Organizing the Emergency Operations Centre

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Annex 14

Emergency operations centre and command post

• 9.1.7 Recommendation.— A fixed emergency operations centre and a mobile command post should be available for use during an emergency.

• 9.1.8 Recommendation.— The emergency operations centre should be a part of the aerodrome facilities and should be responsible for the overall coordination and general direction of the response to an emergency.

• 9.1.9 Recommendation.— The command post should be a facility capable of being moved rapidly to the site of an emergency, when required, and should undertake the local coordination of those agencies responding to the emergency.

• 9.1.10 Recommendation.— A person should be assigned to assume control of the emergency operations centre and, when appropriate, another person the command post.
Control and Coordination

• A person should be assigned to assume control and have overall responsibility for emergency response and for directing the activities of the Emergency Response Team during a public health emergency.

• This person (Director/Coordinator) may be assisted by the Public Health Official and a medical advisory group as required.

• The control and coordination structure should be documented and copy kept in the EOC.

• Training should be provided on the AEP and associated SOPs.
EOC Equipment and Material

• The Emergency Operations Centre should have the necessary equipment and personnel to communicate with the appropriate agencies involved in the emergency. The communication and electronic devices should be checked regularly.
EOC Equipment and Material

• A detailed grid map of the airport showing the designated parking position for aircraft in a public health emergency should be provided in the emergency operations centre.

• Floor maps of terminal building if possible should also be made available at the EOC.

• Copies of any cooperation agreements arrangements
EOC Equipment and Material

Similar maps showing aircraft parking location should be available in the control tower, to the ambulance driver and all other supporting vehicles responding to an emergency. Copies should also be distributed to the agencies involved in the plan.
EOC Equipment and Material

• Reliable telephone connections.
• Portable radios. A sufficient number of portable, two-way radios should be available to provide each participating agency with the ability to communicate with the command post.
• The communication system should be tested each day to verify the operability of all radio and telephone networks.
EOC Equipment and Material

- Copy of public health component of Aerodrome Emergency Plan and associated SOPs.

- Schema for Notification of Suspected Communicable Disease, or other Public Health Risk, on Board an Aircraft.
ICAO Aircraft General Declaration
- Declaration of Health
  (ICAO Annex 9, Appendix 1 & IHR (2005) Annex 9)

- Aircraft Callsign (ID)
- Dep. Aerodrome
- Dest. Aerodrome
- Est. Time Arrival
- Number of persons on board
- Number of susp. cases
- Nature of public health risk

NOTIFICATION PROCEDURES

- Air Traffic Controller
- Destination Aerodrome TWR ATC
- Air Traffic Controller
- Departure Aerodrome TWR ATC

If more information is required – go thru’ airline agent

Local procedure (AEP)
- Airport Operator
- Public Health Authority
- Other Agency(ies)

IHR Focal Point

IHR Focal Point

Airport Operator
Public Health Authority
Other agency(ies)
Communication

• Copy of Emergency Response checklist.
• Complete and current list of agency telephone numbers should be available at the EOC. Numbers should be verified regularly to ensure correctness.
• Updated lists and flowcharts should be distributed to all emergency plan participants on a continual basis.