



Helsinki City Rescue Department's Contingency Plan

General arrangements for preparedness,
security of supply and continuity management



Helsinki



Version 1.0

Contingency Plan

Helsinki City Rescue Department

Contents

1	FROM CONTINGENCY PLANNING TO CONTINUITY MANAGEMENT	4
2	DEFINITIONS	5
3	RESCUE DEPARTMENT'S PREPAREDNESS	6
3.1	Grounds for preparedness	6
3.2	Framework for preparedness and continuity management.....	7
3.3	Threats and risks	9
3.4	Security of supply.....	10
3.5	Preparedness measures	11
3.6	Powers.....	12
3.7	Terms and conditions of employment and deviations from them	12
3.8	Monitoring, measurement and development	13
4	MUNICIPAL RESIDENTS' PREPAREDNESS AND CIVIL DEFENCE OBLIGATION...	13

1 FROM CONTINGENCY PLANNING TO CONTINUITY MANAGEMENT

This document, the Helsinki City Rescue Department's **contingency plan**, describes how the Rescue Department is prepared for severe and long-term disruptions and emergency conditions and how the continuity of operations is ensured. This contingency plan contains the public information contained in a similar document to be kept secret.

The Helsinki City Rescue Department's contingency planning process was completely reformed in 2019–2021, and the Rescue Commander approved the plan in December 2021. The Rescue Department's previous contingency plan no longer corresponded to the changed operating environment. The new plan focuses more than before on ensuring the continuity of service provision and concrete measures in various security situations. The plan is to be kept secret.

Ensuring the continuity of the Rescue Department's operations, i.e. continuity management, consists of strategic and operational activities approved by the top management. The Rescue Commander is responsible for the Rescue Department's internal preparedness, contingency planning and continuity management. The heads of divisions are responsible for the preparedness and continuity management of operations within their area of responsibility. The lead contingency planner coordinates the Rescue Department's internal continuity management process.

The main purpose of the Rescue Department's continuity management is to ensure the functioning of society in terms of the department's own service provision, i.e. to carry out its statutory duties with as little disruption as possible. For the Rescue Department, this means identifying threats related to various security situations and securing the department's own operations and performance in the best possible way. If a threat materialises, it must also be possible to return to normal conditions in a controlled manner.

The Rescue Department's preparedness plans are based on the Rescue Act, the Emergency Powers Act and other regulations as well as the Helsinki City Group's preparedness guidelines. However, this contingency plan will be not valid any longer than until the end of 2023, as several of our plans may again need to be updated when the reform of social welfare, health care and rescue services comes into effect on 1 January 2023.

The plans to be kept secret mentioned in this document are based on Section 24(1)(8) of the Act on the Openness of Government Activities (621/1999). This means documents concerning preparations for accidents and emergency conditions and civil defence, if access would breach or compromise safety or the promotion of safety, the realisation of civil defence or the preparation for emergency conditions, or violate the rights of the victims of an accident, an incident or an exceptional event or the memory of such victims or distress persons closely involved with them.

Helsinki, 23 May 2022

Jani Pitkänen
Rescue Commander

2 DEFINITIONS

The following definitions are based on the Vocabulary of Comprehensive Security TSK 50.

Vital functions	A function that is essential for the functioning of society. Such activities include management, international and EU activities, defence capabilities, internal security, economy, infrastructure, security of supply, functional capacity of the population and services as well as mental crisis tolerance.
Security of supply	Activities intending to secure the production, services and infrastructure necessary to the population's subsistence, the national economy and national defence in the event of severe disruptions and emergency conditions.
Disruption	A threat or incident that endangers the vital or strategic functions of society and whose management requires wider or closer cooperation and communication between authorities and other actors. A <i>severe disruption</i> is less severe than emergency conditions but more severe than a disruption.
Continuity management	An organisational process that improves security of supply, identifies operational threats and assesses their impact on the organisation and its network of actors, and establishes a policy for the management of severe disruptions and continuity of operations. Continuity management focuses on disruptions in normal conditions, but the process may also include preparing for emergency conditions. Continuity management consists of strategic and operational activities approved by the organisation's top management in order to prepare for managing disruptions and continuing operations on a predefined acceptable level.
Continuity plan	A plan prepared to support continuity management, including information about, for example, key personnel, resources and services during a disruption in the organisation, as well as the measures to be taken in such a situation.
Emergency conditions	The state of society referred to in Section 3 of the Emergency Powers Act (1552/2011), in which there are so many or so severe disruptions or threats that it is necessary to enable the use of powers by public authorities that are not regular. The existence of emergency conditions is established by the Government in cooperation with the President of the Republic.
Contingency plan	A plan resulting from contingency planning. Section 12 of the Emergency Powers Act obliges the authorities to prepare by means of contingency plans, for example. The contingency plan is tested in preparedness exercises.
Contingency planning	Planning of preparedness under normal conditions based on Section 12 of the Emergency Powers Act (1552/2011). The contingency planning process examines, among other things, the effects of disruptions and emergency conditions on the organisation's tasks and operations, changes in the operations and tasks, ensuring the continuity of operations and measures to return to normal conditions. The contingency plan is an important element of planning. However, an adequate level of preparedness for emergency conditions cannot be maintained by means of planning alone. Concrete measures and arrangements are also needed.
Contingency planning process	Examining the effects of disruptions and emergency conditions on the organisation's tasks and operations, changes in them, ensuring the continuity of operations and measures to return to normal conditions. Section 120 of the Emergency Powers Act provides for special arrangements for rescue services and civil defence.
Preparedness	Activities to ensure the performance of tasks with as little disruption as possible and any necessary abnormal measures in the event of disruptions and emergency conditions. Preparedness measures include, for example, contingency planning, continuity management, advance preparations, training and preparedness exercises.

3 RESCUE DEPARTMENT'S PREPAREDNESS

This chapter presents the Rescue Department's grounds for preparedness and continuity management, frameworks of reference, threats, risks, security of supply, preparedness measures, powers, terms and conditions of employment and deviations from them, as well as measurement and development.

3.1 Grounds for preparedness

The Rescue Department's contingency planning is mainly based on the Emergency Powers Act and the Rescue Act as well as various guidelines, rules, regulations, operating models and plans, most of which are to be kept secret.

The regulation on the organisation of emergency services implements the obligation imposed on the public authorities by the Constitution to protect fundamental rights. The essential purpose of rescue services is to contribute to the protection of fundamental rights, such as the right to life, property and the environment. The overall purpose of the rescue services is to promote and maintain safety and ensure equal, uniform and cost-effective rescue services throughout the country. The available resources are used to bear the responsibility for the organisation of services in accordance with the Rescue Act.

The standard of service provided by the Rescue Department must correspond to the local needs and threats of accidents. The Rescue Department must be able to perform its statutory duties in all security situations. Even in normal conditions, the Rescue Department has dozens of statutory duties, most of which are based on the Rescue Act and some on other regulations. The Rescue Department's duties must be designed and implemented in such a way as to enable them to be carried out in the most efficient and appropriate manner possible and to allow for the prompt and effective implementation of the necessary measures in the event of accidents and incidents, including public warning and communication in the event of an accident. The duties must be prioritised where the circumstances so require. The Rescue Department has classified the criticality of its statutory duties for various security situations.

The preparedness of the Rescue Department and preparedness for civil defence and emergency conditions are described on a strategic and operational level in a separate plan and in the City of Helsinki's emergency plan. The Rescue Department's contingency planning and continuity management are based on disruption and operating environment analyses and as well as the security of supply report. The City of Helsinki's emergency plan for civil defence is based on a threat assessment of the use of military force. The Rescue Department's internal security and rescue plans are based on other risk assessments. The aforementioned documents are to be kept secret.

The Rescue Department's service standard decision is primarily based on the rescue services risk assessment (Uusimaa Rescue Departments' risk assessment) in accordance with Section 29 of the Rescue Act. A regional risk assessment is a process related to national risk assessment, although it provides inputs and grounds for the Rescue Department's preparedness, the rescue services risk assessment and, consequently, the service standard decision. The service standard decision, rescue services risk assessment and regional risk assessment are public documents.

The Rescue Department cooperates with residents, residents' associations, the City Group's various divisions and limited companies, contract fire brigades, rescue sector associations, HUS, other rescue departments, the rescue departments' partnership network and other authorities. In addition, the Rescue Department participates in local and regional safety planning in order to prevent accidents and maintain safety. In Helsinki, the Rescue Department takes care of the guidance, advice and safety communications that belong to the rescue services, aiming to prevent fires and other accidents.

The Rescue Act obliges the authorities and many different actors to participate in rescue operations and their planning. Authorities, institutions and municipal enterprises that are required to provide mutual assistance and expert assistance to rescue authorities or whose expertise is otherwise required for rescue operations and preparedness are obliged to draw up, under the direction of the Rescue Department and in cooperation with each other, the necessary plans for the performance of their tasks in connection with rescue operations and their participation in rescue operations. The Rescue Department draws up plans for rescue operations and their management as required by the threats of accidents in the area. These include, for example, secret safety plans and exercises for sites posing a particular risk, as well as monitoring their implementation.

The Emergency Powers Act obliges the authorities to ensure that their duties are performed as well as possible, even in emergency conditions. This obligation is met by a number of preventive measures, such as contingency plans. Authorities, institutions and municipal enterprises that are required to prepare for civil defence draw up, under the direction of the Rescue Department, plans for their civil defence tasks. In order to protect the population in emergency conditions involving an armed attack or threat thereof, and to enhance the management of civil defence, emergency services authorities and municipalities establish command centres and fire-fighting, rescue, first aid, maintenance, clearing and cleaning tasks or any other comparable tasks necessary for civil defence. In Helsinki, these are included in the City of Helsinki's emergency plan, which is to be kept secret, and in the City Group's division-specific emergency plans.

The Rescue Department prepares for the performance of civil defence tasks belonging to it by, for example:

- 1) assessing wartime threats and their effects as is necessary for civil defence tasks;
- 2) training and reserving personnel and civil defence management and special personnel as well as other personnel for civil defence tasks;
- 3) ensuring the establishment and maintenance of civil defence command, monitoring, communication and alarm systems;
- 4) preparing for the relocation of the population referred to in the Emergency Powers Act; and
- 5) taking care of other similar measures.

Various authorities must provide the Rescue Department with accounts of their civil defence resources. Rescue authorities may carry out inspections to monitor the arrangements for preparedness for major accidents and emergency conditions provided for in the Rescue Act. The party performing the preparedness inspection has the right to access the premises to be inspected (excluding private homes and premises of the Defence Forces) and to receive reports on preparedness plans and other arrangements, as guaranteed by the Rescue Act. Preparedness inspections differ from fire inspections.

Civil defence duties under the responsibility of state and municipal authorities, institutions and municipal enterprises and other public bodies, as well as preparing for them and participating in training, are the official duties of relevant officials and employees. Each authority organisation is responsible for reserving and training the personnel it needs for civil defence duties. The rescue services authorities ensure the coordination of activities and plans required for civil defence duties under their responsibility.

The Helsinki City Group's preparedness guidelines require the Group's divisions and organisation units to ensure that the planning related to ensuring functional capacity meets the minimum requirements of the preparedness guidelines. In these requirements, the Rescue Department has included the minimum requirements of the municipal continuity management model. The Rescue Department monitors the fulfilment of these requirements for its part.

The starting point in various security situations is that the management of the City of Helsinki's operations is the responsibility of the same officeholders, persons and bodies that are also responsible for other decision-making and management. Preparedness is part of everyday operations and one of the Rescue Department's core tasks, where all staff members know their duties in various security situations and are aware of any restrictions or additional pressures on the tasks. The Rescue Department's crisis management follows the crisis management model based on the guidelines of the City Group, which is to be kept secret. Recovery from severe and long-term disruptions and emergency conditions to normal conditions is performed in a controlled manner. Plans to be kept secret relating to this are drawn up by the Rescue Department in accordance with separate guidelines.

3.2 Framework for preparedness and continuity management

Ensuring the continuity of the Rescue Department's operations (continuity management) and security of supply are related to normal conditions, disruptions and emergency conditions. In normal conditions, we have normal preparedness and are prepared for disruptions and emergency conditions. In the event of disruptions and emergency conditions, we increase our preparedness and prepare to secure our critical operations and prioritise our operations (Figure 1).

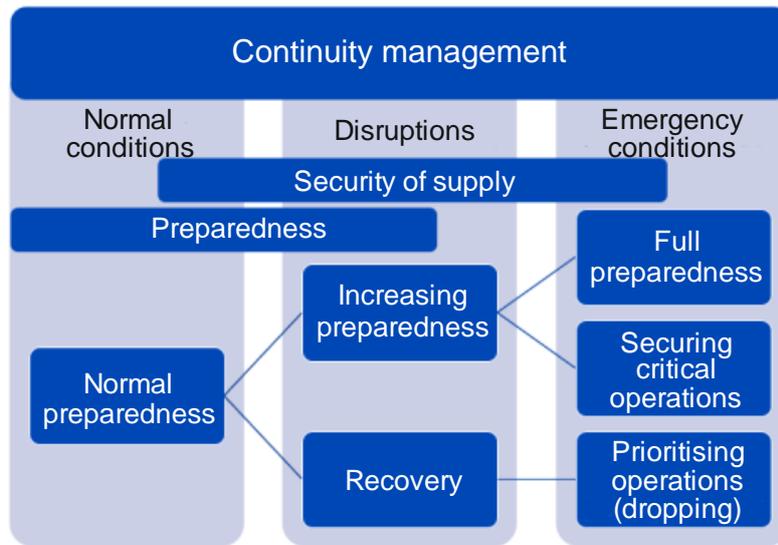


FIGURE 1. Framework for preparedness and continuity management (Halen, Länsi-Uusimaa Rescue Department)

The Rescue Department’s preparedness planning and continuity management are implemented as a continuous process (Figure 2). This requires the appointment of responsible persons, definitions, planning of operations and reporting. Exercises and training are part of this process. It must also be possible to apply new operating models in practice and develop the operations.



FIGURE 2. Phases of the Rescue Department’s contingency planning process.

The purpose of the Rescue Department’s continuity management system is to proceed in accordance with the KUJA model (continuity management of municipalities) developed by the Association of Finnish Local and Regional Authorities and the National Emergency Supply Agency as shown in Figure 3.

In 2020, a quick test related to continuity management was prepared for the senior management of the Rescue Department in order to identify the most important development areas. The activities are further developed on the basis of the maturity tests and analyses of continuity management. The decided measures are implemented as part of the activities, and thematic training and exercises are organised. The continuity management process also includes regular monitoring, measurement and reporting.

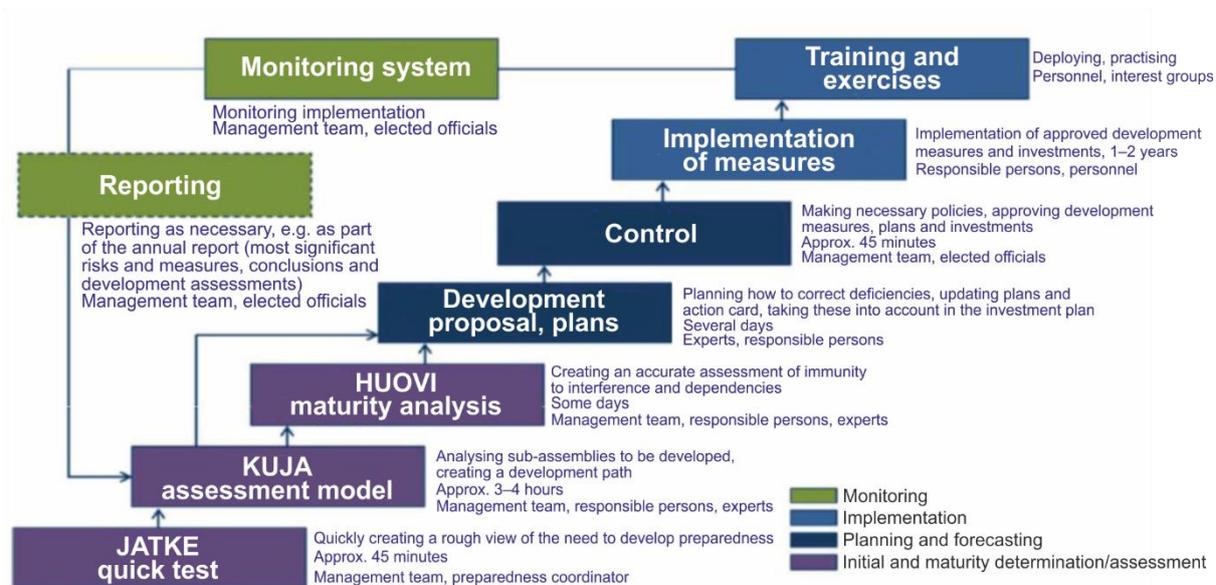


FIGURE 3. Continuity management system (Source: [Association of Finnish Local and Regional Authorities](#))

3.3 Threats and risks

Numerous different risk and threat analyses form the basis of the Rescue Department's overall risk assessment. The overall risk assessment identifies Finland's national risk assessment, Uusimaa's regional risk assessment, Uusimaa Rescue Departments' risk analysis and many other threat and risk assessments.

The City of Helsinki has higher requirements for preparedness than the rest of Finland due to, for example, the size of the city, its capital status and the state administration, security authorities, foreign diplomatic missions and democratic decision-making institutions located in the region.

The operating conditions of the Rescue Department are subject to uncertainties, such as:

- 1) Adequacy of funding;
- 2) Political decision-making affecting the operating conditions;
- 3) Availability of rescue services personnel;
- 4) Data network disruptions, cyber and hybrid threats, uncontrolled immigration and other threats related to changes in the international security situation, such as the Russian invasion of Ukraine and its impact on Finland; and
- 5) Pandemics

In addition, the operation and performance of the rescue services may be tested by factors causing changes in the operating environment, such as new regulations, the merging and restructuring of areas, functions and structures and the relocation of personnel.

An accident in normal conditions or any other short-term disruption in normal conditions may develop into a long-term and severe disruption. In turn, a disruption may develop into a major accident or emergency conditions. One example of this is the COVID-19 pandemic, which occurred in Finland and around the world in 2020. During emergency conditions, there are also always other accidents and disruptions.

When silent signals become a threat, they can cause unpredictable effects, as can unidentified threats. Black swans, on the other hand, refer to surprising and unexpected developments that, if realised, may have a very large social impact ([Publication of the Finnish Parliament Committee for the Future 6/2018, 6](#)).

According to a review by the Finnish Security and Intelligence Service (2018), Finland is subject to active hybrid influencing, where the strength and diversity of influence constitute a major security threat. Examples of hybrid influencing methods include information campaigns, political pressure, destabilising borders, increasing economic influence, exploiting negative economic phenomena and influencing infrastructure projects, as well as cyber operations and the use of military force.

The City of Helsinki takes the fight against hybrid threats seriously and has prepared a report on hybrid influencing. The European Centre of Excellence for Countering Hybrid Threats has also been established in Helsinki.

The vulnerability of critical infrastructure and exceptional weather and climate threats in Finland may simultaneously cause rapidly progressing serious incidents requiring a lot of rescue resources. Exceptional weather phenomena in other parts of the world may also bring climate refugees to Finland. Extreme space weather phenomena are on the increase and could cause widespread damage to electrical systems.

It must be possible to anticipate the accumulation and repetition of faults and disruptions, since they may have a significant impact on service activities. Identifying a network of interdependence can help detect domino effects. The Rescue Department and the City of Helsinki have to bear many risks that they cannot prepare for.

The Ministry of the Interior's guidelines on the content and structure of the service standard decision state that short-term disruptions are handled by the Rescue Department with the powers and staff numbers valid in normal conditions. In the event of severe and long-term disruptions, the activities require wider and closer cooperation and communication between authorities. Responsibility for managing disruptions in normal conditions and leading the activities may also belong to parties other than the rescue authorities. If necessary, the Rescue Department will increase its preparedness.

In general, the management of a major accident or threat of a major accident requires alerting the rescue teams of several rescue departments, in which case a command centre for rescue operations or a regional management body is established if necessary. The Hospital District of Helsinki and Uusimaa is responsible for the emergency care services' preparedness for major accidents and emergency conditions.

The impact of various emergency situations on the operations and statutory tasks of the Rescue Department varies according to the nature of the emergency conditions. In emergency conditions, many of the duties of authorities are the same as in normal conditions, but the means, number and prioritisation may change. Some emergency situations may require the evacuation or protection of the population and the use of civil defence shelters. In emergency conditions, the Rescue Department's operations are mainly scaled as required by the Emergency Powers Act.

3.4 Security of supply

As regards the objectives of the security of supply on the national level, a Government decision mentions that the purpose of security of supply is to secure the production, services and infrastructure necessary to the population's subsistence, the national economy and national defence in the event of severe and long-term disruptions and emergency conditions.

The purpose of the Rescue Department's security of supply is to ensure for the city residents and society the necessary functions based on the Rescue Department's statutory duties and the related technical systems and their functionality. Preparedness to ensure security of supply is a long-term activity that ensures that the duties necessary for security of supply are carried out with as little disruption as possible in various security situations. Adequate security of supply is an essential factor for the continuity of operations.

Material preparedness prepares in particular for the availability and disruptions in the availability of critical material, i.e. raw materials and supplies necessary for the Rescue Department to continue its service provision. Adequate material preparedness contributes to ensuring the Rescue Department's performance in various situations. Security of supply also includes resources and their dimensioning.

If necessary, the Rescue Department can rely on the following additional resources made possible by the Rescue Act and the Emergency Powers Act:

- Private individuals aged between 18 and 67 with civil defence obligations, subject to certain restrictions;
- Private individuals and other entities owning and managing areas, premises, goods and equipment;
- Persons able to work assigned to assist rescue operations, and communities that belong to the rescue services system or are otherwise involved in rescue operations;
- Other rescue departments;
- State and municipal authorities, agencies and institutions responsible for rescue operations;
- Authorities required to provide mutual and expert assistance;
- Voluntary organisations and individuals;
- State and municipal authorities, institutions, municipal enterprises and other public bodies, and the persons holding offices and positions in them.

The plan data related to the aforementioned resources in accordance with the Ministry of the Interior's decree on rescue service plans has been submitted to the Regional State Administrative Agency for Southern Finland.

In addition, performance requirements related to different threat assessments have been identified in the dimensioning criteria for the Rescue Department's preparedness. The dimensioning criteria, in turn, concern impact assessment, preparedness measures and the dimensioning of critical equipment and materials. The dimensioning criteria do not apply in emergency conditions.

3.5 Preparedness measures

Preparedness measures related to different security situations include, for example, contingency planning, continuity management, advance preparations, training and exercises. The City Group's preparedness guidelines define the minimum requirements for preparedness exercises and training in the City Group, and the Rescue Department has also defined its own exercise and training needs. The aim is to arrange annual orientation for the Rescue Department's personnel relating to continuity management.

If required by the security situation and ordered by the Head of Office, a crisis group is established between the City Group's division, central administration and municipal enterprise. If the situation has effects on the city level or if the significance of the matter otherwise so requires, the management of the situation can be increased (escalated) from the organisational level to the city level. The decision on escalation can be made by the Head of Office, the management of the organisation, the Head of the City Executive Office's Safety and Preparedness Unit or the Head of Preparedness. Escalation of the situation does not change the organisation's statutory duties or the duties in accordance with the administrative regulations. The Rescue Department operates in the manner in which it has organised its authority duties. The Rescue Department's crisis communication plan guides the crisis communications.

In the Rescue Department, states of preparedness include basic preparedness, command preparedness, enhanced preparedness and full preparedness. A decision to increase the state of preparedness may arise, for example, in the event of major accidents, severe disruptions or other particularly serious and demanding incidents, or in other emergency conditions referred to in the Emergency Powers Act.

The operational preparedness of rescue operations is defined in the service standard decision and the operational preparedness of emergency medical service in the cooperation agreement between the Rescue Department and HUS. In turn, the daily operational preparedness and strengths of rescue units are defined in the assignment lists. There are separate guidelines for organising the Rescue Department's operational preparedness and management in the Helsinki, Itä-Uusimaa, Keski-Uusimaa and Länsi-Uusimaa (HIKLU) region. In addition, the Rescue Department has other guidelines that define more detailed operations in various security situations. The Rescue Department also follows the directions issued by other authorities.

In accordance with the guidelines on the content and structure of the service standard decision, the Rescue Department's measures in the event of disruption include, for example:

1. Definition and assembly time of major-accident preparedness.
2. Principles for providing assistance to another rescue department and requesting

- assistance from another rescue department.
3. Deviating from the alarm instructions when alerting units and prioritising tasks (cooperation with the Emergency Response Centre Agency).
 4. Establishment and staffing of a command or situation centre, including situations where other authorities involved in rescue operations are needed.
 5. Gathering, maintaining and sharing situation awareness.
 6. Operations, management and resources in long-term situations.
 7. Plan for how authorities required to carry out rescue operations will participate in the rescue operations.
 8. Criteria for mutual assistance to other authorities (equipment, supplies, staff and expertise provided).

3.6 Powers

According to the Ministry of Justice's report on the powers of public authorities in the event of disruptions, crisis legislation in normal conditions covers disruptions occurring in society. Most security situations can be handled with normal strengths and powers under normal conditions. If necessary, work is carried out in cooperation with other authorities and actors, increasing resources. However, responsibility for managing disruptions in normal conditions and leading the activities may also belong to parties other than the rescue authorities, such as the police, the Defence Forces or the Border Guard. The powers given in the Rescue Act to deal with disruptions in normal conditions are currently very broad, and the duties of rescue services are independent of the cause of the disruption. Legislation relating to the management of disturbances in normal conditions is spread across hundreds of different regulations.

However, according to the Ministry of Justice's report described above, the actual ability of the authorities to react effectively to a disruption may depend on sufficient provisions in the legislation, the authorities' sufficient competence and courage to exercise the powers conferred by the legislation, and the authorities' sufficient actual material and human resources to exercise those powers.

The Rescue Act regulates the powers of the rescue authority, the Emergency Powers Act regulates the powers of the authorities in emergency conditions, and the Administrative Procedure Act regulates the implementation and promotion of good governance and legal protection in administrative matters. In emergency conditions, the authorities can only be authorised to exercise the necessary and proportionate powers to achieve the purpose laid down in the Emergency Powers Act. This means civil defence, ensuring the subsistence of the population and the national economy, maintaining the rule of law, fundamental rights and human rights, and safeguarding the territorial integrity and independence of the country.

3.7 Terms and conditions of employment and deviations from them

All personnel of the Rescue Department are obliged to participate in rescue operations and the required support measures as necessary. The following describes the key terms and conditions of employment and deviations from them that may become applicable in different security situations.

The Emergency Powers Act provides for *deviations from the terms and conditions of employment in emergency conditions and restrictions on the right to terminate employment*. The terms and conditions of employment of rescue services and health care personnel may be deviated from in all emergency conditions. This may mean an extension of working time or a different allocation of working time, for example, if this is necessary in order to safeguard national defence, the health care of the population or security. Temporary deviations from the terms and conditions of employment apply to the provisions of the Working Hours Act concerning rest periods and overtime as well as the provisions of the Annual Holidays Act concerning the granting of annual leave. However, deviations from the terms and conditions of employment must not pose a risk to occupational safety or the health of the employee. The limits of the deviation are laid down in a Government Decree. A restriction on the right to terminate employment is also provided for.

The City Executive Office's guidelines on *exceptional work and personnel situations* applies, for example, to *industrial action situations* or *serious epidemics* where the availability of personnel and continuity of service activities may be significantly weakened. The right to take industrial action is a fundamental right of officeholders and employees, but it is more limited for officeholders than for

employees. The right of municipal officeholders to participate in industrial action is provided for in the Act on Collective Agreements for Public Officials in Municipalities.

In the Act on Collective Agreements for Public Officials in Municipalities and Wellbeing Services Counties, *protection work* refers to work the performance of which, in the course of industrial action, is necessary to prevent the risk to the life or health of citizens or to protect property that is particularly endangered as a result of industrial action.

The Working Hours Act states that if the nature of the work and overriding reasons make it necessary to be on *standby*, an official and officeholder may not refuse it. The Working Hours Act also regulates overtime and additional work. *Additional work* is work done in addition to regular working hours that is not overtime. Additional work and overtime require the employer's initiative. If flexible working hours are used, additional work and overtime must be explicitly agreed upon. *Overtime* work requires the employee's specific consent on a case-by-case basis. If the nature of the work and overriding reasons make it necessary to do additional work or overtime, an official and officeholder may not refuse it.

According to the Working Hours Act, an employer may commission *emergency work* if an unforeseen event has caused a suspension in regular activities or if there is a serious threat of such an interruption or endangerment of life, health, property or the environment. In addition to the regular working hours, emergency work may only be carried out to the extent that it is necessary and for a maximum of two weeks. The employer must immediately notify the occupational health and safety authority in writing of the reason, extent and probable duration of the emergency work.

3.8 Monitoring, measurement and development

Progress in terms of the Rescue Department's preparedness, security of supply and continuity management requires self-assessment, self-monitoring, reporting and monitoring as well as training, exercises and measurement.

In terms of the Rescue Department's preparedness, progress can be monitored with a preparedness indicator. In terms of continuity management, progress can be monitored with a continuity management indicator. The number and type of internal and external disruptions can be surveyed by non-conformity monitoring. The usefulness of the rescue departments' own preparedness exercises can be assessed with an exercise indicator and the management of the personnel's preparedness competence with a training indicator. These indicators will be developed in the coming years.

The Rescue Department invests in preparedness training and exercises for personnel, taking into account the changes caused by the reform of social welfare, health care and rescue services. Continuity management is never complete, but requires continuous development and quick response to factors causing changes in the operating environment and silent signals to identify and prepare for different threats.

4 MUNICIPAL RESIDENTS' PREPAREDNESS AND CIVIL DEFENCE OBLIGATION

The Rescue Act obliges the owner, holder and operator of a building to take care of fire safety and self-preparedness.

The Emergency Powers Act provides for civil defence obligations for persons aged between 18 and 67 living in Finland. Municipal residents' self-preparedness and taking care of fire safety contribute to the Rescue Department's service provision and the functional capacity of society.

It is important for residents to be familiar with the obligations set out in the Rescue Act and the Emergency Powers Act. Changes in society often also result in changes to the Rescue Act and the Emergency Powers Act, so it is a good idea to check the current regulations at <https://www.finlex.fi/fi/laki/ajantasa> and follow the website of the Rescue Department at <https://www.hel.fi/pela/en>.



preventing accidents | rescue operations | emergency medical service | civil defence | preparedness

P.O. Box 1, 00099 CITY OF HELSINKI
PB112, 00099 HELSINGFORS STAD

Helsinki City Rescue Department
+358 9 310 1651 Helsingfors stads räddningsverk