

Comhairle Chontae Mhaigh Eo

Mayo County Council

MAJOR EMERGENCY PLAN



Record of Issues and Amendments

Amendment No.	Version No.	Date	Section Amended	Amended By
1.				
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Part 1

Introduction

1.1. Introduction

This plan has been prepared in accordance with the Government's Major Emergency Management Framework and following consultation with relevant stakeholders.

The purpose of this plan, is to establish a plan of action to provide for the efficient and effective deployment of services and resources in the event of a major emergency, to protect and preserve the safety, health and welfare of the residents and visitors to County Mayo; to limit and prevent damage and destruction of property, infrastructure and the environment, and to help communities affected to return to normality as soon as possible.

Indeed, Mayo County Council has had to activate its Major Emergency Plan in recent years to deal with such incidents. In particular, the Major Emergency Plan has been activated in no less than 4 occasions in the past 27 years. These events are:

- | | | |
|--------------------|-------------|----------------|
| • Rail Incident, | Claremorris | September 1989 |
| • Flooding, | North Mayo | October 1989 |
| • Industrial Fire, | Belmullet | April 1999 |
| • Landslides, | Pullathomas | September 2003 |


One of the most predictable things in life is that the unexpected will sometimes happen. It is inevitable that every year many incidents will occur within our county which will disrupt our normal routine. Some of these may have little impact on the local community; others may require the activation of this plan to deal with such events which are beyond the normal capabilities of the Local Authority.

The key to success in dealing with major emergencies is response preparedness and restoration of order and normality at an early stage. Working in partnership with other agencies, including Health Service Executive West and An Garda Síochána, I am confident that this Major Emergency Plan provides the management framework for Mayo County Council to respond to major emergencies. It is by having an integrated response readiness together with relevant training that we can ensure successful response to any major emergency.

I am confident that the commitment, dedication, training and professionalism of all of our employees will continue to serve us well in major emergency situations, as they have done in the past. I am requesting that all concerned fully familiarise themselves with this plan so that we can be ready to respond to major emergencies.

Finally, I wish to express my appreciation and thanks to all involved in the preparation of this plan, including the Chief Fire Officer and his staff, members of the Major Emergency Development Committee and all others involved.

P Hynes
Chief Executive



22/04/2016

1.2 Background

This Major Emergency Plan is prepared in accordance with the requirements of the Government Decision of May 2006 and is consistent with 'A Framework for Emergency Management' (2006). It applies to the functional area of Mayo County Council. The management structure of the county is based on three grouped Municipal Districts.

- West Region - Municipal District of Westport / Belmullet
- North East - Municipal District of Ballina / Swinford
- South East - Municipal Districts of Castlebar & Claremorris



1.3 The objectives of the Major Emergency Plan

The objectives of Mayo County Council's Major Emergency Plan are:

- Protection and care of the public at times of vulnerability.
- Clear leadership in times of crisis.
- Early and appropriate response.
- Efficient co-ordinated operations.
- Realistic and rational approach, capable of being delivered.
- Transparent systems with accountability.
- Harnessing community spirit.
- The ethos of self protection.
- Maintenance of essential services.
- Safe working.

1.4 Scope of the Plan

This Plan provides for a co-ordinated response to major emergencies arising, for example, from fires, explosions, gas releases, transportation accidents, spillages of dangerous substances, and severe weather emergencies. The types of emergency normally resulting from oil supply crises, E.S.B. blackouts, industrial disputes, etc. are of a different nature and are not catered for in this Plan. It is recognised, however, that such emergencies could result in a situation, such as a major gas explosion, requiring activation of the Major Emergency Plan.

1.5 Relationship & Inter-Operability of Plan with other Emergency Agencies

This plan is the Mayo County Council element of the Major Emergency Plan. It should, therefore, be read in conjunction with the Major Emergency Plans of the HSE West and An Garda Síochána, Mayo Division as it outlines the relationship and interoperability between these services.

1.6 Language / terminology of the Plan;

In situations where different organisations are working together, a common vocabulary is required to enable effective communication. A glossary of common terms and abbreviations respectively, to be used by all Principal Response Agencies are outlined in Appendices A15 & A16.

1.7 Distribution of the Plan

Copies of this plan will be distributed to relevant personnel within Mayo County Council. Copies will also be distributed to our neighbouring local authorities, An Garda Síochána, and Health Service Executive West. The full distribution list is contained in Appendix B5.

1.8 Plan Status

This plan will be reviewed in February 2018. It will be appraised and updated annually, and following any incident or training exercise, by the Mayo County Council Major Emergency Development Committee.

1.9 Public access to the Plan

A copy of the Major Emergency Plan, including relevant appendices, is available to the public on the Council's website at www.mayococo.ie/.

Section 2

Mayo County Council and its Functional Area

2.1 Role of Mayo County Council

Mayo County Council is the administrative authority for the county of Mayo. This plan applies to the functional area of Mayo County Council which is covered by the 4 municipal districts of Ballina, Castlebar, Claremorris and West Mayo.

In the event of a Major emergency the council is responsible for the discharge of the various functions detailed in Appendix A11. It is also responsible for the co-ordination function through the lead agency arrangements outlined in Section 7.6 of this document.

Major Emergency Management within Mayo County Council is based on the Five Stage Emergency Management Paradigm (See Diagram 1), which are:

1. Hazard Analysis / Risk Assessment
2. Mitigation / Risk Management
3. Planning and Preparedness
4. Co-ordinated Response
5. Recovery



Diagram 1: Five Stage Paradigm

The Principle Emergency Service (PES) of Mayo County Council is the Fire Service. There are 12 Fire Stations located at Castlebar (Headquarters), Ballina, Westport, Claremorris, Ballinrobe, Ballyhaunis, Swinford, Kiltimagh, Achill Sound, Crossmolina, Belmullet, and Charlestown. All stations are operated by retained (part-time) fire fighters.

2.2 Boundaries and Characteristics of County Mayo

Mayo is a large rural County covering an area of 5,586 sq. kms and has a population of 130,638 (Census 2011). It is located on the West coast of Ireland, and is bounded by counties Sligo, Roscommon and Galway to the East and South. It has an extensive coastline with the Atlantic Ocean.

The Northwest area of the county is particularly rural with large areas of land either gorse in nature or planted with forests. The remainder of the county contains a large number of small towns together with more densely populated towns of Ballina, Castlebar and Westport. Chemical industries are located in all of these towns.



Diagram 2: County Mayo

The county contains 6508 km of national primary routes (N5, N17, N26, N59, N60, N84), 149 km of railway line (Ballina / Manulla(45kms), Westport / Dublin(65kms) and Charlestown / Ballindine(39kms)) and an International airport facility located at Ireland West Airport Knock. It also contains a large number of lakes and rivers with the most prominent being the River Moy (famous for salmon fishing) and Lough Mask (primary source of water supply).

2.3 Principal Response Agencies for County Mayo

The three agencies responsible for Emergency Services in county Mayo are Mayo County Council, the Health Service Executive West Region and An Garda Síochána (Mayo Division.). Details of the functions of these agencies are given in Appendix A12 (An Garda Síochána) and Appendix A13 (HSE West).

2.4 Regional Level Coordination

Eight Major Emergency Management Regions have been established throughout Ireland. Mayo County Council is part of the West Region. The West Region incorporates the following counties:

- County Roscommon
- County Galway
- County Mayo

Under certain specific circumstances regional level major emergencies may be declared, with a Plan for Regional Level Co-Ordination activated. This will provide for mutual aid, support and co-ordination facilities to be activated in the region, the boundaries of which are determined to suit the particular emergency. The region as defined for a particular emergency may not necessarily correspond with the pre-defined regions (Diagram 3).

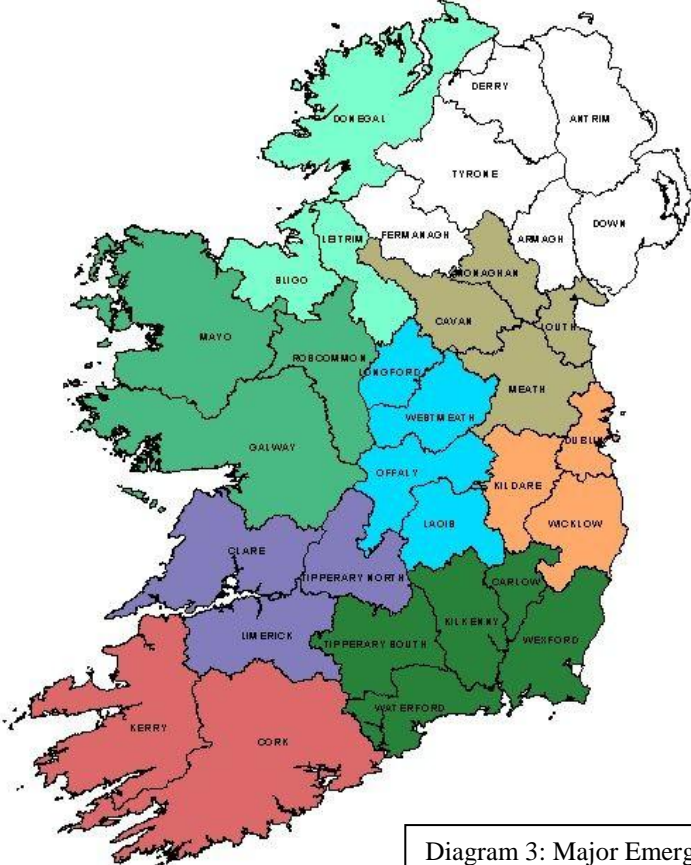


Diagram 3: Major Emergency Management Regions

Risk Assessment for Mayo County Council

3.1 History of Major Emergency Incidents in County Mayo

Mayo County Council has successfully responded to a small number of major emergency incidents over the last 30 years. These are:

- Train derailment, Claremorris in 1989
- Flooding, North Mayo in 1989
- Large industry fire, Belmullet in 1999
- Landslides at Pullathomas, Ballina in 2003

3.2 General and Specific Risks Identified in County Mayo

An all-hazards approach has been adopted in the risk assessment process. This process recognises the common features of co-ordinated response and the management of common consequences, regardless of the origin of the emergency / crisis

Within this process certain specific hazards were identified and a more detailed risk assessment has been carried out on these. The resulting matrix is contained in Appendix A5.

Hazardous Sites Emergencies:

The European Communities Control of Major Accident Hazards involving Dangerous Substance Regulations, 2000, apply to certain sites (SEVESO Sites) depending on the quantities of specified dangerous substances present, and are classified as either upper tier or lower tier. Classification is determined by the Health and Safety Authority (HSA).

SEVESO sites located in Mayo are listed below.

NAME	ADDRESS	CLASSIFICATION
Atlantic Industries (t/a Ballina Beverages)	Killala Road, Ballina	Upper-Tier
Shell E&P Ireland Limited	Bellanaboy Bridge, Bellagelly South, Barnatra, Ballina	Upper-Tier
Brooklands Gas Ltd	"Brookfield", Church Rd., Ballina	Lower-Tier
Calor Teoranta	Ballindine Road, Claremorris	Lower-Tier
Flogas Ireland Ltd	Hazelhill, Ballyhaunis	Lower-Tier

As per HSA list issued 9th September 2015

Critical Infrastructure Emergencies:

- National Primary route N60, N5, N17, N26, N59, N84
- Iarnród Éireann: Westport/Ballina to Dublin line
- Ireland West Airport Knock

Flooding / Severe weather / Pollution / Animal Disease Emergencies:

- Mayo County Council functional Area

Utility company emergencies:

- Gas Networks Ireland
- E.S.B
- Eir

The above is by no means an exhaustive list. A Risk Assessment has been conducted by Mayo County Council on a sample of risks identified that have the potential to lead to a Major Emergency in county Mayo.

3.3 List of Risk Assessments Completed for County Mayo

- Road traffic collision – Bus with passenger
- Aircraft Incident at Ireland West Airport Knock
- Rail - Train Derailment
- Marine accident with ferry
- Landslides
- Flooding – Inland
- Tsunami
- Severe Frost/Cold
- Contamination of water supply
- Crowd Safety – Crushing/Movement
- Pollution of Water Courses
- LPG Gas
- Fire in public entertainment venue

3.4 Risk Management, Mitigation and Reduction Strategies

Through risk assessment it is possible to identify the risks posed together with mitigation measures and risk reduction strategies. It also enables planning and preparation for these risks.

Risk assessment comprises of four stages:

1. Establish the context
2. Hazard identification
3. Risk assessment
4. Record potential hazards on the risk matrix

These stages are illustrated in Diagram 4.

3.5 Site / Event Specific Emergency Plans

A number of Site Specific Emergency Plans are already in place. These are:

- Ireland West Airport Knock
- Ballina Beverages, Ballina
- Bellanaboy Bridge Gas Terminal
- McHale Park, Castlebar

Event specific plans are in place for the following:

- Severe weather
- Protection of Public Water Supplies

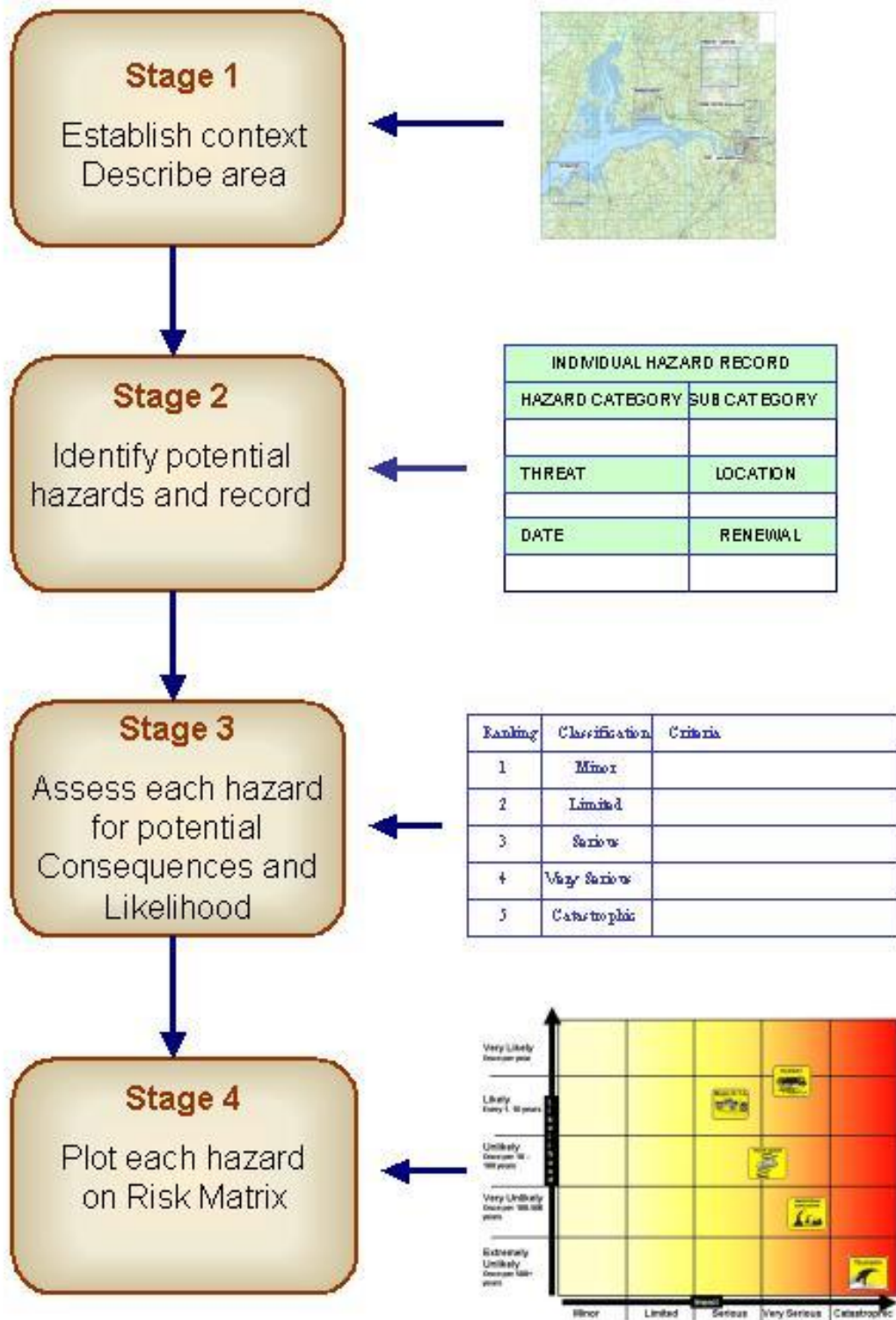


Diagram 4: Risk Assessment Process Schematic

Resources for Emergency Response

4.1 Description of Mayo County Council

Mayo County Council includes the 4 municipal districts of Castlebar, Ballina, Claremorris and West Mayo. It is governed by the Local Government Acts, the most recent of which is the Local Government Act, 2001 and the Local Government Reform Act, 2014.

The organisation of Mayo County Council is comprised of both elected representatives and the executive. There are 30 elected members elected in May 2014. The Chief Executive, supported by Directors of Service and support staff, are the Executive. The Chief Executive is responsible for supervising local government operations and implementing the policies adopted by the Council. The executive structure of Mayo County Council is as shown below (Diagram 5):

Mayo County Council Organisational Structure



Diagram 5: Mayo County Council Organisation Structure

Each section of the Council may be called upon to respond or assist in the event of a Major Emergency.

4.2 Staffing Arrangements During a Major Emergency

The actions to be taken by Mayo County Council personnel when a major emergency is declared are co-ordinated by senior staff as outlined in Appendix B4. Local Authority staff requested to carry out functions in relation to a Major Emergency will be acting on a voluntary basis with the exception of specific Local Authority staff such as the Rostered Senior Fire Officer and Fire Fighters. In addition, the Civil Defence, under the Authority of Mayo County Council can be called upon to assist in the event of an emergency.

4.3 Resources and Functions of Mayo County Council

Personnel and alternates have been assigned to the key roles to enable Mayo County Council to carry out its assigned functions in accordance with the common arrangements set out in this plan. Support teams have also been assigned to each key role. Details of all personnel assigned to the key roles together with support teams are contained in Appendix B2 (On-Site) and Appendix B3 (Crisis Management Team and Local Co-Ordination Group).

The following sections of Mayo County Council have Pre-determined Arrangements.

- Fire and Rescue Service
- Civil Defence

4.4 Other Organisations / Agencies which May be Mobilised

There are a number of organisations and agencies, which may be called on to assist the principal response agencies in responding to major emergencies.

The organisations may be grouped as follows:

- Defence Forces; (Appendix B7)
- Irish Coastguard; (Appendix B8)
- Voluntary Emergency Services; RNLI, Mayo Mountain Rescue, Order of Malta, Grainne Uaile Sub Aqua Club, etc) (Appendix B11)
- Utilities (E.S.B., Eir, Gas Networks Ireland), (Appendix B10)

4.5 Describe how mutual-aid will be sought from neighbours.

Mayo County Council will ensure that, where its resources do not appear to be sufficient to bring a situation under control, or the duration of an incident is extended, support is obtained via mutual aid arrangements with neighbouring Local Authorities. Mayo County Council is supported by and supports neighbouring local authorities on a mutual aid basis. Requests for additional resources can be made through the following:

- Chair of the Co-Ordination Group
- Declaration of a Regional Level Emergency

Support can be obtained from:

- Galway Mayo Council
- Roscommon County Council
- Sligo County Council
- Or any other appropriate County Council

4.6 Declaring a Regional Level Major Emergency

Mayo County Council belongs to the Major Emergency Management (MEM) West Region. Local response to an emergency may be scaled up to a regional emergency if required. The Chair of the Local Co-ordination Group may declare a regional level emergency and activate the Plan for Regional Level Co-ordination. The key provision in ensuring co-ordination of the extended response is the activation of a "Regional Coordination Group". The primary function of the Regional Co-ordination Group is to maintain co-ordination of the principal response agencies involved from the extended "response region". The boundaries of the actual "region" for response purposes should be determined by the lead agency, which has declared the regional level emergency, in light of the circumstances prevailing, or likely to develop. The regions for response purposes need not coincide necessarily with the pre-determined regions for preparedness.

The lead agency which has declared the regional level emergency will convene and chair the Regional Co-ordination Group. See Section 9 for further information.

4.7 Seeking National or International Assistance

In the event that it is necessary to seek assistance from neighbouring or other regions of the country or from outside the state, the decision to seek such assistance will be made by the lead agency in consultation with the other principal response agencies and the lead government department liaison officer. The Regional Co-ordination Group will identify and dimension the level/type of assistance likely to be required and its duration. It should also seek to identify the possible options for sourcing such assistance, be that from neighbouring regions, elsewhere in the state, from Northern Ireland, the rest of the United Kingdom or from other EU member states.

National resources will be available in the event of a major emergency at local or regional level. Requests for assistance should be directed by the lead agency to the lead Government Department.

The European Community has established a Community Mechanism to facilitate the provision of assistance between the member states in the event of major emergencies. Requests for such assistance should be made by the chair of the Local or Regional Coordination Group to the National Liaison Officer at the Department of the Environment, Community and Local Government.

Preparedness for Major Emergency Response

5.1 Inclusion in Mayo County Council Corporate Plan

This plan is part of the overall Major Emergency Management programme of Mayo County Council to ensure that all necessary arrangements (i.e. systems, people, resources, etc.) are in place to both discharge the functions assigned to it during an emergency as well as taking into account the continuance of normal day to day functions and activities.

5.2 Responsibility for Major Emergency Preparedness

The Chief Executive is responsible for all major emergency management arrangements and preparedness through the Director of Services, Corporate Affairs. An Assistant Chief Fire Officer with specific responsibility for major emergency management and working under the direction of the Chief Fire Officer is responsible for the development and updating of Major Emergency Plans.

5.3 Major Emergency Management Development Programme

The Director of Services, Corporate Affairs, as Chair of the Major Emergency Development Committee, has responsibility to ensure compatibility and interoperability between this plan and the other elements developed by the remaining principal response agencies.

5.4 Key Roles in a Major Emergency

Mayo County Council has nominated competent individuals and alternates to the key roles identified in the Framework. These personnel are listed in Appendix B2 (On-Site) and Appendix B3 (Crisis Management Team and Local Co-Ordination Group) and include, inter alia, personnel for the following roles:

- Controller of Operations
- On Site Coordinator (If Lead Agency)
- Media Liaison Officer
- Chair and Members of Crisis Management Team
- Chair and Members of Local Co-Ordination Group
- Chair of Regional Co-ordination Group
- Information Management Officers
- Action Management Officers

5.5 Support Teams and Operational Protocols

The Crisis Management Team will provide support to the On-Site Controller of Operations and the Local Co-Ordination Group. The mandate of the Team is in Appendix A7.

5.6 Staff Development Programme

The provisions of the Framework and the tasks arising from the major emergency management arrangements involve a significant level of development activity, both within Mayo County Council and with the other principal response agencies.

Mayo County Council is committed to developing its staff through major emergency exercises, workshops, seminars, etc. to both enable it to respond to a major emergency incident in an efficient and effective manner and also to discharge the functions assigned to it in the Framework.

5.7 Training Programme for Teams and Individuals

All personnel nominated for key roles together with their respective support teams will undergo training specifically designed to develop and enhance their skills and abilities necessary to fulfil the roles assigned to them. Internal exercises will be used to raise awareness, educate individuals with regard to the roles of others, promote cooperation and coordination of resources as well as validating plans systems and procedures.

5.8 Internal Exercise Programme

The Chief Executive, through the Director of Services, Corporate Affairs, will allocate resources for major emergency management.

5.9 Inter-Agency Training and Exercise Programme

All relevant personnel will be required to partake in inter-agency exercises, both at local and regional level, in order to ensure effective co-operation between agencies during a major emergency.

5.10 Sufficient Budgetary Allocation

Sufficient budgetary allocations should be made to reflect the expenditure required to meet the costs of implementing internal preparedness, as well as the Council's contribution to the regional level inter agency preparedness.

5.11 Emergency Procurement Procedure

The arrangements to authorise procurement and use of resources (including engaging third parties) to assist in response to major emergencies are governed by the Local Government Act, 2001: Part 12: Section 104.

5.12 Annual Appraisal of Plan

Plans will be reviewed after all emergencies and exercises and updated accordingly. An annual internal appraisal of preparedness for major emergency responses will also be carried out by Mayo County Council. This appraisal will be documented and forwarded to the Department of the Environment, Community and Local Government for external appraisal.

5.13 Public Information during an Emergency

It is crucial to provide timely and accurate information directly to the public in the event of an emergency incident. This is particularly relevant where actions can be taken by them to protect themselves and their community thus minimising their exposure to the incident.

The dissemination of information to the public will be coordinated by the Local Co-Ordination Group and provided by the Media Officers of the lead agency.

All available channels will be utilised to make concise and accurate information available. These may include the use of dedicated help lines, web pages, Aertel, automatic text messaging, radio and television bulletins, social media (including Facebook & Twitter), etc.

Current information with regard Major Emergency Planning is available on the following websites.

www.mem.ie

www.emergencyplanning.ie

www.mayococo.ie

The Generic Command, Control and Co-ordination Systems

6.1 Command Arrangements

The co-ordination of the efforts of all services is recognised as a vital element in successful response to major emergencies, so that the combined result is greater than the sum of their individual efforts.

The structure for Command and Control is shown in Diagram 6 below.

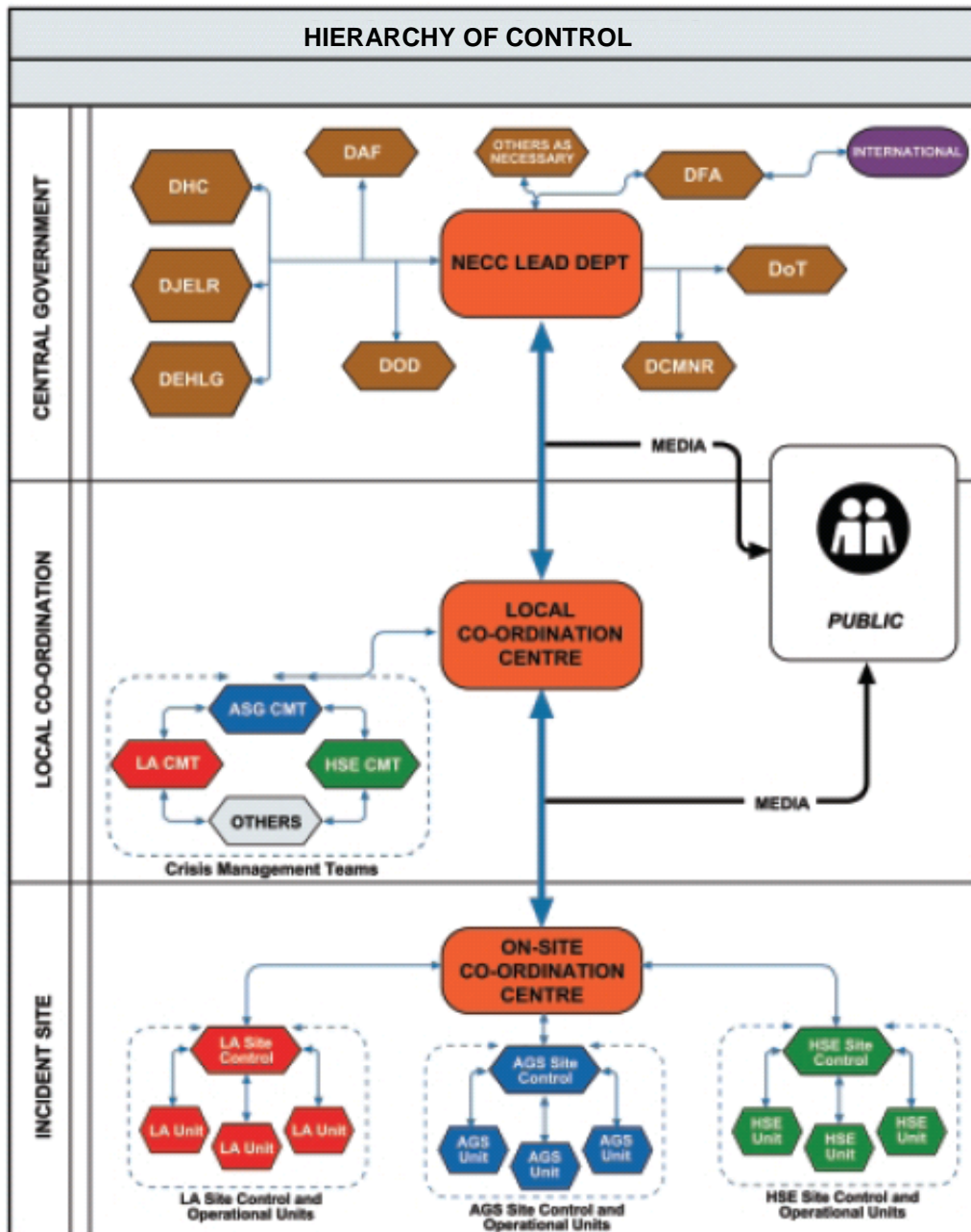


Diagram 6: Hierarchy of Control

6.1.1 Arrangements with Individual Services

Mayo County Council will exercise control over its own resources in accordance with its normal structure, systems and arrangements. The officer in command of the response of Mayo County Council is the Controller of Operations.

Pending the arrival of the Controller of Operations at the site of the emergency, his functions shall be exercised by the Senior Fire Service Officer present. If the fire service has not responded, the Senior Officer of Mayo County Council shall exercise the functions for the Controller of Operations until his arrival.

6.2 Control Arrangements

Control of all local authority services at the site of the emergency shall be exercised by Mayo County Council's Controller of Operations.

6.2.1 Mayo County Council Roles in a Major Emergency

Controller of Operations

The Controller of Operations is empowered to make all decisions relating to its agency's functions having due regard to the decisions of the On-Site Co-Ordination Group. See Appendix A8 for Controller of Operations MANDATE.

If the Controller of Operations considers, because of the circumstances at a particular emergency, that some other person should have control at that emergency, he should, after agreement with the local authority representative on the Local Co-ordination Group transfer control accordingly.

The transfer of the function of Controller of Operations shall be accompanied by a formal statement e.g. "You are now in control of Local Authority operations" and / or "I am now assuming control of Local Authority operations" and the time of transfer shall be logged by both the person relinquishing control and assuming control.

The Mayo County Council representative on the Local Co-Ordination Group may designate some other person to be Controller of Operations or may order the transfer of this function from one person to another.

On-Site Co-Ordinator

As soon as the Controller of Operations from each Principal Response Agency meet they shall determine which PRA is designated the lead agency for the emergency. The lead agency is then assigned responsibility for the co-ordination function and their Controller of Operations assumes the role of On-Site Co-Ordinator. The Mayo County Council Controller of Operations will be On-site Co-Ordinator when it is determined that Mayo County Council are the lead agency.

The On-Site Co-Ordinator is empowered to make decisions in accordance with the On-Site Co-Ordinator MANDATE (See Appendix A6). The views of other colleagues in the other PRAs must be taken into account together with the use of the Information Management System as part of the decision making process. See Section 6.3.

Local Co-Ordination Group

The Local Co-Ordination Group will comprise of representatives from the three PRAs, an Information Management Officer, a Media Liaison Officer, together with officers and specialists as deemed appropriate. The representative from the Lead Agency will Chair the Local Co-Ordination Group.

The group is to provide strategic level management for the immediate, medium and long term consequences of the incident. See Appendix A10 for Chair of Local Co-Ordination Group MANDATE.

Crisis Management Team

The Crisis Management Team is a strategic level management group within each PRA. The Local Authority Crisis Management Team will meet at the Local Co-Ordination Centre and provide support to its representatives on the Local Co-Ordination Group and the Controller of Operations on-site as well as maintaining the normal day-to-day services that the community requires. See Appendix B3 for membership and Appendix A7 for the Crisis Management Team MANDATE.

6.2.2 External Agencies and Organisations Arriving On-Site

On arrival all external agencies and organisations must report to the Onsite Co-Ordinator who will determine which Controller of Operations will be responsible for the exercise of control for these agencies or organisations.

6.2.3 Support Arrangements for the Control Function

The representative on the Local Co-Ordination Group and the On-site Controller of Operations are supported by the Crisis Management Team.

6.3 Co-Ordination Arrangements

The co-ordination of the efforts of all services is recognised as a vital element in successful response to major emergencies, as the combined result is greater than the sum of each services individual efforts. See section 6.2.1 for further information.

6.3.1 The Lead Agency

The Lead Agency must be identified at the start of the Emergency. The lead agency has responsibility for the co-ordination function. The Lead Agency is determined based on the Table of Pre-Nominated Lead Agencies for Different Categories of Emergency. If there is any difficulty in determining the Lead Agency, then the Local Authority will assume the role by default. Further details are set out in Appendix A9, the Lead Agency MANDATE.

6.3.2 On-site Co-ordination

On-Site Co-Ordination is facilitated by the On-Site Co-Ordinator and the On-Site Co-Ordination Group. Further information is available in Appendix A6, the On-Site Co-Ordinator MANDATE.

6.3.3 Local / Regional Co-ordination Centres

The Local Co-ordination Centre for County Mayo will be based in Áras an Chontae, Castlebar. As part of the MEP mobilisation procedures, the Local Co-Ordination Group representatives from all agencies will be informed with a time for the first meeting. The Lead Agency representative will chair the Local Co-ordination Group, located in the Local Co-ordination Centre, and will exercise the mandates associated with this position. The Local Co-Ordination Group will comprise representatives of the other two PRA's, an Information Management Officer, a Media Liaison Officer, an Action Management Officer (where considered appropriate), representatives of other agencies and specialists, as appropriate.

The Chair of the Local Co-Ordination Group may declare a regional level emergency and activate the Plan for Regional Level Co-ordination and in doing so activate the

"Regional Co-Ordination Group" to maintain co-ordination of the principal response agencies involved from the extended "response region".

Any one of the nominated Local Co-ordination Centres may be used as a Regional Coordination Centre, or a specific Regional Centre may be designated for this purpose. The choice of location will be determined in each situation by the Chair of the Local Coordinating Group declaring the regional level emergency and will depend on the location and nature of the emergency and any associated infrastructural damage. A Regional Co-ordination Group may request assistance from Government. National resources will be available in the event of a major emergency at local or regional level. Requests for assistance should be developed at local or regional co-ordination level and directed by the lead agency to the lead Government Department.

6.3.4 Co-ordination in Other Circumstances

6.3.4.1 Mutual Aid and Regional Level Co-Ordination

The Mayo County Council Controller of Operations should ensure that, where its resources do not appear to be sufficient to bring a situation under control, or the duration of an incident is extended, support is requested from neighbouring local authorities. Local Authorities will support each other on a mutual aid basis.

6.3.4.2 Incidents Occurring on the County Boundaries

In certain situations, e.g. where an emergency affects an extensive area or occurs near the boundary of Mayo County Council, there may be a response from multiple Local Authorities. There should be only one Controller of Operations for each of the three PRA and it is necessary to determine from which unit of the principal response agency the Controller of Operations should come.

In the case of Local Authorities, which are statutorily empowered in respect of their functional areas, procedures for resolving such issues may already be set out in what are referred to as Section 85 agreements. Where they are not so covered and the issue cannot be resolved quickly in discussion between the responding officers of the different units of those services, the Local Authority Controller of Operations should be the designated person from the Local Authority whose Rostered Senior Fire Officer was first to attend the incident.

6.3.4.3 Multi-Site or Wide Area Emergencies

Multi-site or wide area emergencies may require the setting up of multiple On-site Co-Ordination Centres which will feed into the one Local Co-Ordination Group.

6.3.4.4 Links with National Emergency Plans

Mayo County Council Major Emergency Plan will operate as an integral part of any National Plans developed for scenarios affecting the population on a National Level. See diagram 7.

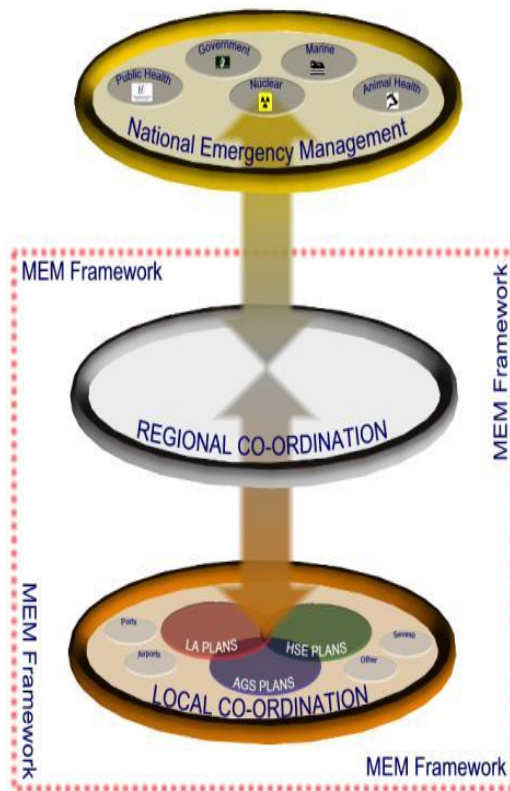


Diagram 7: Hierarchy of Plans

6.3.4.5 Links with National Government

In every situation where a Major Emergency is declared, each principal response agency will inform its parent Department of the declaration, as part of that agency’s mobilisation procedure. The three parent Departments, in their role as members of the National Steering Group, will consult and agree, on the basis of available information, which Government Department will be designated as lead Department, in keeping with the Department of Defence’s Strategic Emergency Planning Guidance.

Section 7

The Common Elements of Response

7.0 Common Elements of Response

- 7.1 Declaring a Major Emergency
- 7.2 Initial Mobilisation
- 7.3 Command, Control and Communication Centres
- 7.4 Co-Ordination Centres
- 7.5 Communications Facilities
- 7.6 Exercising the Lead Agency's Co-Ordination Roles
- 7.7 Public Information
- 7.8 The Media
- 7.9 Site Management Arrangements
- 7.10 Mobilising Additional Resources
- 7.11 Casualty and Survivor Arrangements
- 7.12 Emergencies involving Hazardous Materials
- 7.13 Protecting Threatened Populations
- 7.14 Early and Public Warning Systems
- 7.15 Emergencies arising on Inland Waterways
- 7.16 Safety, Health and Welfare Considerations
- 7.17 Logistical Issues/ Protracted Incidents
- 7.18 Investigations
- 7.19 Community/ VIPs/ Observers
- 7.20 Standing-Down the Major Emergency

7.1 Declaring a Major Emergency

7.1.1 Arrangements for Declaring a Major Emergency

If a member of the Mayo County Council staff is the first to become aware that a major emergency has occurred or is imminent, then they shall immediately dial 999/112 and request FIRE. They will then be transferred to the West Region Fire Control (WRFC) in Castlebar.

If the caller is on the Mayo County Council list of persons authorised to activate the Major Emergency Plan (Appendix B1), then the Emergency Control Operator will initiate the Mayo County Council Major Emergency Mobilisation Procedures (See Appendix A1).

If the caller is not on the list of Authorised persons to Activate the plan, the Emergency Control Operator will contact the Rostered Senior Fire Officer and relay the information. The Rostered Senior Fire Officer will then decide whether or not to activate the plan.

If the plan is activated by either of the other two Principal Response Agencies, they will notify WRFC immediately. WRFC will then initiate the Mayo County Council Major Emergency Mobilisation Procedures.

7.1.2 Activation Message Format

To activate the Major Emergency Plan the following formatted message must be declared:

This is (Name, rank and service)

A(Type of incident) has occurred/is imminent at ...(Location).....

As an authorised officer I declare that a major emergency exists.

Please activate the mobilisation arrangements in the Mayo County Council Major Emergency Plan.

After the declaration is made, the caller will be prompted using the mnemonic **METHANE** to provide further information where available.

- M Major Emergency Declared**
- E Exact location of the emergency**
- T Type of Emergency (Transport, Chemical, etc.)**
- H Hazards, present and potential**
- A Access / egress routes**
- N Number and type of Casualties**
- E Emergency service present and required**

7.2 Initial Mobilisation

7.2.1 Initial Mobilisation

Mayo County Council Major Emergency Mobilisation Procedure will be implemented immediately on notification of the declaration of a major emergency. When this Plan has been activated, each Mayo County Council service requested, shall respond in accordance with their pre-determined arrangements.

In some situations, there may be an early warning of an impending emergency. Mobilisation within Mayo County Council may include moving to a standby/alert stage for some of its services or specific individuals, until the situation becomes clearer. Example of this may be early warnings of severe weather or the emergency landing of an aircraft.

There may also be circumstances where the resources or expertise of agencies other than the principal response agencies will be required. In these situations the relevant arrangements outlined in the Major Emergency Plan will be invoked.

7.3 Command, Control and Communication Centres

7.3.1 Command, Control and Communication Centres

The following centres will be used by Mayo County Council during a Major Emergency.

Onsite Co-Ordination Group

The three Controllers of Operations, Chaired by the lead agency (On-Site Co-Ordinator) will exercise overall command and control at the site of the emergency. See section 7.4.1 for further details.

Local Co-Ordination at Áras an Chontae, Castlebar

Senior representatives from the three PRAs will meet at an agreed time in Aras an Chontae, Castlebar. The function of the Local Co-ordination Group is to provide strategic level management for the immediate, medium and long-term consequences of the incident. See Appendix A10 for the Chair of the Local Co-Ordination Group MANDATE.

Crisis Management Team

The Crisis Management Team provides support to the Local Authority's representative at the Local Co-ordination Group, supports their own Controller of Operations on site and maintains the agency's normal day-to-day services that the community requires. See Appendix A7 for the Crisis Management Team MANDATE. The team will meet in Áras an Chontae, Castlebar. See section 6.2.1 for further details.

WRFC

West Region Fire Control, based in Castlebar is the Fire Services Communication Centre for the counties of Mayo, Galway, Roscommon, Sligo, Leitrim and Donegal. The centre mobilises and supports the Fire Services. WRFC will also mobilise all personnel assigned key roles within the plan.

7.4 Co-Ordination Centres

7.4.1 Onsite Co-Ordination Centre

An On-Site Co-Ordination Centre will be developed at a suitable location in the event of a major emergency to facilitate On-Site Co-Ordination. This may be a tent, a building or a vehicle that will accommodate the Principle Responses Agencies. The Mayo County Council Controller of Operations will be supported by other senior personnel from the fire service, or other services as appropriate.

7.4.2 Crisis Management Team

The Crisis Management Team is a strategic level management group that has been established within Mayo County Council. The Crisis Management Team will meet in Áras an Chontae, Castlebar. This Group consists of senior managers. Details of the members and chair of this Group are contained in Appendix B3.

The functions of the Crisis Management Group during a major emergency are to:

- Manage, control and co-ordinate Mayo County Council's overall response to the situation;
- Provide support to the Mayo County Council Controller of Operations on site and mobilise resources from within the agency or externally as required;
- Ensure appropriate participation by Mayo County Council in the inter-agency Co-Ordination structures at both the Local and Regional (if required) Co-Ordination Groups.
- Maintain Mayo County Council's normal day to day services that the community requires.

7.4.3 Local Co-Ordination Centre

Once an emergency has been declared a Local Co-Ordination Centre must be established. An Garda Síochána, Health Services Executive West along with Mayo County Council has agreed that the Centre will be based in Áras an Chontae, Castlebar.

Strategic level co-ordination is exercised at the Local Co-Ordination Centre. The Council buildings have the capacity to facilitate the effective working of the Local Co-Ordination Group & Crisis Management Team. The centre set-up will have the following;

- A spacious dedicated main area, where co-ordination activity takes place, i.e. where the relevant co-ordination group meet and work;
- An adjacent communications space (not a room with communications equipment), through which most communications in and out of the centre are routed;
- A range of adjacent meeting areas, one of which should be large;

Mayo County Council will provide centre support as required. This may include, inter alia, Catering, Security, I.T. Support, Facilities Support.

A range of specialist team leaders and expert advisers may be assigned permanent or temporary seats at the Co-Ordination Group desk. They may themselves lead teams either at or remote from the centre. Generally they should advise or direct activity strictly within their mandate of authority. On occasion they may be invited to contribute to debate in a broader context. They need to be quite clear in which capacity they are acting at any juncture and adjust their perspective accordingly.

7.4.4 Regional Co-Ordination Centre

A Regional Major Emergency may be declared by the chair of the Local Co-Ordination Group (See Section 4). In such instances, the Regional Co-Ordination Group will be convened. It will be chaired by the chair of the Local Co-Ordination Group and will meet at either of the following pre-determined centres;

- Áras an Chontae, Castlebar
- Fire Station, Roscommon Town
- Áras an Chontae, Galway

The goal of Regional Co-Ordination may be achieved by using;

- A single Regional Co-Ordination Centre
- A Regional Co-Ordination Centre supported by one or more Local Co-Ordination Centres

The method of operation of a Regional Co-Ordination Centre will be similar to the Local Co-Ordination Centre.

7.4.5 Information Management

All Co-Ordination Centres will follow a generic model of operation and will also incorporate the Generic Information Management System approach. This system will involve an incident log flipchart and 4 white boards outlining the current situation, key issues, strategic aims and actions required.

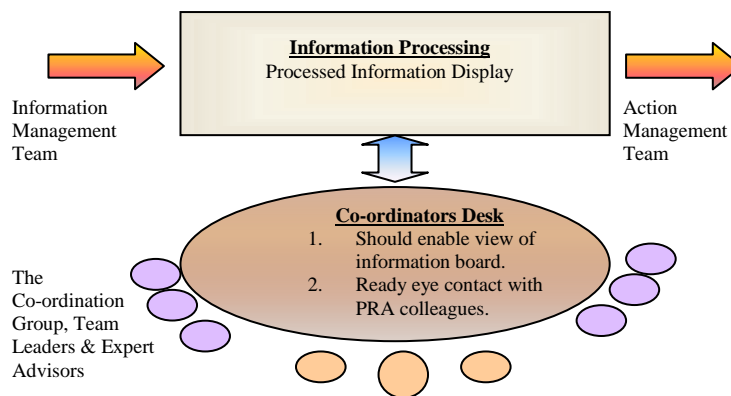


Diagram 8: Generic Co-Ordination Centre

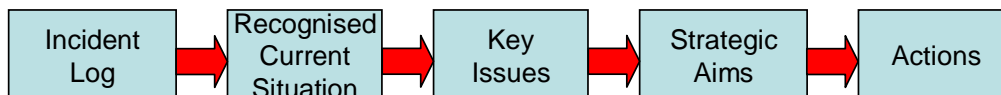


Diagram 9: Generic Information Management System

Information Management Officer / Team:

This role will be assigned to senior officials. The function of the information management team will be to interrogate, test, process and present all incoming information required for the decision making process.

Information Management Display:

A crucial element should be readily visible to everyone, and certainly to individuals that have a discussion making or advisory role. This is a prime source of information for both operational co-ordination and communications to the public and media.

Action Management Officer / Team:

The function of this role is to assemble an Action Plan (from information that has come from the Information Management System) and ensure that it is communicated to all agencies responsible for delivering it, and monitor / audit delivery as well as reporting this back to the Co-Ordination Group. At less complex incidents one Officer / Team may undertake both the information and action management functions. Where the demands of the Major Emergency require the appointment of a separate Action Management Officer, this person may be a representative from one of the agencies other than the lead agency.

Team Leaders and Expert Advisors:

A range of specialist team leaders and expert advisers may be assigned permanent or temporary seats at the Co-Ordination Group desk. They may themselves lead teams either at or remote from the centre. Generally they should advise or direct activity strictly within their mandate of authority. On occasion they may be invited to contribute to debate in a broader context. They need to be quite clear in which capacity they are acting at any juncture and adjust their perspective accordingly.

7.5 Communications Facilities

7.5.1 Mayo County Council Communication Systems

Mayo County Council relies on technical communication facilities to enable it to function and for different units to communicate, both at the site and between the site and its command, control and communications centres. Radio and other communications facilities are vital tools for Mayo County Council.

The specific communication systems used in each element are as follows:

Mayo County Council

- Telephone (Mobile and landlines)
- Fax
- Email

Fire Service

Specific systems in addition to the Mayo County Council list above include:

- VHF mobile radio systems on all fire appliances, vehicles and Senior Officer cars
- VHF fixed mobile radios in all stations
- UHF handheld personal radios issued to all fire personnel

Civil Defence

Specific systems in addition to the Mayo County Council list above include:

- VHF mobile radios on all vehicles
- UHF hand portable radios
- Tetra Radios

Both the Fire Service and the Civil Defence have their own communication protocols and these will be followed in the event of an emergency.

No communications system is secure from eavesdroppers. Radio scanners capable of receiving An Garda Síochána, Fire Brigade, Ambulance radio transmissions are readily available. This should be borne in mind when wording any transmission, including cellular telephone conversations, which may contain sensitive information.

Messages should be carefully composed, preferably written down if circumstances allow, before transmission to ensure that no time is wasted in delivering the message, or inclusion of unnecessary phrases. Delivery of speech should be deliberate, at a pace that is slightly slower than normal.

Details on the Fire Service County Identification signs, senior officer signs, station identification signs and appliance identification signs are provided in Appendix B6.

7.5.2 Inter-Agency Communication

Communication systems serve command structures within services and it is neither necessary nor desirable that there is inter-agency radio communication at all levels. However, it is critical that robust arrangements for inter-agency communication on site(s) are provided for at Controller of Operations level as a minimum. For this purpose, the fire service will bring a set of hand-portable radios, dedicated specifically to inter-agency communication, to the site.

7.5.3 Communication between Site and Co-Ordination Centre

It is essential that traffic is minimized to ensure fullest availability for emergency use. All communication between On-Site Co-Ordination and the Local Co-Ordination shall pass between the Controller of Operations / On-Site Co-Ordinator to the Local Co-Ordination group. There will also be a communication link between the Crisis Management Team and the On-Site and Off-site communication teams.

7.6 Exercising the Lead Agency's Co-Ordination Roles

7.6.1 Determination of Lead Agency

The mechanisms for determining and designating the lead agency in any situation are set out below. Two mechanisms, which should be applied in sequence by the three Controllers of Operations at the site, are envisaged to determine the lead agency for any emergency:

- The first is by pre-nomination. Pre-nominated lead agencies for common incident types are presented, and this should be the primary basis for determining the lead agency. See Appendix A9.
- The second is the default arrangement, where categorizations in the Table do not seem to apply and the lead agency is not obvious. In these situations, which should be rare, Mayo County Council will be the “default” lead agency.

One of the three principal response agencies will be designated as the lead agency for any emergency and thereby assume responsibility for leading co-ordination. The lead agency has both the responsibility and mandate of the co-ordination function. The time of the decision of the initial Lead Agency must be recorded.

7.6.2 Review and Transfer of Lead Agency

The lead agency role may change over time, to reflect the changing circumstances of the emergency.

Ownership of the lead agency mantle should be reviewed at appropriate stages of the major emergency. All changes in lead agency designation emanating from the site, and the timing thereof, will be by agreement of the three Controllers of Operations, and should be recorded and communicated to the Local Co-Ordination Group.

As the emphasis of operations may shift from the site to other areas, the Local Co-Ordination Group may review the issue and determine a change in the lead agency, as appropriate.

7.6.3 Organisation of Mayo County Council Co-Ordination Role as Lead Agency

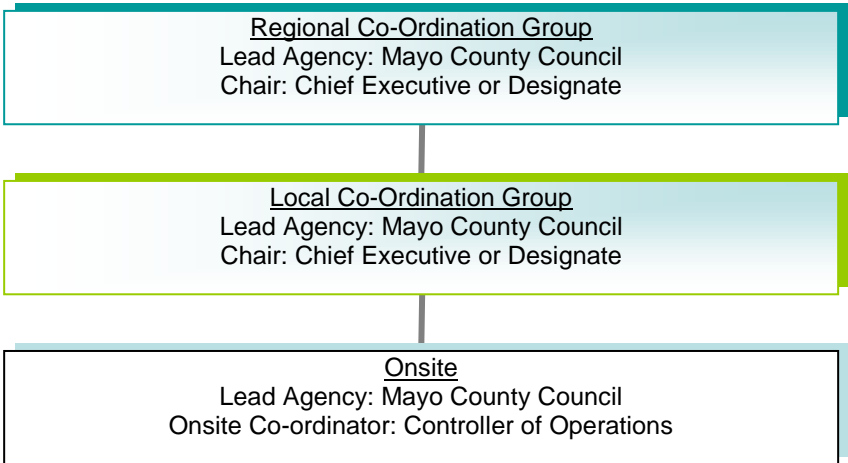


Diagram 10: Mayo County Council Roles at On-Site, Local and Regional Levels

7.7 Public Information

7.7.1 Role of Mayo County Council for Early Warning and Special Public Warnings

In conjunction with other emergency responders Mayo County Council will make arrangements to:

- Provide advice before emergencies occur, where possible.
- Provide information and advice for the public if an emergency has occurred.

There are circumstances when it may be necessary to protect members of the public who are in the vicinity of an emergency event. This protection is usually achieved by moving people temporarily to a safe area, by evacuation where appropriate or feasible, or by advising affected individuals to take shelter in an appropriate place. The On-Site Co-Ordinator will take the decision on how best to protect a threatened population, after consultation with the other Controllers of Operations. Any evacuation will be managed by An Garda Síochána.

7.7.2 Provision of Dedicated Telephone Lines for Help & Information Services

Early warning and special public notices shall be relayed in the event of an emergency. The Public can be kept informed by use of the following;

- Mayo County Council internet service - useful for posting more information than would be communicable by emergency calls or broadcasts.
- Local radio stations will also be called upon to broadcast messages on behalf of the local Authorities.
- Mayo County Council emergency helpline service – An emergency helpline will be set up.
- Social media platforms in use by Mayo County Council

On a national level the public shall be informed by use of the following;

- Television and Radio – arrangements exist whereby emergency announcements may be made on RTE television and radio channels.
- Television Text Services – not for emergency alerts, but useful for posting more information than would be communicable by emergency calls or broadcasts.

Contact details are included in Appendix A4, Local Television and Radio Contact information.

7.8 The Media

7.8.1 Arrangements for Liaison with the Media

The media will respond quickly to a large-scale incident and this media presence may extend into days or weeks. It is the responsibility of the lead agency to establish a Media Centre at or near the site of the emergency for use by the principal response agencies in dealing with the media at the site. The Local Co-Ordination Group will be responsible for official media statements and press releases.

In the event of an emergency in County Mayo, Mayo County Council will appoint a Media Liaison Officer for both the On-Site and Local Co-Ordination Centres. The Media Liaison Officers will be responsible for acting as a sole channel between Mayo County Council and the Public. The Media Liaison Officers must keep accurate and timely information on the emergency so that:

- They can be the point of contact for all media enquiries.
- They can answer information queries from the general public.
- They can obtain and provide information from/to Rest Centres, other agencies, press officers, local radio, press etc.
- They will be responsible for setting up an information helpline.

All On-Site statements should be cleared with the On-Site Co-Ordinator. All statements to the media at local (off-site) level should be cleared with the chair of the Local Co-Ordination Group. Details of the names and contact number for the Media Liaison Officers are provided in the Appendix B2(On-Site) & Appendix B3(Local Co-Ordination Group).

7.8.2 On-Site Media Arrangements

Each principal response agency should designate a Media Liaison Officer at the site and the activities of the Media Liaison Officers on site should be co-ordinated by the Media Liaison Officer of the lead agency. All statements to the media should be cleared with the On-Site Co-Ordinator or his/her Media Liaison Officer.

Depending on the location of the incident the On-Site media centre may be a building close to the site of the incident or it may be in any one of the following;

- Local Public Building
- Local School
- Or other suitable Location

7.8.3 Provision of Dedicated Telephone Lines for Help & Information Services

The location for the Local (off-site) media centre has been pre-designated as Áras an Chontae, Castlebar. Mayo County Council will provide dedicated phone lines and personnel if an information line is deemed necessary by the Local Co-Ordination Group.

7.8.4 Off-Site Media Arrangements

In many situations media attention will move quickly away from the site to other locations, including the Local Co-Ordination Centre, hospitals and mortuaries. The Local Co-Ordination Group should take the lead in terms of working with the media, away from the site. As with arrangements at the site, each PRA should designate a Media Liaison Officer at the Local Coordination Centre and the activities of these officers should be co-ordinated by the Media Liaison Officer of the lead agency. All statements to the media at this level should be cleared with the chair of the Local Co-Ordination Group.

7.9 Site Management Arrangements

7.9.1 Site Arrangements and Management

The initial important task of the Mayo County Council Controller of Operations in association with the other two Controllers is the development of a Site Management Plan. Once agreed, the resulting site plan should be implemented and disseminated to all responding groups. See Diagram 11 for an schematic arrangement for Scene Management.

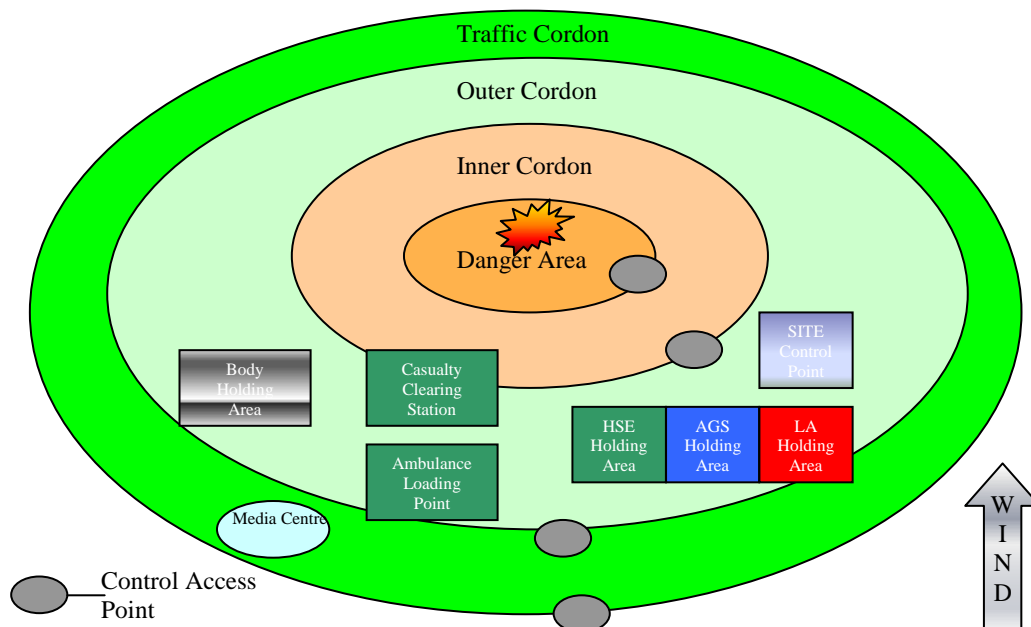


Diagram 11: Schematic Scene Management Arrangements

Cordons should be established as quickly as possible at the site of a major emergency for the following reasons;

- to facilitate the operations of the emergency services and other agencies;
- to protect the public, by preventing access to dangerous areas; and
- to protect evidence and facilitate evidence recovery at the site.

Three cordons will be established. These will be done by An Garda Síochána after a decision by and agreement with the On-Site Co-Ordination Group consisting of representatives from Mayo County Council, An Garda Síochána and the Health Service Executive.

The main components of a typical Site Plan should contain some or all of the following:

- Principal Response Agency Control Points
- Cordon and Danger Area Access Points
- Holding Areas for the Different Services
- Friends and Relative Reception Centre
- Inner, Outer and Traffic Cordons
- A Danger Area, if appropriate
- On-Site Co-Ordination Centre
- Casualty Clearing Station
- Survivor Reception Centre
- Ambulance Loading Area
- Site Access Routes
- Body Holding Area
- Rendezvous Point
- Site Control Point
- Media Centre

Danger Area:

A Danger Area may be declared by a Fire Officer where there is a definite risk to rescue personnel, over and above that which would normally pertain at emergency operations. This could arise because of dangers posed by, inter alia:

- the release of hazardous materials,
- buildings in danger of further collapse,
- the threat of explosion or
- the presence of an armed individual.

Any officer/responder who is aware of any additional risks should bring them to the attention of the On-Site Co-Ordinator via his/her Controller of Operations. The On-site Co-Ordination Group may, in light of the available information, decide to declare or change the Danger Area.

An appropriate officer will be designated to define the boundaries of, and to control access to, the Danger Area.

When the Defence Forces deploy an Explosive Ordnance Disposal (EOD) team in Aid to the Civil Power, the Officer in Charge of the team, upon arrival at the scene, will assume responsibility for the EOD task and will inform the On-Site Co-Ordinator of the boundaries of the Danger Area, and advise on Cordon(s).

Danger Area Access Point:

If a Danger Area is declared, the officer in charge of the Danger Area, will establish a Danger Area Access Point, to act as a safety checkpoint for personnel entering the area and monitoring the number of persons within the Danger Area.

Inner Cordon:

Provides immediate security of the hazard area and potential crime scene. The Inner Cordon is used to define an area where the emergency services work to rescue casualties and survivors and deal with the substance of the emergency. This is also the area where evidence will need to be protected. Persons working inside this area should have appropriate personal protective equipment (PPE).

Inner Cordon Access Point:

The Inner Cordon Access Point should be under the control of the lead agency, and should have a direct link back to the On-Site Co-Ordination Centre. In this way, the On-Site Controllers can build a picture of the deployment of responders from the various services (by getting a summary of their briefing/debriefing from officers) as they enter and leave the working area.

Outer Cordon:

This seals off an extensive area around the Inner Cordon. The area between the Inner and Outer Cordons provides space for the Site Control Point, the On-Site Co-Ordination Centre, the Casualty Clearing Station, the Ambulance Loading Area, the Body Holding Area and the Holding Areas of the responding services.

Outer Cordon Access Point:

The Outer Cordon Access Point (or points) is a control point established by An Garda Síochána to control and direct the flow of responders into the site. The approach route to the Outer Cordon Access Point should be established as soon as possible, and notified to all services. It should be signposted where this is feasible.

Traffic Cordon:

This is set up at or beyond the outer cordon to prevent unauthorised vehicle access to the area surrounding the scene. One of the key objectives of a Traffic Cordon is to ensure the free passage of emergency response vehicles into and out of the site, and to prevent congestion at and around the site. This is managed by An Garda Síochána.

The Rendezvous Point (RVP):

The Rendezvous Point is the location to which all resources responding to the emergency site are directed in the first instance. An Garda Síochána will organise the Rendezvous Point. Mayo County Council will have one of their officers present to direct responding vehicles into action or to remain at the Mayo County Council Holding Area.

Holding Area:

A Holding Area should be designated for each responding service under the control of an officer from each agency. This area is for resources not immediately required at the site, or which, having completed some tasks, are being held in reserve. The holding area should be large enough to accommodate all vehicles. The HSE holding area should be situated as close as possible to the Ambulance Loading Point / Casualty Clearing Station and should include an ambulance parking area. Holding areas may also be used to brief / debrief crews, and can be employed as a rest area. Staff welfare facilities should be located in this area.

PRA Control Point:

The PRA Control Point is the place at a major emergency site, from which the Controller of Operations, controls, directs and co-ordinates the PRAs response to the emergency. The first response vehicle from each of the principal emergency services that arrives at the site will become the Control Point of that service, until the relevant Controller of Operations declares otherwise. In order that these Control Points should be clearly distinguishable, in the early stages of an emergency response, the first response vehicles from each service should be the only vehicles which have their flashing beacons on. Subject to safety considerations, all other response vehicles should turn off their beacons, once they arrive on site. Dedicated incident control vehicles may take over the Control Point function when they arrive.

Site Control Point:

The Site Control Point is the area where, if practical, the three PRA Control Points are co-located.

On-Site Co-Ordination Centre:

The On-Site Co-Ordination Centre is a specific area/facility (usually at the Site Control Point), where the On-Site Co-Ordinator is located and the On-Site Co-Ordination Group meets. The On-Site Co-Ordinator should determine which facility will be used as the On- Site Co-Ordination Centre. This may be

- Standard Vehicle designated for the task.
- An adjacent building
- Other arrangements depending on location of emergency

Casualty Clearing Station:

The Casualty Clearing Station is the area established at the site by the ambulance service, where casualties are collected, triaged, treated and prepared for evacuation.

Ambulance Loading Area:

The Ambulance Loading Area is an area, close to the Casualty Clearing Station, where casualties are transferred to ambulances for transport to hospital.

7.9.2 Control of Access

An Garda Síochána will establish and control the Outer Cordon and Outer Cordon Access Point. The An Garda Síochána will require information from all PRAs on what groups and personnel are to be allowed access.

All uniformed personnel, responding to the site of a major emergency, should wear the prescribed uniform, including high visibility and safety clothing, issued by their agency. The service markings on this clothing should be made known in advance to the other organisations that may be involved in the response.

Non uniformed personnel from Mayo County Council should attend the scene in high visibility jacket with the name Mayo County Council and their job function clearly displayed, if appropriate.

When the lead agency has been determined, the On-Site Co-Ordinator should don a distinctive bib with the words On-Site Co-Ordinator clearly visible front and back.

Senior personnel who are acting in key roles, such as the On-Site Co-Ordinator and the Controllers of Operations, should wear bibs corresponding to the information below (Diagram 12);

Organisation	Bib Colour	Wording
Health Service Executive	Green and White Chequer	HSE Controller
Local Authority	Red and White Chequer	Local Authority Controller
An Garda Síochána	Blue and White Chequer	Garda Controller



Diagram 12: Bib Colours for responding Agencies

7.9.3 Air Exclusion Zones

Where the principal response agencies consider it appropriate and beneficial, the On-Site Co-Ordinator may request, through An Garda Síochána, that an Air Exclusion Zone be declared around the emergency site by the Irish Aviation Authority. When a restricted zone above and around the site is declared, it is promulgated by means of a “Notice to Airmen” - NOTAM - from the Irish Aviation Authority.

Aerial support can only be requested by the On-site Controller after consultation with the other Controller of Operations. All requests must be channelled through An Garda Síochána.

7.10 Mobilising Additional Resources

7.10.1 Introduction to Mobilising Organisations and Voluntary Emergency Services

Agencies and organisations, other than the PRAs, can be mobilised to a site by request of the On-site Co-Ordinator after consultation with the other Controller of Operations. Groups not requested will not gain access to the site.

There are a number of organisations and agencies, which may be called on to assist the principal response agencies in responding to major emergencies. The arrangements for this assistance are agreed with each agency and set out in each principal response agency’s Major Emergency Plan.

The Voluntary Agency linked to Mayo County Council is:
Civil Defence

As well as voluntary organisations, the following organisations may be requested to mobilise and assist during a major emergency.

- Defence Forces;
- Utilities Companies;
- Private Sector

All personnel and equipment mobilised to site must report to the Holding Area. They cannot enter the Inner Cordon, until authorised to do so by the Onsite Co-Ordinator.

All uniformed voluntary emergency services, members of the private sector and Utilities personnel responding to the site of the major emergency should wear the prescribed uniform, including high visibility and safety clothing, issued by their organisation. Individual members of voluntary emergency services should carry a form of photo-identification. The organisations markings on this clothing should be made known in advance to the other organisations that may be involved in the response. The vehicles of these services responding to a major emergency should be readily identifiable.

The On-Site Co-Ordinator has the task of co-ordinating all external support and assistance into the overall response action plan. The Controller of Operations of the service which requested mobilisation of the external resource has responsibility for managing and integrating the contribution of these resources to the tasks identified in the response. The Controller or Operations should ensure that;

- Scope and scale of the tasks to be assigned to the responding organisations is clear.
- A Liaison Officer is appointed for each organisation to the support team of the relevant Controller of Operations or the On-Site Co-Ordination Group. The liaison officers should maintain the closest possible contact between their own organisations and the relevant team or group and be changed or rotated only to the minimum extent necessary;
- Communication is established between the external agency and the lead agency or the principal response agency which mobilised it.
- Regular feedback is provided to the On-site Co-Ordination Centre.

7.10.1.1 Mobilisation of the Civil Defence

The Civil Defence shall mobilise at the request of the On-site Co-Ordinator after consultation with the other Controllers of Operations. All requests for Civil Defence assistance should be channelled through Mayo County Council Controller of Operations. In turn they will contact the Civil Defence Officer (CDO) who will mobilise the Civil Defence. See Appendix B11 Contact officers in Voluntary agencies.

On arrival at the scene the CDO shall report to the On-site Co-Ordinator at the On-Site Co-Ordination Centre where he / she shall be detailed a task. As the situation changes the Onsite Co-Ordinator may decide to re-allocate the Civil Defence resources;

- the Civil Defence service will only be stood down from the site by the Mayo County Council Controller of Operations as the situation warrants;
- the Civil Defence service will use its own communications system for internal command purposes and for the Officer in Command (OiC) of the Civil Defence service to communicate effectively with and provide such reports as are requested to the officer on site to whom s/he is directed to report; and
- the OiC will provide an operational debriefing and reporting of all activity undertaken by the Civil Defence services.

Mayo Civil Defence service also has the capability to undertake specific functions, including:

- the operation of reception centres for evacuees/displaced persons, including logging information;
- the operation of temporary accommodation for evacuees, including the provision of food, bedding, welfare etc.; and
- the provision of food/catering for all personnel at the site of a major emergency.

A summary of the assistance Mayo Civil Defence can provide to the PRAs is listed in Table 1 below.

Local Authority	Provision of Transport Rescue <ul style="list-style-type: none"> • Open Country • Building and Transport • Water
An Garda Síochána	Traffic and Crowd Control Search Evacuation
Health Service Executive	First Aid Casualty Evacuation

Table 1: Assistance available to the PRAs by the Civil Defence

7.10.1.2 Mobilisation of the Defence Forces

Mayo County Council recognise that assistance requested from the Defence Forces should be either in Aid to the Civil Power (An Garda Síochána) or in Aid to the Civil Authority (Local Authority or Health Service Executive).

In the event of a major emergency, the Defence Forces will operate under the provisions of the Defence Acts 1954 to 1998, as amended, and in accordance with agreed Memoranda of Understandings (MOUs) and Service Level Agreements (SLAs).

The Defence Forces should be mobilised at the request of the highest-level co-ordination group convened (On-Site, Local, Regional or National Co-Ordination Group) in order to avoid multiple and competing requests. Requests for Defence Forces see Appendix B7.

The Defence Forces will operate under their own command and control structure.

On foot of a request for Aid to either Civil Power or Civil Authority, the Defence Forces will:

- determine if the Defence Forces can accede to the request;
- determine which of the particular requested tasks the Defence Forces are in a position to undertake; and
- provide a liaison officer to the On-Site Co-Ordination Group.

The role of the Defence Forces Liaison Officer is to:

- assist in the process of determining which tasks the Defence Forces will undertake;
- provide technical advice where necessary; and
- act as a conduit between the Defence Forces and the On-Site Co-Ordination Group.

The On-Site Co-Ordinator should, in consultation with the other Controllers of Operations:

- determine the requirements to be requested, in terms of Defence Forces resources, for the site response and, once Defence Forces resources have been committed, the tasks to be requested and the procedures for the altering of such requirements or tasks as the situation requires;
- determine where and to whom the Defence Forces will report and also determine communication links for ongoing reporting on the status of the Defence Forces response;
- include for the provision to the Defence Forces commander of a communication system, to enable effective communications and the provision of reports as requested;
- provide for the Defence Forces being stood down from the site as the situation warrants; and
- include procedures for requesting operational debriefing and reporting of all activity undertaken by the Defence Forces.

7.10.1.3 Mobilisation of The Irish Red Cross

The Irish Red Cross main relationship is with the HSE to provide auxiliary resources to the ambulance service. The Red Cross also has the capability to provide search and rescue and in-shore rescue support to both An Garda Síochána and the Irish Coast Guard.

The Red Cross shall mobilise at the request of the On-site Co-Ordinator after consultation with the other Controllers of Operations. They will report to the HSE Controller of Operations. This may be transferred to another controller depending on the tasks assigned to the Red Cross. A list of contact details for this service is supplied in Appendix B11.

The red Cross are now providing 'Fire & emergency Support Services' (FESS) in Mayo. A dedicated vehicle can be mobilised to the location of an incident. The primary function of the FESS is to provide practical help and emotional support to vulnerable people affected by domestic fire, floods, evacuations, mass traumatic events or similar incidents. It can be mobilised through the Fire Service by contacting WRFC.

7.10.1.4 Mobilisation of the other Voluntary Emergency Services

The Voluntary Emergency Services Sector will mobilise at the request of the On-site Co-Ordinator after consultation with the other Controller of Operations. All Heads of Voluntary Services will report to the On-site Control Centre and await instructions to assigned tasks. The normal range of voluntary emergency services includes the Order of Malta Ambulance Corps, Mountain Rescue Teams, Sub-Aqua Units, Irish red Cross, etc.

A list of contact details for these services is supplied in Appendix B11.

7.10.1.5 Mobilisation of the Utilities

Utilities are frequently involved in the response to emergencies, usually to assist the PRA's in making situations safe. They may also be directly involved in restoring their own services, for example, electricity supply in the aftermath of a storm. It is important that there is close co-ordination between the principal response agencies

and utilities involved in or affected by an emergency. A list of contact details for Utilities is supplied in Appendix B10.

7.10.1.6 Mobilisation of the Private Sector

Private sector organisations may be involved in a major emergency through ownership of the site where the emergency has occurred or through ownership of some element involved in the emergency e.g. an aircraft, bus, train, factory, etc. They may also be called on to assist in the response to a major emergency, by providing specialist services and/or equipment. Private sector representatives and/or experts may be requested to support the work of the On-Site Co-Ordination Group, the Local Co-Ordination Group and/or the Regional Co-Ordination Group, as appropriate. A list of plant and equipment within the private sector is detailed in Appendices C2 (Ballina Swinford Area), D2 (Castlebar / Claremorris / Ballinrobe Area), and E2 (Westport / Belmullet Area).

7.10.2 Mobilisation of Additional Organisations if Required

The Local Authority Controller of Operations should ensure that, where the resources of the authority do not appear to be sufficient to bring a situation under control, or the duration of an incident is expected to be extended, the levels, types and duration of assistance/ support are identified, and that the request for support is passed to either the authority's Crisis Management Team or the Local Co-Ordination Centre who will arrange to obtain the support from neighbouring authorities.

Where resources that are held at a national level are required, as part of the management of the incident, requests for those resources should be directed by the lead agency to the Lead Government Department.

7.10.3 Liaison Arrangement with Utilities

Utilities operate under their own legislative and regulatory frameworks but, during the response to an emergency, it is important that they are involved in the co-ordination arrangements. Utilities may be requested to provide representatives and/or experts to the On-Site Co-Ordination Group, the Local Coordination Group and/or the Regional Co-Ordination Group, as appropriate.

7.10.4 Integration of Casual Volunteers if Appropriate

Where the On-Site Co-Ordinator determines that casual volunteers may be engaged within the cordons of the emergency site, they will be issued with orange armbands marked with the word 'Volunteer' or suitable abbreviation, e.g. 'VOL', by Civil Defence, with whom they will be offered a temporary volunteer status. Casual Volunteers will report to Civil Defence.

7.10.5 Command, Control, Co-Ordination & Demobilisation of Organisations

Each Principal Response Agency with a linked Voluntary Emergency Services / Organisation is responsible for the mobilisation of that service and their integration into the overall response. The internal command of the organisations resides with that organisation.

7.10.6 Operation of Mutual Aid

Refer to Section 4.5

7.10.7 Procedure for Requesting Out-of Region Assistance

The decision to seek assistance from outside the region will be made by the lead agency, in association with the other principal response agencies, at the Local/Regional Coordination Centre.

7.10.8 Procedure for Requesting International Assistance

The decision to seek international assistance will be made by the lead agency, in association with the other principal response agencies, at the Local/Regional Coordination Centre.

National resources will be available in the event of a major emergency at local or regional level. Requests for assistance should be developed at local or Regional Co-Ordination level and directed by the lead agency to the lead Government Department.

7.11 Casualty and Survivor Arrangements

7.11.1 Introduction

The primary objective of any response to a major emergency is to provide effective arrangements for the rescue, care, treatment and rehabilitation of all of the individuals who are affected by the emergency.

As well as making provision for casualties and survivors, the principal response agencies should also make arrangements for the reception, facilitation and support of the friends and relatives of some or all of these individuals.

7.11.1.1 Rescue and Care of Casualties and Survivors

The On-Site Co-Ordinator, in association with the other Controllers of Operations, will need to make an early assessment of the casualty situation and identify if there are particular aspects which may impact on casualty management, such as, significant numbers of disabled, sick or immobile persons involved, and take action accordingly.

Individuals may be divided into two main categories as follows:

- Casualties: including persons who are killed or injured.
- Survivors. These include all those individuals who are caught up in an emergency but not injured, such as, uninjured passengers from a transport accident or evacuees.

7.11.2 Injured

The priorities of the principal response services are to save life, prevent further injury, rescue those who are trapped or in danger, triage casualties, provide them with appropriate treatment and transport them to the appropriate hospital(s) where necessary.

The injured need to be rescued from the scene and cared for as quickly and safely as possible by the rescuers, who must be mindful of the requirement of the ambulance and medical teams on site. Ambulance paramedics and technicians then need to be able to administer the appropriate pre-hospital treatment before the patients are taken to the receiving hospitals.

7.11.2.1 Triage, Treatment and Transport to Hospital

Once injured casualties have been rescued or found, they should be assessed or triaged as quickly as possible. Casualties are often found some distance from the primary site and search teams, co-ordinated by An Garda Síochána, should be established where it is considered that this may be necessary.

Triage is a dynamic process of assessing casualties and deciding the priority of their treatment, using a two-stage process of triage sieve and triage sort. Following initial triage, casualties will normally be labelled, using Triage Cards, and moved to a Casualty Clearing Station. The purpose of this labelling is to indicate the triage category of the casualty, to facilitate the changing of that category, if required, and to record any treatment, procedure or medication administered. A standard card with Red (Immediate), Yellow (Urgent), Green (Delayed) and White (Dead) sections is normally used for this purpose.

7.11.2.2 Transport of Lightly Injured and Uninjured Persons

Mayo County Council will assist An Garda Síochána and HSE West with any available resources.

7.11.2.3 Casualty Clearing Station

Patients must be moved to the Casualty Clearing Station. The Casualty Clearing Station will be established by the ambulance service, in consultation with the Health Service Executive. At this location the casualties are collected, further triaged, treated, as necessary, and prepared for transport to hospital. The Health Service Executive Controller of Operations will, in consultation with the Site Medical Officer and the designated receiving hospitals, decide on the hospital destination of casualties.

7.11.3 Fatalities

The bodies of casualties, which have been triaged as dead, should not be moved from the incident site unless this is necessary to affect the rescue of other casualties. The only other circumstance where bodies should be moved, before the Garda evidence collection process is complete, is if they are likely to be lost or damaged due to their location or the nature of the incident.

Bodies to be moved should be photographed first and their original position clearly marked and recorded. The recovery of the dead and human remains is part of an evidence recovery process and, as such, is the responsibility of An Garda Síochána acting as agents of the Coroner. Mayo County Council can assist An Garda Síochána in this function.

7.11.3.1 Role of the Coroner

A Coroner will be called in to examine all fatalities. The Coroner is an independent judicial officer, who has responsibility for investigating all sudden, unexplained, violent or unnatural deaths. It is the task of the Coroner to establish the 'who, when, where and how' of unexplained death. All such deaths in Ireland are investigated under the Coroners' Act, 1962.

7.11.3.2 Arrangements for Dealing With On-Site & Off-Site Fatalities

The On-Site Co-Ordinator, in association with the other Controllers, will decide if it is necessary to establish a Body Holding Area at the site. The Body Holding Area, if established, should be situated close to the Casualty Clearing Station. Members of An Garda Síochána will staff this area and they will maintain the necessary logs to ensure the continuity of evidence.

It should be noted that the Body Holding Area is not the appropriate place for the prolonged storage of the dead and appropriate arrangements should be made to ensure minimal delay in moving bodies to a mortuary (temporary or otherwise).

7.11.3.3 Identification of the Deceased

It is the responsibility of Mayo County Council to provide a Temporary Mortuary, if required. The options for temporary mortuaries should be agreed with the Coroner and HSE Pathologists in the county.

The likely commissioning time for a Temporary Mortuary is of the order of twenty-four hours, and this may extend to forty-eight hours when victim numbers are extensive. It should be noted that a Temporary Mortuary might be required to operate for weeks or months after an incident.

The following issues must be addressed in consultation with the relevant Coroners and Pathologists:

- Suitable buildings within the Mayo County Council area, providing capacity for the storage of bodies, post mortems, body identification/viewing facilities, friends and relatives areas, etc;
- Personnel requirements;
- Equipment requirements;
- Health, safety and environmental considerations;
- Contact and mobilisation arrangements;
- Documentation requirements;
- Procedural and evidential requirements;
- Staff welfare arrangements.

It is envisaged that in the event of mass amounts of casualties, Temporary Mortuaries may be used in the format of refrigeration trailers for storage of large amounts of bodies.

The Coroner, with the assistance of An Garda Síochána, has overall responsibility for the identification of bodies and remains and is entitled to exclusive possession and control of a deceased person until the facts about their death have been established.

A full post-mortem and forensic examination will be carried out on every body from a major emergency and each death will be the subject of an Inquest. The post-mortem is carried out by a Pathologist, who acts as the 'Coroners Agent' for this purpose.

Viewing facilities may be required for large scale major emergencies. This will be conducted under the supervision of An Garda Síochána. In situations where bodies have been severely traumatised, it may be inappropriate to allow viewing. Where it is appropriate, viewing for identification purposes needs to be organised with great sensitivity, to avoid increased trauma for families.

Unless there are definite health or safety concerns, the authorities should not seek to prevent the next of kin from viewing an identified body.

Viewing facilities should allow families direct access to the body and the viewing area should take into account religious and cultural needs, where appropriate. Families will want to spend time with the deceased and, as a result, provision should be made for a number of private viewing areas. This aspect of the operation requires careful management by the agency operating the viewing facility.

Where bodies have been severely traumatised, families should be thoroughly briefed, so that they may make an informed decision before viewing the body. Appropriate support staff and/or religious representatives, as well as normal family support networks, should be available to assist families in all viewing situations.

7.11.4 Survivors

A Survivor Reception Centre should be designated and established at the earliest possible opportunity. The On-Site Co-Ordinator, in conjunction with the other Controllers, should determine if such a centre is to be established, and its location in the site management plan. It is the responsibility of the Mayo County Council to establish and run this centre. Mayo County Council have identified suitable buildings around the county for use as a Survivor Reception Centre. See Appendix B13.

7.11.4.1 Survivor Reception Centre

All those who have survived the incident uninjured should be directed to the Survivor Reception Centre, where their details will be documented and collated by An Garda Síochána. Provision should be made at this centre for the immediate physical and psychosocial needs of survivors (e.g. hot drinks, food, blankets, telephones, first aid for minor injuries, etc.).

The assistance of the voluntary ambulance services may be required to provide a variety of services at the Survivor Reception Centre. The Survivor Reception Centre should be secure from any unauthorised access and provide the maximum possible privacy for survivors.

Transport from the Survivor Reception Centre to home/meet relatives/safe place will be arranged as soon as it is practicable. Mayo County Council and their associated emergency services should be particularly aware of the needs of those individuals who, because of dependency or disability, are particularly vulnerable during emergencies.

Vulnerable persons can include children in schools, nurseries and child care centres as well as persons whose movement is inhibited either by reason of age, illness (including mental illness), or disability or who are deaf, blind, visually impaired or hearing impaired. Particular attention is required when an emergency involves or threatens a community hospital, residential home or day centre, where such individuals reside or are present for part of the day.

7.11.5 Casualty Information

Gathering of casualty information will be the responsibility of An Garda Síochána.

7.11.5.1 Casualty Bureau Operated by An Garda Síochána

In the event of a major emergency involving significant numbers of casualties, An Garda Síochána will establish a Casualty Bureau to collect and collate the details (including condition and location) of all casualties and survivors.

7.11.5.2 Role of Mayo County Council with Casualty Information

Mayo County Council may assist in the collection and compilation of casualty data. This information may then be used to provide to family and friends. Any information collected on any casualty is transferred via An Garda Síochána to the Casualty Bureau.

7.11.6 Friends and Relatives Reception Centre

The purpose of a reception centre is to provide a comfortable area where friends and relatives of those involved in the incident (primarily the casualties and survivors) can be directed for information. The Local Co-Ordination Group should determine the need for and arrange for the designation and operation/staffing of such centres.

7.11.6.1 Facilities at a Friends and Relatives Reception Centre

A building used as a Friends' and Relatives' Reception Centre should be secure from media intrusion and contain sufficient room to afford privacy to families receiving information about relatives. There will also be a need for a reliable process to establish the credentials of friends and relatives.

7.11.7 Foreign National Casualties

In some incidents an emergency may involve significant numbers of casualties from other jurisdictions. In such circumstances the Local Co-Ordination Centre should notify the relevant embassy if the nationality of the victims is known. The Department of Justice should be approached if assistance is required in obtaining interpreters from private sector providers. The Department of Foreign Affairs (which operates an out of hours Duty Officer System) should also be approached for appropriate assistance and liaison purposes.

7.11.7.1 Role of Mayo County Council with Non-National Casualties

An Garda Síochána have procedures in place to provide interpreters if required. Any requests from Mayo County Council for interpreters should be directed to the Local Co-Ordination Centre. Interpreters can also be requested through the Department of Foreign Affairs.

7.11.8 Pastoral and Psycho-Social Care

The On-Site Co-Ordinator needs to ensure that, where appropriate, pastoral services are mobilised to the site and facilitated by the principal response agencies in their work with casualties and survivors. Similarly, individual services should make arrangements for necessary pastoral services at any other locations associated with the emergency, such as hospitals.

7.11.8.1 Responsibility for Pastoral and Psycho-Social Care

Pastoral and psycho-social support arrangements for casualties and other affected members of the public are the responsibility of the Health Service Executive.

See HSE West major Emergency Plan for details. Requests for support should be directed to the HSE Crisis Management Team.

7.12 Emergencies involving Hazardous Materials

7.12.1 Mayo County Council Role in Hazardous Materials Incidents

Mayo County Council will be designated the lead agency for response to normal hazardous materials incidents, with the exception of those involving biological agents within Co. Mayo. In cases where terrorist involvement is suspected, An Garda Síochána will act as the lead agency.

7.12.2 Arrangements for Dealing with CCBRN Incidents

(Conventional explosives, Chemical substances, Biological agents, Radiological, Nuclear materials)

The initial pre-nominated lead agency will be An Garda Síochána. Where terrorism involvement is suspected, An Garda Síochána will assume the lead role, regardless of the agent. Should it transpire that there is no terrorism involvement; the lead agency may change following agreement by the three Controllers of Operation.

7.12.3 Biological Incidents Plan

See section 7.12.2 above.

7.12.4 National Public Health (Infectious Diseases) Plan

For infectious diseases such as Avian Flu, Pandemic Flu, Foot and Mouth there will be a link to the National Plan as outlined by the government. Mayo County Council will provide assistance under the guidance of the lead government department. See also section 10.1.2.

A Public Health Emergency Plan has been prepared by the Department of Health and Children in 2006. It can be located at: www.dohc.ie/

7.12.5 Link to National Emergency Plan for Nuclear Accidents

Mayo County Council will provide assistance under the command of the lead government department. See also section 10.1.1. For Nuclear Accidents there will be a link to the National Plan as outlined by the government.

A National Emergency Plan for Nuclear Accidents has been prepared by the Department of Environment, Heritage and Local Government 2005. It can be located at: www.environ.ie/en/Environment/EnvironmentalRadiation/PublicationsDocuments

7.12.6 Decontamination

The need for decontamination of individuals will be established by the On-Site Coordinator, in association with the other Controllers of Operations.

The Health Service Executive has responsibility for providing clinical decontamination and medical treatment to casualties affected by hazardous materials. It is responsible for decontamination where required to protect health service facilities, such as hospitals, from secondary contamination.

The fire services have responsibility for providing other forms of physical decontamination of persons at the site. Mayo County Council will provide Decontamination Facilities for the functional area of County Mayo.

Where emergency decontamination of the public is required, the fire service may use its fire-fighter decontamination facilities, or improvised equipment may be used prior to the arrival of dedicated equipment. Where persons have to undergo this practice it should be carried out under the guidance of medical personnel. It should be noted that emergency decontamination carries risks for vulnerable groups, such as the elderly and the injured.

Diagram 13 shows a simplified site layout for an incident involving a hazardous material(s).

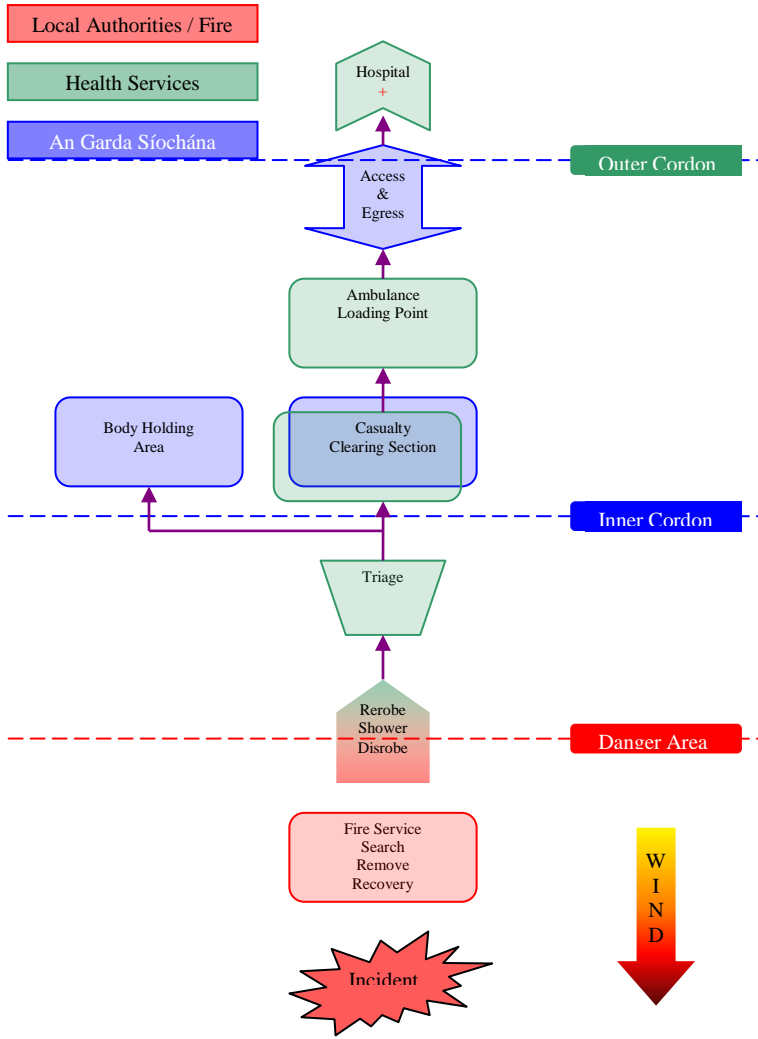


Diagram 13: Managing Hazardous Materials

7.13 Protecting Threatened Populations

7.13.1 Introduction

Some emergencies may require the evacuation of a large surrounding area because of the danger to health and safety from environmental or structural hazards. Care must be taken to ensure that evacuation does not place those concerned in greater danger. This protection is usually achieved by moving people temporarily to a safe area, by evacuation where appropriate or feasible, or by advising affected individuals to take shelter in an appropriate place.

The On-Site Co-Ordinator will take the decision on how best to protect a threatened population, after consultation with the other Controllers of Operations. Evacuation is usually undertaken on the advice of the Fire Service or Health Service Executive. Where decided upon, the process of evacuation will be undertaken by An Garda Síochána, with the assistance of the other services. In some circumstances, personnel from all services may have to assist in carrying it out. A suitable evacuation assembly point will need to be established and rest centres set up by the Mayo County Council.

7.13.2 Evacuation Arrangements

The selection of a suitable rest centre should always be made in conjunction with Mayo County Council, as there may already be pre-defined facilities in the area affected. A full list of possible rest centres are contained in Appendix B13.

Personnel from Mayo County Council, primary care agencies and voluntary agencies will staff rest centres as appropriate. The rest centres will provide security, welfare, communication, catering and medical facilities. The voluntary aid societies may also be present to supply comfort and counselling. Evacuees should be documented and basic details passed to the casualty bureau.

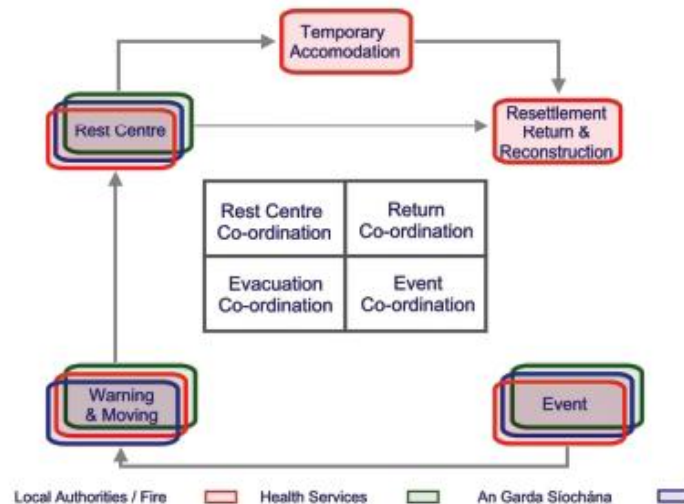


Diagram 14: Structure of Evacuation

7.13.3 Involvement of the HSE & Local Public Health Service

Where an emergency results in a real or perceived threat to public health by, for example, the release of chemical, radioactive or biological agents, the contamination of water or food supplies, or the spread of contaminated flood water, it can be anticipated that there will be considerable concern among both the persons immediately affected and the wider public. In such situations, the Health Service Executive Controller should ensure that the local public health services are informed

of the situation as soon as possible so that they can become involved in the response at the earliest possible stage.

7.14 Early and Public Warning Systems

7.14.1 Introduction

Early warning systems are currently set in place for Severe Weather forecasts. This is a 24 hour service provided by Met Éireann. There may be a need to inform the public of the current situation or of possible evacuation.

In certain situations where the forecast weather is sufficiently severe, the Crisis Management Team may be alerted.

7.14.2 Methods for Disseminating Warnings

Warnings may be disseminated to the public by use of some or all of the following mediums:

- Door to Door
- Radio and T.V. broadcasting
- Local helpline / information line
- Web services and internet services
- Automated Text services
- Vehicle Public Address System

7.15 Emergencies arising on Inland Waterways

7.15.1 Liaison arrangements with the Irish Coast Guard

An Garda Síochána are the initial Lead Agency at an inland waterway emergency. This role may be re-assigned, following consultation between the Irish Coast Guard and An Garda Síochána.

Civil Defence may be requested to provide support to the Coast Guard in the carrying out of its functions in respect of emergencies arising on Inland Waterways.

7.15.2 Mobilisation and Responsibilities of The Irish Coast Guard

The Irish Coast Guard has responsibility for receiving 999 calls and the mobilising of resources to Inland Waterway emergencies. There are also some inland water rescue volunteer organisations that may be asked to provide within the functional area of County Mayo. These groups are listed in Appendix B11 .

7.16 Safety, Health and Welfare Considerations

7.16.1 Introduction

Under the Safety, Health and Welfare at Work Act 2005 Mayo County Council are responsible so far as reasonably practicable the for the Safety, Health and Welfare of its staff. Mayo County Council has a Corporate Safety Statement. All sections of Mayo County Council have Ancillary Safety Statements including the Fire Service. The Ancillary Safety Statements sets out the approach which this authority adopts in relation to managing safety and meeting its statutory requirements under Section 20 of the 2005 Act.

7.16.2 Responsibility for Safety of Mayo County Council Personnel

The Mayo County Council Controller of Operations may, at his discretion, assign the responsibility for Health and Safety to an appropriate person, if the situation requires it and resources permit.

7.16.3 Responsibility for Safety Within the Danger Area

Mayo County Council should establish from the On-Site Co-Ordinator if a Danger Area has been defined as part of site management arrangements. Where it is necessary that services continue to operate in a Danger Area, Mayo Fire Service will apply their normal incident and safety management arrangements, and relevant officers will continue to exercise command over their own personnel working in a Danger Area.

7.16.4 Evacuation Procedure from 'Danger Area'

Where a situation deteriorates to a point where the officer in charge of the Danger Area decides that it is necessary to withdraw response personnel from a Danger Area, a signal, comprising repeated sounding of a siren for ten seconds on, ten seconds off, will be given. All personnel should withdraw on hearing this signal to a pre-determined safe zone.

7.16.5 Physical Welfare of Mayo County Council Responders

Mayo County Council will put facilities in place for the provision of food and drink, rest facilities and sanitary facilities to its staff at the site of a prolonged emergency, to ensure that appropriate rest and refreshment facilities are provided for response personnel at the on-site and off-site locations.

7.16.6 Psycho-social Support for Mayo County Council Personnel

The demands of a major emergency will impact heavily on the resources, both human and material, of the responding agencies. Those who are particularly traumatised will require skilled professional help and this will be provided by Mayo County Council. Arrangements for this must be made in a way that ensures confidentiality and overcomes the cultural resistance in the emergency services to such a step. These facilities should also be made available to support staff, even if they are not directly involved at the scene, e.g. administration staff, drivers and communications staff.

7.17 Logistical Issues/ Protracted Incidents

7.17.1 Rotation of Front Line Staff

Front line rescue / field staff will be relieved at protracted incidents in accordance with the Local Authority Safety, Health and Welfare arrangements. Crews may be called upon, as appropriate from adjacent counties to assist and support the emergency.

7.17.2 Maintaining Normal Emergency Cover During a Major Incident

The Crisis Management Team in consultation with the Local Co-Ordination Group will make all arrangements to ensure that normal emergency cover is maintained in areas where resources have been depleted by the major emergency.

7.17.3 Initial and Ongoing Welfare of Field Staff

Staff welfare arrangements need to be given priority in the recovery stage of an incident, so that the needs of all staff, both emergency response teams and general staff (including management), are catered for.

Each Controller of Operations should ensure that appropriate rest and refreshment facilities are provided for response personnel at the site, as well as for survivors. Staff welfare must be considered at all times. Civil Defence may be called upon to provide or aid in the administration of such needs. Welfare facilities such as toilets etc may also be required. The Local Authority will strive and endeavour to provide meals to field staff every 4 to 5 hours during an incident.

7.18 Investigations

7.18.1 Investigation Arising from an Emergency

The scene of a suspected crime will be preserved until a complete and thorough examination has been made. An Garda Síochána will need to obtain evidence of the highest possible standard and will require that all evidence is left in situ, unless a threat to life or health prevents this. Statements may be required from the members of Mayo County Council Staff on their involvement.

7.18.2 Minimising Disruption of Evidence

The preservation of the site of a major emergency, which results from criminal action, is of paramount importance and should receive a priority rating from the outset. The first members of An Garda Síochána to arrive at the site of a major emergency where a suspected crime has been committed automatically incurs the responsibility of preserving the site. While the priority is the protection of life, the provisions of the Framework are intended to assist An Garda Síochána's investigative role.

Mayo County Council will have some role to play in the site clearance, demolition, clean-up operations, removal and disposal of debris and such activity is only to be done following consultation with and approval of An Garda Síochána (or other investigative body) to avoid the possible unnecessary destruction of evidence.

The priority of the response remains the protection of life.

7.18.3 Other Agencies with Statutory Investigation Roles

Depending on the nature of the Major Emergency, agencies other than An Garda Síochána may require access to the site for the purposes of carrying out an investigation. These agencies include:

- Health and Safety Authority (HSA)
- Air Accident Investigation Unit (AAIU)
- Environmental Protection Agency (EPA)

Any agency with an investigative mandate should liaise in the first instance with the On-Site Co-Ordinator, who will direct them to the Controller of Operations of An Garda Síochána.

7.19 Community / VIPs / Observers

7.19.1 Links with Communities of Affected Area(s)

Where communities are affected by a major emergency, effort should be made to establish contacts and links with the community utilising established links such as Community Groups, Public Representatives and Community Liaison Officers within in the community.

All requests for visits to the site or facilities associated with it should be referred to the Local Co-Ordination Group. Public representatives and other dignitaries may wish to attend the site of the emergency, as well as associated facilities, such as hospitals, to express sympathy on behalf of the public to the injured and bereaved, and to support the emergency response workers.

7.19.2 Arrangements for Receiving VIPs On-Site

Visits by dignitaries will usually require security arrangements and liaison with the media. It is important that the organisation of such visits does not distract from the response effort. As a general rule, VIPs should be advised not to visit sites where dangers still exist or where ongoing rescues are in progress.

7.19.3 Arrangements for National / International Observers

National and International observers may request to attend the incident. The presence of experts from other regions or jurisdictions, who wish to act as observers at an incident, can greatly enhance the operational debriefings and facilitate the process of learning lessons from the emergency. The Local Co-Ordination Group should make arrangements for any such observers.

7.20 Standing-Down the Major Emergency

7.20.1 Standing Down from Emergency Status

A decision to stand down the major emergency status of the incident at the site should be taken by the On-Site Co-Ordinator, in consultation with the other Controllers of Operations at the site and the Local Co-Ordination Group. A great deal of activity may continue at locations other than the site (such as the hospitals, temporary mortuary, etc.) after the major emergency is stood down at the site. The Local, Regional or National Co-Ordination Groups may need to continue their work after activities at the site have ceased.

As the situation is brought under control, Mayo County Council Controller of Operations should review the resources on site and reduce/stand down services in light of the changing situation. The On-Site Co-Ordinator should be consulted before a decision is made to stand down any service. Where organisations other than the principal response agencies have responded, they should be informed of the decision to stand them down by the Controller of Operations of the agency which mobilised them. Services operating at other locations should be stood down in a similar manner.

7.20.2 Operational Debriefing and Reporting

When the incident has ended, Mayo County Council will be obliged to give a debrief to the members of its service that were involved in the emergency. In addition, the two other agencies involved in the incident will hold a series of operational debriefs. Mayo County Council will review the inter-agency co-ordination aspects of the response after every stand-down of a major emergency.

A multi-agency debrief will then be held and lessons learned will be incorporated into this Plan. This review should be hosted by the lead agency and involve all services which were part of the response. The purpose of the review should be to formulate the lessons learned from the incident in relation to co-ordination and to document these.

Multi-agency debriefs should consider the contribution provided by other, non-emergency service agencies to expand the knowledge and learning process that debriefs should collate. This is notwithstanding the potential conflict of interest that may result in later investigations. This aspect should be considered when inviting agencies other than emergency services to the debrief.

Operational debriefs should not be confused with welfare sessions for staff, which should form part of the trauma support programmes arranged by individual organisations. The thrust of any such debriefs would be to identify areas for improvement in procedures, equipment and systems. They should not be forums for criticising the performance of others.

Debriefs should not interfere with or comment on investigations into the incident carried out by investigative or judicial authorities. It is important to realise that such debriefs and related documents would be disclosable to individuals involved in legal proceedings.

Agency Specific Elements and Sub-Plans

8.1 Agency Specific Elements and Sub-Plans

When planning and preparing for a Major Emergency it is important that all Major Emergency Plans tie in with the functions of the other Principal Response Agencies. A summary of functions of each Principal Response Agency is included in the following Appendices:

- Mayo County Council Appendix A11
- An Garda Síochána Appendix A12
- HSE West Appendix A13

Plan for Regional Level Co-Ordination

9.1 Regional Level Co-Ordination

Regional level major emergencies may be declared, with a Plan for Regional Level Co-ordination activated. This will provide for mutual aid, support and co-ordination facilities to be activated in a region, the boundaries of which are determined to suit the urgency of the emergency.

Mayo County Council belongs to the West region. This region incorporates the following counties;

- Mayo
- Roscommon
- Galway

A **Regional Level Major Emergency** may be declared where the nature of an emergency is such that:

- the resources available in the functional area of County Mayo where the incident happens do not appear to be sufficient to bring the situation under control in an expeditious and efficient manner; or
- the consequences of the emergency are likely to impact significantly outside of the functional area; or
- the incident(s) is spread across more than one Local Authority or Division of An Garda Síochána; or
- the incident occurs at or close to a boundary of several of the principal response agencies.

The Chair of the Local Co-Ordination Group will declare that a regional level major emergency exists and activate the Plan for Regional Level Co-Ordination. The boundaries of the actual “region” for response purposes should be determined by the lead agency, which has declared the regional level emergency, in light of the circumstances prevailing, or likely to develop. The regions for response purposes need not necessarily coincide with the designated regions for preparedness.

The lead agency which has declared the regional level emergency will convene and chair the Regional Co-Ordination Group.

Depending on the circumstances, the goal of regional co-ordination may be achieved by using:

- A single Regional Co-Ordination Centre; or
- A Regional Co-Ordination Centre supported by one or more Local Co-Ordination Centres.

Any of the nominated Local Co-Ordination Centres may be used as a Regional Co-Ordination Centre, or a specific Regional Centre may be designated for this purpose.

Links with National Emergency Plans

10.1 Supporting National Emergency Plans

In the event that a National Emergency Plan is activated the Mayo County Council Major Emergency Plan may be activated to support it. In contrast with major emergencies, the characteristics of these emergencies may include being non-site specific and occurring over an extended time period. In these situations the relevant National Emergency Plan will be activated by the Lead Government Department or the appropriate national body.

10.1.1 National Emergency Plan for Nuclear Accidents (NEPNA)

In the event of a nuclear emergency necessitating the activation of the NEPNA, senior representatives of each of the Departments/ Agencies will meet, in Dublin, at the Emergency Response Coordination Committee (ERCC). The Committee will be chaired by the Department of the Environment, Community and Local Government and will consider the expert advice provided by the Radiological Protection Institute of Ireland and other agencies regarding measures to protect the population. It will remain in session until the crisis has passed.

The Plan can be put into action whether the incident happens in Ireland, the UK or abroad. It lays out the pre-planned personal and public protection measures which will be put in place. The advice provided and the measures put in place will depend on the type of incident and the areas of the country that are affected.

Mayo County Council will assist and provide accommodation and welfare for evacuees and persons displaced by the emergency and will assist in the provision of food and rest facilities for personnel responding to the emergency. Mayo County Council will also ensure that the Fire Service will fulfil its normal functions in accident situations.

10.1.2 National Public Health (Infectious Diseases) Plan

A national plan has been drawn up by the HSE. See section 7.12 4 for details.

The Chief Executive will receive appropriate advice from the relevant Director of Public Health / Medical Officer of Health on public health matters which will guide them in their functions for their own major emergency plan.

10.1.3 Animal Health Plan

Mayo County Council have appointed a Local Authority Veterinary Inspector (LAVI) to provide advice and assistance in the event of an outbreak of an infectious animal disease within Co. Mayo. In addition to this a number of guidance documents have been prepared by the Department of Agriculture, Fisheries & Food which provide guidance on the role of Mayo County Council during an outbreak. A Foot and Mouth Disease (FMD) Operations Manual is currently in circulation and has been distributed to all Local Authorities. This manual contains information on how a response should be conducted on both National and Local level and the role of Mayo County Council during an outbreak of FMD.

<http://www.agriculture.gov.ie/footandmouth/footandmouthdiseaseoperationsmanual/>

A list of contingency measures has been drawn up by the Department of Agriculture in relation to an Avian Flu Outbreak in Ireland. In addition to this guidance has been released and distributed to all Local Authorities on whole House Gassing of Poultry in response to an Outbreak of Avian Influenza and the role which the fire service will conduct during an outbreak. All relevant Fire Services Personnel have received vaccinations as required by the Avian Flu Protocol.

http://www.agriculture.gov.ie/avian_influenza/

10.2 Activation of Plan on Request of the Irish Coast Guard

As Mayo is situated along the coast the major emergency plan may also be activated by any Principal Response Agency in response to a request from the Irish Coast Guard due to a threatened or actual emergency in the Irish Maritime Search and Rescue Region.

10.3 Activation of Plan on Request of Minister of Government

National bodies, operating in accordance with National Emergency Plans, may call upon the Mayo County Council to assist in responding to, or to perform their normal functions/ roles arising from, a national level emergency (Diagram 15). The envisaged roles can include:

- monitoring and/or reporting on the impact of the emergency in the functional area of the agency;
- undertaking pre-assigned roles in National Emergency Plans, such as coordinating/ implementing certain countermeasures in their functional area;
- undertaking relevant tasks following an emergency/crisis; or
- acting as a communications and co-ordination conduit.

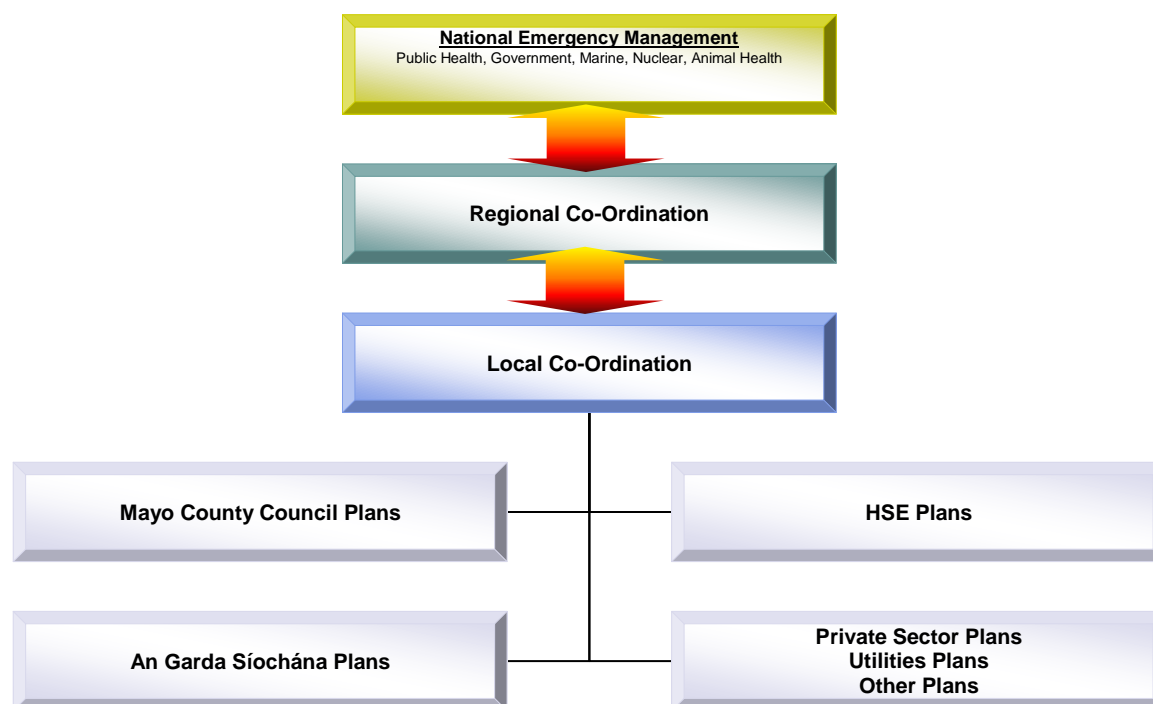


Diagram 15: Linking Major Emergency Plans with national and other Plans

Severe Weather Plans

11.1 Introduction

Severe weather emergencies may involve significant threats to infrastructure and vulnerable sections of the community. In the event of a major emergency involving severe weather, Mayo County Council will by default be designated as the lead agency. There is currently an arrangement that has been put in place by Met Éireann to issue public service severe weather warnings to all Local Authorities.

The target time for the issuing of a warning is 24 hours before the start of the event, but a warning may be issued up to 48 hours in advance when confidence is high. On Fridays and on the last 'normal' working day before a holiday period it may be appropriate to issue a preliminary warning or weather watch to the Local Authorities.

Mayo County Council have arrangements in place to respond to severe weather emergencies, whether a major emergency is declared or not. The Local and/or Regional Co-Ordination Centres for Major Emergency Management may be activated to manage the response to a severe weather event, whether a major emergency is declared or not.

11.1.1 Flooding Emergencies

A sub-plan is currently in place to deal with a flooding emergency. See Appendix F1.

11.1.2 Other Severe Weather Emergencies

A sub-plan is currently in place to deal with severe weather conditions that may range from severe gusts to severe snow.

A Winter-Ready Information Campaign is in place around the country to provide advice to the public and business through a dedicated website and associated booklet. The advice has been compiled from a number of sources including Government Departments, An Garda Síochána, the Health Service Executive, Local Authorities and the transport providers. The booklet, together with other related information, can be found at;

<http://www.mayococo.ie/en/Services/WinterReady/#winterready>

www.winterready.ie

Section 12

Site and Event Specific Arrangements and Plans

12.1 Introduction

The Risk Assessment process can aid identifying sites or events which would benefit from having a specific emergency plan. Plans are in place for the following:

- Ireland West Airport Knock (Site Specific Plan)
- McHale Park, Castlebar (Individual Event Management Plans)

12.2 SEVESO Sites

There are five sites in County Mayo designated 'Lower-Tier' and one 'Upper Tier' under the European Communities (Control of Major Accident Hazards Involving Dangerous Substances) Regulations, 2006 S.I. No. 74 of 2006.

NAME	ADDRESS	CLASSIFICATION
Atlantic Industries (t/a Ballina Beverages)	Killala Road, Ballina	Upper-Tier
Shell E&P Ireland Limited	Bellanaboy Bridge, Bellagelly South, Barnatra, Ballina	Upper-Tier
Brooklands Gas Ltd	"Brookfield", Church Rd., Ballina	Lower-Tier
Calor Teoranta	Ballindine Road, Claremorris	Lower-Tier
Flogas Ireland Ltd	Hazelhill, Ballyhaunis	Lower-Tier

As per HSA list issued 9th September 2015

Also, see sections 3.2 and 3.5 for further information

External Emergency Plans have been completed for the two Upper Tier Sites. These are available to view at

<http://www.mayococo.ie/en/Services/FireService/ExternalEmergencyPlans/>

The Recovery Phase

13.1 Introduction

As the incident progresses towards the recovery phase, the emergency services will need to consider a formal handover to the Local Authorities in order to facilitate the Council's leading role in the return to normality, the rehabilitation of the community and restoration of the environment.

13.1.1 Supporting Individuals and Communities to Recover

It is in the later stages of a major incident (the recovery period and return to normality) that Mayo County Council's involvement may be prolonged and extensive. The specific requirements for Mayo County Council in the recovery phase are:

- Clean-up
- Rebuilding the community and infrastructure
- Supporting the recovery of affected communities
- Responding to community welfare needs (e.g. housing, water)
- Restoration of services

The support provided by Mayo County Council is based upon a wide range of skills and resources drawn from its day-to-day operations such as:

- Technical and engineering advice;
- Building control;
- Road services;
- Public health and environmental issues;
- Provision of reception centre's;
- Re-housing and accommodation needs;
- Transport;
- Social services;
- Psychosocial support;
- Help lines; and
- Welfare and financial needs.

13.1.2 Public Appeals and External Aid

The Government has instituted hardship relief schemes, administered by the Red Cross, in the aftermath of an emergency. The British Red Cross Disaster Appeals Scheme (the DAS), inaugurated in 1991, is a comprehensive guide to setting up a post disaster appeal fund or funds with national level support, especially that of the retail banks and the Post Office. The function of public appeals will be to raise funds to assist the victims of a disaster. The Irish Red Cross will provide advice on how to set up public appeals.

13.2 Clean-Up

Mayo County Council in consultation with the EPA should commence clean up of the site, including the removal of debris and contaminated waste as soon as possible after the incident. This must be done without hindering the investigation process. Careful consideration must be provided for the removal of decontaminated debris to locations that will not affect communities.

13.2.1 Arrangements for Site Clean-Up and Decontamination

Mayo County Council shall undertake the following functions after the stand-down of a Major Emergency with respect to clean up of the area/s affected by the incident:

- Arrange and oversee the clean-up of the affected area/s
- Engage any specialist contractors required to assist with recovery operations
- Arrange for the site clearance, demolition, clear-up operations, removal and disposal of debris

13.3 Restoration of Infrastructure And Services

Mayo County Council must ensure that it's critical services are restored as quickly as possible. A Business Continuity Plan should be drawn up to meet these demands.

13.3.1 Procedures and arrangements for monitoring the situation

The co-ordination of emerging recovery issues may arise on the agendas of the Local, Regional or National Co-Ordination Groups from the earliest stages of the response phase. For this reason, the arrangements for co-ordination of response should continue to operate during the transition from response stage to recovery stage. At a point when the issues on the agendas of Co-Ordination Groups are largely recovery focused, it may be appropriate to re-title the group as the Local, Regional or National Recovery Co-Ordination Group. From the earliest stage, it may be appropriate also for the Local, Regional or National Co-Ordination Group to appoint a Recovery Working Group to plan ahead.

It is recommended that the Crisis Management Team should continue to function until the issues arising in the response phase are more appropriately dealt with by the agency's normal management processes.

13.3.2 Procedure for Liaison with Utilities

The utility companies may need to be mobilised in the recovery phase in order to provide essential services such as gas, water and electrical supplies and communications facilities. The senior representative of the utilities companies will liaise directly with the appropriate senior officer of Mayo County Council who will remain in consultation with the On-Site Co-Ordinator.

13.3.3 Determination of Priorities

The demands of a major emergency will impact heavily on resources, both human and material, of the responding agencies. Consideration needs to be given to managing the conflicting demands of the immediate emergency response, the longer term recovery and the maintenance of normal services.

13.3 Protection Measures against Continuing Hazards.

The Recovery phase of the emergency may extend for days or weeks after the Major Emergency has been stood down. This phase may involve Mayo County Council staff working in the field on clean up or restoring council services to the effected areas. During this phase the senior staff member of each council section should be aware of hazards that arise as the situation changes and as such should periodically carry out a dynamic risk assessment to ensure the continuing safety of all Council staff.

Review of the Major Emergency Plan

14.1 Annual Review of Mayo County Council Major Emergency Plan

An internal review of the Major Emergency Plan will be undertaken by Mayo County Council annually. The review will include;

- Updating names and contact details of individuals that hold key positions in the Major Emergency plan
- Updating the risk holders within the functional area of Mayo County Council
- Update names and numbers of utility companies, private companies etc
- Review current risk assessments and update as required.
- Plan exercises

14.2 External Review of Mayo County Council Major Emergency Plan

Multi agency reviews must also be conducted on an annual basis between the principle response agencies on both a local and regional level basis. This will include updating and amending the plans as mentioned above.

14.2.1 Review of Plan by Regional Major Emergency Group

Multi agency reviews must be conducted on an annual basis between the principle response agencies on both a local and regional level basis. This will include reviewing and reporting on the co-ordination function of the agencies.

14.2.2 Review of Plan by Government Departments

The Mayo County Council Major Emergency Plan Appraisal will be reviewed and validated by the Department of the Environment, Community and Local Government. Any issues arising from the review will be referred to Mayo County Council for appropriate action.

14.3 Major Emergency Plan Review After Every Activation

If the plan has been activated, then once complete each of the services and agencies involved in the incident will hold a series of operational debriefs. Initially these will be confined to each particular service, but later a multi-agency debrief will be held and lessons learned will be incorporated into this plan and other service documents, as appropriate.

14.3.1 Internal Mayo County Council Report After Each Activation.

The Major Emergency Plan for Mayo County Council and the performance of the Local Authority as a principal response agency will be reviewed after a major incident within the county/ region or even national, to ensure any improvements or changes are incorporated into the plan. Should any new risks become apparent in the County, the plan will be reviewed to reflect this.

14.3.2 External Joint PRA Report After Each Activation

Multi-agency debriefs should consider the contribution provided each PRA, as well as other, non-emergency service agencies and groups. This is notwithstanding the potential conflict of interest that may result in later investigations. This aspect should be considered when inviting agencies other than emergency services to the 'debrief'.

Comhairle Chontae Mhaigh Eo

Mayo County Council

MAJOR EMERGENCY PLAN

PART 1



APPENDICES A

- A1 Major Emergency Mobilisation Procedure**
- A2 Local Co-Ordination Group Mobilisation Procedure**
- A3 Procedure to Notify Department of the Activation of a Major Emergency Plan**
- A4 Local Television and Radio Contact Information**
- A5 Risk Assessment for Mayo County Council**
- A6 Mandate of On-Site Co-Ordinator**
- A7 Mandate of Crisis Management Team Mandate**
- A8 Mandate of Controller of Operations**
- A9 Mandate of Lead Agency**
- A10 Mandate of Chair of Local Co-Ordination Group**
- A11 Summary of the functions of Mayo County Council**
- A12 Summary of the functions of An Garda Síochána**
- A13 Summary of the functions of Health Service Executive**
- A14 List of Embassies**
- A15 Glossary**
- A16 Abbreviations**

Major Emergency Mobilisation Procedure

Major Emergency Mobilisation Procedure

The Major Emergency Mobilisation Procedure is co-ordinated by WRFC.

Declaration of Major Emergency by a Member of Mayo County Council

- Verify that the person declaring the Major Emergency is authorised to do so (Appendix B1)
- If the caller is not authorised to declare a major emergency, then the information should be passed to the Rostered Senior Fire Officer
- Request details of the emergency using the mnemonic METHANE
 - M Major Emergency Declared
 - E Exact location of the emergency
 - T Type of Emergency (Transport, Chemical, etc.)
 - H Hazards, present and potential
 - A Access / egress routes
 - N Number and type of Casualties
 - E Emergency service present and required
- Inform both An Garda Síochána and HSE West that a Major Emergency has been declared
 - An Garda Síochána Headquarters, Castlebar (094) 90 38200
 - HSE West, National Ambulance Service 999 / 112
 - The message format shall be:

This is (Name, rank) in the West Region Fire Control, Castlebar. Mayo County Council has activated its Major Emergency Plan.

The details of the major Emergency are: (Use METHANE to transfer information)

Declaration of Major Emergency by An Garda Síochána or HSE West

- If the Major Emergency has been declared by either of the other PRAs (An Garda Síochána or HSE) in county Mayo, WRFC shall contact the RSFO in order to activate the Major Emergency Plan for Mayo county Council.
- WRFC shall contact the other two communication centres to confirm that the plan has been activated.
- The formatted message to be used shall be:

This is (Name, rank) in the West Region Fire Control, Castlebar. We have received a call from (HSE or An Garda Síochána) that a Major Emergency has been declared. The Mayo County Council Major Emergency Plan has now been activated.

Mobilising Mayo County Council Staff.

The mobilisation Procedure is implemented by WRFC. WRFC may use the SADIAN Text Messaging System to initiate the Mobilisation Procedure.

- Contact the Controller of Operations or designated alternate (Appendix B2)
- Contact the Chief Executive or designated alternate (Appendix B3)
- Make contact with persons or designates for each role as per Appendix B2
- Notify all key contacts (Appendix B3) that a major emergency has been declared.
- Notify DECLG dept of declaration of a Major Emergency (Appendix A3)
- Proceed to Appendix A2 to mobilise the Local Co-Ordination Group.

Appendix A2

Local Co-Ordination Group Mobilisation Procedure

Local Co-ordination Group Mobilisation Procedure

- WRFC will contact the Facility manager to ensure that the Local Co-Ordination Centre set-up is underway.
- WRFC will contact the Controller of Operations and query which PRA is the Lead Agency.

If Mayo County Council is the Lead Agency,

- WRFC will contact the Mayo County Council Representative on the Local Co-Ordination Group and advise him/her that Mayo County Council is the Lead Agency. They will also request the following information:
 - Time to be communicated for first meeting.
 - Location for the meeting (Usually Áras an Chontae, Castlebar).
 - If any additional person(s) should attend the meeting.
- WRFC will contact the Communications Centres of the other PRAs and request that they relay the above information to their representatives on the Local Co-ordination Group.
- WRFC will also request the name and contact details of their respective representatives on the Local Coordinating Group.
- WRFC will then pass these details to the Mayo County Council Representative.

If Mayo County Council is not the Lead Agency,

- WRFC will contact the Mayo County Council Representative on the Local Co-Ordination Group and advise him/her which PRA is the Lead Agency.
- WRFC will then contact the communications centre of the Lead Agency and provide the name and contact details of the Mayo County Council Representative.
- WRFC will request the following information from the Lead Agency:
 - Location for the meeting (Usually Áras an Chontae, Castlebar).
 - Time of the first meeting.
 - If any additional person(s) should attend the meeting.
- WRFC will then relay the above information to the Mayo County Council representative on the Local Co-ordination Group.

PROCEDURE TO NOTIFY DEPT. OF ACTIVATION OF PLAN

MEM C/L 05 – 08
ANNEX 1
Framework for Major Emergency Management
Format for Notifying D/EHLG of Declaration of a Major Emergency
Dial 1 800 303 063

Date _____

Time _____

Mayo County Council Notification of Declaration of Major Emergency Plan

NOTIFICATION

This is (Name and Position) from WRFC. In accordance with the provisions of the Framework for Major Emergency Management, I am requesting you to inform the Department of Environment, Community and Local Government that a major emergency has been declared in county Mayo.

I can be contacted at (specify number):

The details (where known at this stage) are as follows:

Major Emergency declared :
By whom :
Time of Declaration :
Exact Location: :
Type of Emergency Situation :
Lead Agency (Where known) :
Local Co-ordination Centre :

EXERCISES and PHONE LINE TESTS

Where this notification function is being exercised, the above NOTIFICATION message should be prefaced by and ended with the words

“THIS IS AN EXERCISE, I REPEAT, THIS IS AN EXERCISE”

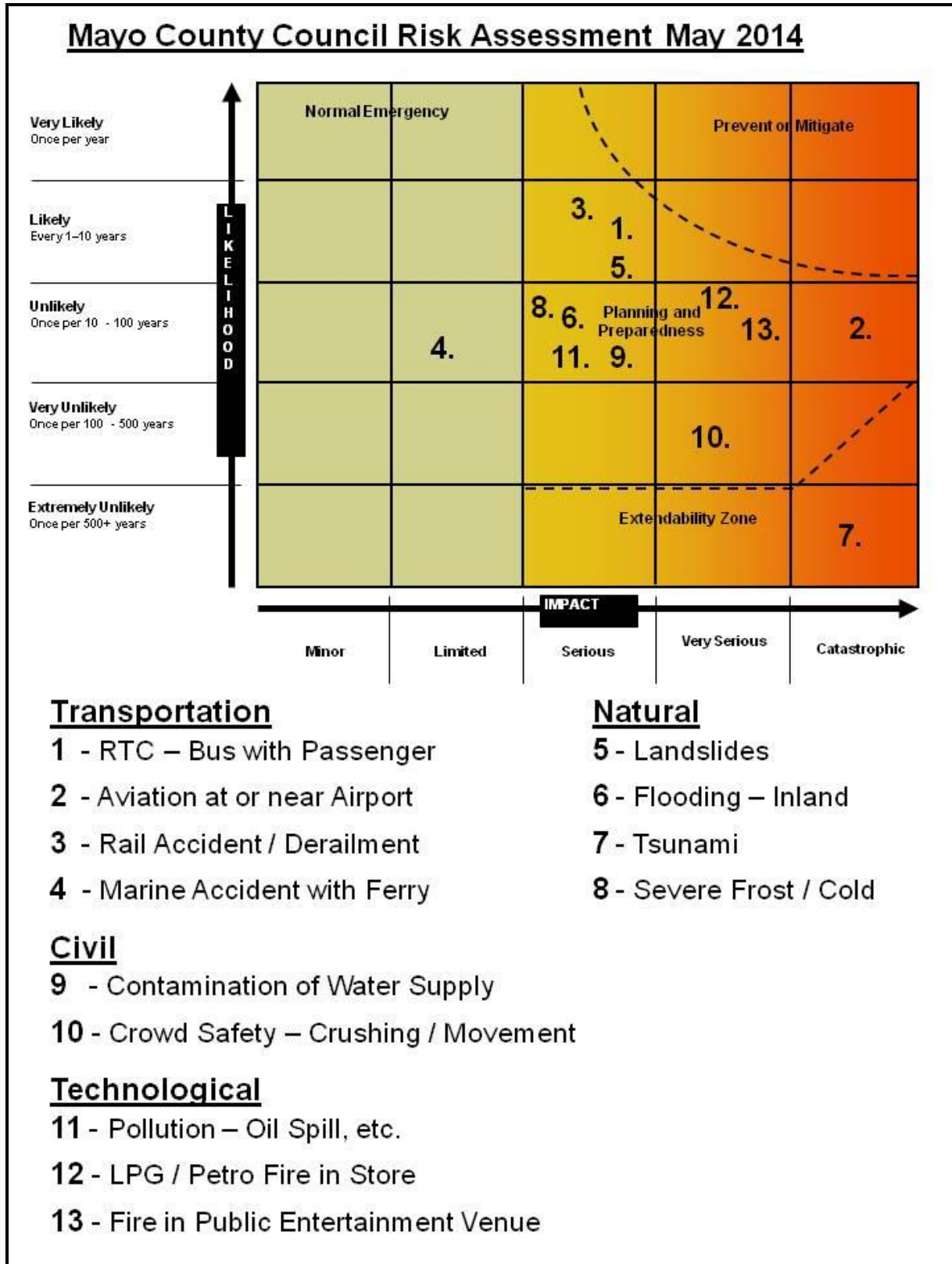
Separately when the contact number is being tested the message must identify which local authority is testing the line and the words **“PHONE LINE TEST ONLY”** must be used

Appendix A4

LOCAL TELEVISION AND RADIO CONTACT INFORMATION

Station	Contact	Telephone No.	Email
RTE			
	TV News	(01) 2082177	newsdesk@rte.ie
	Radio News	(01) 2082232	
	Morning Ireland	(01) 2082705	
	Castlebar	(094) 9022077	ceartlar@rte.ie
	Castlebar Fax	(094) 9024293	
TV3	News	(01) 4193344	news@tv3.ie
	Fax	(01) 4193322	
TG4	TG4	(091) 505066	nuacht@tg4.ie
	Fax	(091) 505005	
Today Fm	Today Fm	(01) 8049064	news@todayfm.com
	Fax	(01) 8049096	
Mid-West Radio	News	(094) 9630985	teresa@midwestradio.ie
	News	(094) 9630986	
	Emergency(Teresa)	(087) 2307978	
	Fax No	(094) 9630285	
Galway Bay FM	News	(091) 770000	news@galwaybayfm.ie
Radio na Gaeltachta	Galway	(091) 506677	rnag@rte.ie
	Fax	(091) 506688	
UTV Ireland		(01) 8509800	news@utv.ie

Mayo County Council Risk Assessment



Appendix A6

Mandate of the On-site Co-Ordinator

- To assume the role of On-Site Co-Ordinator when the three controllers determine the lead agency. Once appointed s/he should note the time and that the determination was made in the presence of the two other controllers on site;
- To inform all parties involved in the response that s/he has assumed the role of On-Site Co-Ordinator;
- To determine which facility should be used as the On-Site Co-Ordination Centre.
 - Depending on the circumstance, this may be a vehicle designated for the task, a specific, purpose-built vehicle, a tent or other temporary structure or an appropriate space/building adjacent to the site, which can be used for coordination purposes;
- To ensure involvement of the three principal response agencies and the principal emergency services (and others, as appropriate) in the On-Site Co-Ordination Group;
- To ensure that mandated co-ordination decisions are made promptly and communicated to all involved;
- To ensure that a Scene Management Plan is made, disseminated to all services and applied;
- To develop an auditable list of Actions (an Action Plan) and appoint an Action Management Officer where necessary;
- To determine if and what public information messages are to be developed and issued after consultation with all Controllers of Operations;
- To ensure that media briefings are co-ordinated;
- To ensure that pre-arranged communications (technical) links are put in place and operating;
- To ensure that the information management system is operated, including the capture of data for record-purposes at regular intervals;
- To ensure that the ownership of the lead agency role is reviewed, and modified as appropriate;
- To ensure that inter-service communication systems have been established and that communications from site to the Local Co-Ordination Centre have been established and are functioning;
- To exercise an over-viewing role of all arrangements to mobilise additional resources to the site of the major emergency, and to track the status of mobilisation requests, and deployment of additional resources;
- to ensure that, where the resources of an individual principal response agency do not appear to be sufficient to bring a situation under control, or the duration of an incident is extended, support is obtained via mutual aid arrangements with neighbouring principal response agencies;
- To determine, at an early stage, if ongoing assistance is required from casual volunteers, so that An Garda Síochána's cordoning arrangements can take account of this;
- To co-ordinate external assistance into the overall response action plan;
- To ensure that, where appropriate, pastoral services are mobilised to the site and facilitated by the principal response agencies in their work with casualties;
- To work with the Health Service Executive Controller to establish the likely nature, dimensions, priorities and optimum location for delivering any psycho-social support that will be required, and how this is to be delivered and integrated with the overall response effort;

- To decide to stand down the major emergency status of the incident at the site, in consultation with the Controllers of Operations, and the Local Co-Ordination Group;
- To ensure that all aspects of the management of the incident are dealt with before the response is stood down; and,
- To ensure that a report on the co-ordination function is prepared in respect of the major emergency after it is closed down, and circulated (first as a draft) to the other services that attended.
- Chair the “On-Site Co-Ordination Group”.
- The Onsite Co-Ordination Group should comprise of the controllers of operations of the other two agencies, an Information Management Officer, a Media Liaison Officer, an Action Management Officer (where considered appropriate), representatives of other agencies and specialists as appropriate.

Mandate of the Crisis Management Team

The Crisis Management Team is a strategic level management group within each principal response agency, which is assembled during a major emergency to:

- manage, control and co-ordinate the agency's overall response to the situation;
- provide support to the agency's Controller of Operations on site and mobilise resources from within the agency or externally as required;
- liaise with national head quarters, in the case of An Garda Síochána and the Health Service Executive, and relevant Government Departments on strategic issues; and
- Ensure appropriate participation of the agency in the inter-agency co-ordination structures.

The members of the Crisis Management Team are usually the senior managers of the agency, who will meet at a pre-arranged location (usually in the agency's headquarters) designated for this use. The use of the Crisis Management Teams within each of the principal response agencies facilitates the mobilisation of senior staff to deal with the crisis, in light of the evolving situation, rather than leaving multiple roles to a small number of individuals who hold key positions. In this way, the objectives of prioritising and managing a protracted crisis can be dealt with effectively, while keeping the day-to-day business running.

The Crisis Management Team provides support to the principal response agency's representative at the Local Co-ordination Group, supports their own Controller of Operations on site and maintains the agency's normal day-to-day services that the community requires.

Mandate of the Controller of Operations

- To make such decisions as are appropriate to the role of controlling the activities of his/her agency's services at the site (Controlling in this context may mean setting priority objectives for individual services; command of each service should remain with the officers of that service.);
- To meet with the other two controllers and determine the lead agency;
- To undertake the role of On-Site Co-Ordinator, if part of the lead agency;
- To participate fully in the site co-ordination activity, including the establishment of a Site Management Plan; (Refer to Section 7.9)
- Where another service is the lead agency, to ensure that his/her agency's operations are co-ordinated with the other principal response agencies, including ensuring secure communications with all agencies responding to the major emergency at the site;
- To decide and request the attendance of such services as s/he determines are needed;
- To exercise control over such services as s/he has requested to attend;
- To operate a Holding Area to which personnel from his/her agency will report on arrival at the site of the major emergency and from which they will be deployed;
- To requisition any equipment s/he deems necessary to deal with the incident;
- To seek such advice as s/he requires;
- To maintain a log of his/her agency's activity at the incident site and decisions made;
- To contribute to and ensure information management systems operate effectively;
- To liaise with his/her principal response agency's Crisis Management Team on the handling of the major emergency.
- The Controller of Operations is empowered to make all decisions relating to his/her agency's functions, but must take account of decisions of the On-Site Co-Ordination Group in so doing.
- The onsite controller will be supported in his role by senior members from Mayo County Council. Support will be provided from the Onsite Co-Ordination Centre and the Local Co-Ordination centre.
- Each Controller of Operations should ensure that, where the resources of his/her individual principal response agency do not appear to be sufficient to bring a situation under control, or the duration of an incident is extended, support is obtained via mutual aid arrangements with neighbouring principal response agencies. Local Authorities in the West Region will support each other on a mutual aid basis.
- In situations where more than one local authority is involved in the response (due to emergency size or location), a single Controller of Operations must agreed upon.
- Not all emergencies are site specific and in the event of an incident over a wide area or multi site, the controller of operations for Mayo County Council must ensure the agency is represented on the Controllers support team. MCC will continue to exercise command over its own services across all areas of the emergency.

MANDATE OF LEAD AGENCY

- The Lead Agency, will carry out the function of co-ordinating the incident (in addition to its own functions) and it will lead all the co-ordination activity associated with the emergency both on-site and off-site, ensuring that a high level of co-ordination is achieved throughout the duration of the incident
- Ensure involvement of the three principal response agencies and the principal emergency services in sharing information on the nature of the emergency situation;
- Ensure involvement of the range of organisations (other than principal response agencies) who may be requested to respond in co-ordination activities and arrangements;
- Ensure that mandated co-ordination decisions are made promptly and communicated to all involved;
- Ensure that site management issues are addressed and decided;
- Ensure that public information messages and media briefings are co-ordinated and implemented;
- Ensure that pre-arranged communications (technical) links are put in place and operating;
- Operate the generic information management systems;
- Ensure that the ownership of the lead agency role is reviewed, and modified as appropriate;
- Ensure that all aspects of the management of the incident are dealt with before the response is stood down;
- Ensure that a report on the co-ordination function is prepared in respect of the emergency after it is closed down, and circulated (first as a draft) to the other services which attended.
- Implement a Local Co-Ordination Group mobilization procedure.
- Table: Pre-nominated Lead Agencies for Different Categories of Emergency

Emergency Incident Type	Initial Pre-nominated Lead Agency	Likely change
Road Traffic Accident(1)	An Garda Síochána	To Local Authority when involving Hazardous Materials
Hazardous Material	Local Authority(2)	
Fire	Local Authority	
Train Crash	Local Authority	To An Garda Síochána when rescue phase complete
Aircraft Incident	Local Authority	To An Garda Síochána when fire-fighting / rescue phase complete
Rescue	Local Authority	
Weather Related	Local Authority	
Biological Incident	Health Services	
Open Country Search and Rescue (low land)	An Garda Síochána	
Open Country Search and Rescue (high land)	An Garda Síochána(3)	
Public order / Crowd Events	An Garda Síochána	
CCBRN(4) Conventional(5) Chemical Biological Radiological Nuclear(6)	An Garda Síochána	Local Authority Health Service Ex. Local Authority Local Authority
Accidental Explosions / Building Collapse		To An Garda Síochána to investigate when search and rescue completed
Environmental / Pollution	Local Authority	
Marine Emergency impacting on shore	Local Authority (7)	
Water Rescue inland	An Garda Síochána(8)	

Notes:

- (1) Road traffic accident in this context excludes Road Traffic accidents involving Hazardous Materials (other than fuel in vehicles).
- (2) As its principal emergency service, the fire service is assigned initial responsibility for each category where Mayo County Council is designated as lead agency, as it is likely to be the first attendance of that agency at the site. This may become a broader Local Authority function at a later stage of the major emergency.
- (3) An Garda Síochána may be assisted by specialist groups, such as Mountain Rescue teams.
- (4) Where terrorist involvement is suspected, An Garda Síochána should assume the lead role, regardless of the agent. Should it subsequently transpire that there is no terrorist involvement; the lead agency may change as indicated above.
- (5) The Defence Forces, when requested, will assist An Garda Síochána, in an Aid to the Civil Power role, with Explosive Ordnance Disposal (EOD) teams, at suspected terrorist incidents. Additional Defence Forces support in an Aid to the Civil Power role may be sought, if required.
- (6) It is envisaged that Local/Regional involvement would arise only on foot of activation under the National Emergency Plan for Nuclear Accidents (NEPNA).
- (7) The Irish Coast Guard has responsibility for co-ordinating response to marine emergencies at sea. The Irish Coast Guard may, in certain circumstances, request the principal emergency services to assist them offshore. When the Irish Coast Guard request the declaration of a major emergency, where casualties are being brought ashore (or pollution is coming, or threatening to come ashore), the onshore response will be co-ordinated by Mayo County Council.
- (8) The Irish Coast Guard has responsibility for receiving 999/112 calls and the mobilising of resources to Inland Waterway emergencies. The Framework provides that An Garda Síochána should be the principal response agency to undertake initial co-ordination at inland waterway emergencies. After the initial response, this role may be re-assigned, following consultation between the Irish Coast Guard and An Garda Síochána.

MANDATE OF CHAIR OF LOCAL CO-ORDINATION GROUP

- Group will be chaired by representative of lead organisation.
- Provide strategic level management for the immediate, medium, and long term consequences of the incident.
- To contact the nominated members of the Local Co-Ordination Group and confirm which Local Co-Ordination Centre will be used for the major emergency, the time at which the Group will convene and any other arrangements necessary to facilitate the Local Co-Ordination Group in performing its functions;
- To activate the Local Co-Ordination Centre and the appropriate support arrangements required to facilitate the Local Co-Ordination Group;
- To chair the Local Co-Ordination Group and exercise the mandates associated with this position. The Local Co-Ordination Group will comprise representatives of the other two principal response agencies, an Information Management Officer, a Media Liaison Officer, an Action Management Officer, where considered appropriate, Regional Major Emergency representatives of other agencies and specialists as appropriate;
- To decide, if necessary, and to declare a regional major emergency;
- To activate a Regional Co-Ordination Group (if necessary); and
- To ensure that a report on the co-ordination function is prepared in respect of the major emergency after it is closed down, and circulated (first as a draft) to the other services involved.
- Establish high level objectives for the situation, and give strategic direction to the response;
- Determining and disseminating the overall architecture of response co-ordination; anticipating issues arising;
- Providing support for the on-site response;
- Resolving issues arising from the site;
- Ensuring the generic information management system is operated;
- Taking over the task of co-ordinating the provision of information for the public as soon as it meets and using all available channels to make concise and accurate information available;
- Decide, and take action to manage public perceptions of the risks involved, as well as managing the risks, during emergencies that threaten the public;
- Co-ordinate and manage all matters relating to the media, other than on-site;
- Establishing and maintaining links with the Regional Coordination Centre (if involved);
- Establishing and maintaining links with the lead Government Department/National Emergency Co-Ordination Centre;
- Ensuring co-ordination of the response activity, other than the on-site element;
- Deciding on resource and financial provision;
- Taking whatever steps are necessary to start to plan for recovery.

Summary of the functions of Mayo County Council

Mayo County Council will undertake the following responsibilities in response to an emergency being declared;

- declaration of a Major Emergency and notifying the other two relevant principal response agencies;
- mobilisation of predetermined resources and activating predetermined procedures in accordance with its Major Emergency Mobilisation Procedure;
- acting as lead agency, where this is determined in accordance with Section 7 and undertaking the specified coordination function;
- protection and rescue of persons and property;
- controlling and/or extinguishing of fires;
- dealing with hazardous material incidents including: identification, containment, neutralisation and clearance of chemical spills and emissions; or decontamination (other than clinical decontamination) on-site of persons affected (under medical supervision where necessary);
- advising on protection of persons threatened, by sheltering or evacuation;
- arranging/overseeing clean-up of affected areas;
- limiting damage to infrastructure and property;
- provision of access/transport to/from the site of the emergency;
- provision of additional lighting required, beyond what the principal emergency services normally carry;
- assisting An Garda Síochána to recover bodies, when requested;
- support for An Garda Síochána forensic work;
- support for the Coroner's role, including provision of temporary mortuary facilities;
- accommodation and welfare¹ of evacuees and persons displaced by the emergency;
- provision of food, rest and sanitary facilities as appropriate for personnel involved in the response to the emergency;
- engaging any specialist contractors required to assist with emergency operations;
- exercising control of any voluntary or other service which it mobilises to the site;
- liaison with utilities regarding restoration/maintenance/or enhancing services provided to the site or to persons affected;
- site clearance, demolition, clear-up operations, removal and disposal of debris²;
- monitoring and / or reporting on the impact in its functional area of any emergency / crisis which falls within the ambit of a "National Emergency", and coordinating³/ undertaking any countermeasures in its functional area which are required/ recommended by an appropriate national body;
- any other function, related to its normal functions, which is necessary for the management of the emergency/crisis;
- any function which the On-Site Co-Ordination Group requests it to perform; and,
- Maintaining essential Local Authority services (e.g. roads availability, fire and emergency operations cover, public water supply, waste water treatment, waste disposal) during the major emergency.

¹ Welfare in this case is intended to mean food, bedding, sanitary and washing facilities.

² This should be done after consultation with An Garda Síochána to avoid the possible destruction of evidence.

³ Mayo County Council should co-ordinate local aspects of National Emergency Plan for Nuclear Accidents.

Summary of the functions of An Garda Síochána

An Garda Síochána should undertake the following responsibilities in response to an emergency being declared;

- declaration of a Major Emergency and notifying the other two relevant principal response agencies;
- mobilisation of predetermined resources and activating predetermined procedures in accordance with its Major Emergency Mobilisation Procedure;
- requesting assistance from the Defence Forces in line with agreed protocols, MOUs, SLAs and current practices;
- acting as lead agency, where this is determined in accordance with Section 7, and undertaking the specified co-ordination function;
- maintaining law and order;
- implementing agreed site plan/management arrangements, as appropriate;
- traffic management;
- crowd control;
- implementing agreed aspects of evacuation procedures;
- informing the public, as necessary and on the advice of the competent authorities, of actual or potential dangers arising from the emergency;
- co-ordinating/conducting searches for missing persons;
- assisting and directing survivors/uninjured persons away from the site (and any danger area) to places of safety;
- collecting information on casualties and survivors;
- arrangements in respect of the dead, in association with the Coroner;
- recovery of bodies;
- provision of casualty bureau/casualty information service;
- preservation of the site;
- collection of evidence and forensic work¹
- assisting the Coroner in the case of fatal casualties, inquiries or criminal proceedings;
- engaging any specialist contractors required to assist with emergency operations;
- exercising control of any voluntary or other service which it mobilises to the site;
- monitoring and/or reporting on the impact in its functional area of any emergency/crisis which falls within the ambit of a “National Emergency”, and
- undertaking any countermeasures in its functional area which are required/recommended by an appropriate national body;
- any other function, related to its normal functions, which is necessary for the management of the emergency/crisis;
- any function which the On-Site Co-Ordination Group requests it to perform; and,
- maintaining essential Garda services during the Major Emergency.

¹ Precedence should only be given to this activity where it will not interfere with the protection of life, the rescue of live casualties, and the treatment of casualties.

Summary of the functions of the Health Service Executive

Health Service Executive should undertake the following responsibilities in response to an emergency being declared;

- declaration of a Major Emergency and notifying the other two relevant principal response agencies;
- mobilisation of predetermined resources and activating predetermined procedures in accordance with its Major Emergency Mobilisation Procedure;
- acting as lead agency, where this is determined in accordance with Section 7, and undertaking the specified co-ordination function;
- provision of medical advice and assistance;
- provision of medical aid to casualties at the site;
- triage of casualties, and assigning them to hospitals for evacuation;
- casualty evacuation and ambulance transport;
- provision of hospital treatment;
- provision of psycho-social support to persons affected by the emergency;
- certification of the dead;
- support for An Garda Síochána's forensic work;
- support for the Coroner's role;
- provision of community welfare services¹
- clinical decontamination and decontamination of contaminated persons on arrival at hospital;
- advising and assisting An Garda Síochána and Local Authorities on public health issues arising;
- exercising control of any voluntary or other service which it mobilises to the site;
- monitoring and/or reporting on the impact in its functional area of any emergency / crisis which falls within the ambit of a "National Emergency", and coordinating² / undertaking any countermeasures in its functional area which are required/recommended by an appropriate national body;
- any other function, related to its normal functions, which is necessary for the management of the emergency/crisis;
- any function which the On-Site Co-Ordination Group requests it to perform; and,
- maintaining essential health services during the Major Emergency.

¹ Welfare in this case is intended to mean the normal community welfare support services.

² The Health Service Executive should co-ordinate local aspects of the National Public Health (Infectious Diseases) Emergency Plan.

Appendix A14

LIST OF EMBASSIES

ARGENTINA	EMBASSY OF THE ARGENTINE REPUBLIC 15 Ailesbury Drive, Ballsbridge, Dublin 4 embassyofargentina@eircom.net	Tel: 01 269 1546 / 01 269 1713 Fax: 01 260 0404
AUSTRALIA	AUSTRALIAN EMBASSY 7th Floor, Fitzwilton House, Wilton Terrace, Dublin 2 austrembdublin@dfat.gov.au	Tel: 01 664 5300 Fax: 01 678 5185
AUSTRIA	AUSTRIAN EMBASSY 15 Ailesbury Court / 93 Ailesbury Road, Ballsbridge, Dublin 4 dublin-ob@bmeia.gv.at	Tel: 01 269 4577 / 01 269 1451 Fax: 01 283 0860.
BELGIUM	EMBASSY OF BELGIUM 1 Elgin Road, Ballsbridge, Dublin 4 dublin@diplobel.fed.be	Tel: 01 631 5284 / 01 631 5285 Fax: 01 631 5283
BRAZIL	EMBASSY OF THE FEDERATIVE REPUBLIC OF BRAZIL Block 8, 6 th Floor, Harcourt Centre Charlotte Way , Dublin 2 brasemb.dublin@itamaraty.gov.br	Tel: 01 475 6000 / 01 416 1202 / 01 416 1204 Fax: 01 475 1341.
BULGARIA	EMBASSY OF THE REPUBLIC OF BULGARIA 22 Burlington Road, Ballsbridge, Dublin 4 bulgarianembassydublin@eircom.net	Tel: 660 3293 Fax: 01 660 3915.
CANADA	EMBASSY OF CANADA 3rd Floor, 7/8 Wilton Terrace, Dublin 2 dubl@international.gc.ca	Tel: 01 234 4000 Fax: 01 234 4001
CHILE	EMBASSY OF CHILE 44 Wellington Road, Ballsbridge, Dublin 4 echile@embachile.net	Tel: 01 667 5094 Fax: 01 667 5156.
CHINA	EMBASSY OF THE PEOPLE'S REPUBLIC OF CHINA 40 Ailesbury Rd., Dublin 4 chinaemb_ie@mfa.gov.cn	Tel: 01 269 1707 / 01 260 1119 Fax: 01 283 9938
CROATIA	EMBASSY OF THE REPUBLIC OF CROATIA Adelaide Chambers, Peter Street, Dublin 8 croatianembassy@eircom.net	Tel: 01 476 7181 / 01 476 7182 Fax: 01 476 7183
CUBA	EMBASSY OF THE REPUBLIC OF CUBA 2 Adelaide Court, Adelaide Road, Dublin 2 Trujillo@eircom.net	Tel: 01 475 0899 / 01 475 2999 Fax: 01 475 3674.
CYPRUS	EMBASSY OF THE REPUBLIC OF CYPRUS 71 Lr. Leeson Street, Dublin 2 dublinembassy@mfa.gov.cy	Tel: 01 676 3060 Fax: 01 676 3099
CZECH REPUBLIC	EMBASSY OF THE CZECH REPUBLIC 57 Northumberland Rd., Ballsbridge, Dublin 4 Dublin@embassy.mzv.cz	Tel: 01 668 1135 / 01 668 1343 / 087 618 9055 (outside office hours) Fax: 01 668 1660
DANISH	THE ROYAL DANISH EMBASSY 7th Floor, Block E, Iveagh Court, Harcourt Road, Dublin 2 dubamb@um.dk	Tel: 01 475 6404 / 01 475 6505 Fax: 01 478 4536
EGYPT	EMBASSY OF THE ARAB REPUBLIC OF EGYPT 12 Clyde Rd., Ballsbridge, Dublin 4 info@embegyptireland.ie	Tel: 01 660 6718 / 01 660 6566 Fax: 01 668 3745
ESTONIA	EMBASSY OF THE REPUBLIC OF ESTONIA Riversdale House, St Ann's, Ailesbury Road, Dublin 4 embassy.dublin@mfa.ee	Tel: 01 219 6730 Fax: 01 219 6731
ETHIOPIA	EMBASSY OF THE FEDERAL DEMOCRATIC REPUBLIC OF ETHIOPIA 1-3 Merrion House, Fitzwilliam Street Lower, Dublin 2 info@ethiopianembassy.ie	Tel: 01 6787062 /3. Fax: 01 6787065
FINLAND	EMBASSY OF FINLAND Russell House, Stokes Place, St. Stephen's Green, Dublin 2 sanomat.dub@formin.fi	Tel: 01 478 1344 Fax: 01 478 3727
FRANCE	EMBASSY OF FRANCE 36 Ailesbury Rd., Dublin 4 chancellerie@ambafrance.ie chancellerie@ambafrance.ie	Tel: 01 277 5000 Fax: 01 277 5001
GERMANY	EMBASSY OF THE FEDERAL REPUBLIC OF GERMANY 31 Trimleston Avenue, Booterstown, Co. Dublin germany@indigo.ie	Tel: 01 269 3011 Fax: 01 269 3946

GREECE	EMBASSY OF GREECE 1 Upper Pembroke Street, Dublin 2 embgr@eircom.net	Tel: 01 676 7254 Fax: 01 661 8892
VATICAN	APOSTOLIC NUNCIATURE 183 Navan Rd., Dublin 7 nuncioirl@eircom.net	Tel: 01 838 0577 Fax: 01 838 0276
HUNGARY	EMBASSY OF THE REPUBLIC OF HUNGARY 2 Fitzwilliam Place, Dublin 2 hungarian.embassy@eircom.net	Tel: 01 661 2902 / 01 661 2903 Fax: 01 661 2880
INDIA	EMBASSY OF INDIA 6 Leeson Park, Dublin 6 indembassy@eircom.net	Tel: 01 4966792 / 01 4966787 / 01 4970843 Fax: 01 497 8074
IRAN	EMBASSY OF THE ISLAMIC REPUBLIC OF IRAN 72 Mount Merrion Avenue, Blackrock, Co. Dublin iranembassy@indigo.ie	Tel: 01 288 5881 / 01 288 0252 Fax: 01 283 4246
ISRAEL	EMBASSY OF ISRAEL 122 Pembroke Road, Ballsbridge, Dublin 4 info@dublin.mfa.gov.il	Tel: 01 230 9400. Fax: 01 230 9446
ITALY	THE EMBASSY OF ITALY 63/65 Northumberland Rd., Ballsbridge, Dublin 4 ambasciata.dublino@esteri.it	Tel: 01 660 1744 / 01 664 2300 Fax: 01 668 2759
JAPAN	EMBASSY OF JAPAN Nutley Building, Merrion Centre, Nutley Lane, Dublin 4 protocol@embjp.ie	Tel: 01 202 8300. Fax: 01 283 8726 (General)
KENYA	EMBASSY OF THE REPUBLIC OF KENYA 11 Elgin Road, Ballsbridge, Dublin 4 info@kenyaembassyireland.ie	Tel: 01 6136 380 Fax: 01 6685 506
KOREA	EMBASSY OF THE REPUBLIC OF KOREA 15 Clyde Rd., Ballsbridge, Dublin 4 irekoremb@mofat.go.kr	Tel: 01 660 8800 Fax: 01 660 8716
LATVIA	EMBASSY OF THE REPUBLIC OF LATVIA 14 Lower Leeson Street, Dublin 2 embassy.ireland@mfa.gov.lv	Tel: 01 662 1610 Fax: 01 662 1599
LESOTHO	EMBASSY OF THE KINGDOM OF LESOTHO 2 Clanwilliam Square, Grand Canal Quay, Dublin 2 info@lesothoembassy.ie	Tel: 01 676 2233 Fax: 01 676 2258
LITHUANIA	EMBASSY OF THE REPUBLIC OF LITHUANIA 90 Merrion Road, Ballsbridge, Dublin 4 amb.ie@urm.lt	Tel: 01 678 1025 / 01 668 8292 (Consular Section) Fax: 01 668 0004
MALAYSIA	EMBASSY OF MALAYSIA Level 3A - 5A, Shelbourne House, Shelbourne Road, Ballsbridge, Dublin 4 maldublin@kln.gov.my	Tel: 01 667 7280 / 01 6677282 Fax: 01 667 7283
MALTA	EMBASSY OF MALTA 15 Leeson Street Lower, Dublin 2 maltaembassy.dublin@gov.mt	Tel: 01 676 2340 Fax: 01 676 6066
MEXICO	EMBASSY OF MEXICO 19 Raglan Road, Ballsbridge, Dublin 4. info@embamex.ie	Tel: 01 667 3105 Fax: 01 664 1013
MOROCCO	EMBASSY OF THE KINGDOM OF MOROCCO 39 Raglan Rd., Ballsbridge, Dublin 4 sifamdub@indigo.ie	Tel: 01 660 9449 / 01 660 9319 Fax: 01 660 9468
NETHERLANDS	THE ROYAL NETHERLANDS EMBASSY 160 Merrion Road, Ballsbridge, Dublin 4 dub-info@minbuza.nl	Tel: 01 269 3444 Fax: 01 283 9690
NORWAY	THE ROYAL NORWEGIAN EMBASSY 34 Molesworth Street, Dublin 2 emb.dublin@mfa.no	Tel: 01 662 1800 Fax: 01 662 1890
PAKISTAN	EMBASSY OF THE ISLAMIC REPUBLIC OF PAKISTAN 1B Ailesbury Road, Ballsbridge, Dublin 4 parepdbh@yahoo.com pakembdublin@yahoo.ie	Tel: 01 261 3032 / 01 261 3033 Fax: 01 261 3007

POLAND	EMBASSY OF THE REPUBLIC OF POLAND 5 Ailesbury Road, Ballsbridge, Dublin 4 dublin.amb.sekretariat@msz.gov.pl	Tel: 01 283 0855 Fax: 01 269 8309
PORTUGAL	EMBASSY OF PORTUGAL 15 Leeson Park, Dublin 6 embport@dublin.deaccp.pt	Tel: 01 412 7040/5 Fax: 01 497 0299
ROMANIA	EMBASSY OF ROMANIA 26 Waterloo Road ,Dublin 4 ambrom@eircom.net	Tel: 01 668 1085 Fax: 01 668 1761
RUSSIA	EMBASSY OF THE RUSSIAN FEDERATION 184-186 Orwell Rd., Rathgar, Dublin 14 russiane@indigo.ie	Tel: 01 492 2048 Fax: 01 492 3525
SLOVAKIA	EMBASSY OF THE SLOVAK REPUBLIC 20 Clyde Road, Ballsbridge, Dublin 4 emb.dublin@mzv.sk	Tel: 01 660 0008 / 01 660 0012 Fax: 01 660 0014
SLOVENIA	EMBASSY OF THE REPUBLIC OF SLOVENIA Morrison Chambers, 2nd Floor, 32 Nassau Street, Dublin 2 vdb@mzz-dkp.gov.si	Tel: 01 670 5240 Fax: 01 670 5243
SOUTH AFRICA	EMBASSY OF THE REPUBLIC OF SOUTH AFRICA 2nd Floor, Alexandra House, Earlsfort Centre, Earlsfort Terrace, Dublin 2 information@saedublin.com	Tel: 01 661 5553 Fax: 01 661 5590 / 01 661 5582
SPAIN	EMBASSY OF SPAIN 17a Merlyn Park, Dublin 4 emb.dublin@maec.es	Tel: 01 283 9900 / 01 269 1640 / 01 269 2597 Fax: 01 269 1854
SWEDEN	EMBASSY OF SWEDEN 3rd Floor, Block E, Iveagh Court, Harcourt Road, Dublin 2 ambassaden.dublin@foreign.ministry.se	Tel: 01 474 4400 Fax: 01 474 4450
SWITZERLAND	EMBASSY OF SWITZERLAND 6 Ailesbury Rd., Ballsbridge, Dublin 4 dub.vertretung@eda.admin.ch	Tel: 01 218 6382 / 01 218 6383 Fax: 01 283 0344
TURKEY	EMBASSY OF THE REPUBLIC OF TURKEY 11 Clyde Rd., Ballsbridge, Dublin 4 embassy.dublin@mfa.gov.tr	Tel: 01 668 5240 / 01 660 1623 Fax: 01 668 5014
UKRAINE	EMBASSY OF UKRAINE 16 Elgin Road, Ballsbridge, Dublin 4 ukrembassy@eircom.net ukrembassy@eircom.net	Tel: 01 668 8601 / 01 668 5189 Fax: 01 669 7917
UNITED KINGDOM	THE BRITISH EMBASSY 29 Merrion Rd., Ballsbridge, Dublin 4	Tel: 01 205 3700 Fax: 01 205 3885.
USA	EMBASSY OF THE UNITED STATES OF AMERICA 42 Elgin Rd., Ballsbridge, Dublin 4 ACSDublin@state.gov	Tel: 01 668 8777 Fax: 01 668 9946.
PALESTINE	General Delegation of Palestine 10 Mount Merrion Avenue, Blackrock, Co. Dublin info@gdp.ie	Tel: 01 210 3515 Fax: 01 210 3513.
EU	European Commission 18 Dawson Street, Dublin 2 eu-ie-info-request@ec.europa.eu	Tel: 01 634 1111 Fax: 01 634 1112.
UNHCR	United Nations High Commissioner for Refugees Representation in Ireland Merrion House, 1-3 Lower Fitzwilliam Street, Dublin 2 iredu@unhcr.org	Tel: 01 631 4510 Fax: 01 631 4616

GLOSSARY

Ambulance Loading Point	An area, close to the Casualty Clearing Station, where casualties are transferred to ambulances for transport to hospital.
Body Holding Area	An area, under the control of An Garda Síochána, where the dead can be held temporarily until transferred to a Mortuary or Temporary Mortuary.
Business Continuity	The processes and procedures an organisation puts in place to ensure that essential functions can continue during and after an adverse event.
Casualty	Any person killed or injured during the event. (For the purpose of the Casualty Bureau it also includes survivors, missing persons and evacuees).
Casualty Bureau / Casualty Information Centre	Central contact and information point, operated by An Garda Síochána, for all those seeking or providing information about individuals who may have been involved.
Casualty Clearing Station	The area established at the site by the ambulance service, where casualties are collected, triaged, treated and prepared for evacuation.
Casualty Form	A standard form, completed in respect of each casualty and collated in the Casualty Bureau.
Civil Protection	The term used in the European Union to describe the collective approach to protecting populations from a wide range of hazards.
Collaboration	Working jointly on an activity.
Command	The process of directing the operations of all or part of a particular service (or group of services) by giving direct orders.
Control	The process of influencing the activity of a service or group of services, by setting tasks, objectives or targets, without necessarily having the authority to give direct orders.
Controller of Operations	The person given authority by a principal response agency to control all elements of its activities at and about the site.
Co-operation	Working together towards the same end.
Co-ordination	Bringing the different elements of a complex activity or organisation into an efficient relationship through a negotiated process.
Cordons	The designated perimeters of an emergency site, with an Outer Cordon, an Inner Cordon, a Traffic Cordon and a Danger Area Cordon, as appropriate.
Crisis Management Team	A strategic level management group, which consists of senior managers from within the principal response agency, which is assembled to manage a crisis and deal with issues arising for the agency both during the emergency and the subsequent recovery phase.
Danger Area	An area where there is a definite risk to rescue personnel, over and above that which would normally pertain at emergency operations.
Decision Making Mandate	Establishes the envelopes of empowered activity and decision-making to be expected, without references to higher authorities, see Appendix F9.
Decontamination	A procedure employed to remove hazardous materials from people and equipment.
Emergency Response	The short term measures taken to respond to situations which have occurred.
Evacuation	The process whereby people are directed away from an area where there is danger, whether immediate or anticipated.
Evacuation Assembly Point	A building or area to which evacuees are directed for onward transportation.
Friends and Relatives Reception Centre	A secure area, operated by An Garda Síochána, for the use of friends and relatives arriving at or near the site of the emergency.
Garda Code Instructions	A document containing instructions, legislation, processes and procedures in respect of the day-to-day management of An Garda Síochána.

Hazard	Any phenomenon with the potential to cause direct harm to members of the community, the environment or physical infrastructure, or being potentially damaging to the economic and social infrastructure.
Hazard Identification	A stage in the Risk Assessment process where potential hazards are identified and recorded.
Hazard Analysis	A process by which the hazards facing a particular community, region or country are analysed and assessed in terms of the threat/risk which they pose.
Holding Area	An area at the site, to which resources and personnel, which are not immediately required, are directed to await deployment.
Hospital Casualty Officer	The Member of An Garda Síochána responsible for collecting all information on casualties arriving at a receiving hospital.
Impact	The consequences of a hazardous event being realised, expressed in terms of a negative impact on human welfare, damage to the environment or the physical infrastructure or other negative consequences.
Information Management Officer	A designated member of the support team of a principal response agency who has competency/training in the area of information management.
Information Management System	A system for the gathering, handling, use and dissemination of information.
Investigating Agencies	Those organisations with a legal duty to investigate the causes of an event.
Lead Agency	The principal response agency that is assigned the responsibility and mandate of the coordination function, see Appendix F9.
Likelihood	The probability or chance of an event occurring.
Local Co-ordination Centre	A pre-nominated building, typically at county or sub-county level, with support arrangements in place, and used for meetings of the Local Co-ordination Group.
Local Co-ordination Group	A group of senior representatives from the three principal response agencies (An Garda Síochána, HSE and Local Authority) whose function is to facilitate strategic level co-ordination, make policy decisions, liaise with regional/national level coordination centres, if appropriate, and facilitate the distribution of information to the media and the public.
Major Emergency Management	The range of measures taken under the five stages of the emergency management paradigm described in Section 1.7.
Major Emergency Plan	A plan prepared by one of the Principal Response Agencies.
Major Emergency	Any event which, usually with little or no warning, causes or threatens death or injury, serious disruption of essential services, or damage to property, the environment or infrastructure beyond the normal capabilities of the principal emergency services in the area in which the event occurs, and requiring the activation of specific additional procedures to ensure effective, co-ordinated response.
Media Centre	A building/area specifically designated for use by the media, and for liaison between the media and the principal response agencies.
Media Holding Statements	Statements that contain generic information that has been assembled in advance, along with preliminary incident information that can be released in the early stages of the emergency.
Mitigation	A part of risk management and includes all actions taken to eliminate or reduce the risk to people, property and the environment from the hazards which threaten them.
Mutual Aid	The provision of services and assistance by one organisation to another.
National Emergency Co-ordination Centre	A centre designated for inter-departmental co-ordination purposes.
On-Site Coordinator	The person from the lead agency with the role of coordinating the activities of all agencies responding to an emergency.
On-Site Coordination Centre	Specific area/facility at the Site Control Point where the On-Site Co-ordinator is located and the On-Site Coordination Group meet
On-Site Co-ordination Group	Group that includes the On-Site Co-ordinator and the Controllers of Operations of the other two agencies, an Information Management Officer, a Media Liaison Officer and others as appropriate

Operational Level	The level at which the management of hands-on work is undertaken at the incident site(s) or associated areas.
Principal Emergency Services (PES)	The services which respond to normal emergencies in Ireland, namely An Garda Síochána, the Ambulance Service and the Fire Service.
Principal Response Agencies (PRA)	The agencies designated by the Government to respond to Major Emergencies i.e. An Garda Síochána, the Health Service Executive and the Local Authorities.
Protocol	A set of standard procedures for carrying out a task or managing a specific situation.
Receiving Hospital	A hospital designated by the Health Service Executive to be a principal location to which major emergency casualties are directed.
Recovery	The process of restoring and rebuilding communities, infrastructure, buildings and services.
Regional Co-ordination Centre	A pre-nominated building, typically at regional level, with support arrangements in place and used by the Regional Co-ordination Group.
Regional Co-ordination Group	A group of senior representatives of all relevant principal response agencies, whose function is to facilitate strategic level co-ordination at regional level.
Rendezvous Point (RVP)	The Rendezvous Point is the location to which all resources responding to the emergency site are directed in the first instance. An Garda Síochána will organise the Rendezvous Point. Other services may have one of their officers present to direct responding vehicles into action or to that service's Holding Area.
Response	The actions taken immediately before, during and/or directly after an emergency.
Resilience	The term used to describe the inherent capacity of communities, services and infrastructure to withstand the consequences of an incident, and to recover/restore normality.
Rest Centre	Premises where persons evacuated during an emergency are provided with appropriate welfare and shelter.
Risk	The combination of the likelihood of a hazardous event and its potential impact.
Risk Assessment	A systematic process of identifying and evaluating, either qualitatively or quantitatively, the risk resulting from specific hazards.
Risk Holders	Organisations and companies, which own and/or operate facilities and/or services where relevant hazards are found, such as Airlines, Chemical Manufacturers, etc.
Risk Management	Actions taken to reduce the probability of an event occurring or to mitigate its consequences.
Risk Matrix	A matrix of likelihood and impact on which the results of a risk assessment are plotted.
Risk Regulators	Bodies with statutory responsibility for the regulation of activities where there are associated risks, such as the Health and Safety Authority, the Irish Aviation Authority, etc.
Scenario	A hypothetical sequence of events, usually based on real experiences or on a projection of the consequences of hazards identified during the risk assessment process.
SEVESO sites	Industrial sites that, because of the presence of dangerous substances in sufficient quantities, are regulated under Council Directives 96/82/EC and 2003/105/EC, commonly referred to as the Seveso II Directive.
Site Casualty Officer	The Member of An Garda Síochána with responsibility for collecting all information on casualties at the site.
Site Control Point	The place at a major emergency site from which the Controllers of Operations control, direct and co-ordinate their organisation's response to the emergency.
Site Medical Officer	The medical officer with overall medical responsibility at the site, who will liaise with the health service Controller of Operations on all issues related to the treatment of casualties.
Site Medical Team	A team drawn from a pre-arranged complement of doctors and nurses, with relevant experience and training, which will be sent to the site, if required.
Site Management Plan	The arrangement of the elements of a typical major emergency site, matched to the terrain of the emergency, as determined by the On-Site Co-ordination Group.

Standard Operating Procedures	Sets of instructions, covering those features of an operation that lend themselves to a definite or standardised procedure, without loss of effectiveness.
Support Team	A pre-designated group formed to support and assist individuals operating in key roles, such as On-Site Co-ordinator, Chair of Local Co-ordination Group, etc.
Strategic Level	The level of management that is concerned with the broader and long-term implications of the emergency and which establishes the policies and framework within which decisions at the tactical level are taken.
Survivor Reception Centre	Secure location to which survivors, not requiring hospital treatment, can be taken for shelter, first aid, interview and documentation.
Tactical Level	The level at which the emergency is managed, including issues such as, allocation of resources, the procurement of additional resources, if required, and the planning and co-ordination of ongoing operations.
Temporary Mortuary	A building or vehicle adapted for temporary use as a mortuary in which post mortem examinations can take place.
Triage	A process of assessing casualties and deciding the priority of their treatment and/or evacuation.

Appendix A16

Abbreviations

AAIU	Air Accident Investigation Unit
ACFO	Assistant Chief Fire Officer
AGS	An Garda Síochána
CCBRN	Conventional Explosive, Chemical, Biological, Radiological or Nuclear
CFO	Chief Fire Officer
CMT	Crisis Management Team
DAFF	Department Agriculture, Fisheries and Food
DCMNR	Department of Communications, Energy and Natural Resources
DEHLG	Department of Environment, Community and Local Government
DFA	Department of Foreign Affairs
DHC	Department of Health and Children
DJELR	Department of Justice, Equality and Law Reform
DOD	Department of Defence
DOT	Department of Transport
DOS	Director of Services
EOD	Explosives Ordnance Disposal
HSE	Health Service Executive
ICG	Irish Coast Guard
METHANE	<u>M</u> ajor Emergency Declared <u>E</u> xact Location of the Emergency <u>T</u> ype of Emergency (Transport, Chemical etc) <u>H</u> azards present and potential <u>A</u> ccess/egress Routes <u>N</u> umber and Types of Casualties <u>E</u> mergency Services present and required
MOU	Memorandum of Understanding
NEPNA	National Emergency Plan for Nuclear Accidents
NOTAM	Notice to Airmen
PDF	Permanent Defence Forces
PES	Principle Emergency Services
PRA	Principle Response Agency
RVP	Rendezvous Point
SACFO	Senior Assistant Chief Fire Officer
SAR	Search and Rescue
SE	Senior Engineer
SEE	Senior Executive Engineer
SEO	Senior Executive Officer
SFO	Senior Fire Officer
SLA	Service Level Agreement
SOP	Standard Operating Procedure
VIP	Very Important Person

Hazardous Materials Identification

In the event of a major emergency involving an element of Hazardous materials and/or Dangerous Substances the senior officer of the Fire service will immediately inform WRFC by including this information in the **METHANE** message.

General

Hazardous Chemicals and Dangerous Goods are transported throughout county Mayo, by road and by rail, every day. These goods include dangerous chemicals such as acids, toxins and carcinogenic substances; explosives, radioactive materials, and flammable liquids; volatile chemicals likely to spontaneously combust or react with air, water etc.; and flammable, poisonous or compressed gases.

Carrying goods by road or rail involves the risk of traffic accidents. If the goods carried are dangerous, there is also the risk of an incident, such as spillage of the goods, leading to hazards such as fire, explosion, chemical burn or environmental damage.

Most goods are not considered sufficiently dangerous to require special precautions during carriage. Some goods, however, have properties which mean they are potentially dangerous if carried.

Dangerous goods are liquid or solid substances and articles containing them, that have been tested and assessed against internationally agreed criteria, a process called classification, and found to be potentially dangerous (hazardous) when carried. Dangerous goods are assigned to different Classes depending on their predominant hazard.

There are two types of Hazard Identification Plates commonly used on vehicles transporting hazardous materials in Ireland

- **UK HAZCHEM Guide** - These plates are found on some vehicles carrying Hazardous materials, usually vehicles originating from the UK
- **International ADR (Kemlar) Code** - This is an internationally recognised and legally required method of identifying hazardous materials and dangerous goods being transported.

UK HAZCHEM Guide

Emergency Action Codes (EAC) (commonly called Hazchem Codes) are designed to assist the emergency services in the first few minutes of dealing with a hazardous goods distribution incident. They are designed for responding to bulk product incidents. They are not intended for goods carried in smaller quantities, or for non-distribution incidents, although they are often used as an indicator of the measures that may be needed in such incidents.

The EAC provides information on:

- the fire extinguishing media to be used;
- the level of PPE required;

- whether the spillage should be contained or may be diluted;
- whether there is a possibility of violent reaction;
- whether the substance poses a Public Safety Hazard.



Figure A16.1 An example of UK HAZCHEM Guide

- The first character, a number, identifies the appropriate fire-fighting method.
- The second character, a letter, identifies the necessary safety precautions for fire-fighters, whether a violent reaction is possible, and whether to dilute or contain any spill.
- The third character will either be blank, or an E indicating that a public safety hazard exists.

Emergency Action Code			
The Emergency Action Code (EAC) is used within the United Kingdom to indicate the appropriate action to be taken by the Fire Service in an emergency.			
1	COARSE SPRAY	3	FOAM
2	FINE SPRAY	4	DRY AGENT
P	V	LTS (CPC)	DILUTE SPILLAGE
R			
S	V	BA & FIRE KIT	
T			CONTAIN SPILLAGE
W	V	LTS (CPC)	
X			
Y	V	BA & FIRE KIT	
Z			
E	PUBLIC SAFETY HAZARD		

KEY

V Can be violently or explosively reactive
LTS/CPC Liquid Tight Suit and BA Required
BA Positive Pressure Breathing Apparatus
DILUTE Spillage may be washed away when greatly diluted
CONTAIN Spillage must not enter water courses or drains
DRY AGENT Water must not be allowed to contact substance

Fig A16.2 The emergency Action Code as used within the UK and Ireland

International (ADR) Kemler Code

Vehicles running under International ADR regulations will carry a three-digit Code, referred to as the Kemler Code. This code will give the Fire and Rescue Service further information about the hazards involved in dealing with the material.

ADR Kemler Code. **332**

THE FIRST FIGURE IDENTIFIES THE PRIMARY HAZARD.

2 GAS
3 FLAMMABLE LIQUID
4 FLAMMABLE SOLID
5 OXIDISING SUBSTANCE OR ORGANIC PEROXIDE
6 TOXIC SUBSTANCE
8 CORROSIVE

THE SECOND AND THIRD FIGURES INDICATE SECONDARY HAZARDS.

0 FIRST DIGIT ADEQUATELY DESCRIBES HAZARD **8 CORROSIVE RISK**
2 GAS MAY BE GIVEN OFF **9 RISK OF VIOLENT REACTION FROM SPONTANEOUS COMBUSTION OR SELF POLYMERISATION.**
3 FIRE RISK
5 OXIDISING RISK
6 TOXIC RISK

X - PROHIBITION OF WATER

WHERE THE FIRST AND SECOND DIGITS ARE THE SAME, AN INTENSIFICATION OF THE PRIMARY HAZARD IS INDICATED.

ORANGE REFLECTIVE PLATES WITHOUT ANY NUMBERS INDICATE THAT A VEHICLE IS CARRYING EITHER DANGEROUS GOODS OR A MULTI-LOAD.

Fig A16.3 The International (ADR) Kemler Code

Some Hazard Identification Numbers (Kemler Codes) have specific meaning and are more specific than the guidelines given above. Below is a table listing examples of some of those specific codes.

Hazard I.D. Number	Implication
22	refrigerated liquefied gas, asphyxiant
323	flammable liquid which reacts with water, emitting flammable gases
X323	flammable liquid which reacts dangerously with water, emitting flammable gases
333	spontaneously combustible liquid
X333	spontaneously combustible liquid which reacts dangerously with water
362	flammable liquid, toxic, which reacts with water, emitting flammable gases
X362	flammable liquid toxic, which reacts dangerously with water, emitting flammable gases
382	flammable liquid, corrosive, which reacts with water, emitting flammable gases
X382	flammable liquid, corrosive, reacts dangerously with water, emitting flammable gases
423	solid which reacts with water, emitting flammable gases
X423	flammable solid which reacts dangerously with water, emitting flammable gases
44	flammable solid, in the molten state at an elevated temperature
446	flammable solid, toxic, in the molten state, at an elevated temperature
462	toxic solid which reacts with water, emitting flammable gases
X462	solid, which reacts dangerously with water, emitting toxic gases
482	corrosive solid, which reacts with water, emitting flammable gases
X482	solid, which reacts dangerously with water, emitting corrosive gases
539	flammable organic peroxide
606	infectious substance
623	toxic liquid, which reacts with water, emitting flammable gases
642	toxic solid, which reacts with water, emitting flammable gases
823	corrosive liquid which reacts with water, emitting flammable gases
842	corrosive solid which reacts with water, emitting flammable gases
90	environmentally hazardous substance; miscellaneous dangerous substances
99	miscellaneous dangerous substance carried at an elevated temperature.

Table A16.1 Hazard Identification Numbers

Dangerous Goods

Dangerous goods are liquid or solid substances and articles containing them, that have been tested and assessed against internationally-agreed criteria - a process called classification - and found to be potentially dangerous (hazardous) when carried. Dangerous goods are assigned to different Classes depending on their predominant hazard.

UN Class	Dangerous Goods	Division(s)	Classification
1	Explosive	1.1 – 1.6	Explosive
2	Gases	2.1	Flammable Gas
		2.2	Non Flammable, non toxic gas
		2.3	Toxic gas
3	Flammable Liquids		Flammable Liquid
4	Flammable solids	4.1	Flammable solid
		4.2	Spontaneously combustible substance
		4.3	Substance which in contact with water emits flammable gas
5	Oxidising substances	5.1	Oxidising substance
		5.2	Organic peroxide

6	Toxic substances	6.1	Toxic substance
		6.2	Infectious substance
7	Radioactive material		Radioactive material
8	Corrosive substances		Corrosive substance
9	Miscellaneous dangerous goods		Miscellaneous dangerous goods

Table A16.2 UN Classification

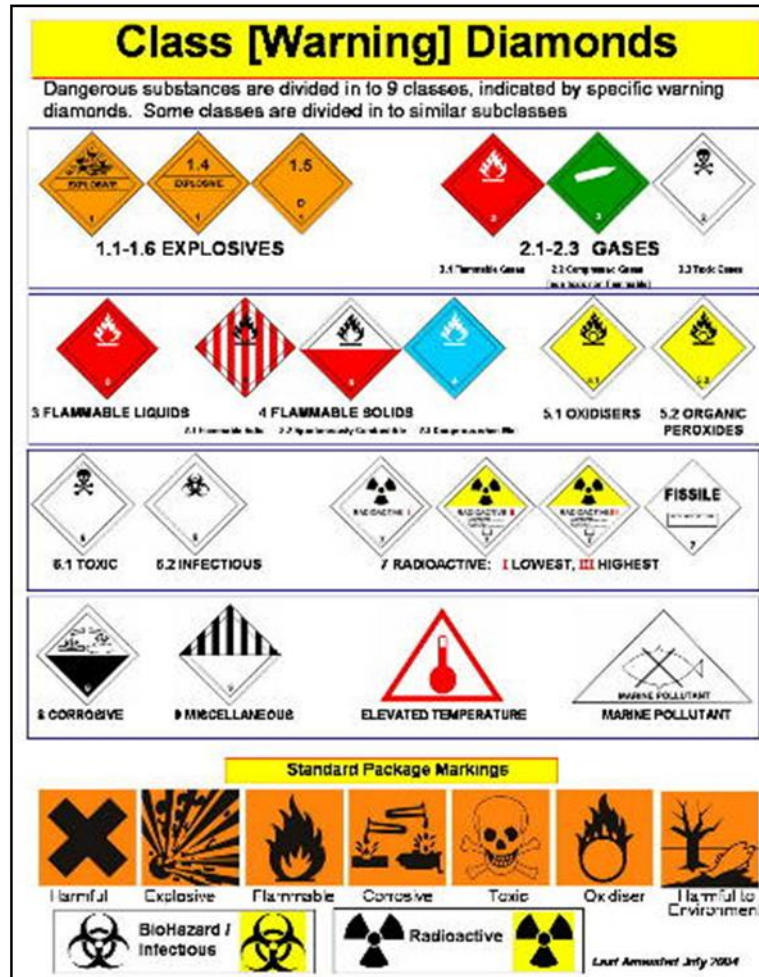
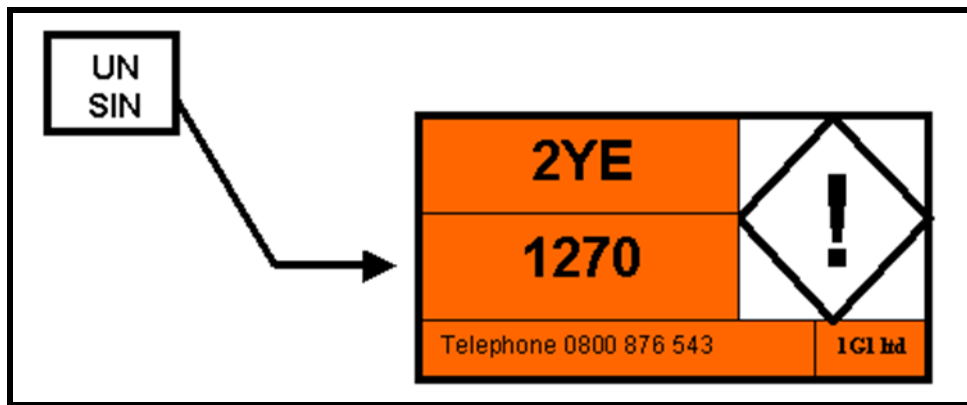


Fig A16.3 Class Warning Diamonds

ACTION on Approach to Hazardous Substances

- Any approach should, if possible, be made so that as you face the incident, the wind blows from behind you towards the incident.
- It is worth remembering that the majority of these substances are heavier than air. This means that they will ordinarily travel downhill, so keep uphill if possible.
- Stop in a safe position. This may well be at a greater distance than generally recommended by ACECARD, depending on the circumstances.
- Inform Control immediately.
- Officers should request the driver/occupant to provide the written information (TREM CARD), or to view the markings on the affected vehicle or container.
- The most important information is the 4-figure UN Substance Identification Number, shown below. This number identifies the substance involved, no matter what the country of origin.



REMEMBER - ORANGE BOARDS OR DIAMOND MARKINGS MEAN DANGER!
Keep the public away.

The Following Information is immediately required by Control

- Describe the scene including the layout of the land and exact location.
- Weather conditions, prevailing wind speed and direction.
- Direction of flow of suspected leak.

HAZMAT: Incident Control

- **SECURE THE AREA**
Control of all traffic around the incident area must be established and maintained to ensure the safety of the public and responders as well.
- **SET UP COMMAND**
Command will ensure the best utilization of all resources. The command will also ensure that well intentioned responders do not rush into a situation that could endanger themselves or others.
- **ASSESS THE SITUATION**
Using information from all available sources, (e.g. senses, testing equipment, documentation and research), the responders will be able to adequately protect themselves and others, and formulate a plan of attack.
- **SET UP WORK ZONES**
Establishing zones will be of particular importance if decontamination is required. They will ensure that the hazards are contained within an area where it is possible to deal with them effectively.
- **ENTER AND RESOLVE THE PROBLEM**
Through the assessment stage, responders will now have a good idea of how to protect themselves, and what equipment and tactics are required to resolve the problem. Further loss of life, loss of product and loss of the environment must be minimized or stopped.
- **MONITOR THE SITUATION**
Constant monitoring of the incident is necessary at all times in case of unforeseen hazards and sudden escalation of the incident.
- **DECONTAMINATION AND DISPOSAL**
Contamination must not be allowed to escape from the incident and out into the public domain. After decontamination of the responders and their equipment, everything used in this process must be decontaminated and/or properly disposed.
- **REMEDIATION**
This is the process by which the affected area is brought back to the state in which it was before the incident occurred. This will insure the safety and well-being of future generations.

Countermeasures for Response to Nuclear Accidents

Iodine Tablets:

Only a very serious accident at a nuclear installation close to Ireland could result in the possible exposure of people to radioactive iodine. In these circumstances stable (non-radioactive) iodine, in tablet form, is an internationally recognised and established countermeasure as part of an overall nuclear emergency response.

Notes:

- 1) Those most susceptible to radioactive iodine are infants and young children whose thyroid glands are still growing. For these groups, stable iodine may be beneficial.
- 2) Adults have a much lower level of risk and, therefore, stable iodine tablets are of limited benefit to adults.

Exposure to significant levels of radioactive iodine can increase the risk of thyroid cancer.

Stable iodine tablets, taken before the arrival of the contamination plume or within a few hours of the arrival of the plume, can effectively block the body's uptake of radioactive iodine and so significantly reduce or even eliminate any risk of thyroid cancer.

As only the most severe accidents may require the use of stable iodine tablets, staying indoors and avoiding consumption of certain foods that may be contaminated by radioactive iodine will most likely be the advice given in the early stages of an emergency.

Both of these countermeasures provide significant protection against exposure to radioactive iodine.

Evacuation:

It is not envisaged that an accident in a nuclear installation abroad would give rise to the need for evacuation of people in Ireland. However, evacuation could be particularly effective as a short-term measure, to avoid exposure from an incident of local origin.

This would only take place where the contamination is most severe, provided people can be moved quickly enough to areas that will remain free of contamination. In these cases, evacuation would be implemented in accordance with evacuation provisions of local major emergency plans.