

1600

# NFPA 1600 Standard on Disaster/Emergency Management and Business Continuity Programs 2004 Edition



FEMA



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## **NFPA 1600**

### **Standard on**

## **Disaster/Emergency Management and Business Continuity Programs**

### **2004 Edition**

This edition of NFPA 1600, *Standard on Disaster/Emergency Management and Business Continuity Programs*, was prepared by the Technical Committee on Disaster Management and acted on by NFPA at its November Association Technical Meeting held November 15–19, 2003, in Reno, NV. It was issued by the Standards Council on January 16, 2004, with an effective date of February 5, 2004, and supersedes all previous editions.

This edition of NFPA 1600 was approved as an American National Standard on January 16, 2004.

### **Origin and Development of NFPA 1600**

The NFPA Standards Council established the Disaster Management Committee in January 1991. The committee was given the responsibility for developing documents relating to preparedness for, response to, and recovery from disasters resulting from natural, human, or technological events.

The first document that the committee focused on was NFPA 1600, *Recommended Practice for Disaster Management*. NFPA 1600 was presented to the NFPA membership at the 1995 Annual Meeting in Denver, CO. That effort produced the 1995 edition of NFPA 1600.

For the 2000 edition, the committee incorporated a “total program approach” for disaster/emergency management and business continuity programs in its revision of the document from a recommended practice to a standard. They provided a standardized basis for disaster/emergency management planning and business continuity programs in private and public sectors by providing common program elements, techniques, and processes. The committee provided expanded provisions for enhanced capabilities for disaster/emergency management and business continuity programs so that the impacts of a disaster would be mitigated, while protecting life and property. The chapters were expanded to include additional material relating to disaster/emergency management and business continuity programs. The annex material was also expanded to include additional explanatory material.

The 2004 edition contains updated terminology and has been editorially reformatted to follow the 2003 NFPA *Manual of Style*; however, the basic features of the standard remain unchanged. In addition, the committee added a table in Annex A that creates a crosswalk among FEMA’s CAR, NFPA 1600, and BCI & DRII Professional Practices. The committee added significant additional informational resources to Annexes B, C, D, and E.

The document continues to be developed in cooperation and coordination with representatives from FEMA, NEMA, and IAEM. This coordinated effort was reflected in the expansion of the title of the standard for the 2000 edition to include both disaster and emergency management, as well as information on business continuity programs.

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NOTE: Membership on a committee shall not in and of itself constitute an endorsement of the Association or any document developed by the committee on which the member serves.

**Committee Scope:** This Committee shall have primary responsibility for documents on preparedness for, response to, and recovery from disasters resulting from natural, human, or technological events.

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## NFPA 1600

### Standard on

# Disaster/Emergency Management and Business Continuity Programs

## 2004 Edition

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**NOTICE:** An asterisk (\*) following the number or letter designating a paragraph indicates that explanatory material on the paragraph can be found in Annex A.

### Chapter 1 Administration

**1.1\* Scope.** This standard establishes a common set of criteria for disaster management, emergency management, and business continuity programs hereinafter referred to as the program.

**1.2 Purpose.** This standard shall provide those with the responsibility for disaster and emergency management and business continuity programs the criteria to assess current programs or to develop, implement, and maintain a program to mitigate, prepare for, respond to, and recover from disasters and emergencies.

**1.3 Application.** This document shall apply to both public and private programs.

### Chapter 2 Referenced Publications (Reserved)

### Chapter 3 Definitions

**3.1 General.** The definitions contained in this chapter shall apply to the terms used in this standard. Where terms are not included, common usage of the terms shall apply.

#### 3.2 NFPA Official Definitions.

**3.2.1\* Approved.** Acceptable to the authority having jurisdiction.

**3.2.2\* Authority Having Jurisdiction (AHJ).** An organization, office, or individual responsible for enforcing the requirements of a code or standard, or for approving equipment, materials, an installation, or a procedure.

**3.2.3 Shall.** Indicates a mandatory requirement.

**3.2.4 Should.** Indicates a recommendation or that which is advised but not required.

**3.2.5 Standard.** A document, the main text of which contains only mandatory provisions using the word "shall" to indicate requirements and which is in a form generally suitable for mandatory reference by another standard or code or for adoption into law. Nonmandatory provisions shall be located in an appendix or annex, footnote, or fine-print note and are not to be considered a part of the requirements of a standard.

### 3.3 General Definitions.

**3.3.1 Business Continuity Program.** An ongoing process supported by senior management and funded to ensure that the necessary steps are taken to identify the impact of potential losses, maintain viable recovery strategies and recovery plans, and ensure continuity of services through personnel training, plan testing, and maintenance.

**3.3.2 Damage Assessment.** An appraisal or determination of the effects of the disaster on human, physical, economic, and natural resources.

**3.3.3 Disaster/Emergency Management Program.** A program that implements the mission, vision, and strategic goals and objectives as well as the management framework of the program and organization.

**3.3.4 Entity.** A governmental agency or jurisdiction, private or public company, partnership, nonprofit organization, or other organization that has disaster/emergency management and continuity of operations responsibilities.

**3.3.5 Impact Analysis (Business Impact Analysis, BIA).** A management level analysis that identifies the impacts of losing the entity's resources. The analysis measures the effect of resource loss and escalating losses over time in order to provide the entity with reliable data upon which to base decisions concerning hazard mitigation, recovery strategies, and continuity planning.

**3.3.6 Incident Management System.** In disaster/emergency management applications, the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident.

**3.3.7 Mitigation.** Activities taken to eliminate or reduce the probability of the event, or reduce its severity or consequences, either prior to or following a disaster/emergency.

**3.3.8 Mutual Aid Agreement.** A pre-arranged agreement developed between two or more entities to render assistance to the parties of the agreement.

**3.3.9 Preparedness.** Activities, programs, and systems developed and implemented prior to a disaster/emergency that are used to support and enhance mitigation of, response to, and recovery from disasters/emergencies.

**3.3.10 Recovery.** Activities and programs designed to return conditions to a level that is acceptable to the entity.

**3.3.11 Response.** In disaster/emergency management applications, activities designed to address the immediate and short-term effects of the disaster/emergency.

**3.3.12 Situation Analysis.** The process of evaluating the severity and consequences of an incident and communicating the results.

### Chapter 4 Program Management

**4.1 Program Administration.** The entity shall have a documented program that defines the following:

- (1) Executive policy including vision, mission statement, and enabling authority
- (2) Program goals and objectives
- (3) Program plan and procedures

- (4) Applicable authorities, legislation, regulations, and/or industry codes of practice
- (5) Program budget, project schedule, and milestones

**4.2\* Program Coordinator.** The program coordinator shall be appointed by the entity and authorized to administer and keep current the program.

**4.3\* Advisory Committee.**

**4.3.1\*** An advisory committee shall be established by the entity in accordance with its policy.

**4.3.2** The advisory committee shall provide input to or assist in the coordination of the preparation, implementation, evaluation, and revision of the program.

**4.3.3** The committee shall include the program coordinator and others who have the appropriate expertise and knowledge of the entity and the capability to identify resources from all key functional areas within the entity and shall solicit applicable external representation.

**4.4 Program Evaluation.** The entity shall establish performance objectives for program elements listed in Chapter 4 and Chapter 5 and shall conduct a periodic evaluation of the objectives as described in Section 5.13.

## Chapter 5 Program Elements

**5.1\* General.**

**5.1.1** The program shall include the elements given in Section 5.2 through Section 5.15, the scope of which shall be determined by the impact of the hazards affecting the entity.

**5.1.2\*** These elements shall be applicable to the four phases of disaster/emergency management: mitigation, preparedness, response, and recovery.

**5.2 Laws and Authorities.**

**5.2.1** The disaster/emergency management program shall comply with applicable legislation, regulations, directives, policies, and industry codes of practice.

**5.2.2\*** The entity shall implement a strategy for addressing needs for legislative and regulatory revisions that evolve over time.

**5.3\* Hazard Identification, Risk Assessment, and Impact Analysis.**

**5.3.1\*** The entity shall identify hazards, the likelihood of their occurrence, and the vulnerability of people, property, the environment, and the entity itself to those hazards.

**5.3.2\*** Hazards to be considered at a minimum shall include, but shall not be limited to, the following:

- (1) Natural hazards (geological, meteorological, and biological)
- (2) Human-caused events (accidental and intentional)

**5.3.3\*** The entity shall conduct an impact analysis to determine the potential for detrimental impacts of the hazards on conditions including, but not limited to, the following:

- (1) Health and safety of persons in the affected area at the time of the incident (injury and death)
- (2) Health and safety of personnel responding to the incident
- (3)\*Continuity of operations
- (4) Property, facilities, and infrastructure
- (5) Delivery of services

- (6) The environment
- (7)\*Economic and financial condition
- (8) Regulatory and contractual obligations
- (9) Reputation of or confidence in the entity

**5.4 Hazard Mitigation.**

**5.4.1** The entity shall develop and implement a strategy to eliminate hazards or mitigate the effects of hazards that cannot be eliminated.

**5.4.2\*** The mitigation strategy shall be based on the results of hazard identification and risk assessment, impact analysis, program assessment, operational experience, and cost-benefit analysis.

**5.4.3** The mitigation strategy shall consider, but not be limited to, the following:

- (1) The use of applicable building construction standards
- (2) Hazard avoidance through appropriate land-use practices
- (3) Relocation, retrofitting, or removal of structures at risk
- (4) Removal or elimination of the hazard
- (5) Reduction or limitation of the amount or size of the hazard
- (6) Segregation of the hazard from that which is to be protected
- (7) Modification of the basic characteristics of the hazard
- (8) Control of the rate of release of the hazard
- (9)\*Provision of protective systems or equipment for both cyber or physical risks
- (10) Establishment of hazard warning and communication procedures
- (11) Redundancy or duplication of essential personnel, critical systems, equipment, information, operations, or materials

**5.5\* Resource Management.**

**5.5.1** The entity shall establish resource management objectives consistent with the overall program goals and objectives as identified in Section 4.1 for the hazards as identified in Section 5.3.

**5.5.2** The resource management objectives established shall consider, but not be limited to, the following:

- (1) Personnel, equipment, training, facilities, funding, expert knowledge, materials, and the time frames within which they will be needed
- (2) Quantity, response time, capability, limitations, cost, and liability connected with using the involved resources

**5.5.3** An assessment shall be conducted to identify the resource capability shortfalls and the steps necessary to overcome any shortfalls.

**5.5.4** A current inventory of internal and external resources shall be maintained.

**5.5.5** Voluntary donations, solicited and unsolicited, and the management thereof, shall be addressed.

**5.6\* Mutual Aid.**

**5.6.1** The need for mutual aid shall be determined and agreements established.

**5.6.2** Mutual aid agreements shall be referenced in the applicable program plan.

**5.7 Planning.**

**5.7.1\*** The program shall include, but shall not be limited to, a strategic plan, an emergency operations/response plan, a mitigation plan, a recovery plan, and a continuity plan.



**5.7.2\* Plans.**

**5.7.2.1\*** The strategic plan shall define the vision, mission, goals, and objectives of the program as it relates to the policy of the entity that is required in Section 4.1.

**5.7.2.2** The emergency operations/response plan shall assign responsibilities to organizations and individuals for carrying out specific actions at projected times and places in an emergency or disaster.

**5.7.2.3** The mitigation plan shall establish interim and long-term actions to eliminate hazards that impact the entity or to reduce the impact of those hazards that cannot be eliminated.

**5.7.2.4\*** The recovery plan shall be developed using strategies based on the short-term and long-term priorities, processes, vital resources, and acceptable time frames for restoration of services, facilities, programs, and infrastructure.

**5.7.2.5\*** A continuity plan shall identify the critical and time-sensitive applications, vital records, processes, and functions that shall be maintained, as well as the personnel and procedures necessary to do so, while the damaged entity is being recovered.

**5.7.3 Common Plan Elements.**

**5.7.3.1** The functional roles and responsibilities of internal and external agencies, organizations, departments, and individuals shall be identified.

**5.7.3.2** Lines of authority for those agencies, organizations, departments, and individuals shall be established or identified.

**5.8 Direction, Control, and Coordination.**

**5.8.1** The entity shall develop the capability to direct, control, and coordinate response and recovery operations.

**5.8.2\*** The capabilities shall include, but shall not be limited to, the following:

- (1) An incident management system
- (2)\*The specific organizational roles, titles, and responsibilities for each incident management function specified in the emergency operations/response plan

**5.8.3** The incident management system utilized shall be communicated to and coordinated with appropriate authorizations and resources identified in Section 5.5.

**5.8.4** The entity shall establish applicable procedures and policies for coordinating response, continuity, and recovery activities with appropriate authorities and resources while ensuring compliance with applicable statutes or regulations.

**5.9 Communications and Warning.**

**5.9.1** Communications systems and procedures shall be established and regularly tested to support the program.

**5.9.2** The entity shall develop and maintain a reliable capability to notify officials and alert emergency response personnel.

**5.9.3** Emergency communications and warning protocols, processes, and procedures shall be developed, periodically tested, and used to alert people potentially impacted by an actual or impending emergency.

**5.9.4** The program shall address communications including, but not limited to, the following:

- (1) Communication needs and capabilities to execute all components of the response and recovery plans
- (2) The inter-operability of multiple responding organizations and personnel

**5.10\* Operations and Procedures.**

**5.10.1** The entity shall develop, coordinate, and implement operational procedures to support the program.

**5.10.2** The safety, health, and welfare of people, and the protection of property and the environment under the jurisdiction of the entity shall be addressed in the procedures.

**5.10.3\*** Procedures, including life safety, incident stabilization, and property conservation, shall be established and implemented for response to, and recovery from, the consequences of those hazards identified in Section 5.3.

**5.10.4** A situation analysis that includes a damage assessment and the identification of resources needed to support response and recovery operations shall be conducted.

**5.10.5** Procedures shall be established to allow for initiating recovery and mitigation activities during the emergency response.

**5.10.6** Procedures shall be established for succession of management/government as required in 5.7.2.5.

**5.11 Logistics and Facilities.**

**5.11.1** The entity shall establish logistical capability and procedures to locate, acquire, store, distribute, maintain, test, and account for services, personnel, resources, materials, and facilities procured or donated to support the program.

**5.11.2\*** A primary and alternate facility capable of supporting continuity, response, and recovery operations shall be established, equipped, periodically tested, and maintained.

**5.12 Training.**

**5.12.1** The entity shall assess training needs and shall develop and implement a training/educational curriculum to support the program. The training and education curriculum shall comply with all applicable regulatory requirements.

**5.12.2** The objective of the training shall be to create awareness and enhance the skills required to develop, implement, maintain, and execute the program.

**5.12.3** Frequency and scope of training shall be identified.

**5.12.4** Personnel shall be trained in the entity's incident management system.

**5.12.5** Training records shall be maintained.

**5.13 Exercises, Evaluations, and Corrective Actions.**

**5.13.1** The entity shall evaluate program plans, procedures, and capabilities through periodic reviews, testing, post-incident reports, lessons learned, performance evaluations, and exercises.

**5.13.2\*** Exercises shall be designed to test individual essential elements, interrelated elements, or the entire plan(s).

**5.13.3\*** Procedures shall be established to ensure that corrective action is taken on any deficiency identified in the evaluation process and to revise the relevant program plan.

#### 5.14 Crisis Communication and Public Information.

**5.14.1\*** The entity shall develop procedures to disseminate and respond to requests for pre-disaster, disaster, and post-disaster information, including procedures to provide information to internal and external audiences, including the media, and deal with their inquiries.

**5.14.2** The entity shall establish and maintain a disaster/emergency public information capability that includes, but is not limited to, the following:

- (1) A central contact facility for the media
- (2) A disaster/emergency information handling system
- (3) Pre-scripted information bulletins
- (4) A method to coordinate and clear information for release
- (5) The capability of communicating with special needs populations
- (6) Protective action guidelines/recommendations (e.g., shelter-in-place or evacuation)

**5.14.3** Where the public is potentially impacted by a hazard, a public awareness program shall be implemented.

#### 5.15\* Finance and Administration.

**5.15.1\*** The entity shall develop financial and administrative procedures to support the program before, during, and after an emergency or a disaster.

**5.15.2** Procedures shall be established to ensure that fiscal decisions can be expedited and shall be in accordance with established authority levels and accounting principles. The procedures shall include, but not be limited to, the following:

- (1) Establishing and defining responsibilities for the program finance authority, including its reporting relationships to the program coordinator
- (2) Program procurement procedures
- (3) Payroll
- (4) Accounting systems to track and document costs

### Annex A Explanatory Material

*Annex A is not a part of the requirements of this NFPA document but is included for informational purposes only. This annex contains explanatory material, numbered to correspond with the applicable text paragraphs.*

**A.1.1** The disaster/emergency management and business continuity community is comprised of many different entities including the government at distinct levels (e.g., federal, state/provincial, territorial, tribal, indigenous, and local levels); business and industry; non-governmental organizations; and individual citizens. Each of these entities has its own focus, unique missions and responsibilities, varied resources and capabilities, and operating principles and procedures. Each entity can have its own definition of disaster. Examples of disaster definitions used by entities include the following:

- (1) An occurrence or imminent threat to the entity of widespread or severe damage, injury, or loss of life or property resulting from natural or human causes
- (2) An emergency that is beyond the normal response resources of the entity and would require the response of outside resources and assistance for recovery

(3) A suddenly occurring or unstoppable developing event that does as follows:

- (a) Claims loss of life, suffering, loss of valuables, or damage to the environment
- (b) Overwhelms local resources or efforts
- (c) Has a long-term impact on social or natural life that is always negative in the beginning

**A.3.2.1 Approved.** The National Fire Protection Association does not approve, inspect, or certify any installations, procedures, equipment, or materials; nor does it approve or evaluate testing laboratories. In determining the acceptability of installations, procedures, equipment, or materials, the authority having jurisdiction may base acceptance on compliance with NFPA or other appropriate standards. In the absence of such standards, said authority may require evidence of proper installation, procedure, or use. The authority having jurisdiction may also refer to the listings or labeling practices of an organization that is concerned with product evaluations and is thus in a position to determine compliance with appropriate standards for the current production of listed items.

**A.3.2.2 Authority Having Jurisdiction (AHJ).** The phrase “authority having jurisdiction,” or its acronym AHJ, is used in NFPA documents in a broad manner, since jurisdictions and approval agencies vary, as do their responsibilities. Where public safety is primary, the authority having jurisdiction may be a federal, state, local, or other regional department or individual such as a fire chief; fire marshal; chief of a fire prevention bureau, labor department, or health department; building official; electrical inspector; or others having statutory authority. For insurance purposes, an insurance inspection department, rating bureau, or other insurance company representative may be the authority having jurisdiction. In many circumstances, the property owner or his or her designated agent assumes the role of the authority having jurisdiction; at government installations, the commanding officer or departmental official may be the authority having jurisdiction.

**A.4.2** The program coordinator should ensure the preparation, implementation, evaluation, and revision of the program. It is not the intent of this standard to restrict the users to program coordinator titles. It is recognized that different entities use various forms and names for their program coordinator that performs the functions identified in the standard. An example of a title for the public sector includes disaster/emergency manager, and an example of a title for the private sector includes business continuity manager. A written position description should be provided.

**A.4.3** Members of the advisory committee should participate with the clear understanding that the objective is to minimize turnover of committee members to maintain an effective committee. Within the private sector, representatives can include, but are not limited to, information technology, plant operations, transportation, maintenance, engineering, personnel, public relations, environment, legal, finance, risk management, health and safety, security, stakeholders, and fire fighting/rescue. Within the public sector, representatives can include, but are not limited to, police, fire, emergency medical services, engineering, public works, environmental protection, public health, finance, education, disaster/emergency management, legal, transportation authorities, homeland security, stakeholders, and the military (e.g., the National Guard). When determining the representation on the committee, consideration should be given to public sector representation on a private sector committee and vice versa. This will help to establish a coordinated and cooperative approach to the program.

**A.4.3.1** Though the program coordinator has the final authority in deciding the course of the program through its day-to-day administration, it is encouraged that major decisions will be made in consultation with the program committee. The program coordinator and the advisory committee should be in agreement concerning priorities and resource allocation in the day-to-day operations of the program.

Decisions made and actions taken in the day-to-day administration of the program crucially affect the ultimate implementation of the program in times of disaster/emergency. Therefore, because the advisory committee is composed of those representing key functional areas, both within and external to the entity, it is encouraged that the program coordinator and the advisory committee consult together on important administrative matters to ensure the goals of the program are indeed met.

All state and local emergency management entities report to a higher authority. States report to Governors, Adjutant Generals, Chief Law Enforcement Officers, County Commissions, or City Commissions. These authorities set the agendas for emergency management activities. Having an advisory committee might or might not be encouraged. Mandating that an entity must have an advisory committee will, in many cases, violate the authorities under which the emergency man-

agement entity is established. Those organizations that can have, or want to have, an advisory committee that will provide advice and guidance should be encouraged to do so.

**A.5.1** See Table A.5.1.

**A.5.1.2** Key program elements cross boundaries during each of the four phases of disaster/emergency management (mitigation, preparedness, response, recovery). Each element should not be considered independently, but in relation to each of the four phases.

**A.5.2.2** If, through exercise or incident analysis, program evaluation, and corrective action, limitations in the necessary laws and applicable authorities are discovered, a formal process should exist to amend them.

In the case of public entities, consideration should be made for periodic review of existing legislation, regulations, codes, and authorities to determine whether adequate flexibility exists to accommodate evolving programmatic policy or if new legislation should be developed and introduced through a legislative initiative. This is particularly relevant as program requirements change to comply with changing roles and relationships in and among varying levels of government.

**Table A.5.1 FEMA's CAR/NFPA 1600/BCI & DRII Professional Practices Crosswalk**

CAR Emergency Management Functions (EMF)	NFPA 1600, <i>Standard on Disaster/Emergency Management and Business Continuity Programs</i> (Chapter/Section)	BCI & DRII Professional Practices (Subject Area)
—	4 Program Management	1 Project Initiation and Management
1 Laws and Authorities	5.1 General 5.2 Laws and Authorities	9 Public Relations 7 Crisis Coordination 10 Coordination with Public Authorities 2 Risk Evaluation and Control
2 Hazard Identification and Risk Assessment	5.3 Hazard Identification, Risk Assessment, and Impact Analysis	2 Risk Evaluation and Control
3 Hazard Mitigation	5.4 Hazard Mitigation 5.5 Resource Management	3 Business Impact Analysis 4 Developing Business Continuity Strategies
5 Planning	5.6 Mutual Aid 5.7 Planning	1 Project Initiation and Management 2 Risk Evaluation and Control 3 Business Impact Analysis 4 Developing Business Continuity Strategies 5 Emergency Response and Operations 6 Developing and Implementing BC Plans
6 Direction, Control, and Coordination	5.8 Direction, Control, and Coordination	5 Emergency Response and Operations 6 Developing and Implementing BC Plans
7 Communications and Warning	5.9 Communications and Warning	5 Emergency Response and Operations 6 Developing and Implementing BC Plans
8 Operations and Procedures	5.10 Operations and Procedures	5 Emergency Response and Operations 6 Developing and Implementing BC Plans
9 Logistics and Facilities	5.11 Logistics and Facilities	4 Developing Business Continuity Strategies 6 Developing and Implementing BC Plans 7 Awareness and Training
10 Training	5.12 Training	7 Awareness and Training
11 Exercises, Evaluations, and Corrective Actions	5.13 Exercises, Evaluations, and Corrective Actions	8 Maintaining and Exercising Business Continuity Plans
12 Crisis Communications, Public Education, and Information	5.14 Crisis Communications and Public Information	9 Public Relations and Crisis Coordination
13 Finance and Administration	5.15 Finance and Administration	1 Project Initiation and Management

CAR: Capability Assessment for Readiness. BCI: Business Continuity Institute. DRII: Disaster Recovery Institute International.

For example, the entity might have the appropriate authority to conduct disaster/emergency operations but lack authority to take action prior to an event to mitigate the occurrence or the recurrence of a disaster/emergency. In other cases, additional authorities could be needed to generate the necessary revenue to sustain a viable program, and additional authority could be required to create a standing contingency fund to adequately support a disaster operation. In the private sector, the governing factors can be industry codes of practice or regulations rather than statutory restrictions. A process should be established for periodic review of industry practices for compliance with the strategy, goals, and objectives of the entity. Evolving best practices should be incorporated into industry codes as applicable.

**A.5.3** A comprehensive risk assessment identifies the range of possible hazards, threats, or perils that have or might impact the entity, surrounding area, or critical infrastructure supporting the entity. The potential impact of each hazard, threat, or peril is determined by the severity of each and the vulnerability of people, property, operations, the environment, and the entity to each threat, hazard, or peril. The risk assessment should categorize threats, hazards, or perils by both their relative frequency and severity, keeping in mind that there might be many possible combinations of frequency and severity for each. The entity should attempt to mitigate, prepare for, plan to respond to, and recover from those threats, hazards, or perils that are able to significantly impact people, property, operations, the environment, or the entity itself.

**A.5.3.1** A number of methodologies and techniques for risk assessment exist that range from simple to complex. These techniques and associated amplifying information include, but are not limited to, the following:

- (1) “What-if”: The purpose of the “What-if” analysis is to identify specific hazards or hazardous situations that could result in undesirable consequences. This technique has limited structure but relies on knowledgeable individuals who are familiar with the areas/operations/processes. The value of the end result is dependent on the team and the exhaustive nature of the questions they ask regarding the hazards.
  - (2) Checklist: A specific list of items is used to identify hazards and hazardous situations by comparing the current or projected situations with accepted standards. The value of the end result is dependent on the quality of the checklist and the experience/credentials of the checklist user.
  - (3) What-if/checklist: This technique is a combination of the what-if and checklist techniques, and uses the strength of both techniques to complete the risk assessment. The what-if questions are developed and checklist(s) are used to encourage the creativity of the what-if process, as well as fill in any gaps in the process of developing questions. The value of the end result is dependent on the team and exhaustive nature of the questions they ask regarding the hazards.
  - (4) Hazard and operability study (HAZOP): This technique requires an interdisciplinary team that is very knowledgeable of the areas/operations/processes to be assessed. This approach is thorough, time-consuming, and costly. The value of the end result depends on the qualifications/experience of the team, the quality of the reference material available, the ability of the team to function as a team, and strong, positive leadership.
  - (5) Failure mode and effects analysis (FMEA): Each element in a system is examined individually and collectively to determine the effect when one or more elements fail. This is a bottom-up approach; that is, the elements are examined and the effect of failure on the overall system is predicted. A small interdisciplinary team is required. This technique is best suited for assessing potential equipment failures. The value of the end result is dependent on the credentials of the team and scope of the system to be examined.
  - (6) Fault-tree analysis (FTA): This is a top-down approach where an undesirable event is identified and the range of potential causes that could lead to the undesirable event is identified. The value of the end result is dependent on the competence in using the FTA process, on the credentials of the team, and on the depth of the team’s analysis.
- A.5.3.2** The hazard identification should include, but is not limited to, the following types of potential hazards:
- (1) Naturally occurring hazards that can occur without the influence of people and have potential direct or indirect impact on the entity (people, property, the environment)
    - (a) Geological hazards (does not include asteroids, comets, meteors)
      - i. Earthquake
      - ii. Tsunami
      - iii. Volcano
      - iv. Landslide, mudslide, subsidence
      - v. Glacier, iceberg
    - (b) Meteorological hazards
      - i. Flood, flash flood, seiche, tidal surge
      - ii. Drought
      - iii. Fire (forest, range, urban)
      - iv. Snow, ice, hail, sleet, avalanche
      - v. Windstorm, tropical cyclone, hurricane, tornado, water spout, dust/sand storm
      - vi. Extreme temperatures (heat, cold)
      - vii. Lightning strikes
      - viii. Famine
    - (c) Biological hazards
      - i. Diseases that impact humans and animals (plague, smallpox, anthrax, West Nile virus, foot and mouth disease)
      - ii. Animal or insect infestation
  - (2) Human-caused events
    - (a) Accidental
      - i. Hazardous material (chemical, radiological, biological) spill or release
      - ii. Explosion/fire
      - iii. Transportation accident
      - iv. Building/structure collapse
      - v. Energy/power/utility failure
      - vi. Fuel/resource shortage
      - vii. Air/water pollution, contamination
      - viii. Water control structure/dam/levee failure
      - ix. Financial issues, economic depression, inflation, financial system collapse
      - x. Communications systems interruptions
    - (b) Intentional
      - i. Terrorism (conventional, chemical, radiological, biological, cyber)
      - ii. Sabotage
      - iii. Civil disturbance, public unrest, mass hysteria, riot
      - iv. Enemy attack, war
      - v. Insurrection
      - vi. Strike
      - vii. Misinformation
      - viii. Crime
      - ix. Arson
      - x. Electromagnetic pulse



**A.5.3.3** The impact analysis is a broad description and quantification of a potential event that can impact an entity. This analysis should give a clear idea of what hazards are most likely to occur; what entity facilities, functions, or services are affected based on their vulnerability to that hazard; what actions will most effectively protect them; and the potential impact on the entity in quantifiable terms.

Within the impact analysis, the entity should consider the impact external to its area of influence that can affect the entity's ability to cope with a disaster/emergency. One example is the cascade effects of a hurricane. Direct impacts can include wind and flood damage. Secondary impacts can include communications, power, and transportation disruptions, both inside and outside the direct impact area, and the potential impact on the entity in quantifiable terms.

**A.5.3.3(3)** In order to maintain continuity of operations, the entity should identify essential or critical functions and processes, their recovery priorities, and internal and external interdependencies, so that recovery time objectives can be set.

**A.5.3.3(7)** An economic and financial impact analysis allows the quantification of the impacts without considering the cause of the disaster/emergency. This analysis is closely related to the process of identifying essential or critical functions or processes and helps decide where to place the emphasis in planning efforts.

The analysis examines potential economic or financial loss resulting from disruption of the functions, processes, or services over time.

The purpose of an economic and financial impact analysis is to arrive at a general loss expectancy that demonstrates what is at risk and to guide measures to mitigate the effects of a disaster/emergency.

**A.5.4.2** The mitigation strategy should establish interim and long-term actions to reduce the risks from hazards.

**A.5.4.3(9)** Protective systems or equipment can reduce the probability of occurrence or the severity of consequences. For cyber risks, hardware and software firewalls can help prevent penetration of computer networks.

**A.5.5** Resources for program administration as well as disaster/emergency operations should be specifically identified. These resources include, but are not limited to, the following:

- (1) The locations, quantities, accessibility, operability, and maintenance of equipment (e.g., heavy duty, protective, transportation, monitoring, decontamination, response, personal protective equipment)
- (2) Supplies (e.g., medical, personal hygiene, consumable, administrative, ice)
- (3) Sources of energy (e.g., electrical, fuel)
- (4) Emergency power production (generators)
- (5) Communications systems
- (6) Food and water
- (7) Technical information
- (8) Clothing
- (9) Shelter
- (10) Specialized personnel (e.g., medical, religious, volunteer organizations, disaster/emergency management staff, utility workers, morticians, and private contractors)
- (11) Specialized volunteer groups (e.g., Red Cross, amateur radio, religious relief organizations, charitable agencies,

VOAD (Volunteer Organization Active in Disaster), COAD (Community Organization Active in Disaster), CERT (Community Emergency Response Team)

- (12) External federal, state, provincial, tribal, territorial, and local agencies

A resource should be available in a timely manner and should have the capability to do its intended function. Restriction on the use of the resource should be taken into account, and application of the resource should not incur more liability than would failure to use the resource. Finally, the cost of the resource should not outweigh the benefit.

**A.5.6** Mutual aid agreements between entities are an effective means to obtain resources and should be developed whenever possible. Mutual aid agreements should be in writing, be reviewed by legal counsel, be signed by a responsible official, define liability, and detail funding and cost arrangements. The term "mutual aid agreement" as used here includes cooperative assistance agreements, intergovernmental compacts, or other terms commonly used for the sharing of resources.

**A.5.7.1** It should be noted that most entities engage in multiple planning activities (e.g., mitigation planning, land use planning) Coordination ensures nonduplication, improves understanding, increases support, assures that all constituents have a voice, and so on. These plans can be separate or integrated into a comprehensive plan.

**A.5.7.2** The extent of planning requirements will depend on the program's objectives, results of the hazard analysis, corporate culture and philosophy, regulations, and so on.

**A.5.7.2.1** The plan should be reviewed annually and updated as necessary. It should also be re-evaluated when any of the following occur:

- (1) Regulatory changes
- (2) New hazards are identified or existing hazards change
- (3) Resources or organizational structures change
- (4) After tests, drills, or exercises
- (5) After disaster/emergency responses
- (6) Infrastructure, economic, geopolitical changes
- (7) Funding or budget-level changes

The strategic plan identifies the long-term goals, using broad general statements of desired accomplishments. The objectives developed from these goals include measurable activities that should be accomplished within identified time frames to meet those objectives.

**A.5.7.2.4** In developing plans, short-term goals and objectives should be established and should include, but not be limited to, the following:

- (1) Vital personnel, systems, operations, records, and equipment identified in Section 5.5
- (2) Priorities for restoration and mitigation
- (3) Acceptable downtime before restoration to a minimum level
- (4) Minimum resources needed to accomplish the restoration

In developing plans, consideration should be given to long-term goals and objectives, which should include, but not be limited to, the following:

- (1) The entity's strategic plan
- (2) Management and coordination of activities
- (3) Funding and fiscal management
- (4) Management of volunteer, contractual, and entity resources
- (5) Opportunities for disaster mitigation

**A.5.7.2.5** Plans for business continuity, continuity of government, and continuity of operations are generally similar in intent, and less similar in content. Continuity plans have various names in both the public and private sectors. These include business continuity plans, business resumption plans, recovery plans, and so on.

In addition, within the public sector, continuity of operations plans might use business impact analysis to identify critical governmental functions.

Recovery planning for public sector normally includes bringing infrastructure and individuals back to pre-disaster conditions, including implementation of mitigation measures, to facilitate short- and long-term recovery.

Business continuity planning in the private sector incorporates both the initial activities to respond to a disaster/emergency situation and the restoration of the business and its functions to pre-disaster levels. As a result, there are both differences and similarities between public sector recovery plans and private sector business continuity plans.

Specific areas to consider in continuity plans include:

- (1) **Succession:** To ensure that the leadership will continue to function effectively under disaster/emergency conditions.  
When practical, there is a designation of at least three successors for each position. Provisions have been made to deal with vacancies and other contingencies such as absence or inability to act.
- (2) **Pre-delegation of emergency authorities:** To ensure that sufficient enabling measures are in effect to continue operations under disaster/emergency conditions.  
Disaster/emergency authorities have been enacted that specify the essential duties to be performed by the leadership during the disaster/emergency period and that enable the leadership to act if other associated entities are disrupted, and to re-delegate with appropriate limitations.
- (3) **Emergency action steps:** Actions that facilitate the ability of personnel to respond quickly and efficiently to disasters/emergencies.  
Checklists, action lists, and/or standard operating procedures (SOPs) have been written that identify disaster/emergency assignments, responsibilities, and emergency duty locations. Procedures should also exist for alerting, notifying, locating, and recalling key members of the entity.
- (4) **Primary emergency operations center:** A facility from which direction and control is exercised in a disaster/emergency. This type of center is designated to ensure that the capability exists for the leadership to direct and control operations from a centralized facility in the event of a disaster/emergency. (See A.5.11.2).
- (5) **Alternate emergency operations center:** An alternate facility from which direction and control is exercised in a disaster/emergency should the primary center become unavailable, or should it be determined that the alternate facility is a more appropriate location from which to handle the disaster/emergency.
- (6) **Alternate operating or back-up facilities:** Provisions also exist for alternate site(s) for departments or agencies having disaster/emergency functions or continuing operations.
- (7) **Vital records:** The measures that are taken by the entity to protect the entity's vital records — for example, financial, data, personnel records, and engineering drawings — that the entity should have to continue functioning during disaster/emergency conditions and to protect the rights and interests of the entity.

Procedures have been put in place to ensure the selection, preservation, and availability of records essential to the effective functioning of the entity under disaster/emergency conditions and to maintain the continuity of operations.

- (8) **Protection of resources, facilities, and personnel:** The measures that are taken to disperse resources and personnel in a manner that will provide redundancy to ensure the entity can continue to function during disaster/emergency conditions. Plans and procedures are in place to ensure the protection of personnel, facilities, and resources so the entity(s) can operate effectively. The entity should have the ability to allocate needed resources and restore functions during and after disasters/emergencies.

Plans should address deployment procedures to relocate/replicate resources or facilities, increase protection of facilities, and inform and train personnel in protective measures. Preparedness should be increased based on the threat level. (See A.5.7.2.4.)

**A.5.8.2** In disasters/emergencies, an incident management system would be used to systematically identify management functions assigned to various personnel. The system used varies among entities and among jurisdictions within entities. In minor disasters/emergencies, incident management functions might be handled by one person, the incident commander. (See Sections C.3 and C.4.)

**A.5.8.2(2)** Where necessary, equivalent titles and functions should be cross-referenced.

**A.5.10** Procedures should include, but not be limited to, the following:

- (1) Control of access to the area affected by the disaster/emergency.
- (2) Identification of personnel engaged in activities at the incident.
- (3) Accounting for personnel engaged in incident activities.
- (4) Accounting for persons affected, displaced, or injured by the disaster/emergency.
- (5) Mobilization and demobilization of resources.
- (6) Provision of temporary, short-term, or long-term housing, feeding, and care of populations displaced by a disaster/emergency.
- (7) Recovery, identification, and safeguarding of human remains. The National Foundation for Mortuary Care has recommended practices for mass casualty events.
- (8) Provision for the mental health and physical well-being of individuals affected by the disaster/emergency.
- (9) Provision for managing critical incident stress for responders.

**A.5.10.3** Property conservation, as used in 5.10.3, means minimizing property damage.

**A.5.11.2** Facilities should be capable of accommodating any combination of essential representatives who are identified in the entity's plan. Facilities should have adequate workspace, communications, and back-up utilities and should meet other basic human needs for each representative. Essential functions include gathering essential information capable of providing centralized direction and control, and warning for response and recovery actions. Facilities should be located so that they are not impacted by the same event. (See A.5.7.2.5.)

It should also be noted that there is a movement toward mobile and virtual capabilities. Use of this type of capability should still meet the criteria in this section.

**A.5.13.2** Exercises should include, but not be limited to, tabletops, simulations, and full operational exercises.

**A.5.13.3** A Corrective Action Program is a process that follows an actual occurrence or exercise to identify program shortfalls and necessary corrective actions to address those shortfalls. The Corrective Action Program provides the techniques to manage the capabilities improvement process.

The Corrective Action Program begins following the “after-action” discussion/critique of the incident or exercise.

During the evaluation, process deficiencies are noted that require improvement.

Typically, those deficiencies fall within one or more of the 13 program elements found within the standard. There are three categories, listed as follows:

- (1) Plan or standard operating procedures (SOP) revisions
- (2) Training
- (3) Equipment additions or modifications and facilities

A task group is assigned to each identified area of noted deficiency to develop the necessary actions for improvement and a time schedule for development of the necessary corrective action is established.

The task group should do the following:

- (1) Develop options for appropriate corrective action
- (2) Make recommendations for a preferred option
- (3) Develop an implementation plan, which should include training
- (4) Ensure that during the next exercise the corrective action be evaluated to determine if the corrective actions have been successful

There are eight components in the Corrective Action Program, as follows:

- (1) Develop a problem statement that states the problem and identifies its impact.
- (2) Review the past history of corrective action issues from previous evaluations and identify possible solutions to the problem.
- (3) Select a corrective action strategy and prioritize the actions to be taken.
- (4) Provide authority and resources to the individual assigned to implementation so that the designated change can be accomplished.
- (5) Identify the resources required to implement the strategy.
- (6) Check on the progress of completing the corrective action.
- (7) Forward problems that need to be resolved by higher authorities to the level of authority that can resolve the problem.
- (8) Test the solution through exercising once the problem is solved.

As a special note: The appropriate corrective actions might not be taken due to budgetary constraints or will be deferred as a part of the long-range capital project. However, temporary actions might be adopted during the time it takes to fund and implement the desired option.

**A.5.14.1** Information can be accessed, both internally and externally, in many ways. There can be formal educational programs established to reach the populations that could be impacted by a disaster/emergency. In turn, these same populations might request information of the entity with regard to the hazards and the program in place. In both cases, the entity should establish procedures to disseminate this information to (or educate and inform) its own members and, if applicable, the public.

Also, it should establish procedures to respond to internal and external requests for such information, which can be done through pamphlets, speaker’s bureaus, the Internet, community meetings, newsletters, and so forth.

Information should be tailored to the appropriate audience or population. For example, internal members will need to know more about their role in the program. They will need to know how to respond, where to respond, and how to prevent or minimize the impact of the hazard. The public, on the other hand, will need to know how they will be notified of a disaster/emergency, the potential effect of the hazard, and how to protect themselves from the impact of the hazard.

**A.5.15** There should be a responsive financial management and administrative framework that complies with the entity’s program requirements and is uniquely linked to disaster/emergency operations. The framework should provide for maximum flexibility to expeditiously request, receive, manage, and apply funds in a non-emergency environment and in emergency situations to ensure the timely delivery of assistance. The administrative process should be documented through written procedures. The program should also be capable of capturing financial data for future cost recovery, as well as identifying and accessing alternative funding sources and managing budgeted and specially appropriated funds.

**A.5.15.1** In addition to having sound financial and administration procedures for daily operations, it is equally important to have procedures in place that will allow an entity to expedite financial decision making and ensure that proper accounting occurs. To develop proper financial and administration procedures, the following steps should be taken:

- (1) The financial department should be included as a member of the program committee. (*See Section 4.3.*)
- (2) The finance department should be actively involved with identifying, prioritizing, and purchasing internal and external resources. (*See Section 5.5.*)
- (3) The entity’s financial opportunities or limitations should be identified within the strategic plan that defines the vision, mission, goals, and objectives of the program. (*See 5.7.2.1.*)

## **Annex B Disaster/Emergency Management and Related Organizations**

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only. Information that has been provided in this annex is accurate as of the date of this publication.*

**B.1** The following lists of U.S. federal and international agencies, organizations, and academic institutions have been identified for informational purposes only and are not intended to be all inclusive. Inclusion on the list does not constitute an endorsement by NFPA or the Technical Committee on Disaster/Emergency Management.

### **B.1.1 Disaster/Emergency Management and Related Agencies of the Federal Government in the United States.**

#### **Agency for Toxic Substances and Disease Registry**

Public Health Service

U.S. Department of Health and Human Services

1600 Clifton Road

Atlanta, GA 30333

(404) 498-0110 or (888) 42-ATSDR or (888) 422-8737

(404) 498-0057 (fax)

Web page: [www.atsdr.cdc.gov/](http://www.atsdr.cdc.gov/)

**Centers for Disease Control and Prevention (CDC)**

1600 Clifton Road  
 Atlanta, GA 30333  
 (404) 639-3311 or (800) 311-3435  
 Web page: [www.cdc.gov](http://www.cdc.gov)

**Department of Defense/Department of the Army, Director of Military Support**

Defense Technical Information Center  
 Attn: IAC Program Office (DTIC-AI)  
 8725 John J. Kingman Road, Suite 0944  
 Fort Belvoir, VA 22060-6218  
 (703) 767-9120  
 (703) 767-9119 (fax)  
 Web page: [www.iac.dtic.mil/](http://www.iac.dtic.mil/)

**Department of Defense, Office of the Deputy Assistant to the Secretary for Counterproliferation and Chemical and Biological Defense Programs****DASTD (CP/CBD)**

Web page: [www.acq.osd.mil/cp/](http://www.acq.osd.mil/cp/)

**Department of Defense, Defense Technical Information Center, Index of Resources**

Web page: [www.dtic.mil/dtic/d](http://www.dtic.mil/dtic/d)

**Department of Energy/National Nuclear Security Administration**

U.S. Department of Energy  
 National Nuclear Security Administration  
 Nevada Operations Office  
 P.O. Box 98518  
 Las Vegas, NV 89193-8518  
 (702) 295-3521  
 (702) 295-0154 (fax)  
 Web page: [www.nnsa.doe.gov/nevada.htm](http://www.nnsa.doe.gov/nevada.htm)

**Department of Health and Human Services**

200 Independence Avenue, S.W.  
 Washington, DC 20201  
 (202) 619-0257 or (877) 696-6775  
 Web page: [www.dhhs.gov/](http://www.dhhs.gov/)

**Department of Health and Human Services, U. S. Public Health Service, National Disaster Medical System**

USPHS Office of Emergency Preparedness  
 National Disaster Medical System  
 12300 Twinbrook Parkway, Suite 360  
 Rockville, MD 20857  
 (301) 443-1167 or (800) USA-NDMS  
 (301) 443-5146 or (800) USA-KWIK (fax)  
 Web page: [www.ndms.dhhs.gov/NDMS/ndms.html](http://www.ndms.dhhs.gov/NDMS/ndms.html)

**Department of Health and Human Services (DHHS), Office of Public Health Preparedness**

U.S. Department of Health and Human Services  
 200 Independence Avenue, S.W.  
 Washington, DC 20201  
 (202) 619-0257 or (877) 696-6775  
 Web page: [www.hhs.gov/ophp](http://www.hhs.gov/ophp)

**Department of Health and Human Services, Health and Medical Services Support Plan for the Federal Response to Acts of Chemical/Biological (C/B) Terrorism, 21 June 1996**

Web page: [www.ndms.dhhs.gov/CT\\_Program/Response\\_Planning/C-BHMPlan.pdf](http://www.ndms.dhhs.gov/CT_Program/Response_Planning/C-BHMPlan.pdf)

**Department of Justice/Office for Domestic Preparedness**

U.S. Department of Justice  
 950 Pennsylvania Avenue, N.W.  
 Washington, DC 20530-0001  
 Web page: [www.ojp.usdoj.gov/odp/](http://www.ojp.usdoj.gov/odp/)

**Department of Transportation, Office of Hazardous Materials Safety**

U.S. Department of Transportation  
 Research and Special Programs Administration  
 Office of Hazardous Materials Safety  
 400 7th Street, S.W.  
 Washington, DC 20590  
 (202) 366-4000  
 Web page: [www.hazmat.dot.gov/](http://www.hazmat.dot.gov/)

**The Emergency Education Network, EENET**

National Emergency Training Center (NETC)  
 16825 South Seton Avenue  
 Emmitsburg, MD 21727  
 (800) 500-5164  
[www.fema.gov/tab\\_education.shtm](http://www.fema.gov/tab_education.shtm)

**Emergency Management Institute, FEMA**

National Emergency Training Center (NETC)  
 16825 South Seton Avenue  
 Emmitsburg, MD 21727  
 (800) 500-5164  
 Web page: [www.training.fema.gov/EMIWeb/](http://www.training.fema.gov/EMIWeb/)

**Emergency Response Guidebook (First Responder's Guide for HAZMAT operations), DOT, 2000**

Web page: [www.hazmat.dot.gov/erg2000/erg2000.pdf](http://www.hazmat.dot.gov/erg2000/erg2000.pdf) or [www.tc.gc.ca/canutec/en/guide/guide.htm](http://www.tc.gc.ca/canutec/en/guide/guide.htm)

**Environmental Protection Agency, Chemical Emergency Preparedness and Prevention Office**

U.S. EPA  
 Chemical Emergency Preparedness and Prevention Office (5104A)  
 Ariel Rios Federal Building  
 1200 Pennsylvania Avenue, N.W.  
 Washington, DC 20460  
 (703) 412-9810 or (800) 424-9346  
 Web page: [www.epa.gov/swercepp/](http://www.epa.gov/swercepp/) or [www.epa.gov/ceppo](http://www.epa.gov/ceppo)

**EPA, Emergency Response Team**

(732) 321-6740  
 Web page: [www.ert.org](http://www.ert.org)

**EPA, National Response System**

Environmental Protection Agency  
 Ariel Rios Federal Building  
 1200 Pennsylvania Avenue, N.W.  
 Washington, DC 20460  
 (202) 260-2090  
 Web page: [www.epa.gov/superfund/programs/er/nrs/nrsrtrt.htm](http://www.epa.gov/superfund/programs/er/nrs/nrsrtrt.htm)



**Department of Homeland Security/Emergency Preparedness Response Directorate (DHS formerly FEMA)**

HQ DHS

Federal Center Plaza  
500 C Street, S.W., Room 512  
Washington, DC 20472  
(202) 646-4600  
(202) 646-4060 (fax)  
Web page: [www.dhs.gov](http://www.dhs.gov)

**Federal Response Plan, FEMA**

FEMA

500 C Street, S.W., Room 512  
Washington, DC 20472  
Web page: [www.fema.gov](http://www.fema.gov)

**FEMA National Emergency Training Center (NETC)**

Chief, Emergency Management Division, EMI  
National Emergency Training Center (NETC)  
16825 South Seton Avenue  
Emmitsburg, MD 21727  
(301) 447-1035 or (800) 238-3358  
(301) 447-1441 (fax)  
Web page: [www.training.fema.gov/EMIWeb/](http://www.training.fema.gov/EMIWeb/)

**FEMA Partners List (state EMAs, local agencies, national agencies)**

FEMA

500 C Street, S.W.  
Washington, DC 20472  
(202) 566-1600  
Web page: [www.fema.gov/about/frp.shtm](http://www.fema.gov/about/frp.shtm)

**FEMA, State and Local Guide (SLG) 101: Guide for All-Hazard Emergency Operations Planning**

FEMA

500 C Street, S.W.  
Washington, DC 20472  
Web page: [www.fema.gov/rrr/gaheop.shtm](http://www.fema.gov/rrr/gaheop.shtm)

**FEMA Bibliography Listing for Emergency Management**

FEMA

500 C Street, S.W.  
Washington, DC 20472  
(202) 566-1600  
Web page: [www.fema.gov/library/](http://www.fema.gov/library/)

**FEMA Library of Reference Documents**

FEMA

500 C Street, S.W.  
Washington, DC 20472  
(202) 566-1600  
Web page: [www.fema.gov/EMI/edu/biblio.htm](http://www.fema.gov/EMI/edu/biblio.htm)

**Hazardous Materials Information Service, Dept. of Defense, Defense Logistics Agency**

Defense Supply Center Richmond  
ATTN: DSCR-VBA  
Jefferson Davis Hwy  
Richmond, VA 23297-5685  
(804) 279-5252  
(804) 279-5337 (fax)  
Web page: [www.dlis.dla.mil/hmirs/](http://www.dlis.dla.mil/hmirs/)

**The Health Library for Disasters, World Health Organization, and Pan-American Health Organization**Web page: [www.helid.desastres.net/cgi-bin/library.exe](http://www.helid.desastres.net/cgi-bin/library.exe)**Homeland Security Integration Center, U.S. Army MANSCEN**

Homeland Security Office (ATZT-HLS)  
203 Illinois Avenue  
Building 312, Room 304  
Fort Leonard Wood, MO 65473-8936  
(573) 596-0131 x. 35328  
(573) 563-8077 (fax)  
Web page: [www.wood.army.mil/hls/](http://www.wood.army.mil/hls/)

**Learning Resource Center, National Emergency Training Center, FEMA/NEA, Bibliographic Card Catalog System**

National Emergency Training Center  
Learning Resource Center  
16825 South Seton Avenue  
Emmitsburg, MD 21727  
(301) 447-1000  
(301) 447-1052 (fax)  
Web page: [www.lrc.fema.gov/](http://www.lrc.fema.gov/)

**Local Emergency Planning Committee (LEPC) Data Base**Web page: [www.epa.gov/swercepp/lepclist.htm](http://www.epa.gov/swercepp/lepclist.htm)**National Animal Health Emergency Management System**Web page: [www.usaha.org/NAHEMS/](http://www.usaha.org/NAHEMS/)**National Institutes of Health**

National Institutes of Health (NIH)  
9000 Rockville Pike  
Bethesda, MD 20892  
Web page: [www.nih.gov](http://www.nih.gov)

**National Institute for Occupational Health and Safety**

(800) 35-NIOSH (1-800-356-4674)  
(513) 533-8573 (fax)  
Web page: [www.cdc.gov/niosh/homepage.html](http://www.cdc.gov/niosh/homepage.html)

**National Institute of Occupational Safety and Health (NIOSH) Publications**

(800) 356-4674  
(513) 533-8573 (fax)  
Web page: [www.cdc.gov/niosh/publistd.html](http://www.cdc.gov/niosh/publistd.html)

**National Interagency Civil-Military Institute National Guard Bureau**

Camp San Luis Obispo  
Building 918  
Highway # 1 North  
San Luis Obispo, CA 93401  
(805) 782-6740 or (800) 926-5637  
Web page: [www.nici.org/](http://www.nici.org/)

**National Laboratory Training Network, CDC**

Association of Public Health Laboratories  
2025 M Street, N.W. Suite 550  
Washington, DC 20036  
(800) 536-NLTN (6586)  
Web page: [www.phppo.cdc.gov/nltm/default.asp](http://www.phppo.cdc.gov/nltm/default.asp)

**National Library of Medicine**

8600 Rockville Pike  
Bethesda, MD 20894  
Web page: [www.nlm.nih.gov/](http://www.nlm.nih.gov/)

**National Oceanic and Atmospheric Administration (NOAA)**

14th Street & Constitution Avenue, N.W.  
Room 6013  
Washington, DC 20230  
(202) 482-6090  
(202) 482-3154 (fax)  
Web page: [www.noaa.gov](http://www.noaa.gov)

**The National Response Center, Chemical/HAZMAT Spills**

National Response Center  
c/o United States Coast Guard (G-OPF)-Room 2611  
2100 2nd Street, S.W.  
Washington, DC 20593-0001  
(202) 267-2675 or (800) 424-8802  
(202) 267-2165 (fax)  
Web page: [www.nrc.uscg.mil/index.html](http://www.nrc.uscg.mil/index.html)

**National Wildlife Health Center, USGS**

Web page: [www.nwhc.usgs.gov/](http://www.nwhc.usgs.gov/)

**Occupational Safety and Health Administration (OSHA)**

National Office — U.S. Department of Labor  
Occupational Safety and Health Administration (OSHA)  
200 Constitution Avenue, N.W.  
Washington, DC 20210  
Web page: [www.osha.gov](http://www.osha.gov)

**Office of Counterproliferation and Chemical Biological Defense, DOD**

Web page: [www.acq.osd.mil/cp/welcome.html](http://www.acq.osd.mil/cp/welcome.html)

**Office of Homeland Security**

Office of Homeland Security  
The White House  
1600 Pennsylvania Avenue, N.W.  
Washington, DC 20500  
(202) 456-1414  
(202) 456-2461 (fax)  
Web page: [www.whitehouse.gov/homeland](http://www.whitehouse.gov/homeland)

**Public Health Service (DHHS) Office of Emergency Prep, Manages the National Disaster Medical System**

Web page: [ndms.dhhs.gov/](http://ndms.dhhs.gov/)

**Public Health Training Network, CDC**

Web page: [www.phppo.cdc.gov/phtn/default.asp](http://www.phppo.cdc.gov/phtn/default.asp)

**State Health Department Web Sites**

Web page: [www.cdc.gov/search2.htm](http://www.cdc.gov/search2.htm)

**U.S. Army Chemical School**

Web page: [www.wood.army.mil/usacmls/](http://www.wood.army.mil/usacmls/)

**U.S. Army Corps of Engineers**

Web page: [www.usace.army.mil](http://www.usace.army.mil)

**U.S. Army Medical Department**

Web page: [www.armymedicine.army.mil/](http://www.armymedicine.army.mil/)

**U.S. Army Medical Research Institute of Chemical Defense Commander**

U.S. Army Medical Research Institute of Chemical Defense  
3100 Ricketts Point Road  
Aberdeen Proving Ground, MD 21010-5400  
(410) 436-3628  
(410) 436-1960 (fax)  
Web page: [chemdef.apgea.army.mil/](http://chemdef.apgea.army.mil/)

**U.S. Army Medical Research Institute of Chemical Defense, Chemical Casualty Care Division**

Commander  
U.S. Army Medical Research Institute of Chemical Defense (USAMRICD)  
ATTN MCMR-UV-ZM  
3100 Ricketts Point Road  
Aberdeen Proving Ground, MD 21010-5400  
(410) 436-2230  
(410) 436-3086 (fax)  
Web page: [ccc.apgea.army.mil/](http://ccc.apgea.army.mil/)

**U.S. Army Medical Research and Materiel Command**

Web page: [mrmc-www.army.mil/](http://mrmc-www.army.mil/)

**USAID The Office of U.S. Foreign Disaster Assistance (OFDA)**

U.S. Agency for International Development Information Center  
Ronald Reagan Building  
Washington, DC 20523-1000  
(202) 712-4810  
(202) 216-3524 (fax)  
Web page: [www.usaid.gov/hum\\_response/ofda/](http://www.usaid.gov/hum_response/ofda/)

**U.S. Army Center for Health Promotion & Preventive Medicine**

5158 Blackhawk Road  
Aberdeen Proving Ground, MD 21010-5403  
(800) 222-9698  
(410) 436-7142 (fax)  
Web page: [chppm-www.apgea.army.mil/](http://chppm-www.apgea.army.mil/)

**U.S. Army Soldier and Biological Chemical Command (SBC-COM)**

Web page: [www.sbccom.apgea.army.mil/](http://www.sbccom.apgea.army.mil/)

**U.S. Coast Guard, Command Center**

Web page: [www.uscg.mil/hq/commandcenter/oc.htm](http://www.uscg.mil/hq/commandcenter/oc.htm)

**U.S. Marine Corps, Chemical Biological Incident Response Force**

Web page: [www.specialoperations.com/USMC/CBIRF/](http://www.specialoperations.com/USMC/CBIRF/)

**U.S. Nuclear Regulatory Commission**

U.S. Nuclear Regulatory Commission  
Office of Public Affairs (OPA)  
Washington, DC 20555  
(301) 415-8200 or (800) 368-5642  
Web page: [www.nrc.gov/](http://www.nrc.gov/)

**U.S. Secret Service**

U.S. Secret Service  
950 H Street, N.W.  
Washington, DC 20223  
(202) 406-5708  
Web page: [www.treas.gov/usss/index.shtml](http://www.treas.gov/usss/index.shtml)

**U.S. Geological Survey**

U.S. Geological Survey  
Headquarters  
John W. Powell Federal Building  
12201 Sunrise Valley Drive  
Reston, VA 20192  
Web page: [www.usgs.gov/](http://www.usgs.gov/)

**National Earthquake Information Center, U.S. Geological Survey**

MS 967, Box 25046  
Denver Federal Center  
Denver, CO 80225  
(303) 273-8500  
(303) 273-8450 (fax)  
Web page: [neic.usgs.gov/](http://neic.usgs.gov/)

**National Landslide Information Center, U.S. Geological Survey**

(800) 654-4966  
(303) 273-8600 (fax)  
Web page: [landslides.usgs.gov/index.html](http://landslides.usgs.gov/index.html)

**B.1.2 International Disaster/Emergency Management and Related Agencies and Organizations.****Asian Disaster Preparedness Center**

58 Moo 9, Km. 42, Paholyothin Highway  
Klong Luang, Pathumthani 12120  
Thailand  
(66) 02 524 5354 or (66) 02 524 5355  
(66) 02-524-5350 or (66) 02-524-5360 (fax)  
Web page: [www.adpc.ait.ac.th](http://www.adpc.ait.ac.th)

**Business Continuity Institute**

P.O. Box 4474  
Worcester WR6 5YA  
United Kingdom  
+44 (0) 870-603-8833  
+44 (0) 870-603-8761 (fax)  
Web page: [www.thebci.org](http://www.thebci.org)

**Canadian Association of Chiefs of Police (CACP)**

582 Somerset Street W.  
Ottawa, ON K1R 5K2  
Canada  
(613) 233-1106  
(613) 233-6960 (fax)  
Web page: [www.cacp.ca](http://www.cacp.ca)

**Canadian Association of Fire Chiefs (CAFC)**

P.O. Box 1227, Station B  
Ottawa, ON K1P 5R3  
Canada  
(613) 270-9138  
(613) 599-7027 (fax)  
Web page: [www.caafc.ca](http://www.caafc.ca)

**Canadian Centre for Emergency Preparedness (CCEP)**

1005 Skyview Drive  
Suite 323  
Burlington, ON L7P 5B1  
Canada  
(905) 331-2552

(647) 439-1608 (fax)  
Web page: [www.ccep.ca](http://www.ccep.ca)

**Canadian Centre for Occupational Health & Safety (CCOHS)**

135 Hunter Street East  
Hamilton, ON L8N 1M5  
Canada  
(800) 263-8466  
(905) 572-4400  
(905) 572-4500 (fax)  
Web page: [www.ccohs.ca](http://www.ccohs.ca)

**Canadian Chemical Producers' Association**

350 Sparks Street  
Suite 805  
Ottawa, ON K1R 7S8  
Canada  
(613) 237-6215  
(613) 237-4061 (fax)  
Web page: [www.ccpa.ca](http://www.ccpa.ca)

**Canadian Coast Guard (CCG)**

200 Kent Street 13th Floor, Station 13228  
Ottawa, ON K1A 0E6  
Canada  
(613) 993-0999  
(613) 990-1866 (fax)  
Web page: [www.ccg-gcc.gc.ca](http://www.ccg-gcc.gc.ca)

**Canadian Red Cross**

170 Metcalfe Street, Suite 300  
Ottawa, ON K2P 2P2  
Canada  
(613) 740-1900  
(613) 740-1911 (fax)  
Web page: [www.redcross.ca](http://www.redcross.ca)

**Canadian Society of Safety Engineering (CSSE)**

39 River Street  
Toronto, ON M5A 3P1  
Canada  
(416) 646-1600  
(416) 646-9460 (fax)  
Web page: [www.csse.org](http://www.csse.org)

**Canadian Standards Association (CSA)**

5060 Spectrum Way  
Mississauga, ON L4W 5N6  
Canada  
(416) 747-4000 or (800) 463-6727  
(416) 747-2473 (fax)  
Web page: [www.csa.ca](http://www.csa.ca)

**Canadian Transportation Agency (CTA)**

15 Eddy Street  
Gatineau, QC K1A 0N9  
Canada  
(888) 222-2592  
(819) 953-8353 (fax)  
Web page: [www.cta-otc.gc.ca](http://www.cta-otc.gc.ca)

**CANUTEC (Transport Canada)**

330 Sparks Street  
Office 1401  
Ottawa, ON K1A 0N5  
Canada  
(613) 996-6666 (Emergency — call collect)  
(\*666) (cellular phone in Canada only)  
(613) 992-4624 (Information — call collect)  
(613) 954-5101 (fax)  
Web page: [www.tc.gc.ca/canutec](http://www.tc.gc.ca/canutec)

**B.1.2.1 Disaster Recovery Information Exchange (DRIE)****Canada**

2175 Sheppard Avenue East, Suite 310  
Willowdale, ON M2J 1W8  
(416) 491-2420  
(416) 491-1670 (fax)  
[www.drie.org](http://www.drie.org)

**DRIE Atlantic**

c/o Shane Savage  
Atlantic Blue Cross Care  
599 Main Street  
Moncton, NB E1C 8L3  
Canada  
Web page: [www.drie.org/atlantic/](http://www.drie.org/atlantic/)

**DRIE Central**

c/o Audrey Thompson  
P.O. Box 27271  
360 Main Street  
Winnipeg, MB R3C 4T3  
Canada  
(204) 985-4854  
(204) 947-5608 (fax)  
Web page: [www.drie.org/central/](http://www.drie.org/central/)

**DRIE Montreal**

600 Montée du Moulin  
Casier Postal 74012  
Laval, QC H8A 4A2  
Canada  
(514) 572-1800  
(514) 572-1801 (fax)  
Web page: [www.drie-montreal.org](http://www.drie-montreal.org)

**DRIE Ottawa**

P.O. Box 20518  
390 Rideau Street  
Ottawa, ON K1N 1A3  
Canada  
(613) 238-2909  
Web page: [www.drieottawa.org](http://www.drieottawa.org)

**DRIE South Western Ontario**

c/o Mike Ross  
TD Bank Financial Group  
P.O. Box 5703, Stn B  
London, ON N6A 4S4  
Canada  
(800) 461-3095  
(905) 526-9056 (fax)  
Web page: [www.drie-swo.org](http://www.drie-swo.org)

**DRIE Toronto**

2175 Sheppard Ave. E, Suite 310  
Willowdale, ON M2J 1W8  
Canada  
(416) 491-2420  
(416) 491-1670 (fax)  
Web page: [www.drie.org/toronto](http://www.drie.org/toronto)

**DRIE West**

P.O. Box 1557, Stn M  
Calgary, AB T2P 3B9  
Canada  
(877) 571-7665  
Web page: [www.drie.org/west](http://www.drie.org/west)

**Disaster Recovery Institute Canada (DRI Canada)**

2175 Sheppard Avenue East, Suite 310  
Willowdale, ON M2J 1W8  
Canada  
(416) 491-5335  
(888) 728-DRIC (3742)  
(416) 491-1670 (fax)  
Web page: [www.dri.ca](http://www.dri.ca)

**B.1.2.2 Canadian Provincial Emergency Management Organizations****Department of National Defense (Canada)**

National Defense Headquarters  
Major-General George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A 0K2  
Canada  
(613) 995-2534  
(613) 995-2610 (fax)  
Web page: [www.forces.gc.ca](http://www.forces.gc.ca)

**Emergency Management Alberta**

Alberta Municipal Affairs  
16th Floor, Commerce Place  
10155 – 102 Street  
Edmonton, AB T5J 4L4  
Canada  
(780) 422-9000  
310-0000 (toll free in Alberta)  
(780) 422-1549 (fax)  
Web page: [www.gov.ab.ca/ma/ds/](http://www.gov.ab.ca/ma/ds/)

**Emergency Management Ontario**

77 Wellesley Street West, Box 222  
Toronto, ON M7A 1N3  
Canada  
(416) 314-3723  
(866) 314-0472 (24 hr emergency line)  
(416) 314-3758 (fax)  
Web page: [www.mpss.jus.gov.on.ca/english/pub\\_security/emo/emo.html](http://www.mpss.jus.gov.on.ca/english/pub_security/emo/emo.html)

**Emergency Measures Organization (Newfoundland and Labrador)**

Confederation Building  
P.O. Box 8700  
St. John's, NL A1B 4J6

Canada  
 (709) 729-3703  
 (709) 729-3857 (fax)  
 Web page: [www.gov.nf.ca/mpa/emo.html](http://www.gov.nf.ca/mpa/emo.html)

**Emergency Measures Organization (Northwest Territories)**

Municipal and Community Affairs  
 Government of the Northwest Territories  
 5201-50th Avenue, Suite 600  
 Yellowknife, NT X1A 3S9  
 (867) 873-7785  
 (867) 873-7554 (24 hr emergency)  
 (867) 873-8193 (fax)  
 Web page: [www.maca.gov.nt.ca/about/emergency.html](http://www.maca.gov.nt.ca/about/emergency.html)

**Emergency Measures Organization (Nova Scotia)**

P.O. Box 2581  
 Halifax, NS B3J 3N5  
 Canada  
 (903) 424-5620  
 (903) 424-5376 (fax)  
 Web page: [www.gov.ns.ca/emo](http://www.gov.ns.ca/emo)

**Environment Canada (EC)**

351 St. Joseph Boulevard  
 Hull, QC K1A 0H3  
 Canada  
 (819) 997-2800  
 (800) 668-6767 (toll-free)  
 (819) 953-2225 (fax)  
 Web page: [www.ec.gc.ca](http://www.ec.gc.ca)

**Federation of Canadian Municipalities**

24 Clarence Street  
 Ottawa, ON K1A 0W6  
 Canada  
 (613) 241-5221  
 (613) 241-7440 (fax)  
 Web page: [www.fcm.ca](http://www.fcm.ca)

**Industrial Accident Prevention Association (IAPA)**

207 Queen's Quay West, Suite 550  
 Toronto, ON M5J 2Y3  
 Canada  
 (416) 506-8888  
 (800) 669-4939 (toll free)  
 (416) 506-8880 (fax)  
 Web page: [www.iapa.ca/](http://www.iapa.ca/)

**International Civil Defense Organization**

10-12 Chemin de Surville  
 1213 Petit-Lancy  
 Geneva, Switzerland  
 +41 22 793 4433  
 +41 22 793 4428 (fax)  
 Web page: [www.icdo.org](http://www.icdo.org)

**Justice Institute of British Columbia**

715 McBride Boulevard  
 New Westminster, BC V3L 5T4  
 Canada  
 (604) 525-5422  
 (604) 528-5518 (fax)  
 Web page: [www.jibc.bc.ca](http://www.jibc.bc.ca)

**Manitoba Emergency Measures Organization**

Room 1525  
 405 Broadway  
 Winnipeg, MB R3C 3L6  
 Canada  
 (204) 945-4772  
 (888) 267-8298  
 (204) 945-4620 (fax)  
 Web page: [www.gov.mb.ca/gs/memo/](http://www.gov.mb.ca/gs/memo/)

**New Brunswick Emergency Measures Organization**

Victoria Health Centre  
 P. O. Box 6000, Stn A  
 65 Brunswick Street  
 Fredericton, NB E3B 5H1  
 Canada  
 (506) 453-2133  
 (800) 567-4034  
 (506) 456-5513 (fax)  
 Web page: [www.gnb.ca/cnb/emo-omu/index-e.asp](http://www.gnb.ca/cnb/emo-omu/index-e.asp)

**Nunavut Emergency Services**

Dept. of Community Government & Transportation  
 P.O. Box 800  
 Iqaluit, NV X0A 0H0  
 (867) 979-6262 (24 hr emergency)  
 (800) 693-1666 (24 hr emergency toll free)  
 (867) 979-4221 (fax)

**Office of Critical Infrastructure Protection & Emergency Preparedness (OCIPEP)**

122 Bank Street, 2nd Floor  
 Ottawa, ON K1A 0W6  
 Canada  
 (613) 944-4875  
 (613) 991-7000 (emergency)  
 (800) 830-3118 (toll free)  
 (613) 998-9589 (fax)  
 Web page: [www.ocipep-bpiepc.gc.ca](http://www.ocipep-bpiepc.gc.ca)

**Ontario Association of Emergency Managers (OAEM)**

2150 Burnhamthorpe Road West  
 P.O. Box 67043  
 Mississauga, ON L5L 5V4  
 Canada  
 Web page: [www.oeam.ca](http://www.oeam.ca)

**Organisation de la Sécurité Civile du Québec (OSCCQ)**

Web page: <http://www.msp.gouv.qc.ca/secivile>

**Partnership Towards Safer Communities**

Web page: [www.ptsc-program.org](http://www.ptsc-program.org)

**Prince Edward Island Emergency Measures Organization**

National Bank Tower  
 134 Kent Street, Suite 600  
 Charlottetown, PE C1A 8R8  
 (902) 368-6361  
 (902) 892-9365 (24 hr emergency line)  
 (902) 368-6362 (fax)  
 Web page: [www.gov.pe.ca/commcul/emo](http://www.gov.pe.ca/commcul/emo)



**Provincial Emergency Program (British Columbia)**

455 Boleskine Road  
 Victoria, BC V8Z 1E7  
 Canada  
 (250) 952-4913  
 (800) 663-3456 (24 hr emergency)  
 #7372 (cellular phone toll-free in British Columbia)  
 (250) 952-4888 (fax)  
 Web page: [www.pep.bc.ca](http://www.pep.bc.ca)  
 Mailing Address:  
 P.O. Box 9201 Stn Prov. Govt  
 Victoria, BC V8W 9J1  
 Canada

**Saskatchewan Emergency Planning**

220 – 1855 Victoria Avenue  
 Regina, SK S4P 3V7  
 Canada  
 (306) 787-9563  
 (306) 787-1694 (fax)  
 Web page: [www.cps.gov.sk.ca/safety/emergency](http://www.cps.gov.sk.ca/safety/emergency)

**Transport Canada (TC)**

Tower C, Place de Ville  
 330 Sparks Street  
 Ottawa, ON K1A 0N5  
 Canada  
 (613) 990-2309  
 (613) 954-4731  
 (613) 998-8620 or (613) 954-4731 (fax)  
 Web page: [www.tc.gc.ca](http://www.tc.gc.ca)

**Transportation Safety Board of Canada (TSBC)**

Place du Centre  
 200 Promenade du Portage, 4th Floor  
 Hull, QC K1A 1K8  
 Canada  
 (819) 994-3741  
 (819) 997-2239 (fax)  
 Web page: [www.bst.gc.ca](http://www.bst.gc.ca)

**World Health Organization**

Avenue Appia 20  
 1211 Geneva 27  
 Switzerland  
 (+00 41 22) 791 21 11  
 (+00 41 22) 791 31 11 (fax)  
 Web page: [www.who.ch](http://www.who.ch)

**Yukon Emergency Measures Organization**

Community Services  
 Emergency Measures Branch  
 Combined Services Building, 2nd Floor  
 60 Norseman Road  
 Whitehorse Airport  
 Whitehorse, YT  
 Canada  
 Mailing Address:  
 Government of Yukon  
 Box 2703, EMO  
 Whitehorse, YT Y1A 2C6  
 Canada

(867) 667-5220  
 (800) 661-0408, local 5220 (toll free in Yukon)  
 (867) 393-6266 (fax)  
 Web page: <http://www.gov.yk.ca/depts/community/emo/>

**B.1.3 Academic Institutions.****FEMA Higher Education Project**

National Emergency Training Center  
 Emergency Management Institute  
 16825 S. Seton Avenue  
 Emmitsburg, MD 21727  
 (301) 447-1262  
 (301) 447-1598 (fax)  
 Web page: [training.fema.gov/EMIWeb/edu](http://training.fema.gov/EMIWeb/edu)

**Arkansas Technical University**

Community Education  
 Dean Hall 110  
 Russellville, AR 72801  
 (501) 968-0318  
 (501) 968-0205 (fax)  
 Web page: [comm.ed.atu.edu/classind.htm](http://comm.ed.atu.edu/classind.htm)

**Brandon University**

Applied Disaster & Emergency Studies  
 Brandon, MB R7A 6A9  
 Canada  
 (204) 727-9768  
 (204) 571-8588 (fax)  
 Web page: [www.brandonu.ca/Academic/ADES](http://www.brandonu.ca/Academic/ADES)

**Colorado State University**

Department of Environmental & Radiological Health  
 Services  
 Environmental Health Building  
 Fort Collins, CO 80523  
 (970) 491-5003  
 (970) 491-2940 (fax)  
 Web page: [www.cvms.colostate.edu/erhs/](http://www.cvms.colostate.edu/erhs/)

**Memphis State University**

Center for Earthquake Research and Information  
 The University of Memphis  
 Memphis, TN 38152  
 (901) 678-2007  
 (901) 678-4734 (fax)  
 Web page: [www.ceri.memphis.edu](http://www.ceri.memphis.edu)

**St. Petersburg College**

Institute of Emergency Administration & Fire Science  
 P.O. Box 13489  
 St. Petersburg, FL 33733  
 (727) 341-4422  
 (727) 549-6062 (fax)  
 Web page: [www.spjc.edu/](http://www.spjc.edu/)

**Texas A&M University**

Hazard Reduction & Recovery Center  
 TAMU MS 3137  
 College Station, TX 77843-3137  
 (979) 845-7813  
 (979) 845-5121 (fax)  
 Web page: [hrrc.tamu.edu/](http://hrrc.tamu.edu/)

**University of California — Berkeley Extension  
Environment Management**

(510) 642-4151 Ext 28

Web page: [www.unex.berkeley.edu/em](http://www.unex.berkeley.edu/em)

**University of Akron**

Public Administration & Urban Studies

Buchtel College of Arts and Sciences

The Polsky Building 265

Akron, OH 44325-7904

(330) 972-7618

(330) 972-6376 (fax)

Web page: [www.uakron.edu/colleges/artsci/depts/paus/](http://www.uakron.edu/colleges/artsci/depts/paus/)

**University of Colorado-Boulder**

Natural Hazards Research/Applications Center

Floodplain Management Resource Center

Campus Box 482

Boulder, CO 80309-0482

(303) 492-6818

(303) 492-2151 (fax)

Web page: [www.colorado.edu/hazards/](http://www.colorado.edu/hazards/)

**University of Delaware**

Disaster Research Center

Newark, DE 19716-2581

(302) 831-6618

(302) 831-2091 (fax)

Web page: [www.udel.edu/DRC/nodhtml.html](http://www.udel.edu/DRC/nodhtml.html)

**University of Nebraska-Lincoln**

International Drought Mitigation Center

239 L.W. Chase Hall

P.O. Box 830749

Lincoln, NE 68583-0749

(402) 472-3679

(402) 472-6614 (fax)

Web page: [www.drought.unl.edu/index.htm](http://www.drought.unl.edu/index.htm)

**University of North Texas**

Emergency Administration and Planning Program

Department of Public Administration

P.O. Box 310617

Denton, TX 76203-0617

(940) 565-3292

(940) 565-4466 (fax)

Web page: [www.unt.edu/eadp](http://www.unt.edu/eadp)

**University of Tennessee**

Institute for Public Service

105 Student Services Administration Building

Knoxville, TX 37996-0213

(865) 974-6621

(865) 974-1528 (fax)

Web page: [ips.utk.edu](http://ips.utk.edu)

**B.1.4 Nongovernment Organizations.**

**AFCOM**

742 East Chapman Avenue

Orange, CA 92866

(714) 997-7966

(714) 997-9743 (fax)

Web page: [www.afcom.com](http://www.afcom.com)

**ARAMA (The Association of Information Management Professionals) International**

13725 W. 109th Street, Suite 101

Lenexa, KS 66215

(913) 341-3808 or (800) 422-2762 (U.S. and Canada)

(913) 341-3742 (fax)

Web page: [www.arma.org](http://www.arma.org)

**Amateur Radio Disaster Services**

Web page: [www.ares.org](http://www.ares.org)

**America's Second Harvest**

35 E. Wacker Dr., #2000

Chicago, IL 60601

(312) 263-2303 or (800) 771-2303

(815) 467-4915 (fax)

Web page: [www.secondharvest.org](http://www.secondharvest.org)

**American Academy of Emergency Medicine**

611 East Wells Street

Milwaukee, WI 53202

(800) 884-2236

(414) 276-3349 (fax)

Web page: [www.aaem.org](http://www.aaem.org)

**American Academy of Medical Administrators**

701 Lee Street, Suite 600

Des Plaines, IL 60016-4516

(847) 759-8601

(847) 759-8602 (fax)

Web page: [www.aameda.org/](http://www.aameda.org/)

**American Civil Defense Association**

The American Civil Defense Association

P.O. Box 1057

118 Court Street

Starke, FL 32091

(800) 425-5397 or (904) 964-5397

(904) 964-9641 (fax)

Web page: [www.tacda.org](http://www.tacda.org)

**American Public Works Association**

1401 K Street, N.W., 11th Floor

Washington, DC 20005

(202) 408-9541

(202) 408-9542 (fax)

Web page: [www.apwa.net](http://www.apwa.net)

**American Radio Relay League**

225 Main Street

Newington, CT, 06111-1494

(860) 594-0200

(860) 594-0259 (fax)

Web page: [www.arrl.org](http://www.arrl.org)

**American Red Cross**

American Red Cross National Headquarters

2025 E Street, N.W.

Washington, DC 20006

(202) 303-4498 or (877) 272-7337

Web page: [www.redcross.org/](http://www.redcross.org/)

**American Society for Industrial Security**

ASIS International

1625 Prince Street

Alexandria, VA 22314-2818  
 (703) 519-6200  
 (703) 519-6299 (fax)  
 Web page: [www.asisonline.org](http://www.asisonline.org)

**American Society for Public Administration (ASPA)**

1120 G Street, N.W., Suite 700  
 Washington, DC 20005  
 (202) 393-7878  
 (202) 638-4952 (fax)  
 Web page: [www.aspanet.org](http://www.aspanet.org)

**American Society of Civil Engineers (ASCE)**

ASCE World Headquarters  
 1801 Alexander Bell Drive  
 Reston, VA 20191-4400  
 (800) 548-2723  
 (703) 295-6300 (international)  
 (703) 295-6222 (fax)  
 Web page: [www.asce.org](http://www.asce.org)

**American Society of Professional Emergency Planners (ASPEP)**

East Gate Business Center  
 133 Gaither Drive, Suite N  
 Mt. Laurel, NJ 08054  
 (856) 273-8115  
 (856) 642-9453 (fax)  
 Web page: [www.aspep.org](http://www.aspep.org)

**Applied Technology Council**

Applied Technology Council  
 555 Twin Dolphin Drive, Suite 550  
 Redwood City, CA 94065  
 (650) 595-1542  
 (650) 593-2320 (fax)  
 Web page: [www.atcouncil.org](http://www.atcouncil.org)

**Association of Contingency Planners (ACP)**

National Headquarters  
 12461 Jacqueline Place  
 Granada Hills, CA 91344  
 (818) 360-4158  
 (818) 832-9578 (fax)  
 Web page: [www.acp-international.com](http://www.acp-international.com)

**Association of Energy Engineers**

Association of Energy Engineers  
 4025 Pleasantdale Rd., Suite 420  
 Atlanta, GA 30340  
 (770) 447-5083  
 (770) 446-3969 (fax)  
 Web page: [www.aeecenter.org](http://www.aeecenter.org)

**Association of Engineering Geologists (AEG)**

Association of Engineering Geologists  
 P.O. Box 460518  
 Denver, CO 80246  
 (303) 757-2926  
 (303) 757-2969 (fax)  
 Web page: [www.aegweb.org/indexf.html](http://www.aegweb.org/indexf.html)

**Association of Public-Safety Communications Officials (APCO)**

APCO International, Inc.  
 World Headquarters  
 351 N. Williamson Blvd.  
 Daytona Beach, FL 32114-1112  
 (386) 322-2500 or (888) 272-6911  
 (386) 322-2501 (fax)  
 Web page: [www.apcointl.org](http://www.apcointl.org)

**Association of Records Managers & Administrators (ARMA)**

ARMA International  
 13725 W. 109th St., Suite 101  
 Lenexa, KS 66215  
 (913) 341-3808 or (800) 422-2762 (U.S. and Canada)  
 (913) 341-3742 (fax)  
 Web page: [www.arma.org](http://www.arma.org)

**Association of Specialists in Cleaning & Restoration International (ASCR)**

8229 Cloverleaf Drive, Suite 460  
 Millersville, MD 21108  
 (800) 272-7012  
 (410) 729-3603 (fax)  
 Web page: [www.ascr.org](http://www.ascr.org)

**Association of State Dam Safety Officials (ASDSO)**

450 Old Vine, 2nd Floor  
 Lexington, KY 40507  
 (859) 257-5140  
 (859) 323-1958 (fax)  
 Web page: [www.damsafety.org](http://www.damsafety.org)

**Association of State Floodplain Managers, Inc.**

2809 Fish Hatchery Road, Suite 204  
 Madison, WI 53713  
 (608) 274-0123  
 (608) 274-0696 (fax)  
 Web page: [www.floods.org](http://www.floods.org)

**Association of Traumatic Stress Specialists (ATSS)**

(512) 868-3677  
 (512) 868-3678 (fax)  
 Web page: [www.atss-hq.com](http://www.atss-hq.com)

**BOMA International**

1201 New York Avenue, N.W., Suite 300  
 Washington, DC 20005  
 (202) 408-2662  
 (202) 371-0181 (fax)  
 Web page: [www.boma.org](http://www.boma.org)

**Building Seismic Safety Council (BSSC)**

National Institute of Building Seismic  
 1090 Vermont Avenue, N.W., Suite 700  
 Washington, DC 20005  
 (202) 289-7800  
 (202) 289-1092 (fax)  
 Web page: [www.bssconline.org](http://www.bssconline.org)

**Business Network of Emergency Resources, Inc.**

9415 Carousel Center  
 Syracuse, NY 13290-9801  
 (888) 353-BNET  
 Web page: [www.bnetinc.org](http://www.bnetinc.org)



**Center for Earthquake Research & Information (CERI)**

University of Memphis  
3876 Central Avenue Ste 1  
Memphis, TN 38152-3050  
(901) 678-2007  
Web page: [www.ceri.memphis.edu](http://www.ceri.memphis.edu)

**Center of Excellence In Disaster Management & Humanitarian Assistance**

The Center of Excellence in Disaster  
Management & Humanitarian Assistance  
Tripler Army Medical Center  
1 Jarrett White Road (MCPA-DM)  
Tripler AMC, HI 96859-5000  
(808) 433-7035  
(808) 433-1757 (fax)  
Web page: <http://coe-dmha.org>

**Central U.S. Earthquake Consortium (CUSEC)**

2630 East Holmes Road  
Memphis, TN 38118  
(901) 544-3570 or (800) 824-5817  
(901) 544-0544 (fax)  
Web page: [www.cusec.org/](http://www.cusec.org/)

**Chartered Property Casualty Underwriters Society (CPCU), CPCU Society**

Kahler Hall  
P.O. Box 3009  
720 Providence Road  
Malvern, PA 19355-0709  
(800) 932-2728  
(610) 251-2780 (fax)  
Web page: [www.cpcusociety.org](http://www.cpcusociety.org)

**Chemical and Biological Defense Information Analysis Center (CBIAC)**

Aberdeen Proving Ground — Edgewood Area  
P.O. Box 196  
Gunpowder, MD 21010-0196  
(410) 676-9030  
(410) 676-9703 (fax)  
Web page: [www.cbiac.apgea.army.mil](http://www.cbiac.apgea.army.mil)

**Disaster and Emergency Response Association**

P.O. Box 797  
Longmont, CO 80502  
(303) 809-4412  
Web page: [www.disasters.org](http://www.disasters.org)

**DRI International**

201 Park Washington Court  
Falls Church, VA 22046-4527  
(703) 538-1792  
(703) 241-5603 (fax)  
Web page: [www.drii.org](http://www.drii.org)

**Earthquake Engineering Research Institute**

499 14th Street, Suite 320  
Oakland, CA 94612-1934  
(510) 451-0905  
(510) 451-5411 (fax)  
Web page: [www.eeri.org](http://www.eeri.org)

**Emergency Infrastructure Partnership (EIP)**

Avagene Moore  
Web page: [www.emforum.org](http://www.emforum.org)

**Emergency Management Laboratory**

P.O. Box 117  
Oak Ridge, TN 37831-0117  
(865) 576-9647  
Web page: [www.orau.gov/eml/](http://www.orau.gov/eml/)

**Florida Emergency Medicine Foundation**

Emergency Medicine Learning and Resource Center  
3717 South Conway Road  
Orlando, FL 32812  
(407) 281-7396 or 800-766-6335  
(407) 281-4407 (fax)  
Web page: [www.femf.org](http://www.femf.org)

**Global Warming International Center (GWIC)**

The Global Warming International Center  
P.O. Box 5275  
Woodridge, IL 60517-0275  
(630) 910-1551  
(630) 910-1561 (fax)  
Web page: [www.GlobalWarming.net](http://www.GlobalWarming.net)

**IT Governance Institute**

3701 Algonquin Road, Suite 1010  
Rolling Meadows, IL 60008  
(847) 253-1545  
(847) 253-1443 (fax)  
Web page: [www.itgovernance.org](http://www.itgovernance.org)

**Humane Society of the United States**

2100 L Street  
Washington, DC 20037  
(202) 452-1100  
Web page: [www.hsus.org/ace/352](http://www.hsus.org/ace/352)

**Information Systems Audit & Control Association/ Foundation (ISACA)**

3701 Algonquin Road, Suite 1010  
Rolling Meadows, IL 60008  
(847) 253-1545  
(847) 253-1443 (fax)  
Web page: [www.isaca.org](http://www.isaca.org)

**Information Systems Security Association (ISSA)**

7044 S. 13th Street  
Oak Creek, WI 53154  
(414) 768-8000 or (800) 370-ISSA  
(414) 768-8001 (fax)  
Web page: [www.issa.org](http://www.issa.org)

**Institute for Business and Home Safety (IBHS)**

4775 E. Fowler Avenue  
Tampa, FL 33617  
(813) 286-3400  
(813) 286-9960 (fax)  
Web page: [www.ibhs.org](http://www.ibhs.org)

**Insurance Information Institute (III)**

110 William Street  
New York, NY 10038  
(212) 346-5500  
Web page: [www.iii.org](http://www.iii.org)

**International Association of Arson Investigators**

12770 Boenker Road  
 Bridgeton, MO 63044  
 (314) 739-4224  
 (314) 739-4219 (fax)  
 Web page: [www.firearson.com](http://www.firearson.com)

**International Association of Chiefs of Police (IACP)**

515 N. Washington Street  
 Alexandria, VA 22314  
 (703) 836-6767 or (800) THE IACP  
 (703) 836-4543 (fax)  
 Web page: [www.theiacp.org](http://www.theiacp.org)

**International Association of Fire Chiefs (IAFC)**

4025 Fair Ridge Drive, Suite 300  
 Fairfax, VA 22033-2868  
 (703) 273-0911  
 (703) 273-9363 (fax)  
 Web page: [www.iafc.org](http://www.iafc.org)

**International Association of Marine Investigators (IAMI)**

9 Sherwood Drive  
 Westford, MA 01886  
 (978) 392-9292  
 Web page: [www.iamimarine.org](http://www.iamimarine.org)

**International City/County Management Association (ICMA)**

Director Program Development  
 777 North Capitol Street, N.E., Suite 500  
 Washington, DC 20002  
 (202) 289-4262  
 (202) 962-3500 (fax)  
 Web page: [www.icma.org/](http://www.icma.org/)

**International Critical Incident Stress Foundation**

3290 Pine Orchard Lane, Suite 106  
 Ellicott City, MD 21042  
 (410) 750-9600  
 (410) 313-2473 (emergency)  
 (410) 750-9601 (fax)  
 Web page: [www.icisf.org](http://www.icisf.org)

**International Disaster Recovery Institute**

P.O. Box 4515  
 Shrewsbury, MA 01545  
 (508) 845-6000  
 (508) 842-2585 (fax)  
 Web page: [www.idra.com](http://www.idra.com)

**International Emergency Management Society (TIEMS)**

P.O. Box 2777  
 Soli, N-0204  
 Oslo, Norway  
 Web page: [www.tiems.org](http://www.tiems.org)

**International Facility Management Association (IFMA)**

1 E. Greenway Plaza, Suite 1100  
 Houston, TX 77046-0194  
 (713) 623-4362  
 (713) 623-6124 (fax)  
 Web page: [www.ifma.org](http://www.ifma.org)

**Multidisciplinary Center for Earthquake Engineering Research**

Red Jacket Quadrangle  
 State University of New York at Buffalo  
 Buffalo NY, 14261  
 (716) 645-3391  
 (716) 645-3399 (fax)  
 Web page: [mceer.buffalo.edu](http://mceer.buffalo.edu)

**National Association of Catastrophe Adjusters, Inc.**

P. O. Box 821864  
 North Richland Hills, TX 76182  
 (817) 498-3466  
 (817) 498-0480 (fax)  
 Web page: [www.nacatadj.org](http://www.nacatadj.org)

**National Association of Counties (NACO)**

440 First Street, N.W., Suite 800  
 Washington, DC 20001  
 (202) 393-6226  
 (202) 393-2630 (fax)  
 Web page: [www.naco.org](http://www.naco.org)

**National Association of EMS Physicians (NAEMSP)**

P.O. Box 15945-281  
 Lenexa, KS 66285-5945  
 (913) 492-5858 or (800) 228-3677  
 (913) 599-5340 (fax)  
 Web page: [www.naemsp.org](http://www.naemsp.org)

**National Association of Emergency Medical Technicians (NAEMT)**

P.O. Box 1400  
 Clinton, MS 39060-1400  
 (601) 924-7744 or (800) 34 NAEMT (62368)  
 (601) 924-7325 (fax)  
 Web page: [www.naemt.org](http://www.naemt.org)

**National Association of SARA Title III Program Officials (NASTTPO)**

577 Wickham Way  
 Gahanna, OH 43230  
 Web page: [www.nasttpo.org](http://www.nasttpo.org)

**National Association for Search and Rescue**

4500 Southgate Place, Suite 100  
 Chantilly, VA 20151-1714  
 (703) 222-6277  
 (703) 222-6283 (fax)  
 Web page: [www.nasar.org](http://www.nasar.org)

**National Center for Post-Traumatic Stress Disorder**

(802) 296-6300  
 (802) 296-5135 (fax)  
 Web page: [www.ncptsd.org/](http://www.ncptsd.org/)

**National Defense Industrial Association**

2111 Wilson Boulevard, Suite 400  
 Arlington, VA 22201  
 (703) 522-1820  
 (703) 522-1885 (fax)  
 Web page: [www.ndia.org](http://www.ndia.org)

**National Emergency Management Association (NEMA)**

P.O. Box 11910  
 Lexington, KY 40578-1910  
 (859) 244-8000  
 (859) 244-8239 (fax)  
 Web page: [www.nemaweb.org/index.cfm](http://www.nemaweb.org/index.cfm)

**National Environmental Health Association**

720 S. Colorado Boulevard, Suite 970-S  
 Denver, CO 80246-1925  
 (303) 756-9090  
 (303) 691-9490 (fax)  
 Web page: [www.neha.org](http://www.neha.org)

**National Governors Association (NGA)**

Committee Director, Justice and Safety  
 Hall of the States  
 444 North Capitol Street  
 Washington, DC 20001-1572  
 (202) 624-5300  
 (202) 624-5313 (fax)  
 Web page: [www.nga.org](http://www.nga.org)

**National Hydrological Warning Council**

Web page: [www.alertsystems.org](http://www.alertsystems.org)

**National Institute of Building Science (NIBS)**

1090 Vermont Avenue, N.W., Suite 700  
 Washington, DC 20005  
 (202) 289-7800  
 (202) 289-1092 (fax)  
 Web page: [www.nibs.org](http://www.nibs.org)

**National Institute for Urban Search and Rescue**

P.O. Box 91648  
 Santa Barbara, CA 93190  
 (805) 966-6178  
 Web page: [www.niusr.org](http://www.niusr.org)

**National Safety Council**

1121 Spring Lake Drive  
 Itasca, IL 60143-3201  
 (630) 285-1121  
 (630) 285-1315 (fax)  
 Web page: [www.nsc.org](http://www.nsc.org)

**National Voluntary Organizations Active in Disaster (NVOAD)**

14253 Ballinger Terrace  
 Burtonsville, MD 20866  
 (301) 890-2119  
 (253) 541-4915 (fax)  
 Web page: [www.nvoad.org](http://www.nvoad.org)

**National Watershed Coalition**

9304 Lundy Court  
 Burke, VA 22015-3431  
 (703) 455-6886  
 (703) 455-6888 (fax)  
 Web page: [www.watershedcoalition.org](http://www.watershedcoalition.org)

**North American Center for Emergency Communications (NACEC)**

The North American Center For Emergency Communica-  
 tions  
 P.O. Box 174

Aurora, MN 55705-0174  
 (218) 229-2887  
 Web page: [www.nacec.org](http://www.nacec.org)

**North East States Emergency Consortium**

1 West Water Street  
 Wakefield, MA 01880  
 (781) 224-9876  
 (781) 224-4350 (fax)  
 Web page: [www.nesec.org](http://www.nesec.org)

**New England Disaster Recovery Information Exchange (NEDRIX)**

McCormack P.O. Box 155  
 Boston, MA 02101-0155  
 (781) 485-0279  
 (617) 385-1616 (fax)  
 Web page: [www.nedrix.com](http://www.nedrix.com)

**Pacific Earthquake Engineering Research Center**

University of California, Berkeley  
 1301 South 46th Street  
 Richmond, CA 94804-4698  
 (510) 231-9554  
 (510) 231-9471 (fax)

**Pan American Health Organization**

525 23rd Street, N.W.  
 Washington, DC 20037-2895  
 (202) 974-3000  
 (202) 775-3663 (fax)  
 Web page: [www.paho.org/](http://www.paho.org/)

**PRISM International**

605 Benson Road  
 Garner, NC 27529  
 (919) 771-0657 or (800) 336-9793  
 (919) 771-0457 (fax)  
 Web page: [www.prismintl.org](http://www.prismintl.org)

**Private & Public Businesses, Inc.**

P.O. Box 510229  
 St. Louis, MO 63151-0110  
 (314) 894-2052  
 Web page: [www.ppbi.org](http://www.ppbi.org)

**Public Risk Management Association**

1815 N. Fort Meyer Drive  
 Suite 1020  
 Arlington, VA 22209  
 (703) 528-7701  
 (703) 528-7966 (fax)  
 Web page: [www.primacentral.org](http://www.primacentral.org)

**Risk & Insurance Management Society (RIMS)**

655 Third Avenue, 2nd Floor  
 New York, NY 10017  
 (212) 286-9292  
 Web page: [www.rims.org](http://www.rims.org)

**Seismological Society of America**

201 Plaza Professional Building  
 El Cerrito, CA 94530  
 (510) 525-5474

(510) 525-7204 (fax)

Web page: [www.seismosoc.org](http://www.seismosoc.org)

**Society for Risk Analysis**

Society for Risk Analysis

1313 Dolley Madison Boulevard

Suite 402

McLean, VA 22101

(703) 790-1745

(703) 790-2672 (fax)

Web page: [www.sra.org](http://www.sra.org)

**South East Business Recovery Exchange**

Web page: [www.drj.com/groups/sebre.htm](http://www.drj.com/groups/sebre.htm)

**Southern CA Earthquake Center**

University of Southern California

3651 Trousdale Parkway, Suite 169

Los Angeles, CA 90089-0742

(213) 740-5843

(213) 740-0011 (fax)

Web page: [www.sceec.org](http://www.sceec.org)

**State Guard Association of the United States (SGAUS)**

P.O. Box 1416

Fayetteville, GA 30214-1416

(770) 460-1215

Web page: [www.sgaus.org](http://www.sgaus.org)

**Storage Networking Industry Association**

2570 West El Camino Real, Suite 304

Mountain View, CA 94040-1313

(650) 949-6750

(650) 949-6755 (fax)

Web page: [www.snia.org](http://www.snia.org)

**Volunteers in Technological Assistance**

1600 Wilson Blvd., Suite 710

Arlington, VA 22209

(703) 276-1800

(703) 243-1865 (fax)

Web page: [www.vita.org](http://www.vita.org)

**Welcome to Hazmat on the Web**

Web page: [www.hazmat48.wpafb.af.mil/](http://www.hazmat48.wpafb.af.mil/)

**Western States Seismic Policy Council**

125 California Avenue, Suite D201, #1

Palo Alto, CA 94306

(650) 330-1101

(650) 326-1769 (fax)

Web page: [www.wsspc.org](http://www.wsspc.org)

**B.1.5 Periodicals and Publications.**

**Agency for Toxic Substances and Disease Newsletter, DHHS**

Web page: [www.atsdr.cdc.gov/HEC/HSPH/hsphome.htm](http://www.atsdr.cdc.gov/HEC/HSPH/hsphome.htm)

**Air University Index to Military Periodicals**

Web page: [www.dtic.mil/search97doc/aulimp/main.htm](http://www.dtic.mil/search97doc/aulimp/main.htm)

**Biodefense Quarterly, Center for Civilian Biodefense Studies, Johns Hopkins University**

[www.hopkins-biodefense.org/pages/news/quarter.html](http://www.hopkins-biodefense.org/pages/news/quarter.html)

**CB Quarterly, U.S. Army Soldiers and Biological Chemical Command**

Web page: [www.sbccom.apgea.army.mil/RDA/quarterly/index.htm](http://www.sbccom.apgea.army.mil/RDA/quarterly/index.htm)

**The Chemical and Biological Information Analysis Center Newsletter**

Web page: [www.cbiac.apgea.army.mil/awareness/newsletter/intro.html](http://www.cbiac.apgea.army.mil/awareness/newsletter/intro.html)

**CHPPM News Bulletins, U.S. Army Center For Health Promotion and Preventive Medicine**

Web page: [chppm-www.apgea.army.mil/imo/ddb/dmd/DMD/NEWS.HTML](http://chppm-www.apgea.army.mil/imo/ddb/dmd/DMD/NEWS.HTML)

**CML, Army Chemical Review, U.S. Army Chemical School Periodical**

Web page: [www.wood.army.mil/CHBULLETIN/Default.htm](http://www.wood.army.mil/CHBULLETIN/Default.htm)

**Contingency Planning and Management**

Web page: [www.contingencyplanning.com/](http://www.contingencyplanning.com/)

**Disaster Recovery Journal**

Web page: [www.drj.com/](http://www.drj.com/)

**Dispatch, The Chemical and Biological Arms Control Institute**

Web page: [www.cbaci.org/dispatch.htm](http://www.cbaci.org/dispatch.htm)

**Emerging Infectious Diseases, CDC, National Center for Infectious Diseases**

Web page: [www.cdc.gov/ncidod/eid/index.htm](http://www.cdc.gov/ncidod/eid/index.htm)

**Emergency Information Infrastructure Partnership Newsletter**

Web page: [www.emforum.org/eiip/news.htm](http://www.emforum.org/eiip/news.htm)

**Emergency Preparedness Information Exchange (EPIX)**

Web page: [www.epix.hazard.net](http://www.epix.hazard.net)

**Hazardous Technical Information Service Newsletter, Dept. of the Army**

Web page: [www.dscr.dla.mil/htis/](http://www.dscr.dla.mil/htis/)

**The Homeland Defense Journal**

Web page: [www.homelanddefensejournal.com/#](http://www.homelanddefensejournal.com/#)

**The Journal of Homeland Defense**

Web page: [www.homelanddefense.org/](http://www.homelanddefense.org/)

**The Journal of Homeland Security**

Web page: [www.homelandsecurity.org/journal/index.cfm](http://www.homelandsecurity.org/journal/index.cfm)

**Journal of Terrorism and Political Violence**

Web page: [www.frankcass.com/jnl/tpv.htm](http://www.frankcass.com/jnl/tpv.htm)

**Military Medical Technology Online**

Web page: [www.mmt-kmi.com/](http://www.mmt-kmi.com/)

**Morbidity and Mortality Weekly Report, CDC**

Web page: [www.cdc.gov/mmwr](http://www.cdc.gov/mmwr)

**National Fire and Rescue Magazine**

Web page: [www.nfrmag.com/](http://www.nfrmag.com/)

**The Nonproliferation Review, Center for Nonproliferation Studies, Monterey Institute of International Studies**

Web page: <http://cns.miis.edu/pubs/npr/index.htm>

**Office for State and Local Domestic Preparedness Support Bulletins (DOJ)**

Web page: [www.ojp.usdoj.gov/odp/docs/bulletins.htm](http://www.ojp.usdoj.gov/odp/docs/bulletins.htm)

**OSHA Job Safety and Health Quarterly Magazine**

Web page: [www.osha-slc.gov/html/jshq-index.html](http://www.osha-slc.gov/html/jshq-index.html)

**B.1.6 List Servers, Bulletin Services, Forums for WMD.**

(Note: Some mailing lists are restricted to particular programs and are by invitation only. Those are generally not shown here. Some of the lists below also have restrictions.)

**The American Civil Defense Association Mail List**

Web page: [www.tacda.org/](http://www.tacda.org/)

**ANSER Homeland Security Bulletin**

Web page: [www.homelandsecurity.org/](http://www.homelandsecurity.org/)

**Bioterrorism, Public Information List Server**

Web page: [www.topica.com/lists/bioterror](http://www.topica.com/lists/bioterror)

**BIO-War. Biological Warfare Discussion List**

Web page: [www.topica.com/lists/biowar](http://www.topica.com/lists/biowar)

**Canadian Centre for Emergency Preparedness, Quarterly Newsletter**

Web page: [www.ccep.ca/ccepnews.html](http://www.ccep.ca/ccepnews.html)

**Centers for Disease Control Mailing Lists (Multiple)**

Web page: [www.cdc.gov/subscribe.html](http://www.cdc.gov/subscribe.html)

**The Chemical and Biological Arms Control Institute, Chemical & Biological Arms Control Dispatch, Bulletin**

[www.cbaci.org/](http://www.cbaci.org/) (E-mail to request service)

**Chemical Doctrine List Server, U.S. Army Chemical School**

Web page: <http://confs.itcenter.org/>

(Go to Chemical Doctrine and sign up per instructions)

**Daily Brief (Misc. Emergency Management) Discussion List**

Web page: [groups.yahoo.com/group/DailyBrief](http://groups.yahoo.com/group/DailyBrief)

**“Dangerous Goods” List Server – Storage and Handling Commercial Products**

Web page: [www.onelist.com/subscribe/DangerousGoods](http://www.onelist.com/subscribe/DangerousGoods)

**Department of Justice, Office of Domestic Preparedness List Server**

Web page: <http://odp.ncjrs.org/content/subscribe.asp>

**Disaster Research Newsletter, University of Colorado**

Web page: <http://www.colorado.edu/hazards/sub.html>

**Emergency Management Discussion List**

Web page: <http://groups.yahoo.com/group/emergency-management>

**Emergency Management Legislation List Server**

Subscribe at: [emlegislation-subscribe@yahoogroups.com](mailto:emlegislation-subscribe@yahoogroups.com)

**Emergency News Wire Site, JAGWA International**

Web page: [groups.yahoo.com/group/emergency\\_wires](http://groups.yahoo.com/group/emergency_wires)

**Environmental Protection Agency, Multiple List Servers available**

Web page: [www.epa.gov/epahome/listserv.htm](http://www.epa.gov/epahome/listserv.htm)

**Flashtraffic. Emergency, Intelligence, Military, International Information List Server**

Web page: [www.flashtraffic.org/](http://www.flashtraffic.org/)

**George Washington University Dept. of Emergency Medicine, Terrorism Discussion Group, List Server**

Web page <http://gwu.edu/~gwems/>

**HAZMAT — WMD Discussion List**

Web page: [groups.yahoo.com/group/Hazmat-WMD](http://groups.yahoo.com/group/Hazmat-WMD)

**Henry L. Stimson Center, Chemical and Biological Weapons Nonproliferation Project, Terrorism Response InterActive Discussion Forum**

Web page: [www.stimson.org/cwc/forumportal.html](http://www.stimson.org/cwc/forumportal.html)

**Incident Briefing Network**

Subscribe at: [incident-briefing-network-subscribe@yahoogroups.com](mailto:incident-briefing-network-subscribe@yahoogroups.com)

**International Association of Emergency Managers Emergency Management Discussion List**

Web page: [www.iaem.com/](http://www.iaem.com/)

**Monterey Institute, Center for Nonproliferation Studies, WMD Bulletin**

Web page: <http://cns.miis.edu/research/cbw/index.htm>

**Natural Hazards Center, University of Colorado at Boulder, Consolidated list of sources**

Web page: [www.colorado.edu/hazards/sites/lists.html](http://www.colorado.edu/hazards/sites/lists.html)

**National Institutes of Health List Server**

Web page: <http://list.nih.gov/>

**Public Health Electronic List Server, Links and Resources**

Web page: [www.lib.umich.edu/hw/public.health/e.discuss.html](http://www.lib.umich.edu/hw/public.health/e.discuss.html)

**The Terrorism Research Center, Information Bulletins**

Web page: [www.terrorism.org/mailman/listinfo/realnews](http://www.terrorism.org/mailman/listinfo/realnews)

**“This Week in U.S. Medicine,” Federal Medical Bulletin Service**

Web page: [www.usmedicine.com/](http://www.usmedicine.com/)

**WMD Info Share, List Server**

To subscribe send email to: [wmdinfo-share-request@wmdfirstresponders.com](mailto:wmdinfo-share-request@wmdfirstresponders.com) with the word “subscribe” in the body of the message.

**Workers Education and Training Program, National Institute of Environmental Health Sciences, National Institutes of Health, Weekly E-Newsbrief**

Web page: <http://www-apps.niehs.nih.gov/wetp/public/index.cfm?fuseaction=subscribe>

**Annex C Additional Resources**

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only. Information that has been provided in this annex is accurate as of the date of this publication.*

**C.1** The following lists of planning information resources, emergency management agencies of states and territories, incident management, and training resources have been identified for informational purposes only and are not intended to be all-inclusive. Inclusion on the list does not constitute an endorsement by NFPA or the Technical Committee. The Internet contains a wealth of resources that should be explored for additional information.

**C.2 Planning Information Resources.****American Academy of Experts in Traumatic Stress (AAETS)**

368 Veterans Memorial Highway

Commack, NY 11725

(631) 543-2217

(631) 543-6977 (fax)

Web page: [www.aaets.org](http://www.aaets.org)



**American Society of Safety Engineers (ASSE)**

The American Society of Safety Engineers  
Customer Service  
1800 E. Oakton St  
Des Plaines, IL 60018  
(847) 699-2929 between 8:30 and 5:00 CST  
(847) 768-3434 (fax)

**Chemical Education Foundation**

1560 Wilson Boulevard, Suite 1250  
Arlington, VA 22209  
(703) 527-6223  
(703) 527-7747 (fax)  
Web page: [www.chemed.org/html-index.html](http://www.chemed.org/html-index.html)

**CHEMTREC, American Chemistry Council Emergency HAZMAT Information**

1300 Wilson Blvd.  
Arlington, VA 22209  
(703) 741-5000  
(703) 741-6000 (fax)  
Web page: [www.americanchemistry.com](http://www.americanchemistry.com)

**Corporate Angel Network**

Corporate Angel Network, Inc.  
Westchester County Airport  
One Loop Road  
White Plains, NY 10604-1215  
(914) 328-1313  
(914) 328-3938 (fax)  
Toll-Free Patient Line (866) 328-1313  
Web page: [www.corpangelnetwork.org](http://www.corpangelnetwork.org)

**Disastercom**

Disaster Preparedness and Emergency Response Association (DERA)  
P.O. Box 797  
Longmont, CO 80502  
(303) 809-4412  
Web page: [www.disasters.org/dera/dera.htm](http://www.disasters.org/dera/dera.htm)

**Doctors for Disaster Preparedness**

1601 N. Tucson Boulevard #9  
Tucson, AZ 85716  
(520) 325-2680  
Web page: [www.oism.org/ddp/](http://www.oism.org/ddp/)

**DRI International**

201 Park Washington Court  
Falls Church, VA 22046-4527  
(703) 538-1792  
(703) 241-5603 (fax)  
Web page: [www.drii.org](http://www.drii.org)

**The Emergency Information Infrastructure Partnership Forum**

Web page: [www.emforum.org/](http://www.emforum.org/)

**Emergency Nursing World, Internet Site, Bioterrorism Resources**

Web page: <http://enw.org/Bioterrorism.htm>

**Employee Assistance Society of North America**

230 E. Ohio Street, Suite 400  
Chicago, IL 60611-3265  
(312) 644-0828  
(312) 644-8557 (fax)  
Web page: [www.easna.org](http://www.easna.org)

**Federal Emergency Management Agency (FEMA)**

State and Local Guide, Guide for All-Hazards Emergency Operations Planning (SLG 101), 1996  
Federal Response Plan (FRP)  
Capability Assessment for Readiness (CAR)  
Disaster Planning Guide for Business and Industry, 1993  
NRT-1, Hazardous Materials Emergency Planning Guide, National Response Team, 1987.  
Web page: [www.fema.gov](http://www.fema.gov)

**Humanitarian Resource Institute Community and Family Preparedness Network**

Humanitarian Resource Institute  
P.O. Box 21372  
Carson City, NV 89721  
Western USA: (775) 884-4680  
167 Cherry Street, # 260  
Milford, CT 06460  
Eastern USA: (203) 668-0282  
Web page: [www.humanitarian.net](http://www.humanitarian.net)

**International Association of Emergency Managers (IAEM) American Society of Professional Emergency Planners (ASPEP)**

201 Park Washington Court  
Falls Church, VA 22046-4527  
(703) 538-1795  
(703) 241-5603 (fax)  
Web page: [www.iaem.com](http://www.iaem.com)

**Metropolitan Washington Council of Governments (MWCOC)**

Regional Emergency Coordination Plan  
777 North Capitol St., N.E., Suite 300  
Washington, DC 20002-4239  
(202) 962-3200  
(202) 962-3201 (fax)  
Web page: [www.mwcog.org](http://www.mwcog.org)

**National Center for Post-Traumatic Stress Disorder**

(802) 296-6300  
Web page: [www.ncptsd.org/index.html](http://www.ncptsd.org/index.html)

**The National Emergency Management Association (NEMA)**

c/o Council of State Governments  
P.O. Box 11910  
Lexington, KY 40578  
(859) 244-8000  
(859) 244-8239 (fax)  
Web page: [www.nemaweb.org/index.cfm](http://www.nemaweb.org/index.cfm)

**National Fire Protection Association**

1 Batterymarch Park  
Quincy, MA 02169-7471  
(617) 770-3000 or (800) 344-3555  
(617) 770-0700 (fax)  
Web page: [www.nfpa.org/catalog/home/index.asp](http://www.nfpa.org/catalog/home/index.asp)

**National Governor's Association Center for Best Practices, Emergency Management Site**

Hall of States  
444 N. Capitol Street  
Washington, DC 20001-1512  
(202) 624-5300  
Web page: [www.nga.org/center/topics/1,1188,C\\_CENTER\\_ISSUE%5ED\\_854,00.html](http://www.nga.org/center/topics/1,1188,C_CENTER_ISSUE%5ED_854,00.html)

**National Institute for Chemical Studies**

2300 MacCorkle Ave. S.E.  
Charleston, WV 25304  
(304) 346-6264  
(304) 346-6349 (fax)  
Web page: [www.nicsinfo.org/](http://www.nicsinfo.org/)

**National Voluntary Organizations Active in Disaster (NVOAD)**

14253 Ballinger Terrace  
Burtonsville, MD 20866  
(301) 890-2119  
(253) 541-4915 (fax)  
Web page: [www.nvoad.org/](http://www.nvoad.org/)

**The Natural Hazards Center, University of Colorado at Boulder**

University of Colorado  
482 UCB  
Boulder, CO 80309-0482  
(303) 492-6818  
(303) 492-2151 (fax)  
Web page: [www.colorado.edu/hazards/index.html](http://www.colorado.edu/hazards/index.html)

**NBC Industry Group**

P.O. Box 2781  
Springfield, VA 22152  
Web page: [www.nbcindustrygroup.com/](http://www.nbcindustrygroup.com/)

**New England Disaster Recovery Information Exchange (NEDRIX)**

McCormack P.O. Box 155  
Boston, MA 02101-0155  
(781) 485-0279  
(617) 385-1616 (fax)  
Web page: [www.nedrix.com/](http://www.nedrix.com/)

**Nuclear Regulatory Commission**

U.S. Nuclear Regulatory Commission  
Office of Public Affairs (OPA)  
Washington, DC 20555  
(800) 368-5642 or local (301) 415-8200  
Web page: [www.nrc.gov](http://www.nrc.gov)  
NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants

**People Availability**

Web page: [www.availability.com](http://www.availability.com)

**Public Entity Risk Institute**

11350 Random Hills Road, #210  
Fairfax, VA 22030  
(703) 352-1846  
(703) 352-6339 (fax)  
Web page: [www.riskinstitute.org](http://www.riskinstitute.org)

**C.2.1 States, Territories, and Insular Areas Offices of Emergency Management Contact List.****C.2.1.1 States.****Alabama****Emergency Management Agency**

5898 County Road 41, P.O. Drawer 2160  
Clanton, AL 35046-2160  
(205) 280-2200  
(205) 280-2410 (fax)  
Web page: [www.aema.state.al.us](http://www.aema.state.al.us)

**Alaska****Division of Emergency Services**

Military and Veterans Affairs Department  
P.O. Box 5750  
Fort Richardson (Anchorage), AK 99505-5750  
(907) 428-7000  
(907) 428-7009 (fax)  
Web page: [www.ak-prepared.com/](http://www.ak-prepared.com/)

**Arizona****Arizona Division of Emergency Management**

Emergency and Military Affairs Department  
5636 E. McDowell Road  
Phoenix, AZ 85008  
(602) 244-0504 or (800) 411-2336  
(602) 231-6356 (fax)  
Web page: [www.dem.state.az.us/](http://www.dem.state.az.us/)

**Arkansas****Arkansas Department of Emergency Management**

P.O. Box 758  
Conway, AR 72033-7058  
(501) 730-9750  
(501) 730-9754 (fax)  
Web page: [www.adem.state.ar.us/](http://www.adem.state.ar.us/)

**California****Governor's Office of Emergency Services**

P.O. Box 419047  
Rancho Cordova, CA 95741-9047  
(916) 845-8527  
(916) 845-8505 (fax)  
Web page: [www.oes.ca.gov](http://www.oes.ca.gov)

**Colorado****Office of Emergency Management**

15075 S. Golden Road  
Golden, CO 80401-3979  
(303) 273-1622  
(303) 273-1795 (fax)  
Web page: [www.dola.state.co.us/oem/oemindex.htm](http://www.dola.state.co.us/oem/oemindex.htm)

**Connecticut Office of Emergency Management**

Department of Public Safety  
360 Broad Street  
Hartford, CT 06105  
(860) 566-3180  
(860) 247-0664 (fax)  
Web page: [www.ct.gov/oem/site/default.asp](http://www.ct.gov/oem/site/default.asp)

**Delaware****Emergency Management Agency**

165 Brick Store Landing Road

Smyrna, DE 19977  
 (302) 659-DEMA(3362) or (877)SAY-DEMA  
 (302) 659-6855 (fax)  
 Web page: [www.state.de.us/dema/](http://www.state.de.us/dema/)

#### **District of Columbia**

**Emergency Management Agency**  
 2000 14th Street, N.W., 8th Floor  
 Washington, DC 20009  
 (202) 727-6161  
 Web page: [www.dcema.dc.gov/main.shtm](http://www.dcema.dc.gov/main.shtm)

#### **Florida**

**Division of Emergency Management**  
 2555 Shumard Oak Boulevard  
 Tallahassee, FL 32399-2100  
 (850) 413-9900  
 (850) 488-7842 (fax)  
 Web page: [www.floridadisaster.org/](http://www.floridadisaster.org/)

#### **Georgia**

**Emergency Management Agency, S.E.**  
 P.O. Box 18055  
 935 East Confederate Avenue, S.E.  
 Atlanta, GA 30316-0055  
 (404) 635-7000  
 (404) 635-7205 (fax)  
 Web page: [www.state.ga.us/GEMA/](http://www.state.ga.us/GEMA/)

#### **Hawaii**

**State Civil Defense**  
 3949 Diamond Head Road  
 Honolulu, HI 96816-4495  
 (808) 733-4300  
 (808) 733-4287 (fax)  
 Web page: [www.scd.state.hi.us](http://www.scd.state.hi.us)

#### **Idaho**

**Bureau of Disaster Services/Military Division**  
 4040 Guard Street, Bldg. 600  
 Boise, ID 83705-5004  
 (208) 334-3460  
 (208) 334-2322 (fax)  
 Web page: [www.state.id.us/bds/](http://www.state.id.us/bds/)

#### **Illinois**

**Emergency Management Agency**  
 110 E. Adams Street  
 Springfield, IL 62701-1109  
 (217) 782-2700  
 (217) 782-2589 (fax)  
 Web page: [www.state.il.us/iema/](http://www.state.il.us/iema/)

#### **Indiana**

**Emergency Management Agency**  
 302 W. Washington Street, Room E-208  
 Indianapolis, IN 46204  
 (317) 232-3830  
 (317) 232-3895 (fax)  
 Web page: [www.in.gov/sema/emerg\\_mgt/](http://www.in.gov/sema/emerg_mgt/)

#### **Iowa**

**Emergency Management Division**  
 Hoover State Office Building, Level A, Room 29

Des Moines, IA 50319-0113  
 (515) 281-3231  
 (515) 281-7539 (fax)  
 Web page: [www.state.ia.us/government/dpd/emd/](http://www.state.ia.us/government/dpd/emd/)

#### **Kansas**

**Division of Emergency Management**  
 2800 S.W. Topeka Boulevard  
 Topeka, KS 66611-1287  
 (785) 274-1000  
 (785) 274-1426 (fax)  
 Web page: [www.accesskansas.org/kdem](http://www.accesskansas.org/kdem)  
 Certification: Kansas Certified Emergency Manager through  
 Kansas Emergency Management Association.

#### **Kentucky**

**Division of Emergency Management**  
 Boone Center, 100 Minuteman Parkway  
 Frankfort, KY 40601  
 (800) 255-2587 or (502) 564-7815  
 (502) 607-1614 (fax)  
 Web page: [www.kyem.dma.state.ky.us/](http://www.kyem.dma.state.ky.us/)

#### **Louisiana**

**Office of Emergency Preparedness**  
 7667 Independence Boulevard  
 Baton Rouge, LA 70806  
 (225) 925-7500  
 (225) 925-7501 (fax)  
 Web page: [www.loep.state.la.us](http://www.loep.state.la.us)

#### **Maine**

**Emergency Management Agency**  
 72 State House Station  
 Augusta, ME 04333-0072  
 (207) 626-4503  
 (207) 626-4299 (fax)  
 Web page: [www.state.me.us/mema](http://www.state.me.us/mema)

#### **Maryland**

**Emergency Management Agency**  
 Camp Fretterd Military Reservation  
 5401 Rue Saint Lo Drive  
 Reisterstown, MD 21136  
 (410) 517-3600 or (877) MEMA-USA  
 (410) 517-3610 (fax)  
 Web page: [www.mema.state.md.us](http://www.mema.state.md.us)

#### **Massachusetts**

**Emergency Management Agency**  
 400 Worcester Road  
 Framingham, MA 01702-5399  
 (508) 820-2000 or (800) 982-6846  
 (508) 820-2030 (fax)  
 Web page: [www.state.ma.us/mema/](http://www.state.ma.us/mema/) MEMA

#### **Northeast States Emergency Consortium**

419 Main Street, Suite 5  
 Wakefield, MA 01880  
 (781) 224-9876  
 (781) 224-4350 (fax)  
 Web page: [www.serve.com/NESEC](http://www.serve.com/NESEC)



**Northern New England Disaster Recovery Information Exchange (NEDRIX)**

McCormack P.O. Box 155  
 Boston, MA 02101-0155  
 (781) 485-0279  
 (781) 385-1616 (fax)  
 Web page: [www.nedrix.com](http://www.nedrix.com)

**Michigan****Michigan State Police**

Emergency Management Division  
 4000 Collins Road  
 Lansing, MI 48909  
 (517) 336-6198  
 (517) 333-4987 (fax)  
 Web page: [www.michigan.gov/msp](http://www.michigan.gov/msp)

**Minnesota****Division of Emergency Management**

444 Cedar Street, Suite 223  
 St. Paul, MN 55101-6223  
 (651) 296-2233  
 (651) 296-0459 (fax)  
 Web page: [www.dps.state.mn.us/emermgt/#](http://www.dps.state.mn.us/emermgt/#)

**Mississippi****Emergency Management Agency**

P.O. Box 4501  
 1410 Riverside Drive  
 Jackson, MS 39296-4501  
 (601) 352-9100 or (800) 222-MEMA(6362)  
 (601) 352-8314 (fax)  
 Web page: [www.msema.org/index.htm](http://www.msema.org/index.htm)

**Missouri****State Emergency Management Agency**

P.O. Box 116  
 2302 Militia Drive  
 Jefferson City, MO 65102  
 (573) 526-9101  
 (573) 634-7966 (fax)  
 Web page: [www.sema.state.mo.us/semepage.htm](http://www.sema.state.mo.us/semepage.htm)

**Montana****Disaster and Emergency Services Division**

P.O. Box 4789  
 1900 Williams Street  
 Helena, MT 59604-4789  
 (406) 841-3911  
 (406) 841-3965 (fax)  
 Web page: [www.state.mt.us/](http://www.state.mt.us/)

**Nebraska****Emergency Management Agency**

1300 Military Road  
 Lincoln, NE 68508-1090  
 (402) 471-7421 or (877) 297-2368  
 (402) 471-7433 (fax)  
 Web page: [www.nebema.org](http://www.nebema.org)

**Nevada****Division of Emergency Management**

2525 S. Carson Street, Capital Complex  
 Carson City, NV 89701

(702) 687-4240

(702) 687-6788 (fax)

Web page: [www.dem.state.nv.us](http://www.dem.state.nv.us)

**New Hampshire****Office of Emergency Management**

State Office Park South  
 107 Pleasant Street  
 Concord, NH 03301-3809  
 Mailing address:  
 10 Hazen Drive  
 Concord, NH 03305  
 (603) 271-2231 or (800) 852-3792  
 (603) 225-7341 (fax)  
 Web page: [www.nhoem.state.nh.us/](http://www.nhoem.state.nh.us/)

**New Jersey****New Jersey State Police**

Office of Emergency Management  
 P.O. Box 7068, Old River Road  
 West Trenton, NJ 08268-0068  
 (609) 882-2000  
 (609) 538-0345 (fax)  
 Web page: [www.state.nj.us/njoem](http://www.state.nj.us/njoem)

**New Mexico****State of New Mexico, Emergency Management**

Emergency Management Center  
 13 Bataan Boulevard  
 P.O. Box 1628  
 Santa Fe, NM 87504-1628  
 (505) 476-9600  
 (505) 476-9650 (fax)  
 Web page: [www.dps.nm.org/emergency](http://www.dps.nm.org/emergency)

**New York****Contingency Planning Exchange, Inc.**

551 Fifth Avenue, Suite 3025  
 New York, NY 10176-3099  
 (212) 983-8644  
 (212) 687-4016 (fax)  
 Web page: [www.cpeworld.org](http://www.cpeworld.org)

**New York State Emergency Management Office**

1220 Washington Avenue  
 Building 22, Suite 101  
 Albany, NY 12226-2251  
 (518) 457-2222  
 (518) 457-9995 (fax)  
 Web page: [www.nysemo.state.ny.us/](http://www.nysemo.state.ny.us/)

**North Carolina****Division of Emergency Management**

116 W. Jones Street  
 Raleigh, NC 27603-1335  
 (919) 733-3867  
 (919) 733-7554 (fax)  
 Web page: [www.ncem.org](http://www.ncem.org)

**North Dakota****Division of Emergency Management**

P.O. Box 5511  
 Bismarck, ND 58506-5511

(701) 328-8100  
 (701) 328-8181 (fax)  
 Web page: [www.state.nd.us/dem/](http://www.state.nd.us/dem/)

#### **Ohio**

**Ohio Department of Public Safety  
 Emergency Management Agency**  
 2855 W. Dublin Granville Road  
 Columbus, OH 43235-2206  
 (614) 889-7150  
 (614) 889-7183 (fax)  
 Web page: [www.state.oh.us/odps/division/ema/index.htm](http://www.state.oh.us/odps/division/ema/index.htm)

#### **Oklahoma**

**Department of Civil Emergency Management**  
 2401 North Lincoln Blvd, Suite C51  
 Oklahoma City, OK 73152-3365  
 (405) 521-2481  
 (405) 521-4053 (fax)  
 Web Page: [www.odcem.state.ok.us](http://www.odcem.state.ok.us)

#### **Oregon**

**Office of Emergency Management**  
 3225 State Street  
 Salem, OR 97310  
 (503) 378-2911  
 (503) 588-1378 (fax)  
 Web page: [www.osp.state.or.us/oem](http://www.osp.state.or.us/oem)

#### **Pennsylvania**

**Emergency Management Agency**  
 P.O. Box 3321  
 Harrisburg, PA 17105-3321  
 (717) 651-2001  
 (717) 651-2040 (fax)  
 Web page: [www.pema.state.pa.us](http://www.pema.state.pa.us)

#### **Puerto Rico**

**State Civil Defense**  
 P.O. Box 5127  
 San Juan, PR 00906  
 (809) 724-0124  
 Web page: [www.disaster-management.net/puerto\\_di.htm](http://www.disaster-management.net/puerto_di.htm)

#### **Rhode Island**

**Emergency Management Agency**  
 645 New London Avenue  
 Cranston, RI 02920  
 (401) 946-9996  
 (401) 944-1891 (fax)  
 Web page: [www.state.ri.us/riema/](http://www.state.ri.us/riema/)

#### **South Carolina**

**South Carolina Emergency Preparedness Division**  
 1100 Fish Hatchery Rd.  
 West Columbia, SC 29172  
 (803) 737-8500  
 (803) 734-8062 (fax)  
 Web page: [www.state.sc.us/emd](http://www.state.sc.us/emd)

#### **South Dakota**

**Division of Emergency Management**  
 500 East Capitol Avenue  
 Pierre, SD 57501-5070

(605) 773-3231  
 (605) 773-3580 (fax)  
 Web page: [www.state.sd.us/military/sddem.htm](http://www.state.sd.us/military/sddem.htm)

#### **Tennessee**

**Emergency Management Agency**  
 3041 Sidco Drive  
 P.O. Box 45102  
 Nashville, TN 37204  
 (615) 741-4332  
 (615) 242-9635 (fax)  
 Web page: [www.tnema.org](http://www.tnema.org)

#### **Texas**

**Division of Emergency Management**  
 Department of Public Safety  
 P.O. Box 4087  
 5805 N. Lamar Boulevard  
 Austin, TX 78752-4422  
 (512) 424-2138, Non-Duty Hours (512) 424-2000  
 (512) 424-2444 (fax)  
 Web page: [www.txdps.state.tx.us/dem/](http://www.txdps.state.tx.us/dem/)

#### **Utah**

**Division of Comprehensive Emergency Management**  
 Room 1110 State Office Building  
 Salt Lake City, UT 84114  
 (801) 538-3400  
 (801) 538-3770 (fax)  
 Web page: [www.cem.state.ut.us](http://www.cem.state.ut.us)

#### **Vermont**

**Division of Emergency Management**  
 103 S. Main Street  
 Waterbury, VT 05671-2101  
 (802) 244-8721 or (800) 347-0488  
 (802) 244-8655 (fax)  
 Web page: [www.dps.state.vt.us/vem](http://www.dps.state.vt.us/vem)

#### **Virginia**

**Department of Emergency Services**  
 10501 Trade Court  
 Richmond, VA 23236  
 (804) 897-6510  
 (804) 897-6506 (fax)  
 Web page: [www.vdem.state.va.us/](http://www.vdem.state.va.us/)

#### **Washington**

**Washington State Military Department  
 Emergency Management Division**  
 MS: TA-20, Building 20  
 Camp Murray, WA 98430-5122  
 (253) 512-7000 or (800) 562-6108  
 (253) 512-7207 (fax)  
 Web page: [www.emd.wa.gov/](http://www.emd.wa.gov/)

#### **West Virginia**

**Office of Emergency Services**  
 Office of Emergency Services  
 Room EB-80, State Capitol  
 Charleston, WV 25305-0360  
 (304) 558-5380  
 (304) 344-4538 (fax)  
 Web page: [www.state.wv.us/wvoes](http://www.state.wv.us/wvoes)

**Wisconsin****Division of Emergency Management**

2400 Wright Street  
 Madison, WI 53704  
 (608) 242-3232  
 (608) 242-3247 (fax)  
 Web page: [www.emergencymanagement.wi.gov/](http://www.emergencymanagement.wi.gov/)

**Wyoming****Emergency Management Agency**

5500 Bishop Road  
 Cheyenne, WY 82009-3320  
 (307) 777-4900  
 (307) 635-6017 (fax)  
 Web page: [www.wyohomelandsecurity.state.wy.us/](http://www.wyohomelandsecurity.state.wy.us/)

**C.2.1.2 Territories and Insular Areas.****Pacific Rim Caucus****American Samoa****TEMCO Manager****Department of Public Safety****Territorial Emergency Management Coordinating Office**

P.O. Box 086  
 Pago Pago, AS 96799  
 (684) 633-2331  
 (684) 633-2300 (fax)

**Guam****Division of Civil Defense****Emergency Services Office**

P.O. Box 2877  
 Agana, GU 96910  
 (671) 475-9600  
 (671) 477-3727 (fax)  
 Web page: [www.ns.gov.gu/](http://www.ns.gov.gu/)

**Northern Mariana Islands****Emergency Management Office****Office of the Governor**

Capital Hill  
 P.O. Box 10007  
 Saipan, MP 96950  
 (670) 322-9274 or (670) 322-8001  
 (670) 322-7743 (fax)  
 Web page: [www.cnmimo.org](http://www.cnmimo.org)

**Marshall Islands****Civil Defense Coordinator****Republic of the Marshall Islands**

P.O. Box 15  
 Majuro, RMI 96960  
 011-692-625-3234 / 3445  
 011-692-625-3649 (fax)

**Micronesia****Special Assistant to the President for Disaster Coordination****Disaster Control****Office of the President**

P.O. Box P.S. 490  
 Kolonia, Pohnpel, FSM 96941  
 011-691-320-2822  
 011-691-320-2785 (fax)

**Republic of Palau****NEMO Coordinator****Office of the Vice President**

P.O. Box 100  
 Koror, Republic of Palau, 96940  
 011 - (680) 488-2422  
 011 - (680) 488-3312 (fax)

**UK Financial Services Authority**

Web page: [www.fsa.gov.uk/](http://www.fsa.gov.uk/)

**Virgin Islands****Territorial Emergency Management Agency**

102 Estate Hermon Hill  
 Christiansted  
 St. Croix, VI 00820  
 (809) 773-2244  
 (809) 778-8980 (fax)  
 Web page: [www.usvi.org/vitema](http://www.usvi.org/vitema)

**C.3 Resources for Incident Management.** Incident management has numerous versions throughout the world. The versions sometimes differ by agency, by state, and in the public and private sectors. The following list of resources is not intended to be inclusive or signify endorsement or approval.

**C.3.1 Incident Management Publications.****National Fire Protection Association**

NFPA Publications  
 1 Batterymarch Park  
 PO Box 9101  
 Quincy, MA 02269-9101  
 NFPA 1561, *Standard on Emergency Services Incident Management System*, 2002 edition

**Occupational Safety and Health Administration ([www.osha.gov](http://www.osha.gov))**

29 CFR 1910.38 *Employee Emergency Plans*  
 29 CFR 1910.120 *Hazardous Waste Operations and Emergency Response*  
*HEICS (Hospital Emergency Incident Command System)*  
*BCERMS (British Columbia Emergency Response Management System)*  
[www.pep.bc.ca/bcerms/bcerms\\_overview-manual.pdf](http://www.pep.bc.ca/bcerms/bcerms_overview-manual.pdf)  
*NIMS (National Incident Management System — under development as identified in Presidential Directive HSPD-5)*  
*NIIMS (National Interagency Incident Management System)*  
*SEMS (Standardized Emergency Management System)*

**Oklahoma State University**

Fire Protection Publications  
 Headquarters for the International Fire Service Training Association (IFSTA)  
 930 N. Willis  
 Stillwater, OK 74078  
 (800) 654-4055  
 (405) 744-8204 (fax)  
*Model Procedures for Incident Management Systems for Structural Firefighting*  
*Model Procedures for Incident Management Systems for EMS*  
*Model Procedures for Incident Management Systems for Hi-Rise Firefighting*

*Model Procedures for Incident Management Systems for Wildland Firefighting*

*Model Procedures for Incident Management Systems for HazMat*

*Model Procedures for Incident Management Systems for USAR*

**C.4 Training Resources.** Various training courses are available in both the public and private sectors to support Incident Management among other emergency management functions identified in this standard. Training sources include, but are not limited to the following:

The National Emergency Training Center, U.S. Fire Administration, Emmitsburg, MD

Federal, State and Local Emergency Management Agencies  
State Fire Academies and Schools

National Interagency Fire Coordination Center, Boise, ID

California Specialized Training Institute

DRI International, Falls Church, VA

**C.5 Risk Assessment.**

*Systems Safety Analysis Handbook: A Source Book for Safety Practitioners*, 2nd ed. System Safety Society, Unionville, VA, 1997.

[www.system-safety.org](http://www.system-safety.org)

## Annex D Disaster/Emergency Management Accreditation and Certification Programs

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only. Information that has been provided in this annex is accurate as of the date of this publication.*

**D.1** The following lists of certification and accreditation programs have been identified for informational purposes only and are not intended to be all-inclusive. Inclusion on the list does not constitute an endorsement by NFPA or the Technical Committee.

**D.2 Accreditation.**

**Emergency Management Accreditation Program (EMAP)**

EMAP is a voluntary accreditation process based on a national standard (NFPA 1600). A nine-member independent commission oversees the accreditation program. EMAP takes the CAR and NFPA 1600 to the next level by adding requirements for documentation, on-site assessment, committee review, and periodic review.

**Emergency Management Accreditation Program (EMAP)**

P.O. Box 11910

Lexington, KY 40578

(859) 244-8210

(859) 244-8239 (fax)

Web page: [www.emaponline.org/index.cfm](http://www.emaponline.org/index.cfm)

**D.3 National and International Certifications.**

**Certified Emergency Manager (CEM®)**

**Associate Emergency Manager (AEM)**

Administered by:

**International Association of Emergency Managers (IAEM)  
(Formerly NCCEM)**

201 Park Washington Court

Falls Church, VA 22046-4527

(703) 538-1795

(703) 241-5603 (fax)

Web page: [www.iaem.com/certification.html](http://www.iaem.com/certification.html)

CEM® certification is a peer-review process administered through the International Association of Emergency Managers (IAEM). It is not necessary to be an IAEM member to be certified, although IAEM membership does offer a number of benefits that can assist individuals through the certification process. Certification is maintained in five-year cycles. The CEM Program is served by a CEM Commission, which is composed of emergency management professionals, including representatives from allied fields, educations, the military, and private industry. Development of the CEM Program was supported by the Federal Emergency Management Agency (FEMA), the National Emergency Management Association (NEMA), and a host of allied organizations.

**Business Continuity Institute (BCI)**

P.O. Box 4474

Worcester WR6 5YA

United Kingdom

(UK) +44 (0) 870 603 8783; +44 1886 833555

(UK) +44 (0) 870 603 8761; +44 1886 833845 (fax)

(Canada): (416) 515-2909

Web page: [www.thebci.org](http://www.thebci.org)

The Business Continuity Institute (BCI) was established in 1994 to provide opportunities to obtain guidance and support from fellow professionals. The Institute provides an internationally recognized status in relation to the individual's experience as a continuity practitioner. The BCI has over 1000 members in 30 countries.

The wider role of the BCI is to promote the highest standards of professional competence and commercial ethics in the provision and maintenance of business continuity planning and services.

The main method of entry into the Business Continuity Institute (BCI) is by certification through a structured interview. The certification process is based on a set of 10 certification standards for business continuity practitioners. These standards are reviewed annually by the BCI to ensure that they remain current.

**DRI International**

201 Park Washington Court

Falls Church, VA 22046-4527

(703) 538-1792

(703) 241-5603 (fax)

Web page: [www.drii.org](http://www.drii.org)

DRI International (DRII) was originally formed in 1988 as the Disaster Recovery Institute in St. Louis, MO. A group of professionals from the industry and from Washington University in St. Louis foresaw the need for comprehensive education in business continuity. Alliances with academia helped shape early research and curriculum development.

The group also understood that both individual certification and the establishment of a common body of knowledge (standards) could only enhance industry professionalism. As a result, the new nonprofit organization established the following goals:

- (1) To promote a base of common knowledge for the business continuity planning/disaster recovery industry through education, assistance, and publication of the standard resource base
- (2) To certify qualified individuals in the discipline
- (3) To promote the credibility and professionalism of certified individuals



DRII sets standards that provide the minimum acceptable level of measurable knowledge, thus providing a baseline for levels of knowledge and capabilities.

Accordingly, in 1997, DRII, together with BCI, published the Professional Practices for Business Continuity Planners as the industry's international standard.

#### **DRI Canada**

2175 Sheppard Ave. E, Suite 310  
Willowdale, ON M2J 1W8  
Canada  
(416) 491-5335  
(888) 728-DRIC (3742)  
(416) 491-1670 (fax)  
Web page: [www.drii.ca](http://www.drii.ca)

DRI Canada is a Canadian not-for-profit corporation established in 1996 to create a base of common disaster recovery planning knowledge through education, assistance, and the development of a resource base; to certify qualified individuals; and to promote the credibility and professionalism of certified professionals. DRI Canada is the only affiliate of DRI International and provides DRI International education and certification programs in Canada.

#### **D.4 State Certifications.**

##### **Colorado**

The Colorado certification program is designed to provide a method of professional certification for emergency management personnel in the State of Colorado. This volunteer program seeks to establish a clearly visible set of career goals for emergency management professionals, provide public officials and chief executive officers with defined standards in selecting personnel to fill emergency management positions, promote continued training and education of emergency management personnel, and increase the visibility and professional scope of emergency management personnel.

##### **Colorado Emergency Management Certification Program**

15075 South Golden Road  
Golden, CO 80401-3979  
(303) 273-1622  
(303) 273-1795 (fax)  
Web page: [www.dola.state.co.us/oem](http://www.dola.state.co.us/oem)

##### **Emergency Management Agency**

302 W. Washington Street, Room E-208  
Indianapolis, IN 46204  
(317) 232-3830  
(317) 232-3895 (fax)  
Web page: [www.in.gov/sema/emerg\\_mgt/](http://www.in.gov/sema/emerg_mgt/)

##### **Florida**

The Florida Emergency Preparedness Association (FEPA) certification plan was approved in 1998, and offers the following certifications: Florida Associate Emergency Manager (FAEM) and Florida Professional Emergency Manager (FPEM). In addition, the CEM certification is recognized for reciprocity.

##### **FEPA Certification Program**

3370 Capital Circle, N.E. Suite D-2  
Tallahassee, FL 32308  
(850) 906-0779  
(850) 893-1845 (fax)  
Web page: [www.fepa.org](http://www.fepa.org)

##### **Indiana**

The State of Indiana through the Indiana Public Safety Training Institute certifies emergency management personnel through a Professional Emergency Manager (PEM) program. The program covers three phases of recognition (Basic Level, Senior Level, and Master Level), which must be completed in order.

To receive a certificate for each level, participants must pass a 100-question comprehensive written examination with a minimum of 75 correct answers. In order to maintain the Professional Emergency Manager designation, each participant is required to complete 24 hours annually of professional development/continuing education training. The present curriculum encompasses 172 hours of training at the Basic Level, 188 hours of training at the Senior Level, and an additional 158 hours of training at the Master Level.

Additional information may be obtained by contacting the PEM Coordinator, Amy Lindsey, at (317) 234-2539 or at [alindsey@sema.state.in.us](mailto:alindsey@sema.state.in.us).

##### **Michigan**

##### **Professional Emergency Manager (PEM) Certification**

Emergency management is a discipline that, like any other profession, requires an academic background. The PEM certification program meets this requirement with nearly 240 instructional hours built into the program. The PEM credential has gained acceptance as the single most important development within emergency management in the State of Michigan. The PEM program has been designed to offer formal academic preparation as well as practical classroom experience to anyone involved in emergency management.

##### **Michigan Professional Emergency Manager (PEM) Certification**

Michigan State Police  
Emergency Management Division  
4000 Collins Road  
Lansing, MI 48909  
(517) 336-6198  
(517) 333-4987 (fax)  
Web page: [www.michigan.gov/msp](http://www.michigan.gov/msp)

##### **Minnesota**

##### **Division of Emergency Management, Emergency Manager Certification Program**

State Training Officer  
444 Cedar Street, Suite 223  
St. Paul, MN 55501-6223  
(651) 296-0472 or (651) 296-2233  
(651) 296-0459 (fax)  
Web page: [www.dps.state.mn.us/emermgt/training/](http://www.dps.state.mn.us/emermgt/training/)

##### **Oregon**

##### **Oregon Emergency Management Association (OEMA)**

P.O. Box 391  
Gresham, OR 97030  
Web page: [www.oregonemergency.com/](http://www.oregonemergency.com/)

##### **Pennsylvania**

Pennsylvania Emergency Management Agency  
2605 Interstate Drive  
Harrisburg, PA 17110  
(717) 651-2001  
(717) 651-2040 (fax)  
Web page: <http://www.pema.state.pa.us/pema/site/default.asp>



**South Carolina**

Donald W. (Don) Sullivan  
 Richland County School District One  
 Chief, Security and Disaster Preparedness  
 927 Whaley Street  
 Columbia, SC 29201  
 (803) 929-3936  
 (803) 343-2964 (fax)

**Texas****Texas Emergency Manager (TEM<sup>®</sup>) Certification**

The Texas Emergency Manager (TEM<sup>®</sup>) certification is an indicator of experience, hard work, continuing education, dedication to integrity, and creativity. It is also an assurance that the individual has passed at least a minimum screening of competence. Obtaining certification as a TEM proves that you can effectively accomplish the goals and objectives of comprehensive emergency management in Texas. The TEM certification program is a modification of the International Association of Emergency Managers Certified Emergency Manager (CEM<sup>®</sup>) program. It is different from the CEM in that the TEM has requirements unique to Texas and does not require a college degree. The Emergency Management Association of Texas (EMAT) Board recognizes that many emergency managers have not had the opportunity to attend college, yet possess the knowledge, skills, and abilities to effectively manage a comprehensive emergency management program. The TEM addresses that situation.

Texas Emergency Manager (TEM) Certification  
 Emergency Management Association of Texas  
 314 Highland Mall Boulevard, Suite 510  
 Austin, TX 78752  
 (512) 454-4476  
 (512) 451-9556 (fax)  
 Web page: [www.emat-tx.org](http://www.emat-tx.org)

**Utah****Division of Emergency Services and Homeland Security**

Room 1110, State Office Bldg.  
 Salt Lake City, UT 84114  
 (801) 538-3400 or 800/SL-FAULT  
 (801) 538-3770 (fax)  
 Web page: [www.des.utah.gov/](http://www.des.utah.gov/)

**Virginia**

VEMA Emergency Management Certification Program provides a structured certification program for professional development by support staff, administrative personnel, volunteers, technical specialists, and program managers in local jurisdiction, agency, or state government emergency management programs.

The Virginia Emergency Management Certification Program is sponsored by the Virginia Emergency Management Association.

VEMA  
 c/o Joe A. Mellender  
 Executive Assistant  
 11023 Popes Head Road  
 Fairfax, VA 22030  
 Web page: [www.vemaweb.org/prodev/cert.htm#read](http://www.vemaweb.org/prodev/cert.htm#read)

**Wisconsin**

Wisconsin Emergency Management (WEM), in partnership with the Wisconsin Emergency Management Association (WEMA), established a voluntary, nonmandatory Emergency Manager Certification program. This program was designed for the dedicated emergency manager who seeks professional status and certification in the field of emergency management. The program encourages emergency managers to enhance their career development, expand their knowledge by completing a specified training curriculum, and successfully finish an examination in order to gain recognition as a Certified Emergency Manager.

**Wisconsin Division of Emergency Management**

2400 Wright Street  
 P.O. Box 7865  
 Madison, WI 53707-7865  
 (608) 242-3232  
 (608) 242-3247 (fax)  
 Web page: [www.emergencymanagement.wi.gov/](http://www.emergencymanagement.wi.gov/)

**D.5 Additional Certifications of Interest.****American Society for Industrial Security (ASIS)**

1625 Prince Street  
 Alexandria, VA 22314-2818  
 (703) 518-1470  
 (703) 519-6299 (fax)  
 Web page: [www.asisonline.org](http://www.asisonline.org)

ASIS International is the largest international organization for professionals responsible for security. These professionals are becoming involved with ASIS International to understand the constant changes in security issues and solutions. ASIS International is dedicated to increasing the effectiveness and productivity of security practices by developing educational programs and materials that address broad security concerns.

**Certified Floodplain Manager****Association of Floodplain Managers, Inc.**

Administered by FEMA  
 500 C Street, S.W.  
 Washington, DC 20472  
 (202) 566-1600  
 Web page: [www.fema.gov](http://www.fema.gov)

**Certified Safety Professional (CSP)****Associate Safety Professional (ASP)**

Administered by Board of Certified Safety Professionals  
 208 Burwash Avenue  
 Savoy, IL 61874  
 (217) 359-9263  
 (217) 359-0055 (fax)

Certified Safety Professional (CSP) is a title or designation awarded by the Board of Certified Safety Professionals (BCSP) to individuals who meet the standards for a safety professional established by BCSP. A safety professional is a person engaged in the prevention of accidents, incidents, and events that harm people, property, or the environment. They use qualitative and quantitative analysis of simple and complex products, systems, operations, and activities to identify hazards. They evaluate the hazards to identify what events can occur and the likelihood of occurrence, severity of results, risk (a combination of probability and severity), and cost. They identify what controls are appropriate and their cost and effectiveness. Safety professionals make

recommendations to managers, designers, employers, government agencies, and others. Controls may involve administrative controls (such as plans, policies, procedures, training, etc.) and engineering controls (such as safety features and systems, fail-safe features, barriers, and other forms of protection). Safety professionals may manage and implement controls.

#### **International Facility Management Association (IFMA)**

1 E. Greenway Plaza, Suite 1100  
Houston, TX 77046-0194  
(713) 623-4362  
(713) 623-6124 (fax)  
Web page: [www.ifma.org](http://www.ifma.org)

IFMA is committed to meeting the educational needs of all workplace professionals through the most convenient and cost effective delivery methods possible. IFMA's self-study courses provide the workplace professional with opportunities to earn continuing education units and certification maintenance points.

#### **National Emergency Number Association — Emergency Number Professional (ENP) Certification**

NENA  
422 Beecher Rd.  
Columbus, OH 43230  
(800) 332-3911 or (614) 741-2080  
(614) 933-0911 (fax)  
Web page: [www.nena.org/Certification/](http://www.nena.org/Certification/)

#### **Occupational Health and Safety Technologist (OHST)**

Council on Certification of Health, Environmental and Safety Technologists  
208 Burwash Avenue, Savoy, IL 61874-9571  
(217) 359-2686  
(217) 359-0055 (fax)  
Web page: [www.cchest.org](http://www.cchest.org)

This program is intended for persons who work in occupational health and safety. Typical individuals are involved in safety inspections, industrial hygiene monitoring, safety and health training, investigating and maintaining records and similar functions. The job duties may be full-time or part-time. Qualifications are less stringent than those of the Certified Safety Professional (CSP) operated by the Board of Certified Safety Professionals or the Certified Industrial Hygiene (CIH) operated by the American Board of Industrial Hygiene. The OHST certification has achieved recognition in several state regulations related to safety, worker's compensation and other areas.

#### **State and Local Managers Data Users Group (SALEM-DUG) Technology Certification Program**

FEMA  
500 C Street, S.W.  
Washington, DC 20472  
(202) 566-1600  
Web page: [www.fema.gov](http://www.fema.gov)

## **Annex E Informational References**

### **E.1 Referenced Publications. (Reserved)**

**E.2 Informational References.** The following documents or portions thereof are referenced within this standard for informational purposes only and are thus not part of the requirements of this document unless also listed in Chapter 2.

**E.2.1 NFPA Publications.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA codes, standards, recommended practices, and guides are excellent resources to assist in developing, implementing, and maintaining disaster and emergency management and business continuity programs. This annex provides a summary of the resources that are most commonly referenced.

#### **E.2.1.1 Building Design Features**

NFPA 220, *Standard on Types of Building Construction*, 1999 edition.

NFPA 221, *Standard for Fire Walls and Fire Barrier Walls*, 2000 edition.

NFPA 230, *Standard for the Fire Protection of Storage*, 2003 edition. (incorporates NFPA 46, NFPA 231, NFPA 231C, NFPA 231D, NFPA 231E, and NFPA 231F)

NFPA 232, *Standard for the Protection of Records*, 2000 edition.

NFPA 241, *Standard for Safeguarding Construction, Alteration, and Demolition Operations*, 2000 edition.

#### **E.2.1.2 Codes**

NFPA 1, *Uniform Fire Code*<sup>TM</sup>, 2003 edition.

NFPA 54, *National Fuel Gas Code*, 2002 edition.

NFPA 70, *National Electrical Code*<sup>®</sup>, 2002 edition.

NFPA 70A, *Electrical Code for One- and Two-Family Dwellings*, 1993 edition.

NFPA 70B, *Recommended Practice for Electrical Equipment Maintenance*, 2002 edition.

NFPA 72<sup>®</sup>, *National Fire Alarm Code*<sup>®</sup>, 2002 edition.

NFPA 73, *Electrical Inspection Code for Existing Dwellings*, 2000 edition.

NFPA 101<sup>®</sup>, *Life Safety Code*<sup>®</sup>, 2003 edition.

NFPA 101B, *Code for Means of Egress for Buildings and Structures*, 2002 edition.

#### **E.2.1.3 Emergency Operations**

NFPA 13E, *Recommended Practice for Fire Department Operations in Properties Protected by Sprinkler and Standpipe Systems*, 2000 edition.

NFPA 414, *Standard for Aircraft Rescue and Fire-Fighting Vehicles*, 2001 edition.

NFPA 422, *Guide for Aircraft Accident Response*, 1999 edition.

NFPA 424, *Guide for Airport/Community Emergency Planning*, 2002 edition.

NFPA 471, *Recommended Practice for Responding to Hazardous Materials Incidents*, 2002 edition.

NFPA 600, *Standard on Industrial Fire Brigades*, 2000 edition.

NFPA 601, *Standard for Security Services in Fire Loss Prevention*, 2000 edition.

NFPA 704, *Standard System for the Identification of the Hazards of Materials for Emergency Response*, 2001 edition.

NFPA 901, *Standard Classifications for Incident Reporting and Fire Protection Data*, 2001 edition.

NFPA 906, *Guide for Fire Incident Field Notes*, 1998 edition.

NFPA 921, *Guide for Fire and Explosion Investigations*, 2004 edition.

NFPA 1141, *Standard for Fire Protection in Planned Building Groups*, 2003 edition.

NFPA 1600, *Standard on Disaster/Emergency Management and Business Continuity Programs*, 2004 edition.

NFPA 1620, *Recommended Practice for Pre-Incident Planning*, 2003 edition.

**E.2.1.4 Emergency Power**

NFPA 110, *Standard for Emergency and Standby Power Systems*, 2002 edition.

NFPA 111, *Standard on Stored Electrical Energy Emergency and Standby Power Systems*, 2001 edition.

NFPA 853, *Standard for the Installation of Stationary Fuel Cell Power Systems*, 2003 edition.

**E.2.1.5 Fire Department**

NFPA 1201, *Standard for Developing Fire Protection Services for the Public*, 2000 edition.

NFPA 1221, *Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems*, 2002 edition.

NFPA 1250, *Recommended Practice in Emergency Service Organization Risk Management*, 2000 edition.

NFPA 1401, *Recommended Practice for Fire Service Training Reports and Records*, 2001 edition.

NFPA 1402, *Guide to Building Fire Service Training Centers*, 2002 edition.

NFPA 1403, *Standard on Live Fire Training Evolutions*, 2002 edition.

NFPA 1404, *Standard for Fire Service Respiratory Protection Training*, 2002 edition.

NFPA 1405, *Guide for Land-Based Fire Fighters Who Respond to Marine Vessel Fires*, 2001 edition.

NFPA 1410, *Standard on Training for Initial Emergency Scene Operations*, 2000 edition.

NFPA 1451, *Standard for a Fire Service Vehicle Operations Training Program*, 2002 edition.

NFPA 1452, *Guide for Training Fire Service Personnel to Conduct Dwelling Fire Safety Surveys*, 2000 edition.

NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, 2002 edition.

NFPA 1521, *Standard for Fire Department Safety Officer*, 2002 edition.

NFPA 1561, *Standard on Emergency Services Incident Management System*, 2002 edition.

NFPA 1581, *Standard on Fire Department Infection Control Program*, 2000 edition.

NFPA 1582, *Standard on Comprehensive Occupational Medical Program for Fire Departments*, 2003 edition.

NFPA 1583, *Standard on Health-Related Fitness Programs for Fire Fighters*, 2000 edition.

NFPA 1670, *Standard on Operations and Training for Technical Search and Rescue Incidents*, 2004 edition.

NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*, 2001 edition.

NFPA 1720, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments*, 2001 edition.

**E.2.1.6 Fire Protection Equipment**

NFPA 10, *Standard for Portable Fire Extinguishers*, 2002 edition.

NFPA 13, *Standard for the Installation of Sprinkler Systems*, 2002 edition.

NFPA 13D, *Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes*, 2002 edition.

NFPA 13R, *Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height*, 2002 edition.

NFPA 20, *Standard for the Installation of Stationary Pumps for Fire Protection*, 2003 edition.

NFPA 25, *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*, 2002 edition.

NFPA 720, *Recommended Practice for the Installation of Household Carbon Monoxide (CO) Warning Equipment*, 2003 edition.

NFPA 1142, *Standard on Water Supplies for Suburban and Rural Fire Fighting*, 2001 edition.

**E.2.1.7 Industrial Operations**

NFPA 30, *Flammable and Combustible Liquids Code*, 2003 edition.

NFPA 30A, *Code for Motor Fuel Dispensing Facilities and Repair Garages*, 2003 edition.

NFPA 30B, *Code for the Manufacture and Storage of Aerosol Products*, 2002 edition.

NFPA 32, *Standard for Drycleaning Plants*, 2000 edition.

NFPA 45, *Standard on Fire Protection for Laboratories Using Chemicals*, 2000 edition.

NFPA 75, *Standard for the Protection of Information Technology Equipment*, 2003 edition.

NFPA 76, *Recommended Practice for the Fire Protection of Telecommunications Facilities*, 2002 edition.

NFPA 88A, *Standard for Parking Structures*, 2002 edition.

NFPA 99, *Standard for Health Care Facilities*, 2002 edition.

NFPA 130, *Standard for Fixed Guideway Transit and Passenger Rail Systems*, 2003 edition.

NFPA 140, *Standard on Motion Picture and Television Production Studio Soundstages and Approved Production Facilities*, 2004 edition.

NFPA 150, *Standard on Fire Safety in Racetrack Stables*, 2000 edition.

NFPA 303, *Fire Protection Standard for Marinas and Boatyards*, 2000 edition.

NFPA 318, *Standard for the Protection of Semiconductor Fabrication Facilities*, 2002 edition.

NFPA 415, *Standard on Airport Terminal Buildings, Fueling Ramp Drainage, and Loading Walkways*, 2002 edition. (Incorporates NFPA 416 and NFPA 417)

NFPA 418, *Standard for Heliports*, 2001 edition.

NFPA 501A, *Standard for Fire Safety Criteria for Manufactured Home Installations, Sites, and Communities*, 2003 edition.

NFPA 502, *Standard for Road Tunnels, Bridges, and Other Limited Access Highways*, 2001 edition.

NFPA 909, *Code for the Protection of Cultural Resources*, 2001 edition.

NFPA 914, *Code for Fire Protection of Historic Structures*, 2001 edition.

**E.2.1.8 Professional Qualifications**

NFPA 472, *Standard for Professional Competence of Responders to Hazardous Materials Incidents*, 2002 edition.

NFPA 473, *Standard for Competencies for EMS Personnel Responding to Hazardous Materials Incidents*, 2002 edition.

NFPA 1000, *Standard for Fire Service Professional Qualifications Accreditation and Certification Systems*, 2000 edition.

NFPA 1001, *Standard for Fire Fighter Professional Qualifications*, 2002 edition.

NFPA 1002, *Standard for Fire Apparatus Driver/Operator Professional Qualifications*, 2003 edition.

NFPA 1003, *Standard for Airport Fire Fighter Professional Qualifications*, 2000 edition.

NFPA 1006, *Standard for Rescue Technician Professional Qualifications*, 2003 edition.

NFPA 1021, *Standard for Fire Officer Professional Qualifications*, 2003 edition.

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2003 edition.

NFPA 1033, *Standard for Professional Qualifications for Fire Investigator*, 2003 edition.

NFPA 1035, *Standard for Professional Qualifications for Public Fire and Life Safety Educator*, 2000 edition.

NFPA 1041, *Standard for Fire Service Instructor Professional Qualifications*, 2002 edition.

NFPA 1051, *Standard for Wildland Fire Fighter Professional Qualifications*, 2002 edition.

NFPA 1061, *Standard for Professional Qualifications for Public Safety Telecommunicator*, 2002 edition.

NFPA 1071, *Standard for Emergency Vehicle Technician Professional Qualifications*, 2000 edition.

NFPA 1081, *Standard for Industrial Fire Brigade Member Professional Qualifications*, 2001 edition.

#### **E.2.1.9 Risk Control**

NFPA 51B, *Standard for Fire Prevention During Welding, Cutting, and Other Hot Work*, 2003 edition.

NFPA 70E, *Standard for Electrical Safety in the Workplace*, 2004 edition.

NFPA 1144, *Standard for Protection of Life and Property from Wildfire*, 2002 edition.

For a complete list of NFPA documents, see NFPA at [www.nfpa.org](http://www.nfpa.org).

#### **E.2.1.10 Other Publications. (Reserved)**

#### **E.2.1.11 References for Extracts. (Reserved)**



## Index

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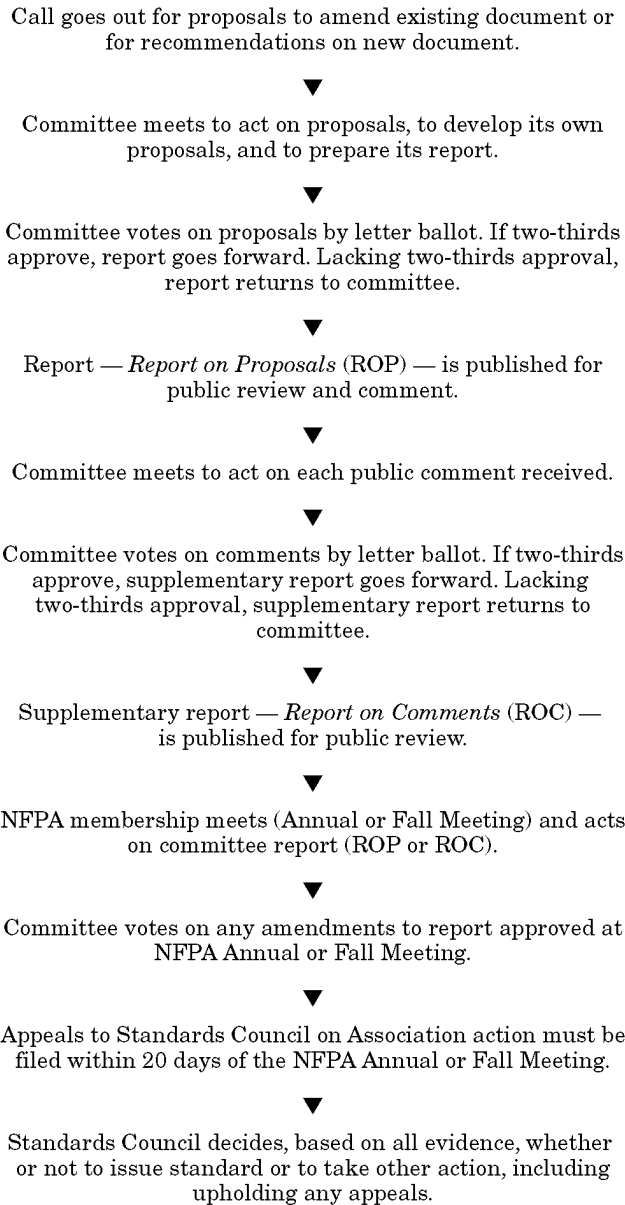
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### ***Sequence of Events Leading to Publication of an NFPA Committee Document***



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1. a) NFPA Document Title National Fire Alarm Code

b) NFPA No. & Edition NFPA 72, 2002 ed. c) Section/Paragraph 4.4.7.1.1

2. Proposal Recommends: (check one)  new text  revised text  deleted text

3. Proposal. (Include proposed new or revised wording, or identification of wording to be deleted.) Note: Proposed text should be in legislative format, that is, use underscore to denote wording to be inserted (inserted wording) and strike-through to denote wording to be deleted (deleted wording). Delete exception.

4. Statement of Problem and Substantiation for Proposal. Note: State the problem that will be resolved by your recommendation. Give the specific reason for your proposal including copies of tests, research papers, fire experience, etc. If more than 200 words, it may be abstracted for publication. A properly installed and maintained system should be free of ground faults. The occurrence of one or more ground faults should be required to cause a "trouble" signal because it indicates a condition that could contribute to future malfunction of the system. Ground fault protection has been widely available on these systems for years and its cost is negligible. Requiring it on all systems will promote better installations, maintenance and reliability.

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