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**CONFERENCE OF THE PARTIES
TO THE CONVENTION ON THE TRANSBOUNDARY
EFFECTS OF INDUSTRIAL ACCIDENTS**

First meeting, 22-24 November 2000
(Item 3 (a) of the provisional agenda)

DRAFT UN/ECE INDUSTRIAL ACCIDENT NOTIFICATION SYSTEM

Introduction

1. According to article 17, paragraph 2, of the UN/ECE Convention on the Transboundary Effects of Industrial Accidents, Parties are to designate or establish one point of contact for the purpose of industrial accident notifications, and one point of contact for the purpose of mutual assistance. These points of contact should preferably be the same. Their functions are given in chapter I of this document.

2. In order to facilitate the notification procedure between the points of contact, and in accordance with articles 10, 12, and 17 as well as annex XII, paragraph 1(a), and taking into account the provisions of annex IX to the Convention, a draft UN/ECE industrial accident notification system was developed under the auspices of the Signatories to the Convention (see chapter II).

I. FUNCTIONS OF THE POINTS OF CONTACT

3. The designation and functioning of points of contact are aimed at developing and implementing a preparedness and response mechanism and network in the UN/ECE region in order to respond promptly to industrial accidents and minimize their possible effects, in particular their transboundary effects.

4. Their main functions are, inter alia, efficient communication in the event of an accident; establishment of cooperation with other institutions operating notification and alarm systems; participation in testing and contribution to improving the UN/ECE Industrial Accident Notification System.

5. In the event of an industrial accident, the points of contact should communicate promptly and efficiently in order to, inter alia, notify an accident, its extent and its possible transboundary effects using the UN/ECE Industrial Accident Notification System, and request assistance, if necessary.

6. Standard equipment as well as computers should be used for prompt communication in the event of an industrial accident. Facsimile and e-mail messages should be supplemented by telephone calls to ensure that the countries concerned receive these messages.

7. The word "EXERCISE" must be clearly indicated on the appropriate forms when testing the notification system.

II. UN/ECE INDUSTRIAL ACCIDENT NOTIFICATION SYSTEM

A. Basic information

8. The UN/ECE Industrial Accident Notification System is for use between Parties or other UN/ECE member countries, at national level, in accordance with the provisions of articles 10, 12, and 17 of the Convention for the transmission of early warnings, information and assistance requests.

9. The notification system is based on three different report forms:

(a) UN/ECE EARLY WARNING REPORT - gives information or warning in the event of an industrial accident or the imminent threat thereof;

(b) UN/ECE INFORMATION REPORT - gives detailed supplementary information on an accident once the situation has been assessed;

(c) UN/ECE ASSISTANCE REQUEST REPORT - deals with matters related to the provision of assistance in order to mitigate consequences including transboundary effects.

10. For the UN/ECE EARLY WARNING REPORT, the use of the URGENT channel is mandatory. Such a message should be sent only once and always be followed up with at least one UN/ECE INFORMATION REPORT or be cancelled.

11. The UN/ECE INFORMATION REPORT is used to give detailed information about the accident once the situation has been assessed or when new information of importance to the affected Parties is available.

12. The UN/ECE ASSISTANCE REQUEST REPORT is used for matters related to mutual assistance.

13. Each single report should be identifiable through a serial number. The receiving point of contact should be in a position to check if all the reports on the accident in question have been received. This is done by using a serial number preceded by a national identification, e.g. "SWE 1/1". The number before the stroke indicates the accident (should there be more than one at the same time) to which the report refers, and the number following the stroke indicates the actual number of reports which have been issued for the accident in question.

14. The ISO alpha-3 codes for the representation of names of countries should be used as set out in annex IV (Source: International Standard Codes for the representation of names of countries, ISO 3166, 1993).

15. "SWE 1/1" refers to the first report on the accident in question, "SWE 1/2" to the second report on the same accident. The last and final report will be identified as follows: "SWE 1/5 FINAL", which means that this is the fifth and final report concerning the first accident.

16. If the accident splits up into clearly separate operational areas - in this example two - "SWE 1/" should be split into "SWE 1 and 2" and this should be indicated in the last report on the accident. The first report from the second area will then be numbered "SWE 2/1", and consecutive numbering after the stroke should then be used.

17. In order to keep the receivers of the REPORT informed of all the transmitted reports, the points of contact sending the REPORT must, after the serial number, mention the recipients of the earlier transmitted REPORTS, e.g.:

SWE 2/1 for DEU
SWE 2/2 for DEU
SWE 2/3 for DEU
SWE 2/4 for DEU

18. It is emphasized that ACKNOWLEDGEMENTS should refer to the serial number in question, e.g. "your SWE 2/1".

19. When replying to a REPORT, the serial number used by the transmitting point of contact is to be used as reference in the reply.

20. When the REPORTS are used in exercises, the word "EXERCISE" must be mentioned once at the beginning of the text and three times at the very end of the report.

21. DTG (date, time group). The date and time, expressed in digits and zone suffix at which the message was prepared for transmission (expressed as six digits followed by the zone suffix; first pair of digits denoting the date, second pair the hours, third pair the minutes). Day, month, year and time (in UTC) should be used for the telex REPORT Date time group (DTG). It should always be expressed in figures (i.e. 06 0996 1255). The DTG can be used as a reference.

22. All reports should be acknowledged as soon as possible by the competent national authority in the country or country(ies) indicated in the report.

B. Description of standard forms to be used for the purposes of industrial accident notification and mutual assistance

1. UN/ECE early-warning report (traffic priority URGENT), as contained in annex I

001/002 DATE AND TIME

23. The day of the month as well as UTC and local time when the accident took place or the time of the observation should be expressed in six digits, for example, 091700 UTC 091900 local, i.e. the 9th of the relevant month at 17.00 UTC and 19.00 local time.

011/012/013 LOCATION

24. Indicates the position of the accident as clearly as possible and may in addition give the position in relation to a location known to the recipient.

021/022/023 ACCIDENT

25. The nature of the accident should be stated here, such as release, water, contamination, fire, explosion or other:

- Event: Did the accident happen at a plant, on a boat, on a train, in a storage tank, etc.
- Nature: Is the accident an explosion, a fire, pollution, etc.
- Seriousness: Will the accident have an impact on the surroundings (as there is no international scale, use your own scale).

031/032 OUTFLOW/THREAT

26. The risk caused by the accident based on the initially available information on the outflow/threat should be indicated:

- Prognosis: Describe the expected development of an accident based on the available computer model scenario;
- Measurements: Describe the expected consequences on the basis of computer monitoring systems (if available).

041 SUBSTANCE

27. The nature of the substance such as toxic, ecotoxic, flammable, explosive or other should be described using a chemical formula or name, as well as ADR-Kemler, IMDG Code number. The amount of the leak of chemical substance(s), flow rate and duration should be indicated.

051/052/053/054/055 WEATHER CONDITIONS

28. Indicates wind direction and speed in degrees and in m/sec. The direction always indicates from where the wind is blowing. Other weather conditions that might be of significance for assessing the situation (temperature, cloudy sky, rain/snow) should also be mentioned.

061/062/063 EMERGENCY AND MITIGATION MEASURES ALREADY TAKEN

29. If any emergency and mitigation measures, such as evacuating and sheltering the population, have been taken at this stage this should be mentioned.

071 OTHER INFORMATION

30. Any other important information concerning the accident, which is not mentioned above, should be indicated.

IMMEDIATE EFFECTS

31. The effects of the accident on human beings and the environment should be indicated. This includes fatalities or injuries, ecological damage, and material damage, community disruption, etc.

ACKNOWLEDGEMENT

32. Indicates the fax number to which the acknowledgement should be sent.

2. UN/ECE information report, as contained in annex II

001/002 DATE AND TIME

33. Same remarks as for the early-warning report above.

011 LOCATION

34. Information concerning the site of the accident, the estimated or assessed affected area and the name of the operator will at this stage be known and should, therefore, be transmitted.

021/022/023 ACCIDENT

35. The place where the accident occurred (storage, process, transport) and type of accident (leak, fire, explosion or other) should be indicated.

031/032/041/051/052/053/054/055 OUTFLOW/THREATS, SUBSTANCES, WEATHER CONDITIONS

36. Same remarks as for the early-warning report above.

061/062/063 EMERGENCY MEASURES

37. Under this item, emergency and mitigation measures that are planned or already taken should be pointed out. They could cover the operations of the on-site rescue service, external rescue and fire services, evacuation and sheltering of the population, information to the public, decontamination and restoration measures.

071 OTHER INFORMATION

38. Any other information which could be important for the affected countries should be added, for instance if the accident splits up into different operational areas (see para. 16 above).

ACKNOWLEDGEMENT

39. Same remark as for the early-warning report above.

3. <u>Assistance request report</u>, as contained in annex III

001/002/011/012/013/021/022/023 DATE AND TIME, LOCATION, ACCIDENT

40. Same remarks as for the early-warning report above.

081/082/083/091/092 REQUEST FOR ASSISTANCE

41. Amount of assistance required in the form of:

- Emergency response equipment and material;
- Scientific and response experts;
- Technical advice on response, clean-up and restoration measures;
- Pre-arrangements for receiving assistance concerning customs clearance, access to territory in the requesting country; etc.

101/102/103/104 WHERE AND HOW

42. Information should be given concerning when and how and what kind of assistance is to be delivered, as well as the name of the Commander of the requesting country or authorities with telephone number, telex, telefax number and contact persons.

111 LOGISTICS

43. Any other information should be given to improve the logistics.

121 OTHER INFORMATION

44. Any other important information concerning the rendering of assistance should be mentioned.

ACKNOWLEDGEMENT

45. Same remark as for the early-warning report above.

46. Information on conditions of providing assistance should be indicated, including the cost to the requesting country when replying to the assistance request report.

Annex I

UN/ECE EARLY-WARNING REPORT

Point of contact

ACCIDENT NOTIFICATION **URGENT / ALERT**

Date/Time : UTC

Attn. :
Fax number :
From :
Serial number :
Pages (incl. cover page) :

Convention on the Transboundary Effects of Industrial Accidents

001	Date accident				
002	Time accident	UTC		Local	
	Location				
011	Country/Town/Area				
012	Latitude		degrees/minutes		North/South
013	Longitude		degrees/minutes		East/West
	Accident				
021	Event				
022	Nature				
023	Seriousness				
	Outflow/threat (risk)				
031	Prognosis				
032	Measurements				
	Substance/chemical formula or name	Toxic/Ecotoxic Flammable/Explosive /Other	Amount m^3/tons	Immediate effects (if known already)	
041					
	Weather conditions				
051	Wind direction (from)	Degrees			
052	Wind speed	m/sec.			
053	Temperature	Degrees Celsius			
054	Cloudy sky (%)	(0/25/50/75/100)			
055	Rain/snow (no/yes)				
	Emergency and mitigation measures already taken				
061	Evacuation	km radius			
062	Sheltering	km radius			
063	Other				
	Other information			**ACKNOWLEDGEMENT TO Fax nr.:**	
071					

Annex II

UN/ECE INFORMATION REPORT

Point of contact

URGENT / ALERT

Date/Time : UTC
Attn. :
Fax number :
From :
Serial number :
Pages (incl. cover page) :

Convention on the Transboundary Effects of Industrial Accidents

001	Date accident			
002	Time accident	UTC		Local
	Location			
011	Country/Town/Area			
	Accident			
021	Event			
022	Nature			
023	Seriousness			
	Outflow/threat (risk)			
031	Prognosis			
032	Measurements			
	Substance/chemical formula or name	Toxic/Ecotoxic Flammable/Explosive /Other	Amount m^3/tons	Immediate effects (if known already)
041				
	Weather conditions			
051	Wind direction (from)	degrees		
052	Wind speed	m/sec.		
053	Temperature	Degrees Celsius		
054	Cloudy sky (%)	(0/25/50/75/100)		
055	Rain/snow (no/yes)			
	Emergency and mitigation measures already taken			
061	Evacuation	km radius		
062	Sheltering	km radius		
063	Other			
	Other information			**ACKNOWLEDGEMENT TO Fax nr.:**
071				

Annex III

UN/ECE ASSISTANT REQUEST REPORT

Point of contact

URGENT / ALERT

Date/Time : UTC
Attn. :
Fax number :
From :
Serial number :
Pages (incl. cover page) :

Convention on the Transboundary Effects of Industrial Accidents

001	Date accident				
002	Time accident	UTC		Local	
	Location				
011	Country/Town/Area				
012	Latitude		degrees/minutes		North/South
013	Longitude		degrees/minutes		East/West
	Accident				
021	Event				
022	Nature				
023	Seriousness				
	Request for assistance				
081	Emergency response Equipment, material				
082	Scientific and response experts				
083	Technical advice and response, Clean up and restoration measures				
	Pre-arrangements for receiving assistance			Immediate effects (if known already)	
091	Customs clearance				
092	Access to territory				
	Where and how (delivery of assistance)				
101	When assistance				
102	How assistance				
103	How delivery				
104	Contact persons				
	Logistics				
111					
	Other information			**ACKNOWLEDGEMENT TO Fax nr.:**	
121					

Annex IV

ALPHABETICAL LIST OF UN/ECE COUNTRIES AND THEIR ALPHA-3 ISO CODE1/

ENTITY (short name in English)	Alpha-3 code
ALBANIA	ALB
ANDORRA	AND
ARMENIA	ARM
AUSTRIA	AUT
AZERBAIJAN	AZE
BELARUS	BLR
BELGIUM	BEL
BOSNIA AND HERZEGOVINA	BIH
BULGARIA	BGR
CANADA	CAN
CROATIA	HRV
CYPRUS	CYP
CZECH REPUBLIC	CZE
DENMARK	DNK
ESTONIA	EST
FINLAND	FIN
FRANCE	FRA
GEORGIA	GEO
GERMANY	DEU
GREECE	GRC
HUNGARY	HUN
ICELAND	ISL
IRELAND	IRL
ISRAEL	ISR
ITALY	ITA
KAZAKHSTAN	KAZ
KYRGYZSTAN	KGZ
LATVIA	LVA
LIECHTENSTEIN	LIE
LITHUANIA	LTU
LUXEMBOURG	LUX
MALTA	MLT
MONACO	MCO
NETHERLANDS	NLD
NORWAY	NOR
POLAND	POL
PORTUGAL	PRT
REPUBLIC OF MOLDOVA	MDA
ROMANIA	ROM
RUSSIAN FEDERATION	RUS
SAN MARINO	SMR
SLOVAKIA	SVK
SLOVENIA	SVN
SPAIN	ESP
SWEDEN	SWE
SWITZERLAND	CHE
TAJIKISTAN	TJK
THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA	MKD
TURKEY	TUR
TURKMENISTAN	TKM
UKRAINE	UKR
UNITED KINGDOM	GBR
UNITED STATES	USA
UZBEKISTAN	UZB
YUGOSLAVIA	YUG

1/ ISO 3166. Codes for the representation of names of countries.