

1.16. HOST NATION SUPPORT

1.16.1. Introduction

This Chapter aims at assisting the affected Contracting Parties to receive international assistance in the most effective and efficient manner. The level of Host Nation Support may vary according to the severity of the situation and will be subject to a prior agreement between the requesting and offering States.

The Host Nation Support implies all actions undertaken in the preparedness phase and in the disaster response management by a Contracting Party receiving or sending assistance in order to remove as far as possible any foreseeable obstacles to international assistance. It also includes the support that a Contracting Party can provide to facilitate international assistance transiting through its territory by land, sea or air.

Media relations and other public communication issues as well as relations with third parties - NGOs, volunteers, etc - are the responsibility of the host nation (HN) and are not covered by this Chapter. However the Contracting Parties - as part of their respective national strategy on Host Nation Support - are invited to consider developing plans on how to deal with all media during emergencies where international assistance is requested and with all third parties offering assistance.

The Chapter summarizes the EU Host Nation Support Guidelines and the relevant parts of the International Offers of Assistance (IOA) Guidelines into the below Checklist.

Full text of the EU Host Nation Support Guidelines and its annexes can be found at:
http://ec.europa.eu/echo/files/about/COMM_PDF_SWD%2020120169_F_EN_.pdf.

There might be National Host Nation Support guidelines. The Contracting Party should also consider these guidelines to ensure that the system for marine pollution is in line with the national system.

Within the full text of the EU Host Nation Support Guidelines (see link above), particularly note annex 7 - Terms of Reference for Host Nation Support Cell. Other annexes cover information that should be provided when requesting or offering assistance (annexes 2-5), requesting support during transit (annex 6) and preparing country briefing (annex 8). Annex 10 provides a check list related to relief/response items or equipment.

CHECKLIST

1. PREPAREDNESS		
<p>All emergency management actors should be identified and made aware of their responsibility in the different phases of the Host Nation Support process. All levels of emergency management authorities/actors should be aware of the BONN Agreement, the Union Civil Protection Mechanism (UCPM) and the European Maritime Safety Agency (EMSA).</p> <p>It is recommended that general arrangements in sending, receiving and returning of equipment requested or offered, be adopted prior to any accident and could be usefully included in the National Contingency Plan. Thus only the details of application would remain to be settled at the time of action.</p>		
Host Nation (HN)	Sending Nation (SN)	Transit Nation (TN)
1.1. POLREP		
<ul style="list-style-type: none"> Clarify procedures at national level regarding POLREP sending routines in accordance with Chapter 5. Include the use of POLREP into national contingency planning, courses, trainings and exercises. 	<ul style="list-style-type: none"> Clarify procedures at national authority level regarding offering assistance (who makes the decision, who places the offer in CECIS Marine). 	<ul style="list-style-type: none"> Sort out if there is a need for a standardised form designed for the role of TN (border crossings, customs, liaison officer, single contact point, etc.)
1.2. Prepare arrangements for:		
<ul style="list-style-type: none"> In-country transport. Accommodation (food, shelter and sanitary). Medical support. Communication (terms, systems, limitations, frequencies etc). Fuel supply. Waive national transport regulations. Waive tariffs/taxes, tolls and other fees. 	<ul style="list-style-type: none"> Insurance. Self-sufficiency aspects. Interoperability of technical equipment. Access to transport for rapid deployment. 	<ul style="list-style-type: none"> Facilitate transport (clearance/notification to other national stakeholders). Provide police or other relevant authority escorts. Provide accommodation, medical support and fuel supply, if necessary. Check whether it is possible to waive national transport regulations, tariffs/ taxes, tolls and other fees.
1.3. Identification of entry points		
<ul style="list-style-type: none"> Identify entry points to the country (land, air, in-land waters, sea) 	<ul style="list-style-type: none"> Procedure for acknowledging 	

<p>and make these points and their capacity available preferably in a catalogue or a map.</p> <ul style="list-style-type: none"> • Make sure that all national stakeholders are informed of national list of possible entry points for incoming assistance. 	agreed entry point.	
1.4. Basic information		
<ul style="list-style-type: none"> • Prepare and keep National chapter updated (Chapters 9 to 18) 	<ul style="list-style-type: none"> • Prepare fact sheets on equipment and/or teams. 	
1.5. Host Nation Support personnel		
<ul style="list-style-type: none"> • Identify, form and train national Host Nation Support teams/cells including liaison officers (LO) to meet/join the incoming teams. <i>N.B. Host Nation Support is included in the TEC MI course within the Union Civil Protection Mechanism (UCPM) training.</i> 		<ul style="list-style-type: none"> • In case of long duration transit, consider appointing a liaison officer as long as the assistance/team is still in transit.
1.6. Risk assessment		
<ul style="list-style-type: none"> • Analyse national risks and identify possible capacity gaps of national resources to help defining the moment for a timely and precise request for assistance. 		
2. RESPONSE		
Host Nation (HN)	Sending Nation (SN)	Transit Nation (TN)
2.1. Request		
<ul style="list-style-type: none"> • Use CECIS Marine as the primary POLFAC communication tool to make a formal request. • Communicate all specific requirements connected to the delivery of the requested equipment (timing, labelling, packaging etc., see EU Host Nation Support Guidelines Annex 10). • Provide any relevant specific information that is missing in the National chapter (sensitive issues, special circumstances, safety and security issues). • Provide continuous updates regarding the incident. <i>N.B. POLWARNs and POLINFs submitted in SafeSeaNet are automatically sent to CECIS and linked to the relevant emergency.</i> 	<ul style="list-style-type: none"> • Monitor CECIS Marine and have the appropriate contacts within the government to respond to requests for assistance. • By making an offer in CECIS Marine, specify the kind of assistance, at what point in time and for how long it is available and what is the cost. Be as specific as possible. • Ensure adequacy and sufficient 	<ul style="list-style-type: none"> • Establish the route for a foreign team or equipment and make arrangements.

<p><i>Updates can also be made directly in CECIS (Emergency synopsis, Logbook or Request and offer overview).</i></p> <ul style="list-style-type: none"> • Consider requesting support from the Union Civil Protection Mechanism in form of Host Nation Support experts in case of need. • Consider sending a LO to meet with a team from a SN as early as possible. • Set up appropriate emergency co-ordination structures. • Inform all relevant national organization that might be involved when assistance arrives (Customs, Police, etc.). • Prepare to support the international assistance teams (entry, logistics). 	<ul style="list-style-type: none"> • quality of the offered assistance; make sure it fulfils international standards. • Start planning for transport, contact authorities of the countries whose territories you will need to transit through. Consider if you need to request transit assistance. • Establish a capability to resupply the response teams while abroad if necessary. • Ensure that experts have the valid necessary travel documents. 	
<p>2.2. Entry</p>		
<ul style="list-style-type: none"> • Establish Reception/Departure Centre (RDC) and Host Nation Support team/cell. • Coordinate relevant Ministries and other services involved in the reception procedures (Telecommunication, Transport, Custom, Health and Police Services). • Receive the incoming teams and equipment at the point of entry (provision of LO, instructions, etc.). It is recommended for the LO to join the incoming team as early as possible. • Use RDC and Host Nation Support support team to provide incoming teams with information. • Put in place shortcut visa procedures or provide visa and work permit waivers when necessary for the entire period of a response operation. • Put mechanisms in place to ensure rapid grant of landing and flight permission. • Put necessary conditions for telecommunication in place, (access to frequencies, bandwidth and satellite use). Provide radio frequencies at the latest upon entry. 	<ul style="list-style-type: none"> • Make sure that the Points of entry (airport, seaport, road border crossing) and the place of the Reception and Departure Centre are known and respected. • Implement and maintain procedures to ensure access to transport for rapid deployment of response teams and/or equipment. • Provide all logistical and administrative support that may be required by the team or experts while on mission. • Provide specialized maintenance of your equipment, including bringing specialized spare parts to ensure self-sufficiency for the whole mission. 	<ul style="list-style-type: none"> • Put in place shortcutting visa procedures and provide visa when necessary. • If required, facilitate rapid provision of landing and over flight permission to the SN. • Clarify customs status of response equipment, hazardous materials, and their means of transport. • Inform road authorities/police about the status of the transiting assistance goods, equipment and personnel (i.e. waiver of road tax, toll; provision of escort, security, clearing of the roads, safety driving conditions) • Coordinate other relevant Ministries and services involved in the transit procedures

<ul style="list-style-type: none"> • At the border make sure that Police/Immigration knows the status of incoming response personnel. • Clarify customs status of incoming equipment, hazardous materials, etc and their means of transport. • Inform road authorities/police about the status of the incoming assistance goods, equipment and personnel (i.e. waiver of road tax, toll; provision of escort, security, clearing of the roads, safety driving conditions). • Plan the route and provide for necessary transport arrangements (transport means, escorts, maps, material handling equipment, fuel, food, etc.) for the incoming teams starting from the point of entry and lasting for the entire operation. • Provide logistic support for the incoming teams and the general maintenance of their equipment. • If applicable, takeover, store, catalogue and distribute in-kind assistance received. • Identify the base of operation, located as close as possible to the existing infrastructure. Take into account the base of operation requirements: access to water, electrical power and sewage, access for cars and trucks, closeness to the disaster site. 		<p>(Telecommunication, Transport, Health and Police Services)</p> <ul style="list-style-type: none"> • Put necessary conditions for telecommunication in place (access to frequencies, bandwidth and satellite use).
<p>2.3. Co-ordination on-site</p>		
<ul style="list-style-type: none"> • Make arrangements at all levels of the existing emergency command, control and coordination structure to facilitate the coordination of international assistance. • Make incoming teams aware of the HN command, control and coordination structure. 	<ul style="list-style-type: none"> • SN teams/personnel report to the on-site commander at least on a daily basis. 	
<p>2.4. Exit</p>		
<ul style="list-style-type: none"> • Agree upon the points of exit with the SN to ensure the most cost effective and smooth exit transportation route. • Clarify customs status of existing response equipment and their means of transport. 	<ul style="list-style-type: none"> • Together with the HN and TN arrange transportation back. 	<ul style="list-style-type: none"> • Together with the SN facilitate transportation back. • If required, make sure that Police/Immigration is informed about the status of transiting

<ul style="list-style-type: none"> • Inform road authorities/police about the status of the existing equipment and personnel (i.e. road tax, toll; provision of escort, security, clearing of the roads, safety driving conditions). • Coordinate relevant Ministries and services involved in the departure procedures (Transport, Health and Police Services). 		<p>response personnel.</p> <ul style="list-style-type: none"> • Clarify customs status of response equipment, hazardous materials, and their means of transport. • Inform road authorities/police about the status of the existing assistance goods, equipment and personnel (i.e. road tax, toll; provision of escort, security, clearing of the roads, safety driving conditions). • Coordinate relevant Ministries and services involved in the transit procedures (Transport, Health and Police Services).
<p>2.5. Safety and security</p>		
<ul style="list-style-type: none"> • Prepare Safety brief for the international team(s) including daily Safety reporting. • Provide security to the international teams. Make sure the appropriate means are in place to keep personnel, locations, goods and equipment related to the international assistance, safe and secure. 	<ul style="list-style-type: none"> • Make sure the appropriate safety and security measures are in place to keep personnel, locations, goods and equipment related to the international assistance, safe and secure. 	<ul style="list-style-type: none"> • Guarantee the security of the international teams. Make sure the appropriate means are in place to keep personnel, locations, goods and equipment related to the international assistance, safe and secure.
<p>2.6. Financial issues</p>		
<ul style="list-style-type: none"> • Check if appropriate financial channels and procedures are in place to expedite and facilitate an easy reimbursement of the incoming assistance if so required. 	<ul style="list-style-type: none"> • Ensure that appropriate financial channels are in place to cost, invoice, or waive needs for reimbursement or receive payments if so required. • Agree on the conditions under which the offer is made (see EU Host Nation Support Guidelines) 	<ul style="list-style-type: none"> • Ensure that appropriate financial channels are in place to cost, invoice, or waive needs for reimbursement or receive payments if so required.

	Annex 3 and 5 for reference).	
2.7. Reporting and lessons learned		
<ul style="list-style-type: none"> • Include evaluation of Host Nation Support into reporting and in lessons learnt meetings after an emergency. 	<ul style="list-style-type: none"> • Include evaluation of Host Nation Support into reporting and in lessons learnt meetings after an emergency. 	<ul style="list-style-type: none"> • Include evaluation of transit support into reporting and in lessons learnt meetings after an emergency.
3. LEGAL ISSUES		
Host Nation (HN)	Sending Nation	Transit Nation
<ul style="list-style-type: none"> • Gather information and provide description of the specific provisions in the identified core field of issues and check their legislation against the overall objective of facilitation of the provision of European and international emergency assistance. • Whenever possible, recognize the relevant professional qualifications of response personnel for the time necessary to carry out the assistance. • Be ready to provide temporary authorisation for SN and relevant international organisations to legally operate in the country for the purpose of providing assistance (open bank accounts, enter into contracts and leases, acquire and dispose of property and instigate legal proceedings). • Consider granting fast track procedures/ legal exemptions, in particular: <ol style="list-style-type: none"> 1. responder immunity (partial or complete). Ideally before accepting assistance, agree with the SN on the principles for compensating the potential damage suffered by third parties; 2. product immunity protecting the supplier/manufacturer (partial or complete); 3. exempting the requested/ accepted equipment from all custom duties, taxes, tariffs, or any governmental fees, and exempting them from all export and import restrictions; 4. simplifying and minimizing documentation requirements for export and import; 	<ul style="list-style-type: none"> • Clarify the mechanisms for cooperation between governmental actors and nongovernmental actors of the SN and the HN. • Simplify and minimise documentation requirements for export. • Consider waiving all claims against the HN or any other Contracting Party for any damage sustained, except in cases of gross negligence or willful misconduct. 	<ul style="list-style-type: none"> • Simplify and minimise documentation requirements for transit.

<ol style="list-style-type: none">5. permitting the re-exportation of goods and equipment used, in the event that the HN is requested or required by the SN to return the items;6. waiving or reducing inspection requirements (where this is difficult, consider using pre-clearance processes where possible to clear equipment more rapidly);7. arranging for inspection and release outside of business hours and/or at a place outside the customs office to avoid unnecessary delay; and8. visa regulations and immigration inspection.		
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