



EMERGENCY PLANNING & COORDINATION (EPC) UNIT REPORT



Tsunami Evacuation Drill for USP Labasa Campus & TAFE Campus

National Disaster Management Office
10th December 2020

Table of Contents

| | | |
|-----|---|----|
| 1.0 | Background..... | 2 |
| 2.0 | Introduction..... | 2 |
| 3.0 | Table Top Exercise for the USP Labasa Campus Tsunami Evacuation Drill Stakeholders..... | 3 |
| 4.0 | Tsunami Evacuation Drill for USP Labasa Campus..... | 4 |
| 5.0 | Evaluation Meeting | 7 |
| 5.1 | What Went Well? | 7 |
| 5.1 | What Needs Improvement? | 8 |
| 6.0 | Recommendations | 8 |
| 7.0 | Conclusion..... | 9 |
| | Annex A..... | 10 |
| | Annex B..... | 23 |
| | Annex C..... | 31 |

List of Figures

| | |
|--|-------------------------------------|
| Figure 1: Stakeholders TTX..... | 3 |
| Figure 2: Information Flow | 4 |
| Figure 3: Area of Operation | Error! Bookmark not defined. |
| Figure 4: USP Labasa Campus Evacuation Route..... | 6 |
| Figure 5: Evacuees Enroute | 6 |
| Figure 6: Evacuees at the Labasa Primary School Grounds..... | 7 |



1.0 Background

In December 2015, the United Nations General Assembly had designated 5th November as World Tsunami Awareness Day (WTAD), calling on countries, international bodies and civil society to raise tsunami awareness and share innovative approaches to risk reduction.

WTAD was the brainchild of Japan, which due to its repeated, bitter experience has over the years built up major expertise in areas such as tsunami early warning, public action and building back better after a disaster to reduce future impacts.

In 2020, the WTAD aims to promote target (e) of the "Sendai Seven Campaign," which encourages countries and communities to have national and local disaster risk reduction strategies in place to save more lives against disasters by the end of 2020.

Following the approval by the Honorable Minister, Mr. Jone Usamate, to host the National Tsunami Awareness Day (NTAD) in Labasa for the year 2020, the National Disaster Management Office (NDMO) was invited to co-facilitate the events that were to be part of the celebrations.

2.0 Introduction

Coinciding with the NTAD being hosted in Labasa, the NDMO had received a request from the University of the South Pacific (USP) to conduct a tsunami evacuation exercise for its campuses in Labasa. This request was made after the NDMO and MRD had conducted successful similar evacuation drills for their Laucala and Lautoka Campuses.

Labasa town is approximately 7 kilometers from the mouth of the Labasa Qawa River which is the main direct waterway linking Labasa Town and the sea. The Labasa campuses are located in an extremely high risk area for tsunami inundation, especially since the Qawa River runs by the town and is less than 50 meters from USP Labasa campus.

The USP has two campuses in Labasa. The USP Labasa Campus has 15 staff and 150 students while the USP Pacific TAFE Center has 8 staff and 50 students.

In line with the 2020, World Tsunami Awareness Day theme, the Fijian Government will be testing its National Tsunami Response Plan and coordination of response through the NDMO with all stakeholders at national and sub-national level. The evacuation exercise will test and evaluate coordination for tsunami response operations and also test agency response plans (E.g. Police, Fire, USP, etc.). Additionally the exercise will test and evaluate real time communications through emails and radios and assess whether the USP Labasa Campuses are tsunami ready.



These NTAD activities will help the Fijian government realize outcomes aligned to the theme for disaster risk reduction (DRR), 'It's All About Governance'. This year's theme is aligned to Target (e) of the Sendai Framework: "Substantially increase the number of countries with national and local disaster risk reduction strategies by 2020" which lays the foundation for the implementation of the Sendai Framework and is closely linked with Priority for Action 2: "Strengthening disaster risk governance to manage disaster risk". Government's endorsement of the National Disaster Risk Reduction Policy 2018-2030 by Cabinet has been the first step towards achieving target (e) for Fiji.

3.0 Table Top Exercise for the USP Labasa Campus Tsunami Evacuation Drill Stakeholders

The NDMO with the technical assistance of the Seismology Unit of the Mineral Resources Department (MRD) conducted the Table Top Exercise for the USP Labasa Campus Tsunami Evacuation Drill Stakeholders on Wednesday 4th November, 2020, at the Commissioner Northern Division's Conference Room at Macuata House.

The objectives of the table top exercise were to accomplish the following:

- i. Review the USP Labasa Campus Tsunami Evacuation Plan;
- ii. Strengthen collaboration between the relevant stakeholders involved;
- iii. Understanding of stakeholder roles and responsibilities; and
- iv. Behavioral change towards tsunami preparedness.

The NDMO and MRD first took the participants through the background of the World Tsunami Day Celebrations before discussing the agenda and activities for the National Tsunami Awareness Day scheduled for Thursday 5th November, 2020. The celebrations will culminate with the tsunami evacuation drill for the USP students and officials of Labasa and TAFE Campus.

Figure 1 shows the stakeholders at the Table Top Exercise.



Figure 1: Stakeholders TTX

The master scenario to be used for the evacuation exercise was also discussed together with the sequence of events. Following this the NDMO elaborated on the Operation Order and stakeholder tasking for the exercise. A copy of the Operation Order that was used for the Tsunami Evacuation Drill is appended as Annex A and a copy of the Master Scenario is appended as Annex B.

The NDMO also presented on the information flow from the issuance of alerts by the Pacific Tsunami Warning Centre to the call for evacuation by the USP Campus Chief Wardens and how the message would be transmitted and analysed at the respective EOCs.

Figure 2 illustrates the information flow chart that will be monitored during the dissemination of tsunami alert/warning messages and response actions during the exercise.

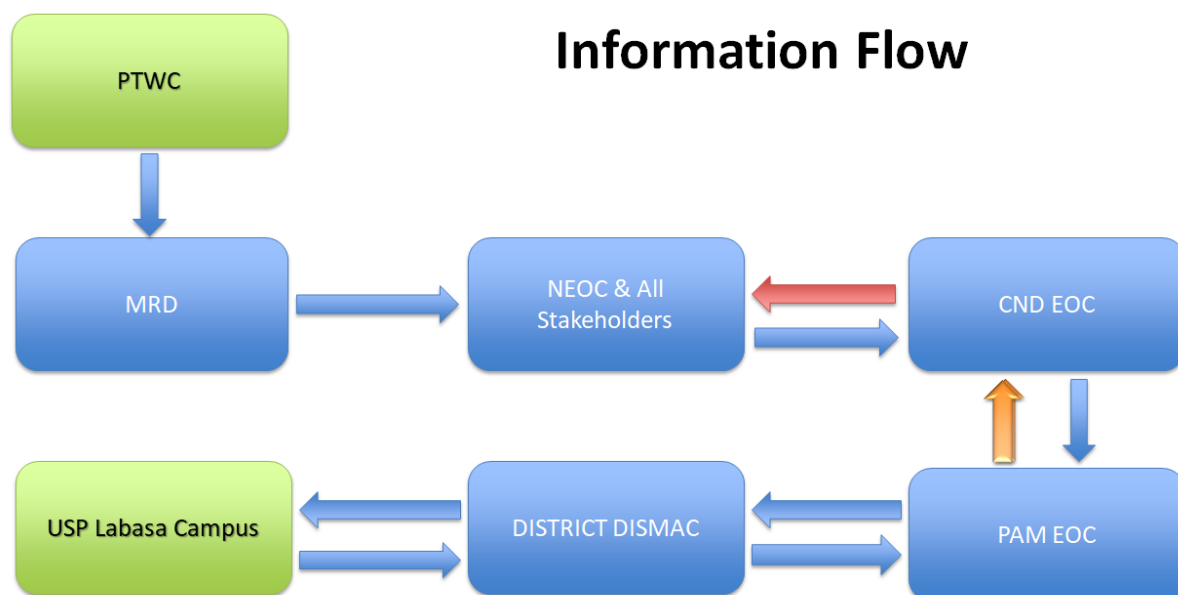


Figure 2: Information Flow

4.0 Tsunami Evacuation Drill for USP Labasa Campus

The Tsunami Evacuation Drill for the USP Labasa Campuses and officials was conducted at 1000 hours on Thursday 5th November, the officially recognised day for the NTAD celebrations. This evacuation exercise also included the participation of emergency response agencies and relevant stakeholders, namely;

- i. Labasa Fire Authority – provided drill evaluators and ambulance for back up support and also provided the sirens to initiate evacuation. Also represented at the EOC.
- ii. Labasa Police Force – provided officers for security and manning of evacuation route and traffic. Also represented at the EOC.
- iii. Labasa Military – provided drill evaluators and safety officers for the exercise.

- iv. Labasa Health Officials – provided officials to set up triage at the Assembly area and representatives at the EOC.
- v. Provincial Administrator Macuata's Office – coordinated events leading up to the drill and provided representatives at the EOC to be the direct link with the District DISMAC.
- vi. Commissioner Northern Division's Office – provided representatives at the EOC.

The Tsunami Evacuation Drill was also anticipated to evaluate NDMO's staff capability to effectively manage the NEOC and identify areas to be strengthened through future capacity building.

Figure 3 shows the area of operation for the USP Labasa Campus Tsunami Evacuation Drill. The assembly area for all the evacuees was the Labasa Primary School grounds. It is located in an area with an altitude that is twenty meters above sea level.

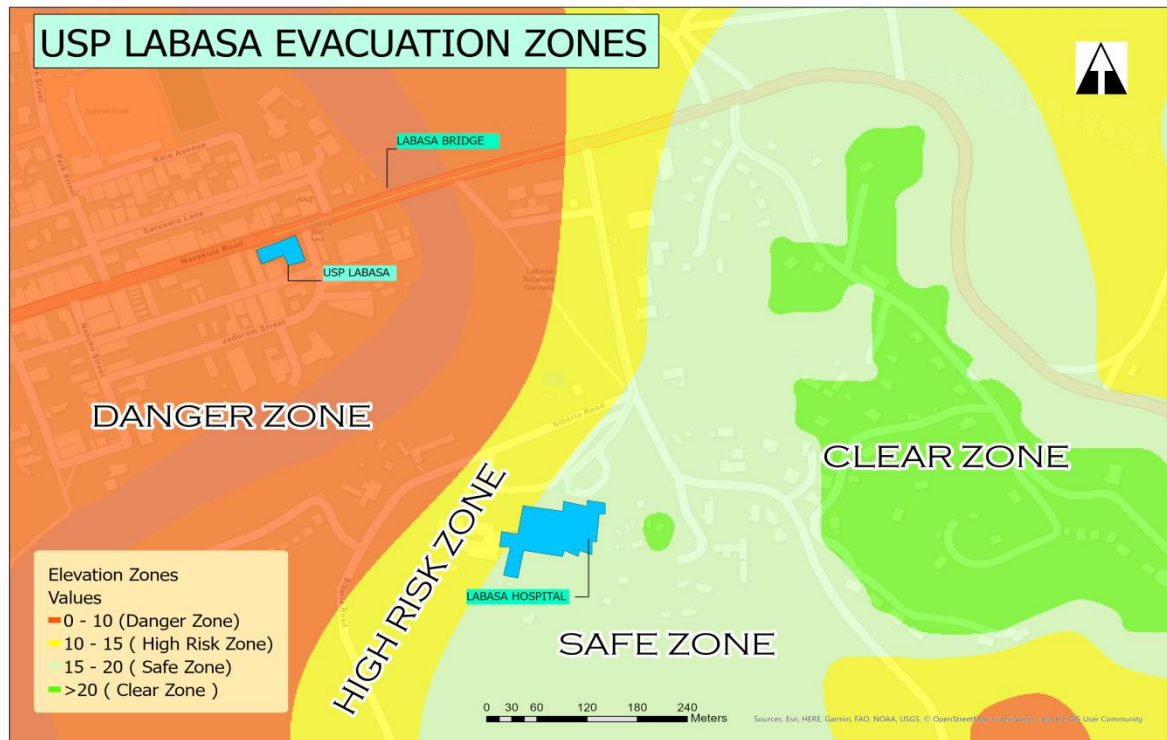


Figure 3: Area of Operation

Prior to evacuation at 1000 hours, tsunami alert and warning messages had already been sent out from the Emergency Operations Centre from 0850 hours. These messages allowed the students and officials to organise and prepare themselves for evacuation.

Upon receiving the tsunami alert and warning messages from 0850 hours, the Macuata EOC had disseminated the messages to the USP Labasa Campus officials

via email and viber communication. The Labasa Fire Authority vehicle siren was used to alert the students and officials to vacate their premises at 1000 hours.

After exiting the main Labasa USP Campus Building the evacuees crossed Jaduram Street and moved alongside Nasekula Road to cross the bridge over Qawa River. They then turned left into Lions Park and walked towards the junction of Siberia Road and Hospital Road. Upon reaching the junction, they followed the foot track beside the Food Nutrition Building until they reached their safe assembly area at the Labasa Primary School Grounds.

A total of sixty one (61) students and sixteen (16) staff from the two campuses successfully participated in the evacuation exercise and managed to reach their assembly area within a timespan of 15 – 20 minutes.

Figure 4 illustrates the evacuation route that was followed during the exercise and Figure 5 shows the evacuees enroute. Figure 6 shows the evacuees at their assembly area at the Labasa Primary School grounds.



Figure 4: USP Labasa Campus Evacuation Route



Figure 5: Evacuees en-route.



Figure 6: Evacuees at Labasa Primary School grounds.

5.0 Evaluation Meeting

The Tsunami Evacuation Drill Evaluation Meeting was conducted straight after the exercise at the Macuata House Conference Room at Level 2. All the stakeholders were represented and discussion was centred on what went well and what needs improvement from the undertaken exercise. The stakeholders were allowed time to voice their comments and concerns before the NDMO thanked them for their effort and support during the preparations and execution of the exercise.

5.1 What Went Well?

- Information flow and acknowledgement of messages was applauded by the officials manning the EOC. Most of the officials mentioned that it was the first time for them to know about how information is usually disseminated and they had learnt a lot and appreciated the way it was coordinated.
- The handling of people with special needs was done well as there were plans in place to evacuate them first and supervise them at the assembly area. The evacuation exercise ensured that no one was left behind.
- Teamwork and professionalism was shown throughout the exercise. Everyone looked out for each other and ensured that the evacuation was conducted in an organised manner.
- Usage of communications equipment and constant provision of updates eased operations at the EOC.
- Timing of execution of activities went well. The exercise was conducted within the allocated timeframe and everything was executed accordingly.
- Overwhelming support and coordination by the stakeholders ensured that the exercise was conducted in a professional and timely manner. Traffic control assisted in the emergency cases to be transported swiftly to the hospital.
- Demarcation of roles and responsibilities ensured the smooth execution of the exercise.

- Provision of equipment (E.g. hailer and high visibility jackets) to assist the evacuees and responders during the exercise.
- Use of other social media platforms (Viber and WhatsApp) as means of communicating between stakeholders during the exercise.

5.1 What Needs Improvement?

- Acknowledgement of messages being received by on-site personnel needs to be improved. There were at times during the exercise that the Operations Team needed confirmation on messages being received and actions that were taken.
- The designing of the USP Labasa Tsunami Response and Evacuation Plan must involve all stakeholders and regular exercises need to be conducted so that the stakeholders are aware of their roles and responsibilities.
- Communication modes can be improved. There was a call for the communications call signs to be presented in a diagrammatic form for easier understanding. The communications scenario should also be part of the TTX.
- Live feed from the drone operators was a setback due to connectivity issues. The evacuation exercise could not be monitored from the Operations Room.
- The evacuation exercise needs to be more realistic and practical. The students and officials of the two campuses were well informed beforehand of the time of the exercise and were eagerly waiting for the hour rather than being caught off guard. Most of the students who were informed of the evacuation drill days before did not turn up during the drill day.
- Headcount of evacuees could have been done better. Only the total number of evacuees was presented and there was no other disaggregated information.
- The exercise highlighted areas of concern that can be considered when revisiting or formulating tsunami response and evacuation plans. The two campuses had the Labasa Primary School grounds as their safe haven but the routes to the haven was through high risk areas. Alternate routes and safe areas were presented which were more preferable, shorter and safer.

Overall, the Tsunami Evacuation Drill was a success and the stakeholders learnt a lot from the exercise. Words of appreciation and encouragement for similar exercises to be conducted were well received. All the stakeholders agreed that this exercise has been an eye opener and there were improvements to be made to ensure that when real situations occur, they are well aware of their roles and responsibilities.

6.0 Recommendations

The activities that were undertaken by the EPC Team during the NTAD 2020 identified key areas to be addressed.



- i. Tsunami evacuation exercises need to be continued due to positive feedbacks and recommendations from stakeholders and also to build resilient communities.
- ii. Tsunami Early Warning Systems – the systems need to be expanded into other urban areas and vulnerable hotspots to ensure that the communities concerned are familiarized with the sounds and its purpose. Vulnerable communities can be provided with lead time to prepare and execute their response and evacuation plans when the time arises.
- iii. Local municipalities in tsunami hazard areas must ensure that there are response and evacuation plans in place that the people can adhere to in times of tsunami events. The response plan that was used by the USP Labasa Campus during the evacuation exercise only involved the students and officials and did not take into account other personnel that were in the vicinity during the time to evacuate.
- iv. National Response Agencies should also have Tsunami Response Plans in place to safeguard the safety of all persons while in responding to a Tsunami threat. Regular Tsunami Response Exercise is critical to familiarize operation personnel with their roles and responsibilities.

7.0 Conclusion

The Tsunami Evacuation Drill for the two USP campuses was the first tsunami evacuation exercise to be conducted in Labasa. This exercise has highlighted the significance of having a Tsunami Response and Evacuation Plan in place for any local municipality in tsunami prone locations.

Despite the well-executed Tsunami Evacuation Exercise, all schools, institutions, agencies and local markets are required to have a comprehensive Tsunami Response and Evacuation Plan and designated route in place to be formalized by the National Disaster Management Office.

It is anticipated that key recommendations and lessons learnt from this Tsunami Evacuation Exercise will enlighten the design of future Tsunami Drill Exercises with schools, agencies, business houses and communities in vulnerable areas around the country.



Annex A

Operation Order for the USP Labasa Campus Evacuation Drill



MINISTRY OF RURAL AND MARITIME DEVELOPMENT & NATIONAL DISASTER MANAGEMENT

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EXERCISE PACIFIC WAVE 2020 (PACWAVE20) AND TSUNAMI FULL SCALE EXERCISE GUIDELINE FOR USP LABASA 01/20

References:

- A. Cabinet Decision 225/2017
- B. Natural Disaster Management Act 1998
- C. National Tsunami Response Plan
- D. EXERCISE PACIFIC WAVE 2020
*A Pacific-Wide Tsunami Service Provider Communications Exercise 5
November 2020 Volume 1 Exercise Manual.*

Time Zone: Mike (local time).

Task Org. As per NDMO Work Plan 2020.

Situation:

1. The ICG/PTWS, at its 28th Session (Barcelo Montelimar, Nicaragua, 2019), approved the conduct of Exercise Pacific Wave 2020 (PacWave20) during the last quarter of 2020 to support **International Disaster Reduction Day (13 October)** and **World Tsunami Awareness Day (5 November)**.
2. The Pacific Tsunami Mitigation and Warning System (PTWS) Steering Committee held an online meeting in June 2020. It noted and reiterated the difficulty of conducting Exercise Pacific Wave 2020 (PacWave20) as was originally planned in 2019 given the COVID-19 global situation, and



recommended that PacWave20 only test communication from the PTWS Tsunami Service Providers to Tsunami Warning Focal Points (TWFP) and National Tsunami Warning Centres (NTWC).

3. PacWave20 Intends to test PTWS Tsunami Service provider arrangements, country preparedness arrangements and operational procedures to respond and recover from a destructive tsunami.
4. PacWave20 is aligned with a Full-Scale Exercise with MRD, NDMO, Commissioner Northern Division, Macuata Provisional Administrator and the University of the South Pacific Labasa Campus on the 4th and 5th November 2020. The Full-Scale exercise is used as a tool for evaluating the readiness of participating agencies particularly USP Labasa and to identify improvements in a coordinated tsunami TABLETOP drill response. The overall aim of the TABLE TOP Ex 2020 is to test the Fiji Tsunami Response Plan and the USP Labasa Campus Tsunami response and Evacuation Plan.
5. In the National Tsunami Response Plan, the Mineral Resource Department (MRD) is responsible for assessing and providing alerts and warnings on tsunami threats for Fiji, based on its 24/7 monitoring and technical capabilities. MRD will issue tsunami alerts upon receipt of Pacific Tsunami Warning Centre (PTWC) warning messages and disseminate tsunami bulletins directly to all TABLETOP Exercise participants. However, in order for MRD to continuously monitor and report on tsunami threats without disruption, all subsequent communication and enquiries must be directed to NDMO.
6. The National Disaster Management Office (NDMO) is responsible for coordinating National Tsunami Response and Preparedness, guided by the MRD on all technical matters relating to tsunamis. All responses, enquiries and exercise reporting must be directed to the NDMO through the National Emergency Operation Centre (NEOC).

a. **Stakeholders**

- (1) Republic of Fiji Military Forces (Land Forces and Navy);
- (2) Fiji Police Force (FPF);
- (3) Fiji Corrections Services;
- (4) Ministry of Lands & Mineral Resources (Department of Mineral Resources);
- (5) Ministry of Education;
- (6) Ministry of Health & Medical Services;
- (7) Department of Information;



- (8) National Fire Authority;
- (9) Labasa Town Council;
- (10) Fiji Roads Authority;
- (11) Fiji National Council for Disabled Persons (FNCDP);
- (12) Fiji Red Cross;
- (13) Fiji Broadcasting Corporation (FBC);
- (14) Communications Fiji Limited (CFL);
- (15) Digicel;
- (16) Vodafone;
- (17) Telecommunication Fiji Ltd (TFL); and
- (18) Women's Weather Watch.

7. **Mission.** NDMO is to conduct a Full-Scale Exercise in order to test the USP Labasa Campus Response and Evacuation Plan.

8. **Execution**

a. **Government Intent**

- (1) **Purpose.** To review national tsunami response procedures, test internal and external communication systems.

To conduct Full-Scale Exercise and test the real-time communication systems and focussing on the USP Labasa Campus Tsunami Response and evacuation Plan, and to identify areas that need further attention.

To validate the timeliness and accuracy of the dissemination of warning and information advice by MRD to all agencies and the public.

To test NDMO's capability in using the Tsunami Response communication system

- (2) **Method.** NDMO will conduct Full-Scale Exercise and test USP Labasa Campus Response plan in conjunction with National Tsunami Response Plan.

- (3) **End state.** PTWC to TWFP and NTWC communications, NTWC to NDMO and public communications, Full-Scale Exercise, EOC communication system, NDMO capacity, USP Labasa Campus



response and evacuation plans successfully tested. Strengths and weaknesses identified and rectified. Tsunami Exercise report to be submitted to the Tsunami National Contact (TNC) and Minister of Rural and Maritime Development and National Disaster Management and Vice Chancellor of University of South Pacific.

b. **Concept of Operation**

(1) **Scheme of Manoeuvre.** The Operation will be in three phases preceded by a preliminary Operation.

(a) **Preliminary Operations**

- i. Liaison and coordination with Stakeholders; and
- ii. Conduct recce of evacuation routes;

(b) **Phase One.** Conduct of Tabletop exercise

(c) **Phase Two.** Conduct of Full-Scale Exercise;

(d) **Phase Three.** Evaluation Report compiled and submitted

(2) **Main Effort.** USP Labasa Campus

c. **Grouping and Tasking's**

(1) **NDMO**

(a) **Preliminary Operations'**

- i. Liaison and coordination with Stakeholders;
- ii. Conduct recce of evacuation routes;
- iii. Prepare for Table Top and Full-Scale Exercise;
- iv. Issue of EXERCISE PACIFIC WAVE 2020 (PACWAVE20) and tsunami Full Scale Exercise guideline for USP Labasa 01/20 for the exercise;
- v. Conduct of Table Top and Full-Scale Exercise;
- vi. Activate NEOC and coordinate with cluster 1 school and agencies on receipt of Threat alert message from MRD and activation of School Evacuation Plan;



- vii. NDMO co-ordinate with MRD on the Final „All Clear“ Message;
 - viii. Provide Report Proformas and checklist and umpire (Evaluators) arm bands for the exercise;
 - ix. Provide exercise umpires during the Tsunami drill;
 - x. Provide VHF handheld and Mobile phones communications for umpires (Evaluators), facilitator's and the school response team;
 - xi. Conduct Mobile Application (GeobingAn) Training during phase 1;
 - xii. Coordinate with CND on the set up EOC, AC power source and table and chairs and accessories for phase 1 and 2; and
 - xiii. Issue of 10 metre elevation maps within the area of interests for USP Labasa Campus evacuation routes.
- (b) **Phase One.** Be the overall coordinator in the conduct of the Table top exercise.
 - (c) **Phase Two.** Be the overall coordinator in the conduct of Full-Scale Exercise.
 - (d) **Phase Three.** Conduct after action review, compile Evaluation Report and submit to the Honourable Minister and USP.

(2) **RFMF/ NAVDIV**

- (a) **All Phases**
 - i. **Groupings.** No change.
 - ii. **Tasks**
 - (i) Assist NDMO in the conduct of the exercise;
 - (ii) Provide 10 exercise Safety Officers during the Tsunami drill;
 - (iii) Safety Officers to assist Police in the safety of USP students evacuating to their safe zone



- (iv) Provision of 4 Radio operators during phase 2.

(3) **Fiji Police Force**

(a) **All Phases**

- i. **Groupings.** No Change.

- ii. **Tasks**

- (i) Ensure the safety of all communities with the evacuation hazard areas;
- (ii) Control movement of traffic and directing of people to safe areas;
- (iii) Ensure Law & Order is maintained;
- (iv) Allocate Police Officers within USP campus during Phase 2 of the exercise;
- (v) RE-direct traffic away from tsunami evacuation zones;
- (vi) Provide additional evacuation assistance to people with disabilities or other vulnerabilities;
- (vii) Once a "All Clear" Message has been received, assist and direct students to return; and
- (viii) Control traffic during Phase 2 of the exercise.

(4) **National Fire Authority**

(a) **All Phases**

- i. **Groupings.** No change.

- ii. **Tasks**

- (i) Provide 5 Evaluators during phase 2 of the exercise;



- (ii) Assist NDMO in activation of Early Warning Sirens during Phase 2 – Request a Fire truck to activate siren in phase 2
- (iii) Provide Ambulance for the Tsunami drill exercise to assist Ministry of Health.

(5) Fiji Roads Authority

(a) All Phases

- i. **Groupings.** No change.
- ii. **Tasks**
 - (i) Assist NDMO in the need for temporary Road closer on evacuation routes during phase 2.

(7) Ministry of Education

(a) All Phases

- i. **Groupings.** No change.
- ii. **Tasks**
 - (i) Be part of Phase 1 and observer on phase 2

(8) Ministry of Health and Medical Services

(a) All Phases

- i. **Groupings.** No change.
- ii. **Tasks**
 - (i) MOH and Medical services to establish and inform the NDMO, the Fiji Police Force and the RFMF of the location of medical triage stations nearest to the affected area;
 - (ii) Setting up of emergency services at designated assembly area during phase two;



- (iii) Provide Emergency Trauma Support; and
 - (iv) Provide ambulances during phase 2 of the drill exercise.
- (9) **Ministry of Information, Fiji Broadcasting Service, Fiji Broadcasting Commission, Communications Fiji Ltd, Digicel, Vodafone and TFL**
 - (a) **All Phases**
 - i. **Grouping.** No change.
 - ii. **Tasks**
 - (i) Provide Media Advisory to all media outlets on the World Tsunami Day Awareness Tsunami Drill.
 - (ii) MOI will monitor major social media and weather sites for unofficial tsunami reporting. Where unofficial tsunami reports are inconsistent with MRD message and are likely to mislead or falsely alarm the public, the Ministry of Information will take immediate corrective action with the concerned agencies and update members of the public.
- (10) **Ministry of Lands & Mineral Resources (Department of Mineral Resources)**
 - (a) **All Phases**
 - i. **Grouping.** No change.
 - ii. **Tasks.**
 - (i) Operate the National seismological observatory on a 24/7 basis;
 - (ii) Responsible for issuing timely and accurate earthquake information and tsunami threat;



- (iii) Activate Emergency Tsunami Response procedure throughout all or part of Fiji;
- (iv) Initiate the Tsunami exercise; and
- (v) Provide copies of 20-meter hazard maps and safe routes to USP Labasa and all responding agencies.

(11) **Fiji National Council for Disabled Persons**

(a) **All Phases**

- i. **Grouping.** No change
- ii. **Tasks.**
 - (i) Collaborate with government authorities, agencies, organizations, businesses and communities to identify and incorporate into Evacuation Plans procedures and mechanisms for safe evacuation of people with disabilities and other vulnerabilities.

(12) **Labasa Town Council**

(a) **All Phase**

- i. **Grouping.** No Change
- ii. **Tasks**
 - (i) Assist NDMO in the conduct of the exercise;
 - (ii) Ensure that evacuation routes are safe and clearly marked with signage and routes are accessible; and
 - (iii) Ensure that public warning signs are in place and are understood by the general public.



d. **Coordinating Instructions**

(1) **Timings**

(a) **Preliminary Operation.**

- i. 030900h Nov 20 - Meeting with CND Staff on WTAD Program
- iii. 031000h Nov 20 - Meeting with First responders and all stakeholders
- iii. 031430h Nov 20 - Meeting and walk through with USP.

(b) **Phase 1**

- i. 040900h Nov 20- Tabletop exercise brief;
- ii. 040930h Nov 20- Commence Tabletop exercise;
- iii. 041030h Nov 20- Exercise Debrief; and
- vi. 041100h Nov 20- Morning Refreshment;

(c) **Phase 2**

- i. 050900h Nov 20 - Official Launch of the World Tsunami Awareness Day
- ii. 051000h Nov 20 - Commence Full Scale Exercise
- iii. 051100h Nov 20 - Stand Down Tsunami drill

(d) **Phase 3**

- i. 051200h Nov 20 - Exercise Review & Evaluation;
- ii. 051230h Nov 20 - LUNCH

- (2) **Coordinating Conference.** All stakeholders to meet at the CND conference room on Tuesday 3rd Nov at 1000h 20.



- (3) **Medical Service Support.** Ministry of Health to provide medical representatives for All Phases.

9. Command & Signals

(a) Locations

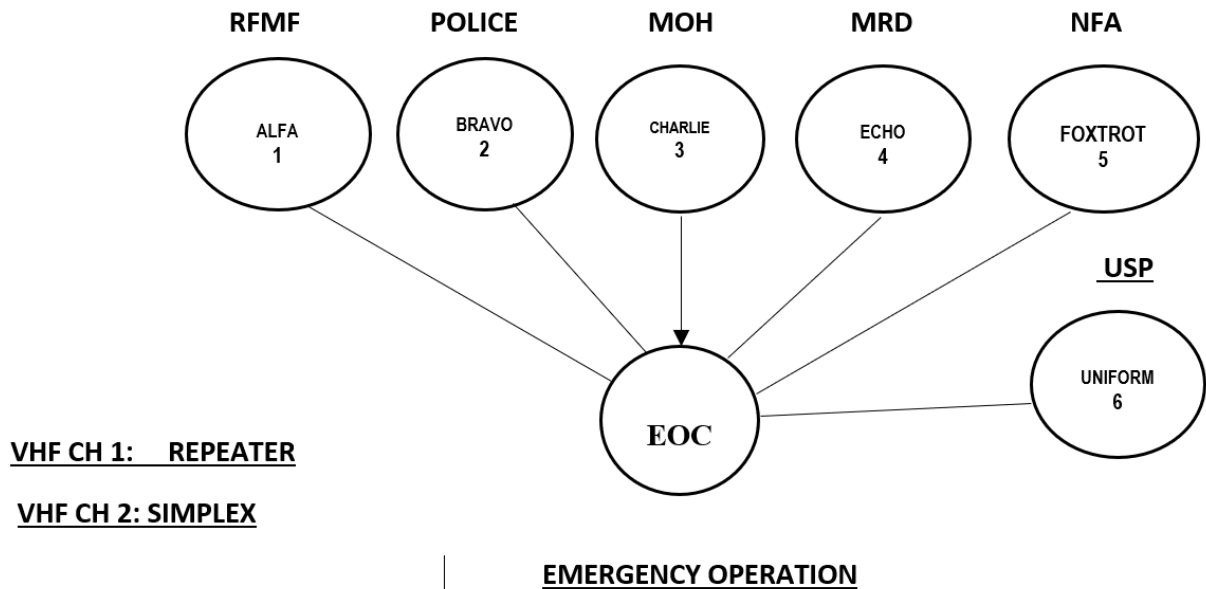
- (1) No change, and
- (2) NDMO will remain overall command for the Exercise.

(b) Code Names and Prowords

- (1) WAVE FALL - Conduct of Phase 1;
- (2) STACK HOME - Complete Phase 1;
- (3) FAST SAFE - Conduct of Phase 2;
- (4) ZERO END - Complete Phase 2;
- (5) NODUF - REAL SITUATION; and
- (6) EXERCISE- EXERCISE- EXERCISE – Used for the duration of Phase 2;
 - (i) Radio Messages during phase 2; and
 - (iii) Mobile Application (GeobingAn) during phase 2.



c. **Signals/Communication**



7. **Acknowledging Instruction.**

Acknowledgement required.

V. SOKO

Director NDMO

30/10/20

Authentication:

Peni Kuboutawa

P. KUBOUTAWA

Project Officer Emergency Communication Officer, Early Warning System

Distribution:**Copy No.**

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| RFMF HQ | 1 |
| HQ FIJI POLICE | 2 |
| Ministry of Health | 3 |
| National Fire Authority | 4 |
| Ministry of Lands | 5 |
| Labasa Town Council | 6 |
| National Council for Disable | 7 |
| Fiji Corrections Services | 8 |
| Ministry of Education | 9 |
| MOH & Medical Services | 10 |
| Department of Information | 11 |
| National Fire Authority | 12 |
| Labasa Town Council | 13 |
| Fiji Roads Authority | 14 |
| Fiji National Council for Disabled Persons (FNCDP) | 15 |
| Fiji Red Cross | 15 |
| Fiji Broadcasting Corporation (FBC) | 16 |
| Communications Fiji Limited (CFL) | 17 |
| Digicel; | 18 |
| Vodafone | 19 |
| Telecom Fiji Ltd (TFL) | 20 |
| Women's Weather Watch | 21 |

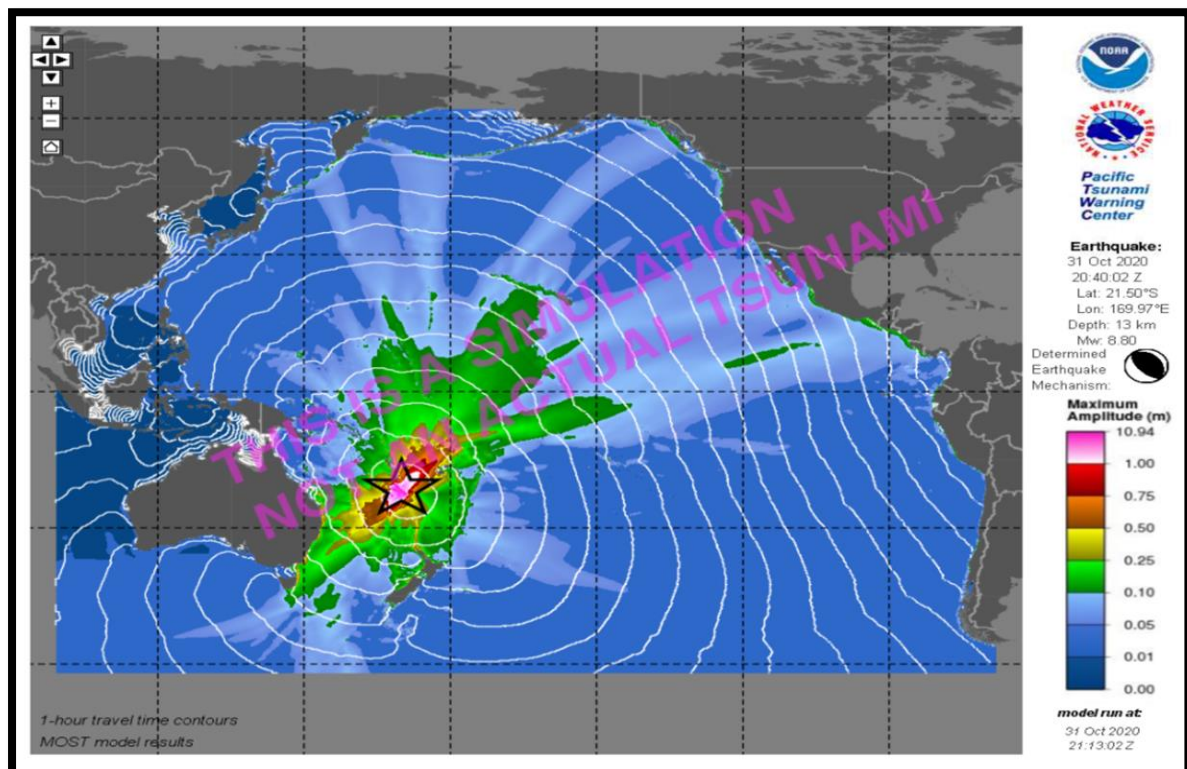
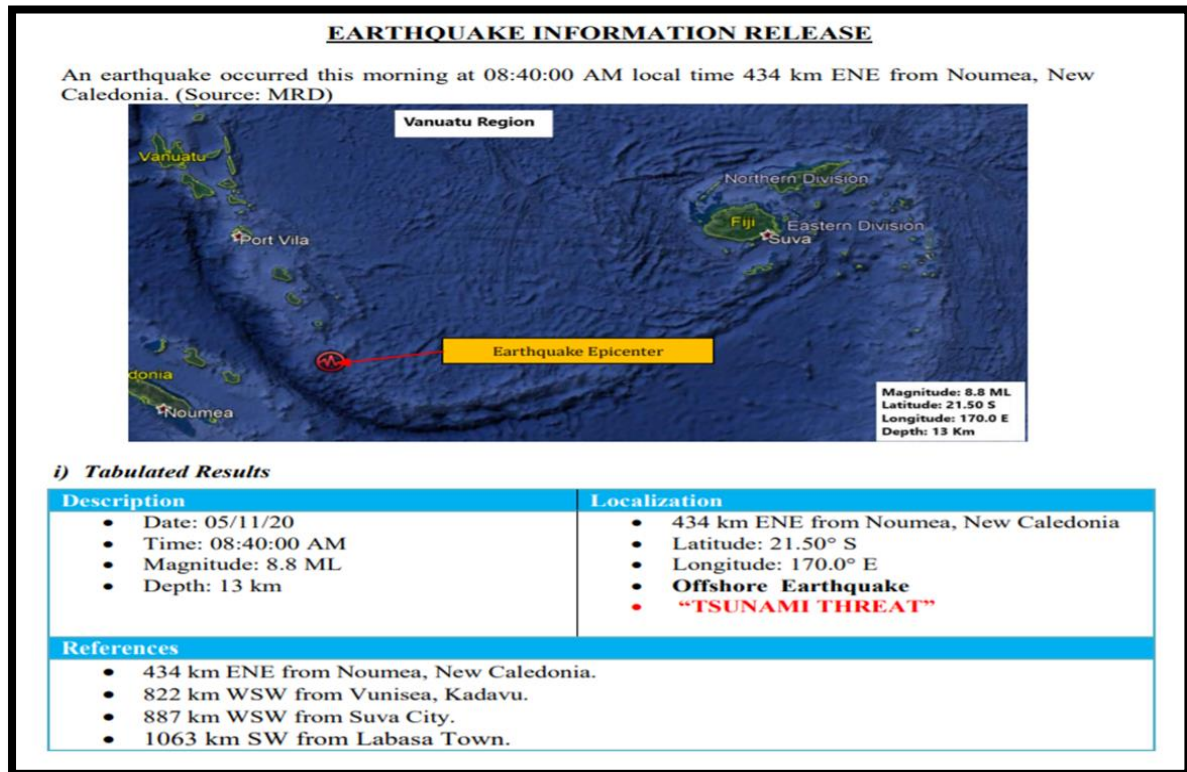
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| Director NDMO | 23 |
| Commissioner Northern | 24 |



Annex B

Master Scenario for the USP Labasa Campus Tsunami Evacuation Drill



USP Labasa Tsunami Drill Master Scenario Event List

| Inject No. | UTC | Local Time | Event | Expected Actions as Per SOP | To | From | Actual Actions |
|------------|-------|------------|---|---|-----|---------------------|----------------|
| 1 | 20:40 | 08:40 | <u>START OF PACWAVE20EXERCISE!</u> Earthquake Event! Weather: is fine but a Strong Earthquake Felt widely in Vanuatu and New Caledonia | Start of PacWave20 Message pushed via; Category: Drill Starts 1. VHF Radio All respond and activate Earthquake evacuation SOP | ALL | Exercise Controller | |
| 2 | 20:46 | 08:46 | <u>PTWC Threat Message Initial 1</u> Earthquake Event Update: Earthquake Status: Magnitude of 8.8 @ 14 Kilometers depth a Vanuatu Trench. | PTWC/IOC send Threat message via email message to Tsunami National Contact (TNC) and Tsunami Warning Focal Point (TWFP) @MRD. 1. Message sent via email Category: Tsunami Status Update MRD Tsunami Early Warning SOP Activated | MRD | PTWC | |
| 3 | 22:50 | 08:50 | <u>Earthquake Information Message</u> MRD Earthquake Event Update: Earthquake Status: Magnitude of 8.8 @ 14 Kilometers depth a Vanuatu Trench. | 1. Message pushed via MRD email list. 2. Message pushed via geobingAn. Category: Tsunami Status Update 3. VHF Radio | ALL | MRD | |
| 4 | 20:55 | 08:55 | <u>PTWC Threat Message Magnitude Update 2</u> | PTWC/IOC send Threat message via email message to Tsunami National Contact (TNC) and Tsunami Warning Focal Point (TWFP) @MRD. 1. Message sent via email and Fax Category: Tsunami Status Update | MRD | PTWC | |
| 5 | 21:05 | 09:05 | <u>PTWC Threat Message Magnitude Regional 3</u> | PTWC/IOC send Threat message via email message to Tsunami National Contact (TNC) and Tsunami Warning Focal Point (TWFP) @MRD. 1. Message sent via email Category: Tsunami Status Update | MRD | PTWC | |
| 6 | 21:10 | 09:10 | <u>Tsunami Threat Message #1;</u> Possibility of destructive Fiji-wide tsunami possible; Estimated | 1. Message pushed via MRD email list 2. Message pushed via | ALL | MRD | |

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| | | | wave arrival times and amplitude. | geobingAn. Category: Tsunami Status Update 3. VHF Radio | | | |
| 7 | 21:12 | 09:12 | <u>Activate National Tsunami Response Plan 2017.</u> <u>NEOC inform activation of DivEocs & response agencies</u> | <u>NDMO activated National Tsunami Response Plan 2017</u> <ul style="list-style-type: none"> • NEOC SOP Activated • DivEocs SOP activated • Agencies SOPs activated <ol style="list-style-type: none"> 1. Message sent through NEOC email list. 2. Message sent via geobingAn Category: Tsunami Status Update 3. VHF Radio <p>USP Labasa Activate Tsunami Response & Evacuation Plan & SOP via <i>Agency Internal Comms System as stipulated in the Tsunami Response Plan.</i></p> <p>All Response Agencies Activate Respective Tsunami Response Plans</p> <p>All Media Agencies activate respective Tsunami Response Plan.</p> <p>All DivEOCs activated.</p> | ALL | NEOC | |
| 8. | 21:13 | 09:13 | <u>ALL agencies acknowledge NEOC message.</u> Acknowledge receipt of messages from NEOC and provide update on activation of respective agency tsunami response plan | NEOC message acknowledged and activation of respective agency Tsunami Response plans confirmed. <ol style="list-style-type: none"> 1. All response agencies respond via email reply. 2. All Response Agencies provide status update to NEOC via geobingAn. Category; First Responders status update. 3. USP Labasa provide update status to NEOC via geobingAn. Category Status Update. | NEOC | ALL | |
| 9 | 21:14 | 09:14 | <u>EOC Macuata</u> Follow up on Tsunami Watch | USP report on activation of Tsunami Response Plan | USP Labasa | EOC Macuata | |

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| | | | advisory | <ol style="list-style-type: none"> VHF & Email Message sent via geobingAn Category: Status Request. | | | |
| 10 | 21:15 | 21:15 | EOC Macuata Sitrep 1 | Sitrep 1 – Situation Update from USP Labasa <ol style="list-style-type: none"> VHF & Email Message sent via geobingAn Category Status Update. | Div/NEOC | EOC Macuata | |
| 11. | 21:15 | 09:15 | PTWC Threat Message Pacific 4 | PTWC/IOC send Threat message via email message to Tsunami National Contact (TNC) and Tsunami Warning Focal Point (TWFP) @MRD. <ol style="list-style-type: none"> Message sent via email Category: Tsunami Status Update | MRD | PTWC | |
| 12 | 21:20 | 09:20 | Tsunami Threat Message #2 | <ol style="list-style-type: none"> Message pushed via MRD email list. Message pushed via geobingAn. Category: Tsunami Status Update Estimated arrival times and wave amplitude at nearby coastline. <ol style="list-style-type: none"> VHF Radio | ALL | MRD | |
| 13 | 21:25 | 09:25 | NEOC update DivEOCs, response, participating & media agencies | <ol style="list-style-type: none"> Message sent through NEOC email listing. Message sent via geobingAn Category: Tsunami Status Update <ol style="list-style-type: none"> VHF Radio | ALL | NEOC Team Leader | |
| 14 | 21:30 | 09:30 | ALL agencies acknowledge NEOC message. | <ol style="list-style-type: none"> Response agency sitrep email sent to Div/NEOC All Response Agencies provide status update to NEOC via geobingAn. Category; First Responders status update <ol style="list-style-type: none"> Target agencies provide status update to NEOC via geobingAn. All media agencies provide update status to NEOC via geobingAn. Category Status Update. | NEOC Team Leader | ALL | |



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| 15 | | | EOC Macuata Follow up on Tsunami Watch advisory | USP report on threat level assessment and action as per SOP (standby for Evacuation) 1. VHF & Email 2. Message sent via geobingAn Category Status Update. | USP Labasa | EOC Macuata | |
| 16 | 21:40 | 09:40 | PTWC Threat Message 5 | PTWC/IOC send Threat message via email message to Tsunami National Contact (TNC) and Tsunami Warning Focal Point (TWFP) @MRD. 1. Message sent via email Category: Tsunami Status Update | MRD | PTWC | |
| 17 | 21:50 | 09:50 | Tsunami Threat Message #3 | 1. Message sent through MRD email listing. 2. Message pushed via geobingAn. Category: Tsunami Status Update Estimated arrival times and wave amplitude at nearby coastline. | ALL | MRD | |
| 18 | 21:55 | 9:55 | ALL agencies acknowledge receipt of MRD message and provide status update to NEOC. | 1. Response agency sitrep email sent to Div/NEOC 2. Response Agencies provide status update to NEOC via geobingAn. Category: First Responders status update. 3. VHF Radio 4. USP Labasa provide status update to NEOC via geobingAn. Category Status Update. | NEOC | ALL | |
| 19 | 22:00 | 10:00 | Tsunami Threat Message #4 | 1. Message sent through MRD email list. 2. Message pushed via geobingAn. Category: Tsunami Status Update 3. VHF Radio First Wave will hit Labasa coastline in 30mins. Siren Activated by MRD | ALL | MRD | |
| | 22:00 | 10:00 | <u>EXERCISE! EXERCISE! EXERCISE!</u> | | | | |



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| 20 | 22:01 | 10:01 | <u>NEOC activate Tsunami Evacuation Drill Exercise</u> | <ol style="list-style-type: none"> 1. Email message sent through NEOC mail listing. 2. Message sent via geobingAn Category: Drill Start. VHF Radio <ol style="list-style-type: none"> 3. VHF Radio | ALL | NEOC | |
| 21 | 22:03 | 10:03 | <u>ALL agencies acknowledge receipt of MRD message and provide status update to NEOC.</u> | <ol style="list-style-type: none"> 1. Response agency sitrep email sent to Div/NEOC. 2. All Response Agencies provide status update to NEOC via geobingAn. Category; First Responders status update <ol style="list-style-type: none"> 3. All media Agencies provide update status to NEOC via geobingAn. Category Status Update. <ol style="list-style-type: none"> 4. VHF Radio | NEOC | ALL | |
| 22 | 22:03 | 10:03 | <u>USP Labasa Headcount</u> | <ol style="list-style-type: none"> 1. USP Labasa send Head count to NEOC via geobingAn. Category Evacuation Starts <ol style="list-style-type: none"> 2. VHF & Email | Macuata EOC | USP Labasa | |
| 23 | 22:05 | 10:05 | <u>Missing Person reported</u> | <ol style="list-style-type: none"> 1. Missing person reported from each agency via geobingAn. Category; Need Help <ol style="list-style-type: none"> 2. VHF & Email | Macuata EOC | USP Labasa | |
| 24 | 22:06 | 10:06 | <u>Buildings All Clear</u> | <ol style="list-style-type: none"> 1. All agencies confirm that all buildings CLEARED via geobingAn. Category; Status update <ol style="list-style-type: none"> 2. VHF & Email | Macuata EOC | USP Labasa | |
| 25 | 22:08 | 10:08 | <u>Update on Missing Persons</u> | <ol style="list-style-type: none"> 1. Update on missing person reported from each agency via geobingAn. Category; Need Help <ol style="list-style-type: none"> 2. VHF & Email | Macuata EOC | USP Labasa | |
| 26 | 22:10 | 22:10 | <u>EOC Macuata</u> Sitrep 2 | Sitrep 2 – Situation Update from USP Labasa [Head Count, Building all clear] <ol style="list-style-type: none"> 1. VHF & Email 2. Message sent via geobingAn Category: Status Update. | Div/NEOC | Macuata EOC | |

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| 27 | 22:10 | 12:10 | <u>One injured person needs to assistance for safe evacuation</u> A staff sustained an injury during evacuation. | 1. Immediate assistance requested via geobingAn. Category; Need Help 2. VHF & Email | Macuata EOC | USP Labasa | |
| 28 | 22: 12 | 10:12 | <u>Medics assigned task to respond to incident</u> | 1. Message pushed via geobingAn Category: Need Help 1. VHF & Email | Medics | Macuata EOC | |
| 29 | 22:13 | 10:13 | <u>Update from assigned Medics Team</u> | 1. Update from Agency Team Medics via geobingAn. Category; First Responders Status Update 2. VHF & Email | Macuata EOC | Medics | |
| 30 | 22:15 | 10:15 | <u>Tsunami Threat Message #5</u> | 1. Message sent through MRD email list. 2. Message pushed via geobingAn. Category: Tsunami Status Update 3. VHF Radio First Wave will hit Labasa coastline in 15mins. | ALL | MRD | |
| 31 | 22:15 | 10:15 | <u>Arrival at Assembly Point & Safe Zones & Head Count</u> | 1. All target agencies reported arrival at assembly area via geobingAn. Category; Assembly Point Check-in 2. Headcount disaggregated by gender and special need pushed via geobingAn. Category; Assembly Point Check-in 3. VHF & Email | Macuata EOC | USP Labasa | |
| 32 | 22:15 | 10:15 | <u>EOC Macuata</u> Sitrep 3 | Sitrep 3 – Situation Update from USP Labasa at Assembly Point 3. VHF & Email 4. Category: Status Update. | Div/NEOC | Macuata EOC | |
| 33 | 22:30 | 10:30 | <u>ARRIVAL OF WAVES IN LABASA</u> Update on Wave Observation – inundated areas and damages observed | 1. VHF & Email Category Status Update. | Macuata EOC | USP Labasa | |
| 34 | 22:32 | 10:32 | <u>Reports on blockage of roads and bridges by debris</u> | 1. VHF & Email Category Status Update. | Macuata EOC | USP Labasa | |

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| | | | | | | Police | |
| 35 | 22:34 | 10:34 | <u>Request for Food rations</u> | <ol style="list-style-type: none"> 1. VHF & Email 2. Message sent via geobingAn Category Status Update. | Macuata EOC | USP Labasa | |
| 36 | 22:36 | 10:36 | <u>Movement of People on Coastal Roads</u> | <ol style="list-style-type: none"> 1. VHF & Email Category Status Update. | Macuata EOC | Police | |
| 37 | 22:38 | 10:38 | <u>EOC Macuata</u> Sitrep 4 | Sitrep 3 – Situation Update from USP Labasa at Assembly Point <ol style="list-style-type: none"> 4. VHF & Email 2. Category Status Update. | Div/NEOC | Macuata EOC | |
| 38 | 22:40 | 10:40 | <u>PTWC Threat Message 6</u> | PTWC/IOC send Threat message via email message to Tsunami National Contact (TNC) and Tsunami Warning Focal Point (TWFP) @MRD. <ol style="list-style-type: none"> 1. Message sent via email and Fax Category: Tsunami Status Update | MRD | PTWC | |
| 39 | 22:42 | 10:42 | <u>Tsunami Threat Message #6</u> <u>Final "All Clear" Message</u> | Tsunami Cancellation Message <ol style="list-style-type: none"> 1. Message sent through MRD email list. Category: Tsunami Status Update Estimated arrival times and wave amplitude at nearby coastline. | ALL | MRD | |
| 40 | 22:45 | 10:45 | <u>NEOC Controller Acknowledge receipt of message</u> | <ol style="list-style-type: none"> 1. Response email sent to MRD 2. Response commented on MRD message pushed via geobingAn. Category: Tsunami Status Update <ol style="list-style-type: none"> 3. Current situation asessed 4. Orderly return of public members coordinated 5. Additional emergency response measures identified. | MRD | NEOC | |

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| 41 | 23:00 | 11:00 | <u>"All Clear" & Stand down Message</u> | END OF EXERCISE. THANK YOU FOR PARTICIPATING! <ol style="list-style-type: none"> 1. Email message sent through NEOC mail list. 2. <i>Category: Drill End</i> 3. <i>VHF Radio</i> | All | Exercise Controller | |
| 42 | 23:00 | 11:00 | <u>EXERCISE ENDS</u> | Debrief at USP Conference room. <ol style="list-style-type: none"> 1. USP Wardens 2. Response agencies rep 3. Exercise Umpires 4. Div/Dist EOC 5. Exercise Control (MRD & NDMO) | All | Exercise Controller | |

Annex C



USP Labasa Campus Tsunami Evacuation Drill Pictures



