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| **Royal Hospital for Neuro-Disability**  **ACTION CARD THREE**  **BRONZE SECURITY AND TRANSPORT** |

**This role is usually allocated to the most senior member of Estates or Facilities Departments present at the time a Major Incident is declared**

**Overview**

Bronze Security & Transport will manage the operational issues which arise on the RHN site in the event of a Major Incident. Bronze Security and Transport should be located in the Incident Control Room under the direction of the Silver Commander.

The person allocated to this role should have a comprehensive knowledge of the RHN estate, transport resources and security systems.

**MAJOR INCIDENT DECLARED**

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|  | **Action** |
|  | Attend the Major Incident Control Room and don the appropriate high visibility vest |
|  | Take responsibility for contacting the security company to advise that a Major Incident has been declared |
|  | Delegate staff to cordon off public access entrances to the RHN site |
|  | Assign staff to greet and direct emergency services ***at both entrances*** on West Hill |
|  | Assign security company staff to physically secure the site to prevent press and public from entering the site |
|  | Maintain communication with Silver Commander |
|  | If a mortuary is established, assign appropriate security staff |

**Evacuation**

In the event that off-campus evacuation to a crisis shelter becomes necessary then Bronze Security and Transport should consider these additional actions if required:

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|  | **Action** |
|  | Delegate RHN drivers to report to the evacuation triage centre or shelter centre |
|  | Co-ordinate RHN vehicle use in partnership with Bronze Evacuation |

**Invacuation**

In the event of a mutual aid agreed invacuation from a reciprocal partner, the Bronze Security and Transport should consider these additional actions if required:

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|  | **Action** |
|  | Locate in the Major Incident Control Room and co-ordinate RHN vehicle use with Bronze Invacuation |

**Stand down**

Once the risk to the health of the RHN community and property is reduced and there is no longer a risk of the major incident leading to further casualties, Bronze Security and Transport should consider these additional actions if required:

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|  | **Action** |
|  | Maintain close security around the incident site in order to preserve forensic evidence |
|  | Re-open public access entrances to RHN site as soon as it is safe to do so |