How to keep your EAP in shape with an Exercise Program
Imagine
..and your plan looks like this.
“An exercise is a focused practice activity that places the participants in a simulated situation requiring them to function in the capacity that would be expected of them in the real event.”
FEMA states the purpose of an exercise is to promote preparedness by testing policies and plans and training personnel.
EMERGENCY ACTION PLAN REQUIREMENTS!

- State Guidelines
- FEMA
- USACE
- FERC
- NRCS
- BuREC
Why Exercise?

- LEGAL
- NEGLIGENCE/ LIABILITY
- MEET INVOLVED PARTIES
- VALIDATE CONTACTS & RESOURCES
- OPPORTUNITY TO IMPROVE OVERALL PLAN
TYPES OF EXERCISES

• Orientation Seminar/Workshop
• Table-top Exercises
• Drills
• Functional Exercises
• Full-Scale Exercises
TYPES OF EXERCISES

DISCUSSION BASED
• Orientation Seminar/Workshop
• Table-top Exercises

OPERATIONS BASED
• Drills
• Functional Exercises
• Full-Scale Exercises
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<th>TYPES OF EXERCISES</th>
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<td>DISCUSSION BASED</td>
<td>Familiarize players with plans, policies, procedures; actions are imaginary or hypothetical</td>
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<td>OPERATIONS BASED</td>
<td>Validate plans, policies, procedures; clarify roles and responsibilities, identify response gaps; player mimics reaction, resources are committed</td>
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Who to Invite?

- Regulatory guidelines
- Type of Exercise
- Location and Site specific issues may determine final list of invitees
FEED THEM AND THEY WILL COME
Advance Notification!
Timeline

- **ORIENTATION SEMINAR WORKSHOP**
  - 1 to 2 hours

- **TABLETOP**
  - 4+ hours

- **Drill**
  - 1 to 4 hours

- **FUNCTIONAL**
  - 4+ hours

- **FULL-SCALE**
  - Multiple days
Facilitator

- EAP Coordinator
- Consultants
- Local trainers –
  - OEM
  - Fire
  - Police
  - Local University
- State Dam Safety Office
- Other organizations
Scenarios
• Meet key individuals
• What is the EAP?
• Where is the EAP?
• What is a Notification Flowchart?
• Where do I fit in?
TABLETOP Scenarios

• Based on real event at similar site
  – Use historic events or inspection reports
• Scenario does not have to be a dam failure
Drills Scenarios

- Test specific procedures
- Test response time
- Test equipment deployment
FUNCTIONAL EXERCISE - Scenarios

- Works best when groups have physical separation
- Provide realistic estimates for materials movement, travel time of flood wave, response time for assistance
- Use “real-time” to determine actions
- Can include a problem away from site
  - Traffic accident
  - Fire(s)
FULL SCALE Scenarios

- Use existing weather conditions
- Give responders time to set-up equipment
- Exercise may include several small issues that result in a major scenario
  - Interject equipment failure
  - Add absenteeism of key players
Remember your team

• Include something for all agencies and organizations
  – Hospitals need “injured” people to practice triage and exercise their Emergency Room
REVIEWS

- Type of Review
  - Formal
  - Informal
- Written Report

FOLLOW-UP

- Updates
- EAP
- SOP
- Training

Written Report
Afterwards
Lessons Learned

• Solutions can be found from unexpected sources
• Problems can occur anywhere on your dam
• Downstream impacts don’t end just because flow stopped at dam
• Downstream impacts can be more severe farther downstream
• Sometimes it is not obvious
• It never pays to assume!
Discussion

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