

# 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 control

In using the table below, consider the arrangements within the Response section in the SEMP.

Where multiple control agencies are listed for the same emergency type in the table, the control agency responsibility is delineated through legislation or administrative arrangements.

**Table 1: Control agencies, by emergency (as per EM Act 2013)**

*The table lists the control agency - the primary agency responsible for responding to the specified emergency. There are exceptions to the listing in certain circumstances. Sub-plans are also listed for some emergencies, where applicable, but there are exceptions to the listing in certain circumstances.*

### Emergency: Natural event

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Earthquake (see State Earthquake Sub-Plan)	VICSES	1	<ul style="list-style-type: none"> <li>Operational Management</li> <li>Health Emergency Response</li> </ul>
Flood (see State Flood Sub-Plan)	VICSES	1	
Heat (see State Extreme Heat Sub-Plan)	EMC	2	
Storm (see State Storm Sub-Plan)	VICSES	1	
Tsunami (see State Tsunami Sub-Plan)	VICSES	1	
Landslide	VICSES	1	

<sup>1</sup>The core capabilities listed in the Response table’s “VPF core capability (emergency type) column” apply to the type of emergency, not the lead agency listed. See section: Agency roles and responsibilities alignment to the Victorian Preparedness Framework for further analysis of agency alignment to comprehensive emergency management core capabilities.

## Emergency: Fire and explosion

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Aircraft	CFA/FRV	1	<ul style="list-style-type: none"> <li>Operational Management</li> <li>Health Emergency Response</li> </ul>
Aircraft (designated airports)	ARFFS	2	
Boilers and pressure vessels	CFA/FRV	1	
Explosion	CFA/FRV	1	
Explosive device	VicPol	3	
Fire (see State Bushfire Sub-Plan)	CFA/FRV/DELWP	1	<ul style="list-style-type: none"> <li>Operational Management</li> <li>Fire Management &amp; Suppression</li> <li>Health Emergency Response</li> </ul>
Fire (designated airports)	ARFFS	2	

## Emergency: Road or other accident

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Aircraft	VicPol	2	<ul style="list-style-type: none"> <li>Operational Management</li> <li>Health Emergency Response</li> </ul>
Aircraft (designated airports)	ARFFS	2	
Biological releases (including leaks and spills)	DHHS	2	<ul style="list-style-type: none"> <li>Operational Management</li> <li>Health Emergency Response</li> <li>Environmental Response</li> <li>Health Protection</li> </ul>
Gas leakage	CFA/FRV	1	<ul style="list-style-type: none"> <li>Operational Management</li> <li>Health Emergency Response</li> </ul>
Hazardous materials, high consequence dangerous goods or dangerous goods (including leaks and spills)	CFA/FRV	1	
Lifts, cranes or scaffolding and amusement structures	CFA (exc. cranes)/FRV	1	
Building collapse	CFA/FRV/VICSES	1	
Marine (not including marine pollution, cetaceans or wildlife)	VicPol	2	<ul style="list-style-type: none"> <li>Operational Management</li> <li>Health Emergency Response</li> </ul>
Military aircraft and ships	ADF	2	<ul style="list-style-type: none"> <li>Environmental Response</li> <li>Health Protection</li> </ul>
Radioactive materials (including leaks and spills) (see State Health Emergency Response Plan)	DHHS	2	

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Rail and tram	VicPol	2	
Road	VicPol	2	
Aircraft – inflight emergency	Airservices	2	
Maritime casualty – non SAR (all vessels) in commercial and local port waters	Commercial or local port manager <sup>2</sup> /TSV	2	<ul style="list-style-type: none"> <li>• Operational Management</li> <li>• Health Emergency Response</li> </ul>
Maritime casualty – non SAR (all vessels in coastal waters) not in commercial and local port waters	TSV	2	
Cetacean (whale and dolphin) stranding, entanglement and vessel strike	DELWP	2	<ul style="list-style-type: none"> <li>• Operational Management</li> </ul>

### Emergency: Plague or an epidemic or contamination

(see State Biosecurity Sub-Plan and State Health Emergency Response Plan)

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Emergency animal disease (includes bees and aquaculture)	DJPR	2	<ul style="list-style-type: none"> <li>• Operational Management</li> <li>• Environmental Response</li> </ul>
Plant pest or disease	DJPR	2	
Marine pollution oil spills in Victorian coastal waters up to three nautical miles	DoT/Port manager <sup>3</sup>	2	<ul style="list-style-type: none"> <li>• Operational Management</li> </ul>
Wildlife affected by marine and fresh water pollution	DELWP	2	<ul style="list-style-type: none"> <li>• Operational Management</li> <li>• Environmental Response</li> </ul>
Exotic marine pest incursion	DJPR	2	
Vertebrate pest/plagues	DJPR	2	
Retail food contamination	DHHS	2	<ul style="list-style-type: none"> <li>• Community Information &amp; Warnings</li> </ul>
Food contamination (potential to cause harm to health)	DHHS	2	<ul style="list-style-type: none"> <li>• Operational Management</li> <li>• Intelligence &amp; Information Sharing</li> </ul>
Drinking water contamination	DHHS	2	<ul style="list-style-type: none"> <li>• Impact Assessment</li> </ul>
Human disease	DHHS	2	<ul style="list-style-type: none"> <li>• Health Protection</li> </ul>
Blue-green algae	DELWP	2	

<sup>2</sup>Commercial port manager for the purpose of this table are the: Port of Portland, Gippsland Ports, VPC(M) and VRCA.

<sup>3</sup>Port manager for the purpose of this table are the Port of Hastings Development Authority, Port of Portland, Gippsland Ports and VPC(M).

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Wildlife welfare arising from an emergency event	DELWP	2	<ul style="list-style-type: none"> <li>• Health Emergency Response</li> </ul>
Non-hazardous pollution of inland waters	DELWP	2	
Shark hazard	VFA	2	

### Emergency: A warlike act or act of terrorism, hijack, siege or riot

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
A warlike act or act of terrorism, hijack, siege or riot	VicPol	3	<ul style="list-style-type: none"> <li>• Community Information &amp; Warnings</li> <li>• Operational Management</li> <li>• Intelligence &amp; Information Sharing</li> <li>• Impact Assessment</li> <li>• Health Protection</li> <li>• Health Emergency Response</li> </ul>
Other threats against persons, property or environment	VicPol	2	

### Emergency: A disruption to an essential service

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Food supply and critical infrastructure damage or disruption	VicPol	2	<ul style="list-style-type: none"> <li>• Community Information &amp; Warnings</li> <li>• Operational Management</li> <li>• Intelligence &amp; Information Sharing</li> <li>• Impact Assessment</li> <li>• Health Protection</li> <li>• Health Emergency Response</li> </ul>
Electricity (see State Electricity and Gas Supply Sub-Plan)	DELWP	2	
Natural gas (see State Electricity and Gas Supply Sub-Plan)	DELWP	2	
Petroleum and liquid fuels	DELWP	2	
Public transport (see State Public Transport Disruption Sub-Plan)	DoT	2	
Roads/bridges/tunnels	DoT	2	
Dam safety	DELWP	2	
Reticulated water and wastewater (sewerage) services	DELWP	2	
Cyber security	DPC	2	

## Emergency: Rescue

(in some instances, this could be a response support function)

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Building, structure	CFA/FRV/VICSES	1	<ul style="list-style-type: none"><li>• Operational Management</li><li>• Search &amp; Rescue</li><li>• Health Emergency Response</li></ul>
Cave	VicPol	2	
Land	VicPol	2	
Lift, crane, scaffolding or amusement structure	CFA (exc. cranes)/FRV	1	
Mine/quarry	VicPol	2	
Rail, aircraft <sup>4</sup> and industrial	CFA/FRV/VICSES	1	
Road	CFA/FRV/VICSES	1	
Trench or tunnel	FRV	1	
Water	VicPol	2	

## Emergency: Search

(in some instances, this could be a response support function)

Form of emergency	Control agency (CA)	Class of major emergency	VPF core capability (emergency type) <sup>1</sup>
Land	VicPol	2	<ul style="list-style-type: none"><li>• Operational Management</li><li>• Search &amp; Rescue</li><li>• Health Emergency Response</li></ul>
Water	VicPol/AMSA	2	
Overdue aircraft	AMSA	2	
Distress beacon detection	AMSA	2	

<sup>4</sup>Aircraft rescues that occur within designated airports are a Class 2 major emergency, led by ARFFS

## 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