



Policy Framework and Standard
Operating Procedures for the
Systematic Shutdown and
Reactivation of Barbados

ABRIDGED

Revised June 2019

FOREWORD

The Policy Framework and Standard Operating Procedures for the Systematic Shutdown and Reactivation of Barbados was initially approved by the Cabinet of Barbados on August 8, 2013. This document provides for an orderly shutdown and reactivation of the country following a severe weather, tropical storm or hurricane **WARNING** issued by the Barbados Meteorological Service, after consultation with the Department of Emergency Management and a select Committee of the National Emergency Management System (NEMS)

The **WARNING** notification is the final stage in the severe weather, tropical storm or hurricane Advisories and will be issued if an impact of any of these systems is imminent.

A Staggered Approach will be adopted to ensure a systematic closure of the non-essential agencies in the Public Sector, to be followed by the Private Sector, Non-governmental Organisations, Community-based Organisations, communities and individuals, inter alia.

An **All Clear and Reactivation Instruction** will be issued by the National Emergency Operation Centre (NEOC) when the danger has passed and the emergency and security services consider the environment safe for the citizens of Barbados.

It is imperative that all relevant personnel in your agencies are aware of this Policy and Standard Operating Procedures. Permission has been granted for you to reproduce and widely circulate this document.

We at the Department of Emergency Management hope that all segments of the population can work together to guarantee the safety and well-being of all our citizens and visitors.

A more resilient Barbados is our ultimate goal.

The Department of Emergency Management 2019

DEFINITION OF KEY TERMS

ALL CLEAR: An official notification to the general public, given by the Minister of Home Affairs, through the National Emergency Operations Centre, that a hurricane, tropical storm or other hazard has passed and no longer poses a threat.

DISASTER: A serious disruption of the functioning of a community or a society causing widespread human, material, economic or environmental losses which exceed the ability of the affected community or society to cope using its own resources, but excluding events caused by war or military confrontation.

EMERGENCY: An emergency is the occurrence or imminent threat of a condition, incident, or event that requires immediate response actions to save lives; prevent injuries; protect property, public health, the environment, and public safety; or to lessen or avert the threat of a disaster.

ESSENTIAL SERVICES: This is all emergency services and any other department, Ministry or nongovernmental agency that have critical functions in times of mobilisation in response to an imminent emergency or disaster.

NATIONAL EMERGENCY MANAGEMENT SYSTEM: The National Emergency Management System is a broad-based, multi-sector, stakeholder mechanism coordinated by the DEM. The NEMS is made up of the Emergency Management Advisory Council (EMAC); EMAC Standing Committees; National Emergency Services; Volunteers; Regional & International Partners and the Private Sector.

NATIONAL EMERGENCY OPERATIONS CENTRE: The National Emergency Operations Centre (NEOC) is the central organising focal point for the management of all emergencies and disasters in Barbados, which demand a coordinated interagency response.

NATIONAL SHUTDOWN ADMINISTRATIVE INSTRUCTION: The closure of non-essential services and restriction of continuity of business operations due to a pending threat, impact or damage across the Barbados.

OPERATIONAL ALL CLEAR: An official notification to the first responders, emanating from the National Emergency Operations Centre, that a hurricane, tropical storm or other

SUPPLEMENTARY EMERGENCY OPERATIONS CENTRE: Sector specific and/ or community-based organising focal points for the management of emergencies and disasters in a specific sector or community. Information from these SEOCs is transmitted to the NEOC.

**POLICY AND PROCEDURES FOR
ISSUANCE OF METEOROLOGICAL WARNINGS**

Recommended Prognostic Guidelines for National Shutdown

HURRICANE WARNING – 36 hours or less

1. If projected path takes centre of Category 3 or higher hurricane within:
 - a) 125 miles south of Barbados or if the island falls within the area of projected hurricane force winds. **(OR)**
 - b) 80 miles north of Barbados or if the island falls within the area of projected hurricane force winds.
2. If projected path takes centre of Category 1-2 hurricane within:
 - a) 60 miles south of Barbados or if the island falls within the area of projected hurricane force winds. **(OR)**
 - b) 30 miles north of Barbados or if the island falls within the area of projected hurricane force winds.

TROPICAL STORM WARNING – 36 hours or less

3. A tropical storm warning will be issued if projected path takes the centre of tropical storm or hurricane within:
 - a) 40 miles south of Barbados or if the island falls within the area of projected tropical storm force winds. **(OR)**
 - b) 15 miles north of Barbados or if the island falls within the area of projected tropical storm force winds.

SEVERE WEATHER WARNING – 6 hours

4. A Severe Weather Warning will be issued if hazardous weather characterized by one or more of the following elements is expected to persist for more than 6 hours:
 - Strong gusty winds
 - Heavy rains
 - Moderate to strong thunderstorms
 - Widespread flooding
 - Other significant related events

Intermittent bouts of these and other phenomena, lasting for less than 2 hours per event would not necessitate the implementation of a National Shutdown Administrative Order.

Shutdown Schedule for Tropical Storms/ Hurricanes

TIME	ACTION
36 - 48 hours prior to the expected hazard impact	<ul style="list-style-type: none"> <input type="checkbox"/> Visitors including foreign students are given information and can leave the island (subject to flight availability) <input type="checkbox"/> Activate Plans and SOPs if haven't done so before.
24 hours prior to the expected hazard impact	<ul style="list-style-type: none"> <input type="checkbox"/> All Educational Institutions: Schools, Pre Schools, Day Care Centres, Community College etc. have shut down. <input type="checkbox"/> Visitors will be given the final opportunity to leave the island. Pending flight and airport operations.
10 to 8 hours prior to the expected hazard impact	<ul style="list-style-type: none"> <input type="checkbox"/> The non-essential services personnel of the Public and Private Sectors must shut down. <input type="checkbox"/> Non-essential persons have been dismissed and are now at home. <input type="checkbox"/> All Public Officers are now at home.
10 -8 hours prior to the expected hazard impact	<ul style="list-style-type: none"> <input type="checkbox"/> Public Shelters are activated.
Not less than 6 hours prior to the expected hazard impact	<ul style="list-style-type: none"> <input type="checkbox"/> Except for the Emergency Services (RBPF, BFS, EAS, HOSPITALS [ER and In-Patient], DEM) & NEOC, the ENTIRE COUNTRY has shut down. <input type="checkbox"/> The Essential Services of the Public and Private Sectors have shut down. <input type="checkbox"/> All persons are now at home/indoors. <input type="checkbox"/> Essential staff required to be on duty (hotel staff, etc.) will shelter-in-place.
ZERO Hours//IMPACT	<ul style="list-style-type: none"> <input type="checkbox"/> The ENTIRE COUNTRY has shutdown. No response available. Responder Agencies, NEOC/EOC would be sheltering in place. <input type="checkbox"/> Everyone is at home/indoors