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BACKGROUND

1. The new airport for St Helena is planned to be constructed on the eastern side of the island on Prosperous Bay Plain. The airport will have a 1950m long concrete runway running north to south on the Plain and will be surrounded by a runway strip 2250m x 300m. A parking apron to the west will be linked to the runway by a short taxiway.
2. The airport has been designed to meet the performance criteria of the B737-800 but the airport design will also be suitable for other aircraft such as the Airbus A320, the B757-200 and the Lockheed L100 Hercules may well use the airport. In addition, business jets, for example the Dassault Falcon 7X, may use the airport from time to time. The FCO has indicated that there may also be a requirement to base two aircraft at the airport for fishery protection duties.
3. The airport will be equipped with a non-precision instrument approach to both runway ends giving MDA(H) of approximately 1500/500ft, and will be lit to simple AGL standards but have white strobe lead-in lights to offer enhanced runway acquisition by the pilots flying.
4. Development permission for the new airport is required from the Governor in Council before approval for the construction can be granted. It is a requirement that the submission for development permission is accompanied by a draft Aircraft Crash and Disaster Plan.

AIM

5. The aim of this paper is to provide an outline Aircraft Crash and Disaster Plan to be used to support the request for development permission for the new airport. The paper also makes associated provision for the handling of emergencies at the Airfield Fuel Facility and the island Bulk Fuel Installation. This plan can only be in outline as it will not be possible to populate large sections of the plan until such time as the airport and the fuel installations near operational readiness.

THE PLAN

6. The draft plan outlines the organisational structure that shall be put into place on St Helena for the contingency planning and training of staff to handle the following types of emergencies and accidents:
 - on airport aircraft emergencies and accidents;
 - off airport but on Island aircraft emergencies and accidents;
 - in shore sea aircraft emergencies and accidents;
 - off shore sea aircraft emergencies and accidents;
 - on airport fires and explosions;
 - Airport Fuel Facility emergencies and accidents; and
 - Island Bulk Fuel Installation emergencies and accidents.

7. Where possible it attributes specific responsibilities to organisations and post holders.

DEFINITIONS

Aircraft accident

8. An aircraft accident is defined as an occurrence that is associated with the operation of an aircraft and takes place between the time any person boards the aircraft with intention of flight and such time as all such persons have disembarked and the engine(s) or any propellers or rotors come to rest, being an occurrence in which:
- a. a person is fatally or seriously injured as a result of
 - (i) being in the aircraft; or
 - (ii) direct contact with any part of the aircraft, including any part that has become detached from the aircraft; or
 - (iii) direct exposure to jet blast

except when the injuries are self-inflicted or inflicted by other persons, or when the injuries are to stowaways hiding outside the areas normally available to passengers and crew; or
 - b. the aircraft sustains damage or structural failure
 - (i) that adversely affects the structural strength, performance or flight characteristics of the aircraft; and
 - (ii) would normally require major repair or replacement of the affected component except engine failure or damage limited to propellers, wing tips, rotors, antennae, tyres, brakes, fairings, small dents, puncture holes in the aircraft skin; or
 - c. the aircraft is missing or completely inaccessible.

Serious Injury

9. Serious injury means any injury that is sustained by a person in an accident and that:
- a. requires hospitalisation for more than 48 hours, commencing from within seven days from the date the injury was received; or
 - b. results in the fracture of any bone, except simple fractures of fingers, toes, or nose; or
 - c. involves lacerations which cause severe haemorrhage, nerve, muscle or tendon damage; or
 - d. involves injury to an internal organ; or involves second or third degree burns, or any burns affecting more than 5% of the body surface; or
 - e. involves verified exposure to infectious substances or injurious radiation.

Commencement of Airport Operations

10. For the purposes of this plan 'Commencement of airport operations' means the date on which the Air Service Provider plans to start the Air Service familiarisation flight trials.

On Airport Incident

11. For the purposes of this plan 'On airport incident' means an aircraft crash or other incident which results in an aircraft coming to rest within the airport boundary other than on the runway; or on the land under the approaches to the runway; or land immediately adjacent to but not part of the airport.

Fuel Installation Emergency

12. For the purpose of this plan 'Fuel Installation Emergency' means any occurrence including fire, serious leakage and system failure at any fuel storage facility or any associated pipe runs and pumping systems which presents a serious hazard to people or buildings or shipping or any other facility.

In Shore Sea

13. For the purposes of this plan 'In shore sea aircraft accident' means an accident or incident that occurs within the territorial waters of St Helena.

Off Shore Sea

14. For the purposes of this plan 'Off shore sea aircraft accident' means an accident or incident that occurs outside the territorial waters of St Helena but one at which it may be possible to provide some sea rescue capability from the Island or provide rescue assistance with the help of other international resources.

PLANNING AND MANAGEMENT COMMITTEES

15. One year before the forecast date for the airport to become operationally ready, the Governor in Council shall cause to be formed the following committee and sub-committees:
 - the St Helena Emergency Planning Committee;
 - the Airport Emergency Planning Sub-committee; and
 - the Bulk Fuel Installation Emergency Sub-committee.

The St Helena Emergency Planning Committee

Responsibilities

16. The St Helena Emergency Planning Committee (SHEPC) shall be responsible to HE the Governor for providing effective plans for dealing with all aircraft and fuel storage installation emergencies on St Helena and in the waters around it and any other foreseeable situations requiring the use of contingency action.

17. The SHEPC shall guide, monitor and manage the outputs from the two sub-committees to ensure adequate emergency planning has been made to cater for on airport aircraft incidents and for emergencies at the fuel installations.
18. In particular, the SHEPC shall be responsible for:
 - determining procedures to coordinate all Island resources in the event of an aircraft accident or crash or crash at sea;
 - determining procedures to coordinate all Island resources in the event of a fuel installation emergency;
 - liaising with International and UK Disaster Relief Agencies to determine the level of support that might be available including the authorities on Ascension Island and the creation of a suitable contact list;
 - ensuring the creation, equipping, management and maintenance of an Island Disaster Control Centre in Jamestown;
 - discussing and considering all aspects of plans and procedures for the handling of aircraft emergency situations off and on the airport with the Airport Emergency Planning Sub-committee (AEPS);
 - maintaining the currency of the Island Emergency Orders and Contingency Plans, ensuring that these are kept up to date with changes in infrastructure, strategy, technology and local communities;
 - planning, executing and reviewing emergency exercises and other forms of training in the emergency plans and general emergency handling other than those specifically delegated to the AEPS or the Bulk Fuel Installation Emergency Sub-committee (BFIES);
 - planning for emergency CASEVAC and MEDEVAC;
 - writing the terms of reference of the operations room staff;
 - ensuring that appropriate initial and continuation training is provided for the operations room staff;
 - discussing, determining and implementing contingency measures and procedures for emergency situations not involving aircraft;
 - considering and recommending facilities and equipment to be provided for use in handling emergency and contingency situations; and
 - such other responsibilities as may be determined from time to time by the Governor in Council.

Membership and Meetings

19. Membership of the SHEPC will consist of the following:
 - HE the Governor or his nominated deputy - chair;
 - The Airport Director;
 - Chief Medical Officer;
 - Chief of Police;
 - Chief Fire Officer;
 - The Harbour Master;

- Chief Coxswain, Sea Rescue Service;
 - Press and PR manager;
 - Chair of the AEPS;
 - Chair of the BFIES; and
 - such others as may be deemed necessary by the SHEPC from time to time.
20. Meetings shall be held initially for the first year prior to the commencement of airport operations every month and at regular intervals of not less than four months thereafter for the first year of airport operations and six months thereafter. The meetings are to be held at a place designated by the Chair with minutes taken and distributed to all committee members and ExCo.

The Airport Emergency Planning Sub-committee

21. The AEPS shall be responsible to the SHEPC for providing effective plans for dealing with all aircraft emergencies on airport and near the airport boundaries and for those aircraft emergencies involving sea rescue.
22. In particular the AEPS shall be responsible for:
- determining procedures to coordinate all airport resources in the event of an aircraft accident or crash on or near the airport or a crash at sea;
 - working jointly with the air service provider(s), air traffic control, handling agents, emergency services and other St Helena partners to ensure that the Airport Emergency Plans are coordinated, agreed and communicated to ensure their effectiveness;
 - discussing and considering all aspects of plans and procedures for the handling of aircraft emergency situations off and on the airport with the SHEPC;
 - liaising with the BFIES on emergencies and incidents at the Airfield Fuel Facility (AFF);
 - maintaining the currency of the Airport Emergency Orders and Contingency Plans, ensuring that these are kept up to date with changes in infrastructure, strategy, technology and local communities;
 - planning, executing and reviewing emergency exercises, including sea rescue, and other forms of training in the emergency plans and general emergency handling other than those specifically delegated to the BFIES or the direct responsibility of the SHEPC;
 - discussing, determining and implementing contingency measures and procedures for emergency situations on the airport not involving aircraft;
 - considering and recommending facilities and equipment to be provided for use in handling emergency and contingency situations; and
 - any such other responsibilities as may be determined from time to time by the SHEPC.

Membership and Meetings

23. Membership of the AEPS will consist of the following:
- The Airport Manager or his nominated deputy - chair;

- The Senior Air Traffic Control Officer (SATCO);
 - The Senior Airport Fire Officer;
 - Chief Fire Officer, St Helena
 - Chief Medical Officer, St Helena;
 - Chief of Police, St Helena;
 - Chief Coxswain, Sea Rescue Service;
 - Press and PR manager, St Helena;
 - Chair of the BFIES; and
 - such others as may be deemed necessary by the SHEPC or AEPS from time to time.
24. Meetings will be held initially every month for the first year and at regular intervals of not less than three months thereafter. The meetings are to be held on airport at a place designated by the Chair with minutes taken and distributed to all committee members, the SHEPC and EXCO.

The Bulk Fuel Installation Emergency Sub-committee

25. The BFIES shall be responsible to the SHEPC for providing effective plans for dealing with all fuel installation emergencies and incidents at Rupert's Bay and at the Airport.
26. In particular the BFIES shall be responsible for:
- determining procedures to coordinate all Island resources in the event of a major incident or emergency at the Bulk fuel Installation (BFI) and the AFF and producing appropriate written plans, orders and procedures;
 - working jointly with the Airport management, the AEPS and all St Helena emergency services to ensure that the Fuel Installation Emergency plans are coordinated, agreed and communicated to ensure their effectiveness;
 - discussing and considering all aspects of plans and procedures for the handling of emergency situations with the SHEPC;
 - liaising with the AEPS on emergencies and incidents at the AFF;
 - maintaining the currency of the BFI/AFF Emergency Orders and Contingency Plans, ensuring that these are kept up to date with changes in infrastructure, strategy, technology and local communities;
 - planning, executing and reviewing emergency exercises and other forms of training in the emergency plans and general emergency handling other than those specifically delegated to the AEPS or the direct responsibility of the SHEPC;
 - considering and recommending facilities and equipment to be provided for use in handling emergency and contingency situations; and
 - any such other responsibilities as may be determined from time to time by the SHEPC.

Membership and Meetings

27. Membership of the BFIES will consist of the following:
- The BFI Manager or his nominated deputy - chair;

- The Senior Airport Fire Officer;
 - Chief Fire Officer, St Helena
 - Chief Medical Officer, St Helena;
 - Chief of Police, St Helena;
 - Press and PR manager, St Helena;
 - Chair of the AEPS; and
 - such others as may be deemed necessary by the SHEPC or the BFIES from time to time.
28. Meetings will be held initially every month for the first year prior to the commissioning of the first fuel storage facility and at regular intervals of not less than three months thereafter. The meetings are to be held at a place designated by the Chair with minutes taken and distributed to all committee members, the SHEPC and EXCO.

Disaster Control Centre

29. The Disaster Control Centre (DCC) shall occupy rooms in Jamestown specifically set aside for the purpose of providing disaster control. The minimum requirement for these rooms is:
- an operations room;
 - a briefing room;
 - an Incident Commander's office;
 - a refreshment room; and
 - lavatory and washroom facilities.

Responsibility

30. It shall be the responsibility of the Governor in Council through the SHEPC to ensure that suitable premises are made available for the DCC at least six months before the commencement of airport operations.

Operations Room

31. The operations room shall be a room specifically set aside for the control and management of incidents concerning aircraft, fuel facility or other Island emergencies.
32. It shall have sufficient wall space to display a large scale map of St Helena, an airport map, a sea chart of the inshore waters around St Helena, a sea chart of the waters around St Helena to a distance of approximately 150nm from the central point of the Island and a map of the South Atlantic showing Ascension Island to the North West and the African coast from Capetown up to Accra, Ghana and across to the Cape Verde Islands.
33. The room shall have sufficient space to accommodate desks and chairs for the following personnel:
- Incident Commander;
 - Duty Airport Manager;
 - Duty Air Service Provider Manager;

- Duty Meteorological Forecaster;
- Duty Fuel Facility Manager;
- Duty Police Commander;
- Duty Medical Liaison Officer;
- Duty Island Fire Officer;
- Harbour Master or Sea Rescue Coxswain not at sea;
- Press Officer; and
- Next Of Kin Information Officer.

34. The operations room shall be equipped with the following communications:

- Direct telephone link to the airport Air Traffic Control Tower;
- Direct telephone link to the Police HQ;
- Direct telephone links to all Island medical facilities;
- Direct telephone link to all Island fire stations;
- HF radio link to the sea rescue boat;
- Master radio set for communicating with radios held by sea and land search and other field teams;
- 12 desktop or laptop computers linked by LAN and linked to the ATC Tower;
- Broadband internet access; and
- 12 internationally enabled telephone sets.

Briefing Room

35. The briefing room shall be adjacent to or in close proximity to the Operations Room. It shall have seating for up to ten persons around the meeting table and room to accommodate a further ten others either standing or seated away from the table. The walls shall be of sufficient size to display large scale maps of the island and sea charts of the waters around St Helena and a map of the African coast as displayed in the operations room.
36. The briefing room shall be equipped with a direct line link to the operations room and two internationally enabled telephones.

Incident Commander's Office

37. Ideally the Incident Commander's office should be located adjacent to the operations room, and have room for a desk and three chairs. It should have a direct telephone link to the operations room and an internationally capable telephone. However, if this is not possible then consideration shall be given to using the briefing room to provide office facilities for the Incident Commander.

Refreshment Room

38. The refreshment room shall contain facilities for heating water, microwaving food, a refrigerator, hot and cold (potable) water, sink, storage for cutlery, crockery, microwave pots, pans etc.

39. Ideally it should be located adjacent to the operations room but if this is not possible it shall be as near as is practical and be equipped with a direct telephone link to the operations room.
40. It shall be equipped with a larder cupboard which is to be kept stocked with sufficient dry and canned goods to provide nourishment for the Operations Room staff for a period of 48 hours.

Lavatory and Washroom Facilities

41. Lavatory and washroom facilities shall be provided as close as is practical to the operations room. These facilities shall contain a suitable supply of soap, towels, lavatory paper etc. to meet the needs of the Operations Room staff for at least seven days.

Disaster Control Team

42. The Disaster Control Team shall comprise the:
 - Incident Commander;
 - Duty Airport Manager;
 - Duty Air Service Provider Manager;
 - Duty Meteorological Forecaster;
 - Duty Fuel Facility Manager;
 - Duty Police Commander;
 - Duty Medical Liaison Officer;
 - Duty Island Fire Officer;
 - Harbour Master or Sea Rescue Coxswain not at sea;
 - Press Officer; and
 - Next of kin Information Officer.
43. The team will come under the command of the Incident Commander who will be ultimately responsible for leading the team, the deployment of all Island resources required to handle the emergency and, briefing HE the Governor and SHG.
44. Detailed Terms of Reference (ToR) for the Incident Commander and all other team members shall be developed by the SHEPC in conjunction with the AEPS and the BFIES six months prior to the airport becoming operational.

COMMAND AND CONTROL

45. This section of the plan addresses the responsibilities for command and control of and initial actions to be carried out for the following types of major incident:
 - On airport aircraft emergencies and accidents;
 - Off airport but on Island aircraft emergencies and accidents;
 - In shore sea aircraft emergencies and accidents;

- Off shore sea aircraft emergencies and accidents;
- On airport fires and explosions;
- Airport Fuel Facility emergencies and accidents; and
- Island Bulk Fuel Installation emergencies and accidents.

On Airport Emergencies and Accidents

46. The control and containment of on airport emergencies shall be handled in the first instance by the Airport Manager or his appointed deputy at the time. The control of all rescue and fire fighting services shall be exercised from the ATC Tower. It will be the duty of the DCC staff to provide such support as is requested.
47. Once the DCC is fully staffed, it will be the responsibility of the Incident Commander to ensure that all services needed by the Airport Manager to contain the incident, including the provision of medical and mortuary services, are made available and coordinated. The DCC will be responsible for Press Briefings and informing the next of kin.

Off Airport but on Island Emergencies and Accidents

48. The Airport manager will be responsible in the first instance for the provision of emergency services to the limit of his resources. Once the DCC is functional it shall become responsible for the control and deployment of all Island resources required to contain the incident. Command shall pass to the Incident Commander as soon as possible.

In Shore Sea Emergencies and Accidents, Off Shore Emergencies and Accidents

49. The initial command of an in-shore or an off-shore incident involving the loss of an aircraft shall be with the SATCO or ATC controller on duty at the time. SATCO or the duty controller shall implement such call out procedures as are necessary for the deployment of the lifeboat and other resources. Coordination of these rescue services shall remain with the SATCO or the duty controller until such time as the DCC is staffed. Thereafter, control of the incident shall be from the DCC.

On Airport Fires and Explosions

50. The initial control for handling on airport fires and explosions shall be with the airport manager or duty manager of the time. The airport manager will determine the severity of the incident and decide whether the incident can be contained by the airport resources or whether further assistance will be required from Island resources. If the incident involves the serious injury or death of one or more persons, he shall call out the Incident Commander. The Incident Commander will decide whether or not to initiate a full call out of the Operations Room staff and from whence the incident shall be managed.

Airport Fuel Facility Emergencies and Accidents

51. The initial control of the incident shall be the responsibility of the Airport Manger or his appointed deputy at the time. An immediate action shall be the calling out of the Fuel Management Contractor (FMC) duty manager. Once the FMC duty manager has arrived at the airport, control of the incident shall pass to him.

52. The DCC, once staffed, shall be responsible for the deployment of all Island resources requested by the FMC duty manager to contain the incident. The DCC shall however, be responsible for all Press Briefings and informing the next of kin.

Island Bulk Fuel Installation Emergencies and Accidents

53. The FMC Manager or his appointed deputy at the time shall be responsible for the initial control of any major incident at the BFI and its associated facilities in Rupert's Bay including incidents involving the transfer of fuel from ship to shore. Once the DCC has been staffed, responsibility for control and containment of the incident shall pass to the DCC.

SPECIFIC RESPONSIBILITIES OF THE DCC OPERATIONS ROOM STAFF

54. Members of the DCC Operations Room staff shall have the following responsibilities in addition to any responsibilities otherwise detailed in their individual terms of reference.
55. *Incident Commander* – shall be responsible for taking overall charge of any incident, other than on airport accidents and incidents, shall be responsible through the specialist members of the DCC staff for the timely and efficient deployment of all island resources required to contain the incident and for monitoring the content of any Press Briefings and, specifically for briefing HE the Governor;
56. *Duty Airport Manager* – shall be responsible for taking command of all on aircraft accidents deploying the airport RFFS and other resources as required and liaising with the DCC for the requirement of extra Island resource to contain the incident.
57. *Duty Air Service Provider Manager* – shall be responsible for the provision of any specialist knowledge concerning the Air Service Provider (ASP) and its operation, liaison with the off-island ASP operations centre, working with the Next of Kin information Officer to ensure that all communications are coordinated and, liaising with the Press Officer in like manner;
58. *Duty Meteorological Forecaster* – shall be responsible for the provision of actual weather information and forecasts as required by the Incident Commander and giving regular briefings to the team on the current weather and the three, six, twelve and 24 hour forecasts and this briefing shall include information on weather at sea to a distance of 100nm around St Helena if appropriate;
59. *Duty Fuel Facility Manager* – shall be responsible for the initially control of any incident at the BFI, control of any incident at the AFF and the provision of expert advice and services for the control of any fuel installation emergency;
60. *Duty Police Commander* – shall be responsible for the control and direction of all Island police resource at the request of the Incident Commander, the provision of expert advice to the Incident Commander, crowd control and the guarding of any aircraft wreckage from looters and souvenir hunters;

61. *Duty Medical Liaison Officer* – shall be responsible for the provision of all medical services, including the provision of triage stations and ambulance services and the coordination of any mortuary (both permanent and temporary) facilities;
62. *Duty Island Fire Officer* – shall be responsible for the provision of extra fire fighting resource as requested by the Duty Airport Manager, the FMC Duty Manager and the DCC Incident Commander as appropriate;
63. *Harbour Master or Sea Rescue Coxswain not at sea* – shall be responsible for advising the Incident Commander of sea states generally in the waters around St Helena, the coordination of secondary sea rescue craft with the sea rescue lifeboat, the provision of expert marine advice as required, the off loading of passengers, (fit, walking wounded, severely injured), the dead and, the timely and efficient use of harbour facilities;
64. *Press Officer* – shall be responsible, together with the ASP manager, for the compilation of press briefings and, having cleared the contents with the Incident Commander and such others as required by HE the Governor and SHG delivering these to the national and international press as required. The Press officer should also produce and have to hand pre-prepared statements for release before details become available, for example an agreed initial release along the lines of “There has been an aircraft incident on the Island of St Helena. No details are yet known and no indication of possible casualties is yet available. A further statement will be made within the next two hours”; and
65. *Next of Kin Information Officer* – shall be responsible together with the Duty ASP manager for ensuring that all next of kin are informed as accurately and as soon as is practical of all the relevant details and, shall also be responsible for liaising with religious leaders.

OPERATIONS ROOM STAFF TRAINING

66. It shall be the responsibility of the SHEPC to ensure that:
 - all operations room staff and their deputies have received appropriate initial training to enable them to undertake their duties in an efficient and knowledgeable manner;
 - sufficient deputies have been trained to cover twenty four hour duty for a period of up to four days; and
 - that any such training is kept up to date with changes in infrastructure, strategy, and technology and is relevant to the types of aircraft using the airport.

ON AIRPORT RESCUE FIRE FIGHTING SERVICES

67. The DBO contractor through the Airport Manager shall be responsible, in accordance with the conditions of the DBO contract for the provision of suitable fire fighting vehicles, support vehicles and other emergency equipment required to discharge its duties under contract. Further, it shall be the responsibility of the DBO Contractor to ensure that at all times when flying takes place including one hour before the arrival of and for one hour after the departure of any aircraft using the airport, that the equipment and vehicles are in a serviceable condition, are fit for purpose and readily available for emergency use.

68. The DBO contractor through the Airport Manager shall ensure that all staff have been trained to the required standards as specified in the DBO contract and as required by Air Safety Support International (ASSI) and, that the airport emergency services are fully staffed at all times when flying takes place including one hour before the arrival of and for one hour after the departure of any aircraft using the airport.

SEA RESCUE FACILITIES

Mooring and Serviceability

69. There shall be an in-shore sea rescue lifeboat moored at Jamestown or at some other place as agreed by SHG, the DBO Contractor and ASSI. The lifeboat shall be kept in a serviceable condition as specified in the DBO Contract and in particular at all times when flying takes place including one hour before the arrival of and for one hour after the departure of any aircraft using the airport.

Lifeboat Crew Training

70. The Coxswains and crew of the lifeboat shall be found from the general population of St Helena or others as determined by SHG. The DBO Contractor shall be responsible for initial and continuation training and any proficiency testing of the lifeboat crews as specified in the DBO contract.

Practice Rescues

71. The lifeboat and crew shall undertake a weekly practice rescue at sea involving call out, deployment of the lifeboat in and around the waters of St Helena. It shall be the responsibility of the Chief Coxswain to ensure that he and all other coxswains are familiar with these waters and the yearly weather patterns including sea states.

At Sea Rescue Coverage

72. For the first two years of aircraft operations the lifeboat is to be at sea and within fifteen minutes sailing time from the airport for one half hour before the arrival of the ASP aircraft and for one half hour after the departure of that aircraft. A review of this requirement is to be undertaken with ASSI after this period.

Sea Rescue Crew Callout

73. The Chief Coxswain shall be responsible for instituting and maintaining a callout system for the lifeboat crew. Any special communications equipment required for enabling an effective callout system to be adopted shall be provided and maintained by SHG. The callout system is to be in operation and have been fully tested at least one month before commencement of airport operations.

PROVISION OF TEMPORARY FACILITIES AND OTHER SUPPORT VEHICLES, EQUIPMENT AND VOLUNTEERS IN THE EVENT OF A MAJOR INCIDENT

74. The Incident Commander shall be responsible, through the specialist members of the operations room staff for ensuring that:
- a list of all operations room staff and their deputies together with current contact details is kept available in the operations room and its currency is maintained;
 - a list of suitable boats that could assist in supporting the lifeboat and contact telephone numbers of the owners is kept available in the operations room and that these are current;
 - a list of suitable vehicles that could be used in support of the ambulance service and to provide transport of bodies and contact telephone numbers of the owners is kept available in the operations room and that these are current;
 - a list of cranes, cutting equipment and other machinery that could be used in the event of a land based aircraft incident and contact telephone numbers of the owners is kept available in the operations room and that these are current; a list of volunteers who could be called upon to assist the emergency services as required is kept in the operations room and its currency maintained;
 - a list of all International and UK agencies that might provide assistance or need informing in the event of an aircraft disaster or major fuel emergency together with current contact details is kept available in the Operations Room;
 - contact details for the providers of air ambulance services in southern Africa for the provision of CASEVAC/MEDEVAC by air is kept available in the Operations Room; and
 - temporary mortuary facilities can be made available at short notice to hold up to 172 bodies.

PRACTICE OF CALLOUTS AND EMERGENCY PROCEDURES

75. The Incident Commander is to agree with the SHEPC an annual schedule for practicing the emergency services and the functioning of the operations room. This schedule shall include, as a minimum:
- a practice emergency involving an aircraft crash on airport;
 - a practice emergency involving an aircraft crash at sea;
 - a major incident at the BFI or AFF (each on alternate years); and
 - two 'no notice' callouts of the operations room staff.
76. Following each practice emergency the Incident Commander shall compile a report giving the details of the practice emergency, highlighting those areas which went according to plan and, those areas where improvements need to be introduced. The report shall contain at annex an action plan attributing actions to specific persons or departments: the report

shall be circulated to HE the Governor, SHG, ASSI, the SHEPC and all members of the operations room staff.

77. All of the above practice emergencies and callouts are to be exercised at least once before the commencement of airport operations.

CONTAINMENT OF AIRCRAFT WRECKAGE

Wreckage on Land

78. For any aircraft crash on land, the DCC shall arrange through the Chief of Police for the guarding of any wreckage from looters or souvenir hunters. If possible the crash site shall be sterilised and no persons allowed to enter other than for the purposes of fire fighting or for the provision of medical treatment or for the removal of the wounded and dead. The site should be kept sterile until the arrival of the properly authorised air accident investigators.
79. If for operational reasons it becomes necessary to clear part or all of the wreckage from the crash site, then every effort should be taken to log the piece of wreckage by description, unique number and location. The record of removed wreckage should be kept safe and passed to the air accident investigation team when it arrives. All pieces of removed wreckage should be kept in a safe place and guarded against looters and souvenir hunters.

Wreckage and Corpses Found at Sea or Washed up on Shore

80. Due note shall be made of the location and type of any aircraft wreckage, corpses and personal belongings found at sea or washed up on the shore. The aircraft wreckage and personal belongings shall be stored in a safe place and guarded against looters and souvenir hunters until such time as the air accident investigation team arrive. Once the location and possible identity of any corpse has been logged, the corpses may be removed to the mortuary but should not be otherwise disposed of until such time as clearance has been given by the air accident investigation team.

AMENDMENTS TO THE AIRCRAFT CRASH AND DISASTER AND FUEL EMERGENCY PLAN

81. This plan shall only be amended with the full consent of the Governor.