



Miawpukek First Nation

Code Brown /Code Orange

“Exercise Spill-Over”



September 29, 2014

Functional/Mock Disaster Exercise Overview

Functional /Mock Disaster Exercise

A Functional/Mock Disaster Exercise is a method of exercising plans in which participants perform some or all of the actions they would take in the event of plan activation to respond to a specific scenario. These exercises are designed to test specific plan components or agencies in response to a scenario that is only described, not simulated. Communications systems may be used to pass exercise information (or inputs). Participants may be in different locations, using their actual procedures and staff complements.

Exercise Purpose

- The exercise purpose should be captured in a broad statement which clearly identifies the aim.
- It should communicate the intent of the exercise.
- It does not contain detail on how the aim will be achieved.

Exercise Objectives

- An objective is a description of the performance expected from participants.
- Objectives provide a framework for the scenario.

Possible objectives

- To introduce or validate a plan or policy.
- To analyze or validate a decision-making process.
- To prepare for a functional or field exercise.
- To train or practice staff in emergency procedures.

Exercise Scope

- The scope identifies exactly what the exercise is to cover.
- It defines the composition and number of exercise participants.
- It limits the exercise by time, hazard type, plans to be exercised, etc.
- It must be kept manageable –neither too broad nor too complex.

Exercise Scenario

- The scenario is the “story line” on which an exercise is based. It must be:
 - realistic (believable);
 - threat-based; and
 - directly related to the exercise purpose.
- The scenario must be carefully designed to engage participants in a way that approximates real-world responses.
- It should be demanding but not overwhelming.

Exercise Participants

- There are three principal categories of exercise participants:
 - players;
 - evaluators; and
 - observers.
- It is important to maintain the distinction between “players” and “observers” (the terms are self-explanatory).

Post Exercise Requirements

- Debriefing should be held at the conclusion of the exercise to capture immediate feedback from participants.
- An After Action Report (Debriefing Report) should be published approximately 4 weeks after the exercise, to identify:
 - what went well;
 - areas for improvement;
 - recommendations; and
 - action plan.

FUNCTIONAL/MOCK EXERCISE

“Exercise Spill-Over”

PURPOSE of EXERCISE

To better enable the MFN Government to prepare for and manage a large scale emergency/disaster response in cooperation with its community partners.

AIM of EXERCISE

The aim of the “Exercise Spill-Over” is:

- To exercise and evaluate the MFN Government’s management of a disaster event.
- To exercise the emergency responses of departments and partner agencies likely to be involved: Intergovernmental Secretariat; Public Works; Capital, Lands, and Housing; Conne River Health and Social Services (CRHSSC); Training and Economic Development; Volunteer Fire Rescue, Royal Canadian Mounted Police (RCMP), and Aboriginal Affairs Northern Development Canada (AANDC).

The exercise is being held in order that involved MFN Government departments and partner agencies may:

- Train personnel.
- Assess performance and interdepartmental/agency coordination.
- Test Emergency Operational Centre’s functions.
- Evaluate procedures.
- Identify and correct procedural deficiencies.
- Test communications and other equipment.

Exercise Objectives

Intergovernmental Secretariat

To familiarize participants with the Incident Command System (ICS) utilized in the activated Emergency Operations Centre (EOC).

To identify/confirm roles and responsibilities related to the external emergency response.

To familiarize participants with notification protocols and decision making processes (departmental /external).

To assess the ability to coordinate and disseminate information, in a collaborative and timely manner, with departmental and external responding agencies.

To test components of the Communications Disaster Response Plan including: tele-communications equipment, notification of exercise event within the community, and development and posting of appropriate signage.

CRHSSC

To identify and prioritize emergency response activities (e.g., triage, communication, ambulance services).

To identify/confirm roles and responsibilities related to the external emergency response.

To identify available resources and mobilization/demobilization of these emergency response resources.

To familiarize participants with notification protocols and decision making processes (departmental/external).

To familiarize participants with the Incident Command System (ICS) utilized in the activated Emergency Operations Centre (EOC).

To assess the ability to coordinate and disseminate information, in a collaborative and timely manner, with internal and external responding agencies.

RCMP

To identify/confirm roles and responsibilities related to this type of incident.

To ensure security is maintained at exercise site area.

To familiarize participants with notification protocols and decision making processes (internal/external).

To assess the ability to coordinate and disseminate information, in a collaborative and timely manner, with internal and external responding agencies.

Volunteer Fire Rescue

To familiarize firefighters with proper procedures/protocols when dealing with a major emergency.

To evaluate the response to an emergency incident.

To reinforce rescue procedures and coordinate with incident command.

To assess the overall response of the volunteer fire department in a causality and spill incident response.

To test tele-communications equipment e.g., portable radios.

Capital, Lands, and Housing

To evaluate departmental response to an emergency incident that impacts the environment.

To reinforce departmental procedures and coordinate with incident command.

To familiarize participants with notification protocols and decision making processes (departmental/external).

To assess the ability to coordinate and disseminate information, in a collaborative and timely manner, with internal and external responding agencies.

Public Works

To evaluate the departmental response to an emergency incident that impacts the environment and could potentially impact the water and sewer systems.

To reinforce departmental procedures and coordinate with incident command.

To familiarize participants with notification protocols and decision making processes (departmental/external).

To test crew response to a major incident including use of equipment.

To test traffic control and site security until the RCMP arrive at the scene.

Participating Agencies Supporting Exercise

Training and Economic Development To support the operationlization of the exercise.

ANAC To support the operationlization of the exercise.

SCOPE of EXERCISE

How to coordinate and manage a large scale emergency event which impacts MFN Government departments and community partner agencies.

NEEDS

To understand the emergency response procedures, roles, and responsibilities of MFN Government departments and community emergency response partner agencies.

EXERCISE SPECIFICS

Date and Time

It is anticipated that "Exercise Spill-Over" will commence on September 29, 2014 at 1000 hrs and will run for approximately 2 hours.

Execution

The exercise will be in four phases:

Phase 1 - Preparation of the accident site.

Phase 2 - Conduction of the Exercise as overseen by the Exercise Director.

Phase 3 - Exercise Site Clean-up

Phase 4 - Exercise Debriefing

No vehicles other than fire, police, ambulance or other emergency response vehicles will be permitted entry into the simulated disaster site unless authorized by the appropriate on-scene Exercise Director or RCMP.

Participating Agencies

<i>Participating Dept/Agency</i>	<i>Contact Person/s</i>	<i>Contact Information</i>
Intergovernmental Secretariat	Tammy Drew Alma Benoit Siobhan Jeddore	538-2150 (c) 538-6363 9 (c) 538-6211 (c)
CRHSSC	Theresa O'Keefe Howard Jeddore	538-6255 (c) 538-7015 (c)

Public Works	Glen Benoit	538-6190 (c)
Capital, Lands, and Housing	Tina Benoit	538-6150 (c)
Training and Economic Development	Tracey House Dave Joe	538-6544 (c) 538-6055 (c)
Exercise Director/Safety Officer	Gerard Joe	
Conne River Volunteer Fire Rescue	Bob Benoit	538-6128 (c) 882-2222 (Fire Dept)
RCMP		882-2230 (Detachment)

Players

Players are exercise participants who are responsible for taking whatever actions are necessary to respond to a simulated emergency.

Players will be briefed at 0900hrs, September 29, 2015 at the Youth Centre.

Directing Staff

Exercise Director and Safety Officer will be Gerard Joe.

Observers

Each participating agency may send observers to the scene of exercise and/or activated EOCs. Agencies are requested to send the names of the observers that will be attending the exercise at least two weeks prior to the exercise date to Siobhan Jeddore. Once all observer names are obtained name tags will be made up and provided during the exercise briefing.

Observers will be reminded that they are not participants and not to interfere in the exercise.

Observers will be briefed at 0900hrs, September 25, 2014 at the Youth Centre.

Evaluators

Each participating department/agency may send evaluators to the scene of exercise and/or activated EOC. Agencies are requested to send the names of the evaluators that will be attending the exercise at least two weeks prior to the exercise date to Siobhan Jeddore. Once all observer names are obtained name tags will be made up and provided during the exercise briefing.

Evaluators will be briefed at 0900 hrs, September 29, 2014 at the Youth Centre.

Each agency is responsible for obtaining the completed submission of their evaluation reports.

Debriefing

A debriefing will be held at the after the exercise ends. All participating agencies are invited to attend the debriefing which has been scheduled for **1300 hrs at the Youth Centre.**

Communications

Commencement of **"Exercise Spill-Over"** will be preceded by the wording, **"Exercise, Exercise, Exercise"**.

The responding agencies will be advised that on initial contact **"Exercise, Exercise, Exercise"** will be utilized. Subsequent contacts with responding agencies should be preceded by the identifier, **"Exercise Spill-Over"**.

The Exercise Director will start the exercise with a message to the RCMP and then maintain a listening watch through the exercise.

Throughout the exercise, agencies with their own radio frequencies should make the following "blind transmission" at appropriate intervals, **"anyone listening on this frequency is advised that this is an exercise only"**.

Directives for Emergency Call-Off:

In the event of a real time emergency or occurrence that may impact on exercise prosecution, the phrase **"SAFEGUARD"** shall be used to suspend all exercise play until the emergency or unsafe condition is rectified. Any exercise participant may invoke **"SAFEGUARD"** at any time, but only the **Exercise Director** retains the authority to continue exercise play once the unsafe condition or emergency has been rectified.

In the event of a real-time, outside emergency that requires an actual response by exercise disciplines, the phrase **"NO DUFF"** shall be used to suspend all exercise activity. Only the **Exercise Director** may invoke or cancel a **"NO DUFF"**. Should and event occur that requires the withdrawal of a participating agency from the exercise, the **Exercise Director** will review the impact of such actions on the exercise. If deemed appropriate the **Exercise Director** may suspend, cancel or re-schedule the exercise.

The Exercise Director and Emergency Coordinating Staff in the EOC will ensure that all agencies are notified when the exercise has ended or has been stopped for any reason. This is very important, to ensure that vital resources are not kept in a state of readiness unnecessarily.

Note: In the event that a real-time emergency occurs at the exercise site, the Incident Commander for the MFN Government EOC will follow up with the Exercise Director and a decision regarding the exercise termination will be made.

Crowd Control

Crowd control will be directed by RCMP.

Public Affairs

The Chief's Assistant/Information Manager will be responsible for notifying residents of the community of the scheduled mock exercise as well as ensuring road signage is available on the day of the exercise.

Triage

Triage will be directed by CRHSSC personnel.

First Aid

All First Aid requirements will be carried out by participating para-medics to stabilize the injured person. The CRHSSC will be contacted by the Exercise Director and/or the Safety Officer and requested to dispatch an ambulance to the scene to provide follow-up medical attention.

Site Safety

The safety and security of the individuals and organizations involved in the exercise is paramount and measures are to be taken to mitigate any issues. The Safety Officer will be present at all times at the scene.

The Safety Officer may stop the exercise at any point to remove a volunteer from any danger or to correct any hazardous condition that may develop. The Safety Officer cannot terminate the exercise except through the Exercise Director.

Costs

Associated costs with the implementation of the exercise will be the responsibility of the Intergovernmental Secretariat.

Note: Any deviation required from the preceding instructions, previous to and during the exercise, will be authorized by the Exercise Director in consultation with the identified leads from participating community partners.

SCENARIO

In order for the MFN Government departments and its community based partner agencies to fulfill their respective exercise objectives the following timeline of event triggers has developed to activate specific response protocols:

On September 29, 2014 at approximately **1000 hrs** a truck delivering gas to the Conne River gas station located on the main road into the community of Conne River experiences partial break failure while coming down the hill near the gas station where the gas was to be delivered. While the driver maintained pressure upon the brakes and tried to slow down the truck and attempted to complete the turn into the gas station parking lot he was unable to do so. This resulted in the front right tire of the truck striking the fire hydrant breaking it off at its mount. The impact caused the truck to roll into the adjacent ditch ending up on its side.

1007 hrs One of the gas station employees saw the incident unfold and immediately called the volunteer Fire Rescue department. In the meantime another of the gas station employees and a customer immediately went to the accident scene and tried to assist the driver and passenger out of the truck. While they were able to get the passenger out, they were unable to get the driver out of the truck as he was jammed against the steering wheel and was hanging from his seat belt falling towards the door.

1030 hrs The Fire Rescue responds to the accident scene. They have been in contact with the RCMP dispatch and the CRHSSC ambulance services.

1035 hrs The General Manager, MFN Government is notified by the Director of the CRHSSC that there is a large scale emergency event involving the deployment of paramedics and Fire Rescue department at an accident scene near the gas station as you enter the community. The RCMP have been contacted and are on route.

1043 hrs The Fire Rescue department contacts the Director of Public Works and updates him on the accident events. A request for assistance is put forward.

1055 hrs Public Works contacts the General Manager and advises the following:

- Middle age driver of the oil truck is trapped and appears to be unconscious, other injuries are undetermined. They are currently working on getting him out of the truck.
- Passenger appears to have a concussion and a broken nose. He has been transported to the St. Alban's clinic for assessment and potential transfer to CNRHC, Grand Falls-Winsor.

- Fire hydrant is off mount and is no longer usable.
- Oil truck is in the ditch on its side, there is a strong smell of gas in the air and there is a concern that some gas is leaking from the truck near the fire hydrant.
- RCMP and the Director for Capital, Lands, and Housing are now on site.
- Another update will be provided from the accident scene at approximately 1110 hrs.

1110 hrs Public Works contacts the General Manager and advises the following:

- Driver of truck remains in truck, however the Fire Rescue crew is working on opening the door. Concern over his being unconscious.
- Smell of gas is very strong. Fairly confident that there is a link from the truck as some spillage is showing on the ground.
- Concern raised by Fire Rescue Department over fumes and risk of explosion due to use of equipment and leaking gas and there is no hydrant working in area.
- May need to look at evacuating the local area.