



The directorate general
OF CIVIL PROTECTION AND EMERGENCIES



GOBIERNO
DE ESPAÑA

MINISTERIO
DEL INTERIOR



DIRECCIÓN GENERAL
DE PROTECCIÓN CIVIL
Y EMERGENCIAS



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The civil protection is a public service which the organization, the functioning and the implementation is carried out by the different public administrations as well as by many other actors who are involved in the risk management. A particular prominence of the risk management has to be paid to the citizens themselves.

This document introduces the activities and services of the Directorate General of Civil Protection and Emergencies in order to define who we are, what goals and future strategies we set, which activities and which quality commitments we have made, faced with these various actors involved in the civil protection system.

One of the basic objectives of this Directorate General is to give quickly and effectively answers and solutions to the service demands that could be raised, in order to contribute in the best way to the management of the civil protection public system requirements.

The Directorate General acts on the various fields of civil protection and its activities and services are aimed at developing their basic elements. We are talking about activities related to prevention, planning, intervention, training, and research and, perhaps, the one that is the compendium of all: the coordination of every administration and sectors involved in the optimal operation of the civil protection system.

In this sense, it is to be noted that the Autonomous Communities, within its competency framework, have assigned the direction and coordination of the emergencies in their territorial areas, except these emergencies declared as of national interest.

It is necessary, therefore, to strengthen the interrelationship of the various bodies and entities, national and supranational, responsible for civil protection, to achieve a joint action in the field of prevention, planning and disaster response.

One of the key elements of civil protection is the prevention and in this sense, the task of educating in a prevention culture promoting values such as self-protection, solidarity and citizen participation, should be present among the priority actions in this Directorate General.

Another relevant aspect is the action in the international relationships. The civil protection international dimension makes that the collaboration in this field is an essential element to cope with risks that are generated in a global world.

The human relationship with their physical, social environment and with the ecosystem requires a deep change, if we intend to reduce disaster risks. It is necessary to create a social consciousness in people and in the professional sectors about how they can influence in the negative impact of risks.

All in all, it is a question of establishing cooperation modalities, in order to advance in the disaster risk management.

Pilar Gallego Berruezo

Director General of Civil Protection and Emergencies



I. MISSION

I. **mission**

The Minister of Interior holds the highest authority in civil protection and has the Civil Protection and Emergency Directorate General assistance as supporting institution to the department holder.

According to the Law 2 / 1985 of 21 January on Civil Protection:

The Civil Protection is a public service oriented to the study and prevention of collective high risk, extraordinary disaster and public calamity situations that could endanger massively life and physical integrity of people, as well as the protection of the citizens and their properties in those cases which such situations arise.

To answer the question, what civil protection is, it sounds easy, but to date it has given too many definitions and different structures have been produced. At this point it is intended to explain the criteria under the existing legal order and the Spanish civil protection system. Every participant must know them. Civil protection is a public service oriented towards the study and prevention of collective high risk, extraordinary disaster and public calamity situations that could endanger massively life and physical integrity of people, , as well as the protection of the citizens and their properties in those cases which such situations arise.

II. **VISION**

In the permanent evolution of the National Civil Protection System, this Directorate General will be encouraging their planning and coordination among the various actors involved in civil protection, both of the Autonomous Communities and Ceuta and Melilla cities, as well as the supranational and international agencies, providing useful means, if necessary, for the major emergencies management or when there is a high probability that they occur.

III. **THE SPANISH CIVIL PROTECTION SYSTEM**

OBJECTIVES

- a) To inform and prepare citizens through the self-protection.
- b) To constitute an organization bringing together all public and private entities for the rescue of people and their goods, in cases of calamities or disasters.
- c) Coordinated and effectively intervention in situations of serious risk, catastrophe or public calamity.

THE BASIC FUNCTIONS OF CIVIL PROTECTION

Are the following:

Precautions:

To analyze the assumptions of risk, its causes and effects, as well as the areas that might be affected (Risk Inventory).

Prevention:

To take the necessary measures to avoid or to reduce the hazards situations, with the means available.

Planning:

To develop emergency plans, and action lines to deal with serious risk situations, catastrophe or public calamity.

Intervention:

To coordinate and to direct the intervention of civil protection components for people and properties protection and rescue.

Rehabilitation:

To attend the relevant institutional bodies in planning and measures implementation to restore the essentials public services, socioeconomic and environmental conditions, essential to normalize the lives of the affected communities.



TASKS

At all levels, Civil Protection is conceived as a public service which;

- sets in order
- plans
- coordinates
- leads

The organizational structure of the Spanish civil protection system reflects the three basic levels of the Public Administrations:

- State level
- Autonomous Communities Level
- Local Level

To each of these levels of intervention corresponds an own civil protection structure for the functions development that fall within its jurisdiction.

STATE LEVEL

As already said, the State plays an important role within the National Civil Protection System. The Minister of Interior in addition to the Director General of Civil Protection and Emergencies is provided in the peripheral area, with Delegations and Sub-delegations of the government that as, state general administration representatives, ***exercise the civil protection direction for the implementation of the competences that in this field correspond to the State Level, in every provincial or Autonomous Community territory. Civil Protection Units rely on them.***

For the coordinated adoption of specific policies in this area, the National Civil Protection System has the **National Civil Protection Commission**, in which are represented the three Administrations (Central, of the Autonomous Communities and Local).

AUTONOMOUS COMMUNITITES LEVEL

Autonomous Communities, within their competences framework have assigned the direction and the specific coordination of civil protection emergencies which occur within their territorial areas, developing their plans for civil protection, once they have been harmonised.

In the Autonomous Communities with the same philosophy as the State Level, there is an **Autonomous Commission of Civil Protection** in which the other administrations are represented. It is composed of representatives of the State Administration, the Autonomous Community and the Local Government included in its territory.

LOCAL LEVEL

The general organizational framework of the local level is given by the corresponding Autonomous Community Territorial Plan, in its capacity, as the master plan for the entire area of the community which is concerned. In any case the local authorities must develop and adopt their own Civil Protection Plans that must be approved by the Autonomous Commission for Civil Protection.

The direction and coordination of the planned actions correspond to the maximum local authority, in this case, the mayor.

PARTICIPANTS OF THE NATIONAL CIVIL PROTECTION SYSTEM

The magnitude and significance of the values that are at stake in emergency situations require to put at its disposal the human and material resources belonging to all civilian public and military administrations, as well as the public institutions, private entities and citizens.

All the forces of intervention that could be involved in a major emergency usually participate in the National Civil Protection System.

- Civil protection agencies of the Public Administrations
- Other Public Agencies
- Law Enforcement Bodies
- Emergency Military Unit
- Fire fighting and rescue brigades
- Local and Autonomous Communities police
- Emergency health intervention Corps
- Private entities and other groups that help in support or logistic jobs
- Civil protection volunteers
- Citizens
- European Union countries support

EMERGENCY MILITARY UNIT (UME)

The Emergency Military Unit was set up by the Ministers Council Decree on 7 October 2005; it is a component unit of the armed forces, depending organically under the Ministry of Defence, which intervenes according to the protocol approved by Royal Decree 399/2007 of 23 March.

UME'S mission is to intervene anywhere in the country with State institutions and Public Administrations, in serious risk cases, catastrophe, calamity or other public needs.

STATE LEVEL

NATION GOVERNMENT

MINISTRY OF INTERIOR

Directorate General of Civil Protection and Emergencies

Civil Protection
National Commission

GOVERNMENT DELEGATIONS AND SUBDELEGATIONS

Civil Protection Units

AUTONOMOUS COM. LEVEL

GOVERNMENT COUNCIL

PROFICIENT COUNCIL IN CIVIL PROTECTION

Civil Protection
Autonomous Commission

PROFICIENT GENERAL DIRECTION

TERRITORIAL INSTITUTIONS (If they exist)

LOCAL LEVEL

CITY COUNCIL

CIVIL PROTECTION TOWN COUNCILLOR

Civil Protection
Local Commission

CIVIL PROTECTION MUNICIPAL SERVICE



CIVIL PROTECTION REGULATING RULES

- *Law 2/1985 on Civil Protection (BOE 25th of January of 1985)*
- *Royal Decree 1378/1985, on provisional measures for action in emergency situations in cases of serious risk, catastrophe or public calamity (BOE 10th of August of 1985)*
- *Royal Decree 407/1992 approving the Basic Rule of Civil Protection (BOE 1st of May of 1992).*
- *Basic Guideline of Civil Protection Planning at Flooding Risk (BOE 14th of February of 1995).*
- *Basic Guideline of Civil Protection Planning at Seismic Risk (BOE 25 of May of 1995).*
- *Basic Guideline of Civil Protection Planning at Volcanic Risk (BOE 4th of March of 1996).*
- *Basic Guideline of Civil Protection Planning for Forest Fire Emergencies (BOE 15 of April of 1993).*
- *Basic Guideline of Civil Protection Planning at Accident Risk of Dangerous Goods Transportation by Road and Rail (BOE 22nd of March of 1996).*
- *Basic Guideline of Civil Protection Planning for control and planning at the risk of major accidents involving dangerous substances (BOE 9th of October of 2003).*
- *Control measures of the risks associated with major accidents involving dangerous substances (BOE 20th of July of 1999).*
- *Agreement on public information about health protection measures applied and about steps to be taken in case of radiological emergency (BOE 22nd of October of 1999).*
- *Basic plan for Nuclear Emergencies (BOE 14th of July of 2004) and the corresponding Directors Plans of each Nuclear Power Plan (BOE 21st of July of 2006).*
- *Nuclear Emergency Plan at the Central Level of Response and Support (PENCRA). (BOE 9th of June of 2005).*
- *Guidelines that should govern information and training acting programs and training simulations and exercises for nuclear emergency Plans, outside Nuclear Power Plants (BOE 21st of June of 2005).*
- *Self-protection Basic Rule of the centres, institutions and agencies devoted to activities that may give rise to emergency situations (BOE 24th of March of 2007), modified by Royal Decree 1468/2008, of 5th of September (BOE 3rd of October of 2008).*
- *Royal Decree 307/2005, of 18th of March, regulating the grants to disaster situations and the procedure for granting (BOE 19th of March of 2005).*
- *Royal Decree 477/2007, of 13th of April, modifying the previous one (BOE 14th of April of 2007).*
- *Order INT 277/2008 of, 31st January developing the Royal Decree 307/2005. (BOE 12th of February of 2008).*



II. DIRECTORATE GENERAL OF CIVIL PROTECTION AND EMERGENCIES FUNCTIONS

2. functions

According to the Royal Decree 1181/2008 (11th July), amending and developing the basic organic structure of the Ministry of Interior, it is concerned to the Directorate General of Civil Protection and Emergencies the exercise of the competences attributed to the Ministry of Interior in this area by the Law 2/1985 (21st January), and its development regulation, and in particular, the following functions:

- a) The civil protection state plans development, or rules or guidelines whose field has been attributed by the current legal regulation.
- b) The exercises and simulations practice management and its preparation in the mentioned plans framework.
- c) The organization and maintenance of the Operational Coordination Centre, of the Radioactivity Warning Network, of the own communication networks in emergency situations and of any other infrastructure devoted to facilitate the operational management in emergencies.
- d) The studies realization on risk analysis and preventive pilot projects that provide a basis for emergency and disaster prevention plans.
- e) The warnings preparation and spreading to civil protection organizations and, in such a case, to the citizens.
- f) The budgets preparation, implementation and monitoring for civil protection.
- g) The grants and aids processing to care for needs resulting from disasters or catastrophes and relevant legislation preparation.
- h) The grants and subsidies processing that facilitates the implementation of civil protection state plans or relevant activities concerning the civil protection in the same field and relevant legislation preparation.
- i) The necessary administrative management for the works contracting orders, studies and services and for the goods acquisition.
- j) The theoretical and practical training in risks and emergencies managements, including staff and commanders training of different departments and organizations involved in emergency actions, particularly, fire- prevention and rescue services, medical services and Security and Police Services.
- k) The organization and maintenance of a specialized documentary collection to let the maximum information diffusion.
- l) The development of studies and public information programs, as well as the promotion of civic and corporate self-protection and social participation promotion in the civil protection and emergencies activities, as well as education programs for prevention in schools.
- m) The development of research and studies about sociological, legal and juridical aspects, relevant to civil protection and emergencies activities.
- n) The coordination of the relations with the Civil Protection Units of the Government Delegations and Sub-delegations and with the agencies responsible for the





II. DIRECTORATE GENERAL OF CIVIL PROTECTION AND EMERGENCIES FUNCTIONS

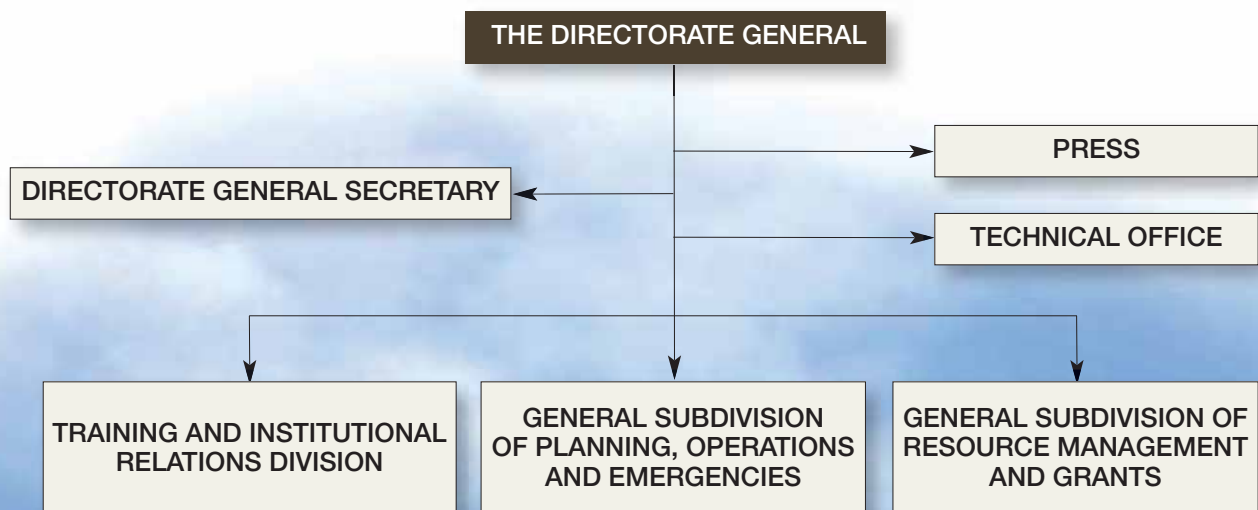
Autonomous Communities and Local Governments civil protection, and the organization and maintenance of Civil Protection National Commission Secretary, of its permanent Commission, their technical Commissions and of working groups.

ñ) Maintaining technical relationships with counterparts in other countries, especially in the European Union, the Mediterranean Basin, Latin American, and the participation in international institutions meetings with competence in civil protection and emergencies, as well as in the commissions and working groups within the European Union.

o) To request the Emergency Military Unit intervention under action protocols established for it.

For the development of the listed functions, the Directorate General of Civil Protection and Emergencies is divided into the following units.

- *The General Subdivision of Planning, Operations and Emergencies*
- *The General Subdivision of Resource Management and Grants*
- *The Training Division and Institutional Relationships*





III. SERVICES TO THE POPULATION IN CIVIL PROTECTION

3.1. field of prevention, planning and operations

The General Post Deputy Directorate General of Planning, Operations and Emergencies has entrusted with the following functions:

- Studies relating to risk analysis
- State plans preparation for civil protection matters.
- Preparation of rules or guidelines aimed at the prediction, prevention and civil protection planning and emergencies
- Preparedness and practice management exercises and simulations in the mentioned plans framework
- Organization and maintenance of the Operational Coordination Centre, of the Warning Network to Radioactivity, of the own Communication Networks to emergencies and other infrastructures to provide the operational management in emergencies
- Preparation and spreading of warnings to civil protection organizations and, where necessary, to citizens.

The actions undertaken in these areas are determined by the type of risks that could lead to catastrophe.

These risks, for planning purposes, lead to action specific

guidelines and can be grouped in these two categories:

- A) Technological Risks
- B) Natural Risks

A) TECHNOLOGICAL RISKS

The Basic Rule of Civil Protection, in this risk group, establishes that Nuclear Hazards, Chemical Hazards and Risks in Dangerous Goods Transportation will be object to Special Plans.

1. - Actions related to Chemical Risks inherent in major accidents involving dangerous substances.

The main activities taken in this area mainly relate to these issues:

- Preparation for the State Plan Civil Protection against the Chemical Risk, as the Basic Guideline establishes organizing support mechanisms to Civil Protection Plans outside the establishments that may cause risks to the population, managed by the Autonomous Communities.
- Preparation and publication of Technical Documents related to analysis and risk communication, to methodologies for environmental risk analysis and to technical inspections, among other aspects.
- Development of research projects relating to technology risk within the SEVESO I y II Guidelines.
- Assistance to formal meetings of the Competent Authorities Committee in the implementation and monitoring of the SEVESO II Guideline.
- Participation in international working groups related to technological risk management.





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2. - Actions related to accidents in Dangerous Goods Transportation by Road and Rail.

Among the activities developed in this field, we can stress the following:

- Preparation of Civil Protection State Plan against the accidents risk in dangerous goods transportation.
- To provide technical advice to the intervention services in emergencies cases and to its management bodies, through the CERET, and if it is necessary, in coordination and with the Toxicology National Institute collaboration.
- Elaboration of technical Documents that are performed continuously and they are published periodically. Among the Documents it should be noted those relating to National Map of Dangerous Goods Traffic Flows, to emergencies Biennial Reports produced in this kind of transport or the first intervention index cards to emergencies situation in these dangerous goods transportation.
- To develop national statistics on accidents in the dangerous goods transportation, by road and rail.
- Communication with the Government Delegations about the notifications of radioactive material transportation.
- Participation in the Coordination Commission of Dangerous Goods Transportation.

3. - Actions related to Nuclear Risks

Among the activities developed in relation to nuclear risk, it is included the following:

Planning

Elaboration and continuous updating of the Response and Support Central Plan (PENCRA) as well as the support to Civil Protection Provincial Units in their development tasks of External Emergency Plans for Nuclear Power Station.

Previous Information to the population

The General Management of Civil Protection and Emergencies has conducted several informational programs aimed at the population in the vicinity of Nuclear Power Stations. With this aim the following actions have been taken:

- Elaboration of brochures and guides about information to population and basic answers to nuclear risk. (Published in Castilian, Catalan, Valencian and Euskera language).
- Specific brochures to each town with its Nuclear Emergency Plan.
- Didactic guides for teachers in schools.

- Manuals of Public Communication Program of Nuclear Emergency Plans aimed at the involved institutions.

Acting training

Within the Training Plan to acting it is worth mentioning:

- Didactic guides developing and updating for acting on nuclear emergency planning.
- Didactic material for intervention groups.
- Courses for acting.

Exercises and simulations for the activation of the Emergency Plan at the Central Level of Response and Support, in coordination with the PEN and PEI in nuclear power stations.

Elaboration of evaluation reports.

B) NATURAL RISKS

1. Actions for Prevention.

a) Risks analysis.

The assumption of the Autonomous Communities through Civil Protection Special Plans considering the various natural hazards that the Civil Protection Basic Rule points adopted by R.D 407/1992: forest fires, floods, seismic and volcanic, has let to enable risk analysis studies obtained with different methodologies and different levels of detail.

It requires the elaboration of harmonization methodologies of risk maps contained in the existing plans, in order to achieve a minimum of standardization to assess and categorize the vulnerable elements exposed to various risks, in order to have national maps to facilitate their spreading and knowledge by the public in general, with the electronic tools ready to this purpose.

b) Network of Monitoring and Information Systems. National Warning Network.

Although the large systems and early detection devices for natural phenomena capable of causing disasters in our country, it is necessary to provide them with a major coordination in their operation to constitute a real National Warning Network considering natural phenomena, potentially catastrophic that facilitate:

- The knowledge of the physical processes that cause them and therefore an uncertainties reduction in the occurrence probability for each territorial unit.
- The early plans activation and operational services that improve the intervention effectiveness.





III. SERVICES TO THE POPULATION IN CIVIL PROTECTION

- To serve as dissemination tools of risks knowledge that potentially affect the population who live in a certain territory.

2. Actions in planning field.

Preparation and processing of Civil Protection State Plans to confront the Flood Risks, seismic and volcanic as the Basic Guideline establishes organizing the support mechanisms to Civil Protection Plans prepared by the Autonomous Communities and that let the different organizations coordination of the State General Administration involved in the case of national interest declaration.

3. Annual Campaigns Coordination.

In parallel with planning and prevention actuations, annual campaigns are developed against certain risks of natural characteristic such as the Coordination of the Winter Campaign in the State Roads Network against extreme phenomena, and the annual Campaign of Forest Fires, as well as in collaboration with other organizations of the State General Administration of Monitoring National Plan for Adverse Meteorology.

a) Forest Fires

Forest Fires Campaigns are regulated by Ministers Council Agreements by adopting, each year, the relevant measures to the prevention actions plan and combat against forest fires.

The specifically mandated measures to the Directorate General of Civil Protection and Emergencies are as follow:

Coordination Activities: Meeting of the Coordination State Committee (CECO) to discuss at the beginning of the campaign, the predictions, the available resources and the final preparations of the operating procedures.

Prevention and Information:

- Early warning to facilitate the participation of state organizations (UME and DGMNyPF).
- Monitoring of all fires with a particular relevance in Civil Protection.
- To inform to Committee Standing members of the Inter-ministerial Commission for Coordination, Prevention and Fire fighting.
- Daily bulletins issue and additional bulletins of actualization.
- To report daily to the public about the situation and severity level and of major forest fires through the web INFORIESGOS.

Committee to prevent forest fires:

- Creation of the Forest Fires Prevention Committee in Galicia (CIPIG), responsible for establishing the appropriate resources to combat fires.
- Proposal to create Composed Committees in other Autonomous Communities.

b) Winter Campaign

Since 2006 the Winter Campaign Protocol has been updated annually because of extreme weather events that may affect the State Roads Network, to assist people effectively in their vehicles that may be isolated or trapped by extreme weather causes in the State Roads Network.

The device is implemented at the territorial level by Government Delegations and Sub-Delegations, and Civil Protection services of the Autonomous Communities.

The Directorate General of Civil Protection and Emergencies performs the daily analysis of risk according to the available weather predictions by the most vulnerable stretches identification for its publication by electronic tools for public knowledge in general.

3.1.1. PREVENTION CAMPAIGNS AND INFORMATION TO THE POPULATION

The Strait of Gibraltar Crossing Operation. (OPE)

The Directorate General of Civil Protection and Emergencies, to undertake this Operation, develops, each year (15th of June- 15th of September), a Special Civil Protection Plan that is considered to all purposes a State Director Plan under the Department Undersecretary Direction, which is complemented with Provincial Plans of the various affected geographic areas, managed by Government Delegates and Sub delegates, the official Fleet Plan prepared by the Directorate General of the Merchant Marine (Ministry of Transport), and the Traffic Plan prepared by the Directorate General of Traffic.

The General Coordination of the Operation is performed from the Directorate General of Civil Protection and Emergencies and the Operational Coordination Centres of each Government Sub-delegation.

To face to strong crowds of people and vehicles in the Spanish ports, during trips in short periods of holidays through the year or weather phenomena that impede navigation in the Strait of Gibraltar, it has



III. SERVICES TO THE POPULATION IN CIVIL PROTECTION

developed a Civil Protection Special Plan of the Strait of Gibraltar Crossing.

3.1.2. NETWORKS AND SYSTEMS OF COMMUNICATION FOR EMERGENCY SITUATIONS

The Directorate General of Civil Protection and Emergencies has a range of advanced communications systems that enable the information traffic between this state management organization and other organizations competent in emergency management and citizens.

A) SYSTEMS OF EMERGENCY MANAGEMENT

Web of Information to Citizens

INFORIESGOS

As a prevention measure to facilitate all citizens' security, the Directorate General of Civil Protection and Emergencies, through this web, inform promptly of the warnings and civil security alerts and issues recommendations that enable people to adopt appropriate protective measures and caution.

It offers information, maintenance and daily update of the risks situation in Spain, according to information provided by relevant Institutions. Just like that it is made continuous modifications and upgrades website in order to improve the information and accessibility to the citizen.

System of Emergencies Management Information. SIGE

This system is a support tool in risk management and emergency situations, facilitating the quick assessment and risk management, and therefore, the decision-making.

SIGE system is configured as an integrated group of information management tools necessary to deal with protection emergency situations that may occur, concerning warning, prediction, precaution and action stages, allowing the necessary information flow among the decision centres of the State General Administration.

Integrated System of Emergencies Administration and Management Means. SIGAME

It is a technology platform, accessible through any web browser; its aim is to facilitate the provision of resources located outside of an Autonomous Region to deal with an emergency situation or event, produced in it, at the request of the competent

organization to manage it.

This platform seeks to encourage an inter-regional and a multi-directional communication to ensure more effective and efficient the response to emergencies without interfering with existing management protocols in the Autonomous Communities.

Common System of Information and Communication. CECIS

The European Commission has developed the Common Emergency Communication Information System-CECIS in the framework of cooperation EU Mechanism for civil protection.

The system is based on a computer application to facilitate the interconnection between National Authorities with responsibility in Civil Protection and Marine Pollution and the Monitoring and Information Centre (MIC) from the European Commission over TESTA, in Brussels.

By this application the 27 Member States and 4 partner countries (Iceland, Lichtenstein Croatia and Norway), 31 countries in total that are part of the Civil Protection Mechanism, can request/offer means and resources, depending on the emergency situation that occurs.

Through this communication way, it can also be offered assistance to any country within the international area that requires it as well as in the European Union.

Application in the Net for Emergency Cases. ARCE

This application is a mechanism to share information and to update it constantly, including all the members of the Iberoamerican Association of Defence and Civil Protection Government Institutions, so the joint response to emergencies situations can be the most effective as possible.





III. SERVICES TO THE POPULATION IN CIVIL PROTECTION

Unified Information System of Fire Protection and Rescue Services. ESA6

In this system are integrated Municipal Fire Stations, Consortiums, Town Councils, County councils and Autonomous Communities, as well as the Directorate General of Civil Protection and Emergencies. Each user enters the information into the system and can manage the data and statistics. The Autonomous Communities validate its territorial statistics and the system integrates into the State territorial field the statistic which it is responsible for.

B) WARNING NETWORK TO RADIOACTIVITY

Warning Network to Radioactivity. RAR

The objective of the warning network to radioactivity is the detection of potential abnormal levels of Gamma radiation and the monitoring of their trends, collecting radiological information into a set of points distributed on the national geography.

This information is obtained by some measurement stations, distributed in a pseudo regular net and consists of:

- 907 data collection Stations, which form this pseudo regular net of 50 x 50 km, with a higher density of points in areas of interest, such as: Urban, borders, coastlines and nuclear activity environments.
- 1 National Centre
- 10 Regional Centres
- 7 Associated Centres

The network architecture is complemented by a complex communications network.

Data collection station

The measuring station consists of:

A sensor for measuring gamma radiation and a unit of data acquisition and transmission.

The sensor consists of two tubes, high and low energy, and of electronics needed for the development of the following information; pulses meter, average value of the last-minute, average values over 10 minutes, of the last two hours, and average values over periods of 2 hours, of the last 24 hours.

The acquisition unit and data transmission (UTD) has the following functionality: it controls and processes the sensor status; it communicates with the National Centre, user interface and state alarms and measurement module.

The elements of the UTD are: uninterrupted food system, data processing central, communications interface, keyboard and display, SW parameterization.

National Centre

The National Centre, located in

the premises of the Directorate General of Civil Protection and Emergencies, receives and treats all the information which comes from all measurement stations (UTD), received on request, on a scheduled, or in case of alarm sent by the measurement stations themselves.

All this information is sent automatically or upon request to the Regional Centres and Associated Centres using basically the public services of data transmission.

The National Centre is responsible for managing and coordinating all functions that are performed for network operation. Among these functions can be highlighted the following:

- To process the data from the measurement stations, including its consolidation and classification.
- To manage the databases created from the data acquired and/or calculated.
- To prepare reports for the network operation.
- To manage the communications.
- The data operation.
- To manage the man-machine interface for the information presentation in real time.





III. SERVICES TO THE POPULATION IN CIVIL PROTECTION

- To disseminate all the information gained to the various Regional Centres.

The National Centre has all the basic information needed to operate the system, including:

- Information of each of the measurement stations with its configuration.
- Operating instructions in case of incidents.

To perform these functions, the National Centre is equipped with hardware and software elements which are detailed below.

- a) Communications Server.
- b) Data Management Server.
- c) Four Workstations.
- d) Other equipment.

- Communication equipments
- Printers, energy supply uninterrupted system, capable of supplying the data servers at least 30 minutes.

Regional Centres

The various Regional Centres receive and treat all the information received from the National Centre, either on demand or automatically sent.

In each of the Regional Centres are managed and exploited all the information received from the measurement stations associated with each of them.

The functions that they perform are similar to the National Centre functions, except the automatic communication with the measuring stations; this communication may be carried out only in exceptional situations, and according to the various parameters of the system configuration.

The hardware and software elements needed to perform the functions from each of the Regional Centres are as follows:

- A server for the management of Communications and Data Base, with similar characteristics to the National Centre, but featuring a small number of access channels to the communications network for data request to the measuring stations.
- Two Workstations with features similar to those of the National Centre.
- Other equipment.
- Communication equipment.
- An inkjet printer.
- Energy supply uninterrupted system, capable of supplying the data servers at least 30 minutes.
- Hub local network access.

Associated Centres

Associated Centres are those centres totally dependent on the National Centre, and are configured as the National Centre terminals, so that in normal operation situations all the data are collected, either on request or automatically from the National Centre.

The hardware features are similar to those of a Regional Centre, having from a software standpoint the following capabilities:

- They constitute management terminals of the National Centre information.
- They perform control and management functions as an alternative, if it is necessary, to the National Centre.
- They perform control and management functions in case of crisis situations that make advisable to spend the entire command of the network to another point.

Communications Network

The National Centre has a number of equipment installed in Local Network, being connected the management computer of communications with: the remote stations via RTB, regional Centres via RDSI, and Associated Centres via RDSI.

C) THE OWN COMMUNICATION NETWORKS FOR EMERGENCIES

Satellite Communications System RECOSAT

The Satellite Communications Network of the Directorate General of Civil Protection and Emergencies was designed under the concept of Command network of the State Civil Protection.

The objective of the Satellite Communications Network of the Directorate General of Civil Protection and Emergencies is to ensure the existence of a communications channel in emergency situations with the Coordination Centres of the affected areas with a view to information collection, situation monitoring, operational coordination and necessary actions support to protect and save lives and properties.

If in natural and manmade disasters, or other emergency situations, the traditional communications networks (mobile phone, landline, fax, etc.) are unreliable because they are saturated immediately or they may be unused because of its infrastructure damaged by the disaster effects. The



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radio communications can also be affected by damages to relay stations on the ground, in addition to require its management by specialized operator staff.

In these situations it can only ensure the possibility of communications through a channel that requires a minimal infrastructure in the field, that is to say, a communication channel via satellite.

The Satellite Communications Network of the Directorate General of Civil Protection and Emergencies replaced the Control Radio Network (REMAN) which was based on radio communications in the HF band, which among other inconveniences it required the presence of operators of radio equipments.

This Satellite Communications Network was contracted in 2000 by Public Tender, and it was operational in 2002.

The Satellite Communications Network provides to Government Delegations and Sub-Delegations basically the following services:

- Voice, fax and access to the telephone public network switched through the central station in the Directorate General of Civil Protection and Emergencies.
- Videoconference.

It is designed to allow data communications under the internet protocol (IP).

The Satellite Communications Network consists of the following elements:

a) "Space segment", with a bandwidth of 1 MHz, by leasing the Hispasat 1D satellite service.

b) "Ground Segment" consisting of:

- 1 central station in the Directorate General of Civil Protection and Emergencies consisted of an antenna of 4.5 meters in diameter and Network Management Centre.
- 52 stations in remote areas in Government Delegations and Sub-Delegations consisted of antennas from 1.2 to 1.8 meters in diameter.
- 5 stations in remote areas in Island Directions of Fuerteventura, Gomera, Hierro, Lanzarote and La Palma, formed by antennas from 1.2 to 1.8 meters in diameter.
- 1 remote station mounted in a vehicle.

For the use of the "space segment" it is used the DAMA system, in which the resources are allocated on terminals demand.

The types of links that this network allows are as follows:

Central Station

The central station of the Directorate General of Civil Protection and Emergencies has the ability to establish:

Simultaneous output channels

- 9 channels of voice, fax or data
- 1 channel videoconferencing or internet protocol network (IP)

Simultaneous input channels

- 9 channels of voice, fax and data
- 3 channels of video or Internet Protocol Network (IP)

Remote stations in Government Delegations and Sub-Delegations

Three communication channels simultaneously, suitable for:

- Voice, fax and data
- Videoconferencing
- Internet Protocol Network (IP)

Remote stations in Island Directions

- A communications channel, usable for voice, fax or data.

The access to the circuits and the maximum capacity for each remote station is under the control supervision of the central station network.

Communication networks for nuclear emergency plans.

These networks provide the communications infrastructure required in nuclear emergency planning and it is composed of sub networks.

- Provincial networks
- Local networks

Provincial networks. They are the five networks that provide voice and fax communications between Government Delegations and Sub delegations with the councils corresponding for each of five provincial plans of nuclear emergency (PENBU, PENCA, PENGUA, PENTA AND PENVA).

These networks infrastructure is currently being renovated, changing from earthly technology classical PMR to the satellite technology, in which is used the same RECO-SAT space segment, so it is optimized this resource and it is provided a greater reliability and quality in system control and management.



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The quantification of the stations is consisted of:

- **PENCA**, 1 head terminal station in the Government Sub delegation and 16 remote stations in the area Councils.

- **PENBU**, 1 head terminal station in the Government Sub delegation and 20 remote stations in the area Councils.

- **PENVA**, 1 head terminal station in the Government Sub delegation and 12 remote stations in the area Councils.

- **PENGUA**, 1 head terminal station in the Government Sub delegation and 27 remote stations in the area Councils.

- **PENTA**, 1 head terminal station in the Government Sub delegation and 27 remote stations in the area Councils.

- Central Station of control and management for the five networks in the Directorate General home.

Local Networks. They communicate the council with mobile and portable operating groups.

As well as provincial networks, it is proceeding with its update, as a first step by replacing the fixed stations, maintaining the same technology but with current equipment and it is planning a second stage to proceed to the infrastructure study needed to comply which it is concentered in the PLABEN development.

These networks composition is listed below:

PENBU.- (Nuclear Emergency Plan of Santa Maria de Garoña)

Dual base equipments	23
Simple base equipments	2
Mobile equipments	36
Portable equipments	129
Relay station equipments	6

PENCA.- (Nuclear Emergency Plan of Almaraz)

Dual base equipments	16
Simple base equipments	3
Mobile equipments	22
Portable equipments	103
Relay station equipments	4

PENGUA.- (Nuclear Emergency Plan of Trillo)

Dual base equipments	21
Simple base equipments	4
Mobile equipments	31

Portable equipments	96
Relay station equipments	4
PENGUA.- (Nuclear Emergency Plan of Zorita)	
Dual base equipments	13
Simple base equipments	9
Mobile equipments	30
Portable equipments	83
PENTA.- (Nuclear Emergency Plan of Ascó)	
Dual base equipments	17
Simple base equipments	1
Mobile equipments	37
Portable equipments	112
Relay station equipments	2
PENTA.- (Nuclear Emergency Plan of Vandellós)	
Dual base equipments	10
Simple base equipments	11
Mobile equipments	12
Portable equipments	18
Relay station equipments	2
PENVA.- (Nuclear Emergency Plan of Cofrentes)	
Dual base equipments	11
Simple base equipments	1
Mobile equipments	13
Portable equipments	72
Relay station equipments	4

Communications network in VHF

It is a terrestrial network, based on PMR technology that has the function of providing telephony links among the Government Delegations and Subdelegations with the different "Coordinated Services" and with provincial and local mesh located in the emergency area and/or in case, with the Advanced Command Post.

This network consists of fixed and mobile stations, and relay stations, the equipment that integrates it, is a little old, so that it is proceeding to do relevant studies to update the network.

The stations quantification is approximately:

- 84 Fixed Relay Stations.
- 110 Base Stations in Civil Protection Units.
- 187 Stations in Coordinated Services.
- 64 Mobile Stations installed in vehicles.



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Other communications media

Also it has a number of equipments that give provided service by different operators of commercial communications via satellite, specifically: 9 THURAYA service Terminals, assigned to nuclear emergency planning and for use in the Directorate General and in the civil protection units in specific cases.

2 IRIDIUM Terminals.

2 INMARSAT RDSI Terminals, as a stand for videoconferencing in areas where there is no ground service.

3 INMARSAT Terminals for voice service.

REMER Emergency Radio Network

Telecommunications are an essential element to ensure the preventive and operational coordination on intervention of the mobile resources in cases of serious collective risk, extraordinary disaster or public calamity, when, as it is common, given the specific circumstances involved in those cases, other media lost or are diminished their functional and operational capacity.

The administrations in different countries have incorporated in their departments of Civil Defence or Civil Protection, the radio hams as trained and experienced specialists in emergency communications.

Moreover, there is no effective Civil Protection, if not with the society collaboration through an effective public participation. Participation and collaboration that are the basis for the Emergency Radio Network of Civil Protection, composed of Spanish radio hams tied to Directorate General of Civil Protection and Emergencies, on a voluntary and altruistic way and it is structured on a permanent manner and with the corresponding functional hierarchy and territorial organization, to ensure the necessary speed and efficiency in its action, in cases where it is required to participate.

The dispersion of radio hams within their countries and their ability, unique as a group, to establish radio links in adverse conditions, has provided on many occasions valuable aids to existing communications systems, and therefore to the Authorities responsible for restoring normalcy of their respective countries.

One of the activities that develop the radio hams from many countries since the mid-twentieth century is to provide emergency communications as a result

of disasters caused by earthquakes, hurricanes, floods, forest fires, technological accidents, etc.

The resulting experiences from the activities carried out by the REMER in the various situations that have required their cooperation; throughout it's more than twenty five years of proceeding, have highlighted its outstanding contribution to the National System of Civil Protection in Spain.

The Spanish radio hams have been involved with the Civil Protection of Spain since the 60s, and they provide countless collaboration to date. It is in 1982, when this collaboration is configured through the participation of hundreds of radio hams, and it is known today as the Emergency Radio Network of Civil Protection, -REMER-, in which are composed several thousands of radio collaborators hams, framed and permanently structured under a plan of action called Mercury Plan.

The rule that regulates the REMER is:

- Resolution of the Directorate General of Civil Protection about Emergency Radio Network regulation.

- Instructions for the development of the Directorate General of Civil Protection resolution about Emergency Radio Network regulation.

Missions assigned to this network are: to serve as a transmission instrument and link between the controls and the various intervention services, as well as between the operators themselves, complementing the organ systems of transfers and supplement them in the event of failure by any cause; and on the other hand to complement the alert service, so that it comes quickly to the affected population authorities and, to provide to Civil Protection authorities as much information as possible about the state of emergency.

The Spanish radio hams, legally of age, that have obtained authorization and license of ham radio station awarded by the State Secretary for Telecommunications and for the Information Society of Industry, Tourism and Trade Department may belong to Emergency Radio Network of Civil Protection.

The application to join the REMER, will be presented at the Civil Protection Units of Government Delegations and Sub-delegations which deal with, if it is appropriate, at the Directorate General of Civil Protection and Emergencies.



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The objectives of the REMER are:

- To establish a radio communications system based on private resources, to facilitate, where it is necessary, the public resources proceedings of Civil Protection, supplementing or replacing, as appropriate.
- To articulate a mechanism which let the Spanish hams to collaborate with the Directorate General of Civil Protection and Emergencies, assuming voluntarily the duties as citizens they have to do in cases where their actions become necessary in the opinion of the Civil Protection authorities.
- To facilitate the Spanish radio hams, integrated in REMER system, their collaboration at operational level and the coordination between them, as well as the incorporation, where it is necessary, of those others radio hams who do not belong to the Network, and it is necessary to ask for their temporary collaboration, acting the Network in this situation as a system of functional framework.

The REMER organization has let the Network collaborators and Civil Protection responsible to coordinate efforts, in emergency situations, with effective results in actions that they have faced over the years.

D) WARNING DIFFUSION TO CIVIL PROTECTION ORGANIZATIONS AND TO CITIZENS.

In addition to the established procedures of warning and alert, which the Directorate General generates to organizations and citizens by different means; special networks, media, etc, the infrastructure created for warning to the population included in the nuclear emergency plans (PEN), based mainly on public-address system, deserves a special mention.

Specifically warning systems to the population are focused in two areas:

- Warning public-address system in urban areas.
- Warning mobile public-address system.

Public-address system in urban areas.

In various urban areas included in the Planning Zone I, public address fixed systems were installed that allow to spread messages, from the corresponding urban council to its urban areas of its municipal level.

The system consists primarily of:

- Micro phonic console
- Amplification system
- Pre-recorded messages player

- Installation of diffuser elements (cabling, radio links, anchor towers, speakers, etc.)

Mobile public address systems.

Installed in different vehicles assigned to the PEN, to send messages to the dispersed population and population in defined areas in warning routes. They consist of:

- Amplifying equipment
- Pre-recorded messages radio and player
- Feeder system

The quantification of the stations is consisted of:

PENBU.- (Nuclear Emergency Plan of Santa Maria de Garoña)

Fixed public address system	9
Mobile public address system	20

PENCA.- (Nuclear Emergency Plan of Almaraz)

Fixed public address system	14
Mobile public address system	16

PENGUA.- (Nuclear Emergency Plan of Trillo)

Fixed public address system	15
Mobile public address system	13

PENGUA.- (Nuclear Emergency Plan of Zorita)

Fixed public address system	10
Mobile public address system	13

PENTA.- (Nuclear Emergency Plan of Ascó)

Fixed public address system	12
Mobile public address system	16

PENTA.- (Nuclear Emergency Plan of Vandellós)

Fixed public address system	15
Mobile public address system	8

PENVA.- (Nuclear Emergency Plan of Cofrentes)

Fixed public address system	7
Mobile public address system	8

It makes a total of 82 cities with sound coverage for warning the population living in urban areas and their mobile units equipped with public address systems and radio communications.

3.1.3 NATIONAL EMERGENCIES ROOM (SACOP)

The National Emergencies Room is the department of the Directorate General of Civil Protection which conducts operations and emergency situations



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management. It works 24/7.

Functions of National Emergency Room are directed, firstly, to the ordinary incident management or emergency situations and, secondly, to provide the coordination mechanisms and the necessary resources mobilization to face up to these situations, in the most effective mean, which can be summarized as:

- Warning systems monitoring.
- Reception, evaluation and registration of information from Civil Protection Units of the Government Delegations and Sub delegations and other national and foreign Institutions.
- Emergency situations monitoring occurred anywhere in the country; as well as emergency situations monitoring occurred abroad and because of them Spanish citizens are affected or the country itself.
- To be the coordination instrument of the Directorate General of Civil Protection and Emergencies among the organizations involved in a national emergency situation, and also to execute actions as appropriate in emergency management applying the operational actuation procedures that the Directorate General has set to such situations.
- To provide the necessary support to the actions of Civil Protection Units of the Government Delegations and Sub delegations in the emergency situations management.
- Mobilizing of human and material extraordinary means not engaged in intervention territorial plans, existing in the country in emergency situations, in coordination with Government Delegations and Sub-delegations. Among them it is remarkable the

Emergencies Military Unit (UME).

- Application of human means and foreign materials in accordance with the agreements signed of Cooperation and mutual Assistance through International Institutions with Civil Protection responsibility.
- To provide support to other countries in emergency situations, according to multilateral agreements of supra-national level and in coordination with the Foreign Affairs and Cooperation Ministry.
- To provide information about the evolution of emergency and intervention situations of extraordinary means to other State's General Administration bodies and other Administrations.
- In accidents on dangerous goods transportation, the National Emergency Room exercises the functions assigned as Response Spanish Centre in Emergency Situations in dangerous chemicals products transport (CERET), providing expert advice on substances involved in the accident and facilitating contacts between experts in the transported substances and the authorities who manage the emergency situation.
- Participation in Exercises and Simulations at the international field and those related to State Plans of Civil Protection at the national field.
- In the international field, the SACOP is the national contact point for the management of technical cooperation and mutual help of Civil Protection, as established in the various international agreements, especially in the field of enhanced cooperation mechanism for Civil Protection of the European Union. It is also the focal point in other conventions and warning systems.

3.1.4. **DISASTERS PSYCHOLOGY TEAM**

As a result of psychologists demand, both by citizens and by the authorities, verifying the social alarm raised by the emergency, the difficulty in direct care to affected people and the difficulty to return to the normality, the Directorate General of Civil Protection and Emergencies creates this service, with the following objectives:

- To develop a model of Emergencies and Disasters Psychology.
- To analyze and design the psychologist profile for Emergencies and Disasters.
- To analyze the human behaviour and to collect the psychosocial necessities in emergency situations.
- To intervene in emergencies and disaster situations in an operating way.



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3.2 Field of training, documentation, studies and institutional relations

The Division of Training and Institutional Relations has the following functions:

- The theoretical and practical training in risk and emergencies management.
- The organization and maintenance of a specialized documentary content.
- The studies and programs development to the citizen's information.
- The development of research and studies on sociological, legal and economic aspects, relevant to civil protection and emergencies activities.
- The coordination with the Civil Protection Units of the Government Delegations and Sub-delegations and with the responsible bodies for Civil Protection of the Autonomous Communities and Local Governments, as well as the organization and maintenance of the National Commission Secretary of Civil Protection.
- The technical relations maintenance with counterpart organizations from other countries, especially of the European Union, the Mediterranean Basin and Latin America.

3.2.1 NATIONAL SCHOOL OF CIVIL PROTECTION

The National School of Civil Protection, established by Royal Decree 901/1990, 13th of June, is a body of the Directorate General of Civil Protection and Emergencies that plays, in accordance with the established in the Royal Decree 1181/2008 of the 11th of July, following functions:

- To train theoretical and practically the staff of the different services and organizations involved in people and goods protection in emergency case.
- To serve as a technicians and specialists forum in the matters related to the risks and emergencies management.

- To promote the development of the prevention social culture and the citizen self-protection.

From a strategic point of view, the National School of Civil Protection mission is to implement training policies approved by the responsible of the civil protection national system in order to train and maintain in its members the level of competence required in their role, within a training public system for national civil protection.

For the purpose of delimiting the National School action field, it is understood that human resources that form the civil protection national system are made up of all professionals and/or volunteers who operate from their respective organizations for citizen protection in catastrophic events.

The training public system for civil protection has as a mission to train and maintain the professional skills that these people need to play their role effectively. However, initial training for professionals should be the responsibility of each organization, although the training public system of civil protection should homogenise it; the volunteers training should be planned, programmed and delivered by the mentioned public system, as well as the training devoted to the updating of those ones.

The National School of Civil Protection mission, within training public system for civil protection, is given concrete strategies to structure the National School activities and these are:

- To leader cooperatively the national public system of training, so that the effort developed by all training centres for civil protection is coordinated and aimed at common objectives previously established. For this it should:



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- Design **training plans** appropriate to training needs identified by reference to an agreed level of professional competence.
- Research, design and validate **educational materials and training practices** that contribute to a participatory homogenization of the system.
- Work as a strategic management major centre of the knowledge in civil protection field *for the necessary knowledge acquisition to train and maintain professional skills and apply it by means of training activities, taught directly and in a delegate way or in cooperation with others in the training system.*
- Cooperate with public training systems for civil protection of other countries, creating *shared knowledge opportunities and emergencies integrated management that in a medium and a long term will strengthen the capacities of the national civil protection system.*
- National School links up the training systems of our country and of the countries belonging to the preferred geographic areas, incorporating innovation and best practices from other training systems and spreading ours.
 - Follow quality standards in training, accredited and accepted

nationally and internationally, to facilitate the creation and maintenance of the training community using common benchmarks and indicators.

The organization of National Civil Protection School, to make it consistent with functions formally assigned and defined strategic principles, is oriented towards a model of quality management and is structured on four basic pillars:

1. - Regulation, consisting of a rules table that will establish

- Its actuation field and functions
- Principles that should guide its actions
- The legal status of its organization and functioning.

It will be completed with a procedures system that will analyze the tasks to homogenize the responses of all organizations members.

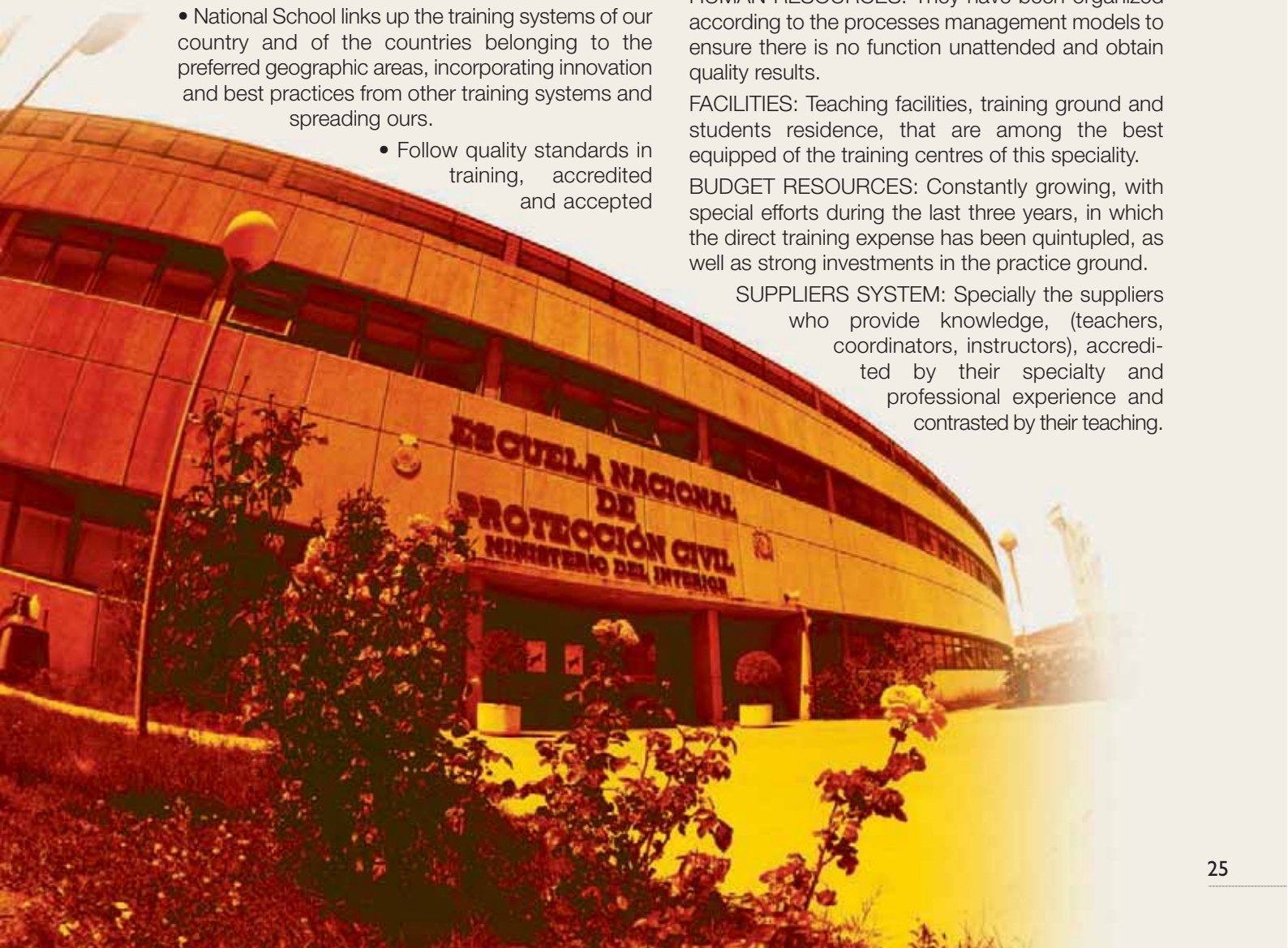
2. - Resources

HUMAN RESOURCES: They have been organized according to the processes management models to ensure there is no function unattended and obtain quality results.

FACILITIES: Teaching facilities, training ground and students residence, that are among the best equipped of the training centres of this speciality.

BUDGET RESOURCES: Constantly growing, with special efforts during the last three years, in which the direct training expense has been quintupled, as well as strong investments in the practice ground.

SUPPLIERS SYSTEM: Specially the suppliers who provide knowledge, (teachers, coordinators, instructors), accredited by their specialty and professional experience and contrasted by their teaching.





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3. – Processes

A chain of production processes of training actions ensures a good quality level. It begins with the detection process of training needs, that is completed with the planning and programming process which enables to concrete those needs in units projects of formative actions adapted to the available resources.

The teaching process is responsible for realizing projects and it manages the important moments of the training, the communication between teacher and student. And the process about the end of the cycle and the next start, which is the evaluation process, in charge of the general evaluation.

4. – Customers System

Customers are not just those who attend the training activities, that are fundamental, customers are also their organizations, they belong to, their line managers and the union representatives, if they exist. Their opinion about training impact in the professional performance of the participants is essential for the effective learning of National School training activities. Therefore they are also considered stakeholders in the training community for civil protection.

STRUCTURE OF THE TRAINING OFFER

It is oriented to models of training quality management, it is intended that the entire educational effort made by the students of the National School, may be anytime harmonised by the national education system.

Accordingly, it is about converging towards the structure of training modules adopted by the Education, Social Policy and Sports Department through Qualifications National Institute (INCUAL).

This intended convergence brings closer the National School training to this official model of educational system, which will give an added value to the offered training activities that now they lack.

Training modules

They coincide with training modules of the qualification referred to, except first and sixth.

1. General training. Civil protection Background
2. Risk analysis and prevention of civil protection.
3. Civil protection planning
4. Management and intervention in civil protection emergencies

5. Basic services rehabilitation in disasters.

6. International activities.

- The first will permit;

Either to transmit general, teleological and historical knowledge, on civil protection,

Or to have a general perspective about what are the values of civil protection.

- The sixth includes activities for people outside the national system of civil protection, regardless of the subject they deal with.

The training modules are structured in sub-modules.

Training levels

The activities of the training offer have been distributed by training levels, depending on the required knowledge level in order to follow the course successfully.

Level 1. Basic training activities or introduction to the contents.

It can be likened to Level 2 professional qualification contents of Education, Social Policy and Sports Department (INCUAL).

Level 2. Activities that require management skills in addition to basic knowledge on the subject. Equivalent to level 3 of INCUAL.

Level 3. Senior activities, equivalent to levels 4 and 5 of INCUAL and the university degree.

Facilities.

With a total area of 200,000 m², the National Civil Protection School is located in the town of Rivas Vaciamadrid, within the Regional Park in the south-eastern of Madrid. It began operations in 1997.

The school has complete infrastructure facilities, which allow a proper development of the training activities, including practical training in scenarios the most realistic as possible and the training of working techniques and methods for intervention in emergencies.

1. The School building has 24,000 m² built, it has outside a car park for 150 vehicles. It has 12 classrooms with a capacity of 360 students. It also has:

- Residence with 68 rooms fully equipped, with a total of 110 beds that can accommodate students in its own facilities. This residence features Wi-Fi area and also, it is available to consult the internet in school's computers. Rooms have lockers for a better care.



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- Assembly Halls on the ground floor and an amphitheatre with a capacity of 550 people.
- Conference room with a capacity of 100 people.
- Coffee-restaurant for 330 people.
- Garage for 90 vehicles.
- Classroom-workshop of emergencies equipment maintenance.
- Classroom of emergencies management with 4 crisis rooms.
- Documentation centre.
- Classroom of fire fighting (with flash-over, explosion cylinder and other instruments).
- Computer room.
- Classroom of models with various scenarios (urban, rural, industrial, dam and others infrastructures).

2. The practice ground has an area of 50,000 m² and it is equipped with several areas:

- **Fires Area:** It is made up of 3 platforms for:
 1. Training in the handling of fire extinguishers and BIE, and training in guidance.
 2. Extinguishing fires outside.
 3. Extinguishing fires confined (buildings).

- **Water area:** It is made up of a raft that stores a volume of 9,400 cubic meters and its depth in some areas is more than 7 meters. It is aimed at:

1. Training in water rescue.
2. Training in the management of rescue boats.
3. Training in underwater rescue.
4. Training in flooded areas.

It also has a raft of about 600 cubic meters that allows doing activities in polluted waters. (CBRN actions in water).

- **Area of collapsed buildings:** It is made up of a total area of 7.500 m², housing more than 150 points occultation, tunnels with a length of 240m, vertical access, and embedded vehicles in rubble, including a bus and a train car. It also has constructions that simulate collapsed buildings, with structures on 5 levels and 100 m² per floor.

It is aimed at:

1. Training in rescue and search of buried people.
2. Training and harmonisation of rescue dogs.
3. Training in emergencies management.

- **Landslides area:** It is made up of total area of 4.500 m², it allows simulation of groundwater and land areas that have suffered surface movements, with the consequent need to act to rescue the victims.

It is aimed at:

- Training in buried people rescue from the surface.
- Training in buried people rescue doing galleries.
- Training and harmonisation of rescue dogs.

The practice field also has interior and circular roads and other auxiliary structures such as a classroom, locker rooms and services, parking and material storage.



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ACCESSES:

National School of Civil Protection is located in the town of Rivas-Vaciamadrid near the capital, Madrid. It is reached through the deviation of the A-3 road, Madrid-Valencia, "Rivas Vaciamadrid East" kilometre 19.

From Madrid:

It is taken the A-3 road, to Valencia way (not the R-3). It is taken the exit located at km 19 which indicates "Rivas-Vaciamadrid East", and turns right as if you do a junction. On the right again, there is a road (you can see a sign that says "Escuela Nacional de Protección Civil" at the entrance). At the end of this road, which passes along Manzanares River, it is the School (building with a red central cylinder in the Southeast Regional Park).

From Valencia:

It is taken the exit that says "Rivas Vaciamadrid Este" and, when it is arrived at a roundabout, it is turned right to make a junction, and after going past under the road, it is taken a road on the left.

The nearest Metro station:

Rivas Vaciamadrid, (line 9 of Metro), is about 4 km from the School.

Near by this metro stop there is a bus stop where it is possible to pick up any person who requests to attend any training activity. There is no taxi rank, so it would be required to notify the School (91 537 33 10, for international calls 0034 91 537 33 10) to ask for a taxi.

Access by bus:

Beside AVE railway station in Atocha there is a bus stop from which it provides services to school for many training activities.

Arrival by taxi:

From the city centre, the nearest metro station to School would be Conde de Casal, located at the top of Valencia Road. The journey duration is around 15 minutes, there are no traffic lights.

Radioteléfono taxi is a 24 hours service. Phone number: 902 478 200// 91 547 82 00.

<http://www.reservasradiotelefono.com>

Weather forecasts:

The weather forecasts are available through the National Meteorological Institute;

<http://www.aemet.es/es/eltiempo/prediccion/loc>

alidades, selecting Madrid Region and, within it, Madrid or Getafe.

To see the training schedule for the current year or previous years and to request participation in training activities it can be accessed via the Internet to www.proteccioncivil.org

3.2.2. **NATIONAL CENTRE FOR INFORMATION AND DOCUMENTATION**

National centre for Information and Documentation is an area of the Directorate General of Civil Protection and Emergencies, which is assigned the role of organizing and maintaining a documentary file specialist in issues related to civil protection.

Services of the National Centre for Information and Documentation are basically developed in these two areas:

- A) Publications
- B) Documentation

A) PUBLICATIONS

The Centre performs an important service of information and dissemination through Publications issued by the Directorate General of Civil Protection and Emergencies.

The publications of the Directorate General, published in paper and/or electronic format, are catalogued in a series of thematic collections according to the group to which they are addressed. These are the series most representative.

Education Program for prevention in Schools

The objective of these publications is to introduce in the different levels of education, through some Tutorials to help teachers, the basic knowledge in self protection matter concerning the different risks, so that pupils develop preventive attitudes in their daily behaviour.

Logbooks legislation

The purpose of these publications is to disseminate the rules that govern our system of civil protection and to close them to managers and professionals from different areas and to any citizen interested in the subject.

Technical documents

The objective of these publications is to provide the competent administrations with the implementation of Plans and Basic Guidelines on the various risks, to provide intervention services instructions to articulate a response capacity, as immediate as possible, in an



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emergency situation and to provide methodologies for risk analysis.

Studies and Conferences

In this series are compiled Studies on research techniques applied to emergency situations and Research Awards Publications for Civil Protection addressed to Doctoral Thesis and Research Works.

Spreading material

The main target of this information material is the population and its mainly objective is to promote it, the development of a prevention culture through the recommendations dissemination for self-protection and prevention, and to be aware of the risks that they can suffer and to become familiar with the preventive protection measures.

B) DOCUMENTATION

The Centre is equipped with an important monographs documentary, in paper and mail format, and magazines related to civil protection and disaster management.

The files are listed in a Documental Database, freely accessible to all citizens. All publications issued by the Directorate General are incorporated into the Base and have a full text. The remaining files in the Centre for consultation are offered in the Base their bibliographic references and index.

The document collections are catalogued under these descriptors:

Monographs

Electronic publications

Journals/magazines

Legislation Database

TO ACCESS TO DOCUMENTATION CENTRE

Dissemination of available information is provided by different ways:

By consulting in the Centre, about the physical document, and the database; arranging previously the date and the time, if it's someone outside the Directorate general of Civil Protection and Emergencies.

Remote consultation, user request made by post, email or any other way.

Services provided by the Centre are various, depending on the user profile and, among others, include:

Distribution via post, email or by personal attention in the Centre, of publications issued by the Directorate General of Civil Protection and Emergencies.

The distribution of electronic recordings, made in the Centre, of documents that are computerized in the database, containing different types of information, as applications for each user (full text, bibliographic references, etc.).

The response by e-mail or telephone to consultations of **bibliographic and documentary information** about disasters contained in the central database and library collection. When the Centre hasn't the required information, it is given to the user addresses that they can find answers to his request.

Search legislation in relation to a particular topic, in databases of the Centre, providing the legislative references and, wherever possible, and to specific requirements from the applicant, the full texts of the legal standards required.

Direct assistance to the user in the Centre, providing the technical assistance needed to search for and locate information and access to the physical document or the query on the Database.

Using the information provided through the website of the Directorate General of Civil Protection and Emergencies, which are, in full text, all publications issued by the Directorate General and all the basic legislation that sets our national system of civil protection.

3.2.3. EUROPEAN SOCIAL RESEARCH CENTRE OF EMERGENCY SITUATIONS (CEISE)

CEISE is a dependency of the Directorate General of Civil Protection and Emergencies that is entrusted with the development of research and studies on sociological, legal and economic relevant aspects for the civil protection and other spreading and training related activities.

By its scope and objectives, the CEISE establish by itself as an instrument that the Directorate General of Civil Protection and Emergencies puts at the service of the national civil protection as a whole.

CEISE also is a part of the European Centres Network established through the "Open Partial Agreement on Prevention, Protection and Organization against Major Natural and Technological Hazards", of the European Council, which was joined to in 1988.



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Among the most important activities undertaken by the CEISE are:

- Basic theoretical and empirical research of the various emergency situations and social destabilization nature caused by crises and disasters.
- Basic theoretical and empirical investigation of population behaviour and reactions in emergency situations.
- Basic theoretical and empirical investigation of bodies and institutions behaviour and reactions that involve and/or have responsibility for managing emergency situations.
- The promotion and encouragement of basic and empirical research, in the university field in matters relating to the nature of social emergencies situations and their management, through awards calls and other similar initiatives.

3.2.4. INSTITUTIONAL RELATIONS

I. - NATIONAL FIELD

Among actions relating to Institutional Relations highlights the technical coordination and activities monitoring of National Civil Protection Commission and the preparation and support for its Regular Meetings and its Working Groups.

National Commission of Civil Protection

National Commission of Civil Protection, governed by Royal Decree 967/2002, is a collegial organization under the Ministry of Interior.

Its main purpose is to ensure adequate coordination in the field of civil protection between the bodies of the State General Administration and the ones of the Autonomous Communities, to ensure an effective action by public authorities, addressing the situation study and prevention of serious collective risk, catastrophe or public calamity, and the protection and rescue of people and goods in cases where such situations arise.

Functions

Its functions established by Law 2 / 1985, are as follows:

To harmonise the civil protection plans whose competence is attributed to it.

To report the technical standards issued at the national level in civil protection matters.

To report the rules and regulations which affecting people and property security, could be related to civil

protection.

To participate in the actions coordination of the organs related to civil protection.

To propose techniques and methods normalization and standardization that can be used for civil protection purposes.

National Civil Protection Commission has also the character of the Spanish Committee of the International Strategy for Disaster Reduction.

Other activities of the Institutional Relations at the National Level

Technical elaboration and monitoring of agreements and programs on civil protection subscribed with relevant bodies of the General Administration, of the Autonomous Communities and the Local Administrations, as well as with other public or private institutions.

Technical coordination and administrative control of the whole award process of awards research that each year calls the Directorate General of Civil Protection and Emergencies.

Technical support and collaboration with Voluntary Groups of Civil Protection.

2. - INTERNATIONAL FIELD

The Directorate General of Civil Protection and Emergencies should, among other functions, maintain technical relationships with counterpart organizations in other countries, especially of the European Union, the Mediterranean Basin and Latin America and the participation in international meetings of the international organizations with competence in civil protection and emergencies matters, as well as in commissions and working groups established within the European Union.

Therefore, the relations are structured at bilateral and multilateral levels within the European Union.

• There are agreements and collaboration conventions with the following countries:

- Portugal
- France
- Morocco
- Argentina
- México
- Uruguay
- Russia

Collaboration agreements in civil protection field are in advanced stages of approval between the



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Spanish Ministry of Interior and the Ministries of Interior of the following countries:

- Senegal
- Guinea
- Mali
- Gambia

• At the multilateral level

- NATO. Particularly in the Civil Protection Committee.
- Participation in international exercises: table top or practical exercises, organised by the EADRCC (NATO)
- Open Partial Agreement of the European Council for the higher risks. Spain is represented in the Committee of Permanent Correspondents.
- International Strategy for United Nations Disaster Reduction. This Directorate General is the Spanish Committee Secretary for the International Strategy to reduce United Nations Disasters.
- Iberoamerican Association of Defence and Civil Protection Government Bodies (it includes all Civil Protection bodies, nations of Spanish or Portuguese speaking both sides of the Atlantic).

• In the European Union

- This Directorate General represents Spain in the EU activities in the area of Civil Protection, developed within the field of the Council and the Commission.
- Civil protection does not appear in the founding treaties and there is no policy of civil protection, for the moment being. There is, however, a large number of activities sorted, based on two legal instruments:

✓ The “Financial Instrument for Civil Protection”, covering the period 2007-2013 and allowing carrying out many activities and projects in annual “Work Plans”.

✓ The “Decision on the Mechanism” that allows to effectively coordinate and enhance the actions of the rescue teams and assistance of the European Union or the experts sending. These two types of activities are available both inside and outside the European Union. The mechanism is built on three pillars:

- A Monitoring and Information Centre MIC, located at the headquarters of the commission.
- A specific communications network (CECIS) that connects the MIC with the contact points in each country. In the case of Spain, the Directorate General of Civil Protection and Emergencies is this contact point.

- A Training Program, in which participates this Directorate General.

The Directorate General of Civil Protection and Emergencies participates in two projects that are at the vanguard of future Mechanism development. These projects are the Rapid European Intervention Force 5 on the preparation and training of the intervention teams and the European Intervention Rapid Force 9, about design and specifications of “Intervention European Modules”.

- Top table or practical exercises within the scope of the training organised by the European Commission, by means of project funds, as well as organised by the Council of the EU.

- Within the environmental field is included the Council Directive on the risks control associated with major accidents involving dangerous substances, and it is known as Seveso Directive. This Directorate General is the Competent Authority on the Seveso Directive in Spain.

-The collaborative process between the EU and its Mediterranean neighbours, (the Barcelona process), has led within the European Neighbourhood Policy in the Mediterranean, on a series of activities in the civil protection field. This Directorate General will focus on the training field.





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3.3. fields of subsidies and grants for disasters

The Deputy Directorate General of Resources Management and Subsidies has the following functions:

- The making, implementation and monitoring of civil protection budgets.
- Subsidies and grants processing to the attention of needs arising from disasters or catastrophes and the preparation of the legislation concerned.
- Grants and subsidies processing that facilitate the implementation of civil protection plans at the state level or development activities relevant for civil protection in this field and the preparation of relevant legislation.
- Administrative management required for contract works, studies and services and the acquisition of properties.

3.3.1. **SUBSIDIES AND GRANTS DISASTERS**

Legal coverage

State subsidies to catastrophic situations are regulated by Royal Decree 307/2005, of 18th of March, modified by Royal Decree 477/2007 of 13th of April.

Beneficiaries and Alleged Subsidies

- a.** Living or economic households,
By personal injury
By damages in housing materials and belongings
- b.** Household owners in communities of horizontal ownership property,
By damages in the common elements of general use





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c. Local Government

By costs of emergency actions
By water supply in drought situations

d. Natural or legal persons of commercial establishments, industrial or service (with 50 employees or less).

By damage in commercial business
By damage assets assigned to the activity

e. Natural or legal persons required by the competent authority

By providing goods and services,

Beginning of the procedure

The procedure will begin at the request of the applicant, and the Government Delegation or Subdelegation which receives the request will communicate to the stakeholders the starting of the proceeding, as provided in Article 42.4 of the Law 30/1992 of 26th of November, of the Legal System of Public Administrations and Common Administrative Procedure, and it will verify that it meets the formal requirements as well as the

perceptive documentation is added enclosed.

Deadline and presentation of applications

The application will be presented by the standard model identified in the Order INT/277/2008, of 31st of January, in the Government Delegation or Subdelegation for the province in which the events have occurred causing the application, or in any of the records contained in Article 38 of Law 30/92 of 26th November, of Legal System of Public Administrations and Common Administrative Procedure in a period of one month from the day following the end date of such facts.

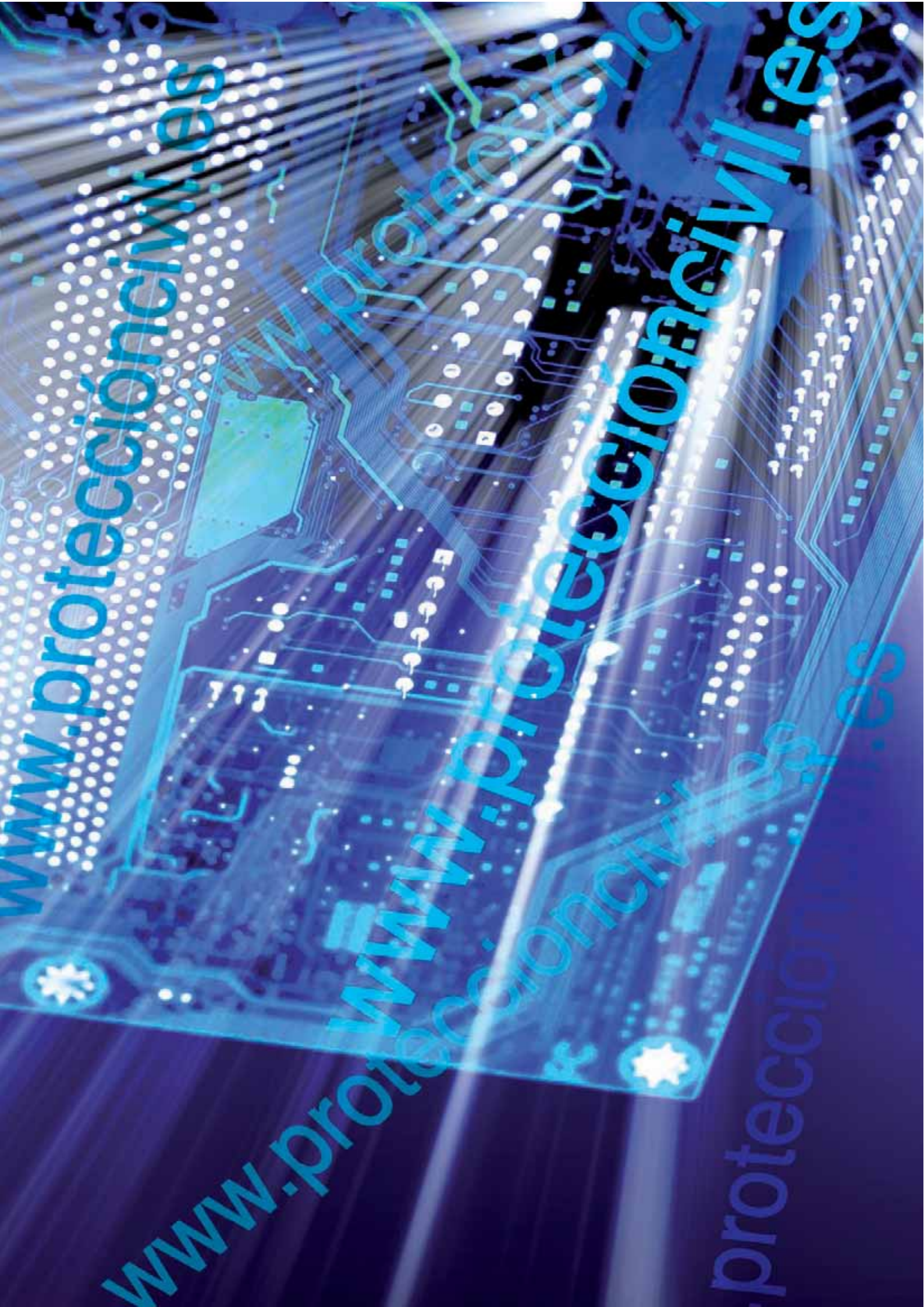
Instruction

In Government Delegations and Subdelegations, it will be issued a report on the event causing the emergency situation.

Resolution

The Minister of Interior on the proposal of the Directorate General of Civil Protection and Emergencies will resolve applications within a maximum of six months.





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IV.- MAP OF SITUATION AND ADDRESSES



Dirección General de Protección Civil y Emergencias

C/Quintiliano, 21 - 28002-Madrid

Metro: Avda de América (Línea 4), Cartagena (Línea 7), Cruz del Rayo (Línea 9)

Autobuses: 72, 1, 9

Teléfono: 91 537 31 00

FAX: 91 562 89 24

Correo Electrónico: dgpce@procivil.mir.es

Web: www.proteccioncivil.es

Escuela Nacional de Protección Civil

Camino Salmedina s/n

28529 Rivas-Vaciamadrid (Madrid)

Metro: Rivas-Vaciamadrid

Teléfono: 91 537 30 86

E-mail: enpc@procivil.mir.es

Otras Direcciones de Interés

Teléfono 060: *Teléfono de Información general de todas las Administraciones Públicas*

Web: www.060.es





DIRECCIÓN GENERAL
DE PROTECCIÓN CIVIL
Y EMERGENCIAS



GOBIERNO
DE ESPAÑA

MINISTERIO
DEL INTERIOR