

PREPAREDNESS PLAN FOR THE CONSULATE GENERAL OF FINLAND IN NEW YORK

Valid from
Repeals
Amends
Target group

March 1, 2019

Finnish citizens and foreign residents residing permanently in Finland within the jurisdiction of the Consulate General in New York

Territory

Alabama, Arkansas, Connecticut, Delaware, South Carolina, South Dakota, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, North Carolina, North Dakota, Nebraska, New Hampshire, New Jersey, New York, Ohio, Oklahoma, Pennsylvania, Puerto Rico, Rhode Island, Tennessee, Texas, Vermont, West Virginia, Wisconsin, US Virgin Islands

CONSULATE GENERAL OF FINLAND IN NEW YORK

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PREPAREDNESS PLAN FOR THE CONSULATE GENERAL OF FINLAND IN NEW YORK

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The exceptional circumstances and special situations mentioned in the preparedness plan are possible, yet rather unlikely. Sharing this preparedness plan is not indicative of exceptional circumstances or a special situation.

1 Introduction

Disaster and crisis situations usually arise unexpectedly and they are unpredictable. Thus, it is not possible to give detailed guidelines for each disaster or crisis situation. Everyone can improve their chances of overcoming a crisis by taking care of their own basic preparedness. Internalization of this plan is the cornerstone of basic preparedness.

Target groups for this preparedness plan are Finnish citizens and permanent residents (hereinafter referred to as "Finns") within the jurisdiction of the Consulate General in New York.

Crisis situations can be, for instance, situations that pose a significant threat to the safety of Finns: a major disaster, a natural disaster, an environmental disaster, political unrest, internal confrontations between population groups, terrorism or a state of war. A crisis situation may develop slowly or erupt suddenly.

The Consular Services Act (498/1999) lays down provisions relating to services in crisis situations to protect personal safety, evacuate and repatriate citizens. The Consular Services Act also lays down provisions on communication and information sharing in crisis situations. Furthermore, the European Union has guidelines (10190/06 REV 2) to protect EU citizens in third countries. Preparation of preparedness plans for the Finnish diplomatic missions abroad is governed by the internal directive of the Ministry for Foreign Affairs "Establishment of a preparedness plan for missions".

In accordance with the Consular Services Act, Finnish diplomatic missions are obligated to assist Finns in crisis situations abroad. Provision of services is subject to the actual capacity of the Finnish missions to assist. The United States is responsible for aliens in its territories, and in crisis situations, it is recommended to follow the instructions provided by the local authorities.

- Consular assistance is primarily aimed at protecting the life and health of the citizens. Property protection is not part of the consulate's mission.
- The consulate is obligated to assist with communication and transmittal of information during a crisis. In a crisis situation, the consulate shall provide assistance with communication and transmittal of information.
- The consulate may also assist with organizing the evacuation from the crisis area to the nearest safe area or home country, if necessary, to ensure personal safety.
- A citizen's participation in the evacuation is voluntary. Each evacuee is responsible for the expenses of the evacuation, and they may be recovered later from the evacuee or his/her employer.

The preparedness plan is divided into four levels: basic preparedness, enhanced preparedness 1 ("Stay at home"); enhanced preparedness 2 ("Go to the assembly area") and evacuation. The instructions are general, and participation in the plan and its implementation are voluntary.

This plan includes the contact information of the Consulate General and Honorary Consulates, important emergency numbers, and instructions for action in certain exceptional circumstances and special situations.

The Consulate General emphasizes that emergency situations and special situations should be prepared for and equipped with according to one's own initiative. Ultimately, everyone is responsible for their own self and own actions.

In New York, March, 1, 2019

Consular officer in charge of preparedness

2 Levels of Preparedness

Different crisis situations develop at varying speeds, and coping with them may require very different measures. Therefore, the preparedness plan is divided into four levels: basic preparedness, enhanced preparedness 1, enhanced preparedness 2 and evacuation.

2.1 Basic Preparedness

It is necessary to get prepared for a possible crisis situation in advance. Everyone can increase their chances of survival in disaster and crisis situations by ensuring the following:

Keep handy:

PERSONAL ITEMS	<input type="checkbox"/> (check off when taken care of)
1. Passport	<input type="checkbox"/>
2. Driver's license	<input type="checkbox"/>
3. Immunization records	<input type="checkbox"/>
4. Personal medication	<input type="checkbox"/>
5. Cell phone and charger	<input type="checkbox"/>
6. Money (credit card and cash)	<input type="checkbox"/>

Obtain and maintain:

STOCKPILE	<input type="checkbox"/>
1. Medicines and first aid kit	<input type="checkbox"/>
2. Drinking water in containers and in the bathtub	<input type="checkbox"/>
3. Non-perishable food for a few days	<input type="checkbox"/>
4. Flashlight with batteries	<input type="checkbox"/>
5. Battery operated radio and batteries	<input type="checkbox"/>
6. Currency, also in small bills	<input type="checkbox"/>
7. Tools	<input type="checkbox"/>
8. Candles and matches	<input type="checkbox"/>

Keep always ready in your home for quick exit (e.g. fire) for each family member:

PACKED BACKPACK OR BAG WITH	<input type="checkbox"/>
1. Essential medicines	
2. Change of clothing (underwear, tracksuit, windbreaker, etc.)	<input type="checkbox"/>
3. Footwear	<input type="checkbox"/>
4. Blanket or something similar	<input type="checkbox"/>
5. Drinking water	<input type="checkbox"/>
6. Toilet paper, tissues etc.	<input type="checkbox"/>
7. Matches	<input type="checkbox"/>
8. Flashlight and batteries	<input type="checkbox"/>
9. Toiletries	<input type="checkbox"/>

Keep your vehicle in good condition and make sure that:

VEHICLE

1. There is enough fuel (spare canister)
2. The spare tire is in good condition
3. Vehicle documentation is up-to-date
4. There is a local map in the vehicle
5. There is a first aid kit
6. There is drinking water

Take care of the security arrangements of your residence:**RESIDENCE**

1. Check the fences, bars, locks, lighting
2. Know the emergency exit routes
3. Security
4. Know your neighbors and staff
5. Fire extinguishing and clearing equipment
6. Duct tape for sealing (e.g. the windows)

Familiarize yourself with rescue authorities' guides and your state's rescue plans, which provide additional good advice for emergency situations. The following websites provide useful information:

New York City Police Department:

<http://nyc.gov/nypd>

New York City Fire Department:

<http://nyc.gov/fdny>

New York Office of Emergency Management:

<http://www.nyc.gov/html/oem>

The Federal Emergency Management Agency:

<http://www.fema.gov>

Department of Homeland Security

<http://www.dhs.gov>

U.S. Fire Administration:

<http://www.usfa.dhs.gov>

American Red Cross:

<http://www.redcross.org>

Red Cross site where you can sign up if you are in a crisis area.

You can also search for lost family members:

<http://www.safeandwell.org>

Citizen Corps:

<http://www.citizen corps.gov>

US Government Avian and Pandemic Flu Information:

<http://www.pandemicflu.gov>

National Hurricane Center:

<http://www.nhc.noaa.gov>

Ready America:

<http://www.ready.gov>

2.2 Enhanced Preparedness 1: "Stay at home"

If safety within the scope of jurisdiction of the Consulate General deteriorates, or is expected to substantially deteriorate, the consulate will notify the Finns residing in the crisis area of the enforced enhanced preparedness.

Follow these instructions:

1. **Limit your movement** outside your home and workplace.
2. **Follow media** and instructions given by the country's authorities or the consulate.
3. **Replenish your stockpile**, ensuring particularly sufficient amount of drinking water.
4. Reserve water for washing e.g. in a bathtub.
5. **Move your belongings into shelter** and check the security systems of your residence.
6. If possible, **send your family members out of the crisis area**.
7. **Leave the crisis area** if your work doesn't require your presence.
8. **Notify the consulate of your departure from the crisis area** together with other travel plans.
9. **Find out where the nearest shelter** or similar protection (e.g. civilian shelter) is located.

Make sure your contact information is listed on www.matkustusilmoitus.fi. This ensures that the consulate knows it. This service is provided to ensure that the Ministry for Foreign Affairs or mission has as ready access as possible to people in need of assistance. The Ministry for Foreign Affairs may recommend leaving the crisis area and/or avoiding travel to certain areas or countries. Because it is a recommendation, the responsibility of leaving is on the individual. In addition, follow the consulate's updates on Facebook and Twitter. Make sure your relatives have your contact information and are aware of your travel plans. Tourists in a potential crisis area are encouraged to report their status to the Ministry for Foreign Affairs Hotline (24 h) +358 (9) 1605 5555 / paivystys.um@formin.fi as well as be in touch with relatives in Finland.

2.3 Enhanced Preparedness 2: "Go to the assembly area"

If safety is compromised, it is advisable to go to the designated assembly areas where the situation continues to be observed while waiting for possible further actions.

Follow the instructions of the local authorities. The Consulate General will, if possible, notify about the designated assembly areas on its website and social media, as well as through the honorary consuls.

2.4 Evacuation

If safety within the scope of jurisdiction of the Consulate General continues to deteriorate or it is expected to deteriorate substantially, evacuation of Finns will be considered. Participation in the evacuation is voluntary.

Evacuation can be carried out only if transportation is technically feasible and if mobility is not riskier than staying.

The consulate will, if possible, inform about the evacuation arrangements on its website and on social media as well as through local authorities, the honorary consuls and press releases.

The consulate seeks to arrange evacuation to the nearest safe area within its jurisdiction. If the crisis is expected to continue longer, organizing an evacuation to Finland may be considered.

The goal of evacuation is to ensure personal safety. Each evacuee is responsible for own property and any pet care. Property should be stored in a guarded and locked place and an inventory of the items left behind together with their current value should be made. It is advisable to photograph the most valuable items to be left behind.

Each evacuee is responsible for evacuation expenses. Evacuation expenses can later be recovered from the evacuee or his/her employer.

3 Communication with The Consulate

Finland's diplomatic missions assist Finns in crisis situations abroad. The Consulate General will be able to speed up relief efforts if contact information of the Finns residing and traveling in the area has been provided.

The Consulate General recommends that every Finnish citizen and permanent resident of Finland within jurisdiction of the consulate submit contact information and changes to www.matkustusilmoitus.fi.

3.1 Providing Contact Information in the Event of a Crisis and During a Crisis

In the event of a crisis, relief efforts will be accelerated if the Consulate General in New York has the contact information of Finns living and traveling in its area.

The easiest way to submit contact information is at www.matkustusilmoitus.fi. Contact information will always be treated confidentially in accordance with data protection regulations and the Consular Services Act.

The Consulate General advises that Finns in the affected area notify of their whereabouts and status to the Foreign Ministry Hotline (24 h) +358 (9) 1605 5555 / paivystys.um@formin.fi, as well as to the relatives and friends who may be inquiring about them during the crisis.

4 Operational Guidelines for Disaster and Crisis Situations

4.1. Possible security threats within the jurisdiction of the Consulate General of New York

The biggest security risks within the jurisdiction of the Consulate General of New York pertain to natural disasters, large scale accidents, terrorist threats and infectious diseases. Largest personal risks are crime and traffic. Information about an emergency can come via television, radio or the Internet. Unnecessary movement in the crisis area should be avoided.

New York is a relatively safe metropolitan center, but personal safety requires basic vigilance and awareness including knowledge of dangerous neighborhoods.

Natural disasters

The area can be hit by storms or hurricanes. During the so-called hurricane season (June to November), it is advisable to follow media reports on possible hurricane activity. Instructions and directives given by authorities should be followed closely. If you are in an area that is or will be hit by a hurricane, you should seek shelter as guided by the authorities. Sudden rise of sea level due to a storm or any other reason can also cause major damage in coastal areas. In the Northern states heavy snowfall and avalanches are possible during the winter months. Hot weather and possible floods can also cause hazardous situations.

Disruption of infrastructure (power and water delivery outages, computer network, and disruptions in heating, etc.) can have serious repercussions when large areas of mass transit and communications become incapacitated and access into and within buildings is disrupted.

Threat or accident situation

A large-scale threat or accident may be triggered by a human error such as an airplane or traffic accident or a hotel fire; a terrorist attack is also possible. There may be numerous casualties. An accident at an international airport would also cause extensive traffic jams.

The U.S. authorities consider a new large-scale terrorist attack possible. The main risk areas are the big cities on the East and West coasts. Possible terrorist warnings should be taken seriously and the instructions of authorities should be followed. In case of a possible terrorist attack, it is necessary to prepare for new attacks. Depending on the intensity, a bomb attack in the New York area might result in collapsed buildings, roads and bridges, so the consequences could be similar to those of a natural disaster.

If you are in the immediate vicinity of the accident site, the Consulate General recommends following these guidelines:

1. **Protect yourself** and seek shelter.
2. Follow TV and radio - **Follow the instructions of the authorities.**
3. **Notify the Consulate General and/or immediate family of your whereabouts and status** (by phone/e-mail).

Infectious diseases incl. pandemic influenza

Pandemic influenza is a global epidemic that spreads from person to person. The H1N1 virus is an illustrative example of a rapidly spreading pandemic influenza. Finns residing permanently within the jurisdiction of the Consulate General are generally subject to US health care. Diplomatic mission cannot supply medicine or vaccines to Finns residing abroad. In a crisis situation caused by pandemic influenza, patient evacuation to Finland is unlikely.

In a pandemic situation, the primary task of the mission is to provide advice and recommendations and, if necessary, assist in the organization of essential medical care.

The Consulate General recommends following these guidelines:

1. **Please provide your current contact information to www.matkustusilmoitus.fi.**

If a pandemic threat gets worse at some point, diplomatic missions may inform Finns living or traveling abroad about the available medical care or issue travel advisories. Diplomatic entities will not share any contact information with third parties.

2. Finns residing abroad may consider **stockpiling antiviral medications**. It is justifiable because it may no longer be available when the pandemic begins. Further information can be found on the National Institute for Health and Welfare's website at <http://www.thl.fi> and on the World Health Organization, WHO's website at <http://www.who.org>.

3. Finns living abroad may also consider **storing some protective equipment and supplies**. Surgical masks may be useful for someone already infected in order to avoid infecting others. Routine use of respiratory protective equipment is not recommended. If the country's health care system is inadequate, protective gloves, hand and surface cleansers, water, fuel, food, personal medicines and cash can be stored at your own discretion.

4. Finnish missions cannot acquire or store medications or protective equipment for Finns abroad. In the event of a potential pandemic, the most important consular services are offered and Finns will be assisted as much as possible; however, each individual is **responsible for their own preparedness and health**. The consulate tries to stay in touch with those Finns residing in the country who have submitted their contact information to matkustusilmoitus.fi -service.

5. It is advisable to follow the media reports and bulletins of local authorities on the development of the pandemic threat. For those Finns who desire to relocate to Finland before the pandemic, it is advisable to **plan the type and time of travel in advance**. If health care in the country of residence is adequate, it is not necessarily worthwhile to go to Finland because the healthcare system capacity is probably exhausted during the pandemic. If travel is nonetheless desired, it is advisable to do so in a timely manner. Travel from the infected area may be impossible at WHO Phase 4 or 5.

6. **Finns traveling abroad on their own are** encouraged to follow the development of the pandemic threat in the media. It is recommended to follow the website of the local consulate and its social media channels. It is not recommended to carry antiviral medication or other supplies as it may be difficult to store them while traveling.

5 Contact Information for Crisis and Disaster Situations

Ministry for Foreign Affairs Hotline (24 h) + 358 (9) 1605 5555 / paivystys.um@formin.fi

Embassy of Finland

3301 Massachusetts Avenue, NW
Washington, DC 20008

Tel. (202) 298-5800

Fax (202) 298-6030

sanomat.was@formin.fi

www.finlandabroad.fi/usa

Facebook:

<https://www.facebook.com/FinnishEmbassyWashingtonDC>

Twitter: <https://twitter.com/FinnEmbassyDC>

Instagram: <https://www.instagram.com/finnembassydc/>

Consulate General New York

605 Third Avenue, 35th Floor
New York, NY 10017

Tel. (212) 750-4400

Fax (212) 750-4418

consulate.nyc@formin.fi

www.finlandabroad.fi/usa

Facebook:

<https://www.facebook.com/ConsulateGeneralFinlandNewYork/>

Twitter: <https://twitter.com/FinlandNY>

Instagram: <https://www.instagram.com/finlandnewyork/>

Consulate General Los Angeles

11900 West Olympic Blvd
Suite #580
Los Angeles, CA 90064

Tel. (310) 203-9903

Fax (310) 203-9186

sanomat.los@formin.fi

www.finlandabroad.fi/usa

Facebook:

<https://www.facebook.com/ConsulateGeneralFinlandLosAngeles>

Twitter: <https://twitter.com/finlandla>

Finland's Honorary Consulates under the jurisdiction of the Consulate General of New York

There are 18 Honorary Consulates under the jurisdiction of the Consulate General of New York; Alabama, Florida-Lake Worth, Florida-Miami, Georgia, Illinois, Louisiana, Maryland, Massachusetts, Michigan-Detroit, Michigan-Hancock, Minnesota-Minneapolis, Minnesota-Virginia, New Jersey, North Carolina, Pennsylvania, Texas-Dallas, Texas-Houston and Virginia.

The ability of the Honorary Consulates to function in the crisis area depends on the quality and extent of the crisis. Honorary Consuls can guide and assist diplomatic missions in communicating with local authorities, give updates and provide assistance with locating Finns and delivering consular assistance. Honorary Consulates however, are limited in their possibilities to provide assistance. For example, the Honorary Consulates cannot issue a passport.

ALABAMA, Birmingham

Honorary Consul:
Honorary Consulate:
Tel.
Fax
E-mail:

Mr. Joe McCarty
3800 Colonnade Parkway, Suite 430, Birmingham, AL 35243
(205) 259-2066

joe@timberlineholdings.com

FLORIDA, Lake Worth

Honorary Consul:
Honorary Consulate:
Tel.
Fax
E-mail:

Mr. Peter J. Makila
523 Lake Avenue, Lake Worth, FL 33460
(561) 582-2335
(561) 586-7996

petermakila@bellsouth.net

FLORIDA, Miami

Honorary Consul:
Honorary Consulate:
Cell:
Tel.
Fax
E-mail:

Mr. Alex de Carvalho
78 SW 7th St, Suite #500, Miami, FL 33130
(786) 301-9523

adecarvalho@gmail.com

GEORGIA, Atlanta

Honorary Consul:
Honorary Consulate:

Tel.
Fax
E-mail:

Mr. John D. Saunders
Promenade II, Suite #3100, 1230 Peachtree St, N.E., Atlanta,
GA 30309-3592
(404) 815-3682
(404) 685-6982

jsaunders@sqrllaw.com

ILLINOIS, Chicago

Honorary Consul:
Honorary Consulate:
Tel.
Fax
E-mail:

Mr. Jon K. Jurva
223 South Wacker Drive, Suite #7100, Chicago, IL 60606
(312) 258-5630

jjurva@schiffhardin.com

LOUISIANA, New Orleans

Honorary Consul:
Honorary Consulate:

Tel.
Fax
E-mail:

Mr. Philip deVilliers Claverie
c/o Phelps Dunbar, LLP, 365 Canal St, Suite #2000, New Orleans,
LA 70130-6534
(504) 584-9223, (504) 566-1311 (main office)
(504) 568-9130

claverip@phelps.com

MARYLAND, Baltimore

Honorary Consul:
Honorary Consulate:
Tel.
Fax
E-mail:

Mr. David R. Chenowith
2200 Broening Highway, Suite #102, Baltimore, MD 21224
(410) 633-4666
(410) 633-2993

dchenowith@tparkerhost.com

MASSACHUSETTS, Boston

Honorary Consul General:
Honorary Consulate General:
Tel.
Fax
E-mail:

Mr. Leonard Kopelman
111 Devonshire St., Suite 800 Boston, MA 02109
(617) 939-9542
(617) 654-1735

leonardkopelman@gmail.com

MICHIGAN, Detroit

Honorary Consul:
Honorary Consulate:

Tel.
Fax
E-mail:

Mr. Paul N. Potti
Honorary Consulate of Finland-Detroit, Aho & Potti, LLP, 23629 Liberty,
Suite #100, Farmington, MI 48335
(248) 478-3450
(248) 478-1632

paulnpotti@ameritech.net

MICHIGAN, Hancock

Honorary Consul:
Honorary Consulate:
Tel.

Mr. James N. Kurtti
Finnish American Heritage Center, 601 Quincy St, Hancock, MI 49930
(906) 487-7302

Fax (906) 487-7557
E-mail: james.kurtti@finlandia.edu

MINNESOTA, Minneapolis

Honorary Consul: Mrs. Elaine M. Kumpula
Honorary Consulate: 2200 Wells Fargo Center, 90 South Seventh St, Minneapolis, MN 55402-3901

Tel. (612) 501-2529
E-mail: Elkumpula.Consulate@faegrebd.com

MINNESOTA, Virginia

Honorary Consul: Mr. James L. Johnson
Honorary Consulate: Vermillion Financial Services Inc., 811 4th St North, Virginia, MN 55792
Tel. (218) 741-2595
Fax (218) 741-6768
E-mail: jimmy@vfsmn.com

NEW JERSEY, Newark

Honorary Consul: Mrs. Helen Winter Marx
Honorary Consulate: 123 Town Square Place, Suite #683, Jersey City, NJ 07310
Tel. (908) 439-2222
Cell: (646) 270-9345
E-mail: hwmarx@gmail.com

NORTH CAROLINA, Charlotte

Honorary Consul: Mr. Todd Wiebusch
Honorary Consulate: CHMG Capital LLC, 2709 Water Ridge Pkwy, Suite 100, Charlotte, NC 28217
Tel. (704) 731-2403
Mobile: (704) 651-6441
Fax (704) 831-5072
E-mail: twiebusch@chmgcapital.com

PENNSYLVANIA, Philadelphia

Honorary Consul: Mrs. Kristina Mattila
Honorary Consulate: 1600 Arch St, Suite #1609, Philadelphia, PA 19103
Tel. (610) 247-4058
E-mail: finconsulate@gmail.com

TEXAS, Dallas

Honorary Consul: Mr. Kenneth M. Niesman
Honorary Consulate: Foley Gardere, 2021 McKinney Ave, Suite #1600
Dallas, TX 75201
Tel. (214) 999-4672
Fax (214) 999-3672
E-mail: kniesman@foley.com

TEXAS, Houston

Honorary Consul: Mr. Frank Donnelly
Honorary Consulate: Tulcan Management LLC, 13th Floor, The River Oaks Bank Building, 2001 Kirby Dr, Houston, TX 77019
Tel. (281) 216-5132
Fax
E-mail: fwdonnelly@gmail.com

VIRGINIA, Norfolk

Honorary Consul: Mr. David F. Host
Honorary Consulate: 150 West Main St, Suite #1600, Norfolk, VA 23510
Mailing address: P.O. Box 3729, Customhouse Station, Norfolk, VA 23514
Tel. (757) 627-6286
Fax (757) 627-3948
E-mail: david.host@tparkerhost.com

Ministry for Foreign Affairs of Finland

Hotline (24h)

Tel.

+358 (9) 1605 5555

Important emergency numbers

GENERAL EMERGENCY NUMBER (life-threatening situations)

911

OTHER EMERGENCIES

311

Write down your important local telephone numbers in the event of a disaster or crisis:

POLICE DEPARTMENT

FIRE DEPARTMENT

RED CROSS

FEMA

866-GET-INFO (866 438-4636) is the Red Cross info number that can be used to find out the address of the nearest shelter and food distribution point in case of a crisis.