

THEME

Guideline to Host Nation Support in Norway

A generic guideline for Norwegian sectors



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FOREWORD

When a disaster strikes that overwhelms national capacities, the importance of a well organised reception system for international assistance becomes evident. A number of serious, major incidents, such as the Fukushima accident in 2011, the Deepwater Horizon accident in 2010 and hurricane Katrina in 2005, have shown that countries that do not usually receive international assistance often experience problems with organising effective reception when a disaster occurs.

"It is likely that something unlikely will happen."
(Aristotle 384–322 BC)

As Aristotle pointed out, it is likely that something unlikely will happen, and therefore it is important to prepare for different types of incidents. This includes incidents whose nature or magnitude may necessitate a request for assistance from abroad.

The importance of having an efficient and effective reception system has long been an area of focus for major international non-governmental organisations, and in recent years both the International Federation of Red Cross and Red Crescent Societies (IFRC) and the European Union (EU) have developed guidelines for receiving international assistance. Norway participated in developing the EU's Host Nation Support Guidelines and has actively worked to ensure that Norway can benefit from the work that has been carried out by the EU and the Red Cross.

As the title suggests, this guideline is generic. That means that every Norwegian sector should be able to use it as a resource in their planning for emergencies and the reception of emergency assistance. Since it is impossible to predict when the next disaster will

occur, where it will strike, and who it will affect, it is vital that Norwegian sectors plan how their sector will take receipt of assistance. The four principles, proximity, similarity, responsibility and cooperation, which provide the basis for Norwegian emergency preparedness, will also apply in a situation where Norway needs to receive assistance from abroad. Therefore, it is important that each sector has thought through the type of assistance it may have to request in an emergency situation. Each sector must produce an overview of the type of assistance it may need to request based on its own scenarios and risk and vulnerability analyses. Furthermore, it is important that each sector knows how assistance can be requested, is ready to receive that assistance, and can handle it in an efficient, effective and appropriate manner. This guideline should be considered advisory in relation to these three steps. DSB wants to help ensure that sectors in Norway are as robust as possible with the goal of being prepared for when the unlikely happens. We hope that this generic guideline both encourages and facilitates preparations that help us achieve this goal.

The Directorate for Civil Protection and Emergency Planning (DSB), December 2013



Jon A. Lea
Director General

INTRODUCTION

The Ministry of Justice and Public Security has given the Directorate for Civil Protection and Emergency Planning (DSB) the responsibility for developing a national framework for receiving international assistance in the event of emergencies and disasters in Norway, so-called host nation support (HNS).

Host nation support is understood to mean the civil sector system that ensures good, efficient and effective reception of assistance to Norway in the form of equipment or personnel from abroad in a situation where the responsible authority does not have the necessary resources available to manage a major incident and therefore requests these from other countries¹.

Norway undertook to review its national regulations at the 30th International Red Cross and Red Crescent Conference in 2010. A comprehensive HNS project has been conducted in Norway since then. The work included reviewing Norwegian regulations of relevance to HNS, analysing existing international framework agreements and other agreements, establishing HNS in the Norwegian administration, and involving relevant sectors in the work with developing a national framework. DSB and sectors agreed that the most appropriate approach would be to develop a guideline to HNS that could help sector authorities with their own planning. The HNS guideline has three main goals. Firstly, it aims to provide information about HNS and existing international mechanisms for cooperation and contact points for assistance to and from Norway. Secondly, it aims to build on the work that has been done with reviewing national regulations and facilitate the reception and dispatch of assistance in emergencies. Thirdly, it aims, together with the sectors' own

contingency plans, to make the reception of assistance from abroad as efficient and effective as possible so that incoming resources can be deployed as quickly as possible in an emergency situation as part of the national emergency management.

Given the four principles for civil emergency management, each sector must draw up plans for managing incidents where Norway requests assistance. In order to achieve civil emergency management that matches our overarching principles, good, comprehensive preparations are required within all sectors. DSB will be a driving force and coordinator with respect to other sectoral authorities in this work. The guideline was prepared on the basis of meetings with sectors and existing agreements², and is intended to help each authority or agency develop its own plans for receiving assistance. The guideline is meant to be a living document and will be updated regularly in cooperation with the sectors.

The guideline provides information before, during and after an emergency situation. It is intended to function as an operational document and is therefore structured as follows. First it provides a brief account of what host nation support is. Next it provides an overview of the four phases of receiving assistance from abroad: request, reception, support and ending, as well as the division of responsibilities within these phases. Finally, it has an annex that contains: a) a measures card for HNS; b) an overview of Norwegian Civil Defence resources; c) an overview of the sectors that participated in developing the guideline; and d) an overview of the existing agreements of relevance to HNS. The guideline to HNS should be included in the preparedness work and routines of each sector.

¹ The definition of HNS is based on the EU's Host Nation Support Guidelines (2012).

² See the overviews in parts C and D of the annex.

CHAPTER

01

Phase 0.
Host Nation Support

GUIDELINE TO HOST NATION SUPPORT IN NORWAY

The concept of host nation support (HNS) in a civil sense has been developed in recent years by international organisations such as the International Federation of Red Cross and Red Crescent Societies (IFRC), the UN Office for the Coordination of Humanitarian Affairs (OCHA) and the European Union (EU). These organizations have developed guidelines for receiving assistance in the form of personnel or equipment in an emergency situation within their fields of work. The guideline to Host Nation Support in Norway is in line with international guidelines for HNS. HNS is called "vertsnaasjonstøtte" in Norwegian and we understand the term to mean support aimed at ensuring good, efficient and effective reception of assistance to Norway in an emergency situation.

HNS will mean different things in relation to different incidents. For example, in relation to a major search and rescue operation, HNS will constitute a concrete set of resources organised in a specific manner. At an administrative level, HNS means that each sector has thought through what requesting assistance means and how the sector can simplify the reception of assistance. Simplification can be done by eliminating administrative or legal obstacles and by clarifying responsibilities and lines of communication in emergency situations. Therefore, this section will describe national emergency management, the division of responsibilities and various arrangements for requesting assistance.

The four main principles for emergency management also apply when assistance needs to be requested from abroad. The principle of responsibility means that the organisation that is responsible for an area in a normal situation, is also responsible for the necessary preparations and for managing extraordinary incidents within that area. The principle of similarity means that the organisation that operates during emergencies should as a starting point remain as unchanged as possible from the everyday organisation. The proximity principle means that emergencies should be managed at the lowest possible organisational level. The fourth principle, the principle of cooperation, means that authorities, organisations and agencies have an independent responsibility to ensure the best possible cooperation with relevant actors and organisations in the work on prevention, preparedness and emergency management³. National security crises are exempt from the proximity principle. In the event of nuclear accidents or acute pollution, the Norwegian

Radiation Protection Authority⁴ and the Norwegian Coastal Administration⁵, respectively, have special responsibilities.

The Norwegian emergency management structure is based on these four principles and individual ministers are constitutionally and parliamentary responsible for their area of responsibility. Given that serious emergency situations often affect multiple sectors and more than one minister's area of responsibility, and that the time factor may also be critical, a special administrative structure has been established that will aid good cooperation and coordinate the management of emergencies at a strategic level⁶. The structure for national emergency management consists of three main elements for supporting the ministers' and government's overall responsibility for ensuring that emergency situations are managed well: the nomination of a lead ministry, emergency coordination by the Emergency Management Council, and its support function the Emergency Support Unit. In the event of an emergency, the ministries must obtain situation reports from their own operational units, ensure that operational actors have the necessary authorisations, and assess any need for international assistance in their sector.

A number of directorates and agencies administer national contact points or agreements for managing special incidents. For example, the Norwegian Radiation Protection Authority, the Norwegian Water Resources and Energy Directorate and the Norwegian Coastal Administration have contact phone lines that are staffed 24 hours a day to which incidents can be reported. Many agencies also have their own channels for requesting assistance from abroad. One example of this is the Norwegian Directorate of Health, which administers the Nordic Public Health Preparedness Agreement. Each sector administers its own emergency routines and is involved in international work in its field. In the event of extraordinary incidents where the responsible sector needs to request assistance from abroad, two factors will be critical: that the responsible authority has sufficient knowledge about what a request entails and that cooperation with other relevant sectoral authorities functions well. Each sector has a responsibility to assess the type of assistance

³ Report No. 29 (2011–2012) to the Storting, "Civil Security and Safety".

⁴ Royal Decree of 2006 "Nuclear Preparedness – National and Regional Organisation".

⁵ Delegation of responsibility and authority to the Norwegian Coastal Administration – <http://lovdata.no/dokument/DEL/forskrift/2002-12-20-1912>.

⁶ Report No. 37 (2004–2005) to the Storting, "Tidal Wave Disaster in Southern Asia and National Emergency Management".



it may need to request and the channels through which it would be appropriate to send such a request. The requesting authority will also be responsible for administering the requested resources in an efficient, effective and proper manner in cooperation with other sectoral authorities and agencies. DSB can assist sectors in the process of submitting requests to international organisations.

One alternative is to request assistance via the Union Civil Protection Mechanism. This EU mechanism is member states' primary tool for civil emergency response and facilitates assistance between the member states and EEA states, and for third parties (countries outside the EU). The mechanism is intended to supplement and support national preparedness in connection with natural disasters or man-made catastrophes such as terrorist attacks, technological accidents, radiation accidents or environmental accidents, including acute marine pollution. The mechanism for cooperation covers the areas of civil protection and marine pollution, and parts of the mechanism are administered from the EU's Emergency Response Coordination Centre (ERCC) in Brussels. In the event of a serious accident or disaster in Norway

that involves civil protection, DSB will be able to send requests for assistance via ERCC to other participating countries' contact points. In the event of situations involving serious acute oil contamination (marine pollution), the Norwegian Coastal Administration will be able to request assistance via ERCC. In connection with the forest fire in Froland in 2008, French fire fighting helicopters were put on standby following a request from Norway made via the mechanism. Norway has on many occasions also offered other countries assistance with equipment and/or personnel due to major incidents abroad. The EU has drawn up Host Nation Support Guidelines (2012)⁷, which contain information, checklists, templates and glossaries of terms, in order to help member states receive assistance.

Another alternative is to request assistance through Norway's channels for civil preparedness in NATO and the UN. NATO's centre for disaster management, the Euro-Atlantic Disaster Response Coordination Centre (EADRCC), has played an important role on several occasions, including by coordinating assistance sent by NATO and member states to Pakistan after the

⁷ See the EU Host Nation Support Guidelines in part D of the annex.

PHASE 0. HOST NATION SUPPORT

earthquake in 2005. Norway is involved in the UN's preparedness team, the UN Disaster Assessment and Coordination (UNDAC). The teams consist of personnel with experience with, and expertise in, disaster management, who can be deployed abroad at short notice. In the event of major incidents, UNDAC assists the UN and local authorities in the disaster struck country with determining the need for assistance and coordinating incoming assistance efforts⁸.

In addition to participating in international organisations, Norway has signed a number of agreements on cooperation and assistance with Nordic countries. On 5 April 2011, Norway, Sweden, Denmark, Finland and Iceland reached agreement on a Nordic declaration of solidarity. The declaration states that

it is natural for the Nordic countries to cooperate in the spirit of solidarity in order to meet the challenges in the areas of international and security policy. This is particularly true when faced with potential risks, including man-made disasters, digital attacks and terrorist attacks. The declaration states that if one of the Nordic countries is struck, the other countries will, if asked, assist with relevant resources.

Four phases can be identified in each incident where a need arises to request assistance from abroad:

1) Request; 2) Reception; 3) Support; 4) Ending. The following sections describe the roles, duties and division of responsibilities within each of these phases.



FIGUR 1. Illustration of procedure for how Norwegian authorities can request assistance from abroad.

⁸ See the UNDAC Handbook in part D of the annex.

CHAPTER

02

Phase 1.
Request

PHASE 1. REQUEST

The first thing that must happen when assistance is needed from abroad is that the responsible authority in Norway has to make a formal request. In most cases such a request will follow a fixed routine and be submitted via established channels by a Norwegian competent authority. In some cases this may be regulated by a bilateral or multilateral agreement signed by the respective authorities. Such agreements may be more or less well known, but in some cases these agreements are well known in the competent authority and may have been operationalised with a fixed contact point with foreign authorities.

DSB has established such a national contact point⁹ that can assist competent authorities with requests concerning international assistance. DSB's national contact point is staffed 24/7, and has established fixed lines of communication and procedures with NATO, the EU and the UN. DSB can, via the national contact point function, send requests for international assistance at any time, not just via the aforementioned organisations, but also directly to collaborating authorities in Europe and the USA. DSB can also assist other competent authorities with sending requests for international assistance if appropriate. Nonetheless, it is still the responsible authority that requests assistance according to their sectoral responsibility. In cases where a sectoral authority has not established such arrangements, it may be appropriate to collaborate with another authority that has established a contact point function. In these circumstances, it may also be appropriate to include this in their plans. Requests for assistance from abroad must be anchored in the responsible authority for emergency management and requests should normally be sent via a pre-established channel/contact point for such requests. In many cases such a request for assistance from abroad must be approved by the political leadership. The Ministry of Foreign Affairs bears general overarching responsibility for forwarding requests for assistance to Norway, often via its foreign service missions.

In all cases it may be expedient for most authorities to have made some practical preparations for such requests for assistance. A draft with a fixed structure and fixed points may be a good starting point, and such a draft can be included as an annex in the sector's plans. Different needs require different degrees of special information in a request. All sectors should give careful consideration to the type of assistance/resources that would most likely be requested from abroad in the event of an emergency that could impact your sector. DSB can be consulted with regard to the resources that can be procured from abroad. Nonetheless, the individual competent authority in Norway is best placed to plan this well. Recipients of requests generally want as detailed a description of needs as possible. A specified list of possible aspects of a request can be found in the EU's Host Nation Support Guidelines.

In some situations, the Joint Rescue Coordination Centre (JRCC) can also act as a channel for requesting such assistance from abroad. In the case of incidents that involve an acute risk to human life (i.e. search and rescue) the JRCC or a local rescue coordination centre (LRCC) can request assistance directly from other countries' search and rescue services in accordance with existing agreements and principles. Responsibility for the search and rescue operation will remain with the JRCC/LRCC. Meanwhile, incidents may occur that are more in the nature of major emergencies/disasters that last for longer than an acute phase, and which may occur as an extension of a rescue operation. In these circumstances, HNS might be relevant with respect to addressing the international assistance and it may also be relevant to include actors other than the traditional ones within search and rescue. The same applies within a sector such as, for example, oil spill preparedness where responsibility lies with the Ministry of Transport and Communications and the Norwegian Coastal Administration. Requests for assistance from abroad will go through the established channels for which this sector is responsible.

⁹ DSB's contact point for assistance from abroad: INT@dsb.no or phone 975 11 658 (international desk staffed 24/7).

CHAPTER

03

Phase 2.
Reception

PHASE 2. RECEPTION

Once a request for international assistance has been sent, an assessment must be made of whether receiving this assistance will require extra resources on the part of Norway. If there is a need for support in connection with receiving assistance, the request for HNS is directed to the civil defence district, which has a 24-hour watch system. DSB or the Joint Rescue Coordination Centre (JRCC) will in practice be the right authority for requisitioning HNS assistance from the Norwegian Civil Defence.

All emergency help from abroad that Norway requests – whether it is personnel, equipment or other types of resources - is covered by exemptions (visa exemptions, easing of quarantine restrictions, customs rules) from existing legislation in order to make sure the emergency assistance is efficient and effective. Border crossings/customs posts will try to process all emergency assistance entering Norway quickly and smoothly. Special exemptions apply for the import of rescue dogs, medicines, weapons, technical equipment and certain other objects. Individual customs posts maintain an overview of and administer these regulations. The same exemptions (docking and landing permission) apply when assistance is received by air or sea. Despite the fact that emergency assistance equipment will in such cases be exempt from import duties and taxes, the goods will have to be processed upon entry. This could represent a delaying factor and at the same time require entry via staffed customs posts between the hours of

08.00–15.30. This therefore requires a good dialogue with the individual customs post to ensure entry is as smooth as possible.

The relevant border crossing point must be notified in advance, by the sectoral authority or DSB, about the type of assistance that is en route, as well as its estimated time of arrival. If the assistance has been through a transit nation en route to Norway, this may affect reception at the Norwegian border. Such factors can be demanding and require a good dialogue between the requesting authority, DSB and Norwegian Customs and Excise. When a police escort¹⁰ is required, the police must be contacted to ensure that the transport arrives safely. In such circumstances, the Road Traffic Centre will play a key role as a channel for communication. A routine for this has been clarified with the Road Traffic Centre and the National Police Directorate. If there is a need for a general escort, the Norwegian Civil Defence can assist with this. The Norwegian Armed Forces can also provide assistance if required. DSB can, if required, handle the communication between the Norwegian Armed Forces and the relevant authority. It is important that each sector's plans take account of the factors that could be of relevance for the entry of assistance relevant to the sector's own scenarios. The sector should then familiarise itself with any existing regulations that could present obstacles in an emergency situation and consider possible solutions in their plans.



¹⁰ See "Special rules for the use of vehicles" in part B of the annex.

CHAPTER

04

Phase 3.
Support

PHASE 3. SUPPORT

A number of sectors have well-established sector-specific channels for requesting assistance from abroad and can act as pure requisitioners via DSB without the actual request for emergency assistance coming from DSB. DSB's contact point should nonetheless be notified of all international assistance requests in the event of a crisis.

The reception and support system must be assessed depending on the situation and the type of assistance that has been requested. Regardless of whether the assistance requested is satellite imagery or search and rescue personnel and heavy machinery, it is important that the support system is suitable for the assistance and that any required precautions have been taken to avoid unnecessary obstacles or delays in reception or deployment. In a real situation, there will be limited time to perform such tasks and it is therefore recommended that each sector plans for scenarios in which obstacles to making use of the requested resources may arise, and familiarise themselves with how such obstacles can be avoided.

If the situation involves receiving several teams of international disaster response personnel, it is recommended that a reception centre be established and a coordination function and/or contact person appointed between the requisitioning authority and the incoming personnel. DSB has made use of functions that are common in international emergency management operations in connection with receiving international personnel in exercises. Two useful HNS functions are: to establish a reception and departure centre (RDC) that handles logistics and registers incoming personnel, and to embed a HNS liaison who functions as a link between the Norwegian authorities and incoming personnel. Possible ways of organising and operationalising these functions are explained in further detail in the next two sections.

The role of the Norwegian Civil Defence in incidents that require international assistance

The Norwegian Civil Defence has been named the primary actor that will assist international resources that arrive in Norway. This was done because the Norwegian Civil Defence's primary national task is interagency reinforcement and it will be the resource that Norwegian authorities and sectors can quickly call on when they need help to receive resources from abroad during a crisis. The Norwegian Civil Defence's regional structure enables it to offer nationwide resources for mobile and flexible support.

When a situation indicates that a need for assistance will arise, the Norwegian Civil Defence's regional manager can start deploying resources regardless of whether there has been a formal request for assistance. Assistance from the Norwegian Civil Defence is intended to improve the capacity of the emergency and preparedness agencies in the event of unwanted incidents that involve damage of a scope that exceeds what these agencies are designed to handle. In an HNS perspective, this will involve taking on administrative and logistical tasks that support the international resources in a manner that allows them to concentrate solely on the operation. The services the Norwegian Civil Defence can offer include logistics support, communication services and support, accommodation and provisions¹¹. The scope and duration of the efforts must be assessed by the assistance requester in cooperation with the regional manager. If a reception centre for international disaster response personnel is going to be set up, this is done by the Norwegian Civil Defence or possibly some other relief organisation that is on-site. It is recommended that the RDC follows the principles and guidelines that apply for receiving international personnel¹². The authority that requests emergency assistance from abroad will also be responsible for the safety and security of the personnel and other resources as long as they are on Norwegian territory. The requisitioning sector has a duty to assess all safety, security and risk aspects during the disaster response on the same basis as for national resources and personnel. Norwegian civil legal principles apply to the international teams while they are in Norway. The international teams will normally be fully insured via their respective home countries, but this is an issue that must be clarified with each individual country before reception.

HNS liaison

DSB administers a team of Norwegian EU experts with varied experience from international missions during emergencies and disasters. Some of these experts can be offered as HNS liaisons to the authority requisitioning HNS from DSB. In this case, the liaison should function as a link between the international actors and those leading the Norwegian disaster response efforts, including the Norwegian Civil Defence which is responsible for reception, logistics, etc. The liaison can perform tasks such as receiving international personnel and provide situation updates (underway) at the relevant border crossing point. The liaison has

¹¹ For a more detailed overview of the Norwegian Civil Defence's resources see part B of the annex.

¹² See the guidelines for RDC in the OSOCC Guidelines (OCHA 2009).



a good understanding of the system and can simplify communication between actors and contribute to the rapid deployment and good integration of international resources in the local rescue coordination centre (LRCC) and/or efforts. The liaison can also assist in the final phase of the operation with implementing a controlled end to the efforts of the international teams. A specific procedure must be developed for liaisons in advance. The liaison function is intended as a service for the sector that is requesting emergency assistance. All sectoral authorities with a specific responsibility for preparedness should nominate a contact person who should have special responsibilities when receiving assistance from abroad. This role should be filled where the responsibility for preparedness usually lies within the sector.

The role of the Norwegian Armed Forces in requesting assistance from abroad

Civil authorities can request assistance from the Norwegian Armed Forces as part of the civil-military cooperation within the total defence concept. The Norwegian Armed Forces has many types of resources at its disposal and can provide special expertise within a number of areas. This is formalised via the assistance instructions concerning the Norwegian Armed Forces' assistance for the police¹³, civil-military cooperation agreements and the emergency system for the Norwegian Armed Forces (BFF). The Norwegian Armed Forces' role will be to supplement a civil effort when requested to do so, within the framework of the resources the Norwegian Armed Forces has at its disposal. The military assistance will be coordinated and led by the Norwegian Armed Forces' operative headquarters, but the public authority that receives assistance will maintain overall leadership of the operation and set out the necessary guidelines for the assistance.

¹³ Instructions for the Norwegian Armed Forces' assistance to the police (2012) <http://lovdata.no/dokument/INS/forskrift/2012-06-22-581>

CHAPTER

05

Phase 4.
Ending

PHASE 4. ENDING

Two factors are especially important when an operation is coming to an end. The first is how equipment that has been brought in will be dealt with and the second is how the journey home of the international disaster response teams will be organised.

The operation will come to an end when the responsible authority regards the situation as under control and assesses that the contribution of the international disaster response teams or equipment is no longer required. During this phase, equipment will be returned to its home country to the extent that this is possible. If the equipment is left in Norway, it must be dealt with by the responsible authority or agency. This is particularly relevant if the equipment in question represents a threat in itself.

If international personnel have participated in the response, it is recommended that the contact person/HNS liaison continue in their role of acting

as a link between international personnel and the Norwegian authorities during this phase. The HNS liaison can forward important information between the Norwegian authorities, unit leaders and national points of contact (PoC) in the administration of the participating countries about how the journey home will be organised. The key point is that the HNS liaison will maintain contact with the unit leader of each team of disaster response personnel and that the unit leader will notify the HNS liaison once the team leaves Norwegian territory. The relevant customs post must also notify INT@dsb.no and the requisitioner of HNS when the international personnel cross the border leaving Norway at the end of their contribution. In this way a safety mechanism has been established in relation to crossing the border out of the country. This is an important point because the requisitioner can be held accountable for the international teams as long as they remain in the country.



ANNEX

A) SHORT-TERM OPERATIONS – HOST NATION SUPPORT

Responsibility

Principal rule: The four overarching principles for emergency management apply for incidents that involve assistance from abroad.

Contact

Contact point functions in Norway for international assistance and HNS:

- The Directorate for Civil Protection and Emergency Planning (DSB) for natural disasters/civil protection INT@dsb.no, or watch helpline 24/7: (+47) 975 11 658
- The Joint Rescue Coordination Centre in the case of an acute risk to human life
Alarm helpline Southern Norway 24/7: (+ 47) 51 51 70 00
Alarm helpline Northern Norway 24/7: (+47) 75 55 90 00

A request in four steps

- 1) Request for assistance: the responsible authority assesses the situation, the need for assistance and reception possibilities before it sends a formal request for assistance through an appropriate channel. DSB can provide assistance during this phase.
- 2) Reception of assistance: Support from the Norwegian Civil Defence can be requisitioned via DSB or the Joint Rescue Coordination Centre. Norwegian Customs and Excise is the responsible authority for exemptions during the entry of equipment or personnel. The Norwegian Food Safety Authority is the responsible authority for the entry of animals. The police, Norwegian Civil Defence, and Norwegian Armed Forces can provide assistance as needed.
- 3) Support during operations: Support from the Norwegian Civil Defence can be requisitioned. EU experts who can assist with coordination during the response can be requisitioned from DSB to fulfil the role of HNS liaison.
- 4) Ending of operations: The proper registration of personnel and handling of equipment is performed by the responsible authority in cooperation with any HNS liaison. DSB can provide assistance during this phase.

B) DIFFERENT TYPES OF REINFORCEMENT OPERATIONS PROVIDED BY THE NORWEGIAN CIVIL DEFENCE IN THE EVENT OF HOST NATION SUPPORT

Logistics support

The Norwegian Civil Defence can provide logistics support in a number of ways. The logistics support will vary from small and clearly defined needs, to major and more unclear needs that cover various types of equipment. The principal rule for logistics support is the principle that "equipment and personnel must be followed through", in other words the equipment must not be lent out unless the equipment is being operated by Norwegian Civil Defence personnel. This principle is intended to address the need for proper and controlled use of the equipment, with minimum losses/damage. Important and sought after parts of the Norwegian Civil Defence's logistics support are tents, lighting and warmth. The Norwegian Civil Defence has tents of varying size and appropriate electricity generators, lighting and heating units for these tents. The capacity of the lighting equipment is high enough to light up an command area (area lighting) or an incident site. Relevant areas of application for tents, lighting and heating include: tents for command centres, covering incident scenes for the police and accident commissions, feeding response teams and affected people, accommodating assistance teams, as well as heated shelters for own and other teams.

Hotel for disaster response personnel in the field – Norwegian Support Team (NST)

Norwegian Support Team (NST) establish and operate tent camps for accommodating disaster response personnel from the UN and other international organisations in the event of humanitarian disaster, under the slogan "Help the helpers". The concept is staffed by qualified personnel from among the Norwegian Civil Defence's own personnel

ANNEX

(conscripts and civil servants) and personnel recruited externally from other relevant professions. Equipment sufficient for two complete tent camps that can accommodate a total of 100 disaster response personnel is administered by, and stored at, the Norwegian Civil Defence's central warehouse (customs bonded warehouse). The international expertise acquired by Norwegian Civil Defence personnel during operations is useful for the Norwegian Civil Defence. In the event of more serious incidents, the resources can be utilised nationally based on DSB's assessment.

Communication services

The Norwegian Civil Defence has stationary and mobile communication equipment with dedicated frequencies. A radio network with satisfactory coverage can be established within a limited area, e.g. an incident site or smaller search area, at short notice. Covering larger areas is achieved with the aid of mobile equipment that is deployed and moved as an incident develops. It also has stationary equipment in several locations in the country. As a further safeguard, the Norwegian Civil Defence has a smaller number of satellite phones. The Norwegian Civil Defence will start using the new digital emergency network as it is developed.

Advanced communication support – Norwegian UNDAC Support

Norwegian UNDAC Support (NUS) consists of communication specialists and specially adapted, simple communication equipment. The standby list consists of around 10 people and associated equipment who can provide rapid, bespoke ICT support in the event of humanitarian disasters, primarily to the UN. NUS has worked for the UN on a number of disasters as facilitators of ICT resources and communication services (like satellite phones). DSB administers NUS together with Oslo and Akershus Civil Defence District. The equipment is stored in a customs bonded warehouse. In the event of more serious incidents, the resources can be utilised nationally based on DSB's assessment.

Assistance and infrastructure at the incident site

An incident site can be unsafe, unpredictable, and full of activity with a situation that is difficult to grasp. There will be a need to establish an infrastructure that enhances the response teams' ability to limit damage. This will also strengthen the response commander's capacity to address command, control and information between the emergency agencies to ensure the optimum utilisation of resources and cooperation. The Norwegian Civil Defence can establish and operate the following functions: tents with heat and lighting, area lighting and electricity supply. The scope of these services depends on access to materiel and equipment. The Norwegian Civil Defence is responsible for ensuring the equipment is rigged and operated at the incident site.

Command centre services

In the case of larger events, it may be necessary to establish a command centre for the disaster response commander or others who need to establish a command centre in the field. The size and location of a command area will depend on the type of incident. The districts can provide reinforcement by offering the following command services:

- Establishment and technical operation of tents with heating and lighting (if the tent is used as a command centre)
- Establishing, operation and control of communication networks with repeaters, handsets and satellite telephony
- Digital maps with continuous updating of the situation overview
- Digital logging (CIM).

Technical operation means that Norwegian Civil Defence personnel run the electricity generators, heating units and compressed air. The personnel has qualified to perform simple troubleshooting, simple maintenance and minor repairs.

Mobile decontamination units (MDU)

The Norwegian Civil Defence also has mobile decontamination units (MCU) that can be requisitioned through DSB and which can provide assistance in incidents involving chemical, biological, radiological and nuclear agents (CBRN).

Other kinds of assistance

The Norwegian Civil Defence districts know their regions very well. This includes having an overview of partners, other public actors, local authorities, business and infrastructure. The individual Norwegian Civil Defence district

can rapidly and easily put any international team in contact with other relevant actors in the region and thus contribute to efficient, effective and rapid management of different situations.

Special rules for the use of vehicles

As part of escorting incoming personnel, the authority that requisitions the relevant vehicle must contact the Road Traffic Centre. The Road Traffic Centre will facilitate onwards contact with the Norwegian Public Roads Administration and police concerning assistance in connection with escorting, route selection, etc., where this is considered necessary. It follows from Appendix 2 of the regulations on the use of vehicles¹⁴ no. 3. letter b, that when the length is more than 6 metres longer than permitted, or more than 3 metres wider, the police decide "if they should, due to the traffic conditions, transport's size, etc., escort or supervise the transport".

C) OVERVIEW OF SECTORS INVOLVED IN THE PREPARATION OF THE GUIDELINE TO HOST NATION SUPPORT¹⁵

- Directorate of Customs and Excise
- Norwegian Food Safety Authority
- Norwegian Water Resources and Energy Directorate
- Norwegian National Police Directorate
- Norwegian Radiation Protection Authority
- Norwegian Armed Forces
- Norwegian Directorate of Health
- Joint Rescue Coordination Centre (JRCC)
- Norwegian Coastal Administration
- The Directorate for Civil Protection and Emergency Planning (DSB)

D) OVERVIEW OF EXISTING FRAMEWORK FOR HOST NATION SUPPORT

INTERNATIONAL FRAMEWORK OF SPECIAL RELEVANCE FOR THE GUIDELINE TO HOST NATION SUPPORT

Agreement between the Governments in the Barents Euro-Arctic Region on Cooperation within the field of Emergency Prevention, Preparedness and Response (Finland, Norway, the Russian Federation and Sweden) (2008)

Purpose: Expanded cooperation aimed at facilitating mutual assistance in connection with natural or man-made disasters or emergency situations in the Barents Euro-Arctic region.

Annex to the agreement: *Barents Joint Manual, Cooperation within the field of Emergency Prevention, Preparedness & Response in the Barents Euro-Arctic Region*
 Purpose: Operations manual that includes contact points and guidelines for requesting assistance between Finland, Norway, the Russian Federation and Sweden.

EU Host Nation Support Guidelines

Commission Staff Working Document Brussels (2012) 169 final

Purpose: Non-binding guidelines for HNS for use under the mechanism for cooperation and in cases where it is possible in connection with bilateral assistance from a EU state or third country.

International Disaster Response Laws, Rules and Principles (IDRL)

The International Federation of Red Cross and Red Crescent Societies (IFRC) (2007)

Purpose: Guidelines for how standards and emergency plans can be developed for increasing preparedness and avoiding normal bureaucratic obstacles in emergency assistance operations.

¹⁴ Web reference: http://www.vegvesen.no/_attachment/81378/binary/74774

¹⁵ Host nation support was tested during Exercise Barents Rescue in Troms 17- 19 September 2013. The lessons learned from this also contributed to the development of the guide.

ANNEX

International Maritime Organization – International Convention on Oil Pollution Preparedness, Response and Co-Operation (1990)

Purpose: The convention is intended to help ensure that individual countries have established good preparedness for acute oil pollution, that a system for international cooperation has been established and facilitate assistance in the event of serious accidents.

International Maritime Organization – Guidelines on International Offers of Assistance (IOA)(2013)

Purpose: The IOA guidelines are intended to be advisory in the event of major and complex incidents that involve acute oil pollution onshore or in coastal areas.

Nordic Public Health Preparedness Agreement between Denmark, Finland, Iceland, Norway and Sweden (2002)

Purpose: To fulfil the Nordic countries' desire to be in a position to help each other in the event of an emergency or disaster, with particular weight on atomic/nuclear, biological and chemical incidents (ABC/CBRN incidents). The agreement supplements the NORDRED Agreement.

The NORDRED Agreement between Denmark, Finland, Norway and Sweden on cooperation across territorial borders to prevent or limit harm to people, property or the environment in the event of accidents (1989)

Purpose: The Nordic search and rescue agreement is intended to make it easier to provide the necessary mutual assistance in the event of accidents in addition to accelerating the deployment of relief personnel and equipment.

Nordic Solidarity Declaration (2011)

Purpose: To strengthen Nordic cooperation by assisting each other with relevant equipment and resources should one of the countries be affected by a major incident in the area of foreign or security policy.

NATO Checklist Non-binding Guidelines for the Request, Reception and Provision of International Assistance in the Event of a CBRN Incident or Natural Disaster

Purpose: The guidelines are intended to improve national preparedness in the event of a request for, or the provision of, international assistance.

OTHER RELEVANT INTERNATIONAL DOCUMENTS

MCDA Guidelines, Guidelines on the Use of Military and Civil Defence Assets to Support United Nations Humanitarian Activities in Complex Emergencies (2003)

NATO MoU on the Facilitation of Vital Civil Cross Border Transport, EAPC (C) D (2006) 0031

Oslo Guidelines on the Use of Foreign Military and Civil Defence Assets in Disaster Relief (1994, 2006)

On-Site Operations Coordination Centre (OSOCC) Guidelines (2nd ed. 2009), OCHA, FN

Tampere Convention (1998)

The International Search and Rescue Advisory Group (INSARAG) Guidelines (Affected Country Responsibilities), INSARAG Secretariat, Office for the Coordination of Humanitarian Affairs (OCHA), FN

The United Nations Disaster Assessment and Coordination (UNDAC) Handbook (5th ed. 2006), OCHA, FN

BILATERAL AND MULTILATERAL COOPERATION AGREEMENTS¹⁶

Agreement on search and rescue cooperation in connection with aviation and shipping the Arctic (2013)

Agreement between the Nordic countries police authorities on police cooperation (2012)

Agreement on border cooperation within emergency and ambulance services between Norway, Sweden and Finland (2011)

Letter of Agreement between ARCC Finland (Tampere) and JRCC North Norway (2012)

Agreement on Cooperation on Aeronautical and Maritime Search and Rescue in the Arctic (2011)

Memorandum of Understanding of an Animal Health Emergency Reserve among the Nordic-Baltic countries (2010)

Memorandum of understanding (MOU) on security, defence and preparedness cooperation between Norway and Iceland (2007)

Operational agreement between Sweden and Norway on air and sea rescue (2004)

Agreement between Sweden and Norway on cooperation within air and sea rescue (2003)

Memorandum (MOU) on responsibility and co-operation in search and rescue matters between the Royal Norwegian Ministry of Justice and Police, and the Civil Aviation Administration and the Maritime Authority of the Kingdom of Denmark concerning aeronautical and maritime SAR service in the North Sea and Skagerak (1998)

Norway – Russian Federation agreement on notification and assistance, etc. in the event of acute pollution in the Barents Sea¹⁷ (1994)

Protocol on the cooperation concerning search and rescue in the Bodø and Reykjavik search and rescue regions between the Royal Norwegian Ministry of Justice and Police, and the Civil Aviation Administration of Iceland (1992)

Agreement concerning cooperation on search and rescue services in the border regions between Norway and Finland (1986)

The NORBRIT Plan (1983) (2010) is a cooperation agreement between Norway and the UK within the marine area 50 nautical miles on each side of the boundary line between the UK and Norway

The Copenhagen Agreement (1971) (1993) "Nordic agreement on cooperation on combating marine pollution of the sea with oil and other harmful substances" between Denmark, Norway, Finland, Sweden and Iceland on Nordic cooperation on combating marine pollution

The Bonn Agreement (1969) (1983) "Agreement for cooperation in dealing with pollution of the North Sea by oil and other harmful substances" between Belgium, Denmark, France, Germany, the Netherlands, Norway, Sweden and the UK

NATIONAL

Framework agreement between the Directorate for Civil Protection and Emergency Planning (DSB) and the Norwegian Coastal Administration (KyD) (2005)

Purpose: To set out the framework for the Norwegian Civil Defence's reinforcement in the event of state actions against acute pollution.

¹⁶ An overview of bilateral and multilateral agreements in the Nordic search and rescue cooperation: <http://www.nordred.org/sv/Internationella-avtal/Internationella-avtal---Norge/>

¹⁷ Overview of cooperation agreements at sea: <http://www.kystverket.no/Beredskap/Internasjonalt/Nice-Article-/>

