



TOBAGO CARNIVAL JOINT OPERATION COMMAND POST



SCARBOROUGH EMERGENCY Plan



Office of the Chief Secretary - Tobago House of Assembly
TOBAGO EMERGENCY MANAGEMENT AGENCY



Carnival Emergency Plan 2014



The Tobago Carnival Joint Operations Command Post Emergency Plan

Plan Overview and Assumptions

The Tobago Carnival Joint Operations Command Post has become a signature fixture on the Carnival Calendar for us at TEMA and members of the security and emergency services. Carnival 2014 will be held on the 3rd and 4th of March 2014.

As early as 2005 TEMA along with its partners has collaborated and provided the Tobago public with a consistency high quality service toward security and safety in the streets of Scarborough. This year we intend to extend our service to Roxborough and Crown Point J'ouvert.

Revelers and Mass lovers have become use to a well-coordinated security and medical service over the period of the festivities.

The 2009 carnival recorded 29 casualties; over 50% was associated to violent fights. The objective of the joint operations is to strategically provide a centralized facility for interagency operability focus on coordination, command and control.

This plan seeks to maintain these objectives and provide a lasting guide to all stake holders and emergency personnel and is adopted as the SOP for emergency management as it relates to Carnival in Scarborough, Roxborough and Crown Point.

This Emergency Plan becomes activated on Carnival Saturday from 1200hrs (midday) to Carnival Tuesday 0000hrs (midnight) yearly. The plan seeks to cover all major operations response actions immediately before and during carnival.

It is the assumption of this plan that all agencies involved are knowledgeable of the SOP as it relates to emergency response and their respective roles. Therefore, being conversant of the roles, all agencies will do the necessary in respect to this annual event, in planning, procurement, training exercises and administration.

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Vulnerability study

A vulnerability study reveals that the event presents the following risk and threats:-Mass gathering, fights, mass casualty probability, the risk of communicable diseases, fire, accidents, Natural hazards etcetera.

During the Carnival festivities, hundreds of people are vulnerable. Examples of these persons are: revelers, masqueraders, musicians of both trucks and steel band symphonies, scores of vendors, with a concentration of law enforcement and security officers. The risk analysis suggest, there is a high probability of an event occurring. These hazards always present a clear and present danger to which we have to be prepared for and respond to.

Plan Objectives.

Against this background a number of emergency agencies and resources will be staged to affect a joint command post over the period. The primary objectives to be achieved are:

- To maintain law and Order during the festivities at Scarborough, Roxborough and Crown Point.
- To prevent and mitigate against acts of violence.
- To triage, diagnose, stabilize and treat all medical casualties with the aim of reducing congestion of the Scarborough Hospital A&E.
- To allow for managing lost and found of children.
- The deployed assets will involve the setting up of an Advanced Medical Post, a Mobile Command Unit, a Police mobile unit, and backed by a Staging Area. This facility will be established at the Scarborough Garden side car-park. A command post will be set up in Roxborough Fire Station and patrols are scheduled for Crown Point.
- To manage surveillance system at critical locations around Scarborough and Roxborough including Air and Sea Ports.
- To liaise and collaborate with the Festival Committee to ensure a smooth and safe Carnival.

This venue will facilitate representatives from the following organizations:-

The Trinidad and Tobago Police Service

The Trinidad and Tobago Fire Service

The Custom and Excise

The Trinidad and Tobago Defense Force

The Trinidad and Tobago Medical Association (Tobago Branch)

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Tobago Festival's Committee

Trinidad and Tobago Cadet force

The Tobago Regional Health Authority

Tobago Emergency Medical Services

Division of Health and Social Services & Public Health

Radio Emergency Associated Communications Team

Trinidad and Tobago Amateur Radio Society

Community Emergency Response Team (CERT).

The Red Cross

Roles and Responsibilities

All agencies involved will function under the principles of the Incident Command System and will presents their sectorial plan which will take into account all emergency related actions to be taken prior and during the festivities, there will be an integration of these plans that will speak to:-

- Parade Band Route
- Communications
- Information management
- Transportations
- Evacuations
- Medical
- Personnel
- Security and Safety
- Special Needs

A unified Command Structure will be in effect to allow for the multi-Agency coordination and the crossing of jurisdictional boundaries and authorities. All agency partners must work in the spirit of cooperation to ensure this goal is maintain throughout the Carnival.

A high level of professional proficiency is the standard to which all personnel will strive to aspire to and maintain. Therefore task force coordinators will ensure that the spirit and objectives of the plan is disseminated to their subordinate.

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The Tobago Emergency Management Agency

MISSION of TEMA is to co-ordinate a network of agencies and individuals within the island of Tobago, to direct their efforts towards the maximum preservation of life and the protection of property in times of disaster.

TEMA will coordinate all activities as it relates to planning for, responding to, mitigating against any threats perceived or real, that may place the lives of masqueraders, revelers, venders, spectators and/ or their property at risk during the celebrations.

TEMA will provide the necessary resources and logistic support that will ensure a unified command system is established and sustained during the festivities. This will involve providing the following:-

- Procurement of sites for the establishing of command posts in Scarborough and Roxborough.
- Providing an equip mobile command unit.
- Provide a shelter equip to be used as an Advance Medical Post with the necessary appurtenance.
- Provide the necessary telecommunication support to enable inter agency operability among all departments and agencies.
- Provide the necessary mode for an effective web base emergency information management system.
- Allow for a staging area to cater for emergency vehicles and auxiliary resources.
- Provide the technical and logistic manpower resource to man and support the facility and infrastructure.

The Tobago Festivals Committee

The committee will ensure the necessary stake holder meetings are held prior the event.

The committee will provide an outline map of parade route of the revelers and masqueraders.

The committee will allow for a maintained two-way radio liaison between the festival office and the mobile command unit throughout the festival.

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The Trinidad and Tobago Police Service

The Trinidad and Tobago Police Service is charged with:

Will establish and manage an evacuation plan for Scarborough

Will maintain overall law and order throughout Scarborough, Roxborough and Crown Point utilizing crime detection and repression strategies.

Will collaborate with the Defense Force to establish multiple joint foot and mobile patrols.

Will maintain radio communications between patrol teams, all perimeter check points and the mobile command unit.

Will establish a mobile holding cell at command site

Will manage all points of egress and ingress around Scarborough, Roxborough and Crown Point.

Will establish and maintain radio communication between bronze commanders and command unit.

Trinidad and Tobago Defense Force

To defend the sovereign good of the Republic of Trinidad and Tobago.

To cooperate with and assist the civil power in maintaining law and order

To assist the civil authorities in times of crisis or disaster

To provide Search and Rescue services in keeping with national requirements and under international agreements to:

- assist in the prevention of trafficking of narcotics and other illegal goods
- monitor the safety of shipping in national waters
- assist in the development of the national community

The Trinidad and Tobago Fire Service

To save and protect life and property from damage or destruction by fire or other hazards, whether fire related or not.

To provide and advise upon preventative measures against the occurrence of such damage or destruction.

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To render related humanitarian services where required.

To conduct investigations in order to ascertain the cause or origins of a fire, or other hazards requiring the services of the Trinidad and Tobago Fire Service.

Prior to and during the festivities the fire service will work to ensure that all potential hazards are mitigated against in the interest of overall public safety.

Foot patrols teams will be established to conduct facility safety inspections.

The Division of Health and Social Service

MISSION: To provide a service for the maintenance and enhancement of personal and community health, through the application of sound environmental health principles of disease prevention, health promotion and protection.

They are committed to the delivery of professional services and leadership on environmental matters through health promotion and education / enforcement of regulations and advice.

Will ensure that there is a well-coordinated operational plan between all of medical personnel and services as it relates to the established health facilities serving the public prior and during the festivities.

This will involve primary quality health care, facility, air and ground medical transportation, medical supplies and equipment.

Will ensure the allowance is made for ease of communication and data management between medical facilities and the command post.

The TRHA

The mission of the Tobago Regional Health Authority (TRHA) is to promote and deliver a client-focused, cost-effective and efficient, quality healthcare in an equitable manner, by staff committed to excellence and professionalism.

The Tobago Regional Health Authority is unique, in that it is subject to the Tobago House of Assembly (THA) Act. The RHA Act No.5 of 1994, Part 11, Section 5.2 states that ' In the exercise of its powers and functions. The Board of the Tobago Regional Health Authority is subjected to the provisions of the Tobago House of Assembly Act'

Management of the Community Health Services and the Hospital Services Sector in Tobago has

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been delegated to the Tobago RHA, while within the THA, the Secretary for Health and Social Services has responsibility for the health sector.

The Authority is responsible for the Scarborough Hospital, 17 health centers and 5 outreach centers.

Will ensure 24-7 quality health care delivery

The TRHA will communicate its medical plan to the public prior to the event.

Will roster the necessary medical personnel to man health facilities including the AMP and through TEMS avail ambulances to support medical transportation.

TEMA will work with the TRHA to ensure the AMP is equipped with the necessary medical supplies and equipment. These actions will be collaborated between the AMP manager, the TEMA Logistic Supervisor and the TRHA.

Public Health

Provide public ablutionary stations throughout Scarborough and Roxborough and provide a hygienic area for these purposes.

Food safety: to conduct training of vendors to ensure hygienic practices are adhered to

Ensure all vendors have food badges and are operating according to the standards set.

To bring public awareness of hygienic practices

Health Centers

The Opening Hours of the Canaan, Scarborough and Roxborough are as follows:

Sunday: Roxborough 12 – 8pm

Canaan and Scarborough: Monday and Tuesday: 6am – 8pm

Roxborough: 6am – 4pm

Social Services

Social Services would be responsible for managing the Safety Net: safe area for Children who have been separated from guardians

The procedure is children will be tagged and information taken, they would be monitored at the JOC and Police station during the festivities. Hours of operation are as follows:

Monday: 11:30am – 8pm

Tuesday: 8am – 8pm

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Tobago Emergency Medical Service

TEMS will provide ambulances equipped with the necessary diagnostic and stabilization equipment for mobile pre-hospital emergency patient care and transfer between the AMP and the Hospital.

TEMS will be responsible for providing ambulance service throughout the duration of the AMP operations.

An appropriate ambulance staging area and emergency route will be established and worked out between the police and TEMS for easy egress to hospital from the AMP.

The Trinidad and Tobago Medical Association

The Medical Association will provide a volunteered rosters team comprised of medical doctors and nurses to man the AMP for durations of the festivities.

The medical teams will triage, treat and stabilize all medical cases /injuries admitted to the AMP.

Following treatment at the AMP, the doctors will determine, the course of actions to be taken in regards to further treatment facility and patient discharge.

The Trinidad and Tobago Red Cross Society

Work along and provide personnel to assist the AMP.

The Trinidad and Tobago Cadet Force

The sixth battalion of the Cadets:-

Will manage the egress and ingress to the command site.

Will scout the parade route and provide alert and intelligence of potential incidents and needs,

Will provide auxiliary support to the logistics section.

The Community Emergency Response Team (CERT)

- CERT technicians will provide EMTs to the AMP
- Provide data clerks and radio operators.
- Will lend support to the logistic of activation and deactivation of the AMP

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Critical Resources

AMP

This is a 19' x33' medical facility that will be established at the command site. It comes equipped with the necessary medical supplies and support infrastructure. This along with other facilities will be setup by the TEMA logistics section. The AMP manager will ensure the appropriate layout of the AMP contents and conduct the necessary orientation session for participant. The AMP will be used to treat medical admittance during the Carnival festivities.

Mobile Command Unit

This is a 15'x8' unit that provides the necessary space which allows for effective coordination during operations. This facility will host a maximum of 12 personnel at any one time. It has the necessary appurtenances. The facility must be, at all time, in a state of readiness well equipped with the necessary appurtenances and ready to roll.” All personnel upon picking up duty at the Command Site will sign in and be brief of operation status. To ensure a unified command structure is maintained, all agencies involve in an active operational period is to ensure that his or her organization is represented by a command staff in the Mobile Command Unit.

Communications and Information Management

This communications plan will provide the frame work that allows for an effective communications and information management system during the festivities. The plan will ensure the establishment and maintenance of a system that allows for critical information notification, warnings and alerts in a timely manner; as well as the gathering, processing and analyzing, sharing, easy routing, filing and storage and retrieval of critical information. This plan will observe the correct protocol as it relates to interagency operability; and establish a common operating picture accessible across jurisdictions and functional agencies to effect the above. All agencies will as far as it possible, provide the necessary communications assets that will allow for effective radio communication between their task force group and the Command Post. TEMA will make its two VHF repeaters available; this will enable a common communications platform for inter-agency operability. TEMA communication Officer will assess the needs and conduct the necessary programming, installation, and deployment of appropriate radios to affect the designed communication plan. It is the responsibility of all agencies to establish and maintain communications, by way of regular radio check and timely SITREP, the communication officer will liaise with critical stakeholders and IT personnel to ensure that the necessary infrastructure is in place for Web Eoc7 information management software at their respective stations eg. Hospital and designated health centers. All reports of incidents and tasking will be recorded accurately and in a timely manner in WebEOC. This will ensure appropriate storage and sharing. All media communications would be done by the Public Relations arm of the agency.

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Transportation Management

This is a critical resource in scheme of the operations; it is therefore imperative that all agencies ensure that mobility of their assets are supported by the necessary transport and are in operations readiness. Ensure that all mobiles are out fitted with the necessary communications tool. All vehicles requiring authorized passes from the authorities must be sort in a timely manner. The staging area parking provided will be managed by the cadets in accordance with the outlined plan of the Command Site. Parking is provided for strictly essential and emergency vehicles. An emergency route and rendezvous points will be established by the police and adhered to by all stakeholders.

Public Surveillance CCTV

The surveillance system will work in the interest of providing an additional auxiliary support to security services in maintaining law and order. TEMA will provide the necessary infrastructure to support this initiative at the Mobile Command Unit. The IT and AV team of TEMA will establish and maintain this system during the festivity. All installations will be established and tested two hours before command site activations.

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Revised Judging Points Carnival 2014

Carnival Saturday – Junior Parade of the Bands

- Republic Bank Car Park
- Warner's Hardware Car Park
- Ashora Court

Carnival Sunday – Roxborough Kiddies

- Argyle Community Centre
- Cyd Gray Sporting Complex Car Park
- Roxborough Courtyard

Carnival Monday – Scarborough J'Ouvert

- Warner's Hardware Car Park
- Market Square

Carnival Monday – Traditional Mas & Senior Band of the Day - Scarborough

- Republic Bank Car Park
- Warner's Hardware Car Park
- Ashora Court

Carnival Monday – Scarborough Monday Night Mas

- Market Square
- Warner's Hardware Car Park

Carnival Monday – Roxborough J'Ouvert

- In front Roxborough Gas Station
- Roxborough Police Youth Club Compound

Carnival Monday – Roxborough Senior Parade of the Bands

- Argyle Community Centre
- Cyd Gray Sporting Complex Car Park
- Roxborough Courtyard

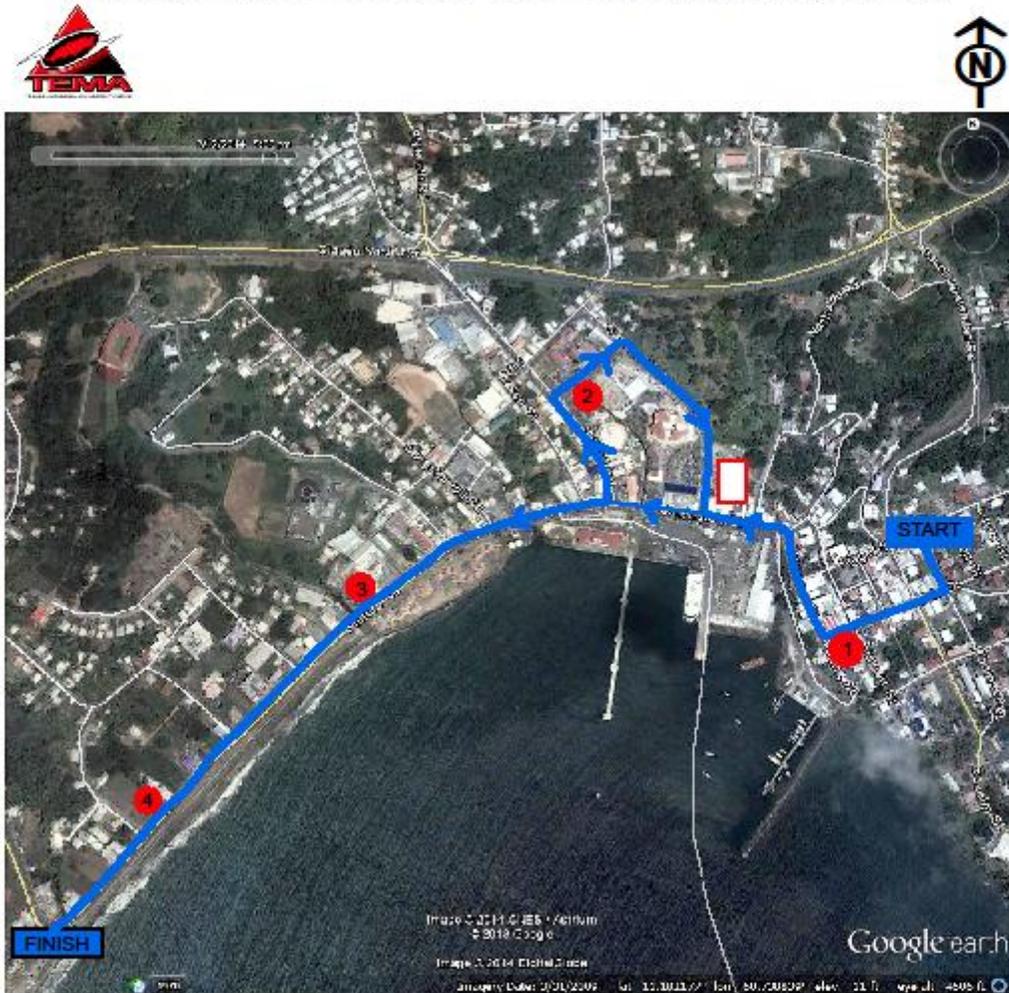
Carnival Monday – Roxborough Monday Night Mas

- Argyle Community Centre
- Cyd Gray Sporting Complex
- Roxborough Courtyard

Carnival Tuesday – Scarborough Senior Parade of the Bands

- Republic Bank Car Park (Gather @ Tambrin)
- Market Square
- Warner's Hardware Car Park
- Ashora Court

SCARBOROUGH ROUTE FOR CARNIVAL 2014



LEGEND

— Route

Old Market Car Park

● Judging Points

Coast Guard facility

1. Republic Bank Carpark
2. Market Square

Joint Command Post

3. Warner's Hardware
4. Ashora Court

ROXBOROUGH ROUTE FOR CARNIVAL 2014



LEGEND

 **ROUTE**

 **JOINT COMMAND POST**

 **JUDGING POINTS**

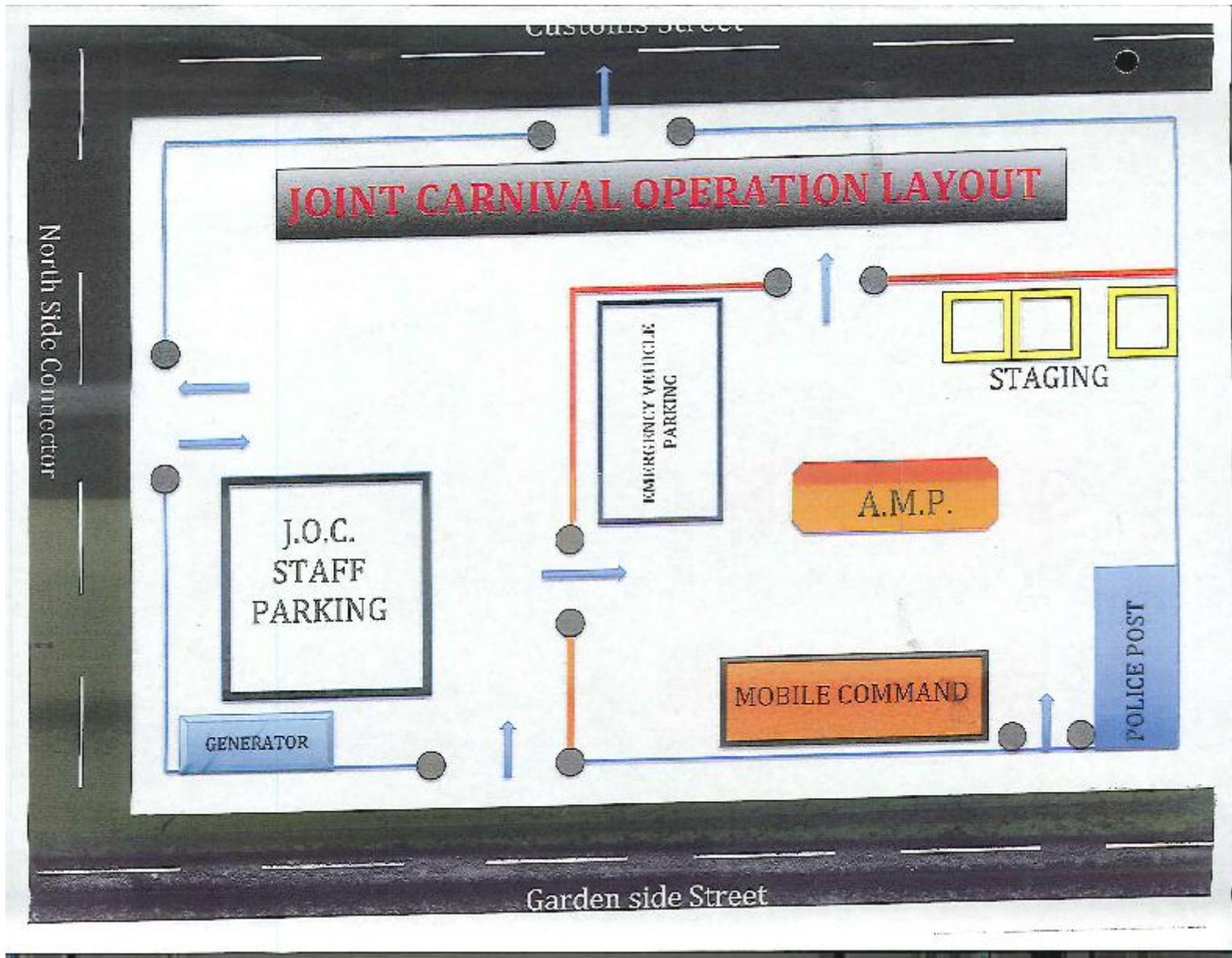
1. Argyle Community Center

2. Cyd Gray Stadium

3. Roxborough Court Yard

 **HEALTH CENTER**

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