

A blurred, high-angle photograph of a crowd of people walking on a paved surface. The image is semi-transparent, allowing the text to be overlaid. The people are out of focus, creating a sense of movement and a busy public space.

# PREPAREDNESS UNIT

A large, stylized graphic element consisting of two overlapping wavy bands. The top band is a light yellow, and the bottom band is a darker, more vibrant yellow. The bands curve across the bottom half of the page.

 MINISTRY OF  
SOCIAL AFFAIRS AND HEALTH

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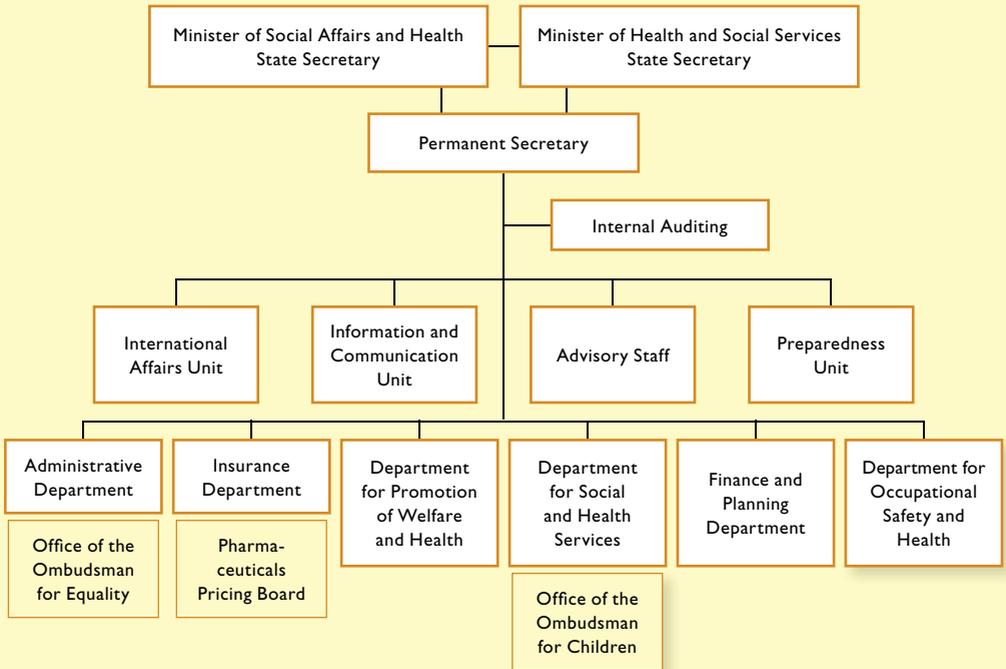
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**Ministry of Social Affairs and Health**

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PREPAREDNESS UNIT

## Organisation of the Ministry of Social Affairs and Health



## Preparedness

The goal of preparedness is to ensure that operations run as smoothly as possible in all security situations. Security situations include normal conditions, abnormal situations and exceptional situations under normal conditions, and emergency conditions. The preparedness obligation is based on the Emergency Powers Act and the legislation on social welfare and health care.

The Government Strategy for Securing the Functions Vital to Society defines the functions which must be arranged in all security situations. The strategy defines income security and functional capacity of the population as the functions vital to social welfare and health care.

Preparedness and preparedness planning in the administrative field support the securing of functions vital to the administrative field. The aim is to use plans and advance arrangements to ensure that social and health services essential to the health and functional capacity of the population, a healthy living environment, and adequate income are maintained in all security situations.

The Ministry of Social Affairs and Health directs, supervises, and coordinates social and medical emergency preparedness in cooperation with the regional authorities in the social and health field.

## Preparedness Unit

For preparedness and response in the administrative sector the Ministry has a Preparedness Unit, which is a profit operating under the Permanent Secretary and separate from the Ministry's departments.

The Preparedness Unit is the expert, guidance and development unit for social welfare and health care. The Preparedness Unit develops in cooperation with

the Ministry's departments and profits as well as the agencies and institutions in the administrative field the preparedness in the field that is required for special situations, abnormal conditions, and emergency conditions as well as maintains the hazard duty and situational management arrangements.

### The most important tasks of the Preparedness Unit:

1. Management, steering, development, and coordination of the preparedness planning and the preparedness for special situations and emergency conditions in the Ministry and the administrative field;
2. Maintenance and development of situational management preparedness for special situations and emergency conditions at the administrative field;
3. Maintenance of the hazard duty and alarm system of the administrative field;
4. Development and steering of the security planning of the operational units in the administrative field;
5. Organisation and development of social and medical preparedness and security training;
6. Expert and coordination tasks relating to civil crisis management in the administrative field;
7. Reservation of health care professionals for emergency conditions;
8. Cooperation of authorities regarding preparedness and response;
9. International cooperation on preparedness and response and on preparedness planning;
10. Follow-up and support for research and development on the preparedness in the administrative field.

## Staff and contact information

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## Duty system at the Ministry and flow of information in exceptional situations



## Duty system at the Ministry

The Preparedness Unit answers for the Ministry's hazard duty, which forms a part of the Government duty system and is also a contact point for international requests for help and emergency calls. The duty officer at the Ministry have the support of the 24h expert duty systems at the National Institute for Health and Welfare, the Finnish Radiation and Nuclear Safety Authority, and the Finnish Institute of Occupational Health.

In view of exceptional situations the Ministry of Social Affairs and Health has appointed the experts, whose duty is to assist the management of the Ministry, the Preparedness Unit and other units in the administrative field in managing those situations.

## Preparedness at the Ministry

The Committee on Preparedness at the Ministry coordinates the preparedness of the different departments and units of the Ministry. The Committee on Preparedness consists of the members of the Ministry management group and the Director of the Preparedness Unit. The Permanent Secretary chairs the committee.

The preparedness of the ministries is coordinated by the meeting of preparedness directors at the ministries chaired by the Director of Government Security Services and the meeting of preparedness secretaries led by the Security and Defence Committee. The Director of the Preparedness Unit acts as the Director for Social and Medical Emergency Preparedness and Response of the Ministry with the Preparedness Secretary of the Ministry as his or her deputy.

## The Advisory Board for Health and Welfare in Emergency Conditions



# The Advisory Board for Health and Welfare in Emergency Conditions

The Government has appointed, on the submission of the Ministry of Social Affairs and Health, an Advisory Board for Health and Welfare in Emergency Conditions for a four-year period. The Advisory Board is to plan and prepare the arrangements for social and health care operations during emergency conditions as well as issues and support measures related to preparedness under normal conditions, the organisation of which during normal conditions forms the basis for preparedness under emergency conditions.

At the moment the chairperson of the Advisory Board is the Ministry's Permanent Secretary, the vice chairperson is the Director for Social and Medical Emergency Preparedness and Response and the secretary-general the Liaison Officer of the Defence Staff appointed by the Ministry of Defence.

The Advisory Board may appoint sections and working group to prepare its tasks.

The Permanent Secretary at the Ministry of Social Affairs and Health acts as the National Health Care Chief referred to in Section 40 a of the Emergency Powers Act. He or she takes care that there are such plans for managing social welfare and health care in different security situations as are necessary and that they are co-ordinated with the planning of other preparedness for emergency conditions.

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