

Tasmanian Exercise Framework  
Evaluation Plan  
Exercise Transfundo



## Exercise Transfundo

30 May 2013

### Self's Point Fuel Distribution Precinct

#### 1. Introduction

The Exercise Transfundo Evaluation Plan has been developed by the Exercise Evaluation Team and provides the essential planning information and details required by evaluation leads to successfully manage the evaluation of this exercise.

This evaluation plan is an adaptation of the 5-stage ANZCTC Evaluation Process, as identified in **Attachment A**, and facilitates the development of an evaluation strategy for an exercise and identifies the key requirements for conducting a successful evaluation.

#### 2. Background

The exercise will explore TFS response to a fuel spill and bund fire at a bulk fuel storage and distribution facility at the Self's Point Precinct. The exercise will involve a field exercise involving Tasmania Fire Service and Self's Point Precinct Stakeholders. Tasmania Police response will be notional

The exercise will explore response capabilities, capacity and interdependencies with precinct stakeholders.

The field exercise will practice the real time operations and command relationships between the Tasmania Fire Service and Self's Point Stakeholders. Tasmania Fire Service and Industry specific Stakeholders will be invited to have an observer/adviser present during the exercise. The functional exercise will also test the application of the Self's Point Emergency Response Plan.

The specific aspects of the exercise that will be evaluated will be:

- TFS Initial response arrangements to an alarm activation at Self's Point
- Effectiveness of the response and use of available resources
- Communication between TFS and Self's Point Stakeholders

#### 3. Exercise Aim

To practice the response of the Tasmania Fire Service (TFS) and Stakeholders in a simulated, terrorism initiated bulk fuel spill and fire at Self's Point Fuel Distribution Terminal.

#### 4. Aim of the Evaluation

The aim of the evaluation for this exercise is to objectively explore, test and evaluate Hobart Fire Brigade's response to a fuel spill and fire on the Self's Point fuel distribution precinct and the effectiveness of the existing emergency response plan.

The evaluation methodology is based on the Tasmanian Exercise Framework (and ANZCTC) Evaluation approach and processes, and is intended to address the objectives of the exercise. The evaluation will identify both strengths and areas for improvement, and is designed to guide the capability development process where required.

The aim of the approach is to facilitate:

- Consistent quality in evaluations and evaluation findings,
- Validation and resolution of evaluation findings,
- Sharing of the findings, and
- Further analysis to identify recurrent or systemic issues.

## 5. Exercise Objectives

The objectives for this exercise are:

1. To assess the effectiveness of the, Caltex Hobart Terminal Self's Point Response Plan.
2. To practice and assess the response of TFS to a large flammable liquid fuel leak and fire.
3. Practice the mobilisation and demobilisation of the TFS Portable On-Demand Foam System (PODS) from Cambridge.
4. Practice initial response arrangements at a significant incident, and management of the incident pending the arrival of a TFS District Officer.

## 6. Key Question(s)

**Objective 1:** To assess the effectiveness of the, Caltex Hobart Terminal Self's Point Response Plan.

Key Question 1: Were the site maps and contact details listed in the plan accurate and up to date?

Key Question 2: Did Caltex staff follow the instructions detailed in the plan?

**Objective 2:** To practice and assess the response of TFS to a large flammable liquid fuel leak and fire.

Key Question 1: Were the tactics employed to deal with the incident effective?

Key Question 2: Were responders appropriately trained to deal with the incident?

Key Question 3: Were Chief Officers Operational Guidelines (COOGs) followed?

**Objective 3:** Practice the mobilisation and demobilisation of the TFS Portable On-Demand Foam System (PODS) from Cambridge.

Key Question 1: Was the foam pod requested by the IC? If so did the foam pod arrive in a timeframe that would ensure effective deployment at the incident?

**Objective 4:** Practice initial response arrangements at a significant incident, and management of the incident pending the arrival of a TFS District Officer.

Key Question 1: Upon notification of a fire, were appropriate requested to attend?

Key Question 2: Did the IC maintain span of control.

Key Question 3: Was a clear effective communications plan established?

## 7. Parameters of the Evaluation

Transfundo will include participation from Tasmania Fire Service (TFS), Caltex and Stakeholders occupying the Self's Point precinct. This exercise will aim to practice and assess TFS response to a fuel spill and subsequent bund fire. The exercise will be tailored to address specific agency needs relating to response capability. It will allow concentration on priority areas relating to overall deployment of resources and the operational process of dealing with the situation.

Response by other partner agencies in support of the incident will be notional and out of scope of this exercise .

## 8. Resources

### Budget/Administrative

Costs associated with exercise control and evaluation will met from exercise funding. All participating agencies will be responsible for the costs associated with their participation in the exercise.

## 9. Management of the Evaluation

Exercise Director: The Exercise Director is responsible for approving the activity being evaluated and will also be the final recipient of the Exercise Evaluation Report. The oversight responsibility has been delegated to the District Officer Planning and Capability.

Exercise Controller / Planning team leader/ Lead Evaluator: The person/entity that will plan the evaluation and manage it on a day-to-day basis is Richard Onn.

Lead Action Group (LAG): The LAG is the group/committee/ authority that will be responsible for ensuring a particular issue or evaluation finding is actioned. The LAG will determine the most appropriate course of action to be taken and develop the corresponding resolution action plan. The LAG for the exercise is the TFS HAZMAT working group chaired by D.O. Stuart Males

**Evaluators:** The role of the evaluators is to assist in the planning, preparation, conduct and reporting of the assigned evaluation. Evaluators are the primary data collectors and analysers of the collected evidence, and will contribute their findings to the Exercise reports. Evaluators will report to the Planning Team Leader/ Exercise Controller for their particular activity. Evaluators should be subject-matter experts and/or professionals in the field.

Evaluator	Agency	Objectives
S.O. Darren Guy	TFS	3 and 4
Mark Smith	Caltex	1

## 10. Data Collection and Analysis Methods

Evaluators will be supplied with Evaluation Data collection templates specific to their evaluation objectives.

### Data Collection

Primary data collection will occur during the conduct of the exercise at the following data collection points:

Evaluator	Agency	Objective	Data Collection Point
Richard Onn	TFS	2	Observers area
Darren Guy	TFS	3 and 4	With incident IC
Mark Smith	Caltex	1	With Caltex chief fire warden

Secondary data collection will be during the post exercise debrief.

### Analysis

Evaluators will analyse data on data collection sheet and formulate and report on findings using the Evaluators report template.

The evaluator's reports are to be presented to the lead evaluator by 15 June 2013.

## 11. Report

The final Exercise Report will be written by the lead evaluator and presented to the exercise director by 29th of June 2013.

## 12. Validation / Resolution of Evaluation Findings

A key feature of evaluation under the Tasmanian Exercise Framework is its focus on improving the consistency and quality of evaluation findings to facilitate their resolution. Exercise activities will produce actionable evaluation outcomes or findings. Tasmanian Exercise Framework evaluation policy includes a mandated process for the treatment of all evaluation outcomes generated by an activity.

The findings of the final Exercise Report will be presented to the LAG for consideration and action.

### 13. Timeframe / Milestones

- Evaluation Plan by 15th April 2013
- Exercise Conduct between 30th May 2013
- Analysis between 30th May – 15th June 2013
- Draft Report by 20th June 2013
- Final Report by 29th June 2013

**ANZCTC Evaluation Process**

