



救護學會 (香港分會)

Ambulance Service Institute

(INCORPORATED 1977)
HONG KONG BRANCH

c/o Ambulance Command Headquarters, Hong Kong Fire Services Department,
2nd Floor, FSD Mongkok Office Building, 42 Tai Kok Tsui Road, Kowloon
Tel.: (852) 2272 9180 Fax: (852) 2724 1847

ASI(HK) Circular 2/2018-19

HKJCDPRI Overseas Training Fellowship Programs (United Kingdom)

Background

The Hong Kong Jockey Club Disaster Preparedness and Response Institute (HKJCDPRI) is going to hold the following Overseas Training Fellowship Programs at the United Kingdom:

- A. the “Crisis and Emergency Management Course (health focus)” held in Manchester, United Kingdom on **8 Oct (Mon) - 12 Oct (Fri) 2018** (5 days in total, travel time exclusive)
- B. the “A Bespoke Integrated Resilience Skills Course” held in York, United Kingdom. Two options for participation:
 - B1. 19 Nov (Mon) - 23 Nov (Fri) 2018** (5 days in total, travel time exclusive); or
 - B2. 19 Nov (Mon) - 30 Nov (Fri) 2018** (12 days in total, free on weekends, travel time exclusive)

Course Details and Accommodation

2. The course details and the accommodation arrangement of the above-mentioned courses are attached as follows:

	A. Crisis and Emergency Management Course (health-focus), 8 Oct (Mon) - 12 Oct (Fri) 2018	B. A Bespoke Integrated Resilience Skills Course B1: 19 Nov (Mon) - 23 Nov (Fri) 2018 (5-day) B2: 19 Nov (Mon) - 30 Nov (Fri) 2018 (12-day, free weekend)
Training Institutes	The course is offered by OCTO in the United Kingdom. OCTO is Europe’s foremost authority on the leadership and management of crisis and emergency situations. It offers customised training for government departments and a wide range of emergency response organisations globally. For more information	The course is offered by the Emergency Planning College (EPC) in the United Kingdom. The EPC is the leading centre for learning resilience and development. It is also an international provider of consultancy service, exercises and support services in



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	<p>about the OCTO, please visit http://www.octo.uk.com/</p>	<p>resilience. Its trainings have been approved by the Civil Contingencies Secretariat of the Cabinet Office of the Government of the United Kingdom. For more information about the EPC, please visit https://www.epcresilience.com/</p>
<p>Course Design and Objectives</p>	<p>This course is customised to meet the needs of Hong Kong Emergency Health personnel.</p> <p>The course targets at enhancing knowledge and exposure of participants on the concepts of surge capacities planning in response to mass casualties and pandemics by learning from UK's organisations with experience in handling mass casualties in recent years.</p>	<p>This course is customised to meet the needs of Hong Kong Emergency Service personnel.</p> <p>This course explores the concepts of organizational resilience to understand key mechanism to anticipate, protect, respond and recover from the effects of adversity.</p>
<p>Course Outlines</p> <p><i>For details of each module, please refer to the enclosed course outlines.</i></p>	<ol style="list-style-type: none"> 1) Risk-based approach to Emergency Management 2) Preparedness – Emergency Planning & Training and Exercising 3) Health within a Multi-Agency Environment Response 4) Health Recovery and Resilience in Response: Business Continuity & Pandemic and Excess Death Planning 5) Communications and Leadership <p><i>Field visits will be arranged.</i></p>	<p><u>For participants joining 5-day course:</u></p> <ol style="list-style-type: none"> 1) Strategic Emergency & Crisis Management 2) Exercise Emergency Plans 3) Debriefing Emergency and Exercises <p><i>One field visit will be arranged</i></p> <p><u>The following modules will add on in the second week for participants joining 12-day course:</u></p> <ol style="list-style-type: none"> 4) Writing Contingency Plans 5) Emergency Control Centre 4



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		<p>6) Tactical Emergency Management</p> <p>7) Working as a Decision-Loggist</p> <p><i>Another field visit will be arranged</i></p>
Field Visits	<p>Apart from classroom sessions, the training programme will also include visits to, tentatively, a Hospital within the Trauma Network, Manchester Airport emergency management facilities, and the Manchester Arena</p>	<p>Apart from classroom sessions, the training programme will also include two visits to, tentatively, a local resilience forum, a police operations room, or a fire training centre.</p> <p>Participants joining the 5-day course can join one visit during the first week of the course</p>
Completion of the Courses	<p>The training will be held over 5 weekdays with around 8 hours of classes each day. A certificate of attendance, will be issued on completion of the course upon full attendance. While there will be light pre- reading materials before the course, no course assessment is required.</p>	<p>A certificate of attendance will be issued on completion of the course upon full attendance for the 5-day or 12-day course. While there will be light pre-reading materials before the course, no course assessment is required</p> <p>5-day course: The training will be held over 5 weekdays with 8 hours of classes each day.</p> <p>12-day course: The training will be held over 5 weekdays with 8 hours of classes each day. The Saturday</p>



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		and Sunday (24 & 25 November 2018) will be free time for participants.
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Contribution from the Participant

3. Upon the completion of the course, the participants are required to undertake the following tasks:

- ◆ A brief trip report in the form of 6 to 8 open-ended questions within 4 weeks after returning to Hong Kong;
- ◆ Submission of selected photos for HKJCDPRI's reports and record;
- ◆ Sharing of the experience or knowledge gained within participants' professional sector in the preferred and appropriate form as suggested and agreed by the participant and HKJCDPRI; and
- ◆ (Upon invitation by HKJCDPRI): Provision of an experience/knowledge sharing session with target audience identified by HKJCDPRI and/or participants' organisations

Financial and Logistics Support

4. HKJCPDRI will cover the expenses for the participants of the courses as follows (However the selected candidates are required to **take their own leave and apply for acceptance of advantage by his own capacity**):

<p>A. Crisis and Emergency Management Course (health-focus), 8 Oct (Mon)- 12 Oct (Fri) 2018</p> <ul style="list-style-type: none"> - Round trip flight tickets between Hong Kong and Manchester, UK (Economy class) - Location transportation to and from Manchester Airport to the hotel - Course Package, including: <ul style="list-style-type: none"> o Course Fee o Accommodation (single occupancy) in Manchester during the stay in the UK required for 	<p>B. A Bespoke Integrated Resilience Skills Course B1: 19 Nov (Mon) - 23 Nov (Fri) 2018 (5-day) B2: 19 Nov (Mon) - 30 Nov (Fri) 2018 (12-day, free weekend)</p> <ul style="list-style-type: none"> - Round trip flight tickets between Hong Kong and Manchester, UK (Economy class) - Local transportation to and from Manchester Airport and the training/accommodation venue (in York) which is walking distance from the training venue - Course Package, including: <ul style="list-style-type: none"> o Course Fee
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the training course	<ul style="list-style-type: none">○ Accommodation (single occupancy) at The Hawklands in York (accommodation and training site) during the stay in the UK required for the training course
<ul style="list-style-type: none">- Meals which are arranged and offered by the organizer during course time- Extra nights of accommodation to fit flight schedules- Local transportation during the course (e.g. between hotel and training venue, field visits)- Travel insurance arranged by the HKJCDPRI- Data card (internet provided by HKJCDPRI during the fellowship period in UK)	

Qualification

5. As required by HKJCDPRI, the participants must meet the following requirements:
- ◆ Hold a bachelor's degree or its equivalent;
 - ◆ 5 years of work experience at his/her professional sector;
 - ◆ At least 3 years of managerial experience in his/her role; and
 - ◆ Showing a passion in enhancing their emergency planning skills

Application

6. If you are interested in joining any of the courses, please complete the enclosed Expression of Interest (EOI) Form and return to the Hon Secretary YUEN Yiu-leung by fax (2724 1847) on or before 29th August 2018.

Enquiry

7. For enquiry, please contact the Hon. Secretary YUEN Yiu-leung at 2272 9184.



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HKJCDPRI Overseas Training Fellowship Programs (United Kingdom)

EOI Form

Name: _____

Title: _____

Posting: _____

Academic
Qualification: _____

Year of Service: _____

Preferred course
to attend (can be
more than one): _____

Contact Number: _____

Email Address: _____

Signature: _____

Date: _____

***Remarks: Please complete and fax this application form to the Hon. Secretary
YUEN Yiu-leung at 2724 1847 on or before 29th August 2018***