

# TEMA

## Jazz Emergency Operational Plan

### 2014



19<sup>th</sup> April 2014 – 27<sup>th</sup> April 2014

**Tobago Emergency Management Agency**



## **PLAN OVERVIEW**

The Jazz Festivals Committee requested the assistance of the Tobago Emergency Management Agency to coordinate other members of security and emergency personnel throughout the period of Jazz Festival Tobago to ensure safety and security at all events.

The Tobago Jazz Festival has been held for many years throughout the island of Tobago. However, this year the festival is expected to be the biggest yet. Attracting acts such as John Legend, Keisha Cole and Brandy.

The festival spans an eight day period beginning on the 19<sup>th</sup> of April 2014 and ends on the 27<sup>th</sup> April 2014. The venues are spread throughout the island of Tobago such as Jazz on the greens in Speyside to the various shows held at the Pigeon Point Heritage Park.

The objective of the Joint Operations post is to strategically provide a centralized facility for inter-agency operability focused on coordination, command and control.

This operational plan seeks to maintain these objectives and provide a lasting guide to all stakeholders and emergency personnel and adopted as the Standard Operating Procedures (SOP) for emergency management as it relates to the Jazz festival Tobago.

It is the assumption in 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 of all agencies will do the necessary in respect to this annual event, in the areas of planning, procurement, training exercises and administration.

## **VULNERABILITY STUDY:**

A vulnerability study reveals that the event presents the following risk and threats: Mass gathering, violence, mass casualty, the risk of communicable diseases, fire, accidents, natural hazards etc.

During the Jazz festivities, there are hundreds of people present. The risk analysis suggest that there is a high probability of a disaster event occurring particularly at the free event in Speyside Tobago, these hazards always present a clear and present danger to which we have to be prepared for and respond to.



## Tobago Jazz Emergency Operational Plan

### **OBJECTIVES OF OPERATIONAL PLAN:**

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

- To maintain law and order during the festivities.
- To prevent and mitigate against acts of violence.
- To triage, diagnose, stabilize and treat all medical casualties
- To allow for managing lost and found of children by the Trinidad and Tobago Police Service.
- To transport and secure all VIP's.
- To provide air patrols by means of NOC
- To set up deployed assets that involves the setting up of an Advanced Medical Post and a Mobile Command Unit
- To manage the surveillance systems at critical locations at all Jazz Festival locations around the island with the assistance of the NOC's team
- To liaise and collaborate with the Festivals Committee to ensure a smooth and safe Jazz Festival

### **These venues will facilitate representatives from the following organizations:**

The Tobago Emergency Management Agency

The Trinidad and Tobago Police Service

The Trinidad and Tobago Fire Service

The National Operations Center

The Tobago Emergency Medical Service

The Trinidad and Tobago Defence Force

The Tobago Regional Health Authority

The Community Emergency Response Team

The Office of Disaster Preparedness and Management

The Trinidad and Tobago Coast Guard



Tobago Jazz Emergency Operational Plan  
**ROLES AND RESPONSIBILITIES**

All agencies involved will function under the principles of the Incident Command System and there will be an integration of plans that will speak to:

- Communications
- Information management
- Transportation/Traffic Management
- Evacuation
- Medical
- Personnel
- Security and Safety

A unified Command Structure will be in effect to allow for 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 maintained throughout the Jazz Festival.

A high level of professional competency is expected and is the standard to which all personnel involved 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 subordinates.

**Tobago Emergency Management Agency**

This will involve providing the following:-

- To coordinate a network of agencies to ensure safety and security throughout the events
- To provide an equipped mobile command unit.
- To Provide a shelter equipped to be used as an Advance Medical Post with the necessary Appurtenances.
- To provide the necessary telecommunication support to enable inter-agency operability among all.
- To provide the necessary mode for an effective web based emergency information management system.
- To provide the technical and logistical manpower resource to man and support the facility and infrastructure.



Tobago Jazz Emergency Operational Plan  
**Trinidad and Tobago Police Service**

The Trinidad and Tobago Police Service is charged with:

- The Maintenance of Law and Order
- Prevention and Detection of Crime
- Prosecution of Offenders
- Will establish and manage an evacuation plan
- Will establish and manage the transportation plan
- Will manage all points of egress and entrances at all venues
- The police in collaboration with the Defence Force will 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 and maintain radio communication between bronze commanders and Mobile command unit.
- Manage lost and found children at each event

**Trinidad and Tobago Fire Service**

The Trinidad and Tobago Fire Service will:-

- Provide Crowd control at each venue to ensure crowd safety at all times
- Assist in Medical personnel for the crowd
- Save and protect life and property from damage or destruction by fire or other hazards, whether fire related or not.
- Provide and advise upon preventative measures against the occurrence of such damage or destruction.
- Render related humanitarian services where required.
- 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.

**Community Emergency Response Team**

- 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

***NB: The CERT Center (Speyside) will be used as an Area Command for the Jazz on the greens event as well as a camp for personnel.***



Tobago Jazz Emergency Operational Plan  
**National Operations Center (NOC)**

- NOC will provide two helicopters
- NOC will provide Air patrols for the event
- NOC will provide Medical evacuation services if it becomes necessary
- NOC will transport VIP's requiring helicopter services
- NOC will provide downlink and video feed to the VOC and EOC

***NB: The main helipad for Speyside jazz would be at the Cyd Grey Sporting Complex. The secondary helipad would be at the Speyside Secondary School. The resting areas for the helicopters are the ANR International Airport and the Cyd Grey Sporting Complex. For Jazz at Pigeon Point the main helipad would be at the ANR International Airport.***

**SCHEDULE OF EVENTS FOR JAZZ FESTIVAL 2014**

<b>Date/Time</b>	<b>Event</b>	<b>Venue</b>
<b>19.04.2014 / 5pm</b>	Jazz in the Greens	Speyside
<b>25.04.2014</b>	World Music Night	Pigeon Point Heritage Park
<b>26.04.2014</b>	Youthopia	Pigeon Point Heritage Park
<b>27.04.2014</b>	Beach Jazz Fiesta	Pigeon Point Heritage Park



