



Exercising Facility Biosecurity Plans Exercises

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TABLETOP EXERCISES



Tabletop Exercise

- Facilitated analysis of an event
- Occurs in an informal setting
 - Essentially a “Brainstorming” session to generate constructive discussion among participating agencies
- Designed to examine situations and resolve issues based on existing plans
 - To determine the effectiveness of the security system
 - **Detection, delay, and response**
 - To provide better understanding of each persons roles and responsibilities
 - To highlight problems or limitation of the security system
- Relies on “words” to achieve perspective of the event



Pros and Cons

- **Advantages**

- Modest time commitment
- Simple
- Inexpensive
- Time available to acquaint individuals with the plan and response
- Opportunity to identify capabilities
- Opportunity to identify additional requirements

- **Disadvantages**

- Not realistic
- Plan execution is superficial and does not occur in real time
- Cannot demonstrate system overload or potential logistical issues easily



TTE Objectives

- **Table Top Exercises can test plans**
 - Carried out in an appropriate room or other setting; comprised primarily of dialogue
 - Relevant individuals discuss general issues and procedures in the context of a scenario or event
 - Based on existing operational plans
 - Discuss and identify roles and responsibilities
 - Clarify expectations
 - Gain familiarity of procedures
 - Discuss how fast key players can respond
- **TTE can also identify**
 - Gaps in a plan
 - Potential response problems or issues
 - Potential need for additional resources



TTE Development

- **Individuals from various facility departments and relevant agencies should be part of the process**
 - Assess needs and define scope
 - Roles and responsibilities may be different than what is initially expected
 - Consider other relevant existing plans that may require inclusion
 - Define exercise objectives
 - Write the detailed narrative
 - List expected actions
 - Identify timelines
 - Prepare injects and messages



TTE Considerations

- **Should be used to test existing plans**
- **Discuss communication to identify potential issues**
 - Terminology
 - Back up if communications become compromised
- **Exercises can start as simple discussions internally**
 - Introductory overview of the plan and process
 - Make everyone familiar with the plan so all can participate appropriately
 - Everyone is familiar with respective roles and responsibilities, expectations
- **Larger TTE can involve some props with discussion**



FULL SCALE EXERCISES



Full Scale Exercises (FSE)

- Exercise that is as close to the real event as possible
- Interactive event designed to test multiple facets of a plan
- Designed to achieve a realistic perspective of an event through simulation
 - Resource and personnel allocation
 - Communication effectiveness
 - Efficiency of efforts
 - Decisions and actions performed in real time
- Expands the Tabletop Exercise to the field and adds reality



FSE Purpose

- **Test coordination of the facility and responding agencies**
- **Enables facility to evaluate performance of many functions and activities simultaneously**
- **Identify gaps or deficiencies in the plan, personnel, and other resources**
- **Can also demonstrate facility readiness and ability to respond quickly and appropriately to the plethora of events that could occur**
- **Evaluates the active mobilization of personnel, equipment, and resources**



FSE Characteristics

- **FSE occurs in a realistic setting**
- **Realism achieved by acting out roles**
- **Individuals respond as they would in the real event**
- **Coordination of multiple agencies is required**
- **Evaluation of multiple functions and activities simultaneously**
- **Action results from on scene decisions made in real time**
- **Evaluate resource and personnel allocation**
- **Evaluate effectiveness and efficiency of communication devices and efforts**
- **Additional requirements may include**
 - Simulated victims
 - Simulated adversaries



FSE Design

- **Start small then build to more complex exercises due to logistical effort and expense required**
- **Similar steps as TTE but more in depth information is required**
- **Narrative is shorter since much of the FSE is real; written descriptions aren't required**
- **Messages can be visual or written**
- **Special considerations**
 - Site selection
 - Scene management (props and materials)
 - Personnel (victims, facilitators, volunteers)
 - Resources (equipment number and type)
 - Hazard identification and safety during the exercise must be considered in advance



Running the FSE

- **May require specific personnel**
 - Volunteers to act out specific roles
 - Evaluators
 - Facilitators
 - Safety Officer
- **Exercise may be announced or start “without notice”**
 - Certain agencies will require notification of pending event to realize the event is not real, such as dispatchers for police, etc.



FSE Considerations

- **Requires significant amount of time for development**
- **Requires significant time, effort, and resources to carry out exercise; exercise can have long duration**
- **Requires coordination of all participating agencies**
- **Determine “call off” actions should a real emergency or situation occur**



Biosecurity Scenarios: **To Be Exercised**

- Working in your group, review the security plan you outlined earlier,
- Please identify how would you exercise the components you identified?
 - **Which do not need to be exercised?**
 - **Which can you use a table top?**
 - **Which should you conduct a full scale exercise?**



After Action Review

- **Occurs immediately after the exercise**
- **Process should summarize event**
- **Review of the exercise**
 - Review what was intended
 - Review what actually happened
- **Everyone should have the opportunity to provide comment**



Purpose

- **Identify success or failure of the exercise and plan future activities**
 - Did the exercise meet the objectives?
 - Did participants fulfill expected roles?
 - Were protocols followed? Were problems identified with protocols?
 - Did the exercise adequately test the plan, participating individuals, agencies?
 - Discuss what went right
 - Discuss what went wrong
 - **Discuss potential problems**
 - **Identify additional required resources**
 - **Modify roles/responsibilities where necessary**
 - Start the process to identify solutions to possible issues
- **Can be used to aide in future exercise planning**



Conclusion

- **A DBT establishes the objectives of a facility security system**
 - Defines the assets to be protected
 - Defines the threats to protect those assets against
- ***Biosecurity plans* are procedures and mitigation strategies ultimately designed to protect biological materials and related valuable assets**
- **The biosecurity risk assessment helps to identify the likelihood and the possible consequences associated with specific hazards**
- **The security plan should reference the site risk assessment, and the site risk assessment should reference the DBT**
- Goal of evaluating the security system and exercising the security plan is to determine if the security system meets the defined objectives and regulatory requirements