

**SECTION 1**  
**EMERGENCY TELEPHONE NUMBERS**

**1.1 Services - Grand Cayman**

**1.1.1 Air Traffic Services**

Aeronautical Information Services	949-4528
Civil Aviation Authority	949-7811
Owen Roberts Tower	949-7811

**1.1.2 Meteorological Service**

National Weather Service	947-5773
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**1.1.3 Emergency Communications Center**

9-1-1 Center	949-9008
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**1.1.4 Rescue and Fire Fighting**

Airport Emergency	DCT/911
Fire Service Headquarters	949-2276/949-2499
	9490077
Frank Sound Sub-Station	947-3248
West Bay Sub-Station	949-1188

**1.1.5 Police**

Emergency	DCT/911
Police Headquarters	949-4222
Owen Roberts Airport	949-4894
Bodden Town Station	947-2220/947-2240
East End Station	947-7411
North Side Station	947-9411
West Bay Station	949-3999/949-3990
Little Cayman	948-0042

**1.1.6 Govt. Hospital and Clinics**

Emergency	DCT/911
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George Town Hospital	949-8600
Bodden Town Clinic	947-2299
East End Clinic	947-7440
North Side Clinic	947-9525
West Bay Clinic	949-3439

#### **1.1.7 Airline Operators**

Air Agencies Ltd.	949-8700/949-0888 949-2000
Air Jamaica	949-2300/949-2309
American Airlines	949-8156
American Trans Air	959-8700/949-0888 9492000
British Airways	949-8200/949-0097/8
Cayman Airways	949-8200/949-0097/8
Cubana	949-8700/949-0888 949-2000
Island Air Ltd.	949-0241/949-6027
Northwest Airlines	949-9581/949-2956 9492958
Sunworld Airlines	949-8700/949-0888 949-2000
Usair	949-7488

#### **1.1.8 Government Departments**

Broadcasting Dept. ( Radio Cayman )	949-7799
Dept. of Environment	949-2557/949-2881
Dept. of Vehicle and Equipment Services	949-5644
Customs Airport	949-2479/949-8043
Customs Dept.	949-2473
Government Admin. Building ( Glass House )	949-7900
Government Information Services	949-8092
Immigration Dept.	9498344
Immigration Airport	949-4019/949-8052
M.R.C.U. Hanger	949-2826
Public Works Department	949-2547
Office of Telecommunications	949-2919/948-6156

#### **1.1.9 Other Services**

Atlantis Submarine	949-7700/949-8383
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Aviation Communications Ltd.	949-6151
Cayman Aggressor	949-5551
Cayman Medical Center	949-8150
Don Fosters Dive	949-7181/947-5132
Flowers Air Dispatch Service	949-5299/945-7475
	945-7403
Quabbin Dives	949-5597
Sunset Divers	949-7111

## **1.2 Individual Home Numbers - Grand Cayman**

Adam, Mike ( Cayman Airways )	949-1335
Arch, Richard ( Air Agencies )	949-2373
Banks, Loxley ( Radio Cayman )	949-3458
Basdeo, Joy (Permanent Secretary, Aviation)	949-5014
Bodden, Dennon ( Fire Service )	947-9537
Braggs, Buel ( Superintendent R.C.I.P. )	947-1808
Briggs, Adrian (Sunset Divers )	949-7095
Bush, Errol ( Port Authority )	949-6756
Conner, Orret ( Chief Immigration Officer )	947-1484
Conolly Ella ( Senior Nursing Officer )	945-1343/916-1448
	948-6476
Conolly, Mervyn ( Director of Health Services )	949-8604
Ebanks, Phillip ( Cayman Airways )	945-4754
Flowers, Frank ( Flowers Dispatch Services)	949-5408/916-4699
Frederick, David ( Deputy Director Civil Aviation )	947-1108
Godet, Carl ( Aviation Communications LTD )	949-2686/947-5473
Gooding, Juliette ( 9-1-1 Manager )	947-2072
Grant, Roy ( Deputy Chief Fire Officer )	949-1267
Hill, Winsome ( Manager Northwest Airlines )	947-3189
Hollander, Coe ( M R.C.U. Pilot )	947-6297
Jackson, Jeremy ( Head of Air Traffic Services )	947-6151
Jones, Max ( Public Works Department )	949-0494
Kellyman, Errol ( Aviation Communications LTD )	947-1059
Kiron, Michael ( Director of Telecommunications )	947-1773
Madison, Lee ( Office of Telecommunications )	945-1353
Manderson, Franz ( Deputy Chief Immigration Officer )	949-1770/948-7328
Manderson, George ( Public Works Department )	949-2023
Martinez, Billy Ray ( Deputy Chief Fire Officer )	947-7174
McClean, Joseph (Dept. of Vehicle & Equip. Services)	947-1996/916-0847
McCoy, Kerith ( Head of Airport Operations )	949-3834
Mctaggart, Frederick ( Water Authority Director )	947-2028
Nelson, Paul ( Air Agencies )	945-2095

Nixon, Kirkland ( Chief Fire Officer )	947-1476
Payne Dr. ( Chief Medical Officer )	947-3178/949-6315-376
Petne, William (Deputy Director M.R.C.U.)	947-1373
Powery, Carlon ( Collector of Customs )	949-3774
Powery, Còllie ( Deputy Collector of Customs )	949-1316
Powery, Dolcy (Assistant Chief Immigration Officer )	949-3386/948-7387
Ryan, James ( Chief Secretary )	947-2581
Sambula, Fred ( Head of Meteorological Services )	949-4629
Scott, Colford ( Public Works Department )	947-6297
Scott, Joan (Government Information Service )	947-2209
Scotland, Mark ( Public Works Department )	947-6258
Smith, Richard ( Director of Civil Aviation )	947-1008
Tatum, Phillip ( Dept. of Vehicle & Equip. Services )	947-2098
Tibbetts, John ( Chief Meteorological Officer )	947-2504
Wellesley, Joseph ( American Airlines )	949-5349/916-0030
Whorms, Christopher ( Senior ATC Officer )	947-1598
Wilson, Ronald (Air Agencies)	947-1905
Wood, Ceber ( Chief Security Officer )	949-6075
Tibbetts, Larry ( Operations Officer, Air Agencies )	947-1695

### **1.3 Services - Cayman Brac**

#### **1.3.1 Air Traffic Services**

Civil Aviation Authority	949-7811
Gerrard-Smith Tower	948-1222

#### **1.3.2 Meteorology Service**

National Weather Service	947-5773
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#### **1.3.2 Rescue and Fire Fighting**

Airport Emergency	DCT/911
Fire Service	948-1245/948-1293
Fireman Residence Little Cayman	948-0011

#### **1.3.3 Police**

Emergency	DCT/911
Creek Police Station	948-0223/948-0331
Little Cayman	948-0042

### **1.3.4 Govt. Hospital and Clinics**

Emergency	DCT/911
Faith Hospital	948-2242/948-2243
	948-2245

### **1.3.5 Airline Operators**

Cayman Airways	948-1221/948-1450
Island Air Ltd.	958-1656

### **1.3.6 Government Departments**

Customs Airport Office	948-1310
Customs Stake Bay Office	948-2523
Customs Little Cayman	948-1051
Dept. of Environment	948-2223
District Administration Building	948-2652/948-2653
District Officer's Residence Little Cayman	948-1051
Immigration Dept.	948-1522/948-2651
Manne Enforcement Officer	948-0404
Mosquito Research and Control Unit	948-2223
Port Authority	948-0428/948-0240
Public Works Department	948-2518/948-2237
Water Authority	948-1403

### **1.3.7 Other Services**

Aviation Communications	949-6151
Brac Aquatics	948-1429
Dive Tiara	948-1553
Reef Divers	948-1323

### **1.4 Individual Home Numbers - Cayman Brac**

Banks, Floyd ( MRCU )	948-2645
Bodden, Aston ( Port Authority Superintendent )	948-2542
Britton, Rohendis ( Airport Manager )	948-2406
Bryan, Larry ( District Fire Officer )	948-0500
	948-2309 - 701409
Dilbert, Yvette ( Faith Hospital )	948-2539
Grant, Durl ( Public Works Department )	948-2471
Hurlstone, Syleah ( Island Air )	948-2239

Lewis, Franklin ( MRCU )	948-0685
Manderson, Jenny ( District Commissioner )	948-1560
Martin, Conrad ( Customs )	948-1514
Martin, Miguel ( Air Traffic Controller )	948-1647
Mohanty, Dr. S.K. (Faith Hospital )	948-1643
Ryan, Carol Sue ( Faith Hospital )	948-2259
Scott, Belinda ( Cayman Airways Agent )	948-1284/948-2525
Scott, Dana ( Faith Hospital )	948-1572
Scott, Ernie ( Customs )	948-1412
	948-2309 - 700719
Scott, Roger ( Immigration )	948-1572/916-3380
Scott, Raymond ( Immigration )	948-1392
Scott, Simone ( Cayman Airways Agent )	948-0461
Scott, Theresa ( Island Air )	948-2550
Smith, Vernon ( Public Works Department )	948-0547
Tatum, Dave ( Customs )	948-0362
Walton, Lucille ( Cayman Airways Manager )	948-0664/948-1356
Walton, Shirdan ( Port Authority Superintendent )	948-0239
Whittaker, Ivan ( Port Authority Supervisor )	948-0538

## **SECTION 2**

### **GENERAL**

#### **2.1 Purpose**

The Civil Aviation Authority is responsible for establishing emergency plans and procedures to deal with all unusual occurrences at the airports, including aircraft accidents and incidents, acts of terrorism, structural fires, and natural disasters. It also has the responsibility for ensuring the provision of maximum aircraft/airport emergency services and mutual aid.

Each service and agency has a number of duties to perform in the event of an accident or incident whether it be a minor or serious one. Obviously, minor occurrences do not require the full response of every service, or every member of the affected service. However, it is essential that each service required to respond do so proportionately on every occasion.

The Civil Aviation Authority must ensure that all participating services and agencies are familiar with their individual duties and responsibilities in this emergency plan. They must be familiar with duties of other participating services.

The purpose of the Airport Emergency Plan is to ensure that there is :

- a) Orderly and efficient transition from normal to emergency operations.
- b) Correct delegation of emergency responsibility
- c) Correct assignment of emergency authority.
- d) Coordination of efforts by participating services to cope efficiently and effectively with the emergency.

Individual unit emergency instructions are appended to this plan. These are not necessarily comprehensive but indicate to others the roles to be performed by each unit either singularly or collectively

#### **2.2 Participating Agencies**

The emergency procedures contained in this plan details the coordinated response and participation of services and agencies whose assistance, in the opinion of the CAA, is vital to appropriate emergency situations. Such services include .

1. The Cayman Islands Air Traffic Services.
2. The Cayman Islands Fire Service.

3. The Royal Cayman Islands Police.
4. The Cayman Islands Government Hospital and Clinics.
5. The Civil Aviation Authority
6. Private Medical Services.
7. Aircraft operators and handling agents :
  - a) Air Agencies Ltd.
  - b) Air Jamaica
  - c) American Airlines
  - d) American Trans Air
  - e) British Airways
  - f) Cayman Airways
  - g) Cubana
  - h) Island Air Ltd.
  - i) Northwest Airlines
  - j) Sunworld Airlines
  - k) Usair
8. Civil Aviation Authority Airport Security.
9. Public Works Department, Mosquito and Research and Control Unit, Department of Vehicle and Equipment Services.
10. The Cayman Islands Port Authority.
11. H.M.S. Customs.
12. Immigration Department.
13. The Cayman Islands Government Information Services.
14. Communication agencies :
  - a) Government Communications Department
  - b) Aviation Communications Ltd.
15. Airport Tenants .
  - a) Flowers Security and Air Dispatch Service
  - b) Shop operators
  - c) Tour operators
16. Watersports Organizations :
  - a) Atlantis Submarine
  - b) Brac Aquatics
  - c) Cayman Aggressor
  - d) Dive Tiara



- e) Don Fosters Dive
- f) Reef Divers
- g) Sunset Divers
- h) Quabbin Dives

## 17. Ministers of Religion.

### 2.3 Identification

Officers-in-charge of various emergency services shall identify themselves with hard hats and reflective vests of the colors listed below with appropriate lettering

<b>Red</b> ( white lettering )	<b>Chief Fire Officer</b>
<b>Blue</b> ( white lettering )	<b>Police Chief</b>
<b>White</b> ( red lettering )	<b>Medical Coordinator</b>
<b>Orange</b> ( white lettering )	<b>Airport Authority</b>
<b>Lime Green</b> ( white lettering )	<b>Transportation Officer</b>
<b>Dark brown</b> ( white lettering )	<b>Forensic Officer</b>

Personnel from the various participating emergency services may be identified by their unit's uniform. Volunteers without appropriate identification will be issued "Orange Arm Bands by the Officer-in-Charge of the manpower pool."

## **SECTION 3**

### **TYPES OF EMERGENCIES**

#### **3.1 Aircraft Accident**

When an aircraft accident has occurred or is imminent, on or off the airport.

#### **3.2 Full Emergency**

When an aircraft is, or is suspected to be, in such trouble that there is a possibility of an accident.

#### **3.3 Local Standby**

When an aircraft approaching the airport is known or is suspected to have developed some defect but the trouble is not such as would normally involve any serious difficulty in effecting a safe landing.

#### **3.4 Bomb Threat**

When an aircraft, airport building or a building in the vicinity of the airport is subjected to a bomb threat.

#### **3.5 Unlawful Seizure ( hijacking )**

When an aircraft is subjected to unlawful seizure.

#### **3.6 Structural Fire**

When any fire on the airport, or fire within the vicinity of the airport, affect or could affect aircraft or airport operations.

#### **3.7 Natural Disasters**

When the airport is threatened by a potential natural disaster or has been subjected to any natural disaster.

#### **3.8 Dangerous Goods**

When an accident or incident has occurred involving dangerous goods.

### **3.9 Power Failure**

When a power failure has occurred which affects aircraft and or airport operations.

## **SECTION 4**

### **RESPONSIBILITY OF PARTICIPATING SERVICES FOR EACH TYPE OF EMERGENCY**

#### **4.1 Cayman Islands Air Traffic Services**

##### **4.1.1 Aircraft Emergencies**

In the event of an aircraft emergency, the air traffic services shall be responsible for contacting the airport rescue and fire fighting service and other support services required, and provide essential details needed to deal with the emergency. If normal aircraft operations are to be interrupted, the air traffic services shall take action as necessary in respect of aircraft desiring to land or depart.

##### **4.1.2 Bomb Threat**

Air traffic control shall notify the police, the aircraft operator and other services listed in their response procedures. Appropriate action must be taken as directed in the ATC Manual of Operations. Such incidents will be controlled by the Commissioner of Police or his designated representative, however, the views of the pilot - in - command must be respected at all times

##### **4.1.3 Unlawful Seizure ( hijacking )**

As in 4.1.2 above.

##### **4.1.4 Structural Fire**

Air traffic control shall take action as necessary in respect of aircraft arriving and departing.

##### **4.1.5 Dangerous Goods**

Air traffic control shall, if known, alert all emergency services to such dangers.

##### **4.1.6 Natural Disasters**

The air traffic services shall take action as necessary to alert aircraft operators and other relevant air traffic services units of such dangers. The air traffic control tower shall remain manned until ordered closed by the Director of Civil Aviation. After the threat has passed, the air traffic services shall take necessary action to advise all

accordingly.

#### **4.1.7 Power Failure**

The air traffic services is responsible for immediately notifying the appropriate personnel as laid down in their response procedures. Necessary action must be taken in respect of aircraft desiring to land or depart.

### **4.2 Cayman Islands Fire Service**

#### **4.2.1 Aircraft Accident**

The prime responsibility of the airport rescue and fire fighting personnel is to save lives. To this end, concentration will be aimed at controlling fires that threaten life in order to provide a safe egress for the occupants of the aircraft, and assist in their evacuation and rescue. Property endangered by aircraft incidents and accidents will be preserved as far as is practicable.

Their responsibility shall also include :

- a) Control of the incident until the fire has been controlled.
- b) To establish and man an " **Incident Post** " until relieved by the police.
- c) To designate and establish a " **Triage Area.** "

#### **4.2.2 Full Emergency**

Place the airport fire service personnel on alert and respond to the designated staging areas.

#### **4.2.3 Local Standby**

Place the airport fire service personnel on alert.

#### **4.2.4 Bomb Threat**

##### **4.2.4.1 Bomb Threat ( aircraft )**

The airport fire service will respond and remain at a safe distance until the threat has passed or other appropriate action is required.

##### **4.2.4.2 Bomb Threat ( airport building )**

The domestic fire service will respond and assist with the evacuation of persons from

the building.

#### **4.2.5 Unlawful Seizure ( hijacking )**

The airport fire service will respond as it would for a " local standby " unless other appropriate action is required.

#### **4.2.6 Structural Fire**

The domestic fire service will respond and take appropriate action as deemed necessary by the officer-in-charge.

#### **4.2.7 Dangerous Goods**

As in 4.2.6 above.

#### **4.2.8 Natural Disasters**

The airport fire service will provide available equipment and manpower to assist with securing airport property and the re-opening of the airport.

#### **4.2.9 Power Failure**

The airport fire service will assist with available equipment and manpower as requested.

### **4.3 The Royal Cayman Islands Police**

#### **4.3.1 Aircraft Accident**

The police is responsible for rapid and effective control of the accident site. Their duties shall include :

- a) To establish congestion-free ingress and egress roads for emergency vehicles.
- b) To establish an " Incident Post " on site and liaise with other services and units to determine the needs of all concerned.
- c) To establish and control a " Manpower pool " and deploy personnel and equipment as necessary.
- d) To secure the site and provide crowd control, allowing access only to authorized persons.
- e) To cordon off the area for preserving it undisturbed, as far as practicable, for investigation purposes.

- f) To secure evidence, including the taking of photographs and statements, and ensure that markers replace bodies or articles that may have to be removed.
- g) To make provisions for temporary morgues as may be necessary.
- h) To organize and spearhead search parties both on land and at sea.
- i) To establish a " **Casualty Bureau** " and record details of all persons on board the aircraft, and details of the deceased and injured whether in the aircraft or on the ground.

#### **4.3.2 Full Emergency**

Place officers on alert and respond as may become necessary.

#### **4.3.3 Local Standby**

As in 4.3.2 above.

#### **4.3.4 Bomb Threat**

##### **4.3.4.1 Bomb Threat ( aircraft )**

Respond to the airport and take appropriate action as detailed in the police contingency plans. The Commissioner of Police or his designated representative will take control of the incident.

##### **4.3.4.2 Bomb Threat ( airport building )**

Assist with the evacuation of the building and cordon off the area. Take appropriate action as detailed in the police contingency plans.

##### **4.3.5 Unlawful Seizure ( hijacking )**

As in 4.3.4.1 above.

#### **4.3.6 Structural Fire**

Provide assistance as may be required with respect to crowd control, unrestricted movement of emergency vehicles and securing the area.

#### **4.3.7 Dangerous goods**

As in 4.3.6 above.

#### **4.3.8 Natural Disasters**

Take action as detailed in the police contingency plans.

#### **4.3.9 Power Failure**

Assist with available equipment and man power as may be requested.

#### **4.4 The Cayman Islands Hospital and Clinics.**

##### **4.4.1 Aircraft Accident**

The primary responsibility of the medical service is to provide triage, first aid and medical care. Their responsibilities shall also include :

- a) To provide medical personnel and equipment.
- b) To provide and attach triage tags to the casualties appropriately.
- c) To establish, in coordination with the fire officer- in- charge, a " **Casualty Clearance area.**"
- d) To provide for the transportation and accounting of casualties to designated facilities.

##### **4.4.2 Full Emergency**

Place appropriate personnel on alert.

##### **4.4.3 Local Standby**

As in 4.4.2 above.

##### **4.4.4 Bomb Threat**

Take action as detailed in the hospital contingency plans.

##### **4.4.5 Unlawful Seizure ( hijacking )**

Respond appropriately to the airport and report to the emergency operations centre.

##### **4.4.6 Structural Fire**

Respond as required.

##### **4.4.7 Dangerous Goods**



As in 4.4.6 above.

#### **4.4.8 Natural Disasters**

As in 4.4.4' above.

#### **4.4.9 Power Failure**

Not applicable.

### **4.5 The Civil Aviation Authority**

#### **4.5.1 Aircraft Accident**

The Civil Aviation Authority is responsible for ensuring that the appropriate procedures of the airport emergency plan has been put in motion. The responsibilities of the Civil Aviation Authority shall include :

- a) To assist with the preparation and the operation of the " **Incident Post.** "
- b) To organize sheltered areas for survivors and rescue workers, as well as general welfare requirements.
- c) To make decisions on continued aircraft operations.
- d) To seek any necessary assistance from overseas agencies, in consultation with the appropriate authorities.
- e) To arrange for accommodation of action planning committees and press releases.
- f) To issue briefings, in consultation with the Police, Fire Service, Hospital and airline involved, to the Cayman Islands Government Information Service for release to the press.

#### **4.5.2 Full Emergency**

Place all appropriate personnel on alert, analyze the emergency at hand and take appropriate action.

#### **4.5.3 Local Standby**

As in 4.5.2 above.

#### **4.5.4 Bomb Threat**

The Civil Aviation Authority shall ensure that the appropriate contingency plans have been put in motion. Their responsibility shall also include :

- a) To assist the Commissioner of Police in any way possible.
- b) To provide facilities for action planning committees.
- c) To make decisions, in consultation with other appropriate authorities, on continued aircraft and airport operations.

#### **4.5 Unlawful Seizure ( hijacking )**

As in 4.5.4 above.

#### **4.5.6 Structural Fire**

Ensure that evacuation procedures are implemented and an account made of all persons with respect to buildings occupied or controlled by the Civil Aviation Authority shall make decisions with respect to continued aircraft and airport operations.

#### **4.5.7 Dangerous Goods**

Take action as deemed necessary.

#### **4.5.8 Natural Disasters**

The Director of Civil Aviation shall provide for the security of all Civil Aviation Authority property. He shall also make decisions with respect to continued aircraft and airport operations.

#### **4.5.9 Power Failure**

Ensure that contingency plans are in place for dealing with such emergencies.

### **4.6 Private Medical Services**

#### **4.6.1 Aircraft Accident**

Provide available personnel and equipment as requested by the medical officer-in-charge.

#### **4.6.2 Full Emergency**

Alert appropriate personnel and respond as necessary.

#### **4.6.3 Local Standby**

Not applicable.

#### **4.6.4 Bomb Threat**

As in 4.6.2 above.

#### **4.6.5 Unlawful Seizure ( hijacking )**

As in 4.6.2 above.

#### **4.6.6 Structural Fire**

Provide available personnel and equipment as requested.

#### **4.6.7 Dangerous Goods**

As in 4.6.6 above.

#### **4.6.8 Natural Disasters**

As in 4.6.6 above.

#### **4.6.9 Power Failure**

Not applicable.

### **4.7 Aircraft Operators and Handling Agents**

#### **4.7.1 Aircraft Accident**

A senior aircraft operator representative will report to the command post to coordinate the aircraft operator activities with the officer-in-charge. Their responsibilities shall include the following :

- a) To provide relevant details of aircraft information such as number of persons on board, fuel and carriage of any dangerous goods.
- b) To make arrangements for any uninjured survivors who may require to continue on their journey, or need accommodation or other assistance.
- c) For contacting deceased passengers next of kin.

#### **4.7.2 Full Emergency**

Provide details of aircraft information such as number of persons on board, fuel and

carriage of dangerous goods.

#### **4.7.3 Local Standby**

As in 4.7.2 above.

#### **4.7.4 Bomb Threat**

Their responsibilities shall include :

- a) To provide details of aircraft information such as number of persons on board, fuel and dangerous goods.
- b) To liaise with the Commissioner of Police and cooperate with him in any way possible.

#### **4.7.5 Unlawful Seizure ( hijacking )**

Their responsibilities shall include .

- a) To provide relevant details such as composition and number of crew, number of persons on board, fuel, aircraft emergency exits and carriage dangerous goods.
- b) To liaise with the Commissioner of Police and cooperate with him in any possible.

#### **4.7.6 Structural Fire**

Make appropriate arrangements with respect to the scheduling of arriving and departing aircraft and provide assistance for their passengers as necessary.

#### **4.7.7 Dangerous Goods**

Provide details such as type, quantity and location of such dangerous goods.

#### **4.7.8 Natural Disasters**

As in 4.7.6 above.

#### **4.7.9 Power Failure**

As in 4.7.6 above.

#### **4.8 Civil Aviation Authority Airport Security.**

#### **4.8.1 Aircraft Accident**

Provide security with respect to authorized access only to the restricted areas of the airport, and assist with the manpower and other security matters as may be directed by the Director of Civil Aviation. Inform Airport Maintenance Unit of aircraft accident stating: Aircraft accident, type of aircraft ( if known ), location of accident. Remain in radio contact with other CAA units. Liaise with RCIP officer.

#### **4.8.2 Full Emergency**

Place officers on alert and man the appropriate accesses. Inform Airport Maintenance Unit of emergency. Remain in radio contact with other CAA units.

#### **4.8.3 Local Standby**

Place officers on alert. Inform Airport Maintenance Unit. Remain in radio contact with other CAA units.

#### **4.8.4 Bomb Threat**

##### **4.8.4.1 Bomb Threat ( aircraft )**

As in 4.8.1 above.

##### **4.8.4.2 Bomb Threat ( airport building )**

Inform Airport Maintenance unit, liaise with RCIP officers and assist with the evacuation of the building, and account for persons occupying the building.

##### **4.8.5 Unlawful Seizure ( hijacking )**

As in 4.8.1 above.

##### **4.8.6 Structural Fire**

As in 4.8.1 above.

##### **4.8.7 Dangerous Goods**

As in 4.8.1 above.

##### **4.8.8 Natural Disasters**

Liaise with Airport Maintenance Unit and assist as necessary. Provide security with respect to all airport property, and assist with manpower and other security matters as may be directed by the Director of Civil Aviation.

#### **4.8.9 Power Failure**

Responsibilities shall include

- a) To contact the appropriate personnel.
- b) To provide general security with respect of all airport property.
- c) To provide authorized access only to the " Air side " of the airport.
- d) To assist with manpower and other security matters as may be directed by the Director of Civil Aviation.

#### **4.9 Public Works Department, Mosquito Research and Control Unit, Department of Vehicle and Equipment Services.**

##### **4.9.1 Aircraft Accident**

Provide available manpower and resources as required. Senior personnel will report to the Officer-in-Charge of the Command Post to indicate the strength of resources and to receive instructions as to the deployment of such resources. The Director of M.R.C.U. shall also make available the service of the Unit's aircraft for the search of lost aircraft or aircraft wreckage.

To avoid delays which could be catastrophic, pilots are authorized to conduct searches without first consulting with the Director of the Unit if he is unavailable.

##### **4.9.2 Full Emergency**

Place appropriate personnel on alert.

##### **4.9.3 Local Standby**

Not applicable.

##### **4.9.4 Bomb Threat**

As in 4.9 1 above.

##### **4.9.5 Unlawful Seizure ( hijacking )**

As in 4.9.1 above.

#### **4.9.6 Structural Fire**

As in 4.9.1 above.

#### **4.9.7 Dangerous Goods**

As in 4.9.1 above.

#### **4.9.8 Natural Disasters**

As in 4.9.1 above.

#### **4.9.9 Power Failure**

As in 4.9.1 above.

### **4.10 Port Authority of the Cayman Islands**

#### **4.10.1 Aircraft Accident ( at sea )**

Liaise with local boat owners and other ships in the area to provide a sea search and other assistance as may be required.

#### **4.10.2 Full Emergency**

Place appropriate personnel on alert.

#### **4.10.3 Local Standby**

Not applicable.

#### **4.10.4 Bomb Threat**

Provide available manpower and resources as requested.

#### **4.10.5 Unlawful Seizure ( hijacking )**

As in 4.10.4 above

#### **4.10.6 Structural Fire**

As in 4.10.4 above.

#### **4.10.7 Dangerous Goods**

As in 4.10.4 above.

#### **4.10.8 Natural Disasters**

As in 4.10.4 above.

#### **4.10.9 Power Failure**

As in 4.10.4 above



## **4.11 H.M.S. Customs**

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( Information to be provided )

#### **4.12 Immigration Department**

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( Information to be provided )

## **4.13 Cayman Islands Government Information Service**

### **4.13.1 Aircraft Accident**

Their responsibilities shall include :

- a) To prepare official press releases in consultation with the authorities in charge of the incident.
- b) To organize members of the press and provide liaison with the authorities in charge of the incident.

### **4.13.2 Full Emergency**

Place appropriate personnel on alert and take action as may be come necessary.

### **4.13.3 Local Standby**

Not applicable.

### **4.13.4 Bomb Threat**

As in 4.13.1 above.

### **4.13.5 Unlawful Seizure ( hijacking )**

As in 4.13.1 above.

### **4.13.6 Structural Fire**

As in 4.13.1. above.

### **4.13.7 Dangerous Goods**

As in 4.13.1 above.

### **4.13.8 Natural Disasters**

As in 4.13.1 above.

### **4.13.9 Power Failure**

To prepare official press releases in consultation with the Director of Civil Aviation.

#### **4.14 Communication Agencies**

##### **4.14.1 Aircraft Accident**

Their responsibilities shall include :

- a) To ensure that established communication services are functioning correctly and continue to do so, or provide alternate services.
- b) To record readings and operational deficiencies of communication equipment preceding the accident.
- c) To secure tape recordings and dispatch to the Director of Civil Aviation.

##### **4.14.2 Full Emergency**

As in 4.14.1 above.

##### **4.14.3 Local Standby**

As in 4.14.1 above.

##### **4.14.4 Bomb Threat.**

As in 4.14.1 above.

##### **4.14.5 Unlawful Seizure ( hijacking )**

As in 4.14.1 above.

##### **4.14.6 Structural Fire**

Ensure that the established communication services are functioning properly and continue to do so, or provide alternate services.

##### **4.14.7 Dangerous Goods**

As in 4.14.6 above.

##### **4.14.8 Natural Disasters**

As in 4.14.6 above.

##### **4.14.9 Power Failure**

As in 4.14.6 above.

#### **4.15 Airport Tenants**

##### **4.15.1 Aircraft Accident**

Airport tenants and their employees shall make available equipment and manpower as may be required.

##### **4.15.2 Full Emergency**

Not applicable.

##### **4.15.3 Local Standby**

As in 4.15.2 above

##### **4.15.4 Bomb Threat**

###### **4.15.4.1 Bomb Threat ( aircraft )**

Respond as directed by the Civil Aviation Authority airport security or the police.

###### **4.15.4.2 Bomb Threat ( airport building )**

Evacuate the building immediately and make an account of all employees.

##### **4.15.5 Unlawful Seizure ( hijacking )**

As in 4.15.4.1 above.

##### **4.15.6 Structural Fire**

As in 4.15.4.2 above.

##### **4.15.7 Dangerous Goods**

As in 4.15.4.1 above.

##### **4.15.8 Natural Disasters**

As in 4.15.4.1 above.

#### **4.15.9 Power Failure**

As in 4.15.4.1 above.

#### **4.16 Water Sports Organizations**

##### **4.16.1 Aircraft Accident ( at sea )**

They shall provide equipment and man power to assist in a sea search and rescue, and provide other assistance as may be required.

##### **4.16.2 Full Emergency**

When it is suspected that an accident at sea is likely, place all available equipment and manpower on alert.

##### **4.16.3 Local Standby**

Not applicable.

##### **4.16.4 Bomb Threat ( airborne aircraft )**

Place available equipment and manpower on alert.

##### **4.16.5 Unlawful Seizure ( hijacking )**

Respond appropriately as requested.

##### **4.16.6 Structural Fire**

As in 4.16.3 above.

##### **4.16.7 Dangerous Goods**

As in 4.16.3 above.

##### **4.16.8 Natural Disasters**

As in 4.16.3 above.

##### **4.16.9 Power Failure**

As in 4.16.3 above.

## **4.17 Ministers of Religion**

### **4.17.1 Aircraft Accident**

Provide comfort to the casualties and relatives and to perform religious services where and when appropriate.

### **4.17.2 Full Emergency**

Not applicable.

### **4.17.3 Local Standby**

As in 4.17.2 above.

### **4.17.4 Bomb Threat**

As in 4.17.1 above.

### **4.17.5 Unlawful Seizure ( hijacking )**

As in 4.17.1 above.

### **4.17.6 Structural Fire**

As in 4.17.1 above.

### **4.17.7 Dangerous Goods**

As in 4.17.1 above.

### **4.17.8 Natural Disasters**

As in 4.17.1 above.

### **4.17.9 Power Failure**

As in 4.17.2 above

## **4.18 National Weather Service**

### **4.18.1 Aircraft Accident**

Immediately after receiving a notification message from Air Traffic Control, the National Weather Service will compile a special observation report. The report will be sent to the Director of Civil Aviation or his representative.

#### **4.18.2 Full Emergency**

As in 4.18.1 above.

#### **4.18.3 Local Standby**

As in 4.18.1 above.

#### **4.18.4 Bomb Threat**

As in 4.18.1 above.

#### **4.18.5 Unlawful Seizure**

As in 4.18.1 above.

#### **4.18.6 Structural Fire**

As in 4.18.1 above.

#### **4.18.7 Dangerous Goods**

As in 4.18.1 above.

#### **4.18.8 Natural Disasters**

As in 4.18.2 above.

#### **4.18.9 Power Failure**

Not applicable.

### **4.19 Cayman Islands Emergency Communications Center (9-1-1)**

#### **4.19.1 Aircraft Emergencies**

In the event of an aircraft emergency, 9-1-1 shall be responsible for providing the following services with the details of the notification message transmitted by Air



## Traffic Control.

- a) Royal Cayman Islands Police
- b) Cayman Islands Government Office of Telecommunications
- c) Government Information Services
- d) Airport Customs
- e) Airport Immigration
- f) MRCU
- g) Public Works Department
- h) Department of Vehicle and Equipment Services
- i) Port Authority
- j) Water Sports Operators
- k) Permanent Secretary, Aviation

The order of priority regarding the dissemination of information will depend upon the emergency situation, however, the Royal Cayman Islands Police will be contacted first, in all instances.

### **4.19.2 Bomb Threat**

As in 4.19.1 above

### **4.19.3 Unlawful Seizure**

As in 4.19.1 above.

### **4.19.4 Structural Fire**

Not applicable.

### **4.19.5 Dangerous Goods**

As in 4.19.1 above.

### **4.19.6 Natural Disasters**

As in 4.19.4 above.

### **4.19.7 Power Failure**

As in 4.19.4 above