RESP-1:
A community tsunami emergency response plan is approved

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In collaboration with

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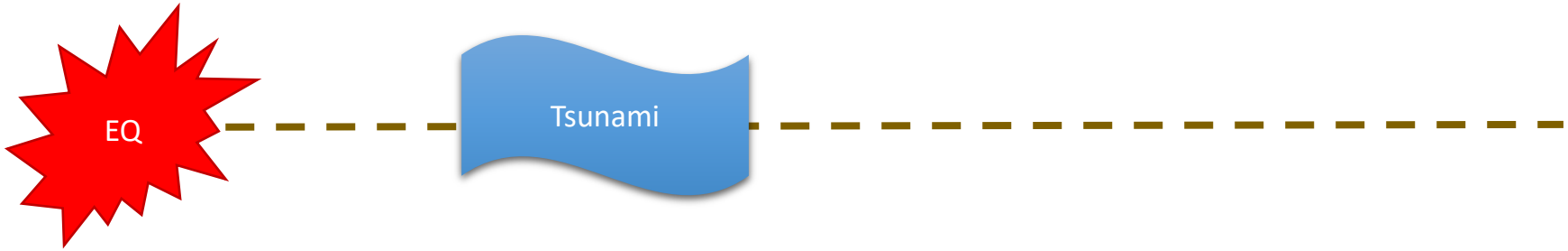
Tsunami Emergency Response Plan - TERP



Before Tsunami | During Tsunami | After Tsunami

Evacuation Plan & Procedures

TEW Procedures

Disaster Response Operation Plan

Tsunami Hazard Assessment & Risk Analysis

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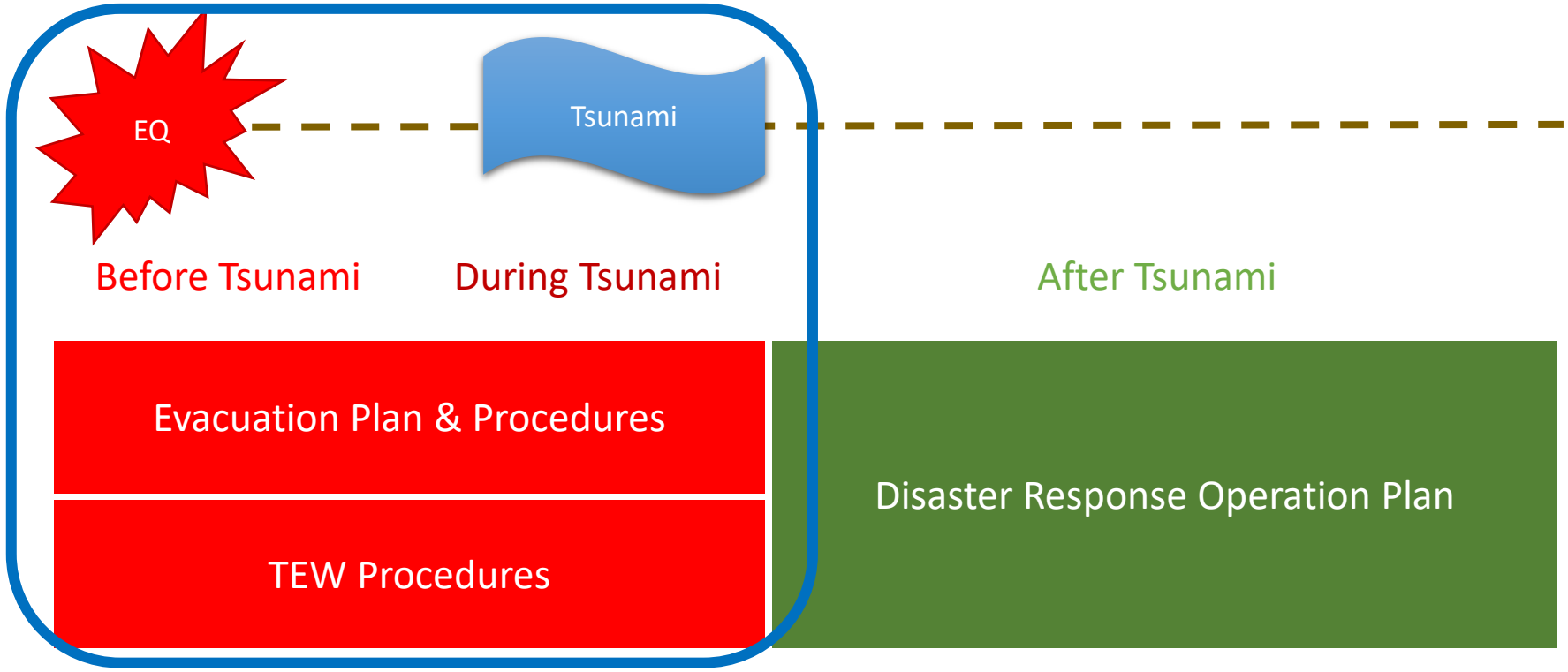
Tsunami Emergency Response Plan - TERP



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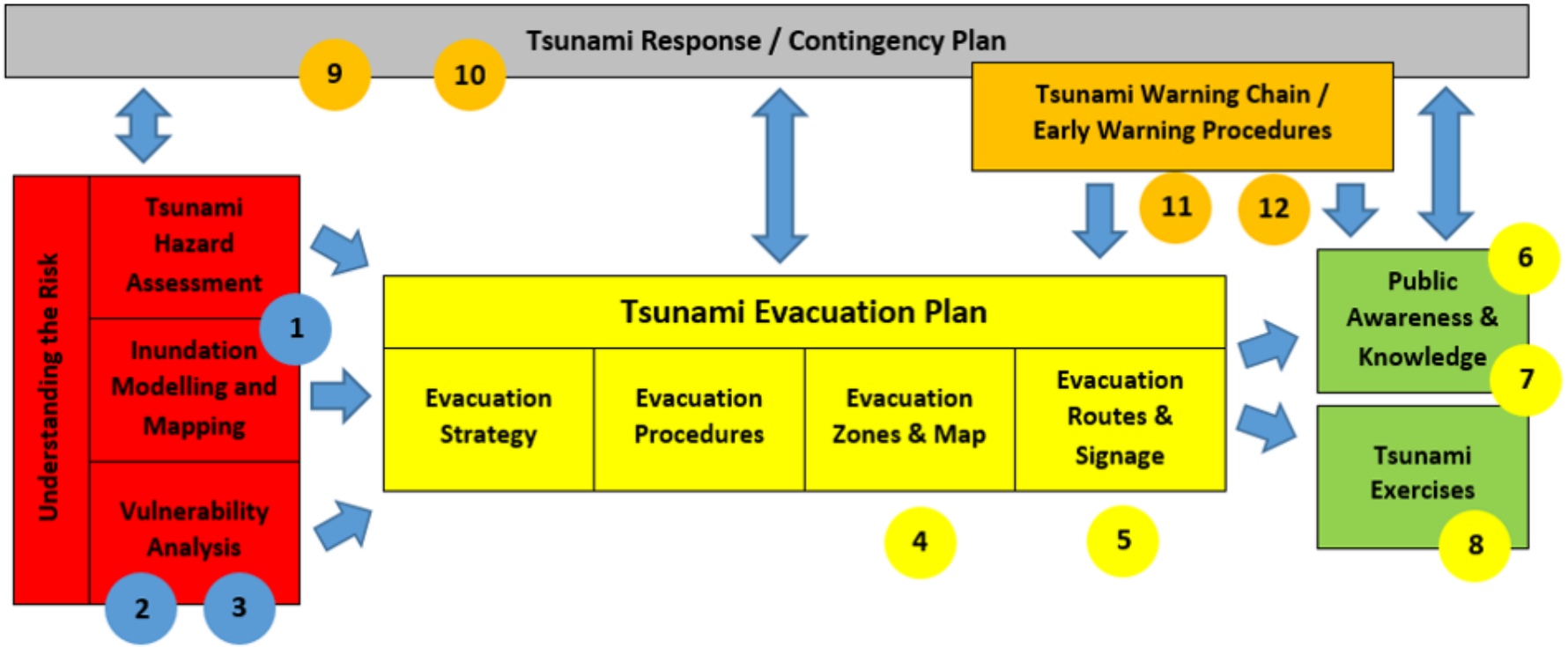
Tsunami Emergency Response Plans and their relationships with the Tsunami Ready Indicators



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Introduction

The main **purpose** of an Emergency Response Plan (TERP) is to **prepare for effective response** in order to saving and protecting the general public

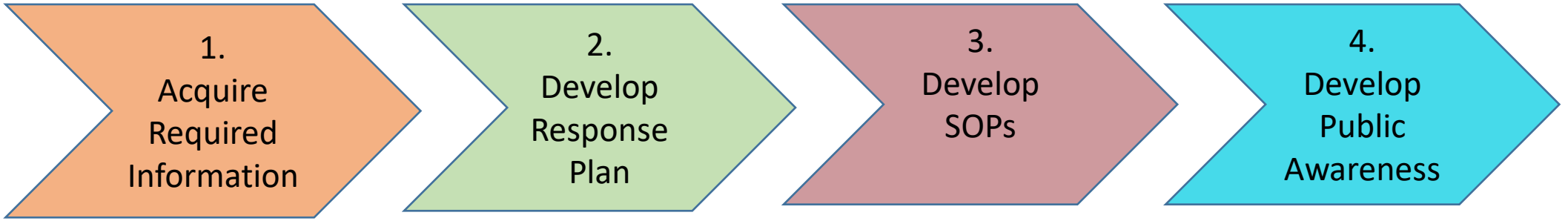
The TERP covers **arrangements for warnings and evacuations** and **public awareness of these arrangements**

Arrangements for **disaster response** (after the tsunami impact) are another important part of a TERP, but not explicitly addressed in the Tsunami Ready Programme

The TERP is a **written set of instructions** detailing what must be done during a tsunami emergency, how people and property are protected and how resources are used

A TERP is supported by agency-specific **SOPs** that will be activated on the receipt of a tsunami warning or during a local source earthquake that may generate a tsunami

Steps for Tsunami Emergency Response Planning



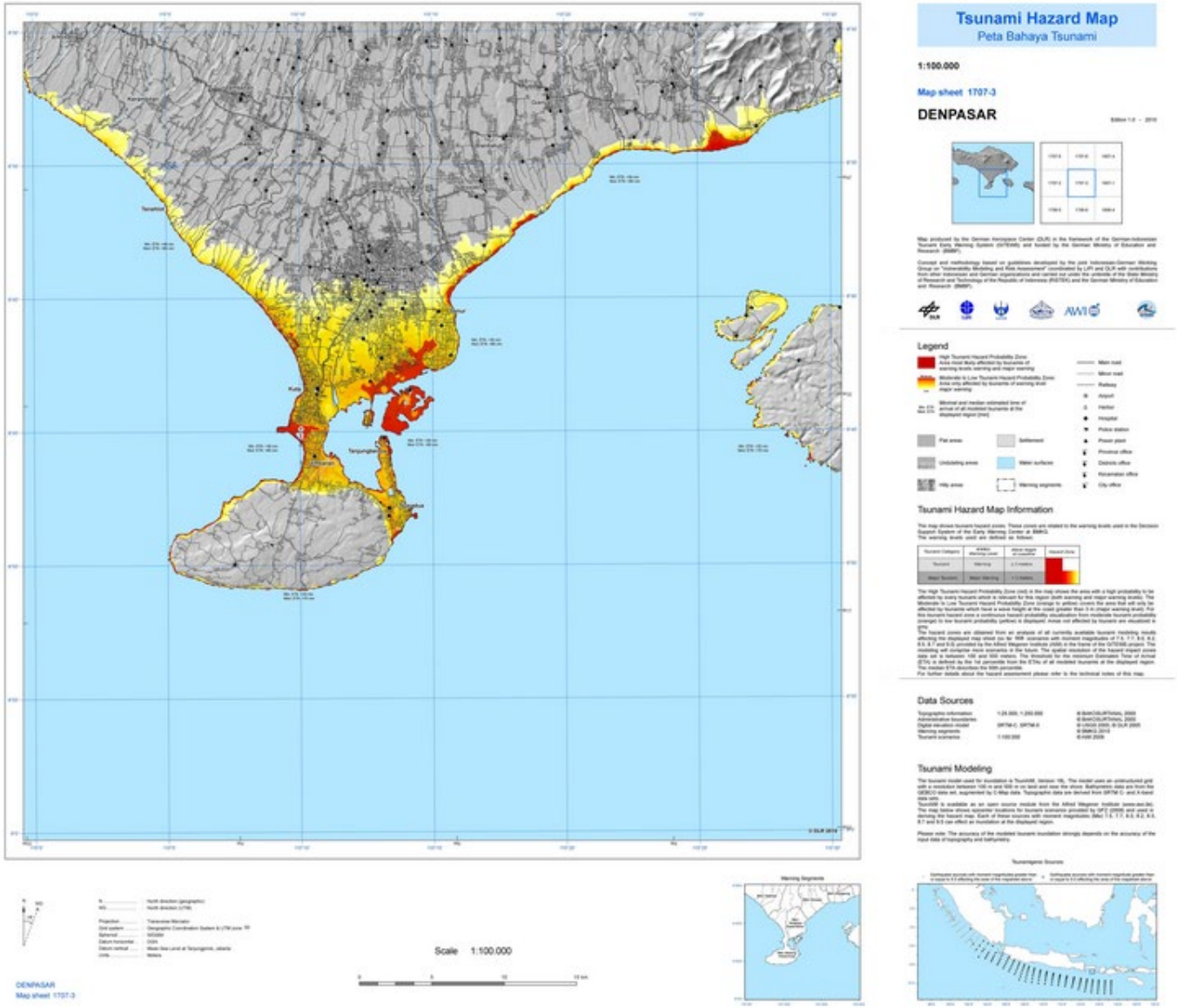
There are 4 basic sequential steps to develop a TERP:

- Steps 1 and 2 are concerned with developing the TERP based on the information that is specific to the community's circumstances as well as national references
- Step 3 relates to the development of Standard Operating Procedures (SOPs) for specific activities by agencies within the TERP
- Step 4 is vital to ensure that the community is aware of the TERP and understands what actions to take in the event the TERP is activated

Step 1 - Acquire required information

1. Hazard and Risk Information

- Source areas and mechanism of tsunamis which might affect the area
- Affected areas
- Good understanding of time line



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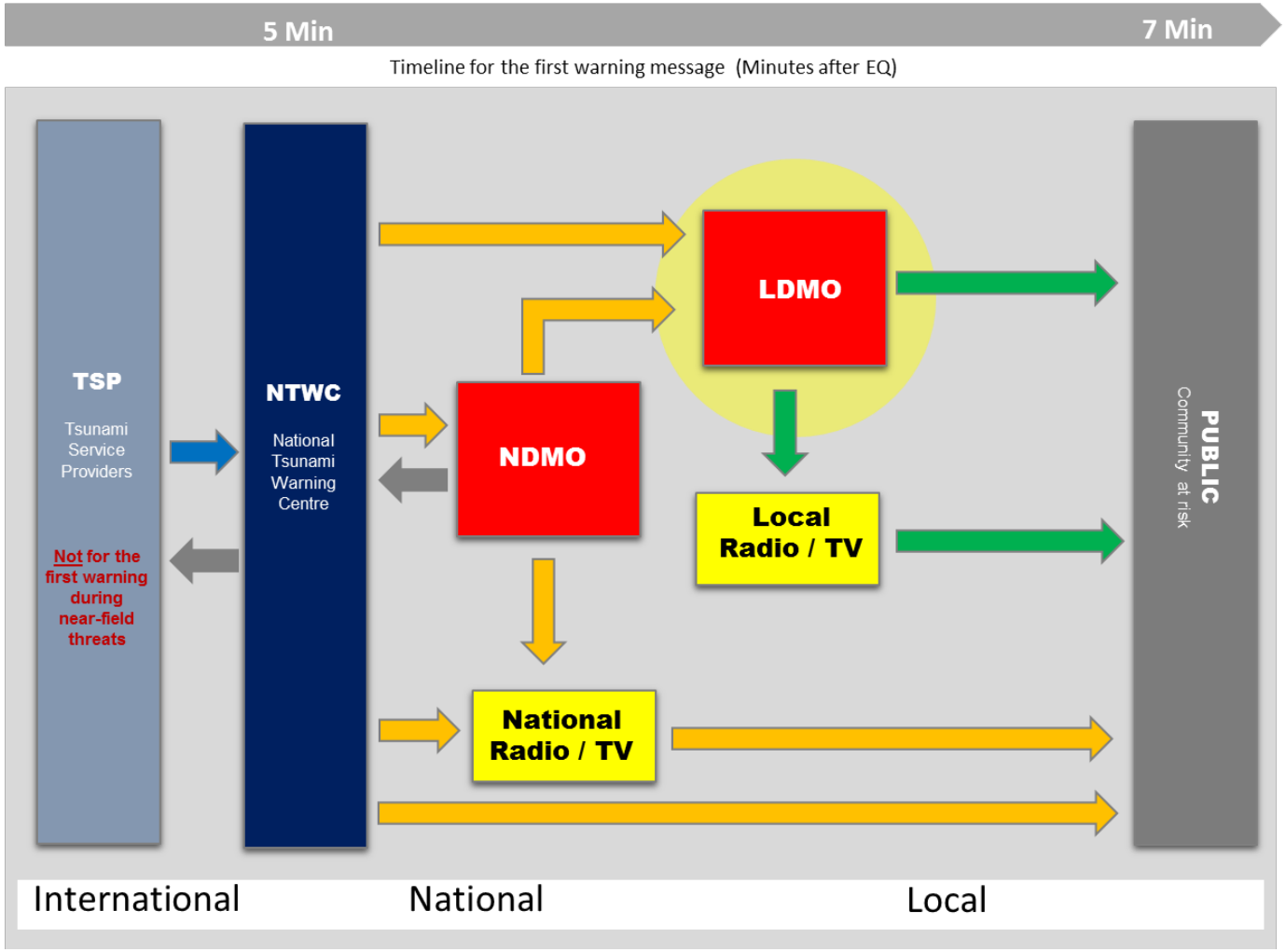
Step 1 - Acquire required information

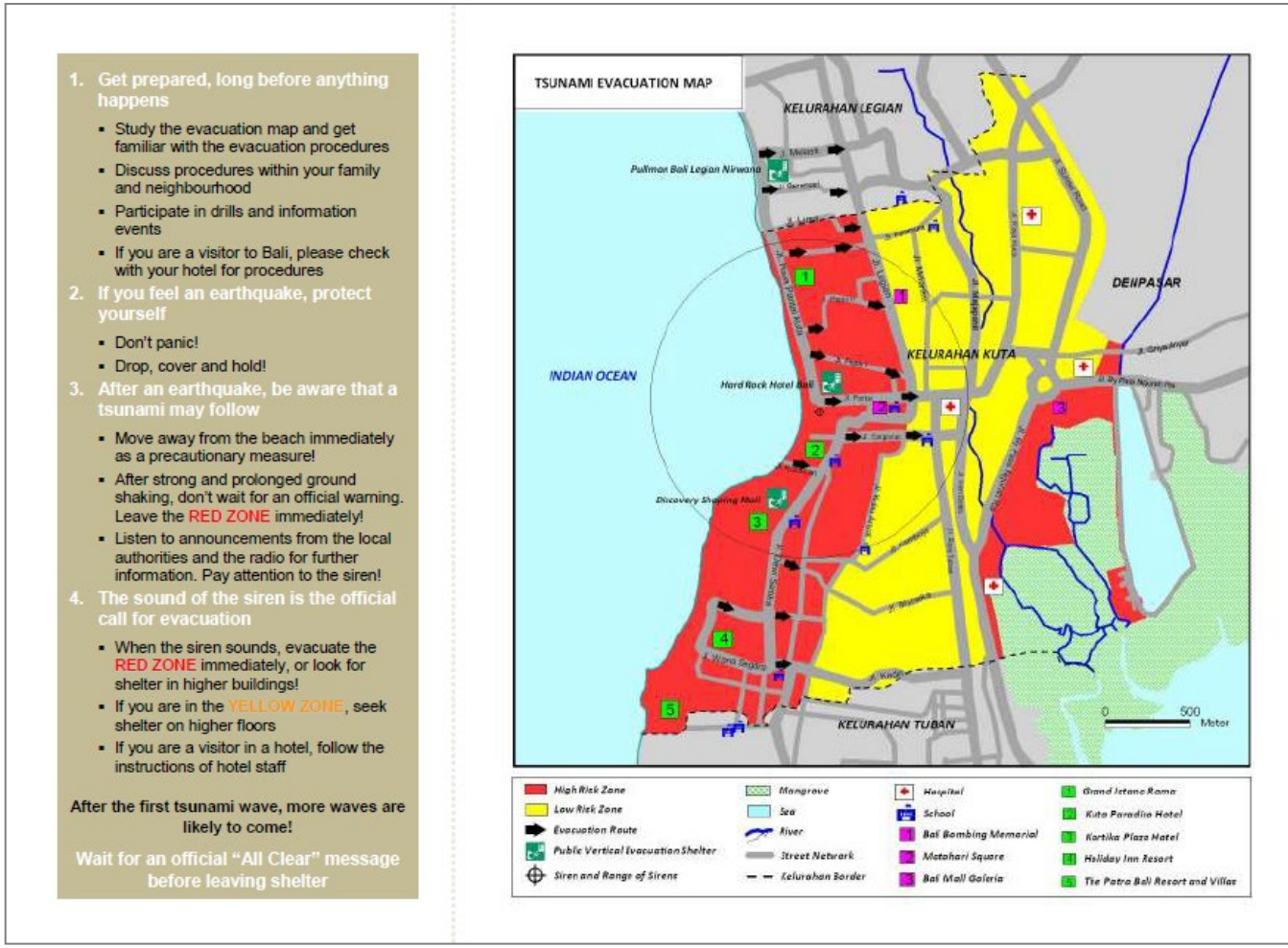
2. End-to-end tsunami warning process
including clarification on roles & responsibilities



Step 1 - Acquire required information

3. Local Evacuation Plan and Maps

- Evacuation strategy and zones concept
- Evacuation trigger (what and who triggers)
- Public procedures
- Vulnerability profile (demographic and geographic realities inside the evacuation zones, critical infrastructure)



1. **Get prepared, long before anything happens**
   - Study the evacuation map and get familiar with the evacuation procedures
   - Discuss procedures within your family and neighbourhood
   - Participate in drills and information events
   - If you are a visitor to Bali, please check with your hotel for procedures
2. **If you feel an earthquake, protect yourself**
   - Don't panic!
   - Drop, cover and hold!
3. **After an earthquake, be aware that a tsunami may follow**
   - Move away from the beach immediately as a precautionary measure!
   - After strong and prolonged ground shaking, don't wait for an official warning. Leave the RED ZONE immediately!
   - Listen to announcements from the local authorities and the radio for further information. Pay attention to the siren!
4. **The sound of the siren is the official call for evacuation**
   - When the siren sounds, evacuate the RED ZONE immediately, or look for shelter in higher buildings!
   - If you are in the YELLOW ZONE, seek shelter on higher floors
   - If you are a visitor in a hotel, follow the instructions of hotel staff

After the first tsunami wave, more waves are likely to come!

Wait for an official "All Clear" message before leaving shelter

Step 2 – Develop TERP

Establish the writing team

- The local DMO should take the lead but will require contributions from key stakeholders including Emergency Services, relevant government agencies, critical infrastructure, selected NGOs and members of civil society

Format and design

- A TERP is effective when emergency managers understand it and are easily able to locate information.
- A template for a TERP is provided in MG82 and is available *here*.

Format and Design of a TERP

Organisation

- Should be structured so that it is easy for users to find information. Separate sub-divisions are useful and allow revisions of particular sections without requirement to re-publish entire plan

Progression

- Should have a logical sequence and avoid unnecessary duplication

Consistency

- Terms and concepts should be used consistently between different sections

Adaptability

- Emergency managers should be able to adapt as an event evolves and the TERP should facilitate this

Compatibility

- The TERP should align with other plans so that it will not hinder coordination among different stakeholders

Tsunami warning arrangements considerations

A TERP should incorporate the public warning arrangements and procedures that apply. The emergency management agency should evaluate the tsunami information received from the NTWC and decide on appropriate actions. A significant challenge associated with tsunami warnings is the decision-making about evacuations

How is the NTWC warning received by the local emergency management agency (LDMO)?
Who evaluates the NTWC warning information and takes decision on appropriate action? Who decides on evacuation?
Who will process and disseminate official warnings to the local communities?
Warning templates need to be developed to allow for quick dissemination
Who will receive warning messages from the local LDMO?
What kind of communications systems area already in place and will be used?
Who can hear or read the alert?
How are people who cannot hear or read the alert notified?

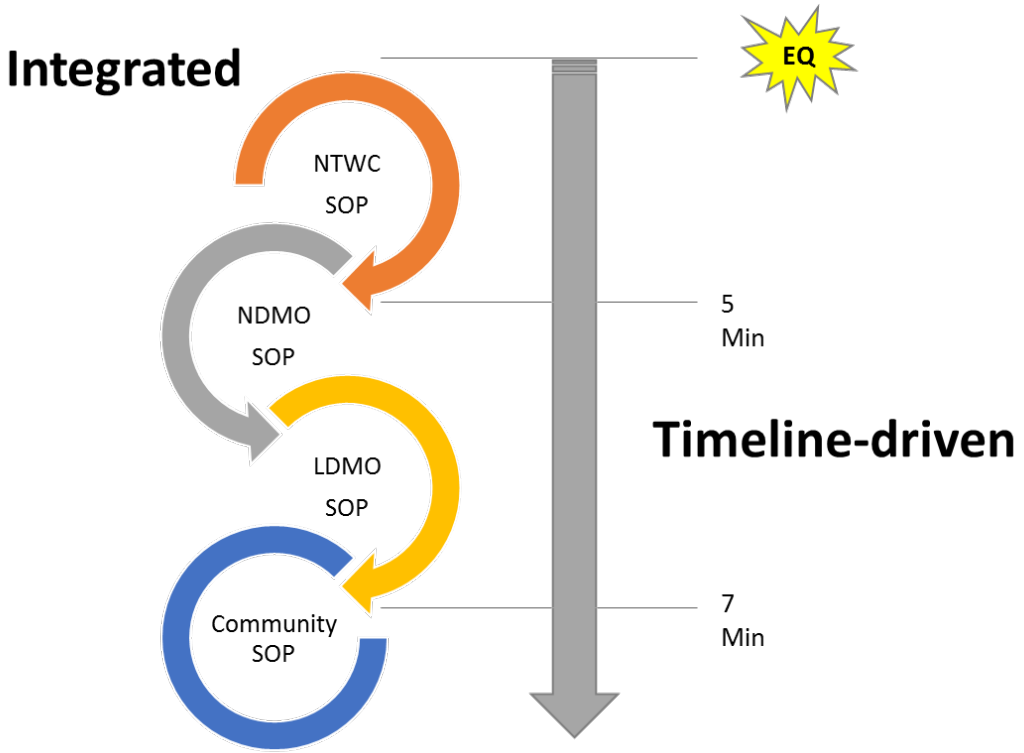
Step 3 – Develop SOPs

- A SOP is a written document that describes the **actions to be taken in a system** or **process**.
- A SOP describes each individual activity in a sequence of activities, documenting **who does what, when, where, and how** for each activity.

Source: IOC Manuals and Guides, 76

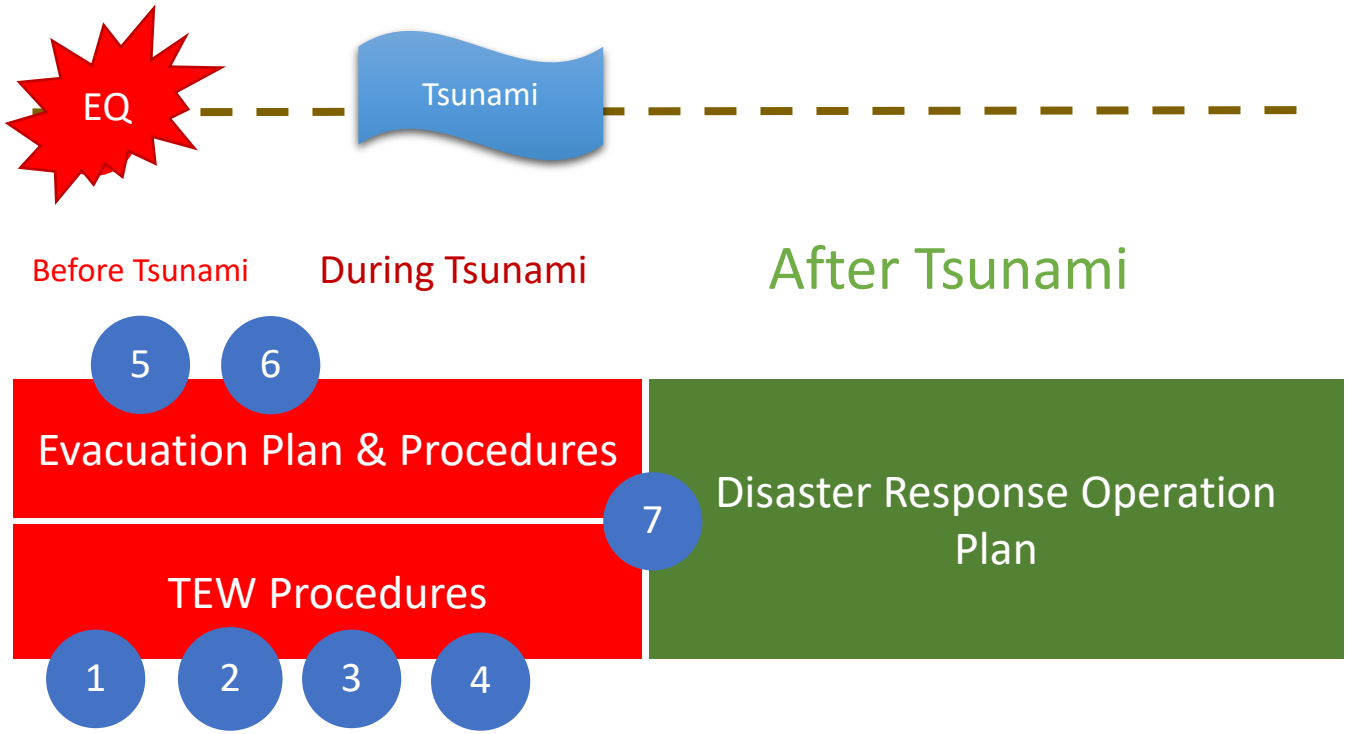
"A description and procedure on agreed steps by institutions/agencies/groups/teams used in coordinating who, what, when, where and how for tsunami early warning and response"*

*From Indonesian Local SOP Workshops: Capacity Building for Development of Local SOPs for Tsunami Early Warning and Response. 2006-2007



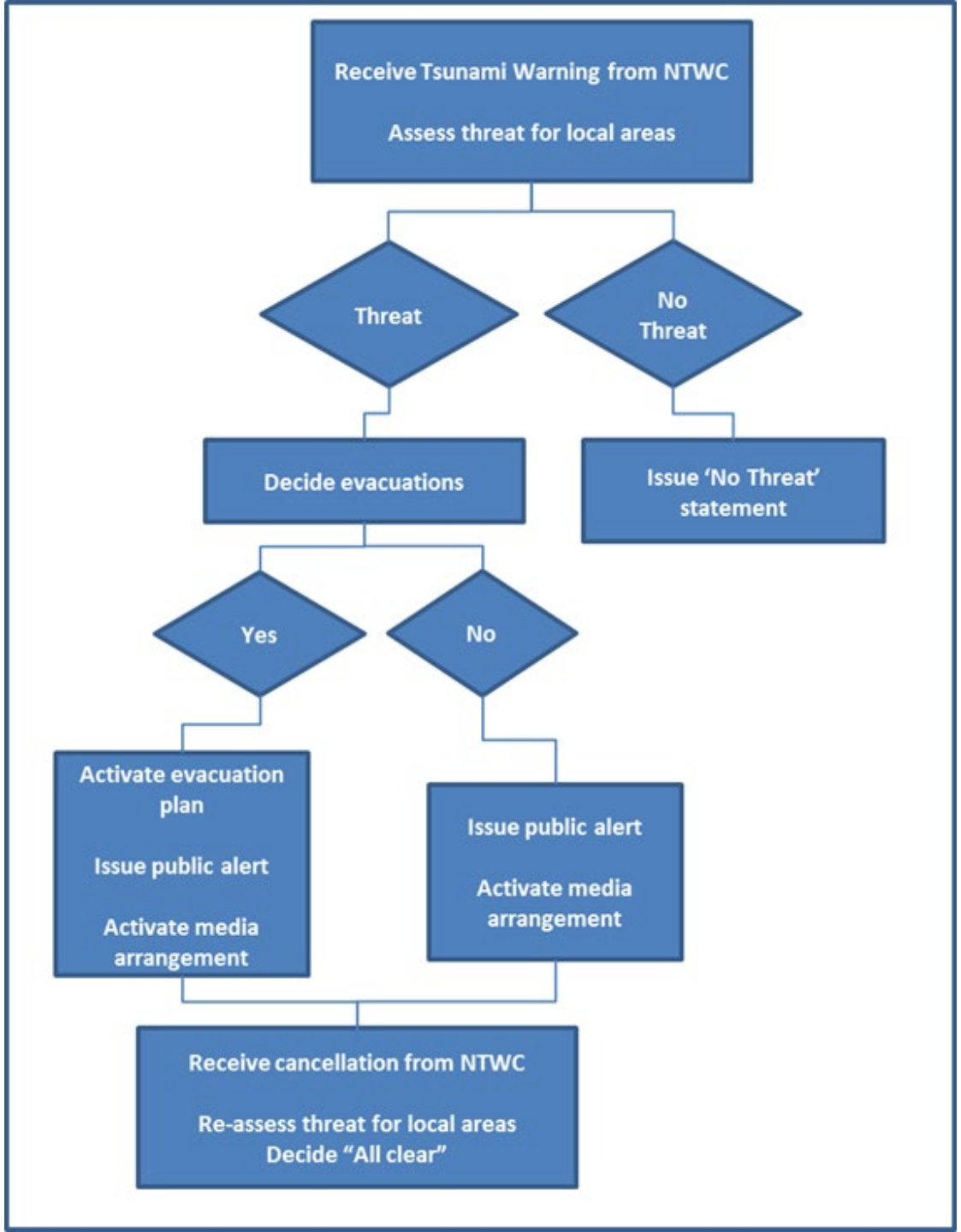
SOPs related to the TERP at local level

1. SOPs for receipt of warnings and cancellation messages from the NTWC
2. SOPs for decision making on evacuations
3. SOPs for public alerting
4. SOPs for media arrangements
5. SOPs for support evacuations
6. SOP for traffic management
7. SOP for all clear and safe return



- All warning and response systems require SOPs. In case of tsunamis the rapid evaluation, warning and response is essential to save lives.
- SOPs are “living documents” and should be developed, practiced and modified as necessary

Example of simplified flow chart for tsunami response at local level



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Step 4 – Develop Public Awareness

Local or traditional knowledge

- A powerful tool to support scientific knowledge in community preparedness, but will not be enough to ensure an effective response

Community needs

- Awareness activities and material should be tailored to the country or area-specific community needs. Geography, demography, language, culture, religion will influence the awareness approach

Coordination and collaboration

- Essential that different agencies work together

Public policy

- A formal tsunami education and awareness programme able to sustain itself over political cycles can be highly effective

A multi-faceted approach

- Awareness programme should use a variety of formal and informal education and awareness-building and preparedness activities such as exercises and drills

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Content should include:

Basic information about tsunami hazards, with specific reference to the country or area. This should be supported by information on historical tsunami events and their impacts, including local and/or traditional knowledge of past events.

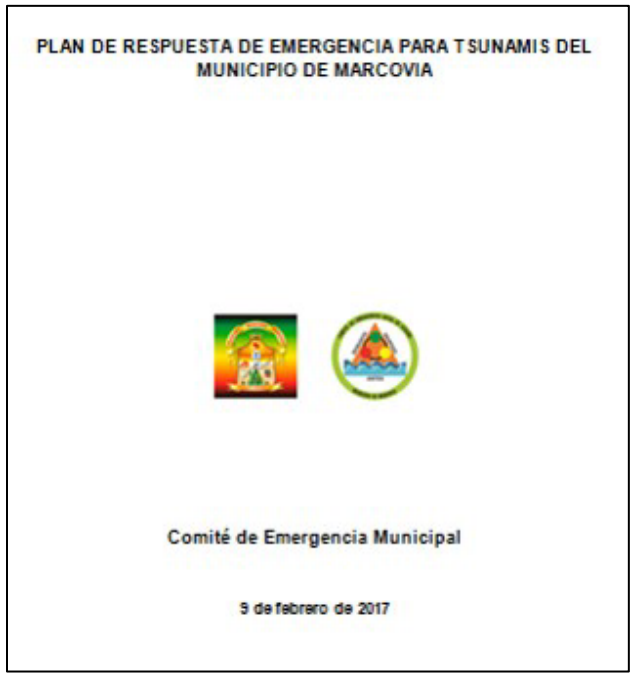
The country's tsunami warning system – where will warnings come from, how and when will they be communicated and what information will they contain.

Tsunami evacuation arrangements – what the evacuation zones and routes are, how the instruction to evacuate will be issued, what to take, where the assembly sites are, and where to listen or look for the all-clear.

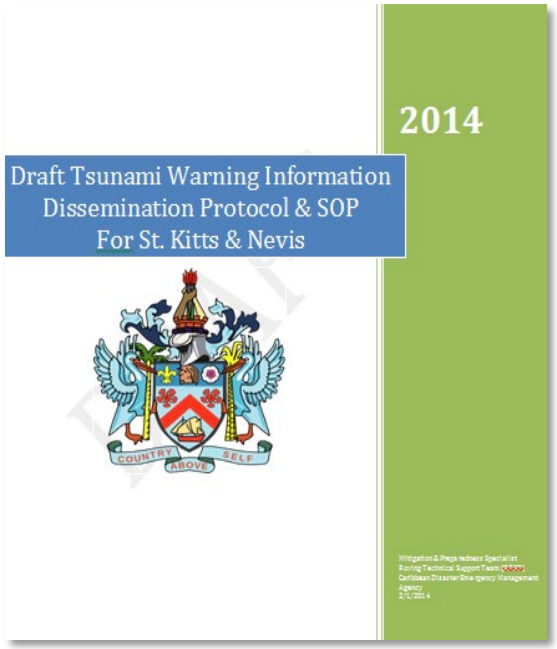
Understanding natural warning signs and how to respond to them (self-evacuations).

Tsunami safety rules (for people on land, in the water and in small boats).

References



Cedeno, Honduras
Emergency Response Plan, 2017



Draft Tsunami Warning Information Dissemination Protocol and Standard Operating Procedures (SOP) for St. Kitts and Nevis which satisfies RESP–1