



PROPOSAL SUBMITTED BY:

THE NATIONAL EMERGENCY MANAGEMENT ORGANISATION (NEMO)

MINISTRY OF NATIONAL SECURITY, SEA PORTS AND AIRPORTS
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PROPOSAL:

**THE ESTABLISHMENT OF COMMUNITY EMERGENCY RESPONSE TEAMS
(CERT) AS A TOOL TO BUILD COMMUNITY RESILIENCE IN ST. VINCENT
AND THE GRENADINES**



Executive Summary

The National Emergency Management Organisation (NEMO) submits a proposal for the continued establishment of Community Emergency Response Teams (CERT) throughout St. Vincent and the Grenadines. CERT is a tool for mobilising communities and building their resilience to hazards and disasters. The CERT then becomes a component of the district disaster committees under the National Response Mechanism.

The proposal submitted aims to train at least five (5) CERT teams in any one given programme at a cost of US\$29,785. The communities of Vermont, Spring Village, Dickson and Mespo will be addressed in this first phase of this current proposal.

We will also use the same project proposal and concept for support of additional training where we can form teams in communities of Bequia, Union Island, Canouan and South Rivers.

1. Background

St. Vincent and the Grenadines (SVG) is a small island developing state in the Eastern Caribbean. It comprises of a main island, St. Vincent, and a chain of 32 islands and cays, the Grenadines, of which seven are inhabited - Bequia, Mustique, Canouan, Mayreau, Union Island, Palm Island and Petit St. Vincent.

Saint Vincent and the Grenadines, like most other countries in the Eastern Caribbean, is vulnerable to numerous hazards, both natural and anthropogenic. These include hurricanes and other tropical systems, droughts, floods, landslides which are generally triggered by excessive rainfall; geological hazards including volcanic eruptions, earthquakes and tsunamis; human-induced disasters such as socio-economic, technological-industrial, human; and biological epidemics, conflict, accidents and climate change.

Since 1900, the country has been hit by eight named storms, the strongest being Hurricane Allen (Category 4), which passed between Saint Lucia and Saint Vincent in 1980. Hurricane Hazel, a Category 1 storm passed some 38 km south of Saint Vincent in 1954. The islands were also severely affected by storm surges from Hurricane Lenny in 1999, a Category 4 system. Hurricane Tomas in 2010 left a trail of destruction in Saint Vincent, particularly in the agricultural sector and across the remote northern parts of the island. Damage and losses



from Tomas exceeded EC\$120 million. In April 2011, severe flash floods occurred in the same areas impacted by Tomas causing millions more in damage.

More recently, heavy rains associated with a trough system caused severe flash flooding and landslides in the north, north-eastern, north-western, western and south-western areas of Saint Vincent. Nine persons lost their lives and three are still unaccounted for. Close to 11,000 persons were affected by the rains and subsequent flooding. Numerous homes and some public buildings were damaged and critical infrastructure, including bridges and roadways, were severely damaged as a result of the rains and resulting flash flooding. A National Level 2 Disaster was declared as a result of the event. Damage and losses from the event is estimated to be over EC\$330 million;¹ and according to EM-DAT in the past decade, damage from major natural disasters in SVG were approximately US\$41 million, which was more than the accumulative sum of damages from 1961 –2000.

These hazards have significant negative impacts to the country's economic and fiscal stability causing recurrent damage to national infrastructure and affecting human welfare. Studies show that natural hazards are being exacerbated by the adverse impacts of climate change, which are putting increased stress on national infrastructure and livelihoods.

In recognition of the potential catastrophic impacts of the increased intensity and frequency of meteorological hazards, and the fact that communities have been isolated for several days following the recent hazard impacts, efforts are being made to build community resilience to support early response and coordination at the community level, and most importantly to build community resilience. In 2011 the National Emergency Management Organisation (NEMO) commenced training for Community Emergency Response Teams (CERT) for seven (7) communities throughout St. Vincent and the Grenadines, this approach is a useful tool for communities to be engaged, to be equipped and ready to manage and response to emergencies within their communities. The CERT programme has since been one of the approach and tools that NEMO has embraced to mobilised communities and build community resilience, these CERTs then become part of the national response mechanism and a decentralized hub for coordination of response and relief activities before, during and after national level emergencies/disasters.

2. The National Emergency Management Organisation (NEMO)

The National Emergency Management Organisation (NEMO) was established as a government department in the Ministry of National Security in May, 2002. NEMO is a coordinating agency and coordinates the response to any emergency or disaster in St. Vincent

¹ Rapid Damage and Loss Assessment (DaLA) December 24-25, 2013 Floods: A report by the Government of Saint Vincent and the Grenadines, January 16, 2014



and the Grenadines. The goal of NEMO is to: improve the capacity of the population of St. Vincent and the Grenadines to prepare for, respond to and recover from disasters and to protect the economic development plans of the government, and to enhance the development process. NEMO has long embraced the Comprehensive Disaster Management (CDM) approach to disaster risk reduction, which encompasses an all hazards approach by all (Public sector, private sector, individuals, and communities).

Some of the activities of the organisation are as follows:

- Emergency Operations Management
- Training in several aspects of disaster risk management (training in disaster planning for public and private sector, and communities)
- Implementation of disaster risk management projects
- Partnership with key regional and international agencies such as UNDP, USAID and OFDA
- Public Education and Awareness Programmes for all hazards
- School Safety and school outreach programmes

NEMO's Mission

To implement and sustain a holistic Disaster Risk Reduction Programme for the country based on the Comprehensive Disaster Management Strategy (CDM) cognisant of the implications of climate change and the need for adaptation.

NEMO's Vision

A comprehensive, tested and practical Disaster Risk Management Plan for every household, building, institution, and/or organisation in St. Vincent and the Grenadines.

3. The Project

The Community Emergency Response Team (CERT) program provides an opportunity for communities to become more self-reliant during disasters that may affect them. The CERT Program enables the development of multifunctional response teams whose members can give critical support to first responders, and provide immediate assistance to victims. The Community Emergency Response Team (CERT) program is an; all-risk, all-hazard training. This valuable course is designed to help individuals protect themselves, their family, neighbours and neighbour-hood in emergency situations.

3.1 Project Background

The Community Emergency Team (CERT) Programme was started by the Los Angeles (USA) fire Department. Persons from various walks of life prepare to work as team members



and perform as individual leaders by directing untrained volunteers in the initial phase of an emergency. CERT members can also assist with non-emergency projects that help improve the safety of the community. CERT is a positive and realistic approach to emergency and disaster situations where citizens may initially be on their own and their actions can make a difference.

The Community Emergency Response Team (CERT) Program educates people about disaster preparedness for hazards that may impact their community and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organisation, and disaster medical operations, In addition, members also receive training in Introduction to Disaster Management, Mass Care, Damage Assessment and Shelters and Shelter Operations.

Participants will be selected by the community and should be physically and medically fit and able to operate in both classroom and field environments. The CERT training will build on their individual strengths by incorporating team-work, problem solving and selected emergency management activities. CER participants are required to participate in a number of strenuous physical outdoor activities. The primary target audience is community leaders and volunteers and volunteers who have demonstrated the ability to lead and work in teams.

The geology and landscape of St. Vincent and the Grenadines may result in any given community becoming isolated following the impact of a disaster. Therefore this training proposal seeks to train two CERT teams per community; a CERT team comprises of at least six (6) persons. The following communities have been identified as priority:

- a. Vermont/Buccammet
- b. Spring Village (Leeward)
- c. Dickson (Georgetown)
- d. South Rivers
- e. Bequia
- f. Union Island
- g. Mesopotamia
- h. Canouan

Each CERT training caters for five teams. The cost per training is approximately US\$30,000. We therefore submit two projects to train the communities as follows:

Project 1: US\$29,785 for CERT Programme for Vermont Spring Village, Mespo and Dickson

Project 2: US\$29,785 for CERT Programme for Bequia, Union Island, Canouan and South Rivers



3.2 Implementation Plan

Establishing CERT teams require three main components being undertaken: the purchasing of CERT individual kits, the purchase of at least one team kit per community, and the training of the CERT teams using classroom and practical exercises.

3.2.1 Composition of Individual Kits:

Large Olive Green Backpack Reflector
Liberty Hard Hat - Lime - CERT Printed
Safety Vest - Adjustable - Class II CERT
Premium Double Palm Leather Glove – Large Pair
Clear Safety Goggles
Respirator/Dust Mask Folded/Wrapped
SM Shock Res Flashlight (3AAA) – 120 each
Skinned - On Duty - Gas and Water Shut Off Tool
CERT Metal Whistle on Key Chain
Duct Tape Silver (10 Yds.)
Marking/Lumber Crayon Red – 2 Each
Large Disposable Nitrile Gloves (Pairs)
Emergency Survival Blanket - 84" x 52"
Emergency Poncho - One Size
Sprain and Limb Injury Kit – two each
Wound Treatment Kit
10" Crescent Wrench
Light Stick - Green 12 Hour
Multi Use Pocket Tool
Spine Board with Pins and Straps

3.2.2 Composition of CERT Team Kit

Lightweight Backboard with Pins – 25 each
Backboard Straps – 5 each
100 Foot 1/2" Rope - 30
Professional Grade Carabiner – 10 each
LARGE FIRST AID KIT- 2
100 Foot 1/2" Rope

3.3 Training Objectives and Course Outline

The focus of the training will be on developing CERT members who are competent in leading and/or supporting the CERT Program in their communities. Specifically the training will:



- 3.3.1 Orient participants to community emergency response and disaster management theories.
- 3.3.2 Provide participants with a refresher or overview in Basic First Aid and CPR.
- 3.3.3 Practice participants in light search and rescue.
- 3.3.4 Practice participants in fire safety and fire suppression.
- 3.3.5 Expose participants to problem solving, briefing technique and team work.
- 3.3.6 Test the extent to which the participants grasped the theories and concepts taught over the duration of the workshop through a table top and field exercise.

3.4 Outline of Training

COMMUNITY EMERGENCY RESPONSE TEAM TRAINING PROGRAMME – DAY ONE

SER	TIME	LOCATION	ACTIVITY	LOGISTICS	REMARKS
1.	8:30–9:00 a.m.	Training Room	Opening Ceremony	1. National Flag 2. Anthem 3. PA System	1. NEMO to arrange media coverage and Press Release
2.	9:00– 9:30 a.m.	Training Room	Introduction to Participants, Facilitators and Trainers	1. Projector 2. PA System 3. Flip Chart	1. Ice Breaker 2. Personal details 3. Expectations
3.	9:30–9:45 a.m.	Training Room	Course ADMIN	Projector	1. Administrative Instructions
4.	9:45–10:00 a.m.				
5.	10:00–10:45 a.m.	Training Room	Unit 1(a): CERT roles, responsibilities & functions in Disaster Management	Projector	Power point Presentation to discuss the general functions of CERTs and background/history.
6.	10:45–11:45 a.m.	Training Room	Unit 1(b): Disaster Management-Disaster Scenarios, Perception & responses	Projector	Presentation on the types of hazards/terminologies in DM
7.	11:45-12:30 p.m.	Training Room	Unit 1(d): CERT support to Disaster Response–Shelter Management, Incident Command System, SAR, Evacuation, etc.	Projector	Identify the specific roles for the CERTs in key DM Operations
8.	12:30–1:30 p.m.				
9.	1:30–2:30 p.m.	Training Room	Unit 1 (c): Disaster Preparedness & Planning – National, Community, Family Plans	Projector	Power point Presentation on the National Disaster Plan for Dominica



10.	2:30–3:15 p.m.	Training Room	General discussion on Leadership and Team Building/Teamwork	Projector	Short presentation followed by discussion
11.	3:15–3:30 p.m.	Liquid Break			
12.	3:30–4:00 p.m.	Outside Area	Practical Leadership and Leaderless Problems	Stretcher, planks, rope	1-2 stands with simple problem
13.	4:00-5:30 p.m.	TBC	Team Bonding Exercise	Need to identify 10 objectives	Each team given 2 practical tasks to complete within 90 minutes
14.					

COMMUNITY EMERGENCY RESPONSE TEAM TRAINING PROGRAMME - DAY TWO

SER	TIME	LOCATION	ACTIVITY	LOGISTICS	REMARKS
15.	8:00–8:15 a.m.	Training Room	Administrative announcements Revision on Day 1 activities	Projector	Participants need to be seated by 7:55 a.m. (Team Leaders)
16.	8:15–9:00 a.m.	Training Room	Unit 2 (a): Fire Safety and Utility Control	Projector	To include a film on domestic fires
17.	9:00–9:45 a.m.	Training Room	Unit 2 (b): Fire Fighting Resources and Procedures to be used by CERTs	1. Projector 2. Extinguishers	To include the use of protective gears & evacuation procedures
18.	9:45–10:15 a.m.	Outside Area	Unit 2 (c): Fire Response Drill	1. Extinguishers 2. Fire starter	Practical session on fire extinguishers & putting out small fires
19.	10:15–10:30 am				
20.	10:30-11:30 a.m.	Training Room	Unit 3(a) Disaster Medical Operations – Triage & treating life threatening conditions	1. Projector 2. First Aid kits 3. Stretchers	Dummy in Stretcher will be required for the demonstration in CPR etc.
21.	11:30 a.m.– 12:30 p.m.	Training Room	Unit 3(b): Functions of Disaster Medical Operations – Public Health considerations & treating other injuries	1. First Aid kits 2. Stretchers	Session to include (E-D-I-P-Q) – Explain, Demonstrate, Imitate, Practice & Questions.
22.	12:30–1:30 p.m.				
23.	1:30–2:30 p.m.	Training Room	Unit 3(c): Use of Personal safety equipment, contents of the First Aid Kit & other medical equipment	3. First Aid kits Stretchers	Session to include (E-D-I-P-Q) – Explain, Demonstrate, Imitate, Practice & Questions.



24.	2:30–3:15 p.m.	Training Room	Unit 4(a): Disaster Response Operations – Incident Command System (general overview)	Projector	Awareness Training on ICS- when it can be used, the 9 principles & 8 functions.
25.	3:15–3:30 p.m.				
26.	3:30–4:45 p.m.	Outside Area	Teams Disaster Medical Exercise – To include a fire incident	1.First Aid kits 2.Stretchers	Each team given a practical task to complete within 45 minutes

COMMUNITY EMERGENCY RESPONSE TEAM TRAINING PROGRAMME – DAY THREE

SER	TIME	LOCATION	ACTIVITY	LOGISTICS	REMARKS
27.	8:00–8:15 a.m.	Training Room	Administrative announcements Revision on Day 2 activities	Projector	Participants need to be seated by 7:55 a.m. (Team Leaders)
28.	8:15–9:00 a.m.	Training Room	Unit 4 (b): Initial Damage Assessment (IDA)	Projector	Power Point presentation - Overview of IDA (both for DANA purpose & for SAR)
29.	9:00–9:45 a.m.	Training Room	Unit 4 (c): Evacuation – Building, community etc. (Both natural & manmade hazards)	Projector	Evacuation of private and public areas during a threat or after a disaster event.
30.	9:45–10:15 a.m.	Training Room	Unit 4 (d): Road Clearance – Conducting operations & use of equipment	Projector	Session to include (E-D-I-P-Q)
31.	10:15–10:30 a.m.				
32.	10:30-11:30 a.m.	Training Room	Unit 5(a): Light Level Search & Rescue Operations – Collapse structures, Size Up, conducting interior & exterior search, Conducting Rescue Operations	Projector	Session to include (E-D-I-P-Q) – Explain, Demonstrate, Imitate, Practice & Questions
33.	11:30 a.m.–12:30 p.m.	Outside Area	Unit 5 (b): Specific Safety Considerations during SAR Operations –	1.Stretchers 2.Personal Safety Equipment	Session to include (E-D-I-P-Q) – Explain, Demonstrate, Imitate, Practice & Questions
34.	12:30–1:30 p.m.				
35.	1:30–2:30 p.m.	Training Room	Unit 5 (c): Conducting Rescue Operations - Leveraging, Cribbing, rope ties, lifts and carries.	Projector, Ropes, Harnesses, Rappelling gears Cribbing kits	Session to include (E-D-I-P-Q) – Explain, Demonstrate, Imitate, Practice & Questions
36.	2:30–3:30 p.m.	Training Room	Unit 5 (d): Area (outdoor) search and rescue – Field Search techniques	Projector	Power Point presentation on Field search techniques
37.	3:30–3:45 p.m.				
38.	3:45–5:00 p.m.	Outside Area	Teams Search and Rescue Exercise	1.First Aid kits 2.Stretchers	Each team given a practical task to complete within 1 hr



SER	TIME	LOCATION	ACTIVITY	LOGISTICS	REMARKS
39.	5:00–5:20 p.m.	Training Room	Search & Rescue Exercise Debriefing	Exercise Instructions	Each team given a practical task to complete within 45 min

COMMUNITY EMERGENCY RESPONSE TEAM TRAINING PROGRAMME – DAY FOUR

SER	TIME	LOCATION	ACTIVITY	LOGISTICS	REMARKS
40.	8:00–8:15 a.m.	Training Room	Administrative announcements Revision on Day 3 activities	Projector	Participants need to be seated by 7:55 a.m. (Team Leaders)
41.	8:15–9:15 a.m.	Training Room	Unit 6 (a): Emergency Communication and Radio	1. Projector 2. Radios-VHF/HF 3. Sat Phone	Power Point presentation followed by practical period with radios, Sat Phone and BGAN
42.	9:15–9:45 a.m.	Training Room	Unit 6 (b): Team Dynamics – Command, Coordination and Communication	Projector	To include Briefing & Debriefing, Leadership and Mission Planning techniques
43.	9:45–10:30 a.m.	Training Room	Unit 6 (c): Map Reading and Navigational Aids	Projector, Maps, Protractors, Compass	Secure 5 sets of maps for the selected areas
44.	10:30–10:45 a.m.				
45.	10:45 a.m.–12:30 p.m.	Outdoor Area	Unit 6 (c): Map Reading and Navigational Aids	Protractor, Maps, Compass	Teams to visit 4 locations
46.	12:30–1:30 p.m.				
47.	1:30–3:00 p.m.	Training Room	Unit 6 (d): Orienteering Exercise to be combined with Radio/Communication Tasks	See Exercise Instructions	Teams to visit 4 locations
48.	3:00–3:15 p.m.				
49.	3:15–3:45 p.m.	Training Room	Briefing for Night Time Exercise	As required	5 different scenarios to cover all the lessons taught
50.	3:45–5:00 p.m.	Outdoor Area	Problem Solving Exercise	See separate Instructions	Five different locations for 10 minutes per Team 1 Evaluator & 1 Supervisor per group
51.	8:00 –10:00 p.m.	Outdoor Area	Night Time Exercise	See Exercise Instructions	Teams to visit 2 locations each using map and compass
52.	10:00 p.m.	Training Room	Night Time Exercise Debrief	Notebook	Individual Team Debrief by Supervisors on return



COMMUNITY EMERGENCY RESPONSE TEAM TRAINING PROGRAMME –DAY FIVE

SER	TIME	LOCATION	ACTIVITY	LOGISTICS	REMARKS
53.	8:00–8:15 a.m.	Training Room	Administrative announcements Revision on Day 4 activities	Projector	Participants need to be seated by 7:55 a.m. (Team Leaders)
54.	8:15–9:15 a.m.	Training Room	Table Top Exercise – Scenario 1 - Disaster Preparedness	Projector	Scenario to be set by Mr Howie Prince
55.	9:30–10:30 a.m.	Training Room	Table Top Exercise – Scenario 2 - Disaster Response	Projector	Areas and type of exercise scenarios to be set by Mr Howie Prince
56.	10:30–10:45 a.m.				
57.	10:45 a.m. - 12:00 p.m.	Outdoor Areas	Problem Solving Exercise	See separate Instructions	Five different locations for 10 minutes per Team 1 Evaluator & 1 Supervisor per group
58.	12:00-12:30 p.m.	Training Room	Problem Solving After Action Review	As required	Select best Team & Best Leader
59.	12:30–1:30 p.m.				
60.	1:30–2:00 p.m.	Training Room	Individual and team Evaluation	As required	The criteria to be set by Mr. Howie Prince
61.	2:00-3:30 p.m.	Training Room, TBC	After Action Review/Prepare for Graduation	Nil	Use discussion and Q & A techniques to review
62.	3:30-4:30 p.m.	Training Room	Graduation Ceremony	1.National Flag 2.Anthem 3.PA System 4.Certificates	1.Certificates to be presented to Participants and Facilitators 2. NEMO to arrange Media coverage and Press Release
63.	4:30- 5:00 p.m.	Outside Area	Photograph and Socializing		Break to be available after Graduation

3.5 Implementation Schedule



Table 1: Timeline for Activities

ACTIVITIES	MONTH	1	2	3	4
Develop Terms of Reference for Procurement of CERT Kits and Expression of Interest					
Select Catering Service					
Selection of Participants					
Terms of Reference for Trainers					
Selection of Bidder and Procurement of Goods					
Selection of Trainers					
Team Training					

4. Finance and Budget

The budget below is for the training of at least five (5) CERT teams. The budget covers meals, transportation, procurement of kits, stipend for facilitators and materials for workshop and field exercise. The proposal and budget is for US\$29,785.

SER	ACTIVITY OR ITEM	QUANTITY	UNIT COST (US\$)	TOTAL COST (US\$)
1	PURCHASE OF INDIVIDUAL CERT KITS	40	85.00	3,400
2	PURCHASE OF TEAM KITS	5	700.00	3,500
3	SHIPPING			3,000
4	MEALS AND REFRESHMENS	20 PER PERSON FOR 50 PERSONS	1,000 A DAY	7,000
5	TRANSPORTATION FOR PARTICIPANTS			2,000
6	MATERIALS FOR WORKSHOP/TRAINING AND FIELD EXERCISE			3,000
7	TRANSPORTATION AND DSA FOR ONE CDEMA FACILITATOR			2,500
8	STIPEND FOR LOCAL FACILITATORS			1,500
9	CONTINGENCIES (15%)			3,885
	TOTAL			29,785



5. Conclusion

The CERT training as submitted in this proposal at a cost of approximately US\$29,785 aims to mobilise at least four (4) communities in St. Vincent and the Grenadines. We are desirous of having as many communities provided with CERT teams to build our community resilience and therefore this proposal should be used as a bench mark.

The CERT is an effective tool for community mobilisation and to build resilience within our communities and forms part of the National Emergency Management (NEMO) community disaster planning programme and training.