



Programme for Prevention, Preparedness and Response to Floods in the Western Balkans and Turkey

IPA FLOODS

MEETING NOTES

Final Planning Conference for Field Exercise: IPA FLOODS – VARAŽDIN 2017

Location Hotel Turist, Varaždin, Republic of Croatia

Date 14 September 2017

Subject Final Planning Conference - Presentation and discussion about the organization of the field exercise IPA FLOODS – VARAŽDIN 2017 to be held 9-13 October 2017

Present See attached list of participants.

Topics

According to the meeting agenda (attached).

General

Final planning conference was combination of two events: Exercise Planning Team meeting and Evaluation workshop.

Main objectives of EPT meeting were to finalize all main aspects of the exercise organization (exercise structure and participation, scenario development, communication plan, host nation support, observers programme).

Main objectives of Evaluation Workshop were preparation and task distribution among evaluation team, develop evaluation methodology, development of evaluation documentation, and to define needed logistical and organisation requirements.

Opening of the conference

Final Planning Conference started at 09.00 hours, as joint event with EPT Meeting and Evaluation team.

On behalf of the hosts Mr. Igor Milić, Exercise Expert, NPRD – Croatia, welcomed all participants and wished a fruitful conference. He pointed out the importance of developing cooperation and always improving the knowledge and methods in such a complex area like floods response.

Mr. Antonio Barbera, IPA FLOODS, Programme Manager - DPC, thanked the hosts for hosting the conference and good cooperation in preparation and organizational point so far. He welcomed National Exercise Coordinators from partner countries and consortium members and expressed his belief in the successful conference.

Mr. Gerard Guerin from DG ECHO, European Commission, thanked the hosts for hosting the conference and good cooperation in preparation and organizational point so far.



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Exercise organization briefing

Mr. Igor Milic presented main organisational exercise aspects of exercise as it was developed until now:

- Exercise planning process
- Participation (training audience and exercise control)
- Scenario development and exercise locations
- Exercise timetable (per activities and per locations)
- Exercise structure (for tabletop and field exercise)
- Safety and security plan
- Host nation support
- Communication plan
- Observers programme
- Exercise evaluation

Presentation is attached to these meeting notes.

After the introductory part, the Evaluation Team and the Exercise Planning Team both held separate sessions. EPT discussed exercise instructions, whereas Evaluation Team was discussing evaluation approach and methodology, analysis of evaluation documentation and tools, tasks distribution, logistical and organisational arrangements.

Evaluation team session

8 members of the evaluation team met for a briefing from 11:15 until 12:45. Each team member introduced him/herself with focus on daily function and activities within their respective organization, experience with the EUCP Mechanism (training courses, missions, exercises), and former evaluation experiences. It turned out that there are different profiles within the group, complementing each other: some have management/coordination experience, others have technical, operational expertise, but all have experience from Mechanism, either on real missions or trainings/exercises within EU or in the framework of the IPA initiatives. Regarding evaluations, some team members have already filled this role, either on national or international level, others are new to the task but very motivated to experience an exercise from this angle.

The exercise-baseline was described, i.e., IPA FLOODS programme, the overall framework of the exercise; the concept of HCP/FC multi-national Civil Protection Modules, and the HCP/FC Standard Operational Procedures of the Countries' teams. Following this, the evaluation approach, tools and methodology was discussed. The team agreed on the agenda for the evaluation workshop planned immediately after the end of the exercise.

It was agreed to have an evaluation rehearsal session just before the exercise starts, during which task distribution, detailed schedule for the evaluation, logistical and organizational arrangements will be finalized.

On overall the team looked promising in term of knowledge, skills, motivation and personal attitudes, both regarding team dynamics and the evaluation task.

In the afternoon, the team visited all the exercise locations (operation sites, BoO, RDC) and received detail information about the planned scenario in each of them.



Exercise Planning Team session

Mr. Antonio Barbera, IPA FLOODS, Programme Manager – DPC, informed all EPT members on current situation with procurement. Missing equipment for HCP and FC modules will be shipped directly to Varazdin

The Albanian team doesn't need support in transportation since they have their military crane. As for Kosovar team they have some problems with the equipment transportation, so they still have to decide whether they will use private trucks or something else. They need to find some contacts as soon as possible in order to solve this problem. Their problem should be solved preferably through certain specialized national institution or in the open market. The Macedonian, Montenegrin and Serbian teams also have certain problems with transportation of flood containments. They don't have cargo trucks for barriers. Detailed information on this matter (such as ideas, solutions and prices) will be delivered to the Consortium until September 20th. Each national team should send the Consortium information on their transportation expenses (oil and gas price). Montenegro and Serbia will provide transit support for the countries in need that will be passing through their territory. The Albanian team will come to the exercise with the ambulance team.

Exercise instructions

Last version of exercise instructions were presented with focus on several areas. Structure of the document is similar to one from Lot1 filed exercise IPA FLOODS - CRO 2016. Document is available at DropBox where all members of EPT and Evaluation Team have assessed. Annex 3 – exercise location detailed description including DSEC will be updated day by day for EXCON eyes only. Final exercise document will be finished by Friday, September 29. Final version of exercise instructions will be uploaded on Dropbox without Annex 3.

DSEC

Detailed action plan was presented for the first two days of the exercise by Mr. Igor Milić. It is agreed that the EUCPT/TAST team comes one day earlier. They will meet up in Zagreb or Varazdin and then start with a mission. Some of the participants pointed out there is a certain disharmony between the exercise and real life situations, which is a big problem, since the EUCPT/TEAM in the exercises focuses only on coordinating the modules, whereas in real life very rarely. For the other countries there will be virtual teams. The EUCPT/TAST team will have video link with ERCC due to simulation of "Brussels briefing".

The DG ECHO will share an updated documents and forms for EUCPT.

Exercise locations plan

Exercise locations and back-up locations plan were presented. There will be four main and two back-up locations. During the night a lot of activities will take place on these locations. It is hard to predict the speed of the activities. The biggest challenge will be to keep the HCP and FC Module busy and timetable on-site will depend on their effectiveness. Several of back-up events will be prepared related to coordination, security, media and logistics issues.

Manning list

Manning list was discussed and updated. It is necessary to find two experts in the region for EUCPT team nominations. Nations that haven't yet send nominations for their teams/modules were to provide it as soon as possible. All together there will be around 500 participants.



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Logistics plan

Each module needs to be self-sufficient in all aspects but sanitation. Logistics for EXCON was discussed and NPRD will provide all necessary items (local transfers in exercise area, laptops, radios, mobiles, printers, wifi access, flip charts and other admin support).

During the exercise participants will communicate both internally and externally. There will be at least one mobile and one radio per each Module as well for EUCPT/TAST. The radio link will represent primary communication. vOSOCC simulator will be activated.

Communication and visibility activities

Communication and visibility activities were discussed. Media coverage will be arranged by NPRD. It was concluded that social media could help exercise reach many people if used. Media day will be Thursday 12 October as well as observers day. Promotion items will be provided to all exercise participants.

Conclusions

It is necessary for everyone to read the exercise instructions before the exercise starts. Invitations for access to Dropbox will be shared.

Final remarks

Mr. Gerard Guerin from DG ECHO said that exercise scenario is excellent and very into detail. It is also important to make national institutions familiar with the exercise for future successes.

Mr. Antonio Barbera, program manager, thanked everyone for the participation, for being well prepared and for great organization of the conference.

Mr. Igor Milic closed the Final planning conference thanking all for contributions to make this exercise successful.

Final Planning Conference was completed at 18.30 hours.

Attachments:

- Conference agenda
- Participant's list
- PPT presentation

