

AUSTRALIAN BOOK AND LANGUAGE STUDIO

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Emergency Management English is an online educational course for emergency responders and managers who want to improve their English communication in a work environment.

Incorporating career-specific vocabulary and contexts, each unit offers step-by-step instruction that immerses students in the four key language components: reading, listening, speaking, and writing.

Emergency Management English addresses topics including emergency responders, emergency vehicles, natural disasters, risk assessment, and evacuations.

The course is organised into three levels of difficulty and offers a minimum of 400 vocabulary terms and phrases.

Every unit includes a test of reading comprehension, vocabulary, and listening skills, and leads students through written and oral production.

Included Features:

- A variety of realistic reading passages
- Career-specific dialogues
- 45 reading and listening comprehension checks
- Over 400 vocabulary terms and phrases
- Guided speaking and writing exercises
- Complete glossary of terms and phrases

Scope and Sequence

Unit	Topic	Reading context	Vocabulary	Function
1	Introduction to Emergency Management	Webpage	consequence, disaster, emergency management, man-made, natural, population, prepare, protect, recovery, response, threat	Talking about plans
2	Duties & Responsibilities	Job description	analyze, comply, conduct, coordinate, develop, identify, implement, manage, organize, plan, review, schedule, train	Talking about experience
3	Communities	Pamphlet	business, church, city, community, government, media, military installation, office, residence, rural, school, urban	Responding to good news
4	Infrastructure	Textbook excerpt	drainage, electricity, infrastructure, natural gas, road, sewer, solid waste, telecommunications, transportation, water supply	Talking about concerns
5	Community Emergency Response Teams	Notice	citizen, Community Emergency Response Team (CERT), CPR, demand, extension, first aid, immediate, lifesaving, prevent, suppression, victim	Making a suggestion
6	Emergency Aid Organizations	Textbook excerpt	agency, CARE, Doctors Without Borders, humanitarian, international, International Rescue Committee (IRC), national, organization, Red Crescent, Red Cross, relief, United Nations, World Health Organization (WHO)	Asking for information
7	Emergency Responders	Pamphlet	certified first responder, Emergency Medical Technician (EMT), firefighter, hazmat, medical, military, paramedic, police, public safety, rescue worker, responder	Expressing relief
8	Emergency Vehicles	Textbook excerpt	air ambulance, airplane, ambulance, fire apparatus, hazmat apparatus, helicopter, mobile command unit, police car, rescue boat, vehicle	Seeking confirmation
9	Personal Protective Equipment	Checklist	coveralls, glove, goggles, hard hat, nitrile, PPE (Personal Protective Equipment), reflective jacket, respirator, safety glasses, steel toe boots	Talking about requirements
10	Emergency Supplies	Webpage	aid, blanket, clothing, comfort kit, cot, distribute, donation, food, supplies, toiletries, water	Expressing gratitude
11	Emergency Stockpiles	Textbook excerpt	deliver, fuel, local, medical supplies, medication, N95 mask, non-perishable, stockpile, vaccine, warehouse	Talking about necessity
12	Emergency Operations Command	Handbook excerpt	activate, assign, data, decision, Emergency Operations Command (EOC), operational, overview, permanent, shift, staff, strategic	Making a schedule
13	Emergency Shelters	Textbook excerpt	at-risk population, bathroom, capacity, consideration, displace, facility, general population, intake, service, shelter, site	Giving bad news
14	Emergency Warning Systems	Leaflet	Emergency Alert System (EAS), Emergency Broadcast System (EBS), live, message board, pre-recorded, siren, test, tone, tone alert radio, warning	Talking about frequency
15	Emergency Communications	Handbook excerpt	base station radio, channel, interference, mobile radio, portable radio, radio frequency, receive, repeater, signal, transmit, wired, wireless	Giving a reminder

Scope and Sequence

Unit	Topic	Reading context	Vocabulary	Function
1	Emergency Activation Levels	Article	activation, declare, elevated, event, full, incident, increase, level, normal, partial, potential, status	Giving an explanation
2	Natural Disasters	Textbook excerpt	blizzard, earthquake, flood, heat, hurricane, landslide, mudslide, tornado, tsunami, volcano, weather, wildfire	Asking about experience
3	Man-made Disasters	Article	accidental, biological, chemical spill, chemical warfare, cyber attack, industrial disaster, intentional, nuclear fallout, power outage, radioactive contamination, structural collapse, terrorism	Discussing options
4	Tropical Cyclones	Webpage	breakpoint, cyclone, form, major hurricane, rotate, season, storm surge, storm tide, subtropical, thunderstorm, tropical, tropical depression, tropical storm, typhoon	Correcting someone
5	Wildfires	Manual excerpt	burn, crown fire, dense, firestorm, ground fire, intermix fire, jump, lightning, prescribed fire, smoke, structure, surface fire, wildland fire	Expressing possibility
6	Earthquakes	Textbook excerpt	collapse, consequence, fault line, liquefaction, magnitude, Mercalli scale, Richter scale, seismic wave, seismic zone, shake, surface faulting, trigger	Asking about preference
7	Tsunamis	Article	compress, crest, disturbance, drown, pollute, sea level, series, shallow, shoreline, speed, sweep away, trough, wave	Stating requirements
8	Volcanoes	Magazine article	ash, carbon dioxide, erupt, eruption, exposure, gas, lahar, lava flow, pyroclastic flow, suffocation, sulfur dioxide, toxic, water vapor	Adding information
9	Drought	Report	agriculture, conservation, drought, environment, groundwater, impact, moisture, precipitation, reservoir, restriction, shortage, source, surface water, sustain	Asking about progress
10	Floods	Textbook excerpt	action stage, break, dam, elevation, failure, flash flood, levee, major flood stage, minor flood stage, moderate flood stage, record flood stage, severity	Talking about severity
11	Tornadoes	Webpage	base, beaver's tail, column, condensation funnel, debris, Enhanced Fujita scale (EF-scale), funnel, inflow band, mesocyclone, rear flank downdraft (RFD), supercell, violently, wall cloud	Asking for a description
12	Hazmat	Pamphlet	chemical, combustible, explosive, fan, flammable, fumes, mist, odorless, poison, spill, upwind, vent	Discussing risk
13	Nuclear Emergencies	Poster	absorb, atomic bomb, decontamination, dose, energy, external contamination, internal contamination, nuclear blast, nuclear power plant, nuclear weapons testing, radiation sickness, radioactive, release	Expressing hope
14	Pandemics	Textbook excerpt	AIDS, boundary, COVID-19, epidemic, H1N1, HIV, immunity, infectious, influenza (flu), outbreak, pandemic, plague, SARS, strain, virus	Making a realization
15	Threats	Handbook excerpt	agent, all clear, biological threat, bomb squad, bomb threat, checklist, evacuation area, expert, malicious, prank, procedure, quarantine, take (something) seriously, unidentified	Talking about order of events

Scope and Sequence

Unit	Topic	Reading context	Vocabulary	Function
1	Disaster Declarations	Textbook excerpt	asset, assistance, authorities, capability, declaration, economic, funds, head of state, issue, leader, recognize, recover, request, resource, supplement	Giving advice
2	Phases of Emergency Management	Handbook passage	continuous, corrective, cycle, execution, immediate, initiative, law enforcement, limit, mitigation, phase, post-incident, preparedness, report, restoration, sustainable	Expressing gratitude
3	Risk Assessment	Guidelines	active, category, compare, consequence analysis, dormant, enhanced condition, hazard, HIRA, HIVA, mitigating circumstances, primed, probability, risk assessment, THIRA	Expressing a lack of knowledge
4	Incident Command System	Web Tutorial	accounting, collaboration, command, coordination, delegate, finance, Incident Command System (ICS), incident commander (IC), logistics, multiagency, operations, planning, tactical, unified	Talking about progress
5	Principles of Emergency Management	Handbook excerpt	advocate, anticipate, collaborative, comprehensive, coordinated, flexible, innovative, integrated, priority, professional, progressive, relationship, risk-driven, stakeholder, stewardship, trust	Stressing a point
6	Evacuations	Journal article	adequate, advance, destination, disabled, evacuation, evacuee, homeless, immigrant, mentally ill, order, prisoner, provision, refuse, route, special needs, transient	Asking for an opinion
7	Search And Rescue	Handbook excerpt	alive, canine, casualty, confined space, extrication, rescue, search, search and rescue (SAR), self-sufficient, sizeup, stabilize, team, triage, two in, two out, void	Asking for an estimate
8	Volunteer Management	Guidelines	assemble, credentials, dispatch, function, notify, program, recruit, register, role, screen, skill, support, task, verify	Making a guess
9	Working with the Media	Manual excerpt	accurately, credibility, deadline, diplomatic, establish, in-depth, inquiry, outlet, promptly, public service, publish, request, tactful	Identifying a likely cause
10	Long-Term Recovery Efforts	Press release	cleanup, committee, community planning, devastate, duplication, economic development, holistic, impacted area, long-term, mobilization, rebuild, social services, task force, transition	Expressing relief
11	Survivor Assistance	Leaflet	apply, critical, dental, expense, household item, insurance, loan, loss, medical, qualify, repair, replacement, survivor, temporary, tool	Expressing sympathy
12	Emergency Management Exercises	Textbook excerpt	best practice, discussion-based, drill, exercise, full-scale exercise, functional exercise, game, gap, hands-on, operations-based, seminar, simulate, tabletop, workshop	Discussing plans
13	Emergency Management Funding	Notice	account, application, award, department, enhance, foundation, funding, grant, maintain, renew, solicited, spending, unsolicited	Discussing options
14	Sustainability	Webpage	compost, consumption, environment, hybrid, incorporate, reclaimed, reconstruct, recycle, restore, solar power, sustainability	Making a suggestion
15	Ethics	Article	abuse, commitment, competence, confidentiality, conflict of interest, ethics, legal, objectivity, professionalism, propriety, quality, reputation, responsibility	Expressing surprise



Get ready!

1 Before you read the passage, talk about these questions.

- 1 What is a disaster declaration?
- 2 When might a leader issue a disaster declaration?

Reading

2 Read the textbook excerpt. Then, choose the correct answers.

- 1 What is the excerpt mostly about?
 - A the economic impact of disaster relief
 - B official declarations made in relation to crises
 - C disasters that result in emergency situations
 - D the proper assistance declaration process
- 2 What can you infer about major disaster declarations?
 - A They are being replaced by emergency declarations.
 - B The head of state can independently issue such a declaration.
 - C They can be issued prior to a disaster actually occurring.
 - D They are more beneficial than emergency declarations.
- 3 What is the problem with federal government funding?
 - A It may not be equal to the damage.
 - B Its economic effect is not proven.
 - C It must pass through the governor's office.
 - D It comes at the expense of other resources.

Emergency Management

Disaster Declarations

In the event of disaster, there are two types of declarations. The **head of state** may **issue** an emergency declaration. This usually occurs when **authorities** have **recognized** a likely threat. The disaster may still be pending. The governor can **request** this declaration. However, the president can also step in if he or she chooses. This official action achieves several goals. It gives additional support to the affected regions. This includes **assistance** with evacuations and public **asset** protection. It **supplements** the efforts of local **leaders**. An emergency declaration offers a limited form of assistance.

The second kind of declaration is a major disaster declaration. A state governor must request one of these. The president makes this form of announcement after a disaster occurs. The impact of the disaster needs to be beyond local **capabilities**. Under these conditions, the government agrees to provide more **resources**. Federal **funds** help states, communities and individuals **recover**. However, the system is not without its flaws. Disasters often have a long-term environmental and **economic** effect. There is no guarantee that government funds will cover the damage. A major disaster declaration certainly allows for additional aid. But the rebuilding and recovery effort can take years.

Vocabulary

3 Read the sentence pairs. Choose which word best fits each blank.

1 recognize / issue

- A The governor asked the president to _____ a major disaster declaration.
- B The emergency management team was able to _____ the threat and avert the crisis.

2 funds / declarations

- A The local government ran out of disaster relief _____.
- B There are two possible kinds of _____ that can be announced.

3 resources / leaders

- A The city's _____ were overburdened and there was not enough equipment.
- B The state _____ gathered to discuss disaster preparedness measures.

4 Match the words or phrases (1-7) with the definitions (A-G).

- 1 ___ asset
- 2 ___ assistance
- 3 ___ authorities
- 4 ___ capability
- 5 ___ economic
- 6 ___ head of state
- 7 ___ request

- A a country's main representative or leader
- B people in official positions of power in a certain country or region
- C property or cash that a government or business owns
- D the ability, power or resources to do something
- E to ask for something in a formal manner
- F associated with the trade, industry and management of money for a specific country or region
- G help or aid that is given to a person or group

5 Listen to and read the textbook excerpt again. When is an emergency declaration usually issued?

Listening

6 Listen to a conversation between an emergency manager and a local leader. Mark the following statements as true (T) or false (F).

- 1 ___ The hurricane damage was not as extensive as anticipated.
- 2 ___ The man suggests seeking federal help.
- 3 ___ The woman has the information the head of state requires.

7 Listen again and complete the conversation.

Emergency Manager: The hurricane was much stronger than we anticipated.

Local Leader: I know. The damage is extensive. I hadn't expected this 1 _____.

Emergency Manager: 2 _____ that ten percent of the local population is unable to return home.

Local Leader: We just don't have 3 _____ to handle that. Obviously, we need to provide shelter and aid to these individuals.

Emergency Manager: Have you considered 4 _____ the governor issue a major disaster declaration?

Local Leader: I've thought about it. Do you think our current circumstances 5 _____ a major disaster?

Emergency Manager: Yes, I do.

Local Leader: We could definitely use the additional 6 _____. I want to provide my citizens with as much assistance as possible.

Speaking

8 With a partner, act out the roles below based on Task 7. Then, switch roles.

USE LANGUAGE SUCH AS:

I hadn't expected ...

Have you considered ...? / I'd advise you to ...

Student A: You are an emergency manager. Talk to Student B about:

- a hurricane damage
- major disaster declarations
- funding and resources

Student B: You are a local leader. Talk to Student A about aid needed after a hurricane disaster.

Writing

9 Use the textbook excerpt and the conversation from Task 8 to write a memo from the emergency manager to the rest of the emergency workers. Include information about the major disaster declaration, possible resources, and the recovery effort.

Glossary

- survivor** [N-COUNT-U11] A **survivor** is someone who continues to live after an event that could have killed them.
- sustainability** [N-UNCOUNT-U14] **Sustainability** is the practice of making sure that something is done by methods that do not harm, or which have a minimal impact on the environment.
- sustainable** [ADJ-U2] If something is **sustainable**, it is able to continue for a long time, at the same level or rate.
- tabletop** [ADJ-U12] If an exercise is **tabletop**, it is an interactive, discussion-based session involving representatives from different organizations who discuss hypothetical events in a casual setting.
- tactful** [ADJ-U9] If someone is **tactful**, they speak and behave in a way that is unlikely to upset, embarrass, or offend others.
- tactical** [ADJ-U4] If something is **tactical**, it is done as part of a plan in order to achieve a bigger goal.
- task** [N-COUNT-U8] A **task** is work or an activity that you have to do, even if it is difficult or unappealing.
- task force** [N-COUNT-U10] A **task force** is a group of people, formed for a short time, in order to deal with a specific problem or situation.
- team** [N-COUNT-U7] A **team** is a group of people who work together to do a specific job.
- temporary** [ADJ-U11] If something is **temporary**, it is done or lasts for a limited period of time.
- THIRA** [ABBREV-U3] **THIRA** (Threat and Hazard Identification and Risk Assessment) is a risk assessment process that FEMA (Federal Emergency Management Agency) began using in 2012. It is a 3-step risk assessment process that helps understand risks and determines the level of capability needed to address them.
- tool** [N-COUNT-U11] **Tools** are types of handheld equipment that you use to do a specific task or job.
- transient** [ADJ-U6] If someone is **transient**, he or she is only staying in a place for a short period of time, such as a tourist.
- transition** [N-COUNT-U10] A **transition** is the process of changing from one form, state, or condition to another.
- triage** [N-UNCOUNT-U7] **Triage** is a method of prioritizing the order in which people receive medical care, according to the severity of their injuries.
- trust** [N-UNCOUNT-U5] **Trust** is the confidence that a person or organization acts in honest or ethical ways.
- two in** [PHRASE-U7] **Two in** is part of a policy that requires a minimum of two firefighters to enter a hazardous area together. They must be able to see or hear each other at all times.
- two out** [PHRASE-U7] **Two out** is part of a policy that requires one of the two firefighters working outside a hazardous area to be responsible for keeping track of, or rescuing the firefighters inside.
- unified** [ADJ-U4] If agencies, teams, forces are **unified**, they are made from more than one individual but they are acting or being treated as a single group.
- unsolicited** [ADJ-U13] If something is **unsolicited**, it is not asked for and is perhaps unwanted.
- verify** [V-T-U8] To **verify** something is to discover or prove whether it is true or accurate.
- void** [N-COUNT-U7] A **void** is an area of entrapment, found inside collapsed or damaged buildings. It is a space where a victim may be stuck or have taken shelter.
- workshop** [N-COUNT-U12] A **workshop** is an occasion when a group of people meet to learn about a specific subject or work toward an established goal. Participants are actively involved in this process.