



TRAINING FOR TRAINER OF TRAINERS

- Effective Drill Management



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean



Lesson overview

- Teacher presentation
- Objectives of the session
- Part one: general overview
 - Different types of drills
 - Goal of a drill
 - Drill project cycle
- Part two: scenarios & drill planning
- Teamwork: drill organisation
- Final discussion and feedback



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Drill Typologies



- During a training (learning assessment)
 - Practical exercise
 - Paper exercise
 - Evaluation
- Technical retrain (rescue, fire, ...)
- Real size (with/without population)
- Tabletop/Roleplay
- Alert & Communication (network & contacts test)
- Demonstration/Flag

Goal of a Drill

- Individual evaluation
- Self assessment
- Test of scenarios, plans, procedures
- Equipment evaluation and test
- Resources mobilization & contact lists
- Teamwork and relationships evaluation
- Show the capability
- Dissemination/recruitment



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

What to test

Non-person related

- Plans, command chain
- ICT Systems
- Contact lists
- Interagency relationships
- Technical skills
- Facilities, equipment, supplies

Person related

- Training self assessment
- Participant evaluation
- Experience new situations
- Team dynamics
- Team building
- Community behavior
- Stress test



Drill project cycle



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

7 steps

1. Goal, objectives & target (participants)
2. Organizational Comitee & Observers (Teachers)
3. Meetings (goals, needs, resources, harmonization)
4. Venues & logistics (location, authorisations, meals, ...)
5. Budget
6. When (date(s), screenplay, gantt)
7. Evaluation system



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Needs/Goals assessment

Why?

What?

Who?

When?

Where?



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Objectives



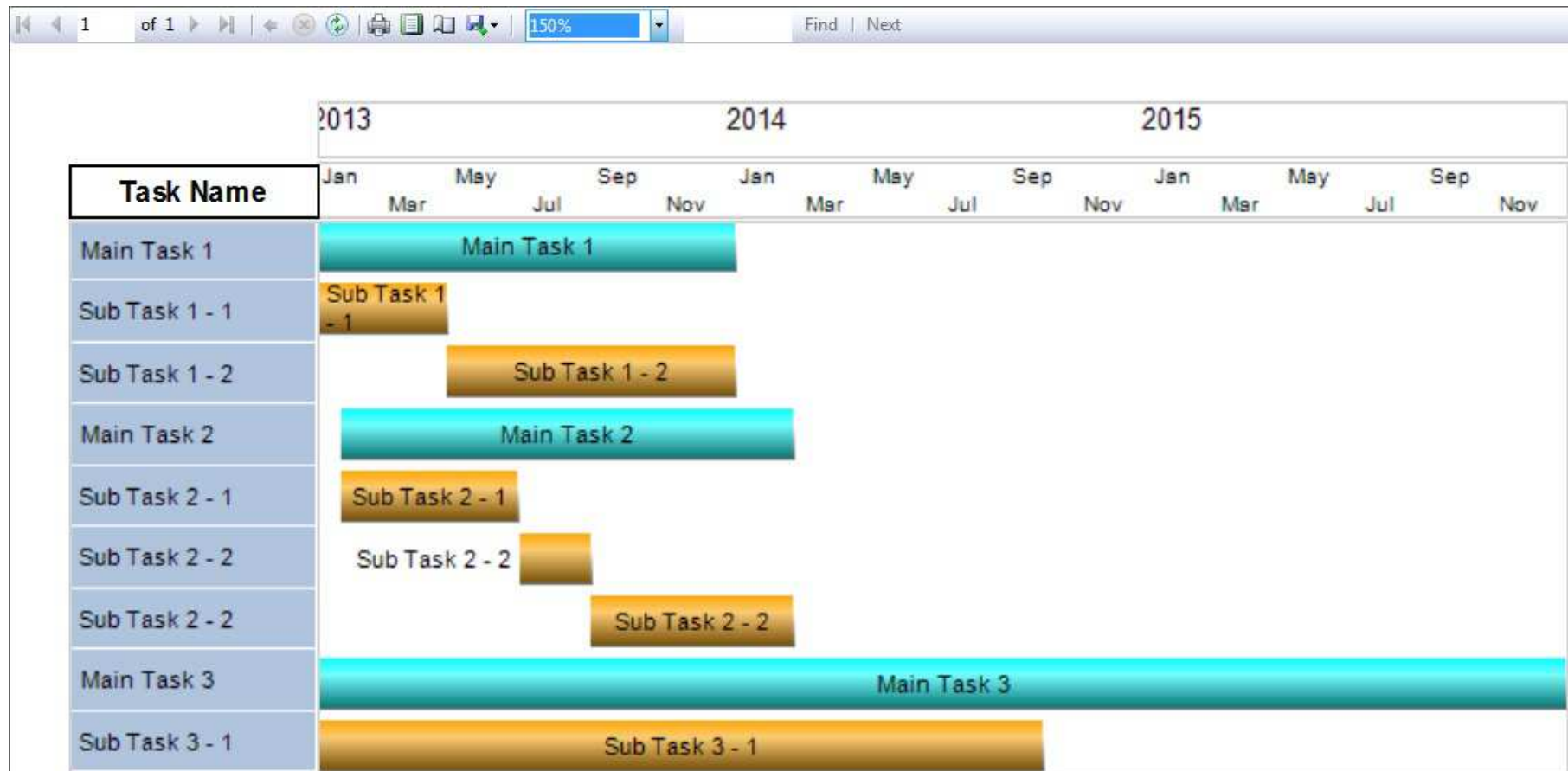
- Not to many!
- Realistic
- Related to the goals
- Measurable
(quantitative/qualitative)
- To be documented
(observers)
- Positive oriented



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Time management (before/during the drill)



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Scenario definition

- Select and define a scenario
- Define screenplay/timetable
- Rules of the «game»

Depends from:

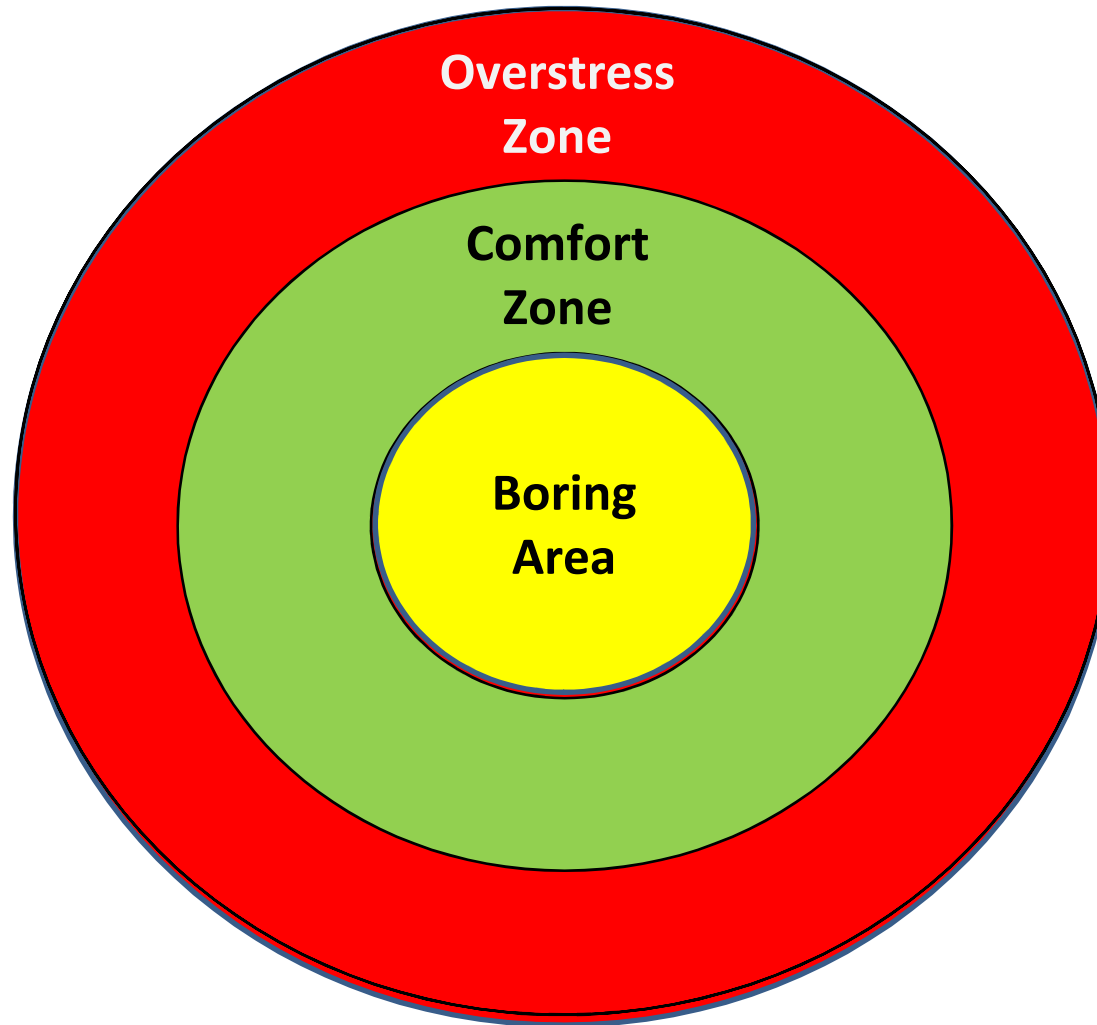
- the type (blind/flag)
- the goals of drill
- Structure(s) involved
- Available time



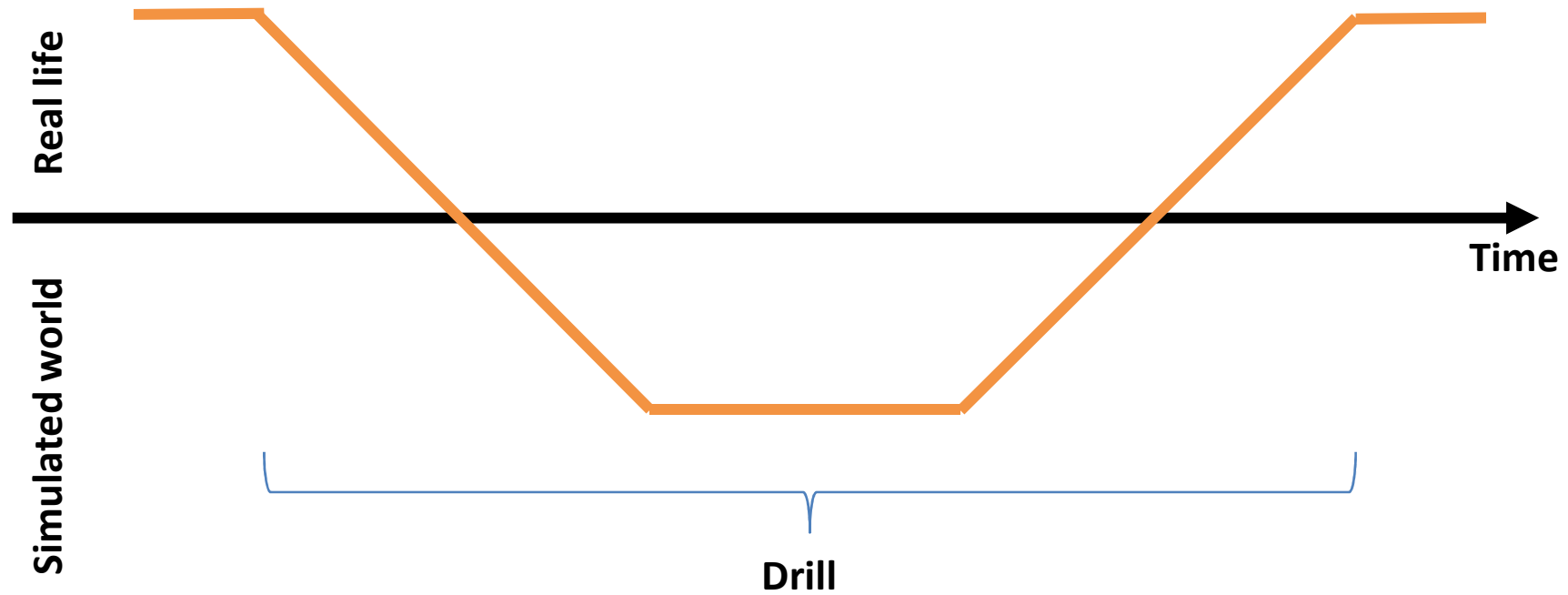
EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Comfort Zone



Real life vs. simulated world



simulators & realistic exercise

- Make up
- Sounds, scream, realistic behaviour
- Blind exercise
- Injects

→ Importance of the rule of the “game”

→ Importance of “border of the drill”



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Preparation

- Last minute briefing
- Simulation site preparation
 - Building
 - Outdoor area
 - Facilities
 - Other logistic support (meal)
- Public information
- Team preparation
- Final check (weather forecast)



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean

Safety



- Participants briefing & debriefing
- reserved team for real emergencies (identifying)
- code “XXXX” for drill stop and/or radio silence
- informations panels “exercise in progress”
- public authorities information
- register participants (check-in & check-out)
- verify other conditions (ev.delay/suppress)

Observers

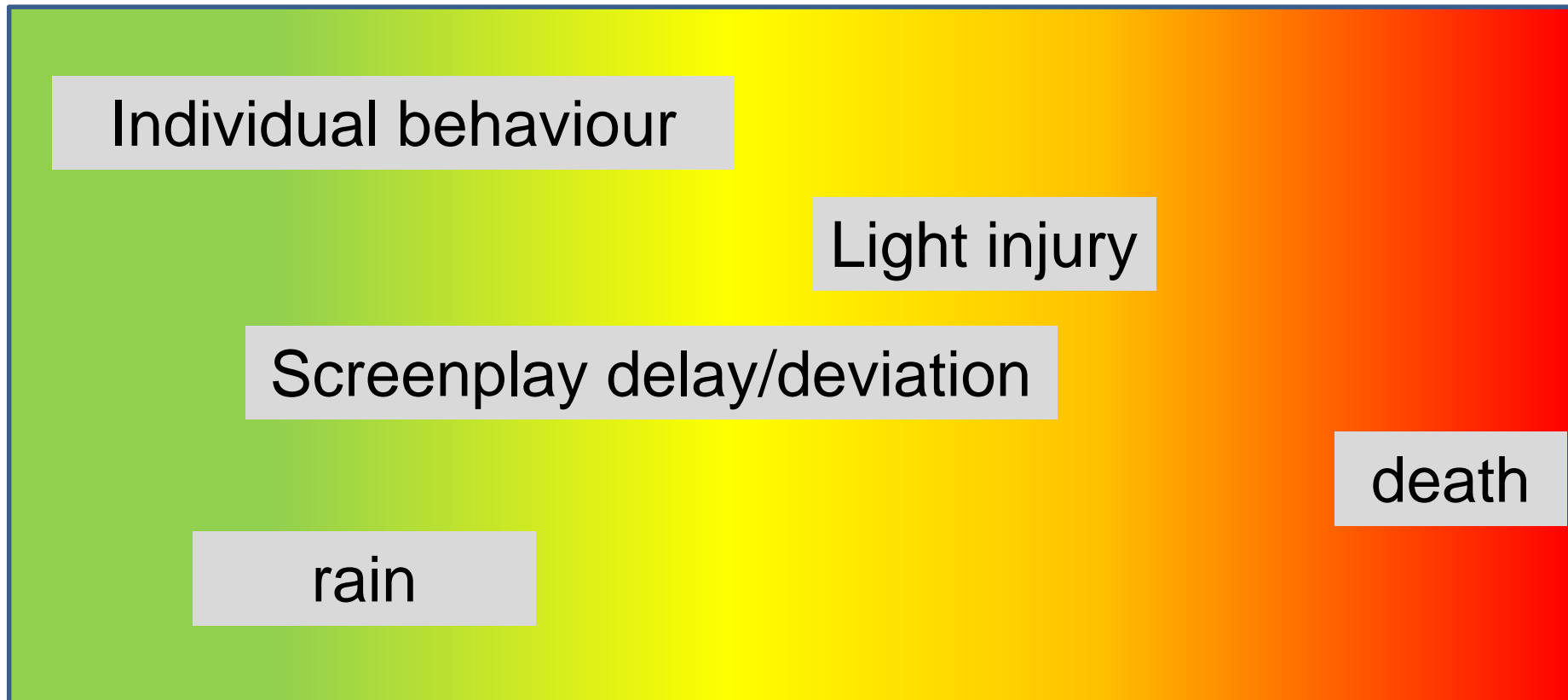


- Role play masters
- Drill evaluators
- Visitors
- Authorities
- Press
- Simulators
- Bystanders

Drill “biases”

Maneageable

Unmaneageable



Documentation



- Pictures
- Videos
- Logbook
- Evaluation forms
- Debriefing and Reporting
- Press conference/interview
- Press review



EVRECA!

European Volunteers for Response of Emergencies in the Caribbean