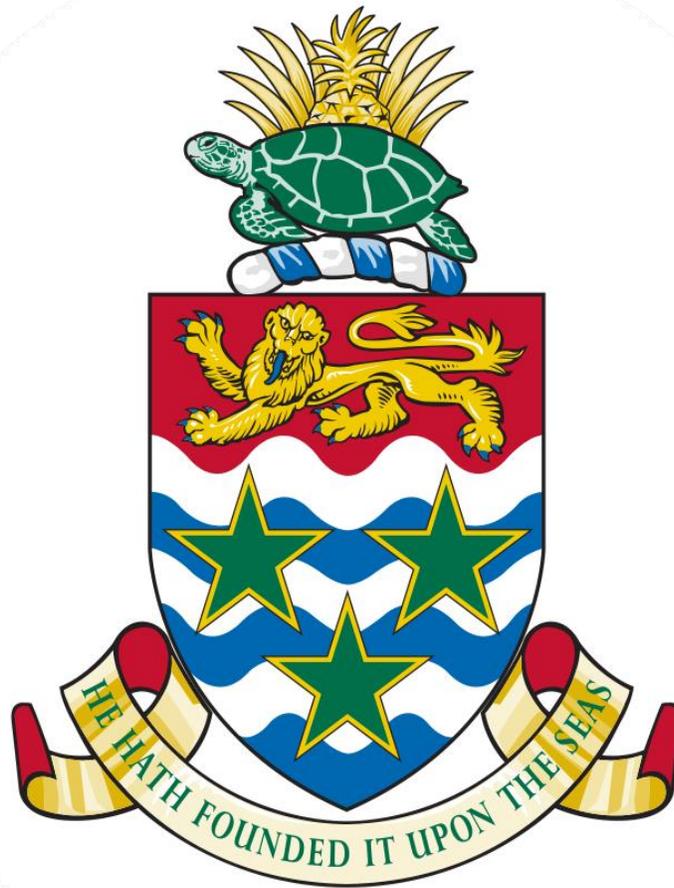


# THE CAYMAN ISLANDS NATIONAL HAZARD MANAGEMENT PLAN



**VOLUME 1  
MAIN PLAN**



## RECORD OF REVIEWS AND AMENDMENTS

Nature of Change	Date of Change	Page(s) Affected	Changes Made By Name & Signature
Economic Impact Assessment Emergency Support Team relocated to Infrastructure Cluster	June 19, 2013	19 and 45	Omar Afflick
Delete Deputy from Medical Relief Emergency Support Team	June 19, 2013	Page 38	Omar Afflick
Amend Plan Maintenance add Disaster Response Exercise and Incident Command change reference to sub committees to Emergency Support Teams	July 29, 2015	4 and 5	McCleary Frederick
General revisions and updates	April 21, 2017	All Pages	McCleary Frederick
Add section on Older Persons & Special Needs Shelter – EST 11	October 26, 2017	42 - 43	HMCI Staff
General Review and Update	July 2019	all	Teresita DaSilva/ Danielle Coleman
General Review and Update	August 2020	All pages	Teresita DaSilva/ Danielle Coleman
Changed reference from NEOC Manager to NEOC TCG Chair, Changed reference from Policy Group Chair to SCG CO-Chair	November 2023	All pages	Teresita DaSilva/ Danielle Coleman
Incident Command amended	November 2023	4	Teresita DaSilva/ Danielle Coleman
Meteorological and Earthquake events updated	November 2023	8	Teresita DaSilva/ Danielle Coleman
Added section on CDEMA	November 2023	13	Teresita DaSilva/ Danielle Coleman
Added section on Strategic Co-ordinating Group	November 2023	14	Teresita DaSilva/ Danielle Coleman
Amended NEOC to reflect the new role of Tactical Co-ordinating Group	November 2023	16	Teresita DaSilva/ Danielle Coleman
Added new NEOC structure	November 2023	19	Teresita DaSilva/ Danielle Coleman
Added Mental Health roles and responsibilities	November 2023	45	Teresita DaSilva/ Danielle Coleman
Added Cayman Islands Regiment to Security & Law Enforcement and SAR org chart	November 2023	36 & 37	Teresita DaSilva/ Danielle Coleman
Added Joint Emergency Services Interoperability Programme	November 2023	55-57	Teresita DaSilva/ Danielle Coleman

Changed Resource Support and SAR structure	July 2024	Pg 29 & 36	Teresita DaSilva David Broughton
Earthquake 8 February 2025 included in Seismic Events	April 2025	P.9	Richard Smith
Hurricane Beryl and Rafael included in Meteorological Events	April 2025	P.7	Richard Smith
Updated population figures included in Population Distribution.	April 2025	P.8	Richard Smith
Volume 3H National Earthquake Plan was previously pending, submitted for approval April 2025	April 2025	P.2	Richard Smith
Full review	April 2025	All	Richard Smith

# National Hazard Management Plan Main Plan

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# National Hazard Management Plan

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## **Aim of the National Hazard Management Plan**

The overall aim of the National Hazard Management Plan is to provide a structure to manage the effects of natural and/or man-made hazards occurring in the Cayman Islands.

It reflects the comprehensive disaster management approach, as it provides for development of preparedness, response, mitigation and recovery procedures and plans.

The Plan assigns responsibilities and coordination of emergency activities connected with major disasters.

The plan addresses the short and long-term objectives of the National Hazard Management Programme, and is subject to continuous scrutiny, review and upgrading as deemed necessary, based on new research and experience.

For the purpose of the National Plan, Government includes all statutory authority and government owned companies.

This **Basic or Main Plan** is Volume 1 of the National Hazard Management Plan, and sets out information on the Cayman Islands, hazards which pose a threat and the national structure for managing the threats.

## **Structure of Cayman Islands National Hazard Management Plan**

The Plan comprises several volumes and annexes as below:

### **VOLUMES 1 & 2: INTRODUCTION AND SOPs**

Volume 1 Main Plan includes general information on the national disaster management structure and the roles and responsibilities of Operational Emergency Support Teams.

Volume 2 Standard Operating Procedures of the National Emergency Operations Centre (NEOC)

Volume 2B Cayman Islands Incident Management System

### **VOLUME 3 HAZARD SPECIFIC PLANS**

The Hazard specific plans address preparations for and response to specific hazards.

Volume 3A National Hurricane Plan

Volume 3B Sister Islands Emergency Committee Hurricane Plan

Volume 3C National Tsunami Plan

Volume 3D Airport Emergency Plan

Volume 3E Port Disaster Contingency Plan

Volume 3F National Oil Spill Response Plan Draft

Volume 3G National Pandemic Plans

Volume 3H National Earthquake Plan

Volume 3I National Hazardous Materials Plan (Pending)

**VOLUME 4 PHASE SPECIFIC PLANS**

Volume 4A National Mitigation Plan (Pending)

Volume 4B National Recovery Plan (Pending)

Volume 4C National Disaster Relief Management Plan

**VOLUME 5 FUNCTIONAL PLANS**

Volume 5B CI-USAR TF SOP

Volume 5C Damage Assessment SOP

**APPENDICES**

Contact Lists

Resource Lists

Model Memoranda of Understanding

## Authority

The Disaster Preparedness and Hazard Management Act, (2019 Revision) established the Department of Hazard Management Cayman Islands, whose function is to facilitate and co-ordinate the development and implementation of a comprehensive disaster management programme.

The Disaster Preparedness and Hazard Management Act Section;

4. (1) The functions of the Department are to facilitate and co-ordinate the development and implementation of Comprehensive Disaster Management Programmes and, without prejudice to the generality of the foregoing, such functions shall include -
  - (a) developing and implementing policies and programmes to achieve and maintain an appropriate state of national preparedness for managing all emergency situations which may affect the Islands;
  
6. (4) The Director shall prepare a National Hazard Management Plan comprising a statement of the contingency arrangements under the Director's coordination, for responding to the threat, event or aftermath of a disaster in the Islands whether or not the threat, event or aftermath is such as to prompt the issuance of an alert, a declaration of disaster, a declaration of a state of emergency or a notice of evacuation, and shall cause the Management Plan to be reviewed annually.

## Precedence of Plans

The National Hazard Management Plan takes precedence over all other Plans.

## Use of the Basic/Main Plan

The plan is to be used as follows:

1. To guide operational response to large scale emergencies in the Cayman Islands
2. For the provision of *information* to the United Kingdom, the international community, government agencies, the private sector, voluntary organizations, and the general public before, during and after an emergency.
3. For the education and training of members of the public and the National Hazard Management Executive, Policy and Council in Mitigation, Prevention, Preparedness, Response, Rehabilitation and Recovery, including the implementation of annual exercises.
4. *Coordinating response actions* through routine updating of multi-agency procedures for operational response to any hazard in the Cayman Islands.
5. To upgrade and enforce administrative and operational functions and job descriptions for officers and entities in Cayman Islands Government and of the National Hazard Management Council.
6. For the management of the National Emergency Operation Centre and the entities within.

To guide the provision of appropriate emergency related equipment and material for the National Hazard Management Executive/Council/NEOC Strategic Coordinating Group and the National Emergency Operations Centre (NEOC).

## **Plan Maintenance**

The National Hazard Management Plans are reviewed and updated biennially by the 1<sup>st</sup> of June. They may be revised at other times in accordance with the following procedure.

- All proposals to amend the National Hurricane Plan must be submitted to Hazard Management Cayman Islands through the Director for consideration. The proposal must state [1] the change desired; [2] the reason for the change; and [3] the proposed amendment language.
- The Director, will decide whether a meeting of the National Hazard Management Council should be scheduled to consider the proposed amendment[s]. The Council members will approve and amend, or reject the proposal by consensus.
- Inconsequential changes for terminology, spelling errors, punctuation, etc. will be made by Hazard Management Cayman Islands.

All changes shall be recorded on Record of Reviews and Amendments of the relevant plan. All plans are assumed to be current subject to the latest revision date.

The latest version of National Hazard Management Plans will be made available on [www.caymanprepared.ky](http://www.caymanprepared.ky). Hard copies will not be produced for distribution.

The Plans are accessible by selecting the "Resources" button at the top right of the page and then clicking on "Publications" and then scroll down to "Hazard Management Plans". Plans may be printed; however, it is the responsibility of the individual to ensure the printed copy is maintained as the latest version available.

## **Emergency Response Exercise**

Hazard Management Cayman Islands will be responsible for coordinating all emergency related exercises for the Cayman Islands and the preparation of a debrief report to review the effectiveness of the exercise in comparison to stated objectives.

Observers will be appointed to determine the effectiveness of each agency. Immediately following the exercise there will be a partial debrief and the observations will be provided for review and incorporated into a report on the effectiveness of the exercise.

Following the exercise, a full debrief will be conducted to allow all agencies to provide observations and comments.

Hazard Management Cayman Islands will make the necessary amendments as recommended to the Hazard Management Plan, documenting the date and nature of the amendments and publish the document or otherwise make it available.

## **Incident command**

The Cayman Islands Incident Command Structure (in line with UK Concept of Operations 2005) shall be used to respond to all national emergencies and disasters. This structure will be complimented by the use of Joint Emergency Services Interoperability Principles (JESIP) methodology.

## **National Disaster Risk Management Strategy**

The Cayman Islands National Strategic Framework for Disaster Risk Reduction

- Articulates the national vision for risk reduction

- Guides government policies
- Takes a pro-active all-hazards, multi-agency approach to risk management
- Places the country's approach in alignment with regional and international norms
- Plans for the adaptation of best practice models to the local context
- Integrates risk reduction into national development at all levels and across all sectors
- Seeks to engage all residents of Grand Cayman, Cayman Brac and Little Cayman in the disaster risk management process
- Establishes the Government's policy, roles and responsibilities on the national risk management programme
- Outlines Mitigation, Prevention and Preparedness goals
- Provides for local and overseas training courses for disaster response personnel
- Provides for dissemination of information at all levels before, during and after a disaster, using the best available technology
- Ensures accountability among Government Officers with disaster responsibilities
- Provides for annual exercises of the National Hazard Management Council/ NEOC
- Early warning of slow onset disasters, and
- Provides for pre-positioning of human and material resources where sufficient notice is given

## **About Us**

### **Location**

The Cayman Islands is a three-island archipelago: Grand Cayman, Cayman Brac, and Little Cayman. The Islands are located 150 miles 240 km south of Cuba and 167miles (268 km) northwest of Jamaica, positioning it between Cuba and Central America. Grand Cayman the most westerly located island is located at latitude 19°17 North and longitude 81°22 West; and Cayman Brac the most easterly located island is located at latitude 19°47 North and longitude 79°52 West.

The Cayman Islands have a total land area of 101.2 square miles (259 km<sup>2</sup>) with a coastline of 99 miles (160 km). The largest island being Grand Cayman is 76 square miles (22 miles long and 4 miles wide); Cayman Brac the second largest island is 15 square miles (12 miles long and 1.25 miles wide); and Little Cayman the smallest island is 10 square miles (10 miles long and 1 mile wide).

The Islands are located in the hurricane belt of the Caribbean and also in an earthquake zone close to the boundary between the Caribbean and North American Plates.

### **Topography**

The Cayman Islands' lowest elevation is sea level. The highest point is the Bluff, a limestone outcrop 141 feet (43 m) in height on the eastern end of Cayman Brac. Grand Cayman's highest elevation is 60 feet above sea level in the eastern section of the Island.

## **Climate**

Lying midway within the northeast trade winds belt, Grand Cayman has a sub-humid tropical climate with distinct seasonal variation. There are no large land masses within 125 miles (200 km) radius and the climate is strongly moderated by the sea. The wet season occurs from May through November, with an average maximum daily midday temperature of 85°F (29.4°C), occurring in July. The dry season, December-April, has an average minimum daily midday temperature of 76°F (24.4°C), occurring in February. Average annual rainfall is 43.58 (1,107 mm) in the eastern portion of the Island and 62.8 in (1,595 mm) in the western portion. Rain falls in heavy brief showers, almost entirely in the period from May to October. Although weather patterns are generally stable, low pressure systems in the form of tropical waves, depressions, storms, and hurricanes frequently affect the Island during the summer months. Also, during the winter, sporadic cold fronts from the north bring cooler air and strong winds from the north and northwest, a weather pattern locally known as a nor' wester.

## **Hydrology**

The Islands hydrology is greatly influenced by the sea and its tidal patterns. The tidal pattern is mixed, primarily semi-diurnal. Although tidal fluctuation is slight, there is a seasonal variation in mean sea level; surges during the late summer months bring mean high tides above 12 inches (31 cm) throughout July, August, and September. This elevation corresponds to the general flooding threshold for coastal mangroves on Grand Cayman and is significant for the fringing mangroves of North Sound. While evidence suggests that frequent tidal inundation of the Central Swamp mangroves extends only 650-984 feet (200-300 m) inland, the opposite movement of rainwater towards the lagoon is more common. After heavy rains, the entire Central Swamp may become covered by sheet flow.

## **Geology / Geography**

The Cayman Islands are situated on a major submarine ridge that extends west from the Sierra Maestra range in southeastern Cuba. The ridge parallels the Cayman Trench, which is more than 3.8 miles (6,000 m) deep and is located 3.8 miles (6 km) to the south. The Islands are low-lying limestone formations of an older Bluff core of mid-Tertiary limestone origin, fringed by younger Iron shore formations, Pleistocene calcareous deposits, and recent carbonate sediments. Their narrow insular shelves support prolific coral reef communities. The two dominant features of Grand Cayman are the Central Swamp and the North Sound. The large Central Swamp, which has a unique geomorphology, measures 19 mile<sup>2</sup> (50 km<sup>2</sup>) and borders the North Sound on the east and southeast. There is limited runoff from surrounding lands during the rainy season, May-November. Together, the Central Swamp and North Sound are the ecological heart of Grand Cayman, and their fringing mangroves and sea grass beds are critical breeding and nursery habitats for marine fauna.

The main portion of the Island, 8 km at its widest point, lies east of North Sound, and the other portion is a hook-shaped peninsula south and west of the sound. Narrow reef-protected lagoons occur along much of the northern, eastern, and southern coasts. The western or leeward side of the Island has no lagoons and is exposed to open sea.

The Central Swap covers over 50% of Grand Cayman. Cayman's inter-tidal swamps are very different from others; they are not deltaic, having developed on autochthonous peat substrate rather than on allochthonous silts.

### **Population Distribution**

The population of the Cayman Islands 2021 Economic and Statics Population and Demographics was estimated at 71,432 with approximately 49.1% residing in George Town, 21.6% in West Bay, 20.9% in Bodden Town, 2.6% in East End, 2.7% in North Side and 3.2% in Cayman Brac / Little Cayman. (Source The Cayman Islands' Economics and Statistics Office 2021 Housing & Census Report) As of June 2024, the estimated population of the Cayman Islands had risen to 87,866. (Source Cayman News Service)

## **Hazard / Vulnerability Analysis**

Hazards fall broadly into two categories: Natural and Man–caused. Hazards affecting the Cayman Islands have been determined to be:

- Hurricane/ Tropical Storms
- Earthquakes/ Tsunami

### **Historical Basis**

The Cayman Islands disaster history indicates that meteorological events have been the most frequent occurrence of natural hazards. These include hurricanes, tropical storms and most frequently Northwesterers during the winter season. The Islands geographical location places it in the middle of the Caribbean hurricane belt. Other natural events that have affected the Islands are earthquakes.

### **Meteorological Events**

The most significant meteorological events documented are:

- Hurricane Gilbert (September 1988): Severe damage to crops, pastures, trees
- Hurricane Mitch (October 1998): Storm Surge damage
- Hurricane Michelle (2001): Heavy flooding
- Hurricane Charley (2004)
- Hurricane Ivan (September 2004): 2 deaths; estimated \$1.4 USD in damage
- Hurricane Wilma (2005)
- Hurricane Dean (September 2007)
- Hurricane Gustav (August 2008)
- Hurricane Paloma (November 2008) Sister Islands severely impacted; 71 houses destroyed and 988 damaged; estimated \$124.5 CI million (source: ECLAC preliminary report 2008)
- Tropical Storm Eta (2020): Flooding, damage to trees, power outages
- Tropical Storm Grace (2021): Heavy flooding, damage to trees & crops, power outage
- Hurricane Beryl (July 2024)
- Hurricane Rafael (November 2024): Little Cayman impacted the greatest

A significant effect from these meteorological events is storm surges and increased wave heights. The storm surge causes substantial damage to coastal areas during tropical cyclones affecting public infrastructure (roads, piers, beaches) where during periods of northwesterers (cold fronts), significant increase in wave heights causes closure of coastal roads.

### **Earthquake**

The Cayman Trough is a major geological fault that runs northeast to southwest along the northern Caribbean Sea. This feature is the expression of a major geological fault that

marks the boundary between two tectonic plates: the Caribbean plate to the south and the North American plate to the north of it.

Historical earthquakes reported in the northern Caribbean indicate that there is no record of a major destructive earthquake occurring close to the Cayman Islands since the establishment of the first permanent settlements in 1734. Thus, one may assume that the lack of strong events in the past 275 years means that seismic energy is being accumulated on the Oriente fault and that it may be released in the form of a large earthquake.

### **Seismic Events**

The most significant seismic events documented for the Islands are:

- August 26, 1991 - An earthquake measuring 5.0 Magnitude was felt by Grand Cayman residents but reports of only minor damage such as broken glass were received by local officials
- December 14, 2004 - An earthquake measuring 6.8 Magnitude occurred 20 miles south of George Town, Grand Cayman, rattling homes and businesses causing some damage. Following this event, four seismographs were installed to monitor seismic activity
- January 19, 2010 – An earthquake measuring 5.8 Magnitude earthquake occurred 32 miles southeast of Bodden Town Grand Cayman. Many residents felt the earthquake, but there were no significant reports of damage. A sink hole 60 foot across and 20 feet deep opened up next to an apartment building in South Sound
- January 28, 2020 – An earthquake measuring 7.7 magnitude earthquake occurred 80 miles east southeast of Cayman Brac and was felt across all 3 Islands. This was followed by a magnitude 6.5 aftershock and subsequent aftershocks followed. There were no reported injuries or fatalities; however, there were significant reports of sink holes across Grand Cayman
- February 8, 2025- An earthquake measuring 7.6 magnitude occurred 131 miles South West of George Town resulting in a tsunami threat.

### **Man-Caused Hazards**

There are no major industries using heavy equipment or toxic chemicals in the Cayman Islands. However, the fuel terminals and fuel storage tank, as well as the fuel distribution pipeline, poses a potential man-made hazard. Potential man-made hazards are:

- Hazardous Material Spills
- Oil Spills
- Urban Fires
- Transportation Accidents
- Aircraft Accident

With the Islands being a tourist center, there is always the risk of land, air and sea transport accidents. However, as it becomes more industrial, there is the even greater risk of fuel, gas, chemical spillage and explosions on land and sea which require special planning.

There are two major air terminals for commercial flight located at George Town, Grand Cayman and Cayman Brac. A smaller terminal exists in Little Cayman and only accommodates light aircrafts.

Some man-caused incidents may or may not involve the activation of Hazard Management Cayman Islands or the National Emergency Operation Centre, unless the incident is of such a size that the resources of the local emergency services are over-committed and require assistance from regional or international sources, or if there is a need for evacuation and members of the public require accommodation, clothing and feeding, necessitating a declaration for emergency procedures.

## **Roles and Responsibilities**

### **Basic Premise**

When any hazard threatens the Cayman Islands, all Government officers have a primary or support role in the preparation for an immediate response to the event/incident. The *Cayman Islands National Hazard Management Plan* sets out the respective roles within the Main Plan.

### **H.E. The Governor (NHM Executive Co-Chair)**

Where the Governor is informed by the Deputy Governor or Director of Hazard Management Cayman Islands as to the existence of any local condition in any part of the Islands tending to endanger public safety or any part of the Islands appear to be threatened with or affected by a natural or technological hazard, the Governor after consultation with the Premier may by Order declare that part of the Islands to be a disaster area or hazardous area.

In the event that the level of threat or the level of impact is likely to exceed preparations and resources, the National Hazard Management Executive will determine and advise the Governor on the necessity of a declaration of a "State of Emergency". Before declaring a "State of Emergency" the Governor will make every reasonable effort to consult the Premier (as provided for in the Emergency Powers Law).

The Governor may also consult any other organization or individual inside or outside the Government to obtain information required for decision-making.

The Governor will make every reasonable effort to communicate his/her decision promptly to the Speaker of the Legislative Assembly, the Premier and any or all Ministers and Members of the Cabinet, the Leader of the Opposition and Members of the Legislative Assembly, and the general public.

### **The Cabinet**

The Cabinet serves as a critical component during times of crisis. While a declaration of a state of emergency in accordance with the Hazard Management and Disaster Preparedness Act (2019 Revision) and the Emergency Powers Act (2006 Revision) suspends the role of Cabinet per se, any such suspension is only temporary and Cabinet will be expected to assume its normal role shortly after and likely under more challenging

conditions. For this reason alone, it is of fundamental importance that Cabinet is as fully apprised of any and all circumstances anticipated and being experienced.

Ministers, Members of Cabinet and Members of Parliament, should receive briefings from the Chair of National Hazard Management Council and Director Hazard Management Cayman Islands until such time as the hazard threat no longer permit. These briefings will take place at mutually agreed times.

### **The Speaker of The House**

Upon the request of the Governor, the Speaker will assemble the House to provide a briefing on the disaster conditions, the actions which have been taken, and issues that may need to be resolved at the legislative level, such an initial meeting should be convened within five (5) working days after the discontinuance of any Order that declare a disaster area or hazardous area or declaration of a state of emergency.

### **The Premier (NHM Executive Co-Chair)**

The Premier, the principal political adviser, provides advice to the Governor and the National Hazard Management Executive on the political implications of actions that are being considered.

In order to ensure the fullness of his advice, the Premier will act as the focal point for providing information to, and receiving information from, elected representatives including the Leader of the Opposition.

### **The Leader of The Opposition**

The Leader of the Opposition will serve as the focal point of communications with, and representation of all Members of the Opposition. This will include, in particular, seeking to ensure that:

- All Members of the Opposition are aware of scheduled briefings or meetings
- Member issues are represented if they are unable to attend; and any information given at the briefing or meeting is conveyed to them

### **Members of Parliament**

Members of Parliament (MPs) are responsible to the Governor and their constituencies for the well-being of people and the protection of property therein. They provide this through:

- the adoption of legislation, policies and systems that address these basic requirements
- the communication of need within their respective constituencies

MPs also serve the important role of ensuring that the public interest is properly served by any declaration of a state of emergency; it is the House of Parliament to which the circumstances of any such declaration is to be reported in accordance with the Emergency Powers Act (2006 Revision) and which decides whether the Emergency Regulations shall continue beyond the period stipulated in the Act (maximum 17 days). For this reason, MPs will receive briefings by the Governor along with Ministers and Members of Cabinet.

MPs will receive essential information regarding preparations initiated in anticipation of an event, and ongoing conditions resulting from a disaster in their districts.

### **The Deputy Governor (Chairman of NHM Council and CO SCG)**

The Deputy Governor is answerable to the Governor for the performance of the NEOC. Accordingly, as Chair of the NEOC SCG, has unrestricted access to the Director, Hazard Management Cayman Islands, and other members of the NEOC SCG personnel. In the case of an emergency the Deputy Governor will locate to the NEOC, liaising from that location with the Governor and the Premier on overall strategy.

As the Head of the Civil Service, the Deputy Governor is also responsible for ensuring through the Portfolio of the Civil Service that provisions are in place for the deployment of nonessential but available personnel and continuity of government operations.

### **The Attorney General**

The Attorney General serves as the legal advisor to the Governor, Cabinet and National Hazard Management Executive on legal implications of actions such as, drafts bills, regulations or orders which may become necessary, and vets any information which has legal ramifications. The Attorney General, or his designated representative, also serves as a member of the National Hazard Management Executive, and as legal adviser to the Director Hazard Management Cayman Islands and the NEOC as and when legal advice is required.

### **The Financial Secretary**

The Financial Secretary serves as financial and economic advisor to the Governor and Cabinet. As a threat develops, the Financial Secretary will ensure that he/she is apprised of the potential risks and damages as assessed by the NEOC and in particular the Damage & Economic Impact Assessment EST.

The Financial Secretary is responsible for ensuring that financial systems and procedures are in place to empower public officers as well as NEOC operatives to:

- Effect decisions and preparations that will mitigate the imminent threat and
- Take decisions and actions in immediate response thereto

They also have further responsibility for ensuring that resources are readily available for the continuity of government following a disaster.

The Financial Secretary will serve as the point of contact for all financial aid and assistance and will establish a management system for receiving, recording, and tracking all such aid and assistance given to the Cayman Islands by local and international donors.

### **Ministries/Portfolios**

Chief Officers are responsible for all hazard preparedness within their Ministries and Departments in accordance with the National Hazard Management Plan. Where appropriate, Ministries and Departments will also support response and recovery activities. Chief Officers will maintain control of their respective Departments during emergency operations provided such actions support a coordinated effort as outlined in the National Hazard Management Plan.

Response activities will be coordinated with the NEOC.

Recovery efforts shall be coordinated with a designated Recovery Coordinator and Committee.

All Chief Officers are members of the National Hazard Management Council and are expected to fully support the execution of the National Hazard Management Plan in the event of the threat and/or impact of any hazard.

All Department Heads are responsible for all hazard preparedness and support of response and recovery activities, consistent with direction from their Chief Officers.

### **British Government (FCDO)/Disaster Management Advisor to the OT's**

The Foreign Commonwealth & Development Office Crisis Management Department (FCDO) will be assisting with the response. A liaison from the Cayman Islands Government Office in London will be embedded into CMD to provide local knowledge. Within the FCDO Response will be the Relief and Recovery Unit which will help with procurement, technical advice and mobilizing early recovery needs.

The Overseas Territory (OT) Disaster Management Oversight Committee (DMOC) is responsible for; ensuring a rapid and effective response and cross departmental cooperation (including Department for Transport, Cabinet Office, Home Office, Department of Health, and others where necessary); liaison with Ministry of Defence and Royal Navy Fleet Operations; activating and staffing the OT response Operations Room/Consular Crisis Management Centre Department; working in consultation with Press Office, Consular Directorate and the London Office of the OT Government (where there is a London representative); and, providing the Governor's Office with necessary updates and situation analysis.

In the event of a disaster declaration, a Rapid Deployment team may deploy and reinforce the Governor's Office, with assistance from other DS officers (from London, other OT Governors' Offices or Diplomatic Posts in the Americas), as required. This group will coordinate assistance from other agencies such as Police reinforcements from the OTs. The Governor's Office will be strengthened with additional staff from London and/or the region, as needed. CMD is also available to provide London-based call handling operations if required.

### **Caribbean Disaster Emergency Management Agency (CDEMA)**

The Cayman Islands officially became the 19<sup>th</sup> Participating State of CDEMA on September 1, 2020. CDEMA is a regional inter-governmental agency for disaster management in the Caribbean Community. CDEMA supports the Participating States through the following functions:

- Mobilizing and coordinating disaster relief
- Mitigating or eliminating, as far as practicable, the immediate consequences of disasters of in Participating States
- Providing immediate and coordinated response by means of emergency disaster relief to any affected Participating States
- Securing, coordinating and providing to interested inter-governmental and non-governmental organisations reliable and comprehensive information on disasters affecting any Participating State
- Encouraging –

- the adoption of disaster loss reduction and mitigation policies and practices at the national and regional level;
- cooperative arrangements and mechanisms to facilitate the development of a culture of disaster loss reduction; and
- Coordinating the establishment, enhancement and maintenance of adequate emergency disaster response capabilities among the Participating States.

### **National Hazard Management Executive (NHME)**

The NHME membership consists of the most senior government and political leaders (Appendix One).

The NHME is responsible for national policy direction. They are responsible for all official notifications, briefings, and ongoing communication of status and needs to the Governor, Cabinet and Parliament. They will communicate with the United Kingdom authorities, other Overseas Territories, other jurisdictions and international organizations via the Governor's Office.

The NHME will be provided access to the most current information depicting damage and destruction of critical private and public facilities, including transportation and roads. They are responsible for ensuring that as hazard threat or occurrence evolves, relevant acts are enacted and resources are made available for management of the threat. The Governor and Premier are Co-Chairpersons and will also address the public as appropriate.

### **National Hazard Management Council (NHMC)**

The NHMC has overall responsibility for the management of any non-security threat which may affect the Cayman Islands. It is chaired by the Deputy Governor and includes Chief Officers and Heads of Departments. (Appendix Two)

Chief Officers may bring to the meetings of the NHMC such technical advisors as they consider necessary. During periods of actual emergency, they should bear in mind that these advisors may have important and specific duties to perform in various ESTs in the NEOC.

### **National Emergency Operation Centre Strategic Co-ordinating Group (SCG)**

The effectiveness of the NEOC in ensuring the protection of life, property and the environment against the threat, or following the impact, of any hazard is fundamentally dependent on timely decision-making and action.

The SCG is present in the NEOC and takes overall responsibility for the multi-agency management of an incident and establishes a strategic framework, within which lower levels of command and coordinating groups will work. The SCG will interact with NEOC Tactical Coordinating Group through the NEOC Tactical Coordinating Group Chair. The SCG will also brief and advise the NHME on policy needs and interventions.

The SCG shall not act contrary to decisions taken or directions given by the Governor or the Premier without prior consultation except in circumstances where lives are at risk.

The SCG will be Co-Chaired by the Chair of the NHMC and a Senior Police Officer. The composition of the SCG is:

- Chair National Hazard Management Council (DG)

- Deputy Commissioner of Police
- Chief Fire Officer
- Director EMS
- Chief Officer Ministry of Home Affairs
- Director Prisons
- Director of DPSC
- Commanding Officer Cayman Islands Regiment
- Commanding Officer Cayman Islands Coast Guard
- Director Department of Environment
- Director Red Cross
- Director Hazard Management Cayman Islands
- Director Department of Communications
- Representative from the Governors' Office
- Director General National Weather Service
- SCG Loggist
- Others as required for the incident or invited by the Co-Chairs

The SCG will:

- Determine and share the strategic aims and objectives and review them regularly
- Establish a policy framework for the overall management of the incident response
- Prioritise objectives and allocate personnel and resources accordingly
- Formulate public communication plans and manage media enquiries and releases
- Consider the establishment of a Multi-Agency Information Cell (MAIC)

### **Hazard Management Cayman Islands (HMCI)**

Hazard Management Cayman Islands is responsible for preparing the *National Hazard Management Plan and its sub plans* and for the overall direction and implementation of the plan at all stages of a hazard threat or occurrence.

The agency will act as the focal point for the coordination of the national disaster risk management programme. Some major functions of the agency will be to:

- Advise on national policies related to risk management
- Be responsible for the development of the national risk management strategic framework and the national risk management programme
- Ensure development of multi-hazard plans for all sectors in the country

- Ensure achievement and maintenance of the highest level of national preparedness possible within identified constraints
- Develop and implement a national public awareness programme aimed at all sectors of the country
- Provide advice for national planning and development programmes
- Inform the national planning and development process through provision of data and other technical inputs
- Establish and maintain a fully equipped and functioning National Emergency Operations Centre
- Coordinate response to national threats and events
- Engage all sectors and ensure their input to the national risk management programme
- Liaise with the voluntary sector and formalize partnerships
- Participate in the recovery process to ensure increased resilience is incorporated into recovery
- Stress the primary responsibility of individual households and citizens to plan for their own safety and welfare
- Inform and reassure the public about the CIG's preparedness and roles, and in particular to communicate the steps being taken to reduce any threats to law and order and to the health of the public at large

### **Hazard Management Cayman Islands Director**

The Director of HMCI is free to direct the NEOC in the manner that is considered being in the best interest of the preservation of life and property. Specifically, the Director shall ensure:

- the timely and effective implementation of the appropriate Plan
- the activation of the NEOC
- the ongoing management of all operations and activities until the NEOC is stood down and recovery commences
- that decisions are taken and communicated in a timely manner in respect of issues which arise but are not provided for within the Plan
- that members of the SCG maintain a shared understanding of issues and solutions
- the preservation as far as practical of the safety and wellbeing of all persons engaged in the operations of the National Emergency Operation Centre, and their families
- the NHME and the SCG is kept updated on the response operations

### **National Emergency Operation Centre Tactical Coordinating Group (TCG) Chair (NEOC Command Support Team)**

Physical and operational support of the NEOC section of the facility is the responsibility of the Director of HMCI and will be carried out by the NEOC Tactical Coordinating Group

Chair. The NEOC TCG Chair will on most occasions, be the Deputy Director HMCI however, for resilience purposes this role can be performed by one of the four NEOC Tactical Cluster Managers

The NEOC Command Support Team should include the following: -

- GIS Specialist (MAIC)
- On-call meteorologist
- Officer from CIR
- Administration support (Timeline & COP)
- Loggist

The NEOC Tactical Coordinating Group Chair is responsible for management and/or oversight of all operations, specifically ensuring;

- Notification and call-out
- Activation, staffing and deactivation of the NEOC
- Initial Coordination of TCG
- Notifying Director of HMCI of issues, concerns, or specific NEOC operational or technical needs
- NEOC SCG (Strategic Coordinating Group) are updated on a regular agreed basis of all tactical plans
- Preparing, drafting and disseminating Situation Reports in the form of a Common Operating Picture (COP) and other information
- Status boards are updated (WebEOC and white boards)
- Ensure messengers (runners) are available to serve the various ESTs and the Executive Team
- Recording and documentation of all decisions taken by NEOC Tactical

The Cayman Islands Cadet Corps is assigned specifically to assist with these duties.

### **Emergency Telecommunications (Department of Public Safety & Communication)**

Department of Public Safety and Communication (DPSC) in partnership with HMCI is responsible for supporting the NEOC with telecommunications equipment, to ensure Government has adequate capacity to communicate through multiple mediums.

DPSC is responsible for the operation and maintenance of various radio communication systems to support the NHMC and the NEOC throughout Grand Cayman, Cayman Brac and Little Cayman, including in particular, communications between the NEOC, the Governor and the emergency services.

These systems are critical in ensuring that the NEOC is able to effectively carry out its functions, which require rapid and efficient methods of transmitting and receiving voice and data messages.

### **Cayman Islands National Weather Service**

The Cayman Islands National Weather Service is responsible for monitoring the weather and providing data. The unit also plays a key role in providing current and forecast weather information to HMCI and the NEOC whenever a severe weather system has the potential to threaten, or threatens, the Cayman Islands.

The Cayman Islands National Weather Service is the agency that provides updates for all weather information on the following website

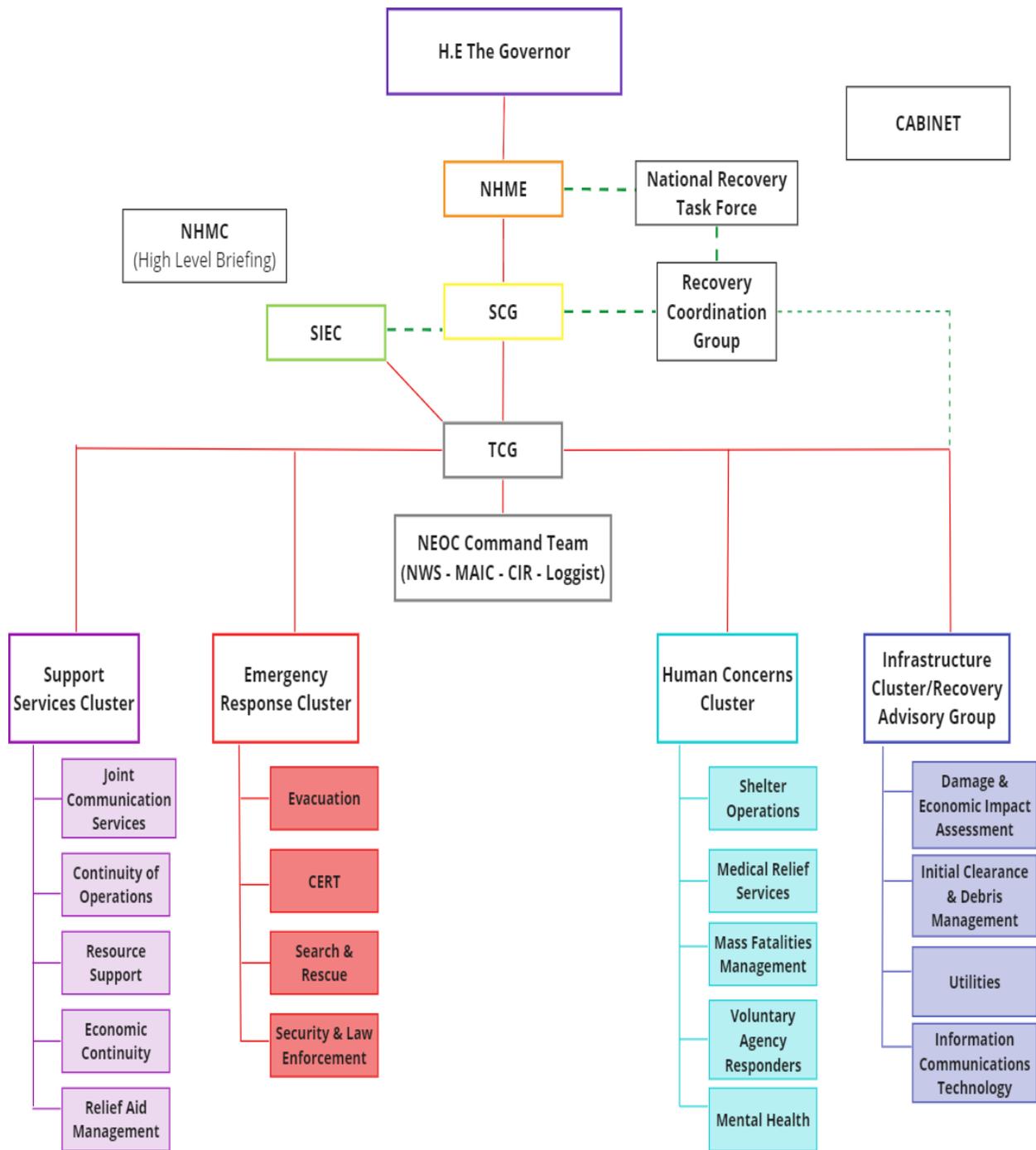
- [www.weather.gov.ky](http://www.weather.gov.ky)
- [www.gov.ky](http://www.gov.ky)
- [www.caymanprepared.gov.ky](http://www.caymanprepared.gov.ky)

## **Clusters and Emergency Support Teams (EST)**

In order to maximize the effectiveness and efficiency of the response effort, four tactical groups called clusters have been designated and the Emergency Support Teams are grouped within these. The clusters are:

- Support Services
- Emergency Response
- Human Concerns
- Infrastructure

Each Cluster is coordinated by a Cluster Manager (silver commander), with each Cluster organised into an assembly of like functions, of which responsibility and manpower is within the purview of the respective EST comprising the group. The ESTs are made up of personnel with designated responsibilities from various Ministries/ Agencies and the private and voluntary sectors and report to the Director of HMCI.



The Chair of each of the ESTs shall schedule regular meetings throughout the year to ensure that all members are conversant with their duties and responsibilities. Not later than 10 May each year the EST Chair will report to the Director of HMCI on the readiness of the EST to undertake its responsibilities.

The five clusters their ESTs, and the responsible agencies are shown in Table 1.

Table 1

Clusters showing Emergency Support Teams and responsible Agencies			
SECTION	EMERGENCY SUPPORT TEAM (EST)	RESPONSIBILITY	DEPARTMENT/ AGENCY
<b>Support Services</b>	<b>Joint Communication Services</b>	<i>Multi-agency committee that ensures the provision of accurate, unified, consistent and timely information to the general public</i>	<b>Dept of Comms</b> RCIPS HMCI Department of Tourism CINWS Financial Services
	<b>Continuity of Operations</b>	<i>Responsible for the continued operation of the Cayman Islands Government in an emergency/disaster (and its aftermath)</i>	<b>POCS</b> Lands & Survey Public Works Dept. DVES Facilities Management Planning Department Archives Computer Services
	<b>Resource Support</b>	<i>Provides the function of location, inventory, acquisition and deployment of equipment, supplies, personnel and other resources</i>	<b>Ministry responsible for HMCI</b> National Roads Auth. Public Works Dept. POCS DVES Port Authority Chamber of Commerce Central Procurement Office Finance Admin HMCI
	<b>Economic Continuity</b>	<i>Liaises with the business community (public and private)</i>	<b>Chamber of Commerce</b> Financial Services CIMA Finance Admin Risk Management Budget Management Cayman Contractor Assoc. Council of Assoc.
	<b>Relief Aid Services</b>	<i>Responsible for coordinating all efforts related to the management of relief aid</i>	<b>Central Procurement Office</b> CIAA Port Authority Customs & Border Control HMCI Immigration VARs

<b>Emergency Response</b>	<b>Evacuation</b>	<i>Evacuation of tourists and residents wishing to leave</i>	<b>CIAA</b> DOT Cayman Airways CITA RCIPS CAA Hon Consular Reps.
	<b>Community Emergency Response Teams (CERT)</b>	<i>Assesses community conditions, assists in Search and Rescue/ Initial Damage Assessments/ Relief distribution, reports incidents or areas that need urgent assistance before/during/after any event</i>	<b>CERT Leader</b> CIRC HMCI
	<b>Search &amp; Rescue</b>	<i>Locate individuals that have been reported as missing, need medical assistance, unable to extricate themselves from a life-threatening situation</i>	<b>CIFS</b> CICG RCIPS Port Authority CIAA Public Works Dept. NRA HSA CIR
	<b>Security &amp; Law Enforcement</b>	<i>Determines security arrangement and required to address security issues</i>	<b>RCIPS</b> HMPS
<b>Human Concerns</b>	<b>Shelter Operations</b>	<i>Provide shelter for displaced persons. Maintains responsibility for preparing and managing the shelters. Also responsible for returning facilities to their appropriate functional status as soon as possible.</i>	<b>DCFS</b> PWD DVES HSA DEH Education Department CIRC RCIPS HMCI NAU CIR
	<b>Medical Relief</b>	<i>Coordinates the response for medical needs. Also monitors the environment to minimize the possibility of disease outbreak</i>	<b>HSA</b> DEH Ministry of Health Doctors Hospital RCIPS Health City
	<b>Mass Fatality Management</b>	<i>Ensures the proper and dignified management of human remains</i>	<b>RCIPS</b> CIFS H.M. Coroner HSA Funeral Homes DEH

	<b>Voluntary Agency Responders</b>	<i>Support humanitarian activities and assists with coordination of Relief items</i>	<b>HMCI/CIRC</b> ADRA Lions Club of Cayman Lions Club of Tropical Garden LEO Club Rotary Club Sunrise Rotary Club Grand Rotaract Blue Ministers Association Kiwanis Club Grand Cayman
	<b>Mental Health</b>	<i>Ensures a holistic and integrated approach to addressing mental health</i>	<b>HSA</b>
<b>Infrastructure</b>	<b>Damage &amp; Economic Impact Assessment</b>	<i>Provides a thorough analysis of the impacts of a disaster on the nation.</i>	<b>Economic Statistic Office</b> Risk Management Unit Lands & Survey Planning Department Public Works Dept. Dept. of Agriculture MRCU Dept. of Environment CASE
	<b>Initial Clearance &amp; Debris Management</b>	<i>Coordinates agencies and organizations responsible for the initial clearance of debris. Also ensures the safe disposal of debris.</i>	<b>Dept. of Environmental Health</b> Public Health DOE NRA DVES DVL Water Authority
	<b>Utilities</b>	<i>Coordinates and ensure the integrity and/or restoration of utility systems as quickly as possible.</i>	<b>Water Authority</b> Petroleum Inspector ESSO Home Gas Ltd. Cayman Islands Fuel Service Cayman Water Co. CUC Brac Power & Light
	<b>Information Communications Technology</b>	<i>Restores information communication services that may be affected as a result of a disaster.</i>	<b>OfReg</b> Flow Digicel DMS Broadcasting Compass Media Radio Cayman Logic C3 IBML
	<b>Operations</b>	<b>National Emergency Operation Centre ops</b>	<b>HMCI</b> DoC CINWS CICC CIR

## Support Services Cluster

The Support Services Cluster incorporates the functions of Joint Communication Services, Continuity of Operations, Resource Support, Private Sector Services, and Relief Aid Management.

### **Joint Communication Services Emergency Support Team**

The Joint Communication Services Emergency Support Team (JCS EST) is a multi-agency team that works in conjunction with the NEOC to ensure the provision of accurate, consistent and timely information to the general public about all issues, events, and preparedness and response efforts.

#### ***Purpose/Policy***

The purpose is to provide a framework for ensuring accurate and timely communication services in support of the Cayman Islands Government's preparation for, and response to any hazard through a broad media spectrum, including audience-specific communication and other non-press forms of communication both locally and internationally.

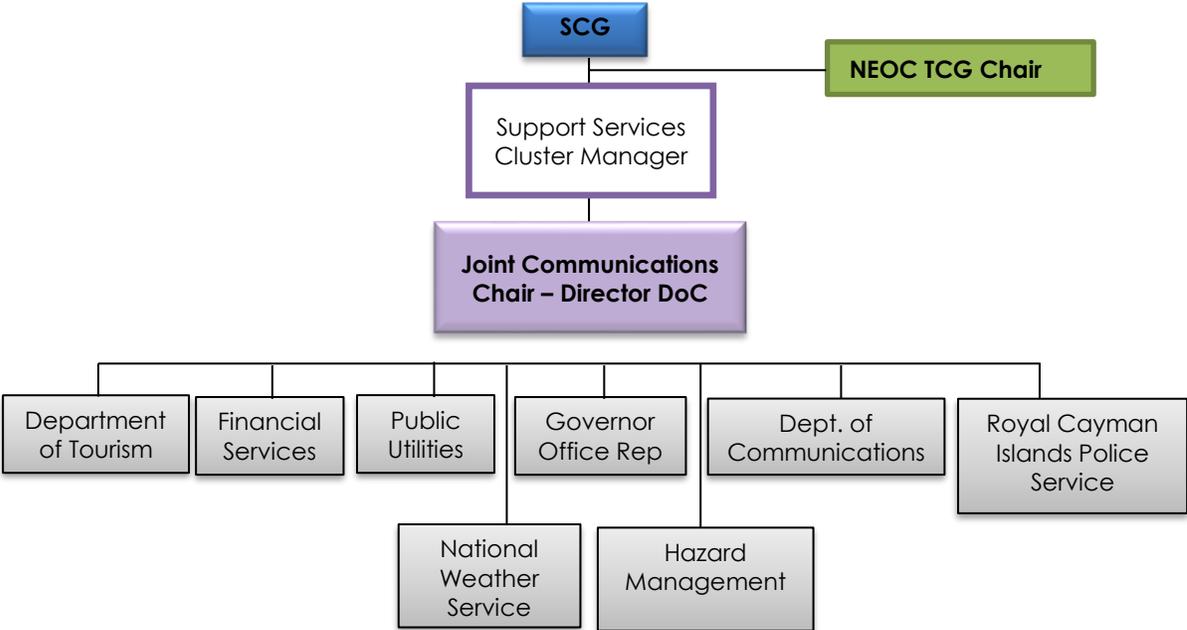
#### ***Administration***

The JCS is an EST within the Support Services group, which takes direction and reports to the NEOC Tactical Coordinating Group Chair during operational status. The JCS EST will be comprised of representatives of CIG departments. The Core Team will be comprised of the Chairperson of the JCS EST, senior personnel from Department of Communications, Tourism, Finance and a rep from the Governor's office. These individuals will work closely with all ESTs, utility companies, NGOs, and private sector organizations, which will participate in, and share the resources of, the JCS EST.

Additional persons may be co-opted by the JCS Chairperson or the NEOC/NHME/Policy Chairperson to augment and represent the various interests that need to provide information to the public and to international contacts.

The members of the EST are:

# JOINT COMMUNICATIONS SERVICES



The coordination of the JCS planning activities will be the responsibility of the JCS Chair. Other personnel with communications expertise within CIJ will be co-opted into the JCS EST and assigned duties as required.

Subject to the projected severity of the hazard, or the severity of the actual impact, an Information Centre (IC) will be established in the Department of Communications (DoC) Media Centre on the second floor of the Government Administration Building, supported by a robust and resilient communications capability, to coordinate emergency public information and media access relative to all response and recovery information. When established, the JCS IC may also serve as communication centre for visiting media, where they may request interviews, additional information, tours (if feasible). The decision to bring into effect the JCS IC will be made by the JCS Chair in consultation with the NEOC TCG Chair.

While the JCS EST has specific and direct responsibility, its members work in partnership with the NHMC, which has the ultimate duty to ensure, coordinated, accurate and timely information locally and internationally.

The JCS EST will decide appropriate shift schedules, depending on the severity and imminence of a hazard threat. The JCS EST will manage personnel resources to cover shifts as long as determined necessary by the NEOC TCG Chair or recovery operation. Personnel from the JCS EST and responding agencies will work together to ensure the coordination and release of accurate and consistent information to be disseminated quickly to the media and the public.

The primary organizational elements of the JCS EST and related operations may vary depending on the type and extent of the hazard threat. The base of JCS operations will be at the NEOC. It is here that information is received and decisions are taken on

what should be issued to the public, subject to the approval of the SCG Co-Chairs. Key messages and overall communications strategy will be agreed upon by the Governor and Premier.

### **General Responsibilities**

- Provide advice to the Governor, the Premier, NEOC TCG Chair, and other EST Chairs on communication matters as required to include pre-event planning and publicity; and media handling and arrangements
- The JCS Core team shall jointly develop the message points to be presented to the NEOC TCG Chair for approval by the SCG Co-Chairs prior to the dissemination at each phase of operation and at other critical points
- The JCS will be represented in the NEOC and is also responsible for establishing an IC and or a media centre in close proximity to the NEOC from which it may operate
- Advise and assist individual NEOC ESTs in formulation of releases on specific policies or procedures and will consult with the NEOC TCG Chair. These releases will be issued on approval of Director HMCI
- The JCS will be the central repository for information and the sole source for the dissemination and coordination of public information, notices and warnings to the local and international media once an alert is issued for any hazard. These will have prior approval from SCG Co-Chairs
- JCS EST will coordinate all requests for interviews with response agencies and officials
- Manage Information Coordination, Media Relations, Community Relations, VIP relations, and the development of up-to-date briefings for local and international media sources
- When any hazard threatens or has a significant impact, the JCS EST promptly disseminates to all local media the series of advisories declared by the NEOC, to provide direction and guidance to the public as to the appropriate actions and precautions to be taken
- Preparation of PSA's and updates for local and international media
- Initiating media contact upon announcement of all advisories by the NEOC
- Transitioning JCS activities and support from Emergency operations into Recovery operations
- JCS will update regularly and promptly the website [www.caymanprepared.gov.ky](http://www.caymanprepared.gov.ky) [www.gov.ky](http://www.gov.ky). The website will be presented to the public as the definitive official source of information and advice
- Provide the key messages for both the domestic and international audiences as agreed with the Governor, who will consult the Premier, and both of whom, circumstances permitting, may wish to make public statements themselves
- Assist to educate residents on personal, family and business preparedness
- Maintain open communication

- Provide authoritative information to deal with rumours
- Provide accurate, consistent and timely information for the local and international media, particularly with respect to finance and tourism

## **Continuity of Operations**

"*Continuity of Operations*" refers to the arrangements for the continued operation of the Cayman Islands Government in the event of a national emergency or disaster.

### ***Purpose/Policy***

The purpose of this plan is to minimize disruptions to government (including statutory authority and government owned companies) business operations and services where possible, and minimize the potential impact on the Nation of any unavoidable disruption.

Each of the plans for individual Ministries and Portfolios constitutes one element, and collectively they constitute the National Continuity of Operations Plan (NCoOP).

It is the policy of the Cayman Islands Government to return government to an operational capability as soon after any hazard occurrence as is possible. The Deputy Governor is responsible for establishing a process that prioritizes facilities to be opened, designates personnel responsible for all buildings which government owns, occupies or which house a critical service, directs agencies to ensure the protection of vital records critical to government business and services, and authorizes designated personnel the authority to carry out essential actions to achieve operational status.

It is Government's directive that when a hazard is imminent, all government agencies and organizations shall implement measures to protect business and vital records in order to resume government business and services as rapidly as possible following an event.

It is Government's directive that when a hazard is imminent or an emergency has occurred or after the occurrence of a destructive event, all personnel deemed by the Chief Officers of Ministries to be "Essential" or "Available" shall report to assigned locations to carry out assigned tasks. All vacation/leave will be immediately rescinded, effective immediately upon notification of a threat or event. Any exceptions shall be considered and decided on a case by case basis by the Deputy Governor. Those "Essential Personnel" who remain unassigned must be available for assignment on short notice.

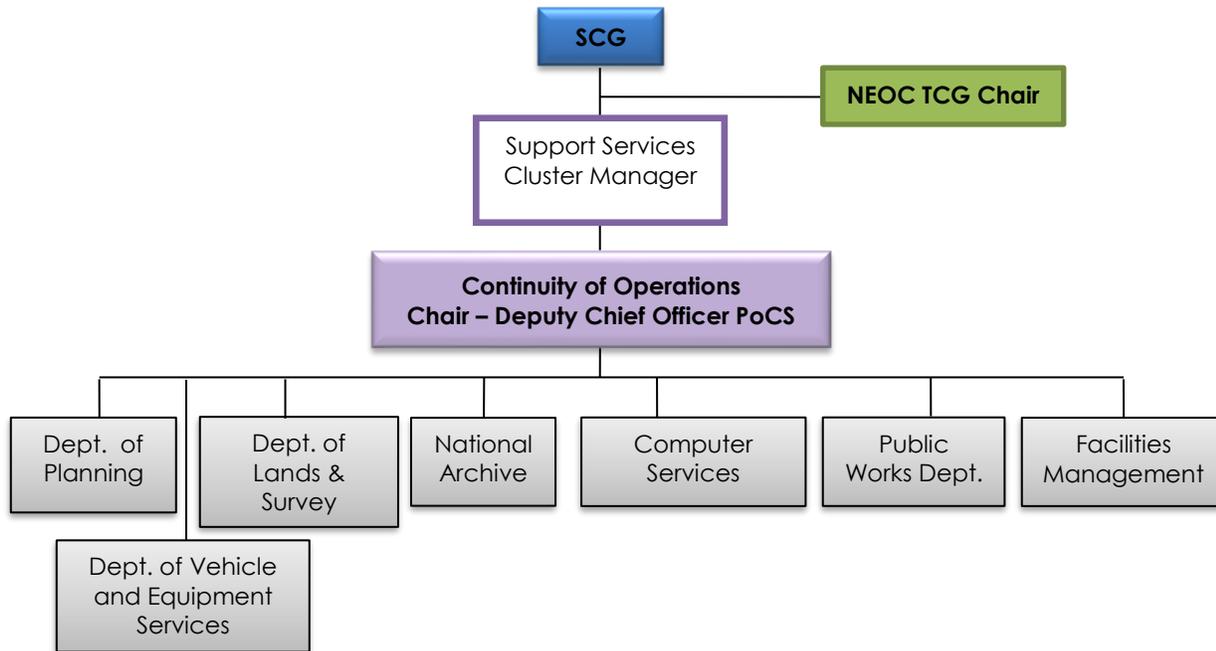
### ***Administration***

The CoOP is an element within the Support Services Cluster. The Continuity of Operations EST consists of a core group which includes the Portfolio of the Civil Service (PoCS), Archives, Computer Services, Facilities Management, the Department of Public Works, and others as may be needed.

The Chief Officer of PoCS, on behalf of the Deputy Governor, is designated to oversee all CoOPs of all Ministries and Portfolios (including statutory authority and government owned companies). The Deputy Chief Officer of PoCS is responsible for coordinating the function of this EST and will serve as the EST Chair. HMCI is responsible for reviewing CoOPs and providing feedback to all departments.

The members of the EST are:

# CONTINUITY OF OPERATIONS



Development of a NCoOP is the responsibility of the Deputy Governor and Head of the Civil Service. As directed by the Deputy Governor, all Chief Officers shall establish a CoOP for their Ministries.

For the purposes of the National plan the Director of Archives, shall direct that appropriate measures be initiated to protect government records from damage or destruction.

The Chief Officers shall direct appropriate personnel to enter into the Government buildings for which they are responsible, to assess preparatory measures, and/or initiate measures prior to an event, and report status to the Chief Officer of PoCS.

Following an event, Chief Officers shall direct appropriate personnel to evaluate conditions, identify existing or potential hazards to entrants, and determine whether the building can be occupied, in whole or in part, following an event, and report status to the Chief Officer of PoCS.

## **General Responsibilities**

- Develop and maintain the National Continuity of Operations section of The National Hazard Management Plan which incorporates the CoOPs of Ministries. These CoOPs consists of three elements: the designation of "Essential Personnel", the protection and restoration of government facilities and services and the protection and preservation of records
- Provision of planning guidance for Continuity of Operations Plan (HMCI to assist)
- Quality Control of CoOP

- Enforcement of time line for delivery of CoOP
- Each Ministry shall develop and maintain a list of persons deemed to be "essential" to meeting the objectives of rapid effective response and recovery. Such personnel are required to be available for deployment as needed. As far as possible, arrangements should be made for the safety of families of key personnel to enable them to fulfil their roles in an emergency
- Collect, collate and coordinate a list of personnel identified as essential to emergency response and initial restoration of services from Chief Officers
- Ensure the development of mitigation measures by the Chief Officers to protect government facilities to the greatest extent possible and return them to their intended purpose as soon as possible
- Ensure the securing and protecting of critical and vital records. The EST Chair shall consult with the Director of the National Archive to establish the protocols for records protection and preservation
- Ensure the notification of and direction to all agencies to ensure the secure protection of all critical and sensitive government documentation upon the notification of a hazard threat or the occurrence thereof
- The Landlords of the buildings and Chief Officers are responsible for facilitating Government's return to routine business practices as soon as possible and are authorized to enter into the Government Building to:
  - Assess damages, as conditions permit
  - Execute or cause to be executed any pre-disaster or essential agreements for services, equipment or supplies deemed necessary to restore all or any portion of the building to a functional condition, and if not serviceable, make the determination to seal the building, or any portion of it from entry
  - Activate government facility plans providing for the safety and protection of employees and the public from any hazard or event threatening life and safety
- Rescind all vacation/leave immediately upon notification of a threat or event or when an emergency has occurred or after the occurrence of a destructive event
- The Director of the National Archive shall provide direction for protecting records to all Department Heads by 1 April

## **Resource Support**

Critical to response is the ability to act on requests for assistance which are received at the NEOC from field forces, Departments, and other government leaders.

Therefore, Resource Support provides the function of location, inventory, acquisition and deployment of equipment, supplies, personnel and other resources to support requests from emergency responders during response operations in a timely manner.



The EST will locate at the NEOC and will schedule personnel resources to cover the daily operations until the NEOC is deactivated. Communication with other representatives and responders in the field will be through the assigned emergency frequency.

### **General Responsibilities**

- Convene a meeting of the EST before the end of April each year and meet throughout the year to review procedures of participating entities and ensure changes are reflected in the plan and brought to the attention of the HMCI
- Ensure that all EST members are oriented to their individual responsibilities
- Establish a process for organizing and processing requests
- Ensure that the EST understands the need for expedient processing of requests
- Liaise with the contractor's association and establish a schedule of rates for hazard repair work
- Assist with the acquisition of essential relief resources (water, food, clothing, and local relief supplies) on behalf of:
  - The Relief Management Plan
  - the Community Emergency Response Team; and
  - the Shelter Operations EST
- Develop a system for locating, purchasing, shipping, and receiving resources requested by the NEOC through local and overseas vendors
- Develop forms and formats needed for emergency acquisition
- Work with Procurement Office to ensure correct procedures are being followed
- Develop a compendium of relief resources including resources that may come through CI Government or other organizations
- Train personnel and EST members in the processes and use of all forms
- Liaise with the Cluster Managers to obtain assessments of the resources that ESTs will expect to require
- Assist all ESTs locate and acquire resources which are not readily available or for which they do not have the time to research
- Provide assistance in distribution of resources
- Ensure that all resources are tracked from receipt through deployment
- Identify and register vehicles available for use in the event of a disaster by April of each year
- Produce a strategic Vehicle/Equipment Protection and Deployment plan
- Liaise with hardware suppliers - gain agreement that they will assist the NEOC with the coordination of procurement and distribute essential hardware, following a storm
- Liaise with the Relief and Recovery Unit (FCDO London). Establish pre-disaster contracts and processes

Overseas relief supplies will be initially received and processed through the Relief Aid Management EST. Distribution of the goods and supplies following initial processing will be the responsibility of the Resource Support EST in coordination with the Relief Aid Management Emergency Support Team

## Economic Continuity

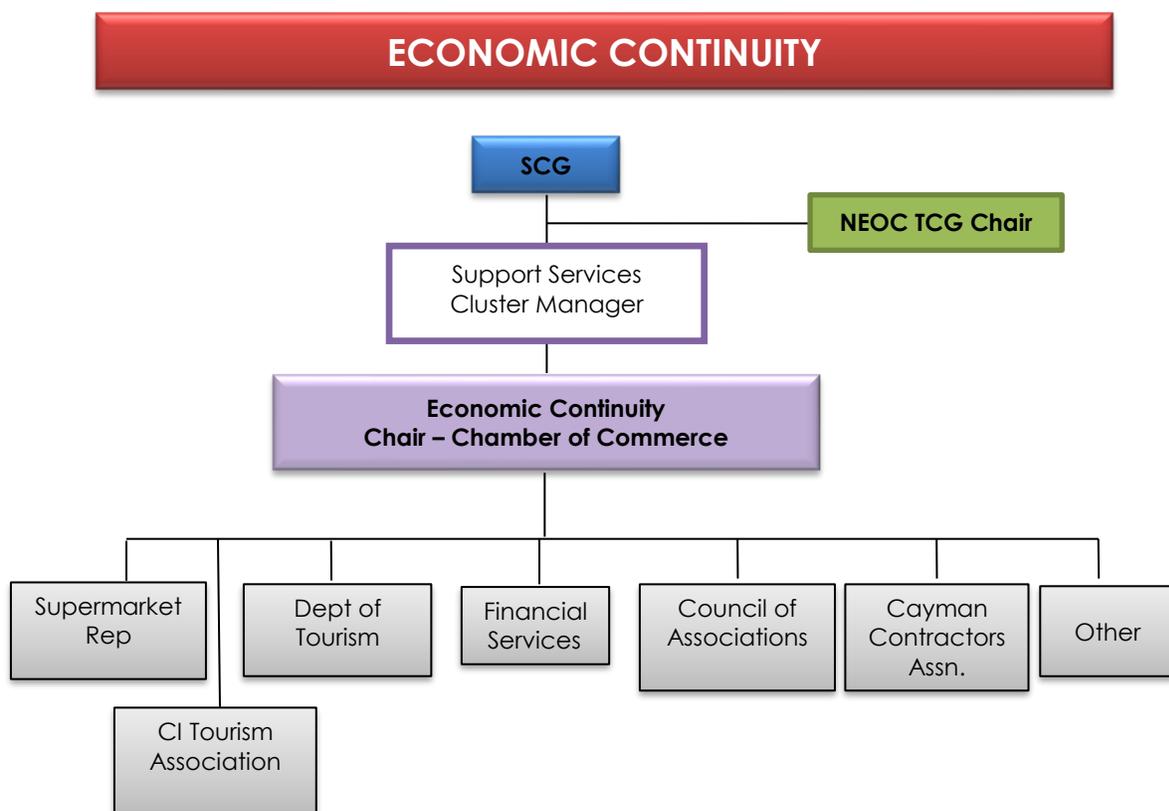
The Economic Continuity EST is to provide liaison with the business community, provide synergy between private and public sector efforts during response and recovery operations.

### Purpose/Policy

The purpose of this EST is to create the necessary forum / liaison / interaction for the private sector to actively /effectively/efficiently participate in the planning, response and recovery process of the country for any hazard it may be vulnerable to or impacted by.

### Administration

Business Continuity for the private sector will be a main focus of the EST. The members of the EST are:



### General Responsibilities

- Represent the business community and private sector by coordinating the development and presentation of economic and statistical documentation from that sector, and provide support to the restoration of the business community infrastructure

- Provide the NEOC daily status reports of the impacts on the business community through its Chair
- The Economic Continuity EST is not anticipated to be present at the NEOC, this group will instead provide updates

## Relief Aid Management

The Relief Aid Management EST will be responsible for coordinating all efforts related to the management of relief aid that can quickly overwhelm a system which may already be stressed beyond its limits

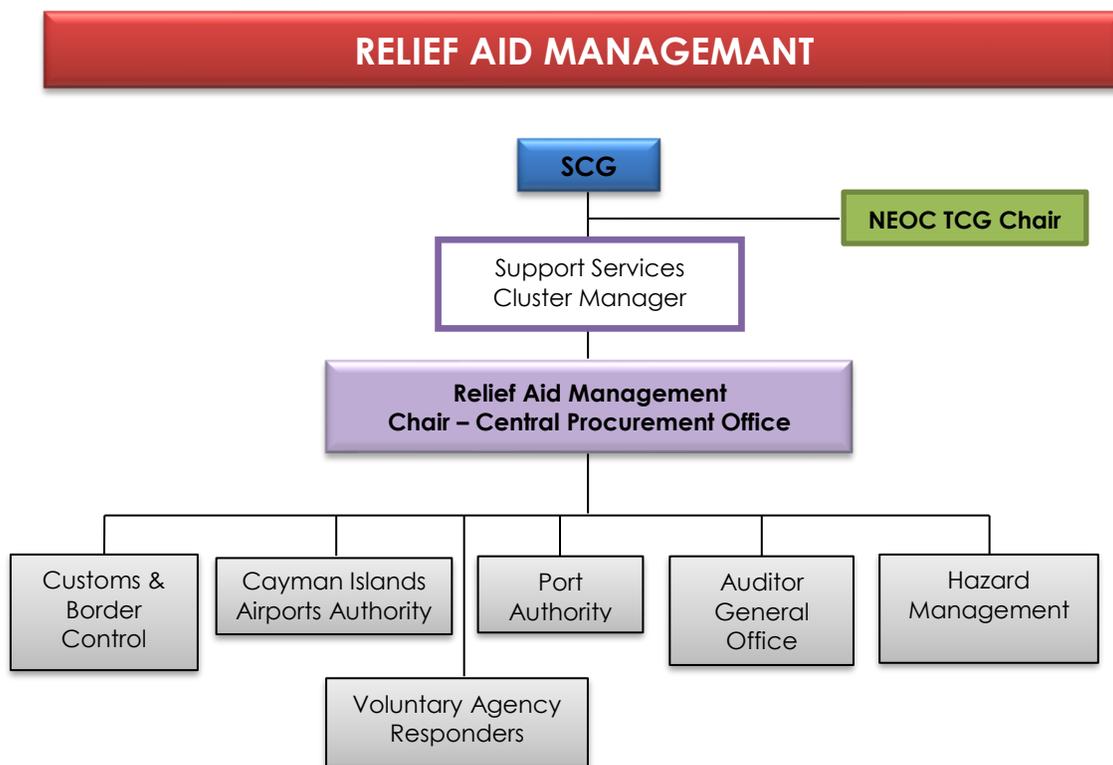
### Purpose/Policy

The purpose of this policy is to ensure an accounting and initial distribution procedure which will:

- Account for all goods, excluding financial, as they are received
- Ensure that goods are distributed to those with the greatest need as soon as possible
- Ensure that the initial distribution system is fair and impartial

### Administration

The members of the EST are:



### General Responsibilities

- Provide an efficient system to receive and rapidly record all goods and supplies received from international sources

- Ensure that resources are processed and ready for distribution
- Arrange for their pickup and transport to designated distribution locations
- Serve as the point of contact for physical aid and assistance given to the Cayman Islands by international and local donors
- Ensure adherence to the established management system for receiving, recording and distributing according to priority needs as indicated by the NEOC
- Track the use of all such aid and assistance to the relevant ESTs and other entities for distribution throughout the Constituencies
- Ensure the accountability for the use of international aid, reporting back to donors through the NEOC as necessary. All actions taken shall be needs based and consistent with international standards and the National Relief Management Plan, and shall be reported to and coordinated with the Financial Secretary (Audit Office)
- Develop and manage a Compendium of Essential Hurricane Relief Resources
- Ensure the identification, provision, distribution, and tracking of essential relief services
- Manage the National Relief Management Plan

## Emergency Response Cluster

The functions of the Emergency Response Cluster include the evacuation of populations from the Islands, as well as assisting in transportation to shelters prior to an event, search & rescue missions, to establish emergency traffic routes, provide traffic control, security to assure the public's safety, and the protection of property before, during and following any hazard event. An incident command system will be utilized to manage site specific emergencies

This element incorporates the government's immediate response capabilities to all emergencies.

### Evacuation

Visitors to the Islands accommodated in Tourist facilities are vulnerable to the damaging effects of hazardous event. The combination of the location of the facilities and the low availability of emergency shelter accommodations present challenges that can best be alleviated by evacuation off island for the safety and preservation of lives of our visitors.

#### ***Purpose/Policy***

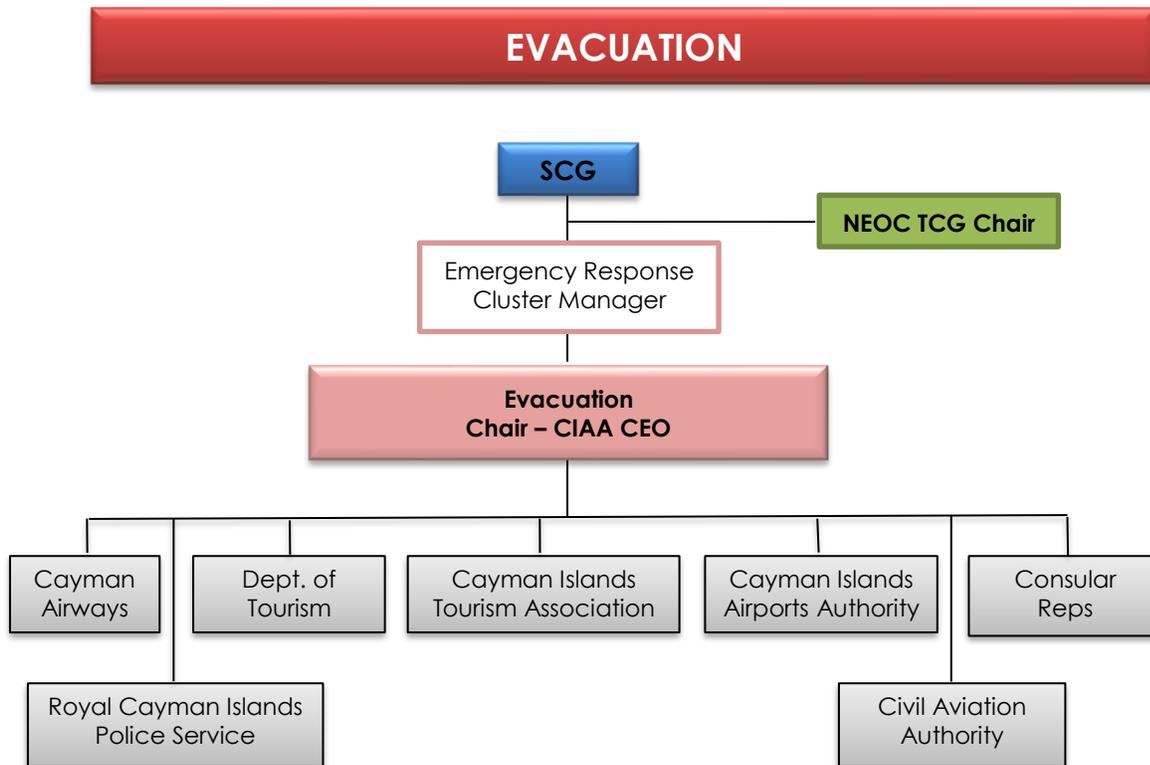
In the event that there is a need for evacuation of residents and visitors from the Islands in preparation for a threat or the result of an event, the Evacuation EST will manage the safe evacuation of persons wishing to leave.

All persons required to evacuate such areas shall do so for the safety and preservation of lives. As warnings cannot always be preceded by lengthy periods, persons must be ready to evacuate given minimum notice. Evacuation operations will continue until all

persons have been evacuated subject to the availability of equipment and safe operating conditions.

### **Administration**

The members of the EST are:



### **General Responsibilities**

- Coordinate the voluntary evacuation of island residents and tourists, as well as mandatory evacuation when it is determined by the NEOC SCG that evacuation is necessary and so ordered by the Governor
- Determination of the need to order evacuation for the Sister Islands lies with the District Commissioner who will communicate conditions to the Governor at the earliest time possible. In the event that evacuation is required, the Governor may declare a “State of Emergency” for the Sister Islands in order to implement evacuation operations as soon as possible. Evacuation operations will be arranged by the District Commissioner

### **Community Emergency Response Teams**

Emergency preparedness and response is not just an issue for public authorities or first responders. Community Emergency Response Teams (CERT) would assist in the preparation for and response to a disaster.

### **Purpose/Policy**

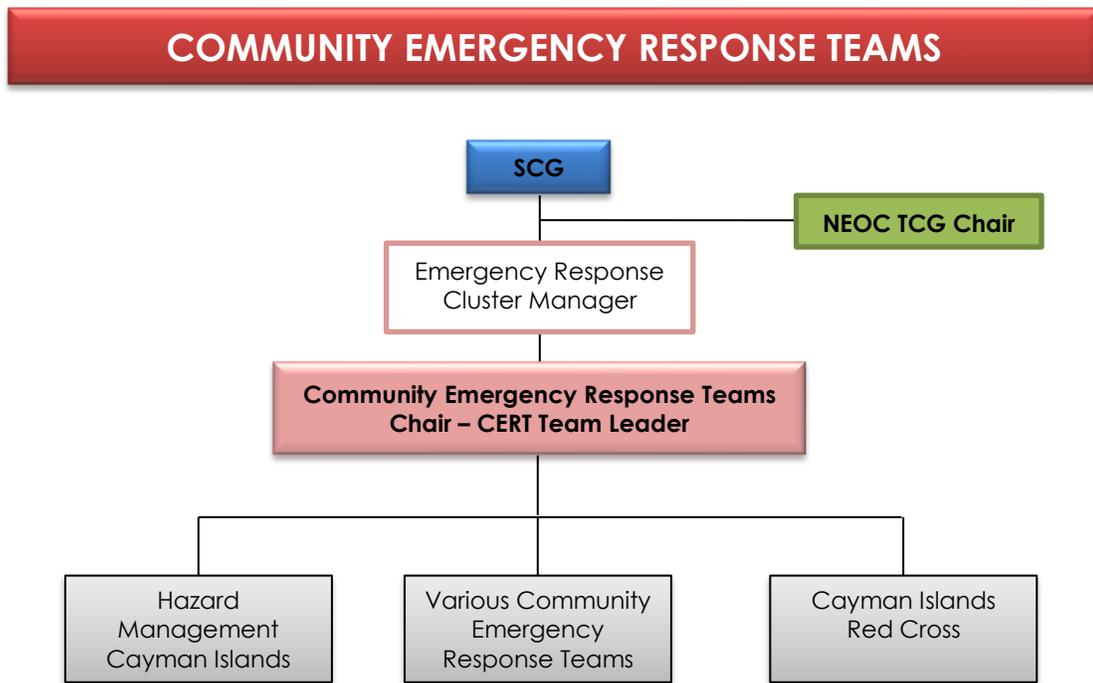
The CERTs will assist communities to prepare for and respond effectively in the aftermath of a disaster when first responders are overwhelmed or unable to respond.

## Administration

The NEOC has the overall responsibility to coordinate with the CERTs to ensure the needs are prioritized according to the conditions among all affected areas.

It is the responsibility of this EST to respond to issues specifically dealing with districts on their respective Island. All teams will designate a representative to this group to coordinate, evaluate and maintain communications with the NEOC.

The members of the EST are:



## General Responsibilities

- The function of the EST is to ensure that conditions are assessed and resources are obtained to alleviate disaster conditions to the extent possible
- Assist in relief distribution
- Report any incidents or areas that may need urgent assistance before during and after any disaster event

## Search and Rescue

It is likely in the event of a catastrophic event that search and rescue efforts will be required to locate individuals that have been reported as missing or unaccounted for, in need of medical assistance, or unable to extricate themselves from a life-threatening situation.

### **Purpose/Policy**

The Search and Rescue EST ensures that the general protocols required to provide an effective well-coordinated island-wide search and rescue effort in response to a

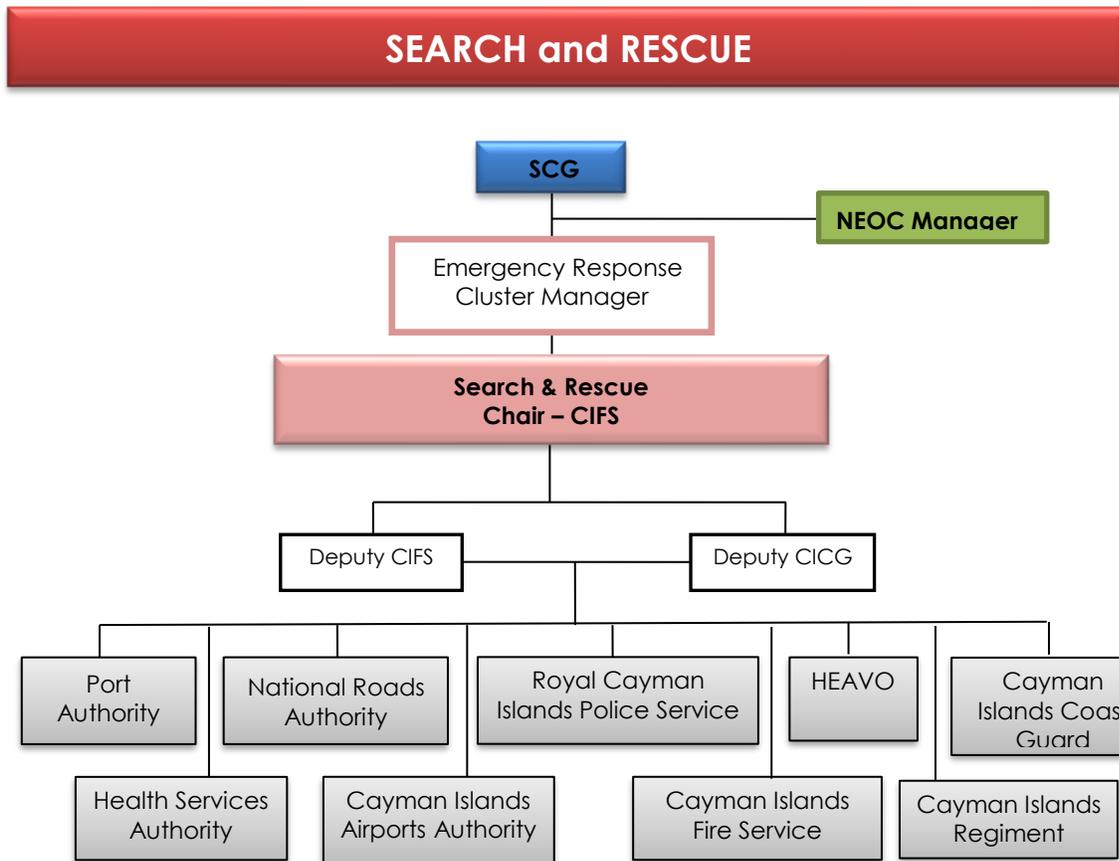
hazardous event is in place, and will determine the agency with the overall management and responsibility for those particular conditions.

**Administration**

Land based searches will be led by the Cayman Islands Fire Service, for sea-based searches the Cayman Islands Coast Guard (CICG) will be the lead agency.

Supporting such operations will be the Port Authority, Health Services Authority (HSA), Cayman Islands Airports Authority (CIAA) and other departments as required. Other departments and/or ESTs, especially Resource Support, activated during the emergency will provide support to the lead agencies with equipment, manpower and materials or supplies as required.

The members of the EST are:



**General Responsibilities**

- Respond to all distress calls received at the NEOC or Department of Public Safety and Communications (9-1-1) Centre for search and rescue missions
- Coordinate all rescue missions during or after the impact of a hazardous event
- Provide situation report to the NEOC of ongoing rescue missions
- Provide advice to the NEOC and the Resource Support EST of equipment and type of assistance that would be required to conduct a rescue

## Security and Law Enforcement

As a consequence of a hazardous event there are security issues that may arise for which the RCIPS will conduct an assessment to determine what security arrangements are required to address the situation.

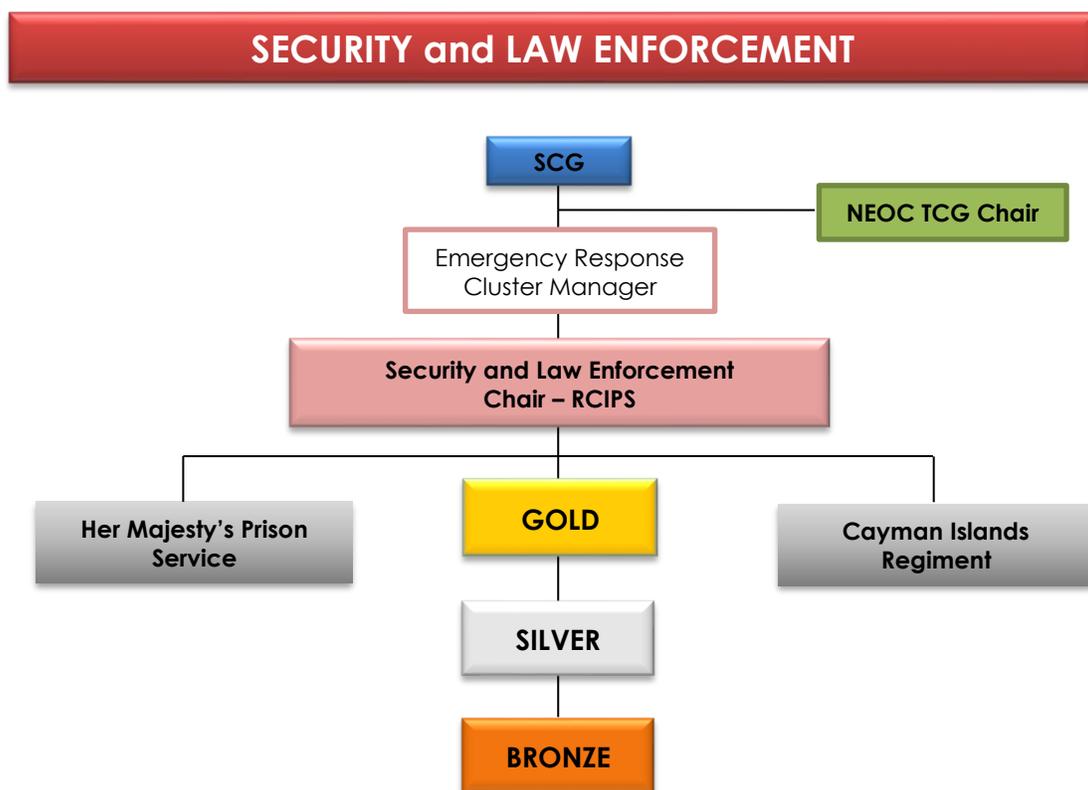
### **Purpose/Policy**

The RCIPS is charged with the enforcement of the laws of the Cayman Islands and maintaining public safety. It may be necessary to establish curfews and cordons as tools in preventing criminal activity during a time when properties are vulnerable due to the disaster.

The Emergency Powers Act and the Police (Amendment) Act 2004 provides the authority for the RCIPS to take the necessary actions required.

### **Administration**

The members of the EST are:



### **General Responsibilities**

- Maintenance of law and order
- Assist with security related to clearance operations
- Provide uniformed personnel for public shelters, utilizing Special Constables where possible, and guards for vulnerable points (such as food stores, damaged buildings housing bank facilities, and government offices)

- Liaise closely with the Port Authority and the CIAA to ensure security at the port and airport, and any international assistance stored there; and also the prisons
- Advise the Governor on the need to bring in police from other OTs, the UK, or the Bermuda Regiment, and will ensure command and control over any such overseas reinforcements
- Protection of life, including security of the Governor and Ministers
- Co-ordination of the emergency response together with members of the NEOC
- Protection of vital services and 'Key Points'
- Protection of property
- Prevention and detection of crime
- Restoration of normality

## Human Concerns Cluster

The Human Concerns Cluster is responsible for the immediate and long-term care and welfare of the population in response to a disaster. The responsibilities of this group include assessment of needs and sheltering of those requiring such assistance before during and following an event. It oversees caring for the basic needs of those displaced because of the event, through sheltering, health and medical care and feeding when required. Through pre-disaster coordination and communication, they are assisted in this effort by the Cayman Islands Red Cross, churches and other public service organizations, within their capability to do so. The ESTs include:

### Shelter Operations

#### ***Purpose/Policy***

Following an event, the government will provide emergency sheltering of those displaced by the event for a LIMITED PERIOD of time. Shelter Operations EST maintains overall responsibility for preparing and managing the individual shelters in Grand Cayman.

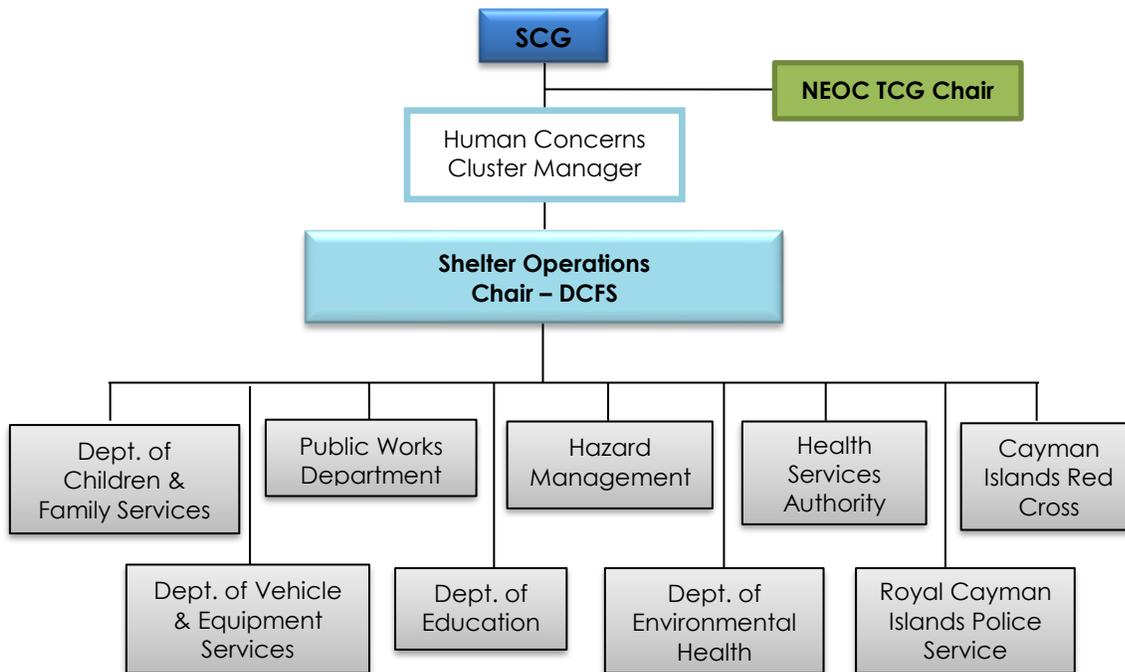
To provide standard operating procedures for sheltering of the elderly and persons with special needs at emergency shelters.

The policy is to return all facilities to their appropriate functional status as soon as possible.

#### ***Administration***

The members of the EST are:

# SHELTER OPERATIONS



## **General Responsibilities**

- Responsible for the management and oversight of all public shelters in the Cayman Islands
- Responsible for the receipt and distribution of materials, goods and supplies received from Resource Support for shelters in preparation for an event or in the aftermath of an event
- Responsible for the recruiting and training of Shelter Managers and for orientation of teams in shelters prior to activation
- Responsible for the deployment of Shelter Managers to the respective public shelters
- Responsible for the preliminary management of medium to long term welfare of persons in temporary housing
- Responsible for recruiting Mental Health professionals for Emergency medical centres and assigning quiet rooms

## **Older Persons & Special Needs Shelter**

Emergency medical centres are intended to provide a safe environment for those requiring limited medical assistance or surveillance of individuals whose age, frailty, mobility, functional and/or medical condition make them vulnerable and at risk under adverse conditions. These shelters are not intended to serve as skilled health care facilities.

Older persons who have been able to maintain activities of daily living in a home environment may shelter at any designated shelter.

The following Emergency Shelters are assigned as Emergency Medical Centres:

- Prospect Primary School
- Sir John A Cumber Primary School Assembly Hall
- William Allen McLaughlin (East End) Civic Centre
- Clifton Hunter High School Gymnasium
- Craddock Ebanks (North Side) Civic Centre
- Bodden Town Primary School Multipurpose Hall
- Savannah Primary Assembly Hall
- Ashton Ruddy Centre (Cayman Brac)
- Public Works Department Building (Little Cayman)

### **Definitions**

Person with a disability means a person who has a short-term or long-term physical, mental, intellectual or sensory impairment which significantly hinders, or which may hinder, that person's full and effective participation in society, on equal basis with other persons (The Disabilities Bill 2016).

Older person means persons 65 years and older (Older Persons Policy 2016-2035).

Caregiver means any person who provides care (Older Persons Policy 2016-2035).

### **Eligibility**

1. The individual has a medical or physical need that may require professional assistance during a sheltering situation
2. The individual has a medical or physical need that exceeds the basic first aid provided at general shelters
3. The individual has a medical or physical need that is medically stable and does not exceed the capacity, staffing or resources at the Emergency Medical Centre
4. The individual is 65 and above and have no medical needs

If a caregiver is needed, the caregiver must accompany the patient and stay with the person at the shelter. In addition, individuals dependent on home health care are required to bring their own equipment and supplies with them to the shelter.

## **Supplies**

• Medication	• Medical supplies & equipment
• Assorted foods	• Can opener
• Books	• Water
• Blankets & pillow	• Personal Hygiene items
• Important documents	• Change of clothes
• Flashlight	• Prosthetic devices

## **Medical Teams**

The team will be staffed by trained medical and nursing personnel. Individuals sheltering within the facility can also support the team.

Duties of the team include:

- Triage shelterees based on their level of care
- All medications brought into the shelter are to remain in the control of the caregiver
- Monitor the health of shelterees
- Provide necessary medical assistance

## **Medical Relief Services**

Disasters often result in severe injuries and the significant loss of life. It is essential that medical services are provided to meet medical and health needs and to alleviate medical issues as quickly as possible that could lead to the possible spread of infectious disease and death as a result of the impact.

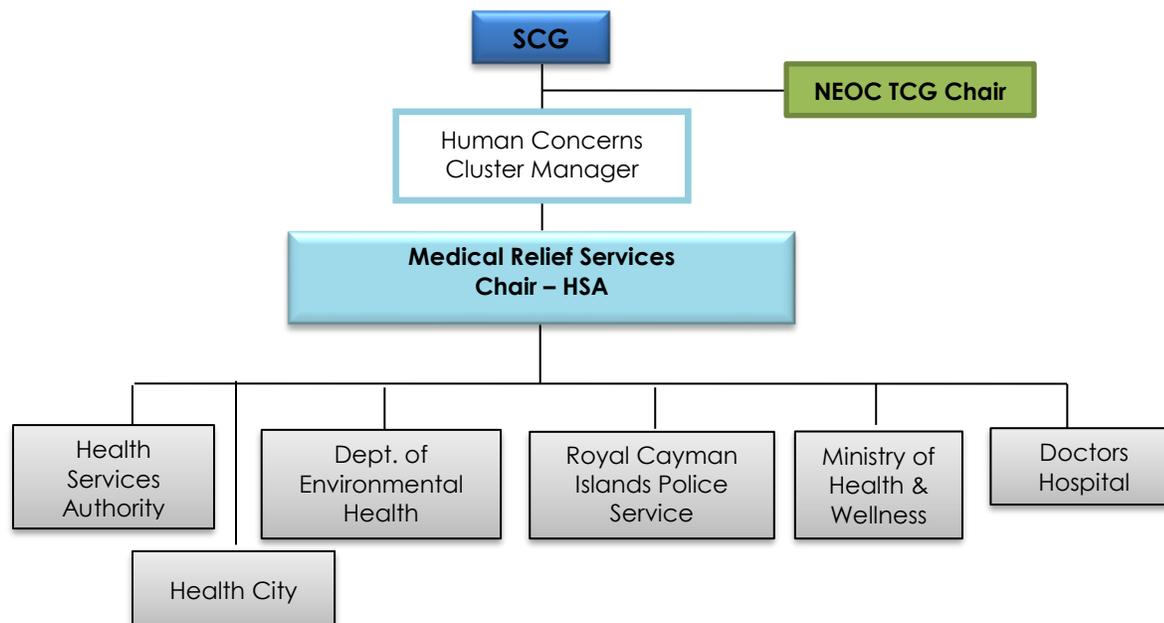
### **Purpose/Policy**

The purpose of the Medical Relief EST is to coordinate the response for the medical needs of the community through the Cayman Islands Hospital, Faith Hospital, HM Prisons, and the six Emergency Medical Shelters (EMC's). Also, monitor the environment to minimize the possibility of disease outbreaks.

### **Administration**

The members of the EST are:

# MEDICAL RELIEF



## General Responsibilities

- Responsible for ensuring all preparatory actions have been taken, personnel briefed and assignments made, and resources are in place to ensure rapid provision of Medical Relief Services in response to injuries. This encompasses medical facilities and personnel in the public, private and non-governmental sectors
- The Chief Executive Officer of the Cayman Islands Hospital serves as EST Chairperson
- Establish a schedule for orientations, training and exercises, contact personnel and make assignments
- Review or establish essential contracts or MOA's for access to critical resources before, during or after an event
- Review contract provisions with the NEOC TCG Chair and the Resource Support EST Chairperson
- Lead and provide medical resources for Mass Casualty responses

## Mass Fatalities Management

The potential impact of a disaster may result in substantial loss of life. Where fatalities occur, it is important that there are systems in place that promotes the proper and dignified management of human remains.

### **Purpose/Policy**

The purpose of the Mass Fatality Management EST is to establish the framework for mass fatalities management. The activities range from:

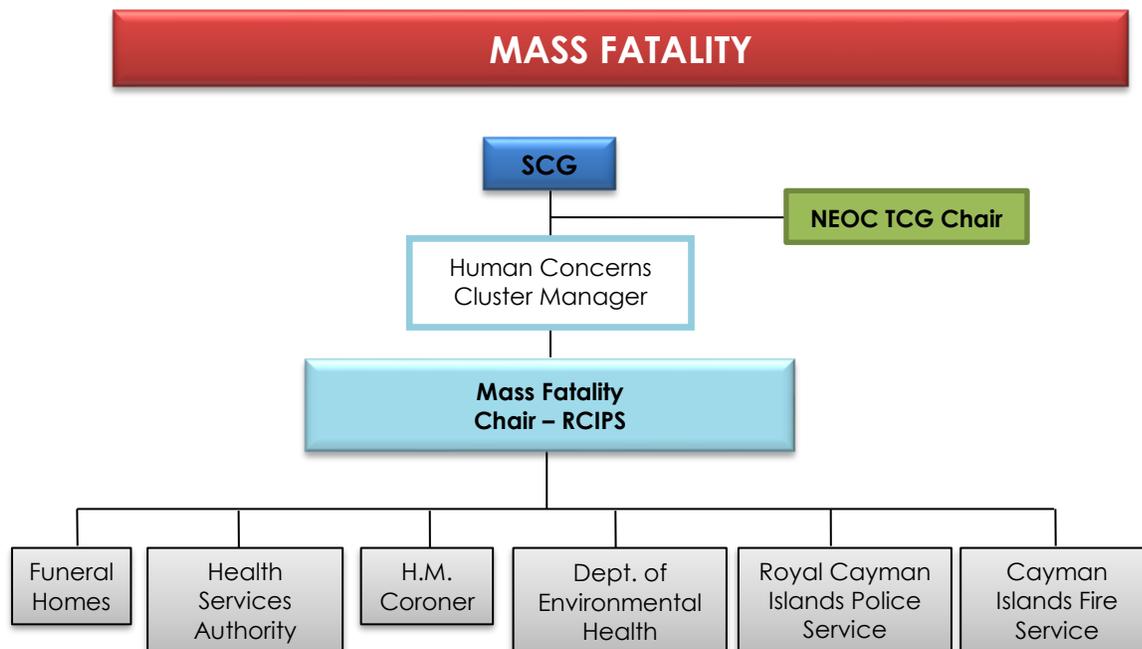
- Collection
- Initial identification
- Notification of family
- Release of the body to family or the community

The Government policy is to provide a means of managing and disposing of the deceased in the event that a disaster results in fatalities in excess of 15.

### **Administration**

The mortuary management is the responsibility of the RCIPS. The specific protocols for management of mass fatalities are outlined in RCIPS Casualty Bureau Process Plan.

The members of the EST are:



### **General Responsibilities:**

- Collection of casualty information
- Identification of victims
- Mass fatalities management
- Implement procedures for fatalities management which have been developed by the RCIPs and the EST
- Management of fatalities, including recovering, identifying and processing fatalities, and performing that responsibility in conjunction with HM Coroner and with support from the Health Services Administration

## Voluntary Agency Responders (VARs)

Non-Governmental Organizations and voluntary agencies play an important role in the response and recovery after a disaster, and are recognized as equal partners united by the common goal of assisting with emergency response and disaster relief.

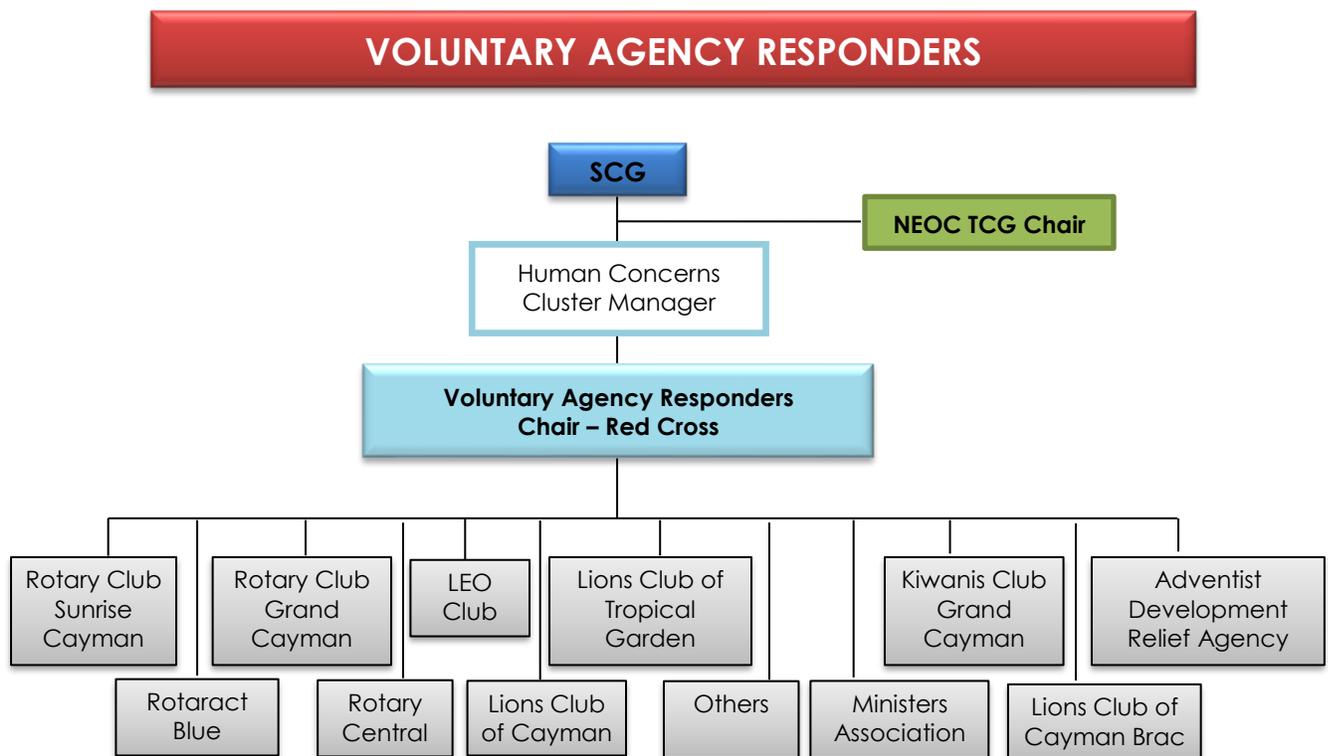
### **Purpose/Policy**

The primary role is to support humanitarian relief activities through the NEOC. The EST will also act as an auxiliary for the Human Concerns Groups functions (and any other function deem applicable by the NEOC) in the areas of personnel and general resources.

### **Administration**

The EST is an integral component of the Human Concerns Group. The EST serves as the point of contact for all NGO's, voluntary agencies and non-profit organizations that wish to play a role in the disaster management process and is chaired by CI Red Cross.

The members of the EST are:



### **General Responsibilities**

- Provide volunteers to assist in shelter operations and management
- Provide assistance in the distribution of food, clothing, water, and other items to all districts
- Maintain close coordination with the NEOC on the utilization of above resources

- Provide volunteers to assist with food preparation post disaster event
- Coordinate all the activities of all voluntary agencies responding to support Cayman Islands NEOC operations and post emergency relief

## Mental Health

The Mental Health EST is to assist with addressing the psychological, emotional, and social wellbeing impacts that a disaster may have on survivors and responders.

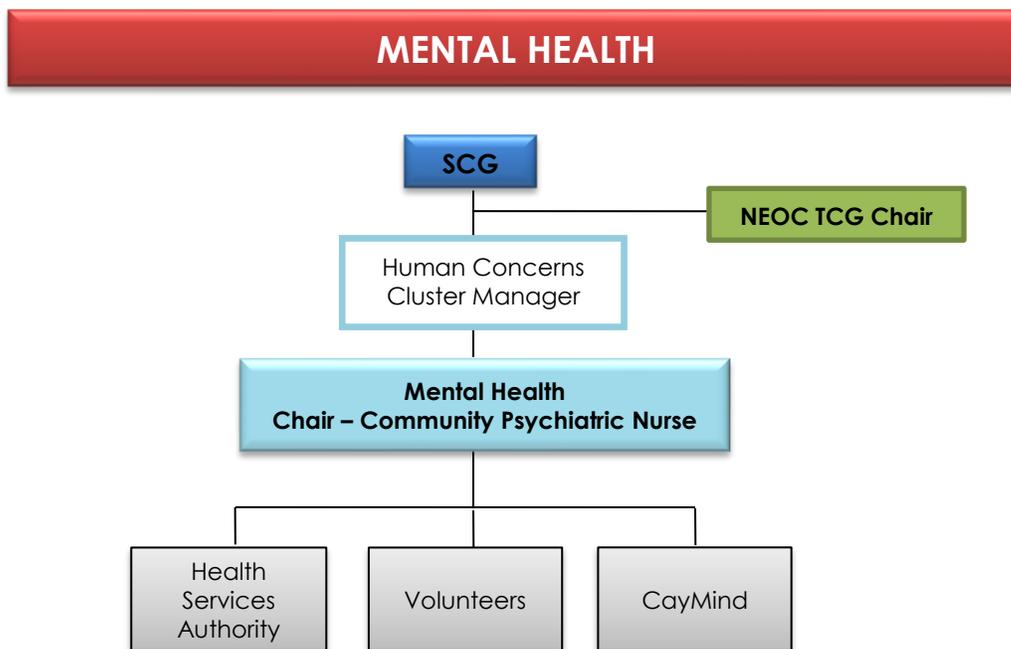
### **Purpose/Policy**

The purpose of this EST is to lead the public health and service delivery efforts to promote psychological emotional health & safety, psychological resilience, and social connectedness.

In addition, inform and educate the public about current treatment services and support available to reduce psychological/emotional suffering and ensure adequate preparation in case of a potential hazardous event.

### **Administration**

The members of the EST are:



### **General Responsibilities**

- Offer advice on short or intermediate term interventions that address survivors and community's emotional response in the after of an unprecedented event
- Provide supportive, reassuring, and educational psychological/emotional guidance through PSAs in preparation for and in the aftermath of a hazardous event through the NEOC
- Address psychological/emotional concerns of staff and family members present in the NEOC

- Liaise, advise and support emergency agencies within the NEOC, the public and shelter staff affected by a hazardous event
- Activate CayMind during an NEOC activation

## Infrastructure Cluster

The Infrastructure Cluster is responsible for maintaining the government's physical ability to operate before, during and following a hazardous event. The primary responsibilities of the Cluster are:

- Prepare and protect public facilities before, during and following an event
- Initiate the removal of disaster debris to open emergency transportation routes
- Coordinate the restoration of utilities: power, water and communications
- Ensure Port and Airport operations are secured & maintained

## Damage & Economic Impact Assessment

An early damage assessment is essential to provide a thorough analysis of the impacts of a disaster on the Nation. The prompt submission of damage reports will provide information to the Governor, Premier, Cabinet, Recovery Coordinator, NEOC ESTs from which they can prioritize the deployment of critical resources and seek overseas assistance.

This EST serves as the point of contact for ECLAC and any other groups authorized by H.E the Governor to enter the Cayman Islands for the purposes of conducting assessments.

### ***Purpose/Policy***

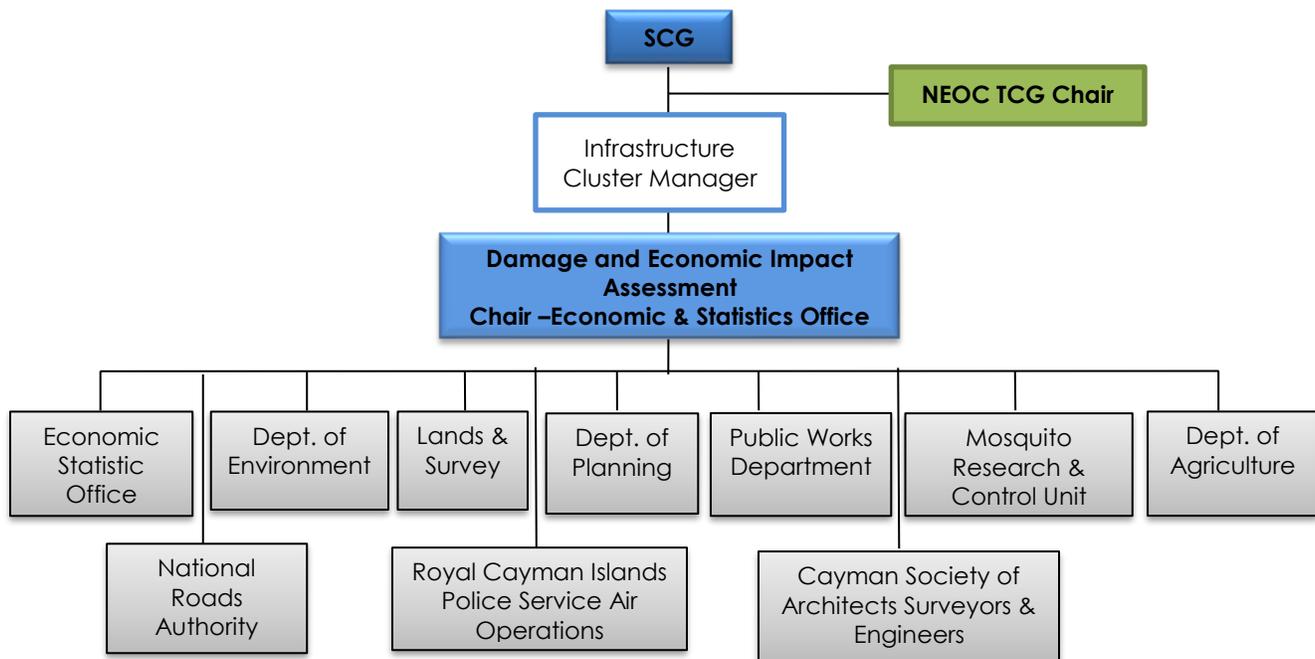
The purpose of this section is to outline processes which begin prior to an event to protect public property and continues to proceed through in-depth analysis which clearly reflects the short and long-term effects of a disaster on the Cayman Islands, its people and the economic base that supports the Nation.

### ***Administration***

This EST is an integral component of the Infrastructure Group. The EST Chairperson will be from the Economics and Statistics Office.

The members of the EST are:

# DAMAGE & ECONOMIC IMPACT ASSESSMENT



## General Responsibilities

- Oversee the assessment of damage in all districts immediately following an All Clear or the aftermath of an event
- Assemble the assessment in a form that will enable an emergency budget allocation to be identified, and international assistance to be sought, and shall comply with any requirements for documentation of local or international assistance
- Conduct, coordinate and report the preliminary assessment of damage to all public facilities as well as the long-term socio-economic impacts and generation of the final Economic Assessment Report
- Liaise with Cayman Islands Association of Architects, Surveyors & Engineers to establish agreements to assist the NEOC with preliminary damage assessment, evaluation of damage to key facilities and the supervision of repairs/re-construction

## Initial Clearance and Debris Management

One of the greatest impediments to all response efforts following a hazardous event is obstruction to transportation routes as a result of widespread debris of all types.

It is critical to the public's health and safety to quickly clear the debris in order to proceed with emergency response, search and rescue, public safety and law enforcement, and emergency medical relief services.

**Purpose/Policy**

The EST serves to coordinate agencies and organizations responsible for the initial clearance of debris created by a natural or man-made hazard. There are two distinct phases of debris management. The first is the initial clearance of debris to allow emergency responders to access areas that have been obstructed and are in need of emergency services. The activities in this stage will continue until all areas have been assessed.

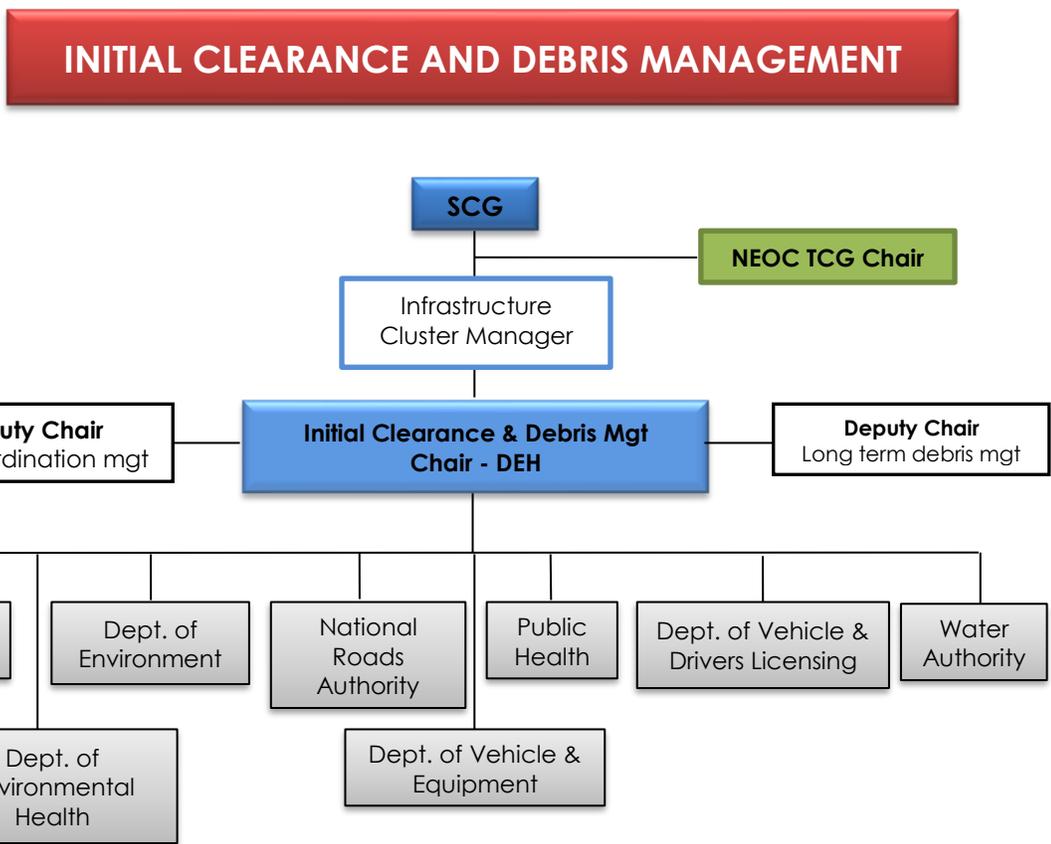
The second phase the primary focus of the debris handling is to ensure the safe disposal of debris.

To the greatest extent possible these services will be performed by local public and private resources.

**Administration**

This EST shall have the overall responsibility to coordinate the initial clearance, which will continue into and become an element of the recovery process. The primary responsibility for the collection and separation of disaster related debris will be the Department of Environmental Health.

The members of the EST are:



### **General Responsibilities**

- Responsible for the initial clearance of debris to ensure emergency transportation routes are open and clear and can accommodate all emergency response functions
- Responsible for Contracts and/or Memoranda of Understanding that shall be established and/or renewed on an annual basis. The EST Chairperson shall provide copies of any such agreements to HMCI and NEOC Tactical Coordinating Group Chair. These agreements will identify local companies with the experience and knowledge for large scale operations of debris clearance and management. The agreements may be activated for initial clearance and extended as necessary for long term debris management
- Ensure the safe disposal of debris to allow property to return to its intended purpose. This will take place over an extended period of time under the direction of Recovery Coordinator

### **Utilities**

The restoration of utilities that may be damaged as a result of a disaster is essential to the recovery and rebuilding process. It is important that the providers of these services have robust plans to enable them to resume services as soon as possible after a disaster.

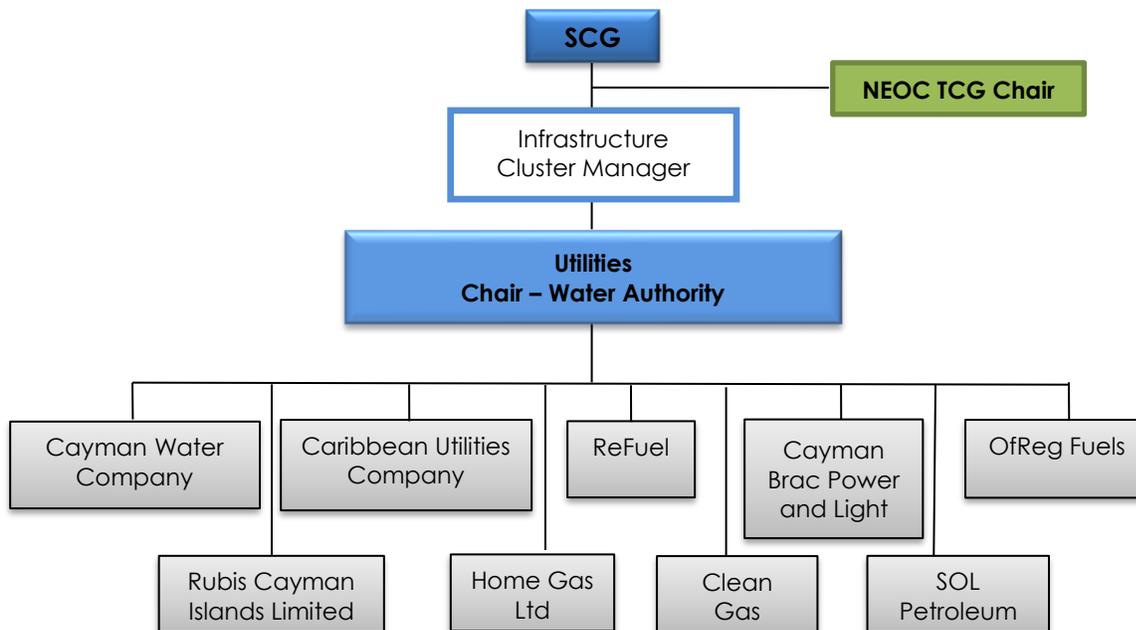
#### **Purpose/Policy**

The purpose of the Utilities EST is to facilitate a coordinated response effort of the utilities that will ensure the integrity and/or restoration of utility systems as quickly as possible. The efforts will be a collaborative effort with private sector businesses providing utility services.

#### **Administration**

The members of the EST are:

# UTILITIES



## General Responsibilities

- Coordinate the utilities companies to delineate the essential communications that must be maintained with the NEOC during all phases of its activation
- Provide coordination to ensure a reliable and effective communications capability throughout any hazardous event that will facilitate the dissemination of the country's emergency warning system within the Cayman Islands
- Assessing the damage to the utilities infrastructure and its operability after a disaster and providing a report to the NEOC
- The restoration of utilities following a disaster
- The identification of target area priorities and implementation of utility restoration

## Information Communications Technology

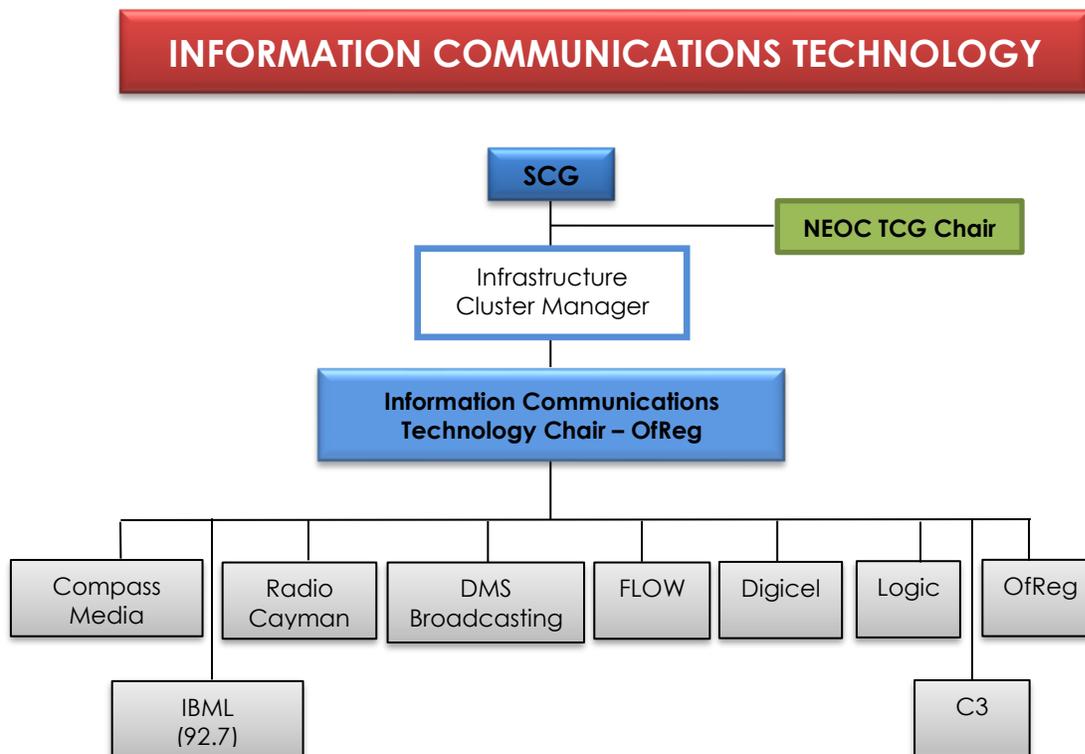
The restoration of Information Communication Services that may be affected as a result of a disaster is essential to the recovery and rebuilding process and communication with residents and the world. It is important that the providers of these services have robust plans to enable them to resume services as soon as possible after a disaster.

### **Purpose/Policy**

The purpose of the Information Communications Technology EST is to facilitate a coordinated response effort of the Information and communication companies that will ensure the integrity and/or restoration of communication systems as quickly as possible. The efforts will be a collaborative effort with private sector businesses providing ICT services.

### **Administration**

The members of the EST are:



### **General Responsibilities**

- Coordinate the ICT companies to delineate the essential communications that must be maintained with the NEOC during all phases of its activation
- Provide coordination to ensure a reliable and effective communications capability throughout any catastrophic event that will facilitate the dissemination of the country's emergency warning system within the Cayman Islands
- Assessing the damage to the ICT infrastructure and its operability after a disaster and providing a report to the NEOC
- The restoration of ICT services following an emergency or disaster
- The identification of target area priorities and implementation of service restoration

## Sister Islands Emergency Committee

The SIEC (Sister Islands Emergency Committee / Sister Island Emergency Operations Center) complements the NEOC and mirrors its functions as demanded by natural physical separation. Any natural disaster can adversely affect the Sister Islands without affecting Grand Cayman.

The SIEC Committee consists of four (4) Emergency Support Teams which cover Information, Warning, Evacuation, Search and Rescue, Shelter Assessment, Transportation, Utilities, Communication, Damage Evaluation, Emergency Medical Relief and Essential Relief Services.

### **Main Roles and Responsibilities:**

- Educate the public on what can and should be done for any hazard threat to minimize disruption and return to normalcy as soon as possible thereafter
- Educate the public on all hazard that threatens the Cayman Islands, its terminology and symbols and how information will be disseminated in an emergency
- Raise public knowledge on what to do during and after any hazard emergency
- Persuade people to respond in preparing themselves and securing property in a timely manner
- Harness the efforts of agencies who can contribute to hazard awareness and incorporate them in other interest groups to assist in the execution of the plan
- Preserve and protect life as a priority
- Coordinate response to disasters

# Appendices

## Appendix One

### The Emergency Powers Act

A proclamation of emergency made under Section 4 of The Emergency Powers Act (1997 Revision) by the Governor, requires the Governor to make regulations for securing the essentials of life to the community.

Such regulations may confer or impose on any Government Department or any person in Her Majesty's service or acting on Her Majesty's behalf, such powers and duties as the Governor may deem necessary.

Such regulations may also make provision incidental to the powers conferred as may appear to the Governor to be required for making the exercise of those powers effective.

Section 4 (1) and (2) of The Emergency Powers Act (1997 Revision) provide details of the powers and provisions which may be regulated.

Such regulations are to be laid before for the Legislative Assembly as soon as possible. After they are made, they remain in force for the period of 7 days (after the date when they are laid before the House of Parliament). Otherwise, they are to be extended by resolution of the House of Parliament.

*Standard/suggested regulations* are made available to the Governor by the Attorney General, which may be adopted or amended at the discretion of the Governor.

Once the *Standard/suggested regulations* have been made they have effect as if enacted in The Emergency Powers Act (1997 Revision) and may be added to altered or revoked by resolution of the House of Parliament or by regulations made in like manner and subject to the like provisions as the original regulations, and Section 3 (2) of the *Regulations* appoints the following specific personnel as requisitioning officers *for all purposes essential to public safety and the life of the community*.

- All constables
- All members of the special constabulary called out for service by the Commissioner of Police with the approval of the Governor under section 74 (1) of the Police Law (1995 Revision);
- All members of the Fire Brigade.
- Any other person in Her Majesty's service or otherwise acting on Her Majesty's behalf. This includes The Director of Hazard Management Cayman Islands and its Deputy Directors and other staff.

The statutory instrument containing a proclamation of a state of emergency or disaster will be printed, and copies delivered to the NEOC. These will only be issued if a Warning is declared.

In the event that a State of Emergency is declared and the Emergency Regulations signed into effect by His Excellency the Governor, all NEOC members will be reminded of the provisions of the Emergency Regulations, and the JCS will ensure that the declaration and Regulations are made available to all media for immediate dissemination.

## Appendix Two

### Disaster Preparedness and Hazard Management Act 2016

13. (1) Where the Director reports to the Governor –
- (a) the existence of any local condition in any part of the Islands tending to endanger public safety, and there are no powers under any law other than this section whereby such condition may be removed or guarded against; or
  - (b) that any part of the Islands appears to be threatened with or affected by a natural or technological hazard and that measures apart from, or in addition to, those specifically provided for in this Law, should be taken promptly,

the Governor after consultation with the Premier may by Order declare that part of the Islands to be a disaster area or hazardous area and direct the enforcement of any measures recommended by the Director or any other measures that the Governor thinks expedient for removing or otherwise guarding against any such condition and the probable consequences thereof or mitigating as far as possible, any such hazard.

- (2) An Order made under subsection (1) may contain a direction that the disaster area or hazardous area be evacuated by a specified time and in accordance with such procedures, if any, as may be specified therein.
- (3) Any Order made under this section –
  - (a) may extend to the Islands as a whole or to such part thereof or to such particular places as may be specified therein;
  - (b) shall, subject to subsection (4), remain in force for such period as may be specified therein;
  - (c) may prevent entry into any such area for a specified time and in accordance with specified procedures; and
  - (d) may be published by announcement in any medium of mass communications available within the Islands and posted in a conspicuous place outside every police station and post office in the Islands.

## Appendix Three

### Joint Emergency Services Interoperability Principles



#### SHARED SITUATIONAL AWARENESS - M/ETHANE

In the initial stages, pass information between emergency responders and control rooms using the M/ETHANE mnemonic.

<b>M</b>	<b>MAJOR INCIDENT</b>	Has a major incident been declared? (Yes/No – If 'No', then complete ETHANE message)	Include the date and time of any declaration.
<b>E</b>	<b>EXACT LOCATION</b>	What is the exact location or geographical area of the incident?	Be as precise as possible, using a system that will be understood by all responders.
<b>T</b>	<b>TYPE OF INCIDENT</b>	What kind of incident is it?	For example, flooding, fire, utility failure or disease outbreak.
<b>H</b>	<b>HAZARDS</b>	What hazards or potential hazards can be identified?	Consider the likelihood of a hazard and the potential severity of any impact.
<b>A</b>	<b>ACCESS</b>	What are the best routes for access and egress?	Include information on inaccessible routes and rendezvous points (RVPs). Remember that services need to be able to leave the scene as well as access it.
<b>N</b>	<b>NUMBER OF CASUALTIES</b>	How many casualties are there, and what condition are they in?	Use an agreed classification system such as P1; P2; P3 and dead.
<b>E</b>	<b>EMERGENCY SERVICES</b>	Which, and how many, emergency responder assets and personnel are required or are already on-scene?	Consider whether the assets of wider emergency responders, such as local authorities or the voluntary sector, may be required.

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## JESIP PRINCIPLES FOR JOINT WORKING

### CO-LOCATE

Co-locate with commanders as soon as practicably possible at a single, safe and easily identified location near to the scene.

### COMMUNICATE

Communicate clearly using plain English.

### CO-ORDINATE

Co-ordinate by agreeing the lead service. Identify priorities, resources and capabilities for an effective response, including the timing of further meetings.

### JOINTLY UNDERSTAND RISK

Jointly understand risk by sharing information about the likelihood and potential impact of threats and hazards to agree potential control measures.

### SHARED SITUATION AWARENESS

Shared Situational Awareness established by using METHANE and the Joint Decision Model.

If the principles are followed then the result should be a jointly agreed working strategy where all parties understand what is going to happen, when and by whom.

The principles will often, but not always, be followed in the order in which they are presented.

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## JOINT DECISION MODEL

The **Joint Decision Model** (JDM) will help commanders bring together available information, reconcile objectives and then make effective decisions together.



### IT IS ORGANISED AROUND THREE PRIMARY CONSIDERATIONS:

#### SITUATION

What is happening?  
What are the impacts?  
What are the risks?  
What might happen and what is being done about it?

#### DIRECTION

What end state is desired?  
What are the aims and objectives of the emergency response?  
What overarching values and priorities will inform and guide this?

#### ACTION

What needs to be decided and needs to be done to resolve the situation and achieve the desired end state?

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