
Draft Project plan for the CEN Workshop on "Management of forest fire incidents – SITAC- based symbology"

**Requests to participate in the Workshop
and/or comments on the project plan are
to be submitted by
2022.02.11
to cristina.popa@asro.ro ¹**

Recipients of this project plan are kindly requested
to name all patent rights known to them to be
relevant to the Workshop and to make available all
supporting documents.

Bucharest, 2022.12.30 (Version 1)

¹ Applications for participating in the Workshop and comments on the project plan that are not received by the deadline do not need to be taken into consideration. Once constituted, the Workshop will decide whether or not to consider the comments received in good time.

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Summary

The objective of this pre-standardization initiative is to introduce a standardized set of symbols that can be used by the responsible public safety agencies across EU and worldwide for the graphical presentation of mission critical operational information - on a geographical background (map) - during forest fire incidents. Information related to the characteristics of the affected area, the evolution of the fire, the intervention measures as well as actions that have to be executed, are encompassed by the proposed symbology approach. The core of the symbology considered in the context of the CWA refers to the SITAC (Standardization of Firefighting Tactical Situation Management), a set of symbols developed by the French Fire Service (Sapeur Pompiers) that is operationally adopted by the "Corpo Nazionale dei Vigili del Fuoco (CNVVF)" in Italy and a number of other fire service agencies in EU Member States. Being forest fires a field for cross-border and international cooperation, the need of using common and standardized symbols can greatly improve coordination and international crisis management efforts. In this line, the envisaged workshop aims to pave the way for a relative standardisation action towards promoting a common way to use symbols and icons in wildfire management operations among European stakeholders.

According to what is mentioned above, the planned CEN Workshop Agreement (CWA) **is intended** to benefit the cooperation of the EU and global wildfire management community, comprising incident commanders, fire officers, forest managers, and civil protection agencies, and Emergency services. In this regard, it focuses on forming a coherent basis for operational interaction across (not only) EU stakeholders. At the same time, such standardization will push the EU security industry to deal with the development and deployment of related Command & Control systems and solutions. Finally, the outcome of the planned CEN Workshop Agreement will provide formal visual communication guidelines to support the communication and cooperation of the organizations in charge of managing wildfires and the organizations supporting the field operations (e.g., police, ambulance services, coast guard, etc.).

1 Status of the project plan

Draft project plan for public commenting (Version 1.0)

This draft project plan is intended to inform the public of a new Workshop. Any interested party can take part in this Workshop and/or comment on this draft project plan. Please send any requests to participate or comments by e-mail to: cristina.popa@asro.ro.

All those who have applied for participation or have commented on the project plan by the deadline will be invited to the kick-off meeting of the Workshop on **2022-02-16**.

2 Workshop proposer and Workshop participants

2.1 Workshop proposer

<u>Person or organisation</u>	<u>Short description and interest in the subject</u>
<p>Name: Mr. Leonidas Perlepes</p> <p>Organization: Satways Ltd.</p>	<p>Satways Ltd. is an SME, which main activity is the development of integrated Geospatial command and control systems and situational awareness solutions for the Security and Public Safety sector. Clients' list comprises organizations such as Fire Brigade, Police, Coast Guard, Medical Emergencies, Civil Protection, Critical Infrastructure Protection, and Border management Authorities. With core technology built on open standards, Satways offers a range of mission-critical enterprise solutions empowering governments and businesses worldwide to make better and faster operational decisions.</p> <p>Satways will exploit the outcome of the CWA discussions to update the C2 solutions provided by the company, supporting the preparedness and planning phases of the public safety agencies and the interoperability with third-party systems.</p>

	<p>Leonidas Perlepes, R&D manager, received his B.S.E. and M.Sc. degrees from the University of Thessaly, Greece, in Electrical and Computer Engineering. He received his Ph.D. in Wireless Sensor Networks from the University of Thessaly, Greece, in 2012. He has been involved in several EU-funded R&D projects in the last decade. His research interests include Command & Control systems, GIS systems, Wireless Sensor Networks, and embedded systems.</p>
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2.2 Other potential participants

This CWA will be developed in a Workshop (temporary body) that is open to any interested party. The participation of other experts would be helpful and is desired. It is recommended that:

- Representatives of fire services, associations and wildfire management organizations across EU
- Representatives of first responders' organizations, acting as planners, actors and/ observers in exercises
- Representatives of civil protection authorities (both at national and local level)
- Scientists in civil protection, wildfire crisis and disaster management
- Members of related Technical Committees
- Participants in related Research Projects
- Representatives of DG ECHO, DG HOME

take part in the development of this CWA.

2.3 Participants at the kick-off meeting

The following persons or organisations already signed up to the kick-off meeting prior to the publication of the draft project plan.

<u>Person</u>	<u>Organisation</u>
Workshop proposer: Leonidas Perlepes	Satways Ltd, Greece
Dimitris Diagourtas	
Antonis Kostaridis	
Giorgos Eftychidis	
Aikaterini Poustourli	
Giannis Chasiotis	
Ilias Gkotsis	
Anna Gazi	
Panagiotis Michalis,	Institute of Communication and Computer Systems, NTUA, Greece
Spyros Athanasiadis	
Eleftherios Ouzounoglou	

<u>Person</u>	<u>Organisation</u>
Marcello Marzoli	Ministero dell'interno, Corpo Nazionale dei Vigili del Fuoco (CNVVF), Italy
Gianfilippo Micillo,	
Luca Torrini	
Giovanni Fresu	
Georgios Sakkas,	Kentro Meleton Asfaleias (KEMEA), Greece
John Tsaloukidis,	
Danai Kazantzidou-Firtinidou	
Dr. Ulrich Cimolino	German Fire Brigade Association, Germany
Workshop secretariat: Cristina Popa	Workshop secretariat: ASRO (Romanian Standards Association)

3 Workshop objectives and scope

3.1 Background

Numerous disasters may occur during daily life causing damages of property, loss of human life and environment problems. In this context emergency management plays a very important role when facing these events. Moreover, conveying spatial information plays a very important role in efficient emergency response where maps are the most solid basis for direct representation of this spatial information. In this regard, symbology, in the sense of a visual language displayed on the map, attempts to share the operational message in a concise and clear way to all responsible decision makers.

Lacking a standardised approach for visually communicating operational messages, using a commonly agreed and understood symbology among stakeholders involved in forest fire incidents, the effectiveness of coordinating the response effort is greatly reduced. Furthermore, each E.U. state has its own processes, procedures and symbols for communicating situational information during large fire incidents and crisis management operations. In case of cross border crises, such peculiarities and differences may cause confusion among first responders and civil protection bodies or waste the assistance offered between the Member States. More specifically, regarding large-scale forest fires in a cross-border context where multiple authorities and modules from foreign countries are usually involved, the sharing of operational information and the common understanding of the situation becomes even more crucial to an effectively coordinated response. In this regard, establishing a common symbology that can be used by the fire services and the public safety agencies, is essential for combating / mitigating the onset of the disaster type in discussion (forest fires) and facilitating cross-border collaboration.

Provided the above, the EU-funded research project STRATEGY <https://strategy-project.eu/> has systematically identified and prioritised gaps in standardisation in crisis and disaster management and has compared them to the needs of end-users and the available opportunities across a broad spectrum of disaster management activities. All standardisation items to be developed during the STRATEGY project will be fully tested and validated in tabletop exercises (TTXs) and full-scale exercises (FSXs).

As such, the envisaged workshop, resulting from the STRATEGY project, aims at proposing / establishing a set of common symbols that can be agreed and adopted by the responsible public safety agencies and more specifically by the organizations involved in wildfire management in an optimally coordinated approach (specifically when considering a cross border context). This symbology will enable the graphical communication of the operation information that is required by fire service commanders during a forest fire, displayed on a geographical

background, to effectively support the response activities. Hence, the adoption of this symbology will expectedly improve the common understanding of the situation by the agencies based on a common visualization approach for the information shared among stakeholders from different countries, each operating in the theatre in consideration.

3.2 Scope

During the onset of a crisis, a wide range of local, regional, and national authorities will generate maps / symbols to help communicate information, respond to, and recover from a potential disaster such as such a large forest fire. In this context, it is essential that all stakeholders (national and potentially international according to the incident) can readily understand what is shown on these maps to respond in a prompt and adequate manner.

Provided the above, the planned Workshop will specify a set of symbols that should be used by public safety agencies for the depiction of operational information against a cartographic background during forest fires incidents. In this context, information related to (among others) the characteristics of the affected area, the advancement of the fire, the intervention measures / available equipment and actions that need to be taken, will be encompassed by the proposed set of symbols. Given its operational maturity, a set of symbols (known as SITAC) developed by the French Fire Service (Sapeur Pompiers) which is operationally adopted by the “Corpo Nazionale dei Vigili del Fuoco (CNVVF)” in Italy and a number of other fire service agencies in EU Member States will set the basis for this pre-standardisation activity.

IN this context, the CWA in discussion aims to gain consensus from many of the EU wildfire management organizations for using a common approach to graphically symbolize the elements (means, operations, assets) of wildfire management operations, in an agreed manner building on the SITAC approach. It should be kept in mind that forest fire fighting is a particular case of operations, which are supported in different countries by different organizations (not exclusively by the fire corps but also by forest services and forest fire fighting organizations). Due to the large extent of the incidents and the large number of the organizations involved (services and agencies), specific equipment and operations are required, and the coordination is often challenging. In case of large wildfires, it is a common practice that civil protection modules are deployed from one EU country to another. In such case the use of standardized symbols for planning, monitoring, and coordinating cross-border operations in the field will be even more beneficial for the effectiveness of the coordination.

Hence, the planned CEN Workshop Agreement is intended to benefit the cooperation among the EU and global wildfire management community, comprising incident commanders, fire officers, forest managers, personnel of the civil protection agencies and Emergency services. This will be approached through a guide to be used by all the interested parties in the EU countries. It is expected that this can be further developed, monitored and maintained up to date in a coherent manner. At the same time such standardization will push the EU security industry dealing with the development and deployment of related Command & Control systems and solutions. Finally, the outcome of the planned CEN Workshop Agreement will provide formal visual communication guidelines to support the communication and cooperation of the organizations in charge of managing wildfires and the organizations supporting the field operations (e.g., police, ambulance services, coast guard, etc.).

3.3 Related activities

The subject of the planned CWA is not at present the subject of a standard. However, there are committees, standards and/or other technical specifications that deal with related subjects and thus need to be taken into account - and involved, where necessary - during this Workshop:

- CEN/TC 391, Societal and Citizen Security;
- CEN Security Sector Forum.

The EU-funded research project STRATEGY had asked and was granted the project liaison status in Technical Committee CEN/TC 391.

4 Workshop programme

4.1 General

The workshop is expected to publish one single CWA, introducing a forest fire management symbology approach, and a common set of symbols that can be used by wildfire management organizations and public safety agencies for the visualisation of operational information in cases of Forest Fires towards strengthening the coordination and response efforts among involved stakeholders. The CWA will be drafted and published in English and the estimated duration of this workshop is 14 months (after the kick-off meeting).

Due to the travel restrictions related to COVID-19, all meetings are intended to be virtual and/or physical, according to the possibilities given. In all cases when a physical meeting will be set up, the possibility of virtual participation will be also granted. The program to reach the CEN-CENELEC Workshop Agreements entails the following steps:

The kick-off meeting is planned to take place on 2022-02-16, by teleconference. A draft of the Project Plan for public commenting will be published for 30 days. A total of at least three Workshop meetings (kick-off meeting and Workshop meetings) and web conferences will be held, during which the content of the CWA(s) will be presented, discussed and approved.

4.2 Workshop schedule

The following project schedule is for orientation only and is to be modified as the Workshop progresses.

Table 1: Workshop schedule (preliminary)

CEN/CENELEC Workshop	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23
Initiation																						
1. Proposal form submission and TC response																						
2. Project plan development																						
3. Open commenting period on draft project plan (mandatory)																						
Operation																						
4. Kick-off meeting																						
5. Development of First Draft of CWA																						
6. Table Top Exercise																						
7. Development of Second Draft of CWA																						
8.FSX																						
9.Public Enquiry																						
10. Comments from TC and WS participants																						
11. Final Draft of CWA																						
Publication																						
12. CWA(s) publication																						
Milestones																						

K Kick-off
M Workshop meeting
TTX Table Top Exercise
FSX Full Scale Exercise

In the context of the STRATEGY project, each CWA is planned to be evaluated by the end-users through two exercises, one TTX and one FSX exercise. TTX is a table-top exercise (usually discussion-based), where end users are called to use and implement existing plans and procedures to take decisions according to a scenario. FSX is a full-scale exercise, where end-users/stakeholders are called to respond to real situations on the field. The purpose of these two exercises is to test and evaluate the content of the proposed CWA. The feedback that will be received will be integrated into the CWA.

5 Resource planning

ASRO will provide the Workshop Secretariat, subject to formal approval of the Project Plan at the kick-off meeting. The copyright of the final CEN-CENELEC Workshop Agreement will be at CEN-CENELEC. All costs related to the participation of interested parties in the Workshop's activities have to be borne by themselves. The Workshop will be financed within the framework of the EU-funded research project STRATEGY (Horizon 2020 research and innovation programme under grant agreement No 883520). The STRATEGY project aims to reach an agreement with CEN CENELEC Management Centre to make the CWA freely downloadable from the CEN Website. The final document will include the following paragraph: "Results incorporated in this CEN Workshop Agreement received funding from the European Union's HORIZON 2020 research and innovation programme under grant agreement number 883520 (STRATEGY)". Registration, as well as participation at the CEN-CENELEC Workshop, described here are free of charge.

6 Workshop structure and rules of cooperation

6.1 Participation in the Workshop

The Workshop will be constituted during the course of the kick-off meeting. By approving this project plan, the interested parties declare their willingness to participate in the Workshop and will be formally named as Workshop participants, with the associated rights and duties. Participants at the kick-off meeting who do not approve the project plan are not given the status of a Workshop participant and are thus excluded from further decisions made during the kick-off meeting and from any other decisions regarding the Workshop.

Any new participant in the Workshop at a later date is decided on by the participants making up the Workshop at that time.

All Workshop participants who voted for the publication of the CWA or its draft will be named as authors in the European Foreword, including the organisations which they represent. All Workshop participants who voted against the publication of the CWA, or who have abstained, will not be named in the European Foreword.

6.2 Workshop responsibilities

The Workshop Chair is responsible for content management and any decision-making and voting procedures. The Workshop Chair is supported by the Workshop Vice-Chair and the responsible Workshop secretariat, whereby the Workshop secretariat will always remain neutral regarding the content of the CWA(s). Furthermore, the Workshop secretariat shall ensure that CEN-CENELEC's rules of procedure, rules of presentation, and the principles governing the publication of CWA(s) have been observed. Should a Workshop Chair no longer be able to carry out her/his duties, the Workshop secretariat shall initiate the election of a new Workshop Chair. The list below covers the main tasks of the Workshop Chair. It is not intended to be exhaustive.

- Content related contact point for the Workshop
- Presides at Workshop meetings
- Ensures that the development of the CWA respects the principles and content of the adopted project plan
- Manages the consensus building process, decides when the Workshop participants have reached agreement on the final CWA, on the basis of the comments received
- Ensures due information exchange with the Workshop secretariat
- Represents the Workshop and its results to exterior

The Workshop secretariat, provided by ASRO, is responsible for organising and leading the kick-off meeting, in consultation with the Workshop proposer. Further Workshop meetings and/or web conferences shall be organised by the Workshop secretariat in consultation with the Workshop Chair. The list below covers the main tasks of the Workshop secretariat. It is not intended to be exhaustive.

- Administrative and organisational contact point for the Workshop

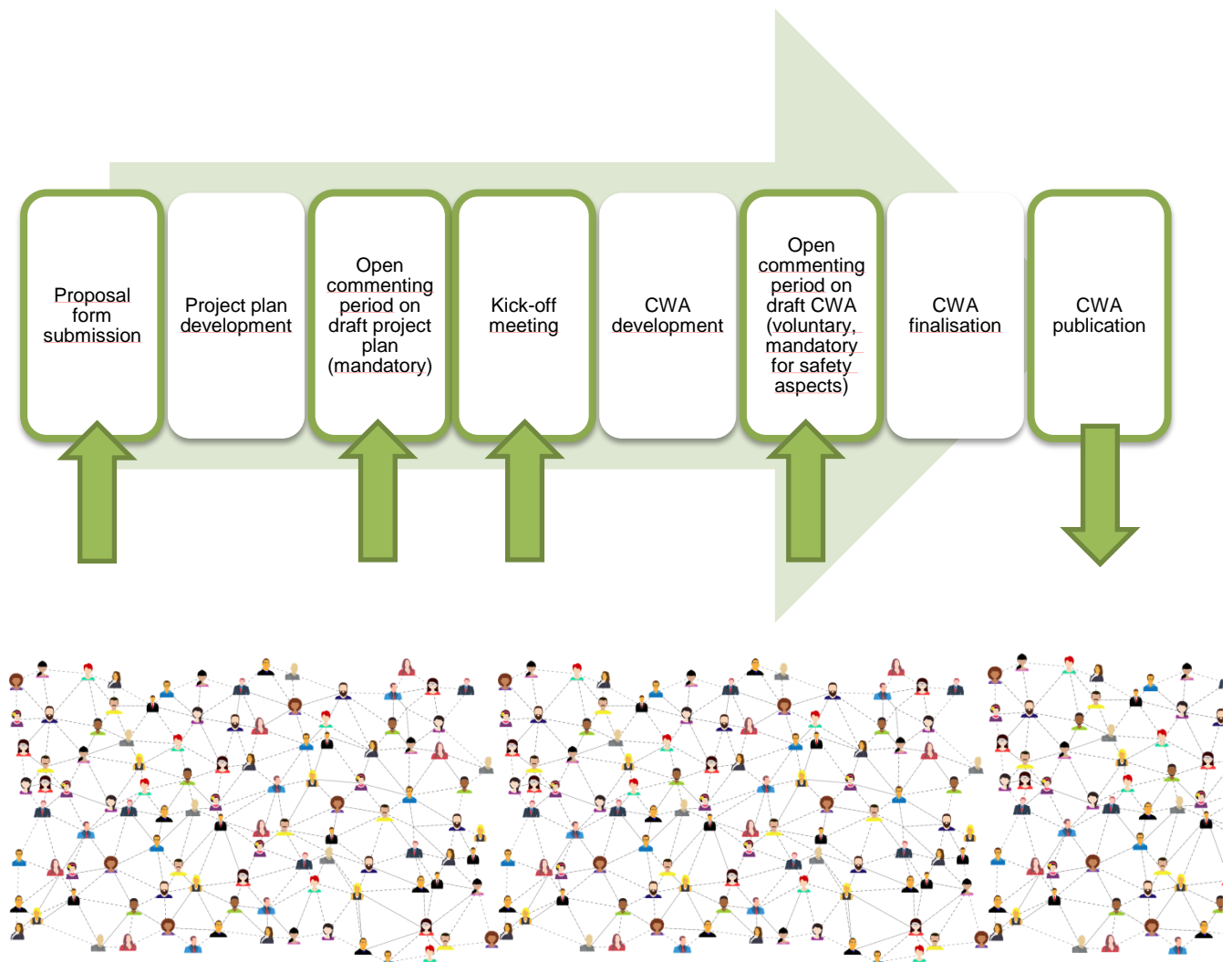
- Ensures that the development of the CWA respects the principles and content of the adopted project plan and of the requirements of the CEN-CENELEC Guide 29
- Formally registers Workshop participants and maintains record of participating organisations and individuals
- Offers infrastructure and manage documents and their distribution through an electronic platform
- Prepares agenda and distribute information on meetings and meeting minutes as well as follow-up actions of the Workshop
- Initiates and manage CWA approval process upon decision by the Workshop Chair
- Interface with CEN-CENELEC Management Centre (CCMC) and Workshop Chair regarding strategic directions, problems arising, and external relationships
- Advises on CEN-CENELEC rules and bring any major problems encountered (if any) in the development of the CWA to the attention of CEN-CENELEC Management Centre (CCMC)
- Administrates the connection with relevant CEN or CENELEC/TCs

6.3 Decision-making process

Each Workshop participant is entitled to vote and has one vote. If an organisation sends several experts to the Workshop, that organisation has only one vote, regardless of how many Workshop participants it sends. Transferring voting rights to other Workshop participants is not permitted. During voting procedures, decisions are passed by simple majority; abstentions do not count.

If Workshop participants cannot be present in the meetings when the CWA or its draft is adopted, an alternative means of including them in the voting procedure shall be used.

7 Dissemination and participation strategy



Proposal form submission

The Workshop proposal was disseminated to the following relevant stakeholders and bodies for consultation:

- CEN/TC 391, Societal and Citizen Security;
- CEN Security Sector Forum.

Open commenting period on draft project plan

The draft project plan will be disseminated to the following relevant stakeholders and bodies for commenting:

- CEN/TC 391, Societal and Citizen Security;
- CEN Security Sector Forum.

In addition to the CCMC website, in order to raise awareness, the draft project plan and the date of the kick-off meeting will be advertised on the websites of:

- STRATEGY project: <https://strategy-project.eu/>,
- ASRO, <https://www.asro.ro/> and
- ELOT <http://www.elot.gr/>.

Open commenting period on draft CWA

The draft CWA will be disseminated to the following relevant stakeholders and bodies for commenting:

- CEN/TC 391, 'Societal and Citizen Security';
- CEN Security Sector Forum.

In addition to the CCMC website, the draft CWA will be advertised on the website of the STRATEGY project: <https://strategy-project.eu> to raise awareness. Interested parties are requested to contribute by commenting on the draft CWA (short term).

CWA publication

The final CWA will be disseminated to the following relevant stakeholders and bodies:

- CEN/TC 391, 'Societal and Citizen Security'.

In addition to the CCMC website, the final CWA will be advertised on the websites of:

- STRATEGY project: <https://strategy-project.eu/>,
- ASRO, <https://www.asro.ro>.

8 Contacts

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- Workshop proposer

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