

**SKILLS FRAMEWORK FOR BIOPHARMACEUTICALS MANUFACTURING
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

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| TSC Category | Health, Safety and Environment | | | | | |
| TSC | Emergency and Crisis Situation Management | | | | | |
| TSC Description | Implement emergency and crisis response and recovery activities to minimise the impact of disruptive events to the organisation | | | | | |
| TSC Proficiency Description | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 | Level 6 |
| | | | BPM-HSE-3003-1.1 | BPM-HSE-4003-1.1 | | |
| | | | Coordinate the implementation and maintenance of Emergency Response Plans (ERPs) | Establish Emergency Response Plans (ERPs) and lead responses to emergency or crisis situations | | |
| Knowledge | | | <ul style="list-style-type: none"> Health, Safety and Environment (HSE), legal and other requirements relevant to emergency response in the biopharmaceuticals manufacturing industry Types of hazards that lead to emergencies and types of emergency situations Onsite emergency response equipment Types of organisational ERPs Roles and responsibilities of emergency and crisis response team members Internal and external training programmes and drills Types of emergency and drill records Procedures to inspect, maintain and test emergency response equipment Processes for reviewing ERPs | <ul style="list-style-type: none"> Health, Safety and Environment (HSE) management programmes Elements of HSE management systems Means of obtaining updates on amended or new HSE legal requirements Workplace communication channels Methods of establishing and evaluating ERPs Characteristics of crises Key components of crisis management Steps for handling the media during HSE-related crises Steps in the Next-of-Kin (NOK) management flow Framework for NOK notification | | |
| Abilities | | | <ul style="list-style-type: none"> Communicate emergency | <ul style="list-style-type: none"> Anticipate types of emergencies that can | | |

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| | | | <p>preparedness and response plans to staff</p> <ul style="list-style-type: none"> • Implement emergency preparedness and response plans • Coordinate the maintenance of emergency response equipment and plans • Assess emergency situations • Activate incident command and control procedures • Manage emergency activities and response teams • Facilitate post-crisis or emergency shutdown feedback and evaluation | <p>disrupt manufacturing operations</p> <ul style="list-style-type: none"> • Identify planning requirements, preparation activities and best practices for pre-crisis phase • Define individual roles and responsibilities of emergency response team members • Devise emergency response procedures for manufacturing facilities • Lead the implementation of emergency preparedness and response plans • Audit emergency response operations • Implement crisis communication plans during crises and identify suitable recovery strategies • Prepare NOK notification plans and required resources • Analyse crisis management and crisis communication efforts to identify improvement opportunities | | |
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