

3.0 EMERGENCY RESPONSE AND TELECOMMUNICATIONS

JUSTIFICATION

Appropriate response in the shortest possible time in the aftermath of any major disaster is critical to minimising loss of life and property. Emergency responders must be equipped with the necessary skills and resources which will allow them to function effectively.

This component of the 1995/1996 Work Programme seeks to support both technical assistance programmes and specialized training in the emergency services.

OBJECTIVES

- (i) To equip and train personnel in the emergency services and other first responders with the necessary knowledge and skills to function at an adequate level.
- (ii) To establish a National Communications Network which can provide 24-hour service especially in a disaster situation.
- (iii) To acquire information of the kinds of hazardous materials entering the Territory, the amount, uses, owners and storage sites.
- (iv) To reduce response time in the event of an emergency

- (v) To build a data base on the properties of these materials and the special requirements needed in handling them, containing their spills and in responding to accidents that they might cause from time to time.
- (vi) To have a BVI Fire and Rescue Service trained in responding to HAZMAT incidents.
- (vii) To have port personnel trained in handling and safety procedures for hazardous materials entering the Territory.
- (viii) To develop standards to be legislated for the storage and transportation of hazardous materials in the Territory.

OUTPUTS

- (i) HAZMAT Map of the Territory
- (ii) HAZMAT Data Base
- (iii) Trained personnel to respond to HAZMAT incidents
- (iv) HAZMAT standards for the Territory
- (v) Proper legislation to enforce standards

DESCRIPTION OF ACTIVITIES

3.1 REVIEW OF NATIONAL DISASTER PLAN

The National Disaster Plan was completed in 1994. It now needs to be tested through the staging of simulation exercises. A series of meetings will take place commencing in the third quarter of the year to review the National Disaster Plan and plan the necessary exercises.

3.2 HAZARDOUS MATERIALS PROGRAMME

Hazardous materials are entering the Territory in increasing amounts and to date there exist in the public sector no accepted procedures for effectively dealing with accidents which may occur during transportation or storage. There is no system of monitoring these materials nor standards set for storage and transportation. The Fire Department has responded to fires involving hazardous materials without knowing the nature of the materials involved or procedures for handling such materials. This area is definitely one in need of attention and will be done in conjunction with the Ministry of Communications and two key agencies, the BVI Fire and Rescue Service and the BVI Ports Authority with assistance from the Virgin Islands Territorial Emergency Management Agency (VITEMA) (USVI).

3.2.1 HAZARDOUS MATERIALS RESPONSE (Including OIL SPILL)

This will be an introductory seminar to the concept of hazardous materials (including Oil Spill) and their handling for all responders and handlers of hazardous materials.

3.2.2 JUSTIFICATION

There is need for the BVI to develop a Hazmat Response Team for clean up and containment of minor spill incidents. This is presently done by the Department of Conservation which does not possess the resources or man-power to do this.

3.2.3 OBJECTIVE

To form a well equipped and trained local team to respond to minor hazardous materials that occur from time to time in the marine areas and on land.

3.2.4 OUTPUT

- A trained team to respond to spill incidents

3.3 SEARCH AND RESCUE TRAINING

3.3.1 JUSTIFICATION

The BVI Marine Search and Rescue needs are presently being addressed by the Marine Unit of the Royal Virgin Islands Police Force with assistance from the Virgin Islands Search and Rescue Organization, VISAR, a non-profit organization linked to the Royal National Lifeboat Institution in Britain. However, the Territory seriously lacks land search and rescue expertise.

3.3.2 OBJECTIVE

The objective of this training is to develop a land search and rescue capability in the British Virgin Islands, through technical assistance now available to the Territory as a result of the continued cooperation between the USVI and the BVI in disaster preparedness.

3.3.3 OUTPUT

A well trained search and rescue unit capable of responding to incidents that might occur in the Territory from time to time.

DESCRIPTION OF ACTIVITIES

This programme has three major elements:-

3.3.4 VEHICLE EXTRICATION OR TRAPPED VICTIMS

ENTANGLEMENT TRAINING

This training will provide information on how to rescue persons trapped in vehicles, etc.

3.3.5 HIGH ANGLE RESCUE TRAINING

These first two elements of the training programme took place in 1992 and 1993, where approximately 30 persons were certified in High Angle Rescue and Vehicle Extrication. Additional persons will be targeted for training during the fourth quarter of this year.

3.3.6 RESCUE FROM COLLAPSED BUILDINGS

This will involve training to rescue persons from buildings that have collapsed.

3.3.7 OUTPUT

- Trained individuals in specialized rescue techniques.

3.4 FIRST RESPONDER TRAINING

The persons involved in this training comes from the BVI Fire and Rescue Service, the Royal Virgin Islands Police Force and the Ambulance Staff of the Peebles Hospital. This training will be conducted this year again with the assistance of the USVI.

3.4.1 JUSTIFICATION

There is an urgent need to formalize arrangements for managing Mass Casualty Incidents. In this regard the BVI participated in an intensive training programme in February of 1993 when an Emergency Physician attached to the Peebles Hospital attended a 2 month training programme in Mass Casualty Management at UWI in Barbados. This training programme was sponsored by PAHO/French Cooperation through the OECS Disaster Management Project.

Since the project, the ODP and the Peebles Hospital as part of the 1994 IDNDR October 13 activities organized and conducted a one-day **Mass Casualty Management Seminar** involving the Police, Fire and Rescue, Peebles Hospital and the ODP. The Principal Resource Person was the Emergency Physician from the Peebles Hospital who received the training in February.

This one-day seminar opened the floor for discussion regarding our local needs and arrangements needed to manage such incidents as well as introduced the participants to the principles involved in the management of mass casualty incidents and the issues to be discussed. This year the BVI will participate in a series of training seminars being arranged by PAHO and the OECS Disaster Management Project in Anguilla.

3.4.2 OBJECTIVE

- (i) To develop a Mass Casualty Management Programme for the BVI, utilizing the resources available to us through participation in the PAHO/French Cooperation OECS Disaster Management Project.

3.4.3 OUTPUTS

- (i) Mass Casualty Management Plan for the Territory
- (ii) Updated Peebles Hospital Disaster Plan
- (iii) Core of trained response personnel for response to mass casualty incidents

3.4.4 ACTIVITIES

- Regional one day seminars
- Review meeting to discuss Mass Casualty Plan
- Simulation Exercise

3.5 MASS CASUALTY MANAGEMENT PROGRAMME

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- (i) Mass Casualty Management Plan for the Territory
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- (iii) Core of trained response personnel for response to mass casualty incidents

3.5.1 ACTIVITIES

- Regional one-day seminars
- Review meeting to discuss Mass Casualty Plan
- Simulation Exercise

3.6 ADOPTION OF TELECOMMUNICATIONS PLAN

3.6.1 ACTIVITIES

- Meetings of Emergency Telecommunications Sub-committee to review and ratify Draft Telecommunications Plan
- Simulation Exercise

3.7 ADOPTION OF STANDARD OPERATING PROCEDURES

3.7.1 ACTIVITIES

- Meetings of Emergency Telecommunications Sub-committee to review and ratify draft Standard Operating Procedures.
- Simulation Exercise

3.8 ENHANCED TELECOMMUNICATIONS NETWORK

3.8.1 JUSTIFICATION

There is an on-going need to keep telecommunications networks apace of the changing technology. Doing so increases reliability, coverage and in most instances is very cost effective. The ODP intends to upgrade its telecommunications facilities on a phased basis to ensure that our equipment remains serviceable and operational and can meet the communications need when necessary.

3.8.2 OUTPUT

- Rationalised and enhanced Telecommunications Network

3.8.3 ACTIVITIES

- Service and maintain existing equipment
- Procure additional VHF and HF equipment
- Enhance monitoring and warning capability
- Rationalise deployment of portable and base equipment

4.0 PUBLIC EDUCATION, INFORMATION AND TRAINING

JUSTIFICATION

One of the most significant ways of determining the level of preparedness in an area, is to assess how informed and sensitised the average person is on the hazards, their likely impacts and how to prepare for them.

There is therefore a constant need to get the "message" out to the community. The on-going public education programme is focused on raising the level of awareness of the public of BVI hazards and on the actions to be taken before, during and after a disaster or major emergency. There is a tendency for public apathy to set in, even after a severe event; people tend to eventually revert to their old ways and some prefer not to remember the devastating times at all. The ODP feels that in order to make a difference, we have to continually come up with creative projects which we hope will grasp the attention of the public in order to effect the cultural change in behavior we are advocating. The following programmes have been designed for this purpose. Some of the ongoing ones would have appeared in previous work programmes and will be continued principally because they are achieving the desired effect. New activities have been added and we hope these will boost our ongoing efforts. The ODP will be advised and assisted in its efforts by the Public Information and Education Sub-committee, of the NEAC which is chaired by the Government's Chief Information Officer.

OBJECTIVES

- (i) To have a well informed public prepared for the impacts of natural and man-induced disasters.
- (ii) To prepare and make available, relevant information on the hazards and precautions to follow.

DESCRIPTION OF ACTIVITIES

- Issue of Disaster News
- Newspaper Supplements
- Children's Handbook

4.1 NEWSLETTERS, PUBLICATIONS

During the period, a variety of publications will be produced covering various subjects related to the more frequent hazards.

4.1.1 OUTPUT

- 4 NEAC Newsletters

4.1.2 ACTIVITIES

- Preparing and publishing publications

4.2 GEOGRAPHIC INFORMATION SYSTEM (GIS)

TRAINING

With the commencement of the Hazard and Risk Assessment Project in April of this year, the ODP will be enhancing its GIS capabilities through the purchasing of additional hardware and software and training in collaboration with the Town and Country Planning Department.

4.2.1 OBJECTIVE

To establish a database on the hazards and level of risk to be used in spatial analysis and contingency planning.

4.2.2 OUTPUTS

- (i) Functional and operational GIS Data-Base containing the location and specifications of all public and private life line systems, physical and human resources, utilities and other types of information needed to effectively mount responses to emergencies.
- (ii) Trained staff to operate an in-house system and to link and access data from the larger systems.
- (iii) Hazard and Risk Maps.
- (iv) Computer capacity to undertake research and analysis.

DESCRIPTION OF ACTIVITIES

4.2.3 EQUIPMENT PURCHASE

The department's computer capacity will be boosted this year with an additional two 486 systems, a tape back up drive and an Uninterrupted Power Supply (UPS).

Additional software will also be acquired.

4.2.4 GIS TRAINING FOR THE STAFF

As the department acquires new equipment and software, the staff will be trained to operate and use the new systems.

4.2.5 ACTIVITIES

- Purchase of equipment
- Ongoing in house training

4.3 DEVELOPMENT OF LOCAL AWARENESS VIDEO

The Office of Disaster Preparedness in association with the Public Information and Education Committee intends to produce a local awareness video for the Territory, identifying local hazards and hazardous areas and promoting preparedness and prevention actions. This activity is carried forward from last year.

4.3.1 ACTIVITIES

- Review of video footage
- Editing
- Production of video

4.3.2 OUTPUT

- Finished video suitable to media presentation (TV)

4.4 PRESENTATION TO SPECIFIC INTEREST GROUPS

Throughout the year, specific interest groups will be targeted for presentations on various aspects of Disaster Management. These groups include; schools, financial sector, community organisations, Government Departments.

4.5 IDNDR ACTIVITIES

4.5.1 JUSTIFICATION

The ODP will seek to continue its promotion of the IDNDR objectives. The period 2nd - 13th October will see a number of activities taking place to emphasise Disaster Reduction Strategies. This year the theme is "Women and Children - Key to Prevention" so our activities will seek the full involvement and participation of these two groups.

4.5.2OBJECTIVES

To have a more informed and aware public that is energized enough to integrate these messages into their daily lives and is concerned enough to apply sustained public pressure to influence the focus of the political directorate and decision makers towards increased financial support for disaster reduction programmes, as well as giving the issue of hazard mitigation more attention when developing national development programmes.

4.5.3IDNDR ACTIVITIES

The International Day for Natural Disaster Reduction (IDNDR) will be commemorated here in the Territory on Wednesday 11th October, 1995. In observance of this day, the Office of Disaster Preparedness (ODP) with assistance from the Public Information and Education Committee will organize the following activities:-

- (i) A 4-PAGE NEWSPAPER SUPPLEMENT TO BE PLACED IN BOTH LOCAL PAPERS***
- (ii) AN EMERGENCY OPERATIONS CENTER OPEN HOUSE AT MACNAMARA***
- (iii) A DISASTER PREPAREDNESS RADIO QUIZ***
- (iv) IDNDR SCHOOL LECTURES***

- (v) ***IDNDR ADDRESSES BY:-***
 - (a) ***HIS EXCELLENCY THE GOVERNOR***
 - (b) ***CHIEF MINISTER***
 - (c) ***DEPUTY GOVERNOR AND CHAIRMAN OF THE
NEAC***
- (vi) ***GIS INTERVIEW WITH DISASTER PREPAREDNESS
COORDINATOR***
- (vii) ***FULL SCALE SIMULATION***
- (viii) ***EARTHQUAKE DRILLS WILL BE ENCOURAGED IN
SCHOOLS***
- (ix) ***VIDEO SHOWN ON BVI CABLE TV LOCAL ACCESS
CHANNEL***
- (x) ***ORGANIZATION OF DEBATES AND ROUND TABLE
DISCUSSIONS***

4.6 HURRICANE SEASON ACTIVITIES

To mark the commencement of the 1995 Atlantic Hurricane Season, the ODP in conjunction with the Information and Public Education Sub-committee will stage a number of activities. These are designed to bring some focus to the need to be prepared for tropical weather systems.

4.6.1 ACTIVITIES

- Newspaper Supplement
- Press Briefing
- Live TV Programme
- NEAC Meeting
- Airing of Public Service Announcements (PSA)
- Disaster News Publication

4.7 EOC RADIO ROOM TRAINING

The annual Radio Operators Course will be held at the ODP during May 3 - 26, 1995 on Wednesdays and Fridays between 9:00 a.m. - 12 noon.

4.8 SIMULATION EXERCISES

A full-scale Simulation Exercise will be conducted on October 12, 1995 which will involve full participation and mobilisation of the emergency service, welfare agencies and other support groups which have a designated role in the National Disaster Plan. The scenario will be centered around the response to a moderate earthquake which has severely affected critical facilities and has spawned secondary incidents.

In order to plan for this activity, a number of planning meetings will take place where some training and tabletop exercises will be conducted.

4.8.1 OBJECTIVE

- To test elements of the National Disaster Plan

4.8.2 ACTIVITIES

- Planning Meetings
- Tabletop Exercises
- Full Scale Simulations

4.9 DEVELOPMENT OF RESOURCE CENTRE

Information management is critical, both during routine times and emergencies, in ensuring that events are documented and that permanent records are achieved for posterity.

The ODP has a wealth of information on various topics related to Disaster Management. We will seek to rationalise our resource centre to make it more available to the public for research.

4.9.1 OUTPUT

- A well organised user friendly Resource Centre

4.9.2 ACTIVITIES

- Cataloguing of documents
- Computerise inventory

4.10 NEAC, DISTRICT, AGENCY MEETINGS

In an effort to coordinate activities at all levels and to facilitate an exchange of information and reporting, a number of meetings will take place during the year. Our calender attached details these meetings.

4.11 SUMA TRAINING

The Regional Supplies Management (SUMA) Project is a project sponsored by the Pan American Health Organization (PAHO) aimed at improving the management of emergency relief supplies in the region. This project will provide the management tool with which receiving agencies can distribute and account for emergency supplies. Two persons from the BVI have been trained in the operation of this system and one is now part of the SUMA Regional Response Team. The ODP proposes to use these two persons to train at least 10 persons in the operation of the software.

This activity has been carried forward from last year as the resource persons were not available to undertake the training.

4.11.1 OBJECTIVES

- (i) To eventually develop and maintain a local capacity to rapidly and efficiently manage all type of donated supplies and equipment.
- (ii) To provide support and relief to the regional SUMA team
- (iii) To improve the coordination of the local response.

4.11.2 OUTPUTS

- (i) Trained locals in operating the PAHO/SUMA System
- (ii) A more efficient management of relief supplies in the post-disaster period

4.11.3 ACTIVITIES

- Training workshop
- Production of information of system

4.12 USAID/OFDA NATIONAL TRAINING FOR INSTRUCTORS (TFI) COURSE

The Territory has benefitted from the Train th Trainers Programme over the past two years. A total of eleven persons are now trained in the Training for Instructors (TFI) methodology.

In conjunction with OFDA, the ODP hopes to stage a National TFI course by the end of June, using locally trained trainers. Funding to the tune of \$3,000.00 is being sought from USAID/OFDA

4.12.1 OBJECTIVE

- To develop a cadre of trained trainers
- To develop the capacity to advise on training needs and training programmes

4.12.2 OUTPUT

- At least 25 trained trainers

4.12.3 ACTIVITIES

- National TFI Course
- Establish Training Advisory Committee

4.13 YOUTH VOLUNTEER CORPS

The youth is a potential resource both during routine and emergency periods. If organised, their contribution can be meaningful and will enhance our response effort.

The ODP will seek to work with recognised youth groups in offering training in various areas.

5.0 ADMINISTRATIVE AND FINANCE

5.1 EOC REPAIRS

The retrofitting of the National Emergency Operations Centre (NEOC) will continue this year to ensure that the Territory is served with a functional facility.

5.2 REGIONAL AND INTERNATIONAL CONFERENCES AND MEETINGS

5.2.1 CDERA's BOARD MEETING

The 5th Board Meeting of the Caribbean Disaster Emergency Response Agency (CDERA) will be attended by the National Disaster Coordinator of the Office of Disaster Preparedness in April of this year. The BVI's NDC is a Board Member of this agency and the BVI is a full participant of this project. The meeting will be held in Dominica. This will be sponsored in part by CDERA and the ODP.

5.2.2 NATIONAL HURRICANE CONFERENCE

Representatives from the Office of Disaster Preparedness will attend the U.S. National Hurricane Conference in New Jersey this year. This will be sponsored by the ODP.

5.2.3 ICAROS SEMINAR

The IDNDR Regional Roving Seminar will take place in Dominica during 27th - 29th March, 1995. The meeting will focus on planning for meteorological and volcanic hazards and crisis management. The meeting will be funded by the French Government.

5.2.4 TRADEWINDS PHASE II

Tradewinds Phase II will take place in St. Kitts/Nevis during 3rd - 7th May. Funding will be sought for at least two persons to attend this very useful training exercise.

5.3 WORK PROGRAMME FINANCING

The ODP in its 1995 budget submission applied for the financing of most of these programmes and projects. In addition, some applications have been made to the ODA to fund some of our projects. Many still remain without funding and during the course of 1995 the ODP will aggressively approach local, regional and international agencies to assist with the funding for our many projects.

SUMMARY

At a first glance, the ODP's Work Programme appears very formidable and easily raises questions about the department's ability to successfully implement many of these activities.

We are confident that with a full staff complement, adequate funding and the full support and commitment of the public and private sector and the community at large, the ODP will realise a very successful year.

Whilst we hope for a disaster free year, the ODP will continue to ensure that the Territory is prepared at all times to face any disaster situation.

ESTIMATES FOR WORK PROGRAMME

Head 4 Subhead 75 - Work Programme Expenses \$50,000

1.0 HAZARD MITIGATION

Hazard & Risk Assessment Project

- Mobilization Costs

SUBTOTAL 5,000.00

Mitigative Building Techniques and Guidelines for Developers

- Production of booklet
- Workshop

SUBTOTAL 2,000.00

Development of appropriate legislation

- Seminar
- Development of Discussion Paper, printing
- Review of Building Codes

SUBTOTAL 1,500.00

Contingency Planning

- District Committee Meetings (4)
- Workshop

SUBTOTAL 1,450.00

- Reproduction of forms
- Workshop

SUBTOTAL	1,200.00
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Review of Shelter Assessment Survey

- Printing

SUBTOTAL	800.00
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- Workshop
- Jackets/guidelines for use

SUBTOTAL	3,000.00
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Procurement of shelter kits

- **6 Shelter Kits**

SUBTOTAL	[18,000.00]
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To be funded by private sector under Adopt A Shelter Project

Adopt a Shelter Project

SUBTOTAL	0
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Shelter Retrofit Project

- 9 Shelters

SUBTOTAL	0
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No funds were approved for this project for 1995

3.0 EMERGENCY RESPONSE & TELECOMMUNICATIONS

Review of National Disaster Plan

- Meetings

SUBTOTAL	500.00
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Hazardous Material Programme

- Seminar/Workshop

SUBTOTAL	2,500.00
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Search and Rescue Training

- Workshop

SUBTOTAL	1,200.00
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First Responder Course

- One day seminar (including Tabletop Exercise)

SUBTOTAL	150.00
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Mass Casualty Management Project

- Seminar
- Simulation Exercise

SUBTOTAL 500.00

Adoption of Telecoms. Plan

- Meetings (including Tabletop Exercise)

SUBTOTAL 150.00

Adoption of S.O. P

- Meetings (including Tabletop Exercise)

SUBTOTAL 500.00

Enhanced Telecoms. Network

- Service of Equipment
- Procurement of additional VHF & HF equipment
- Enhancement of Warning Capability

SUBTOTAL 4,000.00

4.0 PUBLIC EDUCATION, INFORMATION & TRAINING

Newsletters/Publications

- NEAC News (4)
- News Supplements (2)
- Childrens Handbook

SUBTOTAL 6,000.00

GIS Training

- Seminar

SUBTOTAL

200.00

Development of Local Awareness Video

- Production of Video

4,500.00

Presentation to specific interest groups

- Schools
- Financial Sector
- Community Organizations
- Government Departments

SUBTOTAL

800.00

IDNDR Activities

- EOC Open House (\$2,000)
- Radio Quiz (no cost)
- School Lectures (no cost)
- IDNDR Address (no cost)
- GIS Interview (no cost)
- Full-Scale Simulation (\$15,000 Subhead 27)
- Earthquake Drills (\$600)
- Video Shown on Cable TV (no cost)
- Radio call in Programme (no cost)

SUBTOTAL

3,000.00

Hurricane Season Activities

- Press Briefing (no cost)
- Live TV Programme (no cost)
- NEAC Meeting (\$1200)
- Airing of P.S.A (no cost)
- Disaster News Publication (to be supplemented from funds at Treasury
Department in account)

SUBTOTAL 3,500.00

EOC Radio Room Training

- Stationery
- Refreshments
- Advertising

SUBTOTAL 700.00

NEAC, District, Agency Meetings

- Meetings
- Refreshments
- Stationery

SUBTOTAL 2,000.00

SUMA Training

- Workshop

SUBTOTAL 1,200.00

National Training for Instructors (TFI) (funding to be sought from ODFA/USIAD)

- Workshop

SUBTOTAL [3,000.00]

Youth Volunteer Corps

- Meeting in Communities

SUBTOTAL	1,500.00
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5.0 ADMINISTRATIVE & FINANCIAL

EOC Repairs

- Retaining Wall
- Gardener
- Re-wiring of Building
- Gate (repairs)
- Security

To be funded from Capital

SUBTOTAL	[15,000.00]
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Regional & International Conference

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|---|-----------------|
| - CDERA's Board Meeting (funding to be sought from CDERA) | 800.00 |
| - National Hurricane Conference | 1,200.00 |
| - ICAROS Seminar (funding provided) | Sponsored |
| - Tradewinds Phase II (funding to be sought from ODA) | <u>1,000.00</u> |

TOTAL	3,000.00
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Work Programme Financing

TOTAL	\$50,850.00
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