NFPA 1600 - 2013 Edition & PS-Prep

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

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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

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

http://www.nfpa.org/1600
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

Chapter 4
Program Management

Chapter 5
Planning

Chapter 6
Implementation

Chapter 7
Training & Education

Chapter 8
Exercises & Testing

Chapter 9
Program Maintenance & Improvement

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
  - Accredit 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.