
Paul Jones

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EMERGENCY PLANNING OFFICER

♦ Emergency Planning - Qualified CCA and BCM - Security ♦

A Professional Emergency Planning Officer with over 16 years blue light, CAT 1 experience working with various partner organisations and stakeholders, advising on strategy and contingency plans (briefing and advice to senior managers and colleagues) within an ever-changing police service. Capable of operating in time critical emergencies providing fast time emergency responses. Work discretely and sensitively when required with members of the community and contractors. Cleared to Top Secret security level - liaising daily with Counter Terrorism Units and Specialist Services when required.

AREAS OF EXPERTISE

- Strategic and Contingency Planning
- Flooding Contingencies
- Security / Risk Assessments
- Exercise Planning / Execution
- BCM Planning
- Operational Debriefings
- Joint Training Exercises
- Relationship Development
- CCA Compliance
- COMAH
- Research
- Route Planning

PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

Name of Police force (March 1989 - Present)

ASSISTANT EMERGENCY PLANNING OFFICER

Mar 04 - Present

Civil Contingencies Unit.

Responsible for assessing current / future risks, planning for impact and determining solution. Debriefing and using the learning points in subsequent training exercises for operational staff. Also responsible for writing and preparing operational orders for royal and high profile visits to the UK. Focal point for other emergency services and Local Authorities, initiating mobilisations with focus on public safety.

- Wrote and submitted the department's BCM plans subsequently used as the Surrey Police model.
 - Assisted in development of new computer based administration systems that proved compliant with the Civil Contingency Act (CCA) of 2004.
 - Prepared, wrote and delivered major incident exercises such as dealing with an air crash on an oil refinery within the CCA compliance and COMAH plans.
 - Planned a range of training days over 5 weeks for over 350 staff for the Force's Call Handling Centre and Incident Handling Centre, Fire, Ambulance, County Emergency Planning Officers, and Cat 2 guests such as Rail Incident Liaison Officers.
 - Identified critical incident gaps in within working practices thereafter provided a report from staff debriefs and presented to senior managers.
 - Worked with fellow "CAT1 Responders" in the Community Risk Working Group, assessing risk, impact and mitigation of 13 risks in the Surrey area, ranging from a large aircraft crash to an accident on the motorway. Working with partners such as the Civil Airports Authority.
 - Developed a strategy agreeable to the force's stakeholders and partners, whilst representing the force's goals and requirements amongst other Category 1 and 2 responders at all levels.
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PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS (CONTINUED)

- Forged new and close relationships with stakeholders and partners regularly taking part in joint training exercises.
- Made presentations to responders and stakeholders, and developed relations the Fire, and Ambulance Services plus County Councils, etc.
- Identified gaps and prepared reports to the Local Resilience Forum.
- Attended de-briefs with the rail company regarding the train crash at Mersterham.

SURREY POLICE CAREER SUMMARY (1989-2007)

Assistant Emergency Planning Officer	Civil Contingencies Unit	Mar 04 - Present
Communications Trainer	New Regional Control Centre	Jun 03 - Mar 04
Communications Officer	Force Control Centre	Jan 03- Jun 03
Intelligence Researcher	Operational Support	May 02- Jun 03
Statistician	Operational Support Department	Oct 01 - May 02
Communications Officer	Force Control Centre	Jan 91 - Oct 01
Communications Officer	Motorway Control Centre	Jan 91 - Feb 91
Divisional Communications Officer	Dorking	Mar 89 - Jan 91

PROFESSIONAL DEVELOPMENT

CCA and BCM	Qualified to Emergency Planning College Status	2006
MOMI	Management of Major Incident	date
Certificates	Civil Contingency's Act (Emergency Planning College)	2007
	Business Continuity Management (Emergency Planning College)	2006-07
	Civil Preparedness and Emergency Planning (Emergency Planning College)	2006-07
	Counter Terrorist Briefing Plan	2006-07
	Security Clearance to Top Secret	2006

Further Police Training: Presentations, Leadership, MS Office Applications, Audio Visual Equipment, Trained with Fire Service in Harness Equipment, Driver Trained (all specialist vehicles, trailer, generators and communication vehicles).

PROFESSIONAL STATUS

Member	Emergency Planning Society Member ship Number #####A
Member	Police Information Technology Organisation (PITO) - Airwave User Group
Security	Clearance to Top Secret

PERSONAL

Pastimes: Computers, Radio, DIY, Gardening, Vehicle Restoration, Ki Aikido.
Mobility: Full clean driving license.
Born: 1965.
Marital Status: Single.

References available on request.