

MAJOR INCIDENT MANAGEMENT
EXERCISE YOUR PLAN
EXERCISING YOUR TEAM



CCTC

*The specialist advisors in contingency planning and
major incident management training*

www.cctc.co.uk

ABOUT THE DAY

— Introduction —

You will probably have spent months producing your Major Incident Management Plan and training your team, but have you exercised them under realistic simulated circumstances to uncover any potential problems? All plans and teams need to be exercised to ensure that they will actually work in practice and that they reflect changes that may in the meantime have occurred within your organisation's site operating procedures, the emergency service response or relevant legislation.

CCTC personnel, with their years of practical experience in dealing successfully with some of the most serious and damaging events to life and property, are able to help.

The programme will open with a presentation on the roles, responsibilities and capabilities of the emergency services. Participants will come together as a complete team to work through a case study which will take them from the inception of an incident through to its conclusion and aftermath. The aim is to examine the effectiveness and workability of **your** plan.

Our aim at CCTC is to offer constructive advice and guidance. We will supply a critique and generic guidelines and if you ask us to do so, work with you in modifying your plans. The standard that CCTC sets in exercises is second to none.

— Aims & Objectives —

- To exercise **your** Major Incident Plan and identify any issues

— The Benefits —

- Ascertain that key skills are available to deal with an incident
- Learn to apply a systematic and co-ordinated approach
- Unlock the varied experience of your team members to your advantage
- Understand the need for and value of a team-based approach
- Aid you in your planning process for major incidents
- The opportunity to clarify individual roles and responsibilities
- The opportunity to reinforce company and local policies and procedures
- Be aware of legal, media and insurance issues surrounding a major incident
- Feel confident that you and your team will be able to cope

— A Typical Programme —

A typical programme designed for your session will be based on a 7 hour day, normally commencing at 9.00am and closing at 4.00pm (times are flexible to your requirements).

Morning Session

Preparation Phase

Initial communications
Relationships with emergency services

Co-Ordination Phase

Initial decisions, taking control, key initial actions, stakeholders liaison, personnel & resources, media

Methodology

The issues raised will be discussed and presented in a format that is best suited to your particular requirements.

Afternoon Session

Taking Control

Business co-ordination and response
A review of preventative measures

Recovery & Aftermath

Return to normality, de-briefing, trauma, internal communications, legal liabilities and proceedings



— The Crisis and Contingency Training Company —
Protecting your company from the worst

CCTC provides support to major companies and organisations in the highly specialised skills of contingency planning, exercising and major incident management. The facilitators are highly accomplished in training, planning and control of major emergency and security situations. Their background in dealing with many of the major incidents occurring in the UK over recent years places them in a unique position to pass on this experience.

CCTC prides itself on providing quality major incident training of the highest standard to ensure that its clients are well-informed and equipped to deal with unexpected events of the most serious kind.

CCTC will tailor the session to the requirements of your organisation and your plans under review. The cost is available on application and will be for a maximum of twenty delegates. This includes a visit to the site, preparation of a case study, facilitation of the exercise and assistance with amendments to your plan.

CCTC can provide organisations with an assessment and review of the state of readiness, the procedures and vulnerabilities at a particular location. This will give you an indication of where you stand and what you need to do to avoid problems and includes a security assessment.

For more information about how we can help you and your team, please contact us and we can discuss your requirements. Call us on 020 8248 2306 or e-mail admin@cctc.co.uk.



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