

External Engagement Guideline

Background:

The Integrated Partnership for Regional Emergency Management in the Metro Vancouver region (IPREM) was established in April 2009 through a Memorandum of Understanding between the Province of British Columbia and the Metro Vancouver Regional District on behalf of 21 member municipalities, one Treaty First Nation, and one Electoral Area to enhance regional emergency management by providing sub-regional and regional planning on priority emergency management activities.

IPREM is structured to support our members by working together with regional partners to collectively address priorities, identify required resources, and effectively plan on a sub-regional and regional scale for emergency events that have the potential to be cross-jurisdictional in nature.

IPREM identifies multi-jurisdictional emergency management priorities and develops response strategies for the Metro Vancouver region, coordinating and developing guidelines, education, training and exercises. We work with provincial ministries, federal departments, responder agencies and community emergency management representatives from both local government and First Nations, as well as various private and public sector partners.

Purpose:

This External Engagement Guideline was developed to outline the engagement opportunities IPREM is available and interested in participating in and to support transparency surrounding the opportunities offered to the team. The purpose of these engagements is to provide professional development opportunities to support staff and therefore strengthen IPREM's ability to coordinate and support regional emergency management in Metro Vancouver. These opportunities will help strengthen relationships with regional partners and improve operational and situational awareness.

Examples of Engagements:

The table below includes, but is not limited to, examples of engagements this guideline speaks to. In addition to participating in events, IPREM can be requested to share/present on topics of their expertise.

Participating/ Observing	Sharing
<ul style="list-style-type: none"> • Forums • Exercises • Workshops • Dialogues • Courses/Training <ul style="list-style-type: none"> ○ Emergency Management ○ Cultural Safety and Humility ○ Equity, Diversity, and Inclusion 	<ul style="list-style-type: none"> • IPREM 101 • Lunch and Learns • Committee presentations

Considerations

These engagement opportunities are intended to be specific, short-term touchpoints with our regional partners. For occurrences with prolonged timelines or the potential to impact work plans, the partnership will ask for further information and may seek the approval of the IPREM Steering Committee. All requests for engagement will be reviewed by the IPREM team and evaluated for suitability and the capacity of staff. Additionally, IPREM will report out on opportunities and share lessons learned from their experiences.

Deployment requests and project proposals are out of scope of this guideline. To request IPREM staff members to be deployed to support a response activation, please refer to the IPREM Staff Deployment Policy. To suggest potential items of work for IPREM to take on, please utilize the IPREM Project Selection Guideline.

Administration

CATEGORY:		GUIDELINE:
<input type="checkbox"/> Administrative <input type="checkbox"/> Governance <input type="checkbox"/> Finance	<input type="checkbox"/> Project <input type="checkbox"/> Human Resource <input checked="" type="checkbox"/> Other	IPREM External Engagement Guideline
TYPE:	APPROVED BY:	AUTHORITY:
<input type="checkbox"/> Policy <input type="checkbox"/> Procedure <input checked="" type="checkbox"/> Guideline	<input type="checkbox"/> Policy Group <input checked="" type="checkbox"/> Steering Committee <input type="checkbox"/> Director, Strategic Partnerships	<input type="checkbox"/> Policy Group <input type="checkbox"/> Steering Committee <input checked="" type="checkbox"/> Director, Strategic Partnerships
DATE ADOPTED:	DATE AMENDED:	DATE TO BE REVIEWED:
March 8, 2023		Quarter 1, 2025