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# **NFPA 1600 and Others: What Do These Standards Mean To You?**

NFPA 1600 Technical Committee

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# Presentation Plan

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## ➔ The Standards

- ▶ Who are the authors
- ▶ What is their focus
- ▶ Have they been recognized
- ▶ Pluses & Minuses

## ➔ NFPA 1600 - 2007 Edition

## ➔ NFPA 1600 - Getting Involved

## ➔ NFPA 1600 - A change in look for 2010

# NFPA Standards-Making Process

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- ➔ Voluntary consensus standard
- ➔ Peer-based
- ➔ Developed by a balance of diverse interests
- ➔ Meets American National Standards Institute accreditation requirements
- ➔ Produces standards ready for adoption by a political jurisdiction or private organization



# What is NFPA 1600?

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- ➔ It's not a "how-to" guide
- ➔ An enterprise-wide program that includes the program management and elements necessary for effective emergency management and business continuity/continuity of operations
- ➔ Defines essential elements for a program, not how to achieve it. Not prescriptive.
- ➔ The mandatory requirements are spelled out in only 4 pages!



# 16 Year History of NFPA 1600

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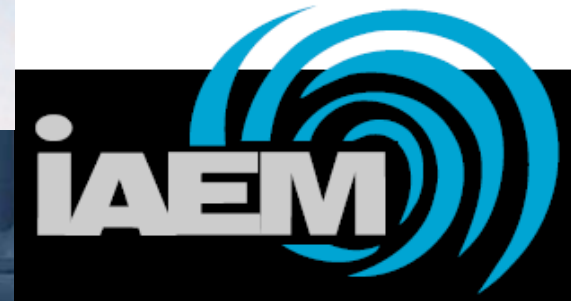
- 1991 Technical Committee on Disaster Management formed
- 1995 Recommended Practice for Disaster Management
- 2000 Standard on Disaster/Emergency Management and Business Continuity Programs – 1<sup>st</sup> Edition
- 2004 2<sup>nd</sup> Edition
- 2007 3<sup>rd</sup> Edition - Released in April 2007



# Recognition of NFPA 1600

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- ➔ National Intelligence Reform Act of 2004, Sec. 7305. Private Sector Preparedness
- ➔ 9/11 Commission Recommendation
- ➔ DHS/FEMA
- ➔ NEMA
- ➔ IAEM
- ➔ DRII
- ➔ Coordinated use with NIMS, NRF, & other NFPA standards  
(NFPA 1561 & NFPA 730)



# Recent Legislation

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➔ HR # 1 - Adopting the recommendations of the 9/11 Commission

SEC. 524. VOLUNTARY PRIVATE SECTOR PREPAREDNESS ACCREDITATION AND CERTIFICATION PROGRAM

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NFPA 1600 - 2007 Edition

Standard on Disaster/Emergency Management  
and  
Business Continuity Programs





# Chapter 1 Administration

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- ➔ **1.1 Scope:** Common set of criteria for disaster management, emergency management, and business continuity programs
- ➔ **1.2 Purpose:** Criteria to assess current programs or to develop, implement, and maintain aspects for prevention, mitigation, preparation, response, and recovery from emergencies
- ➔ **1.3 Application:** Applies to both public, not-for profit, and private programs



# Chapter 2 - Referenced Publications

## Chapter 3 - Definitions

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- ➔ 2.1 - General
- ➔ 2.2 - NFPA Publications
- ➔ 2.3 - Other Publications
- ➔ 2.4 - References for Extracts in Mandatory Sections
- ➔ 3.1 - General
- ➔ 3.2 - NFPA Official Definitions
- ➔ 3.3 - General Definitions



# Chapter 4 Program Management

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## ➔ 4.1 Program Administration

- ▶ Policy, goals & objectives
- ▶ Management plan & procedures
- ▶ Applicable authorities, legislation, regulations, and/or industry codes of practice

## ➔ 4.2 Program Coordinator

## ➔ 4.3 Advisory Committee

## ➔ 4.4 Program Assessment



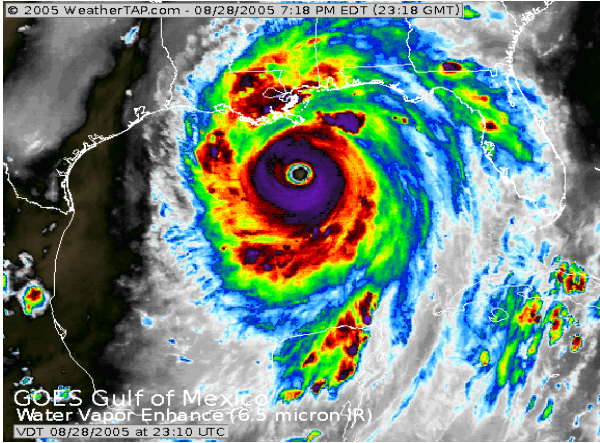
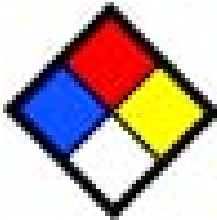
# Chapter 5 Program Elements

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- ➔ **5.1 General** — Determined by hazards and impact
- ➔ **5.2 Laws & Authorities** — Compliance over time
- ➔ **5.3 Risk Assessment**
  - ▶ Identify potential hazards
  - ▶ Likelihood of occurrence
  - ▶ Assess vulnerability of people, property, environment
  - ▶ Natural, technological and human-caused
- ➔ **5.4 Incident Prevention**
  - ▶ Develop a prevention strategy
  - ▶ Monitor and adjust the strategy



# Houston Hazards



# Chapter 5 Program Elements

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## ➔ 5.5 Mitigation

## ➔ 5.6 Resource Management & Logistics

- ▶ Hazard or event specific
- ▶ Personnel, equipment, facilities, training, funding, knowledge, time frame
- ▶ Quantity, response time, capability
- ▶ GAP analysis

## ➔ 5.7 Mutual Aid / Assistance



# Chapter 5 Program Elements

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## ➔ 5.8 Planning

- ▶ Strategic (vision, mission, goals & objectives to deal with hazards and opportunities)
- ▶ Emergency Operations/Response
- ▶ Mitigation (interim and long-term)
- ▶ Continuity of Operations (short-term & long-term)
- ▶ Recovery



# Chapter 5 Program Elements

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## ➔ 5.9 Incident Management

- ▶ Capability to direct, control, and coordinate
- ▶ Incident management system
- ▶ Roles & responsibilities for each function
- ▶ Policies and procedures for effective coordination with appropriate authorities



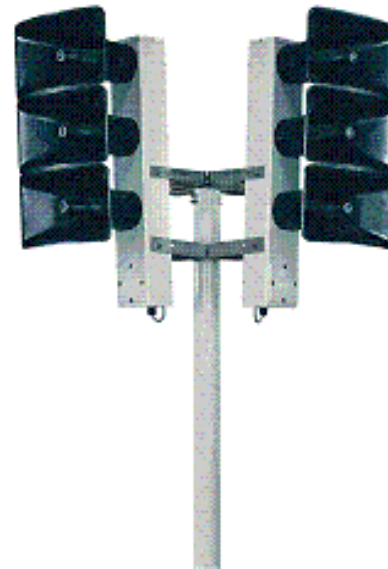


# Chapter 5 Program Elements

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## ➔ 5.10 Communications & Warning

- ▶ Alerting officials, Emergency Response Teams, those affected
- ▶ Develop, test protocols, processes, procedures
- ▶ Ensure interoperability



# Chapter 5 Program Elements

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## ➔ 5.11 Operational Procedures

- ▶ Standard Operating Procedures for credible hazards
- ▶ Incident stabilization and property conservation
- ▶ Safety & Health
- ▶ Situation analysis including damage assessment
- ▶ Succession of management

## ➔ 5.12 Facilities

- ▶ Primary and alternate Emergency Operations Centers (EOC)
- ▶ May be physical or virtual



# Chapter 5 Program Elements

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- ➔ **5.13 Training**
- ➔ **5.14 Exercises, Evaluations & Corrective Action**
- ➔ **5.15 Crisis Communications & Public Information**
  - ▶ Dissemination of information to stakeholders
  - ▶ Pre-disaster and post-disaster
  - ▶ Public and Employee Awareness program
- ➔ **5.16 Finance & Administration**



# For Additional Information

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- ➔ Download a free copy of NFPA 1600 from <http://www.nfpa.org/assets/files/PDF/NFPA1600.pdf>
- ➔ Follow the progress from NFPA's website (click on the "Codes & Standards" "Document List & Code Cycle Information")



# NFPA 1600 - 2010 Revision Cycle

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- ➔ Intent to Enter Cycle - January, 2008
- ➔ Proposal Period - Feb. - May, 2008
- ➔ ROP – Proposal Phase Close – May 30, 2008
- ➔ Develop revised Standard
- ➔ ROP Published - December 28, 2008



# NFPA 1600 - 2010 Revision Cycle

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- ➔ Comment Period - Jan. - Mar. 2009
- ➔ Comments Phase Close – March 6, 2009
- ➔ Review Comments
- ➔ Publish ROC - August 28, 2009
- ➔ Adopt at National Conference
- ➔ Publish Standard - 2010



# NFPA 1600

## A New Look for 2010

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### **1. Scope**

- 1.1 Scope**
- 1.2 Purpose**
- 1.3 Application**

### **2. References**

### **3. Definitions**

### **4. Program Management**

- 4.1 Leadership and commitment**
- 4.2 Program Coordinator**
- 4.3 Advisory Committee**
- 4.4 Program Administration**
- 4.5 Laws and Authorities**
- 4.6 Finance and Administration**

### **5. Planning and Design**

- 5.1 Hazard Identification, Risk Assessment and Business Impact Analysis**
- 5.2 Planning**
  - 5.2.1 Planning Process**
  - 5.2.2 Common Plan Requirements**

# NFPA 1600

## A New Look for 2010

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### **6. Implementation**

- 6.1 Prevention and Mitigation
- 6.2 Resource Management
- 6.3 Mutual Aid / Mutual Assistance
- 6.4 Emergency Response
- 6.5 Incident Management
- 6.6 Communications and Warning Systems
- 6.7 Operational Procedures
- 6.8 Facilities
- 6.9 Training
- 6.10 Business Continuity
- 6.11 Recovery

### **7. Exercises, Evaluations and Corrective Actions**

- 7.1 Periodic reviews, testing and exercises
- 7.2 Testing essential and interrelated elements
- 7.3 Post incident analysis and reports, lessons learned
- 7.4 Corrective action

### **8. Management Review**

- 8.1 Performance Objectives
- 8.2 Continuous Improvement

### **Annexes**

**Annex A - Explanatory Material**

**Annex B - Section Specific  
Guidance Material**

**Annex C - Professional  
Development,  
Accreditation, and  
Certification**

**Annex D - Governmental  
Resources**



# Contact Information

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