State Emergency Management Plan Roles and Responsibilities

September 2020

The State Emergency Management Plan (SEMP) provides arrangements for an integrated, co-ordinated and comprehensive approach to emergency management (EM) at the state level. The *Emergency Management Act 2013* (*EM Act 2013*) requires the SEMP to contain provisions for the mitigation of, response to and recovery from emergencies, and to specify the roles and responsibilities of agencies in relation to EM.

This section details EM agency roles and responsibilities for: Mitigation, Response (including Relief), and Recovery. It also maps agency roles for core capabilities and critical tasks under the *Victorian Preparedness Framework* (VPF) for the management of major emergencies. The VPF identifies 21 core capabilities, and subsequent critical tasks for each, that Victoria requires to effectively prepare for, respond to and recover from major emergencies. To be effective, the core capabilities are interdependent, co-ordinated and overlap across mitigation, response and recovery.

The organisations listed in this document are those with either broad or state-wide presence, Government organisations, those with a statutory EM involvement and some private corporations with specific roles. The Victorian community receives significant benefit from the EM contributions of a wide range of volunteer groups and organisations whose operations are either quite specialised and/or available mainly in a specific locality. These groups should be identified in relevant municipal and/or regional EM plans, as appropriate.

The tables for the Roles and Responsibilities commence at table 8 (tables 1 to 7 are found in the SEMP PDF) and provide reference for agency roles and responsibilities for specific emergencies, functions or activities, and indicate the VPF's core capability alignment. See section: Agency roles and responsibilities alignment to the Victorian Preparedness Framework for more information.

Response

The following tables, which the *EM Act 2013* requires, identify control agencies and response support agencies. Response planners should use the tables to identify agencies that need to be included in response plans. The tables do not list all agencies that may be involved in any particular emergency, nor do they list all emergencies that may be encountered.

Refer to the SEMP for an explanation of response concepts and operational arrangements.

Response support

The following table lists response support agencies for key functional areas. Where there is a key functional area required to manage an emergency but is not listed or there is uncertainty as to which agency may potentially support this function, the EMC or relevant emergency response co-ordinator may request any agency to lead this function. The agency will generally be most closely aligned to the function, with other agencies also having the potential to be response support agencies, if they have the skills, expertise or resources to contribute to the response to an emergency.

Table 1: Response support agencies, by functional area

Functional area	Lead response support agency (RSA)
Agriculture	DJPR
Animal welfare (livestock and companion animals)	DJPR
Ambulance services/first aid	AV
Business and industry	DJPR
Coronial services	Coroners Court of Victoria
Courts, corrections and consumer affairs	DJCS
Deceased person identification	VicPol
Earth resources (mines)	DJPR
Education	DET
Emergency services telecommunications	ESTA
Environmental impact (air, land and water quality)	EPA
Fisheries (in Victorian waters)	VFA
Health and human services	DHHS
Health protection – public health	DHHS
Health command	AV
Insurance and risk advice	VMIA
Local government	DJPR
Media/communications	EMV
Public land	DELWP
Public telecommunications	DJPR
Public transport	DoT
Responder agencies	CFA, FRV, DELWP, VICSES

Functional area	Lead response support agency (RSA)
Roads	DoT
Spatial data	DELWP
Specific facilities (including secure facilities)	Owner or manager
Threatened ecosystems and species	DELWP
Tourism	DJPR
Transport (including airports and ports)	DoT
Reticulated water and wastewater (sewerage)	Water corporations
Weather	BoM
WorkSafe	Victorian WorkCover Authority

Acronyms

Acronym	Explanation
ADF	Australian Defence Force
AEMO	Australian Energy Market Operator
AFP	Australian Federal Police
AMSA	Australian Maritime Safety Authority
AQUAPLAN	Australian National Strategic Plan for Aquatic Animal Health
ARC	Australian Red Cross
ARFFS	Aviation Rescue Fire Fighting Services
ATSB	Australian Transport Safety Bureau
AUSASSISTPLAN	Australian Government Overseas Assistance Plan
AUSVETPLAN	Australian Veterinary Emergency Plan
AV	Ambulance Victoria
BoM	Bureau of Meteorology
BRV	Bushfire Recovery Victoria
CA	Control agency
CFA	Country Fire Authority
CMA	Catchment Management Authority
COAG	Council of Australian Governments
COMDISPLAN	Australian Government Disaster Response Plan
CPR	Cardiopulmonary Resuscitation
CSIRO	Commonwealth Scientific and Industrial Research Organisation
DACC	Defence Aid to the Civil Community
DELWP	Department of Environment, Land, Water and Planning
DET	Department of Education and Training
DFAT	Department of Foreign Affairs and Trade
DHHS	Department of Health and Human Services
DJCS	Department of Justice and Community Safety
DJPR	Department of Jobs, Precincts and Regions
DoT	Department of Transport (including Head, Transport for Victoria)
DPC	Department of Premier and Cabinet
DRFA	Disaster Recovery Funding Arrangements
DTF	Department of Treasury and Finance
EM	Emergency Management

Acronym	Explanation
EMA	Emergency Management Australia
EMC	Emergency Management Commissioner
EMLO	Emergency Management Liaison Officer
EMR	Emergency Medical Response
EMV	Emergency Management Victoria
EPA	Environment Protection Authority
ESTA	Emergency Services Telecommunications Authority
ESV	Energy Safe Victoria
FFMVic	Forest Fire Management Victoria
FRV	Fire Rescue Victoria
ICA	Insurance Council of Australia Ltd
ICC	Incident Control Centre
JOSS	Joint Operations Support Staff
LSV	Life Saving Victoria
MEMPC	Municipal Emergency Management Planning Committee
NBN Co	National Broadband Network Company
Non SAR	Non Search and Rescue
NOPSEMA	National Offshore Petroleum Safety and Environmental Management Authority
OIE	World Organisation for Animal Health
PLANTPLAN	Australian Emergency Plant Pest Response Plan
PV	Parks Victoria
RAC	Rural Assistance Commissioner
RCC	Regional Control Centre
RecCA	Recovery Co-ordinating Agency
RecLA	Recovery Lead Agency
RecSA	Recovery Support Agencies
RelCA	Relief Co-ordinating Agency
RelLA	Relief Lead Agency
RelSA	Relief Support Agency
RSA	Response Support Agency
RSPCA	Royal Society for the Prevention of Cruelty to Animals
Salvation Army	Salvation Army – Victorian Emergency Services
SCC	State Control Centre
SCM	State Consequence Manager
SCRC	State Crisis and Resilience Council

Acronym	Explanation
SEMP	State Emergency Management Plan
SERC	State Emergency Relief Co-ordinator
SHERP	State Health Emergency Response Plan
SRC	State Response Controller
SReC	State Recovery Co-ordinator
Telstra	Telstra Corporation Limited
TfV	Transport for Victoria
TSV	Transport Safety Victoria
USAR	Urban Search and Rescue
VBA	Victorian Building Authority
VCC EM	Victorian Council of Churches Emergencies Ministry
VFA	Victorian Fisheries Authority
VFF	Victorian Farmers Federation
VicPol	Victoria Police
VICSES	Victoria State Emergency Service
VIFM	Victorian Institute of Forensic Medicine
VMIA	Victorian Managed Insurance Authority
VPC(M)	Victorian Ports Corporation (Melbourne)
VPF	Victorian Preparedness Framework
VRCA	Victorian Regional Channels Authority
WICEN	Wireless Institute Civil Emergency Network