



## Updates to Emergency Management Manual and Forms

**TO:** Industry

**EFFECTIVE DATE:** January 5, 2015

### **BACKGROUND:**

The BC Oil and Gas Commission (Commission) has updated the [Emergency Management Manual](#) to reflect recent changes to the Oil and Gas Activities Act (OGAA) and Emergency Management Regulations, which outline the roles and responsibilities for emergency management planning and response for B.C. regulated oil and gas activities.

The Emergency Management Manual updates include new guidelines for submission of plans and mapping. The Public Protection and Safety branch will provide confirmation when plans are received. Our focus is to review the essential elements in all plans, and to provide timely feedback when they do not meet requirements. Essential elements include: immediate health and safety related items such as Emergency Planning Zones (EPZ's)/hazard planning areas, emergency contacts, and confirming that emergency information has been provided to affected persons and organizations. More in-depth auditing of emergency management plans will also be conducted as necessary.

The Commission's intent is to clearly and quickly communicate any deficiencies in emergency management plans so that they may be remedied in advance of the commencement of any oil or gas activity, and to avoid any potential delays in the activity. To support this direction, the Commission strongly encourages early submission of plans.

The manual provides a more comprehensive view of the B.C. emergency response model within which provincial agencies communicate and support response efforts. Some general changes include expectations and best practices for corporate emergency management exercises, plans and communications, as well as the roles and responsibilities for emergency preparedness.

Some specific examples of items that have changed are guiding principles, best practices and industry-led standards such as:

- ISO/CSA 31000 - Risk Management, Principles & Guidelines
- CSA Z246.2 - Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems
- CSA Z1600 - Emergency and Continuity Management Program

In addition to the Commission's new Emergency Management Manual, the following forms have also been updated and can be found on the [website](#):

- Form C - Emergency Incident Notification
- Form D - Permit Holder Post Incident Report
- OGC Notification of a Corporate-Production Exercise

**For further information on this industry bulletin, please contact:**

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