

GET AIRPORTS READY FOR DISASTER

INTRODUCTION TO THE PROGRAM



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FOR INTERNAL USE

COMMON PROBLEMS FACED BY AIRPORTS DURING A DISASTER



DELAYED TAKEOFFS/LANDING

Air Operations

The volume of flights to be handled increases and manpower may be reduced



SEVERE CONGESTION

Passenger Flows

The volume of passengers increases by up to three times

FACILITIES NEEDED AT AIRPORTS



Electricity



Mobile Communications



Security



Water and Sanitation



Fuel



DELAY IN DELIVERY OF RELIEF SUPPLIES

Relief Cargo

The volume of supplies to be handled increases and cargo may require special handling

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WHAT IS GARD?

A global public private partnership that supports airports to

1. plan for their role as logistical hubs in the event of natural disasters, and
2. integrate the role of the airport in national emergency plans.

Training of airport staff and disaster managers on how to manage influx at the airport

Assessment of airport surge capacity

Strengthen coordination among national stakeholders involved in disaster preparedness and response

28 countries

60 airports

1,400+ staff trained

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WHAT CAN YOU EXPECT FROM GARD?

At the end of the program, you will have:

1

A **structured report** about the airport's surge capacity



2

An **action plan** with time-specific actions that can be put into practice within 1 year



3

Staff who are trained to effectively manage a humanitarian response situation at the airport



GARD is not an audit. All results remain with the airport to ensure the best improvement measures.

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PARTNERING FOR SUCCESS - THE GARD CONCEPT

GARD is based on a sustainable and participative approach, by bringing together the expertise of relevant stakeholders.

Co-ownership Country (Ministry or Airport Authorities)		Co-ownership Airport
- Integrate GARD with national DRR plan - Updates assessment report with follow-up		Covers the cost of organizing the workshop
UNDP Lead coordinator; Advocate for countries	ACI Advocate for airports	DPDHL Group Trainer
- Engages relevant airport authorities - Coordinates with government agencies - Moderates coordination calls involving co-owners and partners	- Coordinates with airports - Advocates airport preparedness for natural disasters	- A pro bono contribution - Provides: Logistics and Disaster management experience - Methodology and - Training material

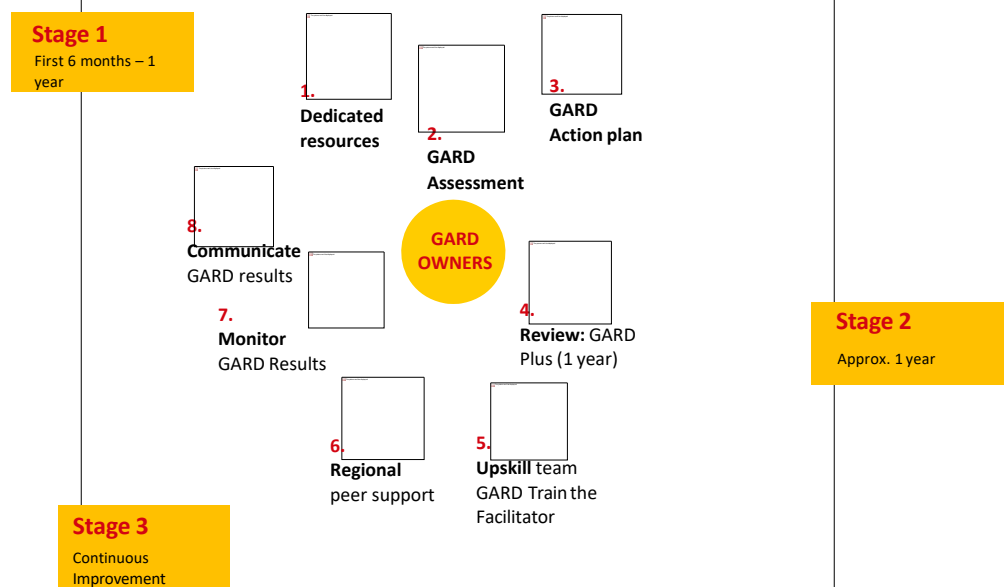
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THE GARD LIFE CYCLE

As the GARD owner, you can identify improvements and monitor the progress over the different stages of GARD.

Our GARD Package offers you various tools to help you build a safer and better airport for all stakeholders.



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THE GARD PACKAGE

	GARD Workshop Stage 1	GARD Plus Stage 2	GARD Train the Facilitator Stage 2
Objective	Preparing airport managers For effects of natural disasters	Validating finding and recommendations from GARD workshop	Training national facilitators to conduct GARD workshops in their own countries
Duration	3-5day workshop depending on the size of the airport	3 day workshop	5 day workshop
Target group	16 selected airport staff and disaster experts (Depending on COVID-19 restrictions)	Up to 15 core participants from GARD workshop	Up to 15 national aviation experts
Format	Theory; on-site assessment; report writing; and participant presentations	Revising the action plan and simulation exercise	Training on GARD theory with teach back elements; Facilitation skills training
Purpose	Preparedness	Sustainability	Scaling Up

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STAGE 1: GARD WORKSHOP**What is the GARD Workshop?**

- A 4 or 5-day workshop depending on the size of the airport
- Held at a training room at the airport and airside

What do we need?

- Airport staff have to be free to attend the entire workshop
- Easy and complete airport and airside access at all times during the workshop

How is it done?

- Interactive workshop
 - Airport assessment
 - Airport Surge Capacity Report
- Follow-up

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STAGE 2: GARD WORKSHOPGARD PLUS

A follow-up initiative based on the findings of the action plan from the original GARD workshop.

Objective

To evaluate the readiness of a GARD-trained airport through a simulation exercise

Format

- A 3-day simulation exercise
- Time frame: 12 months after the original GARD workshop
- 2 DHL GARD trainers

Prerequisites

- Formal request from Ministry or Airport management
- Content to be based on the findings from the original GARD workshop
- Held at the same airport; and
- Same participants from original GARD workshop

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GARD TRAIN THE FACILITATOR

A program to help countries train facilitators to conduct a GARD workshop for their countries.

Objective

- Train topic experts in the countries with high number of airports or with hub function for the region

Format

- Training on GARD theory with teach back elements; facilitation skills training included
- Time frame: Within 2 years after a GARD workshop has taken place
- Duration: 5 days
- DHL support: 2 global DHL GARD trainers supported by local trainers

Prerequisites

- Formal request: from UNDP and Ministry or Airport management
- Country with high number of airports or with hub function for the region
- Held at a small airport to ensure quick assessment
- 10-12 participants from airport operations with training skills/background

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WHAT'S IN A GARD WORKSHOP?

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WHO IS IT FOR? (1/3)

16 participants per workshop

Participants required for GARD

- Handling agent
- Airport manager
- Duty or airfield operations manager (e.g. ramp)
- Air traffic control officer
- Security manager
- Customs manager
- Military/Air Force
- Disaster risk reduction agency
- Government/Ministry of Transport

Optional

- Immigration manager
- Fire department
- Facility manager

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WHO IS IT FOR? (2/3)

16 participants per workshop



Participants are **fully engaged**



Collect data during the airport assessment



Explore and **develop a number of alternatives** for increasing the airport surge capacity



Write the Airport Surge Capacity Assessment Report & Action Plan, with help and support from the GARD trainers

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WHO IS IT FOR? (3/3)

Participants will be split into 4 groups based on their expertise

16 participants per workshop

Airport Operations

Passenger Terminal

Cargo Terminal

Facilities

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GARD AGENDA
OVERVIEW

Session 1	Session 2	Session 3	Session 4
OPENING CEREMONY AND GARD THEORY	AIRPORT ASSESSMENT Airport Surge Capacity	REPORT WRITING AND ACTION PLAN	PARTICIPANT PRESENTATIONS

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THE GARD WORKSHOP MODULES (1/4)

Opening ceremony
and press
conference

- Opening speeches from Airport Director, UNDP officials, DPDHL representatives, ACI and other dignitaries

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THE GARD WORKSHOP MODULES (2/4)



GARD Theory Part 1

- Inflow – Potential constraints on the ability to increase the no. of flights arriving at the airport
- ATC / aircraft types / airport condition / airport capacity / personnel handling / VIP & VVIP



GARD Theory Part 2

- Handling & outflow – In-depth look at constraints on handling additional cargo and people throughout the airport, using existing facilities: Customs / immigration / accommodation / airfield equipment / cargo handling / Armed Forces / SAR / field hospitals / fuel / aid distribution

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THE GARD WORKSHOP MODULES (3/4)



Airport airfield assessment

- Participants will be assigned to four groups: Air Operations, Cargo, Passenger and Facilities.
- Each group goes on a physical tour around the airport to document their observations of the facilities
- Identify the airport's specific potential constraints in the event of a capacity surge

Facilitated by

Participants (supported by DHL GARD trainers)

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THE GARD WORKSHOP MODULES (4/4)



Writing Airport Assessment Report

- Each group records their recommendations in the Airfield Assessment Report



Finalize Report and Action Plan

- Participants finalize report and Action Plan with information, such as photographs



Wrap up and closing ceremony

- Review workshop and GARD methodology
- Presentation of certificates

Facilitated by

Participants (supported by DHL GARD trainers)

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GARD THEORY

A GARD-trained airport should demonstrate stronger capability in handling an increase of aircrafts, cargo and people after a natural disaster.

Analysis of the airport's current readiness when there is a natural disaster

Inflow

Greater ability to handle a sudden increase in

- Aircrafts
- People
- Cargo

Activities

Outflow

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GARD THEORY (INFLOW, ACTIVITIES, OUTFLOW) (1/3)

INFLOW

CHALLENGES

More flights

- Many different aircraft types
- Armed Forces

CONSTRAINTS AND FOCUS AREAS

ATS

Airport condition

- NAVAID
- Lighting
- Maneuvering area

Airport capacity

- Apron & stands
- Handling equipment
- Staff

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GARD THEORY (INFLOW, ACTIVITIES, OUTFLOW) (2/3)

ACTIVITIES

CHALLENGES

More people

- Relief workers
- Press
- Evacuation

More cargo

- Equipment
- Regular cargo
- Aid cargo

CONSTRAINTS AND FOCUS AREAS

People handling

- Customs and immigration
- Arrival
- Departure
- Waiting areas
- Ground transport
- VVIP
- Staff
- Accommodations
- Food & water

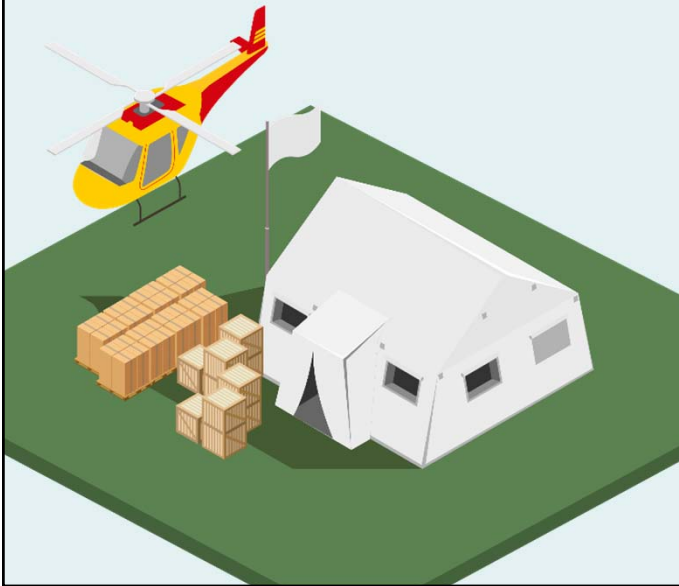
Cargo handling

- Handling equipment
- Warehousing
- Refrigeration
- Customs
- Inventory
- Staff



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GARD THEORY (INFLOW, ACTIVITIES, OUTFLOW) (3/3) OUTFLOW



CHALLENGES

More flights

- SAR operation
- Medevac
- Armed Forces

CONSTRAINTS AND FOCUS AREAS

Inflow plus

- Fuel
- Helicopters
- SAR support
- Medical center
- Aid distribution flights

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DHL GARD LEAD TRAINER



Kim Melville

DHL Director of
Global Airside & Standards
Head of Health and Safety
DHL Express UK

Professional experience

- 18 years of DHL experience in aviation
- 10 years of prior experience in UK Royal Air Force in aircraft operations

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**Deutsche Post DHL
Group**

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GARD WORKSHOP

LOGISTICAL NEEDS

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SAMPLE WORKSHOP AGENDA

Day 1 Tue	Day 2 Wed	Day 3 Thu	Day 4 Fri
09:00 – 09:45 Opening Ceremony	09:00 – 09:10 GARD Quiz	09:00 – 11:00 GARD Report writing (all participants)	09:00 – 11:00 Presentations: GARD Assessment Report and Action Plan (all participants and trainers)
09:45 – 10:00 Coffee Break	09:10 – 11:00 Airport Assessment (all participants and trainers)		
10:00 – 10:30 Introduction to GARD (ACI)			
10:30 – 13:00 GARD Methodology (GARD trainers, DHL and ACI)	11:00 – 11:15 Coffee Break	11:00 – 11:15 Coffee Break	11:00 – 11:15 Coffee Break
	11:15 – 13:00 Airport Assessment (all participants and trainers)	11:15 – 13:00 GARD Report writing (all participants)	11:15 – 12:15 Closing ceremony and awarding of certificates
13:00 – 14:00 Lunch	13:00 – 14:00 Lunch	13:00 – 14:00 Lunch	End of workshop
14:00 – 15:30 GARD Methodology (GARD trainers, DHL and ACI)	14:00 – 15:30 Airport Assessment (all participants and trainers)	14:00 – 15:30 GARD Report writing (all participants)	
15:30 – 15:45 Coffee break	15:30 – 15:45 Coffee break	15:30 – 15:45 Coffee break	
15:45 – 16:45 The Disaster Management system (UNDP and ACI)	15:45 – 17:00 Airport Assessment (all participants and trainers)	15:45 – 17:00 Preparing presentations (all participants)	
Location: Training room	Training room and airside	Training room and airside	Training room

Online sessions
(participants &
GARD Lead
trainers)

Walkabout

In a hybrid format,
smart glasses will be
used.

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VENUE REQUIREMENTS FOR GARD WORKSHOP

	Day 1 Opening Ceremony & GARD Theory	Day 2 Airport Walkabout	Day 3 Report Writing & Action Plan	Day 4 Presentations & Closing Ceremony
Room set up	1 main plenary room - Opening ceremony arranged in theatre style - Equipped with chairs and tables that can be arranged flexibly for group work	1 main plenary room equipped with chairs and tables that can be arranged flexibly for group work Breakout rooms for 4 groups , in case groups start report writing early.	Breakout rooms for 4 groups. Choose of the following options: 4 rooms close to airside, 1 large room with 4 corners, or 2 mid-size rooms which can accommodate 2 teams each	1 main plenary room
Examples of room set up				
A/V equipment	1 LCD Beamer	4 LCD Beamers 4 laptops with webcam for each group (check firewall)	4 LCD Beamers 4 laptops with webcam for each group (check firewall)	1 LCD Beamer
Equipment for the entire workshop	- Screen - Sound and lighting system/ Loudspeakers/ Microphone - WIFI and LAN connection in all training rooms - Webcam(s) for full view of room and faces of participants* - Conference mics for all participants (see right) or conferencing phones for trainers online to hear participants well* - iPads for all participants* 4 Wifi mobile hotspots for walkabout*			



* Applicable to hybrid format only

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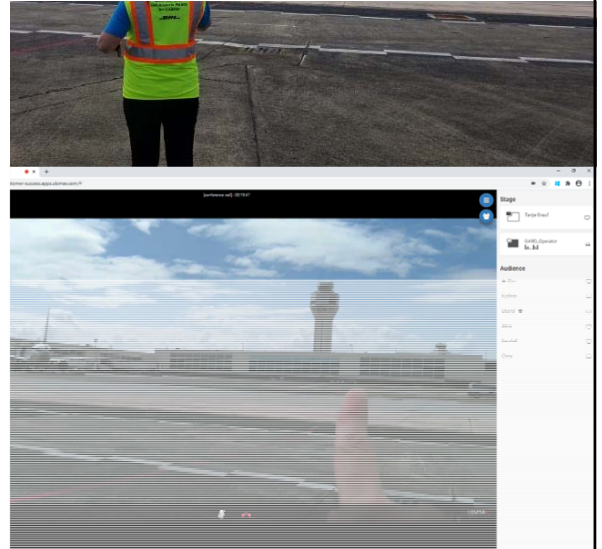
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DIGITAL GARD

A hybrid GARD combines a "virtual" online component conducted by our aviation experts, while local trainers engage with the participants in-person.

Format

- Same as a GARD workshop
- For the airport assessment, our experts will guide the participants of the critical areas in the airport virtually using Augmented Reality glasses
- Duration: 4-5 days
- 2 global DHL GARD trainers joining virtually with support from local trainers



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DIGITAL GARD

1. GARD theory

Participants and local trainers on site and lead trainers connected via Zoom

2. Airport assessment

WhatsApp Video Calls and Pilot use of Augmented Reality glasses

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