

JOINT SOP	
Title	Local Knowledge
Version	v5.0
Purpose	To maximise the safety of incident response personnel and the safety of the community by integrating local knowledge into incident management teams.
Scope	This Joint Standard Operating Procedure applies to all CFA, DEECA (FFMVic), FRV and VICSES personnel engaged in integrated responses to emergencies.
Applicable Agencies	This procedure applies to the following agency personnel; <ul style="list-style-type: none"> • CFA • DEECA (FFMVic) • FRV • VICSES
Content	This Joint Standard Operating Procedure outlines the need to integrate local knowledge in incident management teams.
Responsibilities	The following personnel have responsibilities within this procedure: <ul style="list-style-type: none"> • Regional Controllers • Incident Controllers • Agency Commanders
Definitions	<p>Common Emergency Management terms and definitions can be found in EM-COP under Library > Definitions.</p> <p>Within this document, the following definitions apply:</p> <p>Agency Commander The person an agency responding to an emergency identifies as responsible for supervising its personnel and chain of command. Where there is an agreed inter-agency arrangement, a functional commander may supervise personnel and resources from more than one agency.</p> <p>Control Control is the direction of response activities across agencies, horizontally, including the coordination and tasking of other agencies.</p> <p>Incident Controller The individual responsible for the management of all incident control activities across a whole incident.</p>

Incident Management Team (IMT)

The team assembled to assist the Incident Controller perform the control function, applied using the principles of the Australasian Inter-service Incident Management System (AIIMS).

Local knowledge

The relevant knowledge held by an individual or group of individuals familiar with the local values, geography, history and community in which an emergency event occurs.

Regional Controller

Agency personnel appointed by the EMC, acting on behalf of the EMC and rostered in each Region to exercise control over regional readiness and response to emergencies that are or that may become Class 1 emergencies.

Responder agencies

Control Agencies for Class 1 emergencies: Fire Rescue Victoria, the Country Fire Authority, the Victoria State Emergency Service Authority, the Secretary to the Department of Energy, Environment and Climate Action and any other agency prescribed to be a responder agency.

PROCEDURE

1. Regional Controllers and Regional Agency Commanders are required to ensure that readiness and rostering arrangements provide Incident Controllers with access to personnel with local knowledge.
2. The Incident Controller needs to ensure that as far as is practicable, personnel who are able to contribute a local perspective and have knowledge of local issues are involved in the planning and conduct of incident response, including the provision of warnings and advice to communities.
3. IMTs will incorporate local knowledge, where available and appropriate, by including local people in:
 - 3.1. Relevant incident management roles, where appropriately trained;
 - 3.2. As advisors to IMT members;
 - 3.3. The incident control structure, including guides and local resources in visiting teams.
 - 3.4. Emergency Management Team (EMT) members e.g. Traditional Owners, councils and utility owners.

SAFETY

Protection and preservation of life and relief of suffering is paramount. This includes:

- Safety of emergency response personnel; and
- Safety of community members including those most at-risk in emergencies both residents and visitors/tourists.

REFERENCE

Related Documents	<u>Emergency Management Act 2013</u> <u>Victorian State Emergency Management Plan</u> <u>JSOP 02.03 IMT Readiness Arrangements</u> <u>JSOP 03.03 Incident Action Planning</u> <u>JSOP 03.15 Transfer of Control at Class 1 Emergencies</u> <u>JSOP 03.10 Traffic Management at Major Emergencies</u> <u>JSOP 03.11 Red Flag Warnings</u>
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REVIEW

Date Issue	11 July 2024
Date Effective	22 August 2024
Date to be Reviewed	August 2027
Date to Cease	N/A

AUTHORITY

The Emergency Management Commissioner has issued this JSOP under section 50 of the *Emergency Management Act 2013*.

Approved	Signature	Date
Rick Nugent Emergency Management Commissioner	Signed copy kept on file at SCC	11 July 2024
Endorsed	Signature	Date
Jason Heffernan Chief Officer, CFA	Signed copy kept on file at SCC	11 July 2024
Chris Hardman Chief Fire Officer, DEECA FFMVic	Signed copy kept on file at SCC	11 July 2024
Gavin Freeman Chief Officer, FRV	Signed copy kept on file at SCC	11 July 2024
Tim Wiebusch Chief Officer Operations, VICSES	Signed copy kept on file at SCC	11 July 2024