

## **Industrial Accident Notification (IAN) system**

### **Information and instructions on the use of the IAN system for points of contacts authorities under the UNECE Convention on the Transboundary Effects of Industrial Accidents**

**- Prepared by the UNECE secretariat -**

#### **Background**

The Parties to the UNECE Convention on the Transboundary Effects of Industrial Accidents (Industrial Accidents Convention), in accordance with its Article 10, paragraph 1, shall “provide for the establishment and operation of compatible and efficient industrial accident notification systems at appropriate levels.” Paragraph 2 of Article 10 further stipulates that “in the event of an industrial accident or imminent threat thereof, which causes or is capable of causing transboundary effects, the Party of origin shall ensure that affected Parties are, without delay, notified at appropriate levels through the industrial accident notification systems...”

As per Article 12, paragraph 1, “If a Party needs assistance in the event of an industrial accident, it may ask for assistance from other Parties, indicating the scope and type of assistance required.” As stipulated by paragraph 2 of the same Article, “Parties concerned shall cooperate to facilitate the prompt provision of mutual assistance including, where appropriate, action to minimize the consequences and effects of the industrial accident, and to provide general assistance.”

Furthermore, in accordance with article 17, Parties shall designate or establish one point of contact for the purpose of industrial accident notifications and one point of contact for the purpose of mutual assistance. These points of contact should preferably be the same.

Acknowledging that prompt and effective notification of potentially affected countries in the event of an industrial accident is crucial in order for them to immediately activate adequate response measures, the Conference of the Parties to the Industrial Accidents Convention, at its first meeting in November 2000, adopted the UNECE Industrial Accident Notification System (UNECE IAN System), as contained in CP.TEIA/2000/5, for notifying, at the national level through the points of contact, a major accident, which causes or is capable of causing transboundary effects (Decision 2000/1 on the UNECE Industrial Accident Notification System, ECE/CP.TEIA/2, annex II).

The system has been upgraded in 2013-2014, following the request by the Conference of the Parties at its seventh meeting in November 2012

The below instructions have been prepared by the UNECE secretariat to facilitate the use of the IAN system by the points of contacts for the purposes of notification of an accident and mutual assistance, as outlined by the Convention.

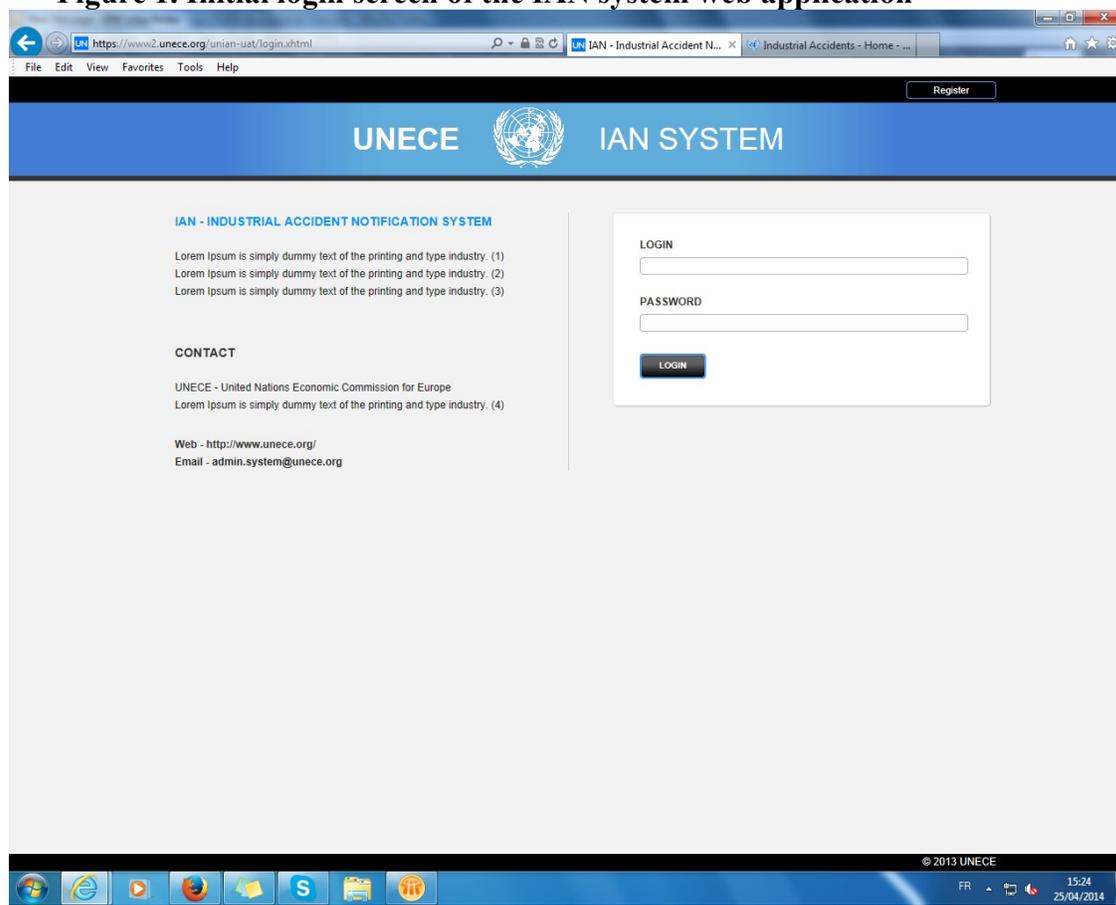
Questions for clarification can be addressed to the UNECE secretariat in writing to [teia.conv@unece.org](mailto:teia.conv@unece.org).

## Short instruction on the use of the IAN system web application

### Login to the IAN system web application

1. Each Point of Contact (PoC) registered in the IAN system before 2013 will receive an e-mail with a temporary password and a link for activation of his or her registration. PoC who have previously registered are requested to re-register in the new system. It is recommended that the PoC uses an up-to-date version of the Mozilla FireFox or Internet explorer web browsers.
2. Upon opening the link, a login screen will appear (Figure 1). In order to log in, the PoC should enter his or her e-mail address as the login along with the password received. It is recommended that after a login, the PoC should change the temporary password received to a permanent password easy to remember or retrieve (see para 4 below).
3. New PoC can register directly in the system by accessing the IAN application at <https://www2.unece.org/ian/app/register-public?execution=e2s1>

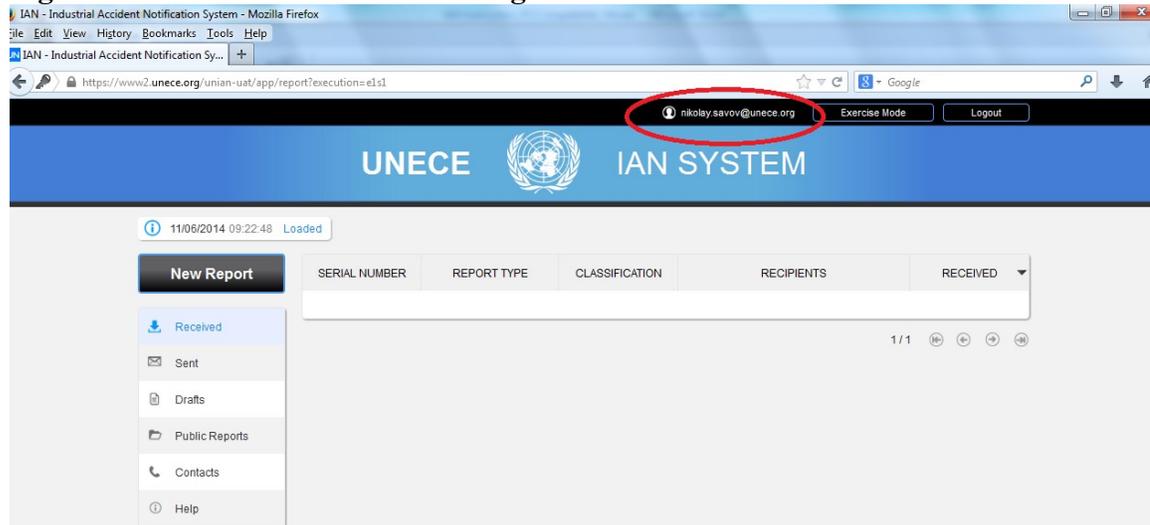
**Figure 1. Initial login screen of the IAN system web application**



## Changing preferences for language and measurement units

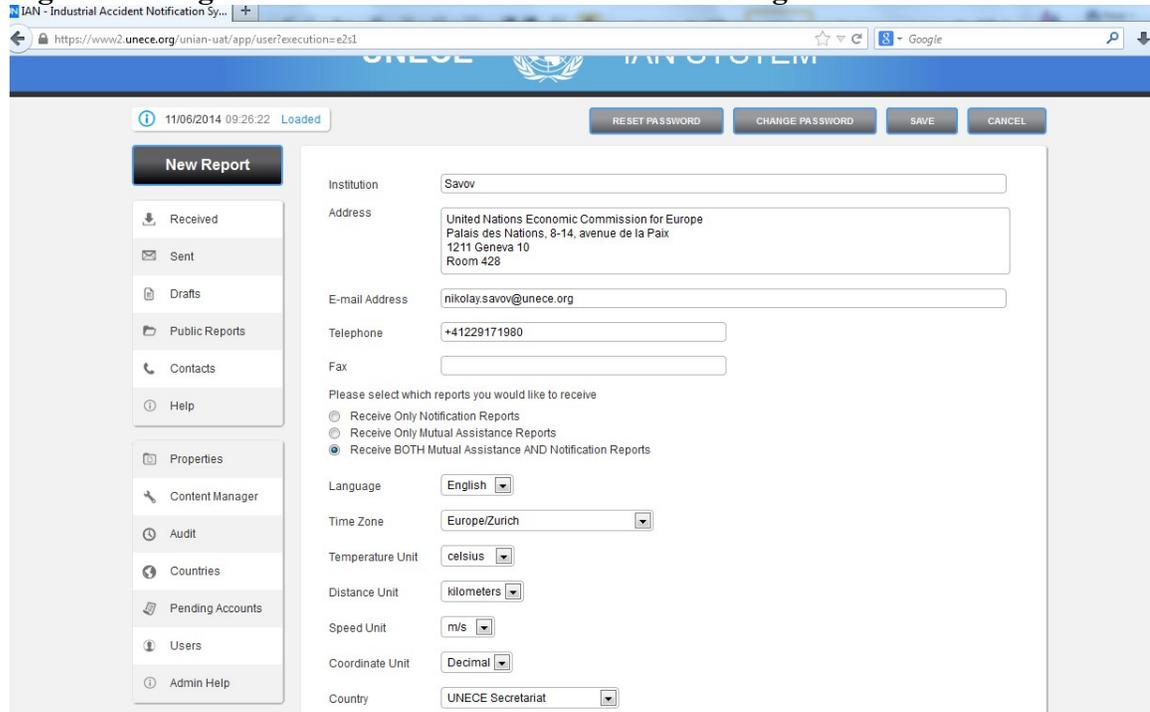
4. By clicking their username (Figure 2), the PoC can access the settings for their account.

**Figure 2. Access to the account settings window**



5. In the account settings window, the PoC can modify their contact details, the preferences for the reports they want to receive, the default language they will use and the measurement units they will apply (Figure 3). They can also change their password.

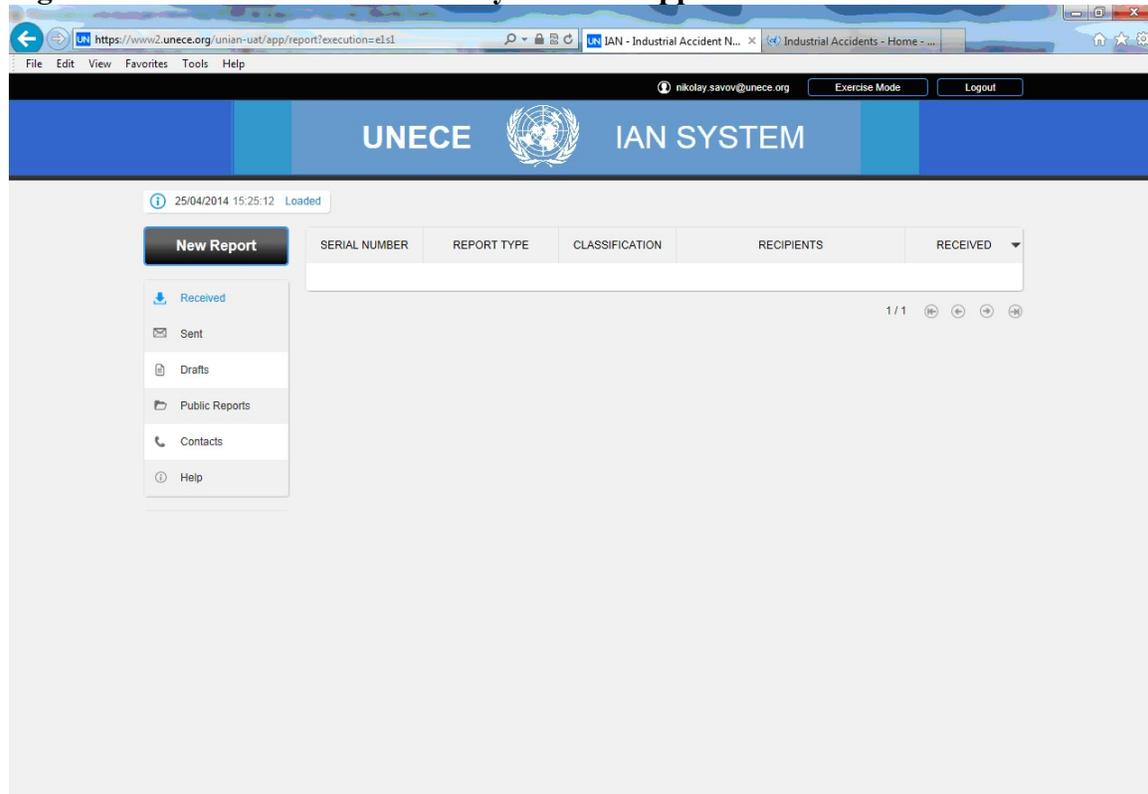
**Figure 3. Design and functionalities of the account settings window**



## Navigating through the IAN system web application

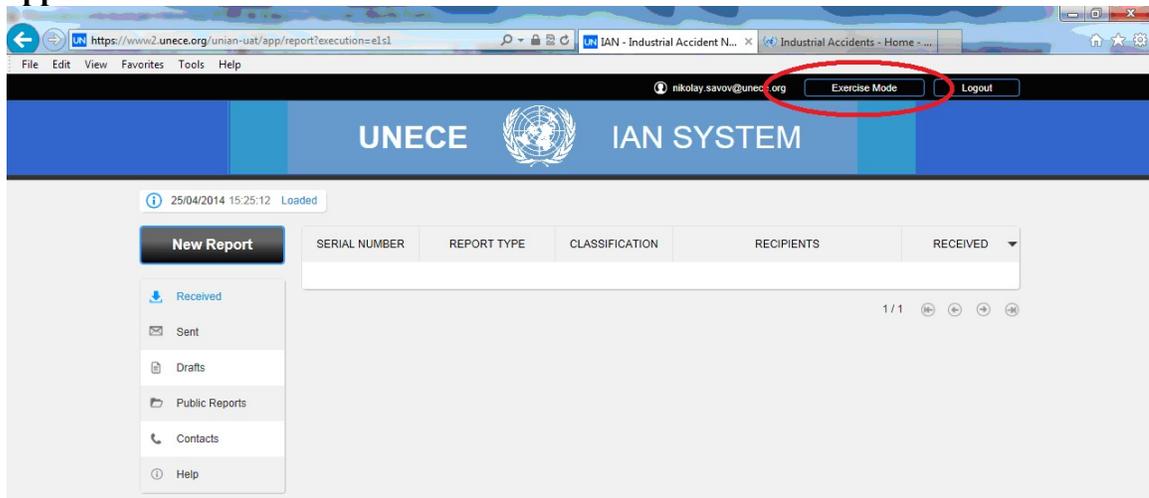
6. After the login, the start window of the IAN system web application will appear (Figure 4). The PoC will see the list of the reports sent and received in the center part of the screen and can navigate through them with the menu on the left side of the screen. There is also a button for creating a new report in the top left of the window. After pressing this button, the PoCs can create new early warning report or new assistance request report.

**Figure 4. Start window of the IAN system web application**



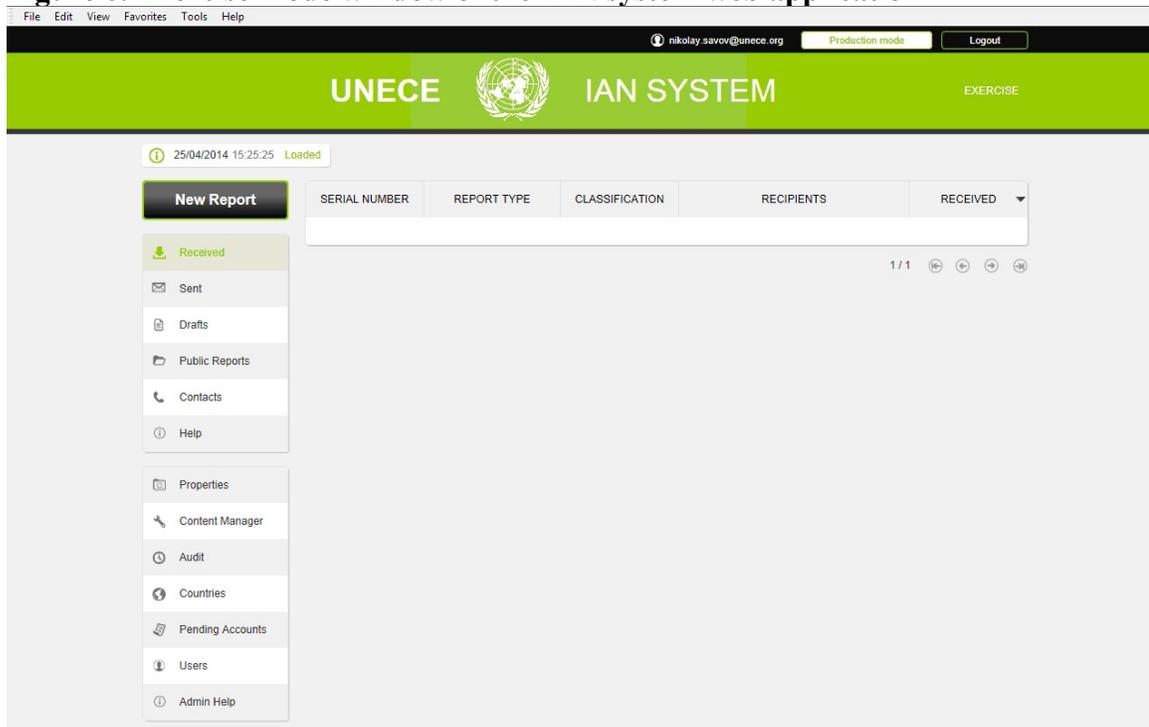
- In order to enter the exercise mode, the PoC has to click on the “Exercise mode” button in the top right corner of the initial window (marked with a red circle in Figure 5 below). The “exercise mode” is used for the conduct of exercises amongst the different points of contact registered in the IAN system. The UNECE secretariat will plan the conduct of such exercises each biennium.

**Figure 5. Exercise mode button on the start window of the IAN system web application**



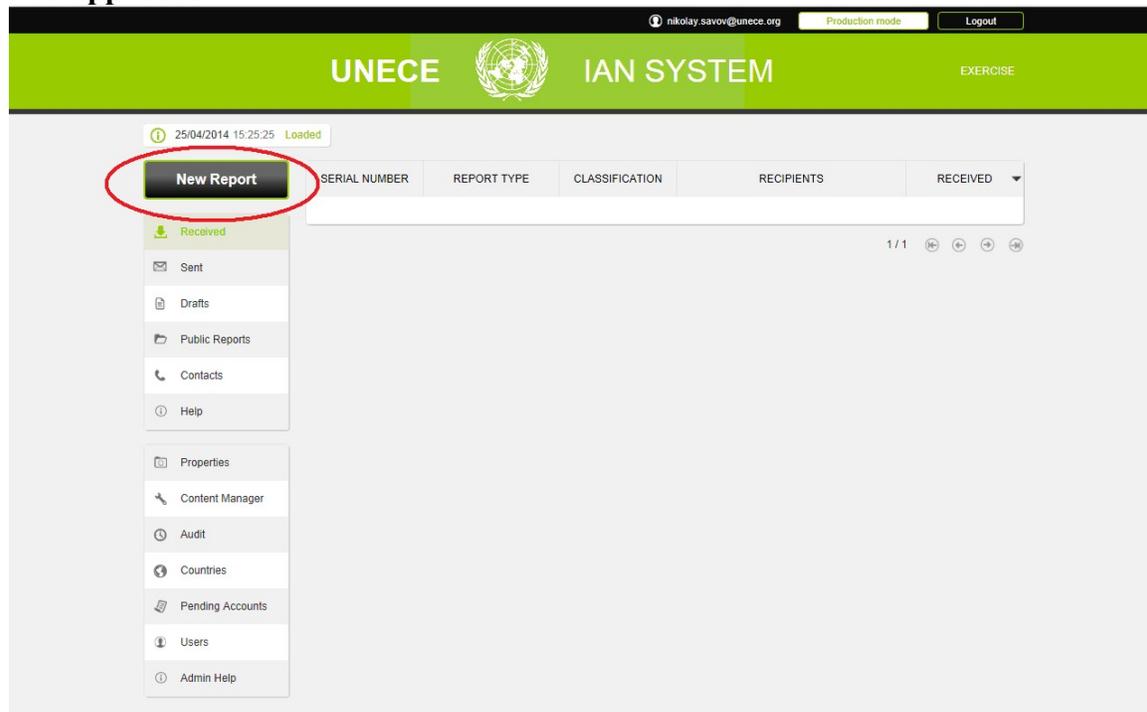
7. After entering the exercise mode of the IAN system web application, the main window of the application remains the same, but the window color changes to green (Figure 6).

**Figure 6. Exercise mode window of the IAN system web application**



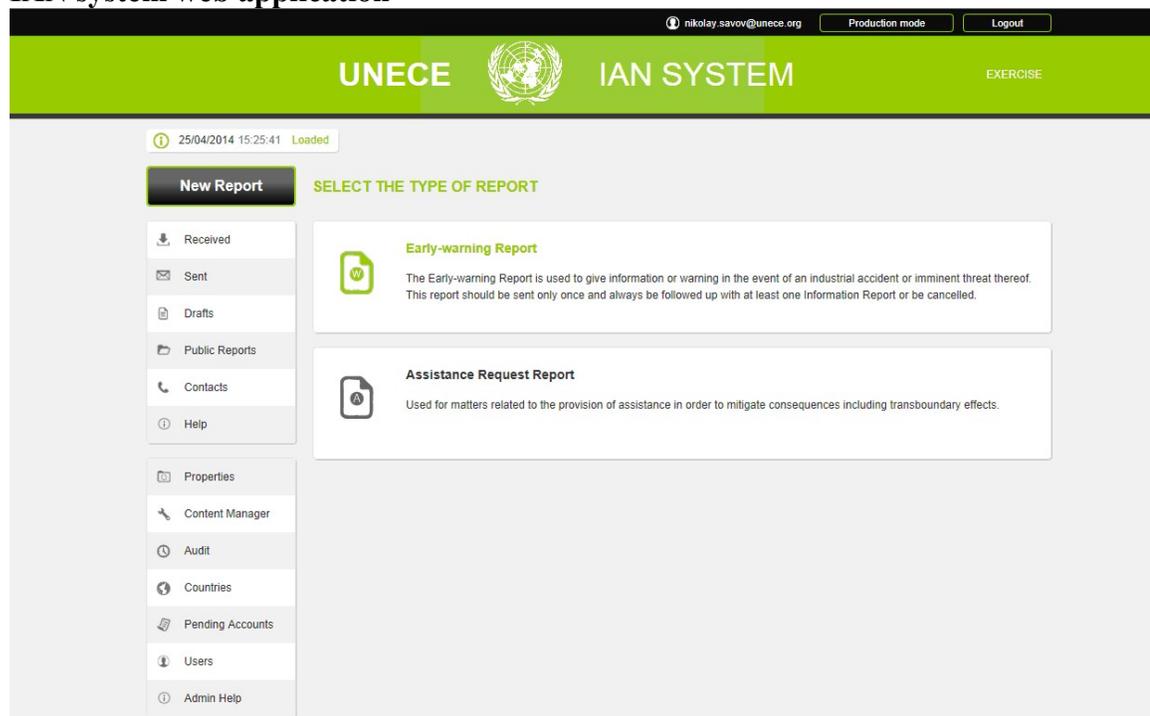
8. In order to create an exercise transboundary accident report, the PoC should click on the “New Report” button, located in the upper left area of the exercise mode window (Figure 7).

**Figure 7. Creation of a new report in the exercise mode window of the IAN system web application**



9. After clicking the “New Report” button, a new window appears. In this window, the PoC can choose between two types of reports – an early warning report and an assistance request report (Figure 8).

**Figure 8. Choosing the type of a new report in the exercise mode window of the IAN system web application**



10. After choosing the “Early warning report” option by clicking on the button, a new window appears with data necessary to prepare and send an early warning report through the IAN system. On the first page of the report, basic information about the sender and the recipients is required (Figure 9).

11.

**Figure 9. Information about the sender and the recipients in the exercise mode window of the IAN system web application**

The screenshot shows a web application interface for creating a new report. At the top, there is a status bar with a clock icon, the date and time '25/04/2014 15:25:53', the word 'Loaded', and a 'NEXT PAGE' button. Below this is a navigation menu with 'New Report' highlighted in green. The main content area is titled 'NEW EARLY-WARNING' and contains two main sections: 'SENDER DETAILS' and 'RECIPIENT INFORMATION'. The 'SENDER DETAILS' section has input fields for 'Sender Name' (filled with 'nikolay.savov@unece.org'), 'Institution' (filled with 'Savov'), 'Address' (filled with 'United Nations Economic Commission for Europe, Palais des Nations, 8-14, avenue de la Paix, 1211 Geneva 10'), 'E-mail' (filled with 'nikolay.savov@unece.org'), 'Fax', and 'Tel' (filled with '+41229171980'). The 'RECIPIENT INFORMATION' section features a table with columns for 'COUNTRY', 'INSTITUTION', 'FAX', 'TEL', and 'E-MAIL', and a 'Select all countries' link. Below the table is a section for 'NEIGHBORING COUNTRIES' with a list of countries under the heading 'ALL COUNTRIES'.

COUNTRY	INSTITUTION	FAX	TEL	E-MAIL
Select all countries				

**NEIGHBORING COUNTRIES**

**ALL COUNTRIES**

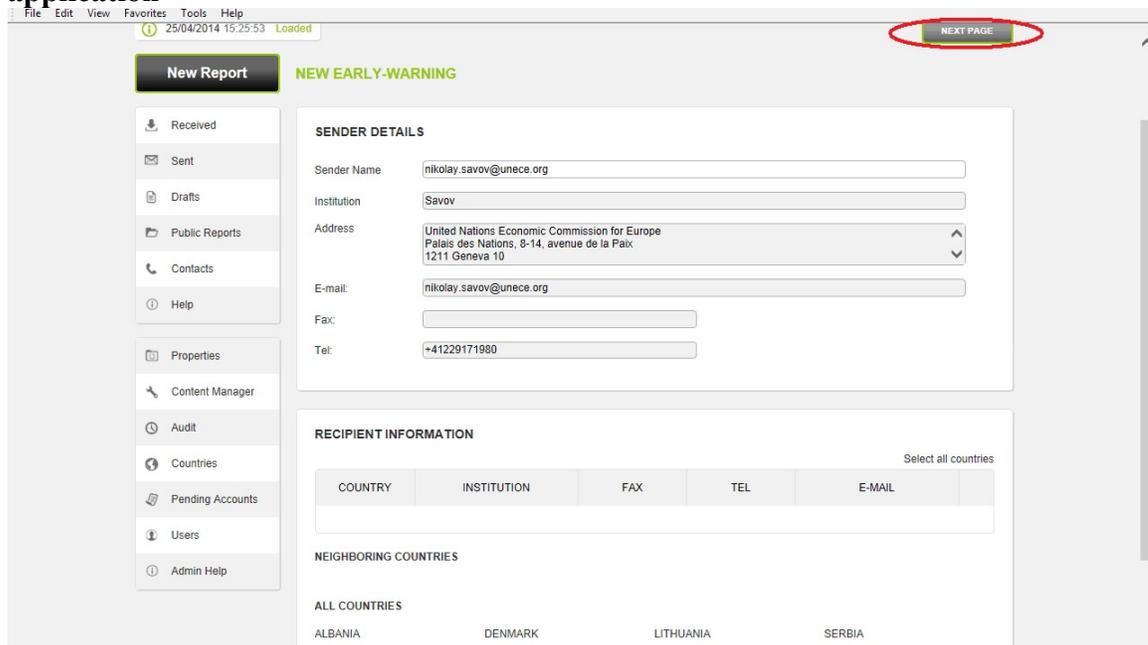
ALBANIA	DENMARK	LITHUANIA	SERBIA
ANDORRA	ESTONIA	LUXEMBOURG	SLOVAKIA
ARMENIA	FRANCE	MACEDONIA	SLOVENIA
AUSTRIA	GERMANY	MONACO	SPAIN

12. The sender details will be initially entered by the system when the PoC register for the first time. The information needed for the sending PoC is the name of the sender, the institution that the sender represents and the address, e-mail, fax and telephone details of the sender. The PoC can change this information if an update is necessary.

13. The sender can choose to which Parties and organizations the early warning report should be sent, by clicking on their names at the lower center area of the window.

14. After completing the first page, the PoC can go to the second page through clicking the “Next page” button in the top right corner (Figure 10).

**Figure 10. Next page button in the exercise mode window of the IAN system web application**



15. In the upper center area of the second page of the exercise early warning report, several details on the accident scenario featured in the exercise mode have to be filled in by the PoC (Figure 11). This information should be filled as long it is available and applicable:

15.1. Details about the economic activity (ACCIDENT)

The PoC are required to describe the economic activity, in which an industrial accident has occurred. Four main economic activities are listed and the PoC can check one or more check boxes (multiple choices are possible). If the economic activity is not mentioned under the four check boxes, there is also an “other” check box with an additional text box for comments and clarifications.

15.2. Details about the type of accident (TYPE OF ACCIDENT)

The PoC are required to describe the type of the industrial accident occurred. Four main accident types are listed and the PoC can check one or more check boxes (multiple choices are possible). If the accident type is not mentioned under the four check boxes, there is also an “other” check box with an additional text box for comments and clarifications.

15.3. Details about any malevolent attack (ATTACK WITH)

The PoC are required to describe whether the industrial accident is a consequence of a malevolent attack. Four main attack types are listed and the PoC can check one or more check boxes (multiple choices are possible). If the attack type is not mentioned under the four check boxes, there is also a “other” check box with an additional text box for comments and clarifications.

15.4. Details about any natural disasters that led to an industrial accident (NATURAL DISASTER)

The PoC are required to describe whether the industrial accident has been triggered by a natural disaster. Four main natural disaster types are listed and the PoC can check one or more check boxes (multiple choices are possible). If the type of natural disaster is not mentioned under the four check boxes, there is also an “other” check box with an additional text box for comments and clarifications.

**Figure 11. Details about the accident scenario**

The screenshot shows a web browser window with the URL <https://www2.unece.org/unian-ust/app/report?execution=551>. The page title is "Industrial Accidents - Home". The main content area is titled "NATURE OF EMERGENCY INCIDENT" and contains four columns of checkboxes for selecting the type of accident:

ACCIDENT	TYPE OF ACCIDENT	ATTACK WITH	NATURAL DISASTER
<input checked="" type="checkbox"/> Chemical	<input type="checkbox"/> Fire	<input type="checkbox"/> Explosives	<input type="checkbox"/> Earthquake
<input type="checkbox"/> Mining tailings	<input type="checkbox"/> Explosion	<input type="checkbox"/> Chemical agents	<input type="checkbox"/> Flood
<input type="checkbox"/> Transportation	<input type="checkbox"/> Release into water	<input type="checkbox"/> Bio agents	<input type="checkbox"/> Landslide/Avalanche
<input type="checkbox"/> Marine pollution	<input type="checkbox"/> Release into air	<input type="checkbox"/> Radioactive agents	<input type="checkbox"/> Forest Fire
Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>

Below this section is the "LOCATION" section, which includes a text prompt: "Indicates the position of the accident as clearly as possible and may in addition give the position in relation to a location known to the recipient." The form fields are: Country (UNECE Secretariat), Town (empty), Area (empty), Latitude (46.225728), and Longitude (46°13'32").

16. In the center area of the second page of the exercise early warning report, the PoC has to clarify the location of the industrial accident. This could be done either by giving the coordinates of the location of the accident or through using the “toggle map” button and clicking on the place of the accident. (Figure 12)

**Figure 12. Location of the accident scenario**

The screenshot shows the "LOCATION" section of the form, which includes a text prompt: "Indicates the position of the accident as clearly as possible and may in addition give the position in relation to a location known to the recipient." The form fields are: Country (UNECE Secretariat), Town (empty), Area (empty), Latitude (46.225728), and Longitude (6.144318). Below the form fields is a map of the area around the Palace of Nations in Geneva. A red pin is placed on the map, and a "TOGGLE MAP" button is highlighted with a red circle.

17. In the lower middle area of the second page of the exercise early warning report, the PoC has to submit information about the hazardous substances involved in the industrial accident (Figure 13). The PoC is expected to enter the hazardous substances involved, to indicate the properties of the substance (Toxic, ecotoxic, flammable, explosive or other) by checking one or more of the corresponding check boxes. For each hazardous substance also the real, anticipated or calculated amount involved has to be indicated in metric tons.

**Figure 13. Hazardous substances involved in the accident scenario**

The screenshot shows a web browser window with the URL <https://www2.unece.org/unian-ust/app/report?execution=e5s1>. The page title is "UN IAN - Industrial Accident N...". The main content area is titled "SUBSTANCE/CHEMICAL FORMULA OR NAME". Below the title is a text box for entering the substance name, an "Amount" field, and five checkboxes: Toxic, Ecotoxic, Flammable, Explosive, and Other. An "ADD" button is located to the right of the text box. Below the form is a table with the following data:

NAME	NATURE	AMOUNT	
Gasolines		12100	
LPG	Flammable	20	

18. PoC can type the chemical formula or the name of a hazardous substance involved, its hazardous properties and amount and then click “ADD”. It is recommended that names according to nomenclature of the [International Union of Pure and Applied Chemistry](#) (IUPAC) and other reliable identifiers are given, such as United Nations (UN) numbers, Chemical Abstracts Service (CAS) registry numbers, or European Community (EC) number, etc. When clicking the “ADD” button without typing anything in the text box, a list of the named substances in Part 2 of Annex I of the Convention appears (Figure 14).

**Figure 14. List of named hazardous substances in Part 2 of Annex I of the Convention**

The screenshot shows the same web browser window as Figure 13, but with a dropdown menu open over the "SUBSTANCE/CHEMICAL FORMULA OR NAME" field. The dropdown list contains the following substances: Ammonium nitrate, Chlorine, Ethylene oxide, gas oils, Gasolines, Hydrogen, Kerosenes, Lead alkyls, LPG, Methyl isocyanate, Naphthalis, Natural Gas, Phosgene, Potassium nitrate, Sulphur trioxide, and Toluene diisocyanate. Below the dropdown, there are several weather-related fields: Temperature (21 celsius, 69.80 fahrenheit), Cloudy sky (50%), Rain (checkbox), and Snow (checkbox).

19. The next step in the preparation of an accident report is to submit data about the weather conditions at the time of the accident (Figure 15). The first feature is to give the wind direction in degrees. If “0” is given as a value, this indicates that there was no wind. Value “1” indicates northern direction wind, “90” – eastern direction, “180” – southern direction and “270” – western direction. Another data that has to be submitted is the wind speed (in m/s, km/h or mph), the ambient temperature (in either

Celsius or Fahrenheit degrees), the presence of clouds (in percentage of the sky) and whether there was rain or snow (by ticking the corresponding check boxes). The PoC have to double check the measurements in order to verify the correctness of the data submitted.

**Figure 15. Weather conditions section in the exercise mode window of the IAN system web application**

**WEATHER CONDITIONS**

Indicates wind direction and speed in degrees and in m/sec. The direction always indicates from where the win is blowing. Other weather conditions that might be significant for accessing the situation (temperature, cloudy sky, rain/snow) should also be mentioned.

Wind direction (from)  ° (degrees)

Wind speed   3.60 km/h 3.28 ft/s 2.24 mi/h

Temperature   69.80 fahrenheit

Cloudy sky

Rain

Snow

20. The next data set that has to be submitted by the PoC in the accident report is information about the emergency and mitigation measures already taken. It includes data about the radius area that has been evacuated (in kilometers), the number of people evacuated and any other mitigation activities undertaken.
21. There is also a text box for short description of the accident and its effect on human beings and the environment. This includes the number of fatalities and injuries, environment damage, material damage, disruption of public services (drinking water supply, electricity/gas supply, etc.), etc.
22. The last text box is intended to allow the PoC to include any other relevant information on the accident which has not been indicated above.
23. The completion of the text boxes in the next fields (information about the emergency and mitigation measures already taken, short description of the accident and its effect on human beings and the environment and any other relevant information on the accident, not mentioned above) is not mandatory in order to send a report, but PoCs are encouraged to include as much information as available and practical. After finalizing the input of data, the PoC should click on the button “Review report” in the upper right corner of the window (Figure 16). The IAN system will check whether there are any errors in the format of the information submitted by the PoC and if so will issue an error notification.

**Figure 16. “Review report” button in the exercise mode window of the IAN system web application**



24. After verifying the report, the IAN system will display new button “Send report” in the upper right corner of the window (Figure 17). By clicking it, the PoC, when in “exercise mode”, will send the exercise report to the UNECE secretariat and possible other countries testing the PoC..

**Figure 17. “Send report” button in the exercise mode window of the IAN system web application**



25. The PoC should check their received messages by clicking the “Received” button in the upper left corner of the window (Figure 18).

**Figure 18. “Received” button in the exercise mode window of the IAN system web application**



26. After receiving messages from the UNECE secretariat and the other testing PoC partners, the PoC can logout using the “Logout” button in the top right corner of the window (Figure 19).

**Figure 19. “Logout” button in the exercise mode window of the IAN system web application**

