

State EM Documents Amendment List

Statement of Fact Changes as at 27 November 2025

Redactions are shown in ~~red strikethrough text~~ and additions are shown within **highlighted text**. As per State EM Preparedness Procedure 3.4, these statement of fact amendments were approved by the State Emergency Management Committee Executive Officer on 21 November 2025.

These statement of fact amendments include:

- Updates to the Policy, Plan, Procedure and EM Form 22 as per amendments made to the Australian Government Disaster Response Plan (COMDISPLAN) and published in April 2025.
- Minor updates to State EM Plan to reflect changes and provide clarity regarding the SEMC Subcommittees and reference groups.

Please email semc.policylegislation@dfes.wa.gov.au to provide feedback or comment.

State Emergency Management Policy **Version 3.07** **3.08**

Summary of amendments:

- Section heading updated to include Australian Government assistance alongside interstate assistance
- Clarifications included regarding SEC and HMA roles and responsibilities
- Removed outdated content and procedural details

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| 37 | 5.10 Interstate Assistance | Interstate and Australian Government Assistance | Heading amended in reference Australian Government as per consultation with National Emergency Management Agency (NEMA). |
| 37 | 5.10.1 | HMA's and responsible agencies should outline any emergency assistance arrangements within their State Hazard Plans and State Support Plans. | This additional policy statement provides clarification that responsible agencies and HMA's should outline their existing hazard-specific arrangements within SHPs and SSPs. |

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| 37 | 5.10.2 | <p><u>The SEC is authorised to enter into agreements and arrangements in or outside of the State for emergency assistance.</u></p> <p>The SEC may approach the Australian Government for a range of assistance measures tailored to the needs of the community.</p> <p>Where a requirement potentially exists for a request for interstate assistance:</p> <ul style="list-style-type: none"> the HMA is responsible for initial contact with the potential supporting state or territories, as outlined in the relevant State Hazard Plan. the Responsible Agency is responsible for initial contact with the potential supporting state or territories, as outlined in the relevant State Support Plan (where established). | <p>Outlines the standing authorisation that allows for the SEC to liaise with the Australian Government and other persons and enter into arrangements and agreements as per the State EM Act s.11.</p> <p>In addition, the amendments remove procedural statements from policy.</p> |
| 37 | 5.10.3 | <p><u>The SEC is the nominated official to make requests for Formal arrangements have been established with Emergency Management Australia for the provision of Australian Government Non-Financial physical Assistance under the Australian Commonwealth Government Disaster Response Plan (COMDISPLAN).</u>, as outlined in the State EM Plan section 5.6.1.</p> <p><u>5.10.3.1 A HMA may initiate a request for Australian Government Non-Financial Assistance in consultation with the SEC.</u></p> | <p>Provides confirmation that SEC is the nominated jurisdictional authority to make requests on behalf of the State, as per amendments to the Australian Government Disaster Response Plan (COMDISPLAN). Previous nominated authority was Executive Officer of SECG.</p> <p>Removes operational statements from policy.</p> |

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| | 5.10.4 | <p><u>A HMA may request immediate emergency assistance directly from the Department of Defence.</u></p> <p>The SEC is authorised to liaise with the Australian Government and other persons, in or outside the State and enter into agreements and arrangements to assist the State to manage emergencies (section 11(3) EM Act).</p> | Original policy statement removed as duplicated in 5.10.2. Amendment provides clarity that HMAs may directly approach the Department of Defence for immediate, short term emergency assistance. |
| 37 | 5.10.5 | <p>Details on how Australian Defence Force assistance relevant to emergency management is accessed is provided in the State EM Plan section 5.6.1 and State EM Response Procedure 4.20.</p> <p><u>Details on how emergency assistance can be accessed during an emergency response are provided within State EM Plan section 5.6 and State EM Response Procedure 4.20.</u></p> | <p>Policy statement 5.10.5 removed.</p> <p>Closing statement provides clarity on where further information regarding interstate and Australian Government Assistance arrangements can be sought in the Framework.</p> |
| 60 | HMA | Responsible for initial contact with potential supporting state or territories, where a requirement potentially exists for interstate <u>and Australian Government</u> assistance, as outlined in the relevant State Hazard Plan (State EM Policy section 5.10). | Update to include Australian Government assistance to align with section 5.10. |

State Emergency Management Plan Version 3.09 3.10

Summary of amendments:

- SEMC Subcommittee Governance structure updated: Removed time-limited working groups; added Essential Services Network Operators Reference Group under correct reporting line.
- Section 5.6 retitled to “**Interstate and Australian Government Assistance**” with new introduction explaining intent.
- Subsections added:
 - **5.6.1 Interstate Assistance** – outlines activation of interstate arrangements.
 - **5.6.2 Australian Government Assistance** – explains SEC’s role, links to NEMA website, and criteria for non-financial assistance.
- Department of Defence assistance clarified under **Immediate Assistance from Department of Defence**

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| 12 | 2.2 SEMC Governance Structure | <p>Figure 1: SEMC Committee Structure</p> <p>SEMC Subcommittees and Reference Groups</p> <ul style="list-style-type: none"> • Response Policy Subcommittee <ul style="list-style-type: none"> ○ Essential Services Network Operators Reference Group ○ First Responders Active Armed Offenders Working Group ○ Webfusion Working Group • Risk & Capability Subcommittee <ul style="list-style-type: none"> ○ Essential Services Network Operators Reference Group <ul style="list-style-type: none"> ○ Lessons Management and Exercising Working Group • Community Resilience & Recovery Subcommittee <ul style="list-style-type: none"> ○ Public Information Reference Group ○ Waste Management Working Group ○ Recovery Review Working Group • Public Safety Communications Subcommittee • Climate Change Subcommittee | <p>Subcommittee and reference group structure amended to reflect current structure. PIRG and ESNORG groups moved to reflect change in reporting lines.</p> <p>Removal of all time limited working groups as they are limited and subject to frequent change.</p> |

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| 58 | 5.6 – Heading and Introduction | <p>Interstate <u>and Australian Government</u> Assistance</p> <p><u>Western Australia has responsibility for coordinating and planning for the response to an emergency within their borders. When the total resources (government, community, industry and commercial) of the State cannot reasonably cope with the needs of the situation, the State may require emergency assistance.</u></p> <p>In accordance with State EM Policy section 5.10, the SEC may approach the Australian Government for a range of assistance measures. The support and assistance provided by the Australian Government for each emergency is tailored to the needs of the affected community.</p> <p>Where a requirement potentially exists for a request for interstate assistance, the HMA is responsible for initial contact with the potential supporting State or Territories, as outlined in the relevant State Hazard Plan. When interstate assistance is required under a State Support Plans, the relevant Responsible Agency is responsible for the initial contact.</p> | <p>Title amended to capture that the section outlines both interstate and Australian Government arrangements.</p> <p>Introduction added to outline the intent of the section.</p> |
| 59 | <u>5.6.1</u> | <p><u>Interstate Assistance</u></p> <p><u>Interstate assistance arrangements should be outlined within the relevant state hazard plan or state support plan.</u></p> <p><u>If required, responsible agencies (or their delegate) should activate these arrangements in accordance with their State Hazard Plans, State Support Plans and operational procedures.</u></p> <p><u>In certain circumstances, the SEC may enter into agreements or arrangements with other states or territories to assist HMAs or responsible agencies with their response.</u></p> | <p>Introduction of subsection 5.6.1 to outlines interstate assistance arrangements as discrete from Australian Government assistance arrangements that is outlined in subsection 5.6.2.</p> |

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| 59 | <p>5.6.2 – Australian Government Assistance</p> <p>5.6.1 – Australian Government Physical Assistance</p> | <p>Australian Government Assistance</p> <p><u>If a HMA or responsible agency has specific Australian Government assistance arrangements in place, these should be outlined within the relevant State Hazard Plan or State Support Plan.</u></p> <p><u>When required, the SEC may enter into additional agreements or arrangements with the Australian Government to assist HMAs and or other responsible agencies with their response.</u></p> <p><u>The Australian Government's national emergency management plans provide an overview of the types of assistance the Australian Government may provide. A list of current national plans is available on the NEMA website.</u></p> <p><u>At the State level, the SEC (or their delegate), is responsible for liaising with NEMA regarding accessing Australian Government assistance during an emergency.</u></p> <p><u>In some circumstances, the Australian Government may provide non-financial assistance or immediate, short-term response assistance.</u></p> <p>Australian State and Territory governments have responsibility for coordinating and planning for the response to and recovery from an emergency within their borders. When the total resources (government, community and commercial) of an affected jurisdiction cannot reasonably cope with the needs of the situation, the nominated official can seek non-financial assistance from the Australian Government, through Emergency Management Australia, under the Australian Government Disaster Response Plan (COMDISPLAN).⁹</p> <p>Footnote 9: Department of Home Affairs, COMDISPLAN, 2017.</p> | <p>Section amended based on amendments made to the COMDISPLAN during the 2025 April Administrative Review.</p> <p>Consultation carried out with WA Police Force, Department of Defence (JOSS WA) and NEMA to ensure consistency and alignment with national plans and guidelines.</p> |

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| 59 | <u>5.6.2 – Australian Government Assistance</u> | <p><u>Australian Government Non-Financial Assistance</u></p> <p><u>If required, the State may request non-financial assistance from the Australian Government, through NEMA.</u></p> <p><u>The Australian Government Disaster Response Plan (COMDISPLAN) outlines the arrangements for the provision of Australian Government non-financial assistance in the event of an emergency within Australia or its offshore territories. The term ‘non-financial assistance’ refers, but is not limited to:</u></p> <ul style="list-style-type: none"> <u>planning expertise</u> <u>provision of geospatial services</u> <u>counselling</u> <u>advice</u> <u>niche capabilities</u> <u>management of external resources</u> <u>physical assistance.</u> <p><u>Australian Government non-financial assistance, may be provided when an emergency has occurred or is imminent, and at least one of the following criteria is met:</u></p> <ul style="list-style-type: none"> <u>all government, community, industry and commercial resources are exhausted or are likely to be exhausted</u> <u>the State is unable to mobilise its own resources (or community, industry and commercial resources) in time</u> <u>the Australian Government has a capability that the State does not have.</u> | <p>Section amended based on amendments made to the COMDISPLAN during the 2025 April Administrative Review.</p> <p>Consultation carried out with WA Police Force, Department of Defence (JOSS WA) and NEMA to ensure consistency and alignment with national plans and guidelines.</p> |

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| 59 | <p>Australian Government Non-Financial Assistance 5.6.4 —Australian Government Physical Assistance</p> | <p><u>Under State EM Policy section 5.10</u></p> <ul style="list-style-type: none"> the SEC is the nominated official to make Australian Government non-financial assistance requests, also known as a Commonwealth Request for Assistance (Commonwealth RFA) on behalf of Western Australia a HMA may initiate a Commonwealth RFA in consultation with the SEC. <p>COMDISPLAN outlines the coordination arrangements for the provision of Australian Government non-financial assistance in the event of a disaster or emergency within Australia or its offshore territories. The term 'non-financial assistance' refers, but is not limited, to: planning expertise, provision of mapping services, counselling, advice management of external resources and physical assistance.</p> <p>For Australian Government physical assistance to be provided, the following criteria should be met:</p> <ul style="list-style-type: none"> an emergency situation exists and/or a state of emergency is declared the request for Australian Government physical assistance is for the saving of life or property, or for alleviating suffering of people affected by an emergency Australian Government physical assistance has been requested because the task is beyond the resources of the State, or State resources cannot be made available in time the task cannot be effectively undertaken by commercial entities in the State or the available local labour force. | <p>Section amended based on amendments made to the COMDISPLAN during the 2025 April Administrative Review.</p> <p>Consultation carried out with WA Police Force, Department of Defence (JOSS WA) and NEMA to ensure consistency and alignment with national plans and guidelines.</p> |

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| 59 | Australian Government Non-Financial Assistance | <p>Emergency Management Form 22: Request for Australian Government Non-Financial Assistance (Commonwealth Request for Assistance) should be submitted in accordance with State EM Response Procedure 4.20</p> <p>All requests for physical assistance are to be made in accordance with State EM Policy section 5.10 and State EM Response Procedure 4.20.</p> | Reference to request form updated to new form title. |

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| 59 | <p>Defence Assistance to the Civil Community</p> <p>Immediate Assistance from the Department of Defence</p> | <p>Immediate Assistance from the Department of Defence</p> <p>Defence may provide immediate assistance for a localised and short-term emergency response (referred to as Defence Assistance to the Civil Community Category 1 (DACC 1)) when the following criteria are met:</p> <ul style="list-style-type: none"> • immediate action is necessary to save human life alleviate suffering, prevent extensive loss of animal life or prevent widespread loss and damage to property • local civilian resources are inadequate, unavailable or cannot be mobilised in time; and • the expected duration of assistance required does not exceed 48hrs. <p>A HMA may request immediate assistance under DACC 1 from the Joint Operations Support Staff WA (JOSS WA), or Senior Australian Defence Force Officer (SADFO), Base Manager or Unit Commander where local arrangements have been established. NEMA should also be advised of such requests for situational awareness.</p> <p>If Defence emergency assistance is expected to exceed localised support or extend beyond 48 hours, (referred to as a DACC Category 2 – Significant Crisis Response) a formal Request for Australian Government Non-Financial Assistance (Commonwealth RFA) must be submitted.</p> | <p>Section amended based on amendments made to the COMDISPLAN during the 2025 April Administrative Review.</p> <p>Consultation carried out with WA Police Force, Department of Defence (JOSS WA) and NEMA to ensure consistency and alignment with national plans and guidelines.</p> |

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| 59 | <p>Defence Assistance to the Civil Community</p> <p>Immediate Assistance from the Department of Defence</p> | <p>The immediate response by the Australian Government to assist states will frequently come from the Australian Defence Force (ADF), because of the availability of trained personnel and serviceable equipment at short notice from the ADF. However, in major emergencies, the requirement may call for a wide range of resources from a number of Australian Government departments and authorities.</p> <p>Defence Aid to the Civil Community (DACC) can be provided in a number of ways, which are defined as categories of assistance, such as the following:</p> <p>Category 1 DACC is emergency assistance for a specific task(s) provided by a local ADF commander/administrator from within their own resources, in localised emergency situations when:</p> <ul style="list-style-type: none"> • immediate action is necessary to save human life, alleviate suffering, prevent extensive loss of animal life, or prevent widespread loss/damage to property • local civilian resources are inadequate, unavailable or cannot be mobilised in time.⁴⁰ <p>Footnote 10: Department of Defence, DACC Manual, 2014.</p> <p>Requests for Category 1 DACC assistance are coordinated through the local ADF Unit Commander to provide support through the Manager, Joint Operations Support Staff.</p> <p>Category 2 and 3 DACC assistance may be provided at the discretion of the Australian Government when the State requests Australian Government physical assistance</p> <p>Category 2 DACC is emergency assistance in a more extensive or continuing EM operation beyond that provided by Category.</p> <p>Category 3 DACC assistance is for recovery from a civil emergency or disaster and not directly related to the saving of life or property.</p> <p>Details on the DACC arrangements and how to access them are contained within State EM Response Procedure 4.20</p> | <p>Section replaced with the new content within the Immediate Assistance from the Department of Defence section.</p> |
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| 60 | 5.6.2 National Plans | <p>Emergency Management Australia is responsible for the management of a number of Australian Government emergency management plans. These plans provide an overview of how National, State, Territory and local governments collectively approach the management of emergencies, including catastrophic emergencies. At the State level, the SEC is responsible for liaising with Emergency Management Australia during an emergency.</p> <p>The Australian Government emergency management plans outline the principles, structures and procedures that support the coordination of emergency management in Australia and its offshore territories and the collaboration necessary to match the response and assistance required to the nature of the event.</p> <p>The arrangements are reviewed and reissued regularly by the Australia—New Zealand Emergency Management Committee (ANZEMC), in consultation with relevant agencies and organisations. A list of current national plans is available on the SEMC website</p> | Section 5.6.2 – National Plans removed as information is now integrated within section 5.6.2 Australian Government Assistance. |
| 73 | Appendix A: Acronyms | NEMA National Emergency Management Agency | Inclusion of acronym to reflect use of term within plan. |
| 110 | Appendix F: Functional Responsibilities (table) | <p>Coordination</p> <p>Coordination of Australian Government Non-Financial Physical Assistance (Commonwealth Request for Assistance)</p> <p>National Emergency Management Agency Australia</p> | Wording update to reflect change in terminology. Agency name update (EMA now NEMA). |
| N/A | Throughout | The removal of footnotes and minor formatting amendments have shifted some content within Part 5, Appendix E and F. | Formatting |

State Emergency Management Procedure Version ~~3.06~~ **3.07**

Summary of amendments:

- Procedure renamed to Australian Government Assistance and subheading added to describe Australia Government Non-Financial Assistance
- Background updated to reflect COMDISPLAN changes and Department of Defence immediate assistance process.
- Steps for Commonwealth Request for Assistance streamlined to align with the updated EM Form 22.

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| 112 | 4.20.1 Australian Government Physical Assistance | 4.20 Australian Government Physical Assistance 4.20.1 Australia Government Non-Financial Physical Assistance | Procedure name and headings amended to better reflect that procedure outlines requests for all types of non-financial assistance from the Australian Government and is not limited to on the ground assistance. |

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| 112 | Background | <p>During emergency response situations, there are times when the total resources of the State (local, government, industry and commercial) cannot reasonably cope with the needs of the situation.</p> <p>Formal arrangements have been established under the Australian Government Disaster Response Plan (COMDISPLAN) for the provision of Australian Government non-financial assistance for such circumstances. Annex A of the COMDISPLAN provides an overview of capabilities that Australian Government agencies can typically provide. For the purposes of the State emergency management arrangements, these non-financial assistance arrangements are referred to as a Commonwealth Request for Assistance (Commonwealth RFA).</p> <p>There are times, during emergency response and recovery, when the total resources (government, community and commercial) of the State cannot reasonably cope with the needs of the situation. Formal arrangements have been established under the Australian Government Disaster Response Plan (COMDISPLAN) for the provision of Australian Government non-financial assistance for such circumstances. For the purposes of the State emergency management arrangements, these non-financial arrangements are referred to as Australian Government Physical Assistance (AGPA).</p> | Background information amended to reflect the changes made to the COMDISPLAN as per the April 2025 Administrative Review. |

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| 112 | Background | <p><u>Immediate Assistance from the Department of Defence</u></p> <p><u>Where there is an immediate threat to life or property that requires immediate assistance, a HMA may request localised, short-term support from the Department of Defence (Defence) through the Joint Operations Support Staff WA (JOSS WA), or their local Senior Australian Defence Force Officer (SADFO), Base Manager or Unit Commander directly. This type of support is referred to as Defence Assistance to the Civil Community Category 1 (DACC 1) – Local Emergency Assistance. The National Emergency Management Agency (NEMA) should be advised of such requests for situational awareness.</u></p> <p><u>If Defence emergency assistance is expected to exceed localised support or extend beyond 48 hours, a request for Australian Government Non-Financial Assistance (Commonwealth RFA) must be made through NEMA. This type of support is referred to as DACC Category 2 – Significant Crisis Response. If a Request for Australian Government Non-Financial Assistance is under consideration, where Defence support under DACC Category 2 is a possibility, JOSS WA should be advised for situational awareness. JOSS WA may provide the HMA with a Defence Emergency Management Liaison Officer (DEMLO) to coordinate assistance under DACC 1 and 2 as required.</u></p> | <p>Introduction of <i>Immediate Assistance from the Department of Defence</i> within background section. Reference to the Australian Defence Force for support removed here, as assistance may be requested beyond the scope of ADF and involve other parts of Defence. This amendment was made on request from the JOSS WA.</p> <p>Procedure for requesting Defence assistance now aligns with Defence policy (DACC Manual Edition 5 AL 1)</p> <p>Introduction of term DEMLO (previously known as ADFLO) as assistance may be requested beyond the scope of ADF.</p> |

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| 112 | Forms and Templates | The following form is relevant to this procedure: <ul style="list-style-type: none"> EM Form 22: Request for Australian Government <u>Non-Financial</u> Physical Assistance (<u>Commonwealth Request for Assistance</u>) | Name of form updated to reflect change in assistance request as per COMDISPLAN amendments (April 2025). |
| 112 | Criteria for <u>accessing Australian Government non-financial assistance</u> Providing AGPA | <u>Non-financial assistance from the Australian Government may be provided when an emergency has occurred or is imminent, and at least one of the following criteria is met:</u> AGPA to be provided, it is usual that the following criteria are met: <ul style="list-style-type: none"> <u>the HMA is unable to access appropriate resources (local, state, community, industry and commercial resources) in time an emergency occurs or is imminent and</u> <u>all local, government, industry and commercial resources are exhausted or are likely to be exhausted</u> due to the nature, magnitude or duration of the event, the total resources (government, community and commercial) of the State cannot reasonably cope with the needs of the situation. <u>the Australian Government has a capacity that the State does not have.</u> | Criteria amended to reflect change in criteria for request assistance from the Australian Government, as now referenced within the COMDISPLAN. |

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| 112 | Procedure <u>Commonwealth Request for Assistance</u> | <p>i. <u>The HMA conducts a self-assessment to confirm that the criteria for Australian Government non-financial assistance</u> requesting HMA certifies that the requirements for AGPA have been <u>are</u> met.</p> <p>ii. The HMA discusses the <u>options and potential requests with a NEMA Liaison Officer (LO). HMAs may contact a NEMO LO by contacting the Australian Government National Situation Room. If the request may comprise Defence assistance, the HMA advises the JOSS WA, who may provide a Defence Emergency Management Liaison Officer (DEMLO) to the HMA if required.</u> request with the SEC [not required for DACC 1] (see Note A).</p> | Procedure amended based on consultation with NEMA, JOSS WA (ADF) and WA Police Force, steps provide for early engagement with either NEMA and Department of Defence, allowing a more streamlined approach to progressing requests for assistance. |

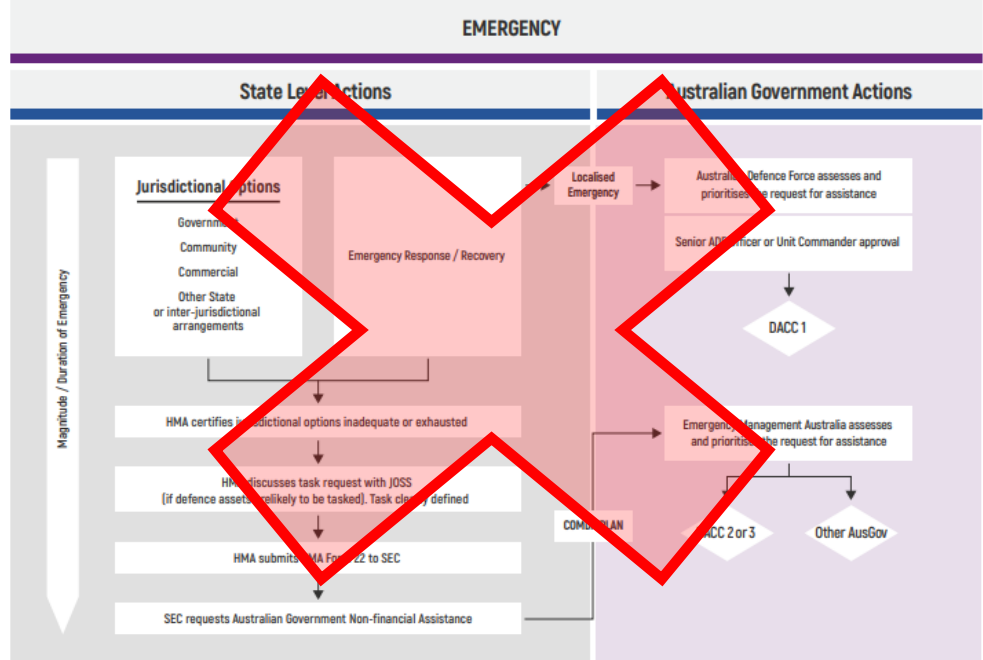
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| 112 | Procedure Commonwealth Request for Assistance | <p>iii. If the criteria have been met, the HMA discusses the situation with the SEC (or their delegate) The requesting HMA contacts the Australian Defence Force (ADF) Joint Operations Support Staff (JOSS) where there is the likelihood that ADF assets may be tasked. JOSS may provide advice on the task request.</p> <p>iv. With agreement from the SEC (or their delegate), the requesting HMA completes Part 1 of EM Form 22. This should be done in consultation with the NEMA LO or through the 24/7 Australian Government National Situation Room, and JOSS WA if required. Request for Australian Government Physical Assistance and forwards the completed form to the Executive Officer of the SECG (see Note A).</p> <p>v. Once completed, the HMA forwards EM Form 22 to the SEC (or their delegate) via the Commander Counter Terrorism and Emergency Response, WA Police Force State Operations Command Centre (see Note A)</p> <p>The request is considered, and where agreed, Part 3 of EM Form 22: Request for Australian Government Physical Assistance is endorsed by the SEC.</p> | Procedure amended - Continued. |

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| 112 | Procedure <u>Commonwealth Request for Assistance</u> | <p>vi. <u>The SEC (or their delegate) reviews the submitted EM Form 22 to determine whether to endorse the request and progress it to NEMA.</u> Where required, the JOSS WA should be advised of requests for situational awareness. A copy of both Parts 1, 2 and 3 will be provided to the requesting HMA by the SEC (and JOSS where ADF assets may be tasked) as advice of the approval/non-approval of the request.</p> <p>vii. The SEC <u>(or their delegate) provides a copy of the completed EM Form 22 back to the requesting HMA, advising the HMA of the endorsement or non-endorsement decision</u> forwards the request to Emergency Management Australia (via the Australian Government Crisis Coordination Centre) for consideration.</p> <p>viii. <u>If endorsed, the SEC (or their delegate) forwards the request to NEMA via the Australian Government National Situation Room. The requesting HMA, and JOSS WA (where required) are to be copied in for visibility</u> Emergency Management Australia considers the request in accordance with COMDISPLAN and contacts the requesting HMA to progress outcomes.</p> <p><u>ix. NEMA assesses the request in accordance with the COMDISPLAN and contacts the requesting HMA to progress outcomes.</u></p> | Procedure amended - Continued |

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| 113 | Procedure | <table><thead><tr><th>Position</th><th>Telephone</th><th>Email</th><th>Additional Information</th></tr></thead><tbody><tr><td>SEC</td><td>1800 67 857</td><td>SOCC Divisional Office: SOCCDivisionalOffice@police.wa.gov.au cc: SOCCGeneral@police.wa.gov.au</td><td>SEC is Commissioner of Police contacted via WA Police Force State Operations Command Centre</td></tr><tr><td>Executive Officer, SECG</td><td>1800 67 857</td><td>SOCC Divisional Office: SOCCDivisionalOffice@police.wa.gov.au cc: SOCCGeneral@police.wa.gov.au</td><td>Executive Officer, SECG is Commander Counter Terrorism and Emergency Response contact via WA Police Force State Operations Command Centre</td></tr><tr><td>ADF JOSS</td><td>0427 899 633</td><td>joss.wa@defence.gov.au</td><td></td></tr><tr><td>Australian Government Crisis Coordination Centre</td><td>1300 243 222</td><td>ccc@ag.gov.au</td><td>Nominated contact point (COMDISPLAN) is SEC</td></tr></tbody></table> | | | | Position | Telephone | Email | Additional Information | SEC | 1800 67 857 | SOCC Divisional Office: SOCCDivisionalOffice@police.wa.gov.au cc: SOCCGeneral@police.wa.gov.au | SEC is Commissioner of Police contacted via WA Police Force State Operations Command Centre | Executive Officer, SECG | 1800 67 857 | SOCC Divisional Office: SOCCDivisionalOffice@police.wa.gov.au cc: SOCCGeneral@police.wa.gov.au | Executive Officer, SECG is Commander Counter Terrorism and Emergency Response contact via WA Police Force State Operations Command Centre | ADF JOSS | 0427 899 633 | joss.wa@defence.gov.au | | Australian Government Crisis Coordination Centre | 1300 243 222 | ccc@ag.gov.au | Nominated contact point (COMDISPLAN) is SEC | Removal of contact list from procedure as this is a public facing document and contact details are relevant to HMAs requesting assistance. Contact details have now been included within EM Form 22. |
| Position | Telephone | Email | Additional Information | | | | | | | | | | | | | | | | | | | | | | | |
| SEC | 1800 67 857 | SOCC Divisional Office: SOCCDivisionalOffice@police.wa.gov.au cc: SOCCGeneral@police.wa.gov.au | SEC is Commissioner of Police contacted via WA Police Force State Operations Command Centre | | | | | | | | | | | | | | | | | | | | | | | |
| Executive Officer, SECG | 1800 67 857 | SOCC Divisional Office: SOCCDivisionalOffice@police.wa.gov.au cc: SOCCGeneral@police.wa.gov.au | Executive Officer, SECG is Commander Counter Terrorism and Emergency Response contact via WA Police Force State Operations Command Centre | | | | | | | | | | | | | | | | | | | | | | | |
| ADF JOSS | 0427 899 633 | joss.wa@defence.gov.au | | | | | | | | | | | | | | | | | | | | | | | | |
| Australian Government Crisis Coordination Centre | 1300 243 222 | ccc@ag.gov.au | Nominated contact point (COMDISPLAN) is SEC | | | | | | | | | | | | | | | | | | | | | | | |

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| 113 | Notes to Procedure | <p>A. All request for AGPA should be forwarded through the Executive Officer, SECG, for endorsement of the SEC. It is advisable to call 1800 647 857 to discuss before sending the request. This will help to ensure that the request is complete.</p> <p>B. A brief explanation of the situation (emergency occurring or imminent) and why the task cannot be met within State resources (government, community and commercial).</p> <p>C. A brief description of the task requested (e.g. move 1000 bales of fodder from supply dump to properties within a 20 km radius).</p> <p>D. Resource(s). Requesting authorities should NOT specify the solution to the request (e.g. Hercules transport aircraft, Blackhawk helicopters, etc.) but identify any constraints that may influence Emergency Management Australia's decision (e.g. area unsuitable for all but rotary wing aircraft response).</p> <p>E. Provide details of when and where the resource(s) are required.</p> <p>F. Provide details to whom the resource(s) are to be delivered, at what address and if any special to-type labelling is required.</p> <p>G. Provide details of delivery point contact officer(s) name, location and contact details as appropriate.</p> <p>H. The HMA making the request is to certify that, due to the nature, magnitude or duration of the event, the total resources (government, community and commercial) of the State cannot reasonably cope with the needs of the situation</p> | Removed from procedure as information was applicable to the completion of EM Form 22. This information has now been included within EM Form 22 for HMA reference. |

| Page | Statement/ Section | Amendment to Procedure | Comment | | | | | | | | | | | | |
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| 114 | Emergency DACC Categories | <div>Emergency DACC Categories</div> <table><tr><th>Category</th><th>Overview</th><th>Process</th></tr><tr><td>1</td><td>Localised emergency assistance where there is a direct threat to life or property. Government or commercial resources are inadequate or unavailable. Duration of assistance not to exceed 48 hours. Examples include sandbagging, provision of temporary accommodation and transportation. No cost recovery will be sought. No indemnity or insurance is required.</td><td>A request is made by the incident controller to the local Senior ADF Officer or Unit Commander. Approval is provided by local Senior ADF Officer or Unit Commander and within local resources.</td></tr><tr><td>2</td><td>Significant emergency assistance beyond that provided under Category 1, during a more extensive or continuing disaster, directly related to saving human life, alleviating human suffering or preventing the loss of or damage to property when State resources are inadequate. Examples include significant aerial transportation, rescue operations and medical evacuations. No cost recovery will be sought. No indemnity or insurance is required.</td><td>The SEC requests AGPA through Emergency Management Australia in accordance with State EM Response Procedure 4.20. COMDISPLAN is activated by Emergency Management Australia. Approved by the Minister for Defence or the Chief of the Defence Force. Defence activities are coordinated by Headquarters Joint Operations Command. A Joint Task Force may be established.</td></tr><tr><td>3</td><td>Assistance associated with recovery from a civil emergency or disaster, which is not directly related to the saving of life or property that involves longer term significant recovery activity. Examples include provision of temporary bridging, road restoration and clean-up operations. The party requesting assistance must meet indemnity and insurance requirements of the Commonwealth. Cost recovery is available, although a waiver may be sought through appropriate Defence channels.</td><td>The SEC requests Australian Government non-financial Assistance through Emergency Management Australia in accordance with State EM Response Procedure 4.20. COMDISPLAN is activated by Emergency Management Australia. Approved by the Minister for Defence or the Chief of the Defence Force. Defence activities are coordinated by Headquarters Joint Operations Command. A Joint Task Force may be established. All aspects of the provision of assistance must be formalised in a memorandum of agreement.</td></tr></table> | Category | Overview | Process | 1 | Localised emergency assistance where there is a direct threat to life or property. Government or commercial resources are inadequate or unavailable. Duration of assistance not to exceed 48 hours. Examples include sandbagging, provision of temporary accommodation and transportation. No cost recovery will be sought. No indemnity or insurance is required. | A request is made by the incident controller to the local Senior ADF Officer or Unit Commander. Approval is provided by local Senior ADF Officer or Unit Commander and within local resources. | 2 | Significant emergency assistance beyond that provided under Category 1, during a more extensive or continuing disaster, directly related to saving human life, alleviating human suffering or preventing the loss of or damage to property when State resources are inadequate. Examples include significant aerial transportation, rescue operations and medical evacuations. No cost recovery will be sought. No indemnity or insurance is required. | The SEC requests AGPA through Emergency Management Australia in accordance with State EM Response Procedure 4.20. COMDISPLAN is activated by Emergency Management Australia. Approved by the Minister for Defence or the Chief of the Defence Force. Defence activities are coordinated by Headquarters Joint Operations Command. A Joint Task Force may be established. | 3 | Assistance associated with recovery from a civil emergency or disaster, which is not directly related to the saving of life or property that involves longer term significant recovery activity. Examples include provision of temporary bridging, road restoration and clean-up operations. The party requesting assistance must meet indemnity and insurance requirements of the Commonwealth. Cost recovery is available, although a waiver may be sought through appropriate Defence channels. | The SEC requests Australian Government non-financial Assistance through Emergency Management Australia in accordance with State EM Response Procedure 4.20. COMDISPLAN is activated by Emergency Management Australia. Approved by the Minister for Defence or the Chief of the Defence Force. Defence activities are coordinated by Headquarters Joint Operations Command. A Joint Task Force may be established. All aspects of the provision of assistance must be formalised in a memorandum of agreement. | Emergency DACC Categories removed. Information regarding DACC categories is now explained within State EM Plan section 5.6.2 – Immediate Assistance from the Department of Defence. Plan and procedure both advise that any request for assistance exceeding localised support and 48 hours must be requested via the Australian Government Non-Financial (Commonwealth Request for Assistance) process. |
| Category | Overview | Process | | | | | | | | | | | | | |
| 1 | Localised emergency assistance where there is a direct threat to life or property. Government or commercial resources are inadequate or unavailable. Duration of assistance not to exceed 48 hours. Examples include sandbagging, provision of temporary accommodation and transportation. No cost recovery will be sought. No indemnity or insurance is required. | A request is made by the incident controller to the local Senior ADF Officer or Unit Commander. Approval is provided by local Senior ADF Officer or Unit Commander and within local resources. | | | | | | | | | | | | | |
| 2 | Significant emergency assistance beyond that provided under Category 1, during a more extensive or continuing disaster, directly related to saving human life, alleviating human suffering or preventing the loss of or damage to property when State resources are inadequate. Examples include significant aerial transportation, rescue operations and medical evacuations. No cost recovery will be sought. No indemnity or insurance is required. | The SEC requests AGPA through Emergency Management Australia in accordance with State EM Response Procedure 4.20. COMDISPLAN is activated by Emergency Management Australia. Approved by the Minister for Defence or the Chief of the Defence Force. Defence activities are coordinated by Headquarters Joint Operations Command. A Joint Task Force may be established. | | | | | | | | | | | | | |
| 3 | Assistance associated with recovery from a civil emergency or disaster, which is not directly related to the saving of life or property that involves longer term significant recovery activity. Examples include provision of temporary bridging, road restoration and clean-up operations. The party requesting assistance must meet indemnity and insurance requirements of the Commonwealth. Cost recovery is available, although a waiver may be sought through appropriate Defence channels. | The SEC requests Australian Government non-financial Assistance through Emergency Management Australia in accordance with State EM Response Procedure 4.20. COMDISPLAN is activated by Emergency Management Australia. Approved by the Minister for Defence or the Chief of the Defence Force. Defence activities are coordinated by Headquarters Joint Operations Command. A Joint Task Force may be established. All aspects of the provision of assistance must be formalised in a memorandum of agreement. | | | | | | | | | | | | | |

| Page | Statement/ Section | Amendment to Procedure | Comment |
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| 115 | Figure 2 Australian Government Physical Assistance Flow Chart |  <p>Figure 2: Australian Government Non-Financial Physical Assistance Flowchart Note: Print on A3 to pass print accessibility</p> | <p>Figure removed from procedure as information is now clearly defined within State EM Policy, Plan and Procedure.</p> <p>All references to DACC 2 and 3 have been removed from procedure.</p> |


Note: Page numbers listed refer to the previous document.

State Emergency Management Form 22 Version ~~3.2~~ 4.00



State EM Form 22: Request for Australian Government Non-Financial Assistance (Commonwealth Request for Assistance) redesigned. Amendments include:

- Form fields updated to reflect changes to COMDISPLAN.
- Explanatory notes previously referenced within State EM Procedure 4.20.1 have been included within each form field to provide greater clarity on what information is required when submitting a request for assistance.
- Contact details previously listed within procedure have now been included within form (part 5). All contact details have been updated in consultation with NEMA, Department of Defence (JOSS WA) and WA Police Force.
- Formatting amended to meet accessibility requirements.
- Version control updated.

Old:

| | | | |
|---|---|---|--|
| EM Form 22: Request for Australian Government Physical Assistance | |  | |
| WESTERN AUSTRALIA | | | |
| Request for Australian Government Physical Assistance | | | |
| REQUEST NO. | SEC USE ONLY | | |
| <small>(Insert request number)</small> | <small>(SEC use only)</small> | | |
| <i>(Explanatory notes are provided in State EM Response Procedure 4.20)</i> | | | |
| PART 1: (To be completed by the requesting authority) | | | |
| TO: | Executive Officer SECG <small>(Insert EO 1800)</small> | | |
| FROM: | | | |
| SITUATION | <small>Insert a brief explanation of the situation (emergency occurring or imminent) and why the task cannot be met within State resources (government, community and commercial)</small> | | |
| REQUEST | <small>Insert a brief description of the task requested (e.g. move 1 000 bales of fodder from supply dump to properties within a 20 km radius)</small> | | |
| CONSTRAINTS | <small>Insert a brief description of Resources(s). Requesting authorities should NOT specify the solution to the request (e.g. Hercules transport aircraft, Blackhawk helicopters, etc.) but identify any constraints that may influence Emergency Management Australia's decision (e.g. area unsuitable for all but rotary wing aircraft response)</small> | | |
| DELIVERY | <small>Insert delivery details of when and where the resource(s) are required</small> | | |
| CONSIGN | <small>Insert consign details to whom the resource(s) are to be delivered, at what address and if any special-to-type labelling is required</small> | | |

New:

| | | |
|--|--|---|
|   | | Request for Australian Government Non-Financial Assistance (Commonwealth Request for Assistance) |
| Request ID: _____ | | |
| <small>Requests for Commonwealth assistance may be initiated by the Hazard Management Agency (HMA) by submission of this form to the State Emergency Coordinator (SEC), and progression to the National Emergency Management Agency (NEMA). Further information regarding the Request for Australian Government Non-Financial Assistance can be found in State EM Response Procedure 4.20.</small> | | |
| Part 1: To be completed by the requesting HMA | | |
| Subject: _____ | | |
| Date/time of request: _____ | | |
| Situation: Provide a brief explanation of the situation (emergency occurring or imminent) | | |
| <div style="background-color: #e0e0ff; height: 40px;"></div> | | |
| Existing resources: Provide an explanation as to why the requirement cannot be met from with the State's existing resources (local, government, industry or commercial) | | |
| <div style="background-color: #e0e0ff; height: 40px;"></div> | | |
| Description of request: Provide a brief description of the need and effect required. Requesting authorities should not specify the means for meeting the effect but should identify any constraints that may influence NEMA's decision (e.g. land area unsuitable for rotary wing aircraft) | | |
| <div style="background-color: #e0e0ff; height: 40px;"></div> | | |
| Form 22: Request for Australian Government Non-Financial Assistance Sept 2025 For Consultation v0.01 1 | | |