

Annex 5B:

Generic plan: emergency or major incident

The minimum level of information to be contained in a generic plan

Tick	
<input checked="" type="checkbox"/>	Generic plan¹
	Aim of the plan, including links with plans of other responders
	Trigger for activation of the plan, including alert and standby procedures
	Activation procedures ²
	Identification and generic roles of emergency management team
	Identification and generic roles of emergency support staff
	Location of emergency control centre from which emergency will be managed
	Generic roles of all parts of the organisation in relation to responding to emergencies
	Complementary generic arrangements of other responders
	Stand-down procedures
	Annex: contact details of key personnel
	Annex: reference to Community Risk Register and other relevant information
	Plan maintenance procedures
	Plan validation (exercises) schedule ³
	Training schedule ⁴

¹ regulation 21(b)

² regulation 24

³ regulation 25(a)

⁴ regulation 25(b)