provide specialist firefighting equipment.

11.5 **NSW Ambulance**

NSW Ambulance is the statutory agency responsible for the emergency care and pre-hospital management of all casualties including command systems, control of aeromedical aviation assets, medical and paramedic resourcing and management. Under Amplan, NSW Ambulance provides a coordinated clinical response to an incident and the establishment of a structured and coordinated mass casualty management system and retrieval.

Tasks relevant to this plan:

- Manage casualties and provide medical transport and advice as required.
- Provide pre-hospital care and retrieval for the sick and injured.
- Provide assistance as required when equipment and training is appropriate.
- Extricate patients identified in the evacuation zone
- Provide LO's to relevant EOCON's and provide representation to site control as required.
- Undertake other duties as directed by the Ambulance Commander
- Contribute to multi-agency Command and Control through participating within the Incident Management Team and Emergency Operations Centres.
- Provide and/or assume the responsibility for transport of Medical Teams and Health Services Teams and their equipment to the sites of incidents and emergencies, receiving hospitals or emergency medical facilities when so requested by the Health Services Functional Area Coordinator.
- Provide coordinated communications for all health systems involved in emergency response.
- Provide fixed and rotary wing pre-hospital and aeromedical retrieval services.

11.6 **NSW Health**

NSW Health is a supporting agency and provides health services in accordance with the Health Services Supporting Plan (HEALTHPLAN). During a Hazmat emergency, NSW Health is responsible for providing definitive healthcare to casualties, protecting the physical and mental health of the public during response and recovery operations and providing health advice to other agencies and the public during all phases of the emergency management cycle.

The NSW Ministry of Health is responsible for coordinating and controlling the mobilisation of all health responses to accidents or incidents when this Plan is activated.

Tasks relevant to this plan:

- Coordinate a health response via the Health Services Functional Area Coordinator (HSFAC);
- Arrange for first aid and counselling support at Passenger and Relative reception;
- Ensure facilities under NSW Health management are aware of their responsibilities under this plan and appropriately prepared;
- Collate information on patient distribution and condition for NSW Police.

11.7 **NSW Police Force**

Combat Agency for Search and Rescue, public order as the result of an emergency and/or act of Terrorism. Protection of life and property as per the NSW Police Act and undertaking investigations and traffic management.

Tasks relevant to this plan:

- Work with ESO's to take immediate action to preserve life.
- If required, a senior NSW Police Officer may assume the role of 'Site Control' until a Site Controller is appointed by the relevant EOCON.
- An officer of or above the rank of Sergeant should consider the need to declare a Danger Area.
- Responsibility for the coordination of the crime scenes
- Provide LO's to relevant EOCON's and provide representation to site control as required.
- Control area establishing perimeters to control both access and egress of pedestrian and vehicular traffic;
- Delivering and arranging for delivery of street level or other public warnings
- Manage movement of pedestrian and vehicular traffic;
- Control and manage assembly areas
- Initiate and control DVR (with the RFR system as per normal arrangements);
- R.F.R Registration of passengers/victims involved in an aviation emergency;
- Establish, publicise and operate the Public Information and Inquiry Centre
- Establish and maintain secure perimeter(s) around the accident site(s) to protect the site, the wreckage, victims, cargo and personal effects, and to permit the other agencies to work unobstructed in the performance of their specified duties.
- Establish and maintain access and egress routes to, from, and within the accident site(s), for the controlled movement of the emergency resources involved, including marshalling/parking/assembly areas within the perimeter, and to designated hospitals.
- Account for all persons on board the aircraft. This includes the responsibility for Disaster Victim Registration and Disaster Victim Identification.
- Undertake the statutory investigative requirements.
- Assist ATSB teams with their investigations conducted under the Commonwealth *Transport Safety Investigation Act 2003*.
- Ensure the orderly evacuation of survivors to a safe and secure area.
- Communicate the personal details of the people on board any flight involved in the emergency via the SEOC to the CCC as required.
- As required establish in conjunction with the Aircraft operator and if appropriate the Aerodrome Operator, an Information Centre or Centres to:
 - o Handle relatives, general public and media inquiries; and
 - o Issue warnings, information and safety directions to the public.
- In line with the national SAR Manual
 - o coordinate SAR operations for:
 - persons and vessels on inland waterways and waters within state and territory port limits
 - inland waterways and ports
 - land searches
 - aircraft not on the CASA or RA-Aus registers including ultralights, paragliders, hang gliders and gyrocopters
 - land searches for missing registered civil aircraft in support of us
 - coordinate volunteer rescue organisations within respective jurisdictions.

On an aerodrome

- Assist the aerodrome operator to establish and maintain a suitable secure perimeter to prevent unauthorised personnel, vehicles and equipment from entering the aerodrome precincts.
- Assist the aerodrome operator with congestion problems caused by disruption of flights and convergence on aerodrome facilities.

11.8 NSW Rural Fire Service (NSW RFS)

The NSW Rural Fire Service is the designated combat agency for all fires occurring within its Rural Fire Districts (RFD) and is the lead agency for bush fires, in accordance with the coordinated firefighting arrangement pursuant to the Rural Fires Act 1997.

Tasks relevant to this plan in a Rural Fire District:

- Take charge of firefighting operations.
- As required, comply with their firefighting responsibilities.
- Assist any full or part time Aviation Fire Fighting crews.
- Request FRNSW to undertake any HAZMAT duties.
- Establish Incident Command.
- Ensure scene security and implement the 3 Zone System – Hot, Warm and Cold.
- Identify and assess potential harm.
- Call in resources and place NSW RFS and FRNSW units in Staging.
- Monitor, assess and conduct safe operations.
- Provide ongoing assistance and information sharing to the relevant EOCON and the Police Site Controller.

In a Fire District

- Assist Fire and Rescue NSW, as requested, in the firefighting operations.

On an aerodrome

- Inside a Rural Fire District, take charge of firefighting operations when so tasked in the local AEP.
- Where the ARFFS or ADF fire service is stationed, assist that service in the firefighting operations and provide specialist firefighting equipment.

11.9 NSW State Emergency Service

The NSW State Emergency Service (NSW SES) is the combat agency for floods, storms and tsunami and performs as a supporting agency in this type of emergency.

The SES has a range of human and equipment resources suitable to assist control agencies involved in aviation emergencies. The SES also has the ability to support response and recovery operations on land and within in-land waters.

Tasks relevant to this Plan:

- Assist with the provision of transportation of personnel and equipment
- Assist with the establishment and maintenance of exclusion zones and staging areas
- Assist with the evacuation of persons and/or animals
- Provide trained personnel to support search and rescue operations.
- Provide vessels and trained personnel to support search & rescue and/or retrieval operations on or in inland waters
- Provide rescue resources as required at the request of NSW Police Force or EOCON
- Provide Liaison Officers at Site Control and/or the Emergency Operations Centre as requested
- Undertake other duties, where training and capability is appropriate, as directed by the EOCON or Site Controller.

11.10 Public Information Services Functional Area coordinator

The PIFAC is responsible to SEOCON for the operation of the Public Information Arrangements during an imminent or actual emergency operation not under the control of a Combat Agency and will co-ordinate the public information and subsequent activities of agencies involved to ensure the effectiveness of the information and where required, warnings provided.

However, the SEOCON may approve requests from Combat Agencies, or direct the PIFAC to assist with, or coordinate Public Information or warnings, where the impact of the emergency goes beyond the responsibility of the responding agency.

Although the PIFAC has an emergency management responsibility they will utilise the resources of the NSWPF Media Unit. If further resources are necessary, they can be sourced from other combat agencies.

Tasks relevant to this Plan:

- Coordinate the delivery of warnings and public information via a range of systems including traditional and social media platforms;
- Consult with the Site Controller and other ESO's as required;
- Deploy media liaisons to EOC as required;
- Set up a Joint Media Information Centre (JMVIC) where required; and

11.11 State Emergency Operations Controller

The State Emergency Operations Controller (SEOCON) is to:

- On notification of an Aviation Emergency, obtain advice from other agencies regarding the impact and consequences of the emergency.
- Direct the establishment of the SEOC as necessary.
- Determine and direct the most appropriate Response strategies for affected areas.
- Identify resource requirements and allocate or coordinate as required.
- Obtain advice from the PIFAC in relation to the identification of public information issues, requirements and relevant messaging arrangements.
- Direct the establishment of the PICC if required.
- Identify the requirements for higher level engagement with State and Federal Government and identify the appropriate method of engagement.
- Coordination and authorisation of DACC requests.
- Maintain situational awareness of the emergency and facilitate regular briefings through the SEOC processes.

11.12 Transport Services Functional Area

The NSW Transport Services Functional Area is responsible for the coordination of the provision of land, sea & air transport support as required by a Combat Agency, Emergency Services and other Functional Areas, while maintaining (as far as practicable) the normal operations & activities of public & commercial transport services.

Tasks relevant to this Plan include:

- Re-configuring transport systems and services to minimise the effects of disruptions
- Provision of real time alerts and advice to transport stakeholders via established transport communication channels eg. Live Traffic etc.
- Coordination of advice re modal impacts to both internal and external stakeholders.
- Coordinating the provision of consistent public information in line with the Public Information Services Functional Area Coordinator requirements

- Provide support, including Liaison Officers, to Emergency Operations Centres and Agency Operations Centres as requested

11.13 Welfare Services

Welfare Services are responsible for the coordination of Evacuation Centres and provision of immediate assistance under the SERM Act and Emergency Management Plans. During the response phase, Welfare Services may advise on or coordinate welfare arrangements, such as emergency accommodation and catering, material aid and personal support to disaster affected people.

Tasks relevant to this Plan:

- Provide welfare support as required consistent with the Welfare Services Functional Area Supporting Plan.
- Provide support to NSWPF, as requested with Disaster Victim Registration.
- The location of Welfare Services will be determined by the EOCON, or their nominated delegate, dependant on the incident
- Welfare Services are initiated by NSWPF at the direction of the EOCON, or their nominated delegate, in consultation with supporting agencies.
- NSWPF are responsible for establishing and managing Welfare Services in consultation with supporting agencies.
- Where persons have been impacted as a result of an aircraft incident the aircraft operator should provide assistance consistent with relevant published guidelines and requirements.
- Welfare Services requirements will be determined at the EOC in consultation with affected airport stakeholders
- NSWPF are the controlling authority in consultation with supporting agencies
- Welfare Services will be stood down, or directed to be relocated off airport, by NSWPF Commander, EOCON, or their nominated delegate

Other Agencies

11.14 Australian Defence Force

- Special arrangements for ADF related incidents are contained in the publication listed below from the ATSB. In the event of an emergency relating to an accident with an ADF aircraft, the response operation is typically the same as that for a civilian aircraft with the exception of special care for potential hazards with the aircraft.
- ATSB/ADF publication *Hazards at aviation accident sites: Guidance for police and emergency personnel*,
<https://www.atsb.gov.au/publications/2017/hazards-at-aviation-accident-sites/>

11.15 Australian Transport Safety Bureau (ATSB)

- The Australian Transport Safety Bureau (ATSB) is the Commonwealth government agency responsible for investigating accidents and incidents involving civilian aircraft in Australia, in accordance with the *Australian Transport Safety Investigation Act 2003* (TSI Act).
- The ATSB has powers under the TSI Act to secure the site of an accident and to preserve evidence associated with it. The ATSB will coordinate with first responders (police, fire, ambulance) and will coordinate with the site commander to arrange an appropriate time to take control of the site. Information relevant to first responders is made available in the

- ATSB/ADF publication *Hazards at aviation accident sites: Guidance for police and emergency personnel*,
<https://www.atsb.gov.au/publications/2017/hazards-at-aviation-accident-sites/>
- For further information see *A Guide for Police and Coronial Officers*,
<https://www.atsb.gov.au/publications/2011/a-guide-for-police-and-coronial-officers/>

11.16 **Aerodrome Operator**

The aerodrome operator is not a responding agency however is responsible for:

- Providing initial notification to emergency services.
- Following emergency response procedures or AEP.
- Providing access to emergency services.
- Facilitating any requests from responding agencies or authorities.
- Cease or restrict operations as directed by agency with control responsibilities.

11.17 **Aircraft operator**

The aircraft operator is not a responding agency however is responsible for:

- Providing notification of accident to relevant authorities.
- Following organisational emergency response procedures.
- Providing assistance to impacted persons consistent with relevant published guidelines and requirements.
- Facilitating any requests from responding agencies or authorities.

12. **PREVENTION**

12.1 **Prevention and Mitigation**

The aviation industry operates under stringent national, state and local legislation and guidelines to minimise risk to the community.

13. **PREPARATION**

13.1 **Aerodrome Emergency Planning**

In accordance with the CASA Manual of Standards part 139 aerodromes may have an Aerodrome Emergency Plan (AEP) | These plans are shared appropriately with ESO's and are regularly reviewed by the aerodrome operator and emergency services to ensure the plans remain contemporary. These plans identify levels of alert and have stringent guidelines surrounding the notification of ESO's and functional areas where an aviation emergency is occurring.

13.2 **Resources and Capability**

Emergency Management Committees at Local, Regional and State Levels are to ensure that their relevant ESO's and Functional Areas are aware of this plan and undertake the relevant familiarisation arrangements to respond to an aviation emergency.

13.3 Training

Agencies involved in activities covered by this plan are responsible for training of their members and personnel to ensure an appropriate level of skill and knowledge is maintained to fulfil their agencies roles.

13.4 Public Information

Any aviation incident not meeting the definition of aviation emergency can be handled using existing local media arrangements. Any Public messaging during an aviation emergency should be coordinated through the PIFAC and SEOC.

During the response any changes in circumstances identified that are likely to affect the public information strategy are to be communicated to the SEOCON.

14. RESPONSE

This part describes the sequence of actions required to mobilise the emergency management arrangements for a response due to an aviation emergency

Operational decisions will be made by the EOCON, in consultation with the relevant agencies.

A formal declaration of an aviation emergency is not required for the arrangements detailed in this plan to apply.

14.1 Control and Coordination Arrangements

The EOCON will control and coordinate the arrangements detailed in this plan.

14.2 Combat Agency and Functional Areas

Combat Agencies and Functional Areas will recognise their roles as outlined in the NSW EMPLAN and this plan.

14.3 Notification to SEOCON

Notification of any emergency requiring the use of this plan may require notification to the SEOCON. It is expected that this would occur through normal escalation procedures and if there are any delays, then the SEOCON can be contacted directly through the SEOC Duty Officer.

15. RECOVERY

The arrangements for recovery operations in New South Wales are outlined in the NSW State EMPLAN and further described in the State Recovery Plan.

The New South Wales Recovery Plan outlines the strategic intent, responsibilities, authorities and the mechanisms for disaster recovery in New South Wales. The Recovery Plan, together with the guidelines, allow for the development and implementation of a planned recovery following a natural disaster or other emergency.

This process is overseen by the State Emergency Recovery Controller (SERCON) which is a statutory position appointed by the Minister for Police & Emergency Services and responsible for controlling the recovery from the emergency. (Source: SERM Act)

Following activation of this plan, the SEOCON will liaise with the SERCON to discuss recovery arrangements as detailed in the State Recovery Plan.

Consideration should also be given to returning aviation services to business as usual in a timely manner.

16. DEBRIEF

A debrief will occur as soon as practicable following any aviation emergency that utilises the response arrangements outlined in this plan. This will be facilitated by the EOCON and all debrief documentation forwarded to the NSW Police Emergency Management Unit for review (on behalf of the SEOCON).

17. REVIEW and EXERCISE

The arrangements in this plan are to be exercised at least every 2 years or at the direction of the SEOCON unless an activation of this sub plan has occurred within two years from the previous activation or exercise.

Review and exercise should must ensure operational capability is maintained in relation to the immediate response and supporting arrangements.

For practical purposes, the LEMC should identify exercise objectives for immediate responses, REMC for Regional Level and recommendations to SEMC for State level.

These arrangements are to be reviewed after:

- An Aviation Emergency that required the use of this Sub plan,
- Any exercise of the arrangements in this Sub plan,
- At least every five years after the previous review,
- As required by SEOCON or SEMC.

The SEOCON is responsible for the maintenance of the plan.

18. GLOSSARY

Aircraft operator

The operator, or their nominated representative, of a private or commercial, scheduled or non scheduled, air service.

Airservices Australia

Airservices is Australia's air navigation service provider of air traffic control, aviation rescue and fire fighting and air navigation services.

Aerodrome

A defined area of land or water (including any buildings, installations or equipment) intended to be used either wholly, or in part, for all arrival, departure and movement of aircraft.

Assembly Area

Is a space where people are directed to go immediately upon being evacuated from their homes/locale where they may stay for a short time before returning to their homes or proceeding to an evacuation. An assembly area may also be space to undertake Disaster Victim Registration (DVR).

Australian Transport Safety Bureau

The Australian Transport Safety Bureau is Australia's national transport safety investigator.

Australian Maritime Safety Authority

The Australian Maritime Safety Authority is Australia's national maritime regulator and maintains a national search and rescue service for aviation and maritime sectors.

Aviation Emergency

For the purpose of this plan is an emergency (as defined in the *SERM Act*) involving an aircraft.

Civil Aviation Safety Authority

The Civil Aviation Safety Authority is a Commonwealth government body that regulates Australian aviation safety. CASA also regulates airspace and can declare Restricted and Danger areas.

Combat Agency

Means the agency identified in the State Emergency Management Plan (EMPLAN) as the agency primarily responsible for controlling the response to a particular emergency. (Source: *SERM Act*).

Danger Area

Means the area specified by a Directing Officer as the area affected by an emergency. (Source: *SERM Act*).

Disaster Victim Identification (DVI)

The process used to establish the identity of deceased persons and is a function of the Police (as agents of the coroner).

Directing officer

Means:

- (a) the Minister, or
 - (b) the State Emergency Operations Controller, or
 - (c) a police officer of or above the rank of sergeant, or
 - (d) a police officer of a class prescribed by the regulations for the purposes of this definition.
- (Source: *SERM Act*).

Disaster Victim Registration (DVR)

Means a process where the names and contact details of persons, who are displaced from their usual home/locale, because of an emergency, are registered. Its function is to account for those persons' whereabouts, obtain their intended destination and, if consent is given, to inform others who may make inquiries as to the displaced persons location, destination or contact details. The NSW Police Force is the agency with the responsibility and authority to activate and manage DVR.

See also Register, Find, Reunite as a system used to support DVR.

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, property in the State, or
- (c) causes a failure of, or a significant disruption to, an essential service or infrastructure, 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 this 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 Operations Centre (EOC)

Means a centre established at state, regional 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*). An EOC may also be located within an aerodrome.

Emergency Operations Controller (EOCON)

The member of the NSW Police Force who has been appointed as Local, Regional or State Emergency Operations Controller. (Source: *SERM Act*).

Joint Media Information Centre (JMIC)

in this plan, means a centre established by a Combat Agency or emergency operations controller consisting of media officers from the main participating organisations of a multi-agency operation.

On-Scene Controller

The Marine Site Controller with authority to control and co-ordinate the marine rescue and recovery phases.

Rescue

An operation to retrieve persons in distress, provide for their initial medical or other needs, and deliver them to a place of safety. (Source: National SAR Manual).

Register, Find, Reunite

Is a system used to conduct Disaster Victim Registration that is maintained by the Australian Red Cross.

Search (Commonly combined to Search and Rescue (SAR))

An operation, normally coordinated by a rescue coordination centre, using available personnel and facilities to locate persons in distress. (Source: National SAR Manual).

Site Controller

A Police Officer appointed by and subject to the direction of the emergency operations controller, to be responsible for determining the site, establishing site control and controlling the on-ground response to the emergency. Until the emergency operations controller appoints a site controller, the senior police officer will assume control.

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.

Staging Area

Means a strategically placed area where support response personnel, vehicles and other equipment can be held in readiness for use during an emergency.

19. ABBREVIATIONS

ADF	Australian Defence Force
AEP	Aerodrome Emergency Plan
AIIMS	Australasian Inter-Service Incident Management System
AMSA	Australian Maritime Safety Authority
ARFFS	Aviation Rescue Fire Fighting Service
AsA	Airservices Australia
ATSB	Australian Transport Safety Bureau
CASA	Civil Aviation Safety Authority
CCC	Crisis Control Centre
BOM	Bureau of Meteorology
EMPLAN	NSW State Emergency Management Plan
EICU	Emergency Information Coordination Unit
EPA	Environment Protection Authority
ESO	Emergency Service Organisation
FRNSW	Fire + Rescue New South Wales
EnvSFAC	Environmental Services Functional Area
EOC	Emergency Operations Centre
EOCON	Emergency Operations Controller
FAC	Functional Area Coordinator
HSFAC	Health Services Functional Area Coordinator
ICCS	Incident Command and Control System
LEMC	Local Emergency Management Committee
LEOCON	Local Emergency Operations Controller
LO	Liaison Officer
NSWA	NSW Ambulance
PIFAC	Public Information Functional Area Coordinator
REOCON	Regional Emergency Operations Controller
SC	State Coordinator (formerly Duty Operations Inspector (DOI)) VKG Sydney
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEOC	State Emergency Operations Centre
SEOCON	State Emergency Operations Controller
SERCON	State Emergency Recovery Controller
SERM Act	State Emergency and Rescue Management Act 1989

20. ANNEXURES

- A. Hazards at Aviation Accident Sites: Guidance for Police and Emergency Personnel.