



NFPA 1600 - 2013 Edition & PS-Prep

“Standard on Disaster/Emergency Management
and Business Continuity Programs”

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Chair, NFPA 1600 Technical Committee



What is a standard?

- ▶ A standard is a document, established by consensus that provides rules, guidelines or characteristics for activities or their results. (ISO/IEC Guide 2:2004)
- ▶ A document, the main text of which contains only mandatory provisions using the word “shall” to indicate requirements and which is in a form generally suitable for mandatory reference by another standard or code or for adoption into law. Nonmandatory provisions shall be located in an appendix or annex, footnote, or fine-print note and are not to be considered a part of the requirements of a standard. (NFPA 1600: 3.2.5)

NFPA 1600 Technical Committee

▶ Committee

- 36 Principal (voting) members
- Alternates
- Nonvoting members
- Task group members

▶ Expertise

- Emergency management
- Business continuity/COOP
- Loss prevention/hazard mitigation
- Communications

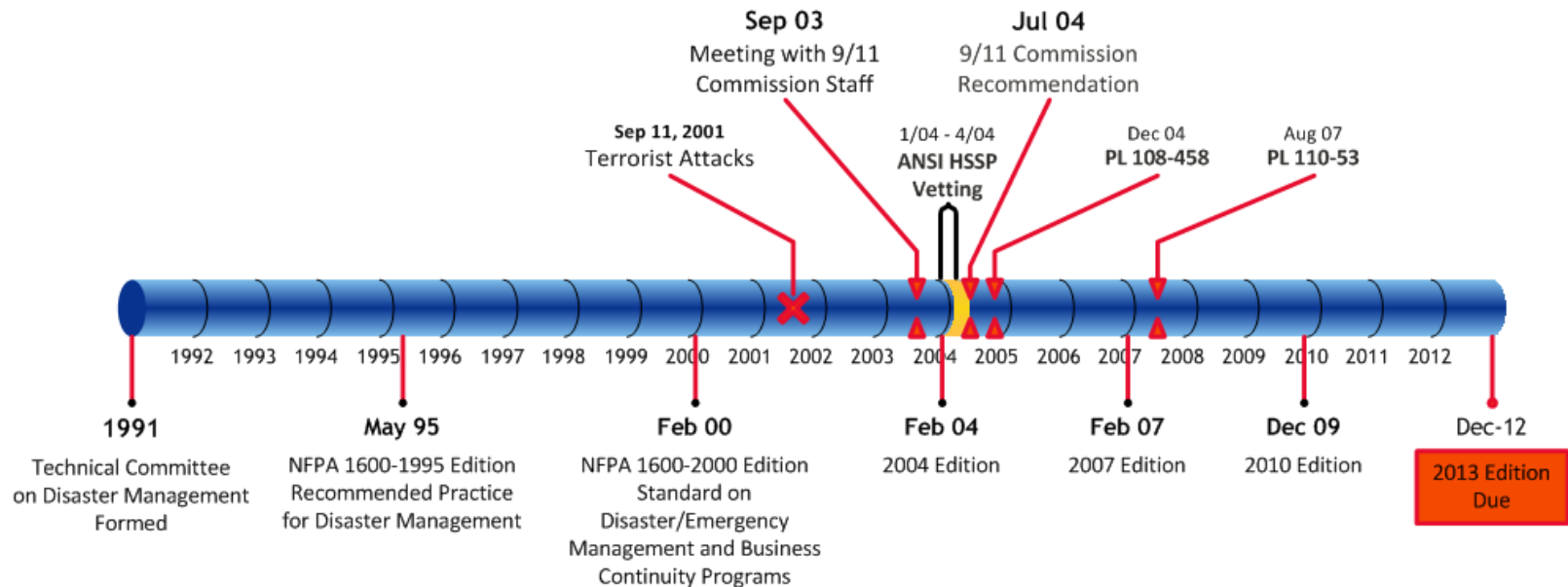
<http://www.nfpa.org/1600>

▶ Affiliation

- Government
 - Federal, State, County, Local
- Private sector
 - Technology
 - Energy
 - Financial services
 - Manufacturing
 - Higher Education
 - Insurance
 - Consultants
- Not for Profit
 - DRI International

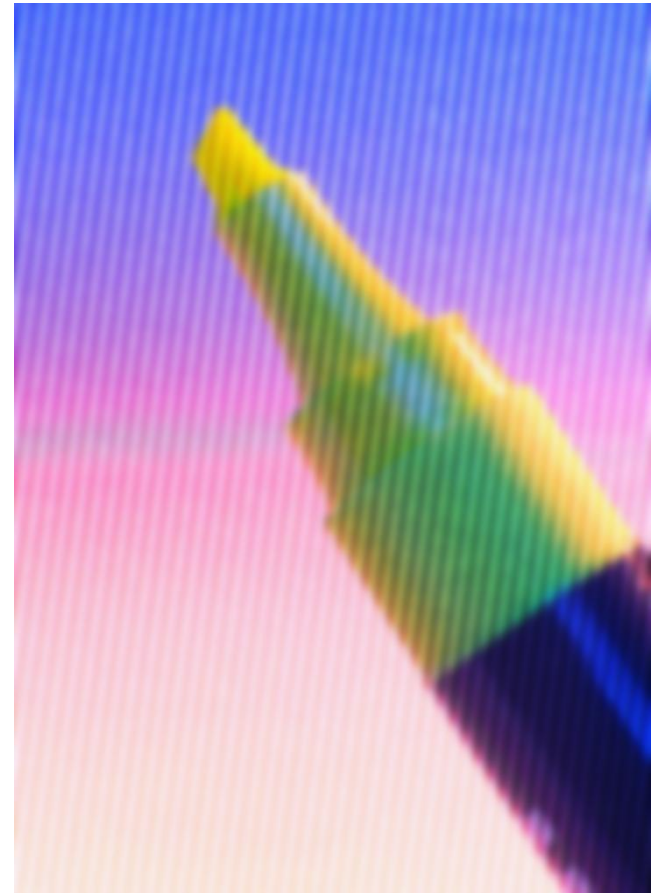
NFPA 1600 History

- ▶ Committee formed in 1991
- ▶ 5 published editions (2013 will be #6)
- ▶ Endorsed by 9/11 Commission
- ▶ Referenced in Public Laws 108-458 and 110-53

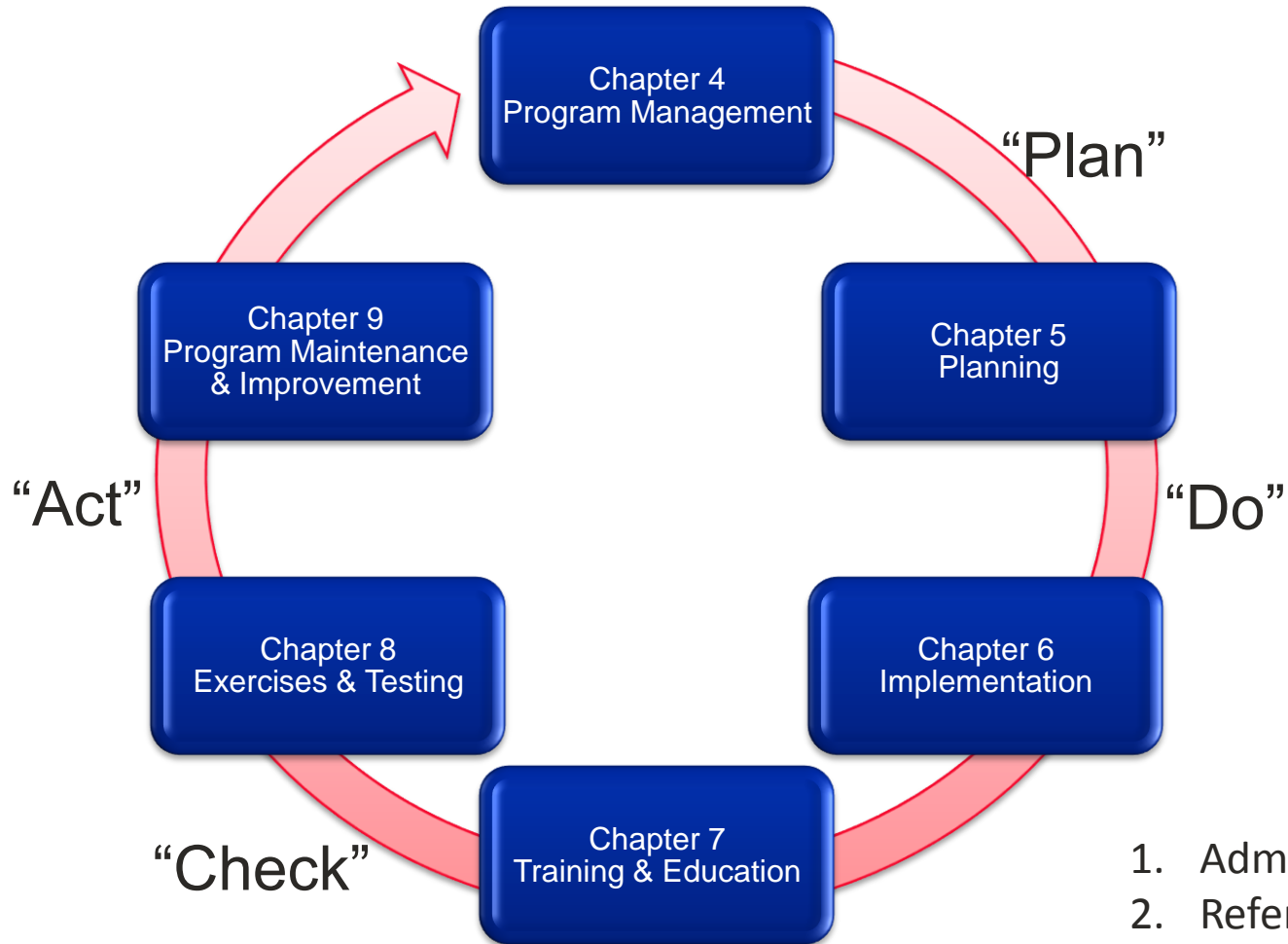


NFPA 1600-2013 Edition Highlights

- ▶ Integration of:
 - Emergency Management
 - Business Continuity/COOP
 - Crisis Management
 - Crisis Communication
- ▶ Option to follow Annex F Management System Standard
- ▶ Enhanced usability
- ▶ Expanded and rewritten annexes



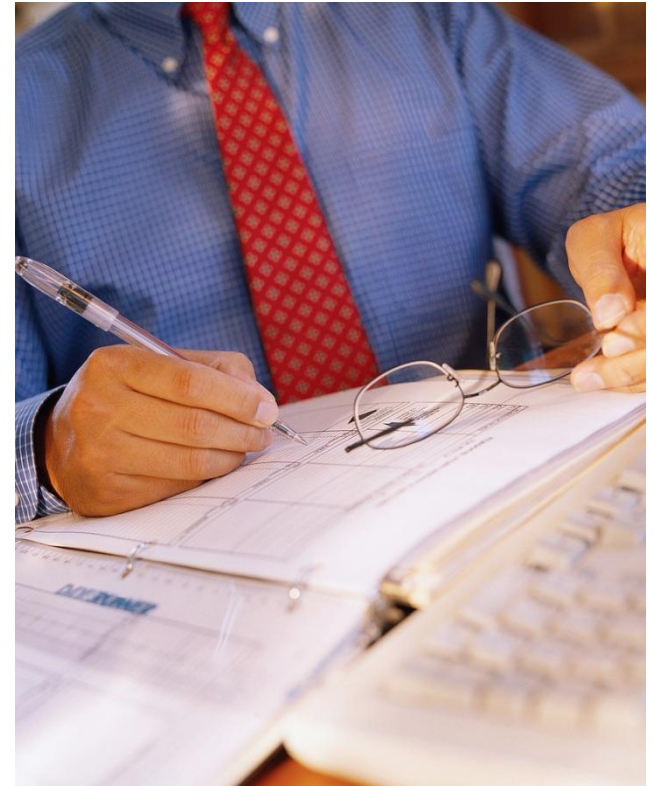
A Management System



1. Administration
2. Referenced Publications
3. Definitions

Chapter 4: Program Management

- 4.1 Leadership and Commitment
- 4.2 Program Coordinator
- 4.3 Program Committee
- 4.4 Program Administration
- 4.5 Laws and Authorities
- 4.6 Finance and Administration
- 4.7 Records Management



Chapter 5: Planning

- 5.1 Planning and Design Process
- 5.2 Risk Assessment
- 5.3 Business Impact Analysis
- 5.4 Resource Needs Assessment
- 5.5 Performance Objectives



Chapter 6: Implementation



- 6.1 Common Plan Requirements
- 6.2 Prevention
- 6.3 Mitigation
- 6.4 Crisis Communications and Public Information
- 6.5 Warning, Notifications and Communications
- 6.6 Operational Procedures
- 6.7 Incident Management
- 6.8 Emergency Operations/Response
- 6.9 Business Continuity and Recovery
- 6.10 Employee Assistance and Support

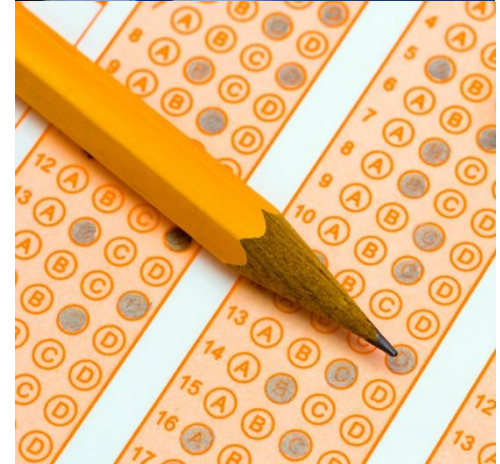
Chapter 7: Training and Education

- 7.1 Competency-based curriculum
- 7.2 Create awareness and enhance knowledge, skills, and abilities
- 7.3 Scope and frequency defined
- 7.4 Training in incident management
- 7.5 Records management
- 7.6 Comply with regulations
- 7.7 Public education



Chapter 8: Exercises & Tests

- 8.1 Program Evaluation
- 8.2 Exercise and Test Methodology
- 8.3 Design of Exercises and Tests
- 8.4 Exercise and Test Evaluation
- 8.5 Frequency



Chapter 9: Program Maintenance & Improvement

- 9.1 Program Reviews
- 9.2 Corrective Action
- 9.3 Continuous Improvement

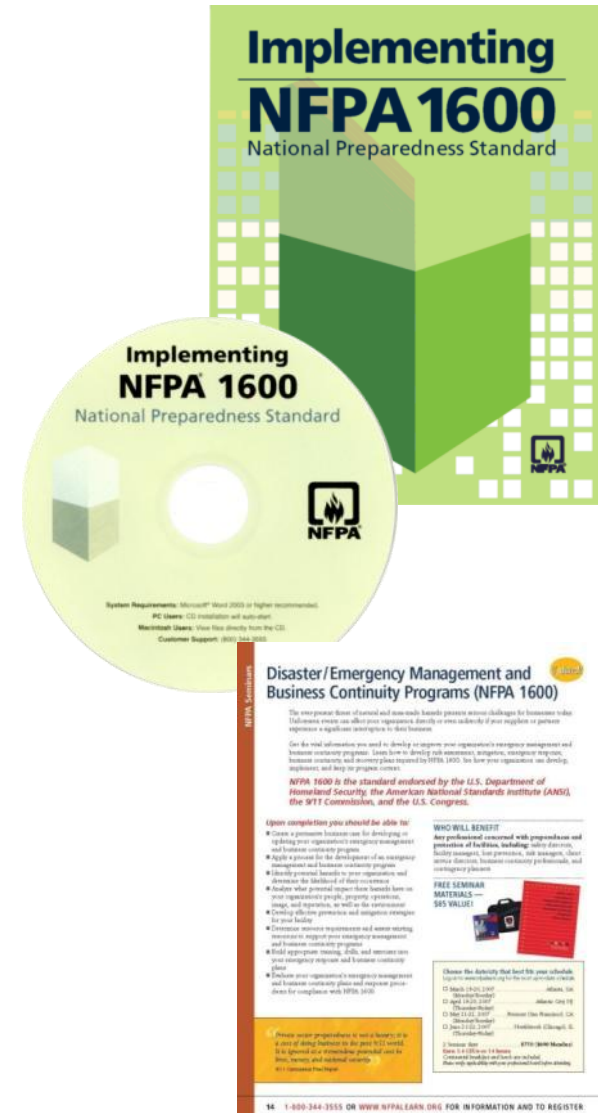


Annexes

- A Explanatory Material**
- B Program Development Resources**
- C Self Assessment Checklist for Conformity to NFPA 1600-2013**
- D Plan-Do-Check-Act (PDCA) Cycle**
- E Crosswalk Between 1600, CSA Z1600 and DRII**
- F NFPA 1600 2013 Edition as a Management System Standard**
- G Maturity Models**
- H APELL (Awareness and Preparedness for Emergencies at the Local Level)**
- I Informational References**

Additional Information

- ▶ www.nfpa.org/1600
- ▶ NFPA 1600 available for free download
- ▶ “Implementing NFPA 1600”
- ▶ 2 day professional development course
—excellent for private sector preparedness
- ▶ Disaster Recovery Institute’s Auditor Training
www.drii.org



PS-Prep

- ▶ Title IX of Public Law 110-53, Sec. 524 (August 2007):
Voluntary certification of private sector
preparedness programs
- ▶ Standards Designated (June 2010)
 - NFPA 1600-2007 and 2010 editions
 - SPC.1
 - BS 25999
- ▶ ANAB Appointed to:
 - Develop Requirements for Certifying Bodies
 - Accredite Certifying Bodies
- ▶ First certification announced by DHS (March 2012)



Contact me if you have questions

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Check out the NFPA 1600 page
and the NFPA 1600 self-
assessment checklist.

The screenshot displays the website for Preparedness, LLC, which is dedicated to risk assessment, prevention/mitigation, response, and recovery. The main navigation menu includes Home, Services, Solutions for, Case Studies, News, eNewsletter, Blog, Resources, NFPA 1600, About Us, and Contact Us. The central content area features a search bar, an eNewsletter subscription form, and a section for the NFPA 1600 program. The NFPA 1600 section includes an introduction, a list of resources (Introduction, History of NFPA 1600, 2010 Edition, Adoption of NFPA 1600, Resources), and a list of editions (NFPA 1600-2004, 2007, and 2010). A group photo of the NFPA 1600 Technical Committee is shown, along with a list of resources for the 2010 edition, including a report on comments and a draft report on proposals. The website also features a mobile app for iPhone and a podcast for the NFPA 1600-2010 edition.

PREPAREDNESS, LLC

RISK ASSESSMENT PREVENTION/MITIGATION RESPONSE RECOVERY

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eNewsletter

Click here to subscribe to our eNewsletter

Our email newsletter offers timely insight into preparedness topics of interest. Click here to access our eNewsletter archives.

Program Assessment Checklist

Click here to download a 7 page self-assessment tool based on the 2007 edition of NFPA 1600. Use It to evaluate your emergency management and business continuity program.

Resources

Be sure to check out our "Resources" page, which includes links to numerous organizations and hundreds of documents to assist you with the development of your program.

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

Introduction

NFPA 1600 "Standard on Disaster/Emergency Management and Business Continuity Programs" is published by the *National Fire Protection Association* (NFPA). NFPA is an American National Standards Institute Accredited Standards Developer (SDO). It was founded in 1896 and is an independent, not-for-profit, organization whose mission is to reduce the worldwide burden of fire and other hazards on the quality of life by providing and advocating consensus codes and standards, research, training, and education. NFPA has over 80,000 members in more than 100 nations.

The Technical Committee on Emergency Management and Business Continuity (formerly known as the Disaster Management Committee) was established by the NFPA Standards Council in January 1991. The committee was given the responsibility for developing documents relating to preparedness for, response to, and recovery from disasters resulting from natural, human, or technological events.

The technical committee includes a maximum of 36 members plus alternates and nonvoting members from the United States, Canada, and abroad. Members come from the private sector and public sector (federal, state, and local government). Private sector industry representatives include financial services, insurance, energy, health care, manufacturing, higher education, and consultants. Members represent *DR (Disaster Recovery Institute) International, U.S.*, *Department of Homeland Security (DHS)*, *National Emergency Management Association (NEMA)*, *NEMA's Emergency Management Accreditation Program (EMAP)*, and the *International Association of Emergency Managers (IAEM)*.

Preparedness Program Auditor Training

July 22, 2009, The National Fire Protection Association (NFPA) and the Disaster Recovery Institute International (DRII) have joined forces to create an education and certification program that will qualify participants to audit disaster/emergency management and business continuity programs against existing standards and regulations. Click here for the press release.

NFPA 1600

- Introduction
- History of NFPA 1600
- 2010 Edition
- Adoption of NFPA 1600
- Resources

Quick Links

- NFPA 1600-2004 edition
- NFPA 1600-2007 edition
- NFPA 1600-2007 edition for iPhone

NFPA 1600 available as iPhone app

Listen to the NFPA Podcast

- NFPA 1600-2010 edition "Report on Comments" and "Draft" draft
- NFPA 1600-2010 edition "Report on Proposals" draft
- Podcast discussion about the 2010 edition.
- NFPA online proposals and comments submission form

NFPA 1600 Technical Committee, August 2008

History of NFPA 1600

NFPA 1600 was first published in 1995 and titled "Recommended Practice for Disaster Management." The second edition of NFPA was adopted in 2000 in the form of a "standard." Nonmandatory language in the document ("should") was changed to mandatory language ("shall")