

# **Exercise specifications for Barents Rescue-2019**

**(EXPEC BR-19)**



# Preface

This document contains the Exercise Specifications (EXSPEC) for the Barents Rescue 2019 exercise.

The purpose of the document is to facilitate the planning of Barents Rescue 2019 and to ensure a high quality of the exercise. This is a key document for people who will plan, execute and evaluate the exercise.

## Political framework

'Barents Rescue' exercises have been implemented within the framework of the Barents Cooperation since 2001. The first exercise was executed within the framework of Partnership for Peace. The exercises have focused on strengthening and maintaining preparedness for mutual assistance in major disasters in the Barents Region. The host countries have been Sweden 2001, Norway 2005, Finland 2007 and Russia 2009, Sweden 2011, Norway 2013, Finland 2015, Russia 2017.

The Barents Rescue exercise series was originally intended, among other things, to strengthen the resources of countries in the Barents Region, an area of vast distances limited resources. An agreement was signed between Finland, Norway, Russia and Sweden in December 2008, concerning cooperation around the prevention of, preparedness for, and response to emergencies in the Barents Region. The agreement stipulates that the contracting parties will observe the benefits of sharing information and lessons learned in relation to preventing and responding to emergencies and the restriction and elimination of their consequences, and the implementation of training and joint exercises.

The Swedish Civil Contingencies Agency (MSB) has been tasked by the Swedish Government to plan and implement the Barents Rescue 2019 exercise during autumn 2019, pursuant to the multilateral agreement that Sweden has entered into with other countries in the Barents Region within the Barents Euro Arctic Council (BEAC).

## Government decision

MSB, in cooperation with the government agencies and nations mentioned in the list below, will plan and implement an exercise in Barents Rescue format, pursuant to the cooperation agreement that was signed in 2008 between Finland, Norway, and Russia concerning cooperation around the prevention of, preparedness for, and response to emergencies in the Barents Region. The exercise will be implemented during the second half of 2019 in the Swedish part of the Barents Region - Norrbotten and/or Västerbotten Counties.

# Exercise description

## Exercise description and concept

The exercise will take place during the week of 23-27 September, 2019 in Norrbotten County. The name of the exercise is Barents Rescue 2019 Event Week.(BR-19)

During the planning phase, the exercise will be developed by the participating countries and organisations through working group meetings, workshops and conferences where we expect participants to contribute actively, be responsible for their own organisations, and their part in the exercise.

The execution phase will revolve around a main scenario where various consequences of the main scenario will be addressed. The exercise will contain the following elements:

- ALARMEX
- Cross-border issues
- Host Nation Support (HNS)
- Table-Top Exercise, (TTX)
- Command Post Exercise (CPX)
- Seminars, lectures or similar
- Field Training Exercise, (FTX)
- After Action Review (AAR)

A directing staff (distaff) will be established to provide an overall direction for the exercise. Considerable efforts will be made to exercise existing command structures.

An evaluation will be conducted, please see [Evaluation](#) below.

## Language

The official language for the planning, execution, and evaluation of Barents Rescue 2019 will be English. The major planning conferences (*Initial, Main, and Final*) will be held in English. Meetings will be held in English, and English will also be the working language for the different working groups. **No** interpretation will be provided, which is why we expect participants to be able to communicate in English.

## Participation

We request that the participating nations contribute appropriate units for dealing with the indicated scenario. We also expect that the organisations taking part in the exercise will take an active part in the planning process.

Sweden will provide most of the control personnel and role-players. However, the participating nations and organisations may need to provide some of their own resources.

A list of participating organisations will be published in the Exercise Planning Instructions (EXPI).

## Scenario

The overall purpose of BR-19 is to contribute to the development of a common working method at the site of injury, and strengthen the ability to work together.

During the planning phase, the Scenario will be developed by the participating countries and organisations through working group meetings, workshops and conferences where we expect participants to contribute actively.

The scenario work is led by the FTX group.

The scenario should pay particular attention to the Action Plan on Climate change for the Barents Cooperation, interaction between the participants

## Evaluation

The Barents Rescue 2019 exercise includes an evaluation organisation. This organisation will function as an evaluation working group throughout the planning process, TTX , ALARMEX, Transportation phase, HNS, CPX and the FTX.

The evaluation organisation include members from each of the participating countries: Norway, Finland, Russia, and Sweden.

After the FTX, the evaluation group will present an overall and independent evaluation of Barents Recue 2019.

The purpose of the evaluation is to assess whether the aims and objectives of the exercise have been achieved and to identify lessons learned - both failures and successes. The evaluation will also present proposals for future exercises and improvements in the field of cooperation and coordination between countries in the Barents Region.

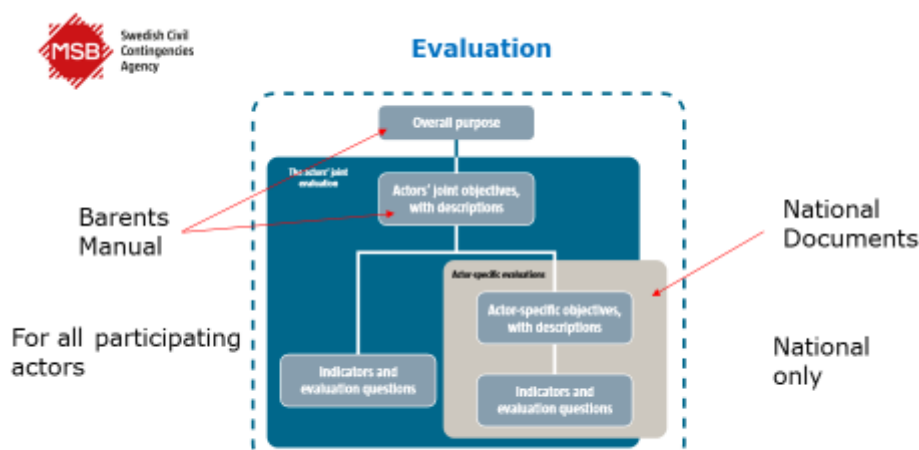


Figure 5. An example of an objectives structure, illustrating the boundaries between the actors' joint evaluation and the actor-specific evaluations.

## **Budget and funding**

Participating nations and organisations will fund their own participation in the planning, execution, and evaluation phases of the exercise.

## **Environmental objectives**

The environmental impact shall always be considered in all activities surrounding the exercise, which means that the project will comply with the MSB's environmental policy and Swedish legislation in this area. Environmental impact will be kept to a minimum.

The MSB has an environmental management system that complies with the SS-EN ISO 14001:2004 standard. This means that the Agency has documented procedures for ensuring compliance with its environmental policy and current Swedish environmental regulations, and for minimising environmental impact.

During the planning, implementation, and evaluation phases of the exercise, the intention is therefore to reduce the environmental impact as much as possible. How this will be handled in practice is described in the Exercise Planning Instructions (EXPI).

## **The MSB's environmental policy**

The MSB will:

- Be an environmentally aware authority, where every employee takes personal responsibility for the environment in their day-to-day activities,
- Promote environmental responsibility and an integrated approach to safety – health – the environment in relation to knowledge transfers, directives and training in the areas of civil protection, emergency preparedness and civilian defence, i.e. tasks that prevent accidents and mitigate the consequences of accidents if they should nonetheless occur. This will be achieved by constantly improving environmental efforts, preventing pollution, observing national environmental quality goals, and by creating environmentally secure training, and
- Complying with applicable laws and other requirements, and acting as a role model in daily activities by reducing the direct environmental impact of training, procurement, operations and travel, and the indirect negative impact of training and the exercise of authority.

# Purposes and objectives

## Overall purpose and objectives

### **Purpose:**

The overall purpose of BR-19 is to contribute to the development of a common working method at the site of injury, and strengthen the ability to work together both at the scene of injury and in staff

### International exercise

Aim and objective of exercise and identification of lessons through evaluation [Oscar](#)

**Aim:** Contribute to continued development of capability to conduct joint operations according to directives in the Barents agreement.

**Objective:** Exercise overall objectives/capabilities derived from BR 17 experiences; document experiences and identify lessons from BR 19 in a format allowing overall objectives to be derived for BR 21.

## Overall objectives

1. Test capability to receive and handle alarm and request for assistance according to routines for cooperation under the Barents agreement

2. Explore capability to execute border-crossing

3. Explore capability for command and control and cooperation and collaboration in-country

## Joint objectives/ capabilities

1. Capability to receive and handle alarm and request for assistance according to routines for cooperation under the Barents agreement

Host country: Alarm and send request; analyse response and send final request

Assisting countries: Receive alarm and offer assistance, prepare requested assistance

Format: Funktionsdøving (AlarmEX)

Evaluation: AlarmEX evaluation or AAR

2. Capability to execute border-crossing

Host country: Clear requested equipment and admit personnel

Assisting countries: Prepare documents for transported equipment and personnel.

Format: TTX Evaluation; Seminar evaluation identifying areas of potential development

3a. Capability of command and control in Local Emergency Management Authorities (LEMA) and On-site Operations Coordination Centre (OSOCC) to produce direction and coordination

Host country: Communications LEMA - OSOCC

Assisting countries: Communications OSOCC – country's commander present in OSOCC;

communications country's commander present in OSOCC- country's commander on accident site (if present)

Format: CPX Evaluation; AAR

3b. Capability of cooperation and collaboration on accident site to produce direction and coordination

All countries: Communications country's commander accident site (if present) – country's commander present in OSOCC; communications country's commander on accident site (if present) – team leaders accident site

Format: FTX Evaluation; AAR

## National aims and objectives

Every nation is responsible for their national aims and objectives.

## Organisational aims and objectives

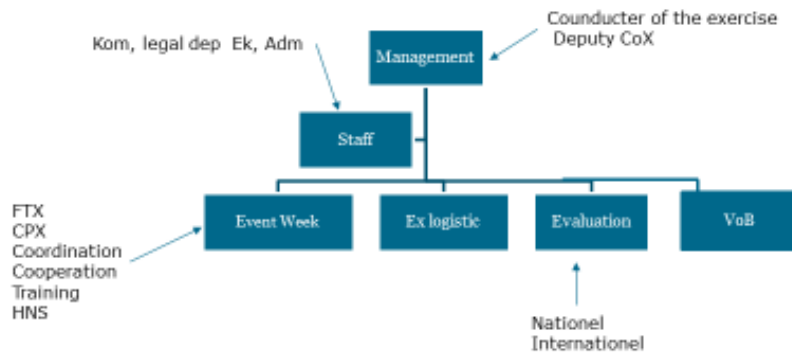
Every participating organisation is responsible for their organisational aims and objectives.

Important to notice is that these goals has to be linked to the overall objectives.

# Planning organisation



## Planning organization



## Officer Scheduling the Exercise

The OSE is the commander who originates and directs the exercise.

### Reference Group

The Reference Group supports the OSE and meets when required. The OSE calls the members to meetings.

## Officers Conducting the Exercise

The Officers Conducting the Exercise (OCE) have overall responsibility for the planning and execution of the exercise. The OCE are the Head and Deputy OCEs.

### Head OCE

The Head OCE is mainly responsible for the parts of the project that merge with other nations, organisations and the MSB internally. The Head OCE is also responsible for the planning conferences. The Head OCE is responsible for various agreements between the MSB and participating nations and organisations. The Head OCE is also responsible for transferring information about the planning process and exercise to the OSE, the Director-General of the MSB, the Ministry of Defence and the participating nations and organisations.

### Deputy OCE

The Deputy OCE is mainly responsible for the parts of the project that are related to the actual project and its working groups. The Deputy OCE is responsible for supporting, coordinating and staffing the different working groups. The Deputy OCE is responsible for Project Working Group meetings, workshops and the equivalent. The Deputy OCE is also responsible for the Exercise Planning Instructions (EXPI) and the Exercise Specifications (EXSPEC).

### Core Planning Team

The Core Planning Team (CPT) consists of the OCE, head of the Scenario and DISTAFF working group and the Field Exercise Coordinator. The CPT is the core of the project, and discusses and



makes decisions concerning key issues that are then harmonised and coordinated at the planning conferences.

### **Project Working Group**

The Project Working Group consists of the heads of the various working groups, the Regional Coordinator, the head of Administrative Support, and the OCE including the head of the Media Game working group and the Field Exercise Coordinator. The Project Working Group is responsible for leading and coordinating the project.

### **Regional co-ordination (Deputy OCE)**

The Working group Regional co-ordination will consist of the regional coordinator and team members from regional participants and other regional concerned.

The Working group Regional co-ordination is responsible for coordinating and prepares the regional work before and during the exercise. During the planning process the working group will have working group meetings on a regular basis.

## **Working groups**

The working group meetings will discuss specific issues for each working group. Several working groups will take part in the workshops but the actual work will take place in working group format and be coordinated among the groups.

### **Administrative Support and Ceremonial Division**

The Administrative Support and Ceremonial Division is responsible for the practical tasks surrounding the main planning conferences, visa requirements, opening and closing the exercise and other ceremonies.

Administrative Support will assist the OCE but also help the heads of different working group in exercise projects with administrative tasks including basic budgeting and finance.

## **Evaluation**

The Evaluation working group will consist of one head of evaluation, one deputy (Sweden) and one or two members from each of the participating countries. To cover all incidents and main events in the exercise, the evaluation organisation will use assessors from every participating country and possibly also persons from the observers group. The Evaluation working group will evaluate the ALARMEX, the CPX and the FTX.

The achievement of the exercise objectives will be assessed. The working group will then present a Final Evaluation Report.

The following methods have represent preliminary solutions for the execution of the Evaluation working group's tasks:

- ALARMEX – Evaluation forms and questionnaires
- CPX – Evaluation forms and questionnaires.
- FTX – After Action Review in relation to each moment

The Evaluation working group will have regular meetings during the planning process. This group will work closely with the Scenario working group because the two groups are closely linked.

### **Event Week working group**

Event Week are responsible for organising and running the Event week working group, including the various sub-groups and workshops, and will:

- Organise and run DISTAFF (specifically Game Control) during the exercise.
- Support the evaluation process of the exercise.
- Support other bodies within the Project Working Group and train audiences as agreed.

Event Week will consist of a Command Group (CG) including a Head and Deputy and the team leaders of different sub-groups (see below). The CG's main task is to coordinate all activities around the planning, execution and evaluation of the scenario, game and main events.

Different sub-groups are responsible for each main event and specific topics. The number of sub-groups will be decided during the planning process and staffed according to agreement. The main task for each sub-group will be to plan, conduct and evaluate in compliance with Head Event week decisions, with a focus on incidents and injects. Working group leaders for each sub-group will be members of the CG.

Three (3) major workshops (conferences) are planned, where most of the work will be carried out and coordinated. Distributed way of working to a certain level, and tasks will have to be solved between the different meetings and workshops.

Event week will work closely with all other bodies within the project organisation - especially the Evaluation working group - and with training audiences. Subject matter experts will be engaged as required.

We welcome participants in all bodies from all countries and organisations.

### ***Field Exercise Co-Ordination and Security***

The Field Exercise Group (FEG) is responsible for planning the main scenario and chain scenarios. Different sub-working groups are responsible for each chain scenario. The FEG will locate and identify scenario spots. The FEG will incorporate standard operation procedures (SOPs) in regard to safety and the secure implementation of scenario spots.

### ***Command post exercise working groupe***

The Command post exercise working group (CPG) is responsible for planning the CPX and the purpose and objectives for the LEMA and OSOCC. The CPG will work closely with HNS

### ***Training working Group***

The Training working group (TWG) is responsible for planning the main training event and the training day

### ***Skills Development***

This working group is responsible for producing and offering skills development activities for project participants and leaders. This group is also responsible for identifying opportunities for skills development activities during the actual exercise.

### **Exercise Logistics**

Is responsible for the logistics that are required to plan and execute the exercise, i.e. venues, food, accommodation, transport, opposition techniques, border crossing, etc.

### ***Technical Co-ordination***

Responsible for technology and will coordinate the project's technical aspect in relation to other actors both within and outside the Agency

### ***Security***

Responsible for all security in connection with the exercise except for the security of participants at exercise sites, where the exercise site coordinator is responsible. Security for some VIP guests is coordinated by the head of security together with the respective security organisation and possibly SÄPO.

### **Information, Press and Observers**

Responsible for information and communication related to the exercise and about the exercise before and during the exercise. This includes the Public Information Centre (PIC), visiting and observers programmes (VOB) as well as skills development activities during the exercise.

### ***Information and PIC***

The information working group is responsible for the project communication activities before, during, and after the exercise. This working group will support the project working groups in their communication planning, information performances and production of different information media. Important channels for information are internet, press as well as conferences and meetings with different stakeholders.

### **VOB**

Responsible for planning and coordinating visitor, observer and VIP programmes and any related issues. Additional responsibilities include a social programme for exercise participants.

### ***Skills Development***

This working group is responsible for producing and offering skills development activities for project participants and leaders. This group is also responsible for identifying opportunities for skills development activities during the actual exercise

## Joint Operational Planning Group (JOPG)

Everyone who is involved in planning the exercise in any way will take part in project meetings. This includes CDC, IPC, MPC, etc.

In good time before each conference, we will send out the conference programs and the working groups that will work during the conference. All in order for the participants to be able to dimension their participation based on the need for labor in the different working groups

## Timeline

The planning and meeting schedule for major meetings and documents. Working group meetings are not included here, see the shairing area

<b>Meeting</b>	<b>Date</b>	<b>Place</b>
<b>CDC national</b>	<b>20 Feb, 2018</b>	<b>Stockholm</b>
<b>CDC International</b>	<b>21 Feb, 2018</b>	<b>Stockholm</b>
Swedish workinggroup	17-18 April, 2018	Umeå
<b>IPC</b>	<b>29-31 May, 2018</b>	<b>Stockholm-region</b>
Swedish workinggroup	6-7 Nov, 2018	Luleå
<b>MPC</b>	<b>3-5 Dec, 2018</b>	<b>Umeå</b>
Swedish workinggroup	9-10 April, 2019	Kiruna
National TTX	Spring -19	Um-Lu-Ki?
<b>FPC</b>	<b>7-9 May, 2019</b>	<b>Kiruna</b>
Alarmex TTX	23 may, 2019	?
<b>Alarmex</b>	<b>28-30 August, 2019</b>	
<b>Event Week</b>	<b>23-27 September, 2019</b>	<b>Kiruna</b>
<b>Evaluation meet</b>	<b>6-7 Nov, 2019</b>	<b>Stockholm</b>
<b>PXD</b>	<b>Feb-Mar, 2020</b>	<b>Norway</b>

Here are the main points that will be addressed at each conference. This in order for the participants to be able to prepare themselves for the best possible contribution

## CDC

- Exercise management welcomes and presents the assignment
- The actors present themselves and their intentions with the exercise
- Exercise management presents overall purpose with the exercise
- Review of the planning process and determination of date of meetings
- Tasks to report to Exercise management: The players confirm their participation, and what functions they should practice and announce the name of Point of contact/  
Local exercise leader.

## IPC

- Exercise management presents any updates since the previous conference
- The actors present what parts of their organization they are going to practice
- Information about objectives-formulation work
- Possibly workshop on objectives formulation work (indicators, actor-specific objectives, national objectives, etc.)
- Give a focus on the scenario group's work with the basic scenario

## MPC

- Exercise management presents any updates since the previous conference
- The actors present the working mode
- Information about the scenario work
- Information about the overall scenario
- Workshop on the events and moments of the scenario
- Determine the size of distaff. Identify which skills must exist in the distaff
- The need for personnel from the players, skills and numbers
- Discussion around role-players
- Discussion of how possibly parallel exercises can be included
- The Evaluator presents an idea of how the evaluation will be conducted

## FPC

- Exercise management presents any updates since the previous conference
- Review of the exercise documentation
- Review of the events and stages of the scenario
- Review of the distaff
- Review of the exercise control and exercise director / Head of distaff
- Review of Distaff
- Review of Stages Leaders, Role-players
- Review of safety regulations, lockouts, notifications, obstructions, alarm plan.
- Review of local practitioners and local evaluators
- Review of training sites
- Detailed planning of time to completion of the exercise
- Lesson learned activities from the exercise

# Share information

To share information within the group, we will use the BEAC website. No secret documents may be published on the sharing site. Each actor is responsible for the confidentiality document review before publication.

## Appendix 1 Abbreviations and terminology

AAR	After Action Review	
AT	Assessment Team	
BCP	Border Crossing Point	
BEAC	Barents Euro Arctic Council	
Bo O	Base of Operations	
CAB	County Administrative Board	Länsstyrelsen
CBRN	Chemical, Biological, Radiological and Nuclear	
CCC	Crisis Co-ordination Committee	
CCCG	Crisis Communication Coordination Group	
CDC	Conceptual Development Conference	
CEP	Civil Emergency Planning	
CG	Command Group	
CIP	Critical Infrastructure Protection	
CIS	Communication and Information System	
COP	Chief Operations	
COREPER	Comité des Représentants Permanents	
CPT	Core Planning Team	
CPX	Command Post Exercise	
DISTAFF	Directing Staff	
EADRCC	Euro-Atlantic Disaster Response Co-ordination Centre	
EAPC	Euro-Atlantic Partnership Council	
EMPT	Exercise Management Planning Team	
EPG	Exercise Planning Guide	
EPT	Exercise Planning Team	
ETD	Estimated time of Departure	
EU	European Union	
EU-CCA	European Union Crisis Co-ordination Arrangement	

EU-ICMA	European Union Integrated Crisis Management Arrangements	
EXDIR	Exercise director	
EXPI	Exercise Planning Instruction	
ExpX	Experience exchange	
EXSPEC	Exercise specification	
FXG	Field Exercise Group	
FER	Final Evaluation Report	
FX	Field Exercise	
FIR	First Impression Report	
FPC	Final Planning Conference	
FTX	Field Training Exercise	
GO	Governmental Organisations	
HAT	Head of Assessor Team	
HDS	Head of Directing Staff	
HNS	Host Nation Support	
HQ	Headquarters	
IAEA	International Atomic Energy Agency	
INSARAG	International Search and Rescue Advisory Group	
IO	International Organisations	
IPC	Initial Planning Conference	
JOPG	Join Operational Planning Group	
LEL	Local exercise leader	
LEMA	Local Emergency Management Authority	
LO	Liaison Officer	
MIC	Monitoring Information Centre	
MPC	Main Planning Conference	
NACC	The North Atlantic Cooperation Council	
NGO	Non Governmental Organisations	
OCE	Officer Conducting the Exercise	



OSC	On-Site Commander	
OSD	On-Site Directing Staff (DISTAFF)	
OSE	Officer Scheduling the Exercise	
OSOCC	On-Site Operations Co-ordination Centre	
PC	Press Centre	
PIC	Public Information Centre/ Press and information center	
POC	Point of Contact	
PWG	Project Working Group	
PXD	Post Exercise Discussion	
RC	Rescue Commander	
SAF	Swedish Armed Forces	
SFA	Swedish Fortifications Agency	
SAR	Search and Rescue	
SITCEN	(European Union) Situation Centre	
SOP	Standard Operatrion Procedure	
SSAR	Specialised Search and Rescue	
TC	Team Commander	
TTX	Table-Top Exercise	
UNDAC	United Nations Disaster Assessment and Co-ordination Team	
UN-OCHA	United Nations Officer for Co-ordination of Humanitarian Affairs	
USAR	Urban Search and Rescue	
VOB	Visitors and Observers Bureau	
WG	Working group	
WHO	World Health Organisation	