

Annex C: Action Log Sheet

Name Australia

Position _____

Location (country) Australia

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5/12/19

Time/Date	Activity (e.g. Call to/Received from; Consultations)	Issue/Information requested or provided	Referred to/Resolution
12-1.15pm	Consultation email to Animal Health	Requesting further information of the situation.	Forwarded Animal Health's email to WHO WPRO IHR duty officer.
12.30pm	Emailing information to WHO WPRO	Procedures for exchanging information with animal health sector.	Email sent to WHO WPRO IHR with information.
1pm - 1.45pm	List most recent events on EIS	Information requested	Email sent to WHO WPRO IHR
1pm - 1.45pm	Undertake assessment using National tool - international Health Regulation Annex 2.	Assessment undertaken	Email sent to WHO WPRO IHR
1pm - 1.45pm	Contact animal Health - email.	Request further information/updates relevant to phase 2.	Animal Health has no further info, but on high alert. Will keep us updated.
1.15pm - 1.4pm	Convene a Risk assessment Team	Discuss AHMFI, risk to Australia, region ongoing transmission, etc	Informs our email back to WHO WPRO IHR
2pm - 3pm	Use Annex 2 to assess situation	Assessment undertaken.	Informs our EIS posting
2pm - 3pm	Develop EIS posting	EIS posting written	EIS posting sent to WHO WPRO IHR.

- Please use this Action Log Sheet to record details of activities/actions.
- Please send the completed sheet via email to wprocontrol@who.int immediately after the exercise.

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Page 2 of _____

Time/Date	Activity (e.g. Call to/Received from; Consultations)	Issue/Information requested or provided	Referred to/Resolution
2pm - 3pm	Secondary questions answered	Information provided to WHO WPRO.	Question answers sent to WHO WPRO IHR.
2:50pm -	PHBIC declaration implications	Information provided to WHO WPRO	Answers sent to WHO WPRO IHR
2:50pm -	Other implications - IE, trade, travel	Information provided to WHO WPRO	" "
2:50pm -	Deployment of resources to manage situation	Information provided to WHO WPRO	" "
2-3pm	Hold cross implementation departmental teleconferencas	Implement measures, determine frequency of meetings discuss issues/actions.	Frequent cross departmental meetings to occur. open communication between departments.
2-3pm	Dep of Health to participate in response, led by other agencies, contaminated hazardous material.	Radiation threat at the borders. Hazardous material	Response led by other departments/agencies. Health to support.
3:40 - pm	Describe coordination protocol	Information provided to WHO WPRO.	Answer sent to WHO WPRO IHR.
3:40pm	National risk communication	Information provided to WHO WPRO	" "

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Annex C: Action Log Sheet

Name Australia.

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Location (country) Australia

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Time/Date	Activity (e.g. Call to/Received from; Consultations)	Issue/Information requested or provided	Referred to/Resolution
3:40pm - 4:10pm	Unit responsible for leading risk communication	Information provided to WHO WPRO	Answer sent to WHO WPRO
3:40pm - 4:10pm	Implications of pandemic risk communication.	"	"
4:15 - 4:30pm	Describe current processes being undertaken	Information provided to WHO WPRO	"
4:15pm - 4:30pm	Next steps as NFP	"	"

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Annex E: Evaluation Form

NOTE: Please use the online evaluation form (<https://extranet.who.int/dataform/633313?lang=en>) to submit your comments and suggestions. However, this form is a back-up option in case you run into technical difficulties. Your feedback and suggestions will help us prepare and improve future exercises. Thank you for your cooperation.

Name of country/area:

Australia

Exercise objectives:

- to validate the functional accessibility of the IHR NFP and WHO IHR CP using registered contact details;
- to practise and test IHR NFP's assessment of public health events using the decision-making instrument contained in Annex 2 of the IHR (2005) and its notification process including IHR Event Information Site (EIS) posting;
- to facilitate the cross-sectoral communication between IHR NFP and their national counterpart departments on public health event assessment and response;
- to improve the understanding and familiarity of staff across Member States and WHO with the IHR NFP system; and
- to test the video teleconference capability of the Regional Office EOC and IHR NFP.

1. Did the exercise meet your expectations (i.e. did it do what you were led to believe in your invitation)?

(1) Yes, fully (2) Yes, partially (3) No, not at all

If you answered (2) or (3), please briefly explain why: _____

2. Did the exercise achieve the stated objectives?

(1) Yes, fully (2) Yes, partially (3) No, no at all

If you answered (2) or (3), please briefly explain why: _____

3. What do you think about the scope of the exercise?

(1) Suitable (2) Too narrow (3) Too broad

If you answered (2) or (3), please briefly explain why: _____ 15

4. Did you find the exercise helpful and/or useful in facilitating the event-related communications?

(1) Yes (2) No

If you answered (2), please briefly explain why: _____

5. What are three useful things that you have learned/observed from the exercise?

(1) The importance of having engaging participants with an all-hazards approach, including staff experienced in animal health, pandemic preparedness, and radiation. This includes gaining a better understanding of Health's role when there are concurrent and compounding issues that may be out of Health's scope of responsibility (for example, the radiological cream). Through this we were able to discuss and clarify interagency roles and responsibilities, escalation processes and intergovernmental communication processes.

(2) Ensuring that all staff are aware of what plans exist and how to access them, so even if the experts themselves are not accessible, the relevant knowledge can still be obtained

(3) The chance to discuss openly and interpret strategies for decision making using a scenario really helped improved junior staff's understanding of the IHR process, for example, escalating an outbreak through Article 8 and then using Article 6, and gaining confidence in the functionality of our reporting system to issue IHR notifications

6. What are three priorities that you would suggest for improvement in the future?

(1) The inclusion of a specific tasks list in the inserts was excellent, encourage continuing to do this in future exercises

(2) Australia always enjoys the variety in scenario each year, we look forward to a different scenario in 2020

7. Please add any other comments:

The inclusion of supplementary questions as an optional for completion was a good addition. Where possible, we enjoyed being able to undertake that additional variety of tasks and test our ability to respond to multiple actions at once, as we would in a real response.

- Please send the completed form via email to wprocontrol@who.int immediately after the exercise.

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Annex D: Problem Log Sheet

Country or Area Australia.

Time	Phase no. (if known)	Problem	Analysis (leave blank)
1pm	Phase 2	Page 4+5 are confusing. They both have task instructions for the same tasks. We thought we had more to do than we actually did.	
3:39pm	Phase 5	Page 4 has inconsistent time limits. Title says 45 minutes, text says 60 minutes.	

- Please use this Problem Log Sheet to record any problem encountered during the exercise.
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