



The  
**IMPACT** of Social Media  
 on your ability to communicate & respond to incidents in a  
 timely and meaningful way

REGISTRANTS

**GTIME II**

**GREATER TORONTO INCIDENT MANAGEMENT EXERCISE**

visit us at: [www.driegtime.org](http://www.driegtime.org) & [www.bomatoronto.org](http://www.bomatoronto.org)

October 13, 2011 Metro Toronto Convention Centre





*The Disaster Recovery Information Exchange (DRIE Toronto), the Building Owners and Managers Association Toronto (BOMA), SAFE Group, and the City of Toronto, are pleased to announce their ongoing strategic partnership to create the second wide scale exercise event across business and government in the Greater Toronto Incident Management Exercise II (GTIME), BOMA Toronto's Emergency Management Forum X.*

The upcoming GTIME exercise on October 13th will both educate and challenge all participants regardless of their background. The impact of the speed of external communications and social media will test your ability to respond and communicate on various levels in a timely fashion, while conducting typical incident management and recognizing technological dependencies. Communications across various levels of government and business response will provide important input to the upcoming Trillium TransGuard III exercise regarding business response and requirements from government – Your input will affect joint Federal, Provincial, and Municipal exercises.

TransGuard is a joint federal-provincial exercise program that validates emergency management and security related plans and processes that prevent and respond to threats and attacks in southern Ontario (Golden Horseshoe). The TransGuard exercises are conducted in partnership with municipal governments, NGOs, and the private sector. Exercise Trillium TransGuard is a component of the Urban Transit Exercise Program, which is a federal government initiative to improve the readiness of the urban transit sector to respond to multi-jurisdictional emergencies.

The hands on exercise will be targeted at the resumption, recovery and restoration phases of plans. "Getting back to business", immediate response phase engagement will be deployed in advance of the exercise day and participants will be required to arrive with some pre-work to contribute to the exercise outputs and will participate in enacting their plans to the extent best possible.

This is an educational hands-on exercise applicable to any business or government organization regardless of their location. It is a great opportunity to exercise your plan without the time and expense of designing your own exercise scenario, researching cross functional impact, providing exercise reports and debriefings.

Table monitors will facilitate discussion topics as the exercise progresses and the table top exercise will encourage participants to discuss cross functional issues and plan dependencies. Post exercise reports and blogs will be made available to all attendees as part of an on-going evolution as the Trillium TransGuard III exercise results are made available and the GTIME Whitepaper content is developed.

**The Crisis Management role and mapping to the Incident Command System as part of our plan structure is a key objective for GTIME II.**



## Team Building and Educational Opportunity

The City of Toronto Office of Emergency Management, DRIE, SAFE Group, and BOMA Toronto will moderate the event, ensuring that the challenges faced by participants are realistic, probable and valuable for real-life planning.

The facilitated workshop allows for an unprecedented opportunity to exercise and evaluate your own organization's plan and to understand key integration, support requirements and communication points with critical community infrastructure, landlord/tenant relationships, and actions taken by all levels of government.

Organizations wishing to exercise their plan will be allowed to reserve a full table as their "EOC" (Emergency Operations Centre), while others will be assigned to collaborative environments which will assist them in understanding the importance of cross functional communications and multiple forms of communications in plan content. The exercise will be shaped on participant requirements.

## Who should attend?

Business continuity planners, emergency managers, crisis communications planners, human resources managers, risk managers, property owners and managers, facility managers, asset managers, life safety teams, contractors, crisis management leaders.

Any member of your crisis management team or planning team can benefit from the new knowledge and thinking at this event. Extending the invitation to the entire team can solidify your commitment to preparedness and help them to build their skills and understanding of their role in a wide scale incident impacting your organization.

## Forum participants will

Update their planning and incident management skills with compelling knowledge of issues related to current technology and the impacts that communications can have on your organization's ability to effectively enact their plan.

## Registration includes

- Continental breakfast and refreshments
- Two speaker presentations
- Interactive exercise incident management workshop
- Luncheon and post event networking session
- Post event debriefing
- White paper, access to participant blog, on-going updates
- Great Networking Opportunities

## Event Agenda

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October 9th – 13th		Pre-work
October 13th	8:30 am	Registration, Continental Breakfast Buffet
	9:00 am	Exercise kick off/pre-work review
	9:30 am	Guest Speaker #1
	10:00 am	Exercise Workshop Part 1
	12:00 pm	Lunch break
	12:30 pm	Guest Speaker #2
	1:00 pm	Exercise Workshop Part 2
	2:30 pm	Exercise debrief
	3:00 pm	Social networking (Wine & Cheese)
	4:00 pm	Finish

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**Note: Refreshments will be available during the Exercise Workshops**

# Event Registration

Registrant Data & Cost:	
Date	
Name	
Member of BOMA, DRIE, SAFE, Other	
Organization / Company	
Industry sector:	<input type="checkbox"/> Manufacturing <input type="checkbox"/> Utilities <input type="checkbox"/> Finance and Insurance <input type="checkbox"/> Real Estate Management <i>(including Rental and Leasing)</i> <input type="checkbox"/> Legal <input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Advertising <input type="checkbox"/> <input type="checkbox"/> Hospitality <input type="checkbox"/> Media <input type="checkbox"/> Government <input type="checkbox"/> Critical Infrastructure <input type="checkbox"/> High Tech <input type="checkbox"/> Retail <input type="checkbox"/> <input type="checkbox"/> Small/ Medium Business <input type="checkbox"/> Trades and contractors <input type="checkbox"/> Construction <input type="checkbox"/> Other
Workshop Attendee Role – <i>Select the one that best describes your role</i>	<input type="checkbox"/> Emergency Planner <input type="checkbox"/> Facilities Manager <input type="checkbox"/> Landlord <input type="checkbox"/> Business Continuity Planner <input type="checkbox"/> Crisis Management Team Member <input type="checkbox"/> Disaster Recovery Planner <input type="checkbox"/> Risk Manager <input type="checkbox"/> <input type="checkbox"/> Communications/ Marketing <input type="checkbox"/> Security Manager <input type="checkbox"/> Primary Responder (Police, Fire, Ambulance) <input type="checkbox"/> Contractor, <input type="checkbox"/> Human Resources Manager, Other
Address	
Company web page	
Phone	
Mobile Phone number / text account address	
Email (for exercise purposes and communications only)	
Account Name/ link for: Linked In, Twitter, Facebook	
Dietary Needs	
Credit Card, Expiry	
Name on Card	
Signature	
Part of Organization Table Name <i>(Team requesting full table)</i>	

Fax completed registration form with credit card information or mail completed form and cheque to:

**DRIE:** 157 Adelaide St. West, PO Box 247  
Toronto, ON M5H 4E7 OR

OR

**BOMA:** 20 Queen Street West, Suite 2018  
Toronto, ON M5H 3R3  
FAX 416.596.1085

On-line Registration: **DRIE** at: [www.drie.org](http://www.drie.org)

OR

**BOMA** at: [www.bomatoronto.org](http://www.bomatoronto.org)

## Registration Fees

RATES:	RATE PER PERSON	COMMENTS
<input type="checkbox"/> <b>BOMA Toronto</b>		
Members	\$145 + HST	Individual registrant who is a member of BOMA
Non-Members	\$190 + HST	
<input type="checkbox"/> <b>DRIE</b>		
Members	\$145 + HST	Individual registrant who is a member of DRIE
Non-Members	\$190 + HST	
<input type="checkbox"/> <b>SAFE</b>		
Members	\$145 + HST	Individual registrant who is a member of SAFE
Non-Members	\$190 + HST	
<input type="checkbox"/> <b>Students</b>	\$50 + HST	Must present Student ID
<input type="checkbox"/> <b>Table Monitors</b>	\$100 + HST	Validated with GTIME Committee
<input type="checkbox"/> <b>Other</b>	\$250 + HST	Any other external organization member
<input type="checkbox"/> <b>Group Rate – 6 or more</b>	\$135 + HST	6 or more registrants from the same company or organization
<input type="checkbox"/> <b>Entire Table (EOC)</b>	\$130 + HST	9 registrants from one company or organization forming their Crisis Management Team or Emergency Operations Centre staff*

\*Limited number of tables available; contact [gtime1@live.ca](mailto:gtime1@live.ca) or [jjacob@bomatoronto.org](mailto:jjacob@bomatoronto.org) for further information HST Registration # 122271562RT