



Annex A

IEC/R Checklist

Version 2020



Note to IEC Classifiers:

Each line item of the IEC/R Checklist is awarded a colour and code. In case there are sub-lines, as example Section 4.1 has lines 4.1.1 through 4.1.5; only these sub-lines will be scored, leaving line 4.1 blank. The interpretation of this rating system is as follows:

- A green box with a “Y” (representing “Yes”) that indicates that the assessed team meets or exceeds the minimum standards.
- A yellow box with a “Y” indicates that the team meets the minimum standards; however, the IEC/R team has determined that further improvements are necessary. The reasons for assigning a yellow box will be provided in the Advisory Notes (Section 4) of the IEC Report.
- A red box with “NY” (representing “Not Yet”) indicates that the assessed team has not yet met the minimum standards. A USAR team that receives any number of red colours is deemed to have not met the INSARAG minimum standard. Anything marked as red requires the IEC/R team to work with the USAR team and its IEC/R Mentor to develop a Corrective Action Plan (CAP) (separate from the Advisory Notes) which is submitted to the INSARAG Secretariat for consideration.

While every opportunity will be made to allow for repeat evolutions during the exercise, the IEC/R classifiers will ultimately make the final decision if the team has, or has not satisfactorily met the current INSARAG minimum standards for a particular IEC requirement.

If a USAR team does not meet the INSARAG minimum standard, the INSARAG Secretariat will utilise the IEC/R Team Leader, the USAR team and its IEC/R Mentor to determine the most appropriate means for re-assessing the issue(s) that require remedial attention; consideration should be given to include the USAR team’s INSARAG Focal Points in these discussions. This will include development and implementation of a CAP that is based on an achievable timeline. Upon satisfactory completion of the CAP, a mutually agreed date for an IEC/R Re-Evaluation will be coordinated by the INSARAG Secretariat.

The IEC/R Checklists have been developed by the INSARAG Secretariat in consultation with the INSARAG community to promote quality assurance during international USAR operations. They have been approved for use by the ISG, and are reviewed by the Training Working Group (TWG) each year. This ensures that feedback from the INSARAG community is captured, and ensures the checklists reflect any changes that will improve the probability of rescue, safety of the USAR Team, and incorporates best practices learned during the previous year.

For queries on checklist, please contact:

insarag@un.org

 Preparedness			Hide the Columns that are not required	Hide the Columns that are not required	Hide the Columns that are not required			
1	INSARAG Focal Point	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
1.1	Does the USAR team have an INSARAG Policy Focal Point in the government?	The Policy Focal Point is the central point-of-contact between the Secretariat and the broader INSARAG community. The Policy Focal Point endorses and / or acknowledges the USAR team's mandate to deploy internationally.						
1.2	Does the USAR team have an INSARAG Operational Focal Point?	The Operational Focal Point is involved with operational issues related to the team. They represent the Member State primarily on operational USAR matters in INSARAG meetings (Team Leaders and Regional meetings), workshops and events. The Operational Focal Point is also responsible to validate any information put forward by the team to be uploaded on the Technical Reference Library.						
1.3	Does the USAR team have an INSARAG USAR Team Focal Point?	The USAR Team Focal Point is the point of contact for the USAR team and ensures that the INSARAG Methodology and minimal standards are implemented, including preparedness and response (including IEC/R).						
2	Decision Making	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
2.1	Is there an effective communication system between the USAR team and its sponsor to ensure timely decision making with regards to deployment?	The sponsor is the authority authorising the USAR team to deploy and funds its deployment.						
2.2	Is the USAR team management consulted in the deployment decision making process?	Is the team consulted by its Sponsor / Policy Focal Point regarding the appropriateness to respond or not. Consider: - Bilateral request? - Statements of assistance from the affected country? - Sufficient resources already deployed? - Distance / time to arrive in affected country? - Security status? - Extreme environmental conditions?						
2.3	Does the USAR team have a home-based support system to assist with communication and decision-making when deployed?							
2.4	Does the USAR team have an ability to get access to prophylaxis (e.g., for malaria) for the team immediately prior to deployment if required?							
2.5	Does the USAR team have a process to request permission to practise USAR medicine in the affected country?	Refer to the "Permission to Practise USAR Medicine" document, provided on www.INSARAG.org						
2.6	Does the team contact international representatives, other international responders and consular authorities (if present) prior to deployment?							
3	www.INSARAG.org / Virtual OSOCC (VO) / INSARAG Coordination Management System (ICMS)	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
3.1	Is the team registered in the INSARAG Directory?	The USAR team must be registered in the Directory of International USAR teams on www.INSARAG.org .						
3.2	Are there trained and assigned persons to receive and post information on the VO and use the ICMS?	The USAR team should have people trained to access and use the VO and ICMS.						
4	USAR team Structure	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
4.1	Is the USAR team organisation structured in accordance with the INSARAG Guidelines with regards to:							
4.1.1	Management							
4.1.2	Search							
4.1.3	Rescue							
4.1.4	Logistics							
4.1.5	Medical							
4.2	Does the USAR team have sufficient personnel in its structure to work continuously in accordance with the INSARAG Guidelines?		Light USAR teams required to work for 12hrs 1 site for 5 days (according to ASR 3).	Medium USAR teams are required to work for 24 hrs / day at 1 site continuously for 7 days.	Heavy USAR teams are required to work for 24 hrs / day for 10 days at 2 sites simultaneously and continuously.			

4.3	Does the USAR team have a minimum redundancy ratio of 2:1 for each deployed team position, including search dogs?	Each position on the deployment team structure needs a redundant person / K9, e.g., if the deployed team has 1 engineer, there needs to be a total of 2 engineers in the overall team membership. If a team deploys with 4 dogs, there needs to be a total of 8 dogs in the overall team membership.	Search dogs as applicable.	Search dogs as applicable.	Required			
5	Logistics	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
5.1	Does the USAR team have the ability to be self-sufficient for the duration of deployment?	"Self-sufficient" is defined as sufficient water for drinking and hygiene, food and medicines. Evidence of sufficient food, water, medicines must be seen during the warehouse visit. However, it is permissible to only take the quantities needed for the exercise to the field.						
5.2	Does the USAR team have the ability to be financially self-sufficient for the duration of deployment?	The USAR team will describe how it manages financial aspects of the deployment e.g., how does it pay for fuel, transport, timber and other operational materials in the affected country?						
5.3	Does the USAR team management have a system in place to monitor and maintain the equipment cache before and during deployment?	Where required, relevant equipment needs in date calibration / inspection certificates.						
6	Training	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
6.1	Does the USAR team undergo specific training that prepares all personnel to operate in an international environment including:	An overview of training types, frequency and national standard is required. If not maintained in English, a written summary in English is required. The USAR team should prepare a presentation that summarises the training/exercising strategy and implementation programme. The classification team should evaluate from the training records and interviews whether the USAR team undergoes specific training to prepare personnel from all five USAR team components to operate in an international environment. This should include all team members including those who come from external organisations e.g.; search dog handlers, medical personnel and engineers.						
6.1.1	INSARAG Awareness, Cultural Awareness, Ethics, Code of Conduct (e.g., IFRC), OCHA Humanitarian Principles	Classifiers must review what training programme is delivered on OCHA Humanitarian Principles.						
6.1.2	Safety & Security – UN DSS BSAFE	Preferred is UN-DSS online training;. If the DSS course is not used, the Secretariat will conduct an early discussion with the USAR Team FP, Mentor, and IEC/R TL to agree on content.						
6.1.3	Does the USAR team have a sufficient number of personnel to perform UC activities that are able to speak, read and write English?	All UC team members (working in both the RDC and UCC) will be able to read, write and speak functional English.						
6.1.4	Are there sufficient personnel trained in the UC methodology?	UC personnel will be trained and be able to use ICMS and understand the significance of the information being gathered for the operations cycle.	Light teams to deploy <u>one</u> UC member of staff.	Medium USAR teams will deploy with a minimum of <u>two</u> UC personnel.	Heavy USAR teams will deploy with a minimum of <u>four</u> UC personnel.			
6.2	Is there a continuous skills maintenance program appropriate to with the classification level?	The USAR team will provide evidence of a training program which includes skills acquisition, maintenance and refresher training based on lessons identified from deployments, annual exercises, and previous IEC/R reports. There is no need to translate entire training package/s, however, a summary of the training curriculum will be provided in English.						
6.3	Does the USAR team provide evidence of active participation in INSARAG-related activities?	Participation will include attendance at INSARAG meetings and exercises. Evidence of INSARAG participation will be included in the POE submission.						
6.4	Are USAR team personnel training records updated and maintained?							
7	Communications and Technology	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
7.1	Does the USAR team have the ability to communicate:	This refers to the availability of communications hardware and the ability to operate the equipment. The team communications will not be solely reliant on mobile phone based technology for the first three hours of the IEC/R exercise.						
7.1.1	Internally	Communication between team members. The USAR team will be able to clone radios for frequency change after arrival in the affected country.						
7.1.2	Externally	Communication with the RDC and UCC/SCC and LEMA.						
7.1.3	Internationally	Communication with its home country base deployment support team.						
7.2	Does the USAR team use GPS technology?	GPS technology and software is required to produce maps from their actions.						
8	Documentation	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
8.1	USAR Team Personnel Manifest	Minimum information needed in the manifest includes: first and last name, date of birth, passport number, expiry date (in English). A Personnel Manifest prepared in advance of the exercise is not acceptable.						

8,2	USAR Team Fact Sheet	The completed USAR Team Fact Sheet will be available in 2 hard copies and an electronic copy.						
8,3	Emergency contacts details of USAR team	The USAR team needs access to personal details of team members deployed, either via home country deployment support team or in the affected country.						
8,4	Equipment Manifest including communications equipment	The USAR team will provide a comprehensive list of all the equipment the team will deploy with. The equipment manifest will include: - Box labelling including code, weight and volume - Inventory - Load plans The equipment manifest will be sectionalised by function (communications, logistics, search, rescue, medical, search dogs). The manifest will be available in English. A minimum of two original hard copies as well as an electronic copy will be available.						
8,5	Shippers Declarations for Dangerous Goods based on the Dangerous Goods Regulations (DGR)	International Air Transport Association (IATA) declaration document completed in English for commercial flights or the national military standard for military flights.						
8,6	Manifest of Controlled Substances (e.g. medications)	All controlled medications (e.g.; morphine sulphate) will be recorded on a separate list. This list will be signed by the medical team member in-charge of the medication. The manifest will be available in English. A minimum of two original hard copies as well as an electronic copy will be available.						
8,7	Database of its ICT/Communications equipment	The manifest is to include: - Radio brand, model, serial number, frequency range - Mobile phone brand, model, serial number - Satellite communication equipment brand, model, serial number. This information should be recorded on a separate list. The manifest will be available in English. A minimum of two original hard copies as well as an electronic copy will be available.						
8,8	Is there a system in place to ensure the USAR team have the following documentation:							
8.8.1	Passport	USAR team member passports will: - Have a minimum of 6 months validity - Two blank pages Two hard copies and an electronic copy of the passport will be available.						
8.8.2	Visa	The USAR team will have access to passport photos for all team members. Assess the process the USAR team follows to determine the visa requirements prior to deployment.						
8.8.3	Does the USAR team have a list of vaccinations all team members are required to receive?	The list of required vaccinations is determined by the medical management of the USAR team in conjunction with the relevant home country health authorities.						
8.8.4	Does the USAR team have a record showing that all team members have received the required vaccinations?	USAR teams will show that all team members have received the vaccinations as per the USAR team's prescribed list. The record of vaccinations should be recorded on a World Health Organisation (WHO) International Certificate of Vaccination or Prophylaxis, or the national equivalent.						
8.8.5	Copies of valid documentation to support right to medical practice in home country of all medical personnel in the team.	This documentation will show that the medical professional holds a current license to practise at the level of their qualification. If the license is not in English, it needs to be accompanied by a summary explanation in English.						
8.8.6	Copies of valid search dog health certificates for exit and entry into the home country	All relevant veterinary and travel documentation will be completed and checked to ensure the search dogs are able to travel internationally.	Search dogs as applicable.	Search dogs as applicable.	Required			
8.8.7	Search dog microchip / tattoo	The microchip reader will be hand-carried by one of the search dog handlers to ensure it is immediately available so that the microchip can be easily checked when required, e.g., customs arrivals process.	Search dogs as applicable.	Search dogs as applicable.	Required			
8.8.8	Does the USAR team have a mechanism to provide insurance for international response?	Government teams do not need to provide evidence of an external insurer as they provide comprehensive coverage for their employees.						
Mobilisation and Arrival in Affected Country								
9	Activation and Mobilisation	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
9,1	Is there a system to mobilise sufficient USAR team members for deployment?	The USAR team is required to fill all positions shown in its team structure.						

9,2	Does the USAR team have a system in place to fill staffing shortages?	Using the 2:1 staffing ratio for personnel and search dogs, is there sufficient personnel and search dogs available to immediately fill a staffing gap?	Search dogs as applicable.	Search dogs as applicable.	Required			
9,3	Does the USAR team have the ability to arrive at its designated point of departure within 10 hours of activation?	For the purposes of IEC/R exercise planning, this is condensed to a 6-hour timeframe.						
9,4	Is the USAR Team Fact Sheet completed and uploaded on the VO and ICMS?							
9,5	Does the home country deployment support team gather and analyse information in order to conduct a pre-deployment briefing to USAR team members on:	The INSARAG Affected Area template highlights what to include in a pre-deployment briefing.						
9.5.1	Current situation including structural characteristics							
9.5.2	Culture							
9.5.3	Weather and altitude							
9.5.4	Safety and security, including potential hazards e.g. Hazmat							
9.5.5	Emergency evacuation of team members							
9.5.6	Health risks and wellbeing considerations for team including search dogs							
9.5.7	Special or unusual considerations							
9,6	Do the USAR team members undergo a medical screening process immediately prior to departure?	The goal of pre-deployment medical screening is to ensure individuals are medically fit to deploy, have received all of the required vaccinations and have sufficient personal medication. The screening will be conducted after activation but before deployment. The medical screening will be recorded on a separate, standardised template for each team member.						
9,7	Do the USAR team's search dogs undergo a veterinary screening process prior to departure?	The screening will be conducted after activation but before deployment by a person trained to do so. The pre-deployment screening will include scanning the microchip.	Search dogs as applicable.	Search dogs as applicable.	Required			
9,8	Does the USAR team have a secure chain of control for its restricted medications?	Restricted medications are to be under strict control and securely stored by the USAR medical team at all times. The USAR medical team is to accurately document stock control, dispensing, discarding and administration record keeping.						
9,9	Does the USAR team monitor and receive updated information regarding the disaster while it is in-transit to the affected country?	'in-transit' is defined as while the team is travelling. If the USAR team stops on-route, e.g., for the aircraft to refuel, does it have the ability to access updated information regarding the situation overview, first arriving teams, RDC location, points of contacts, LEMA location, BoO location?						
10	Base of Operations (BOO)	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
10,1	Does the USAR team select a suitable site for the BOO in conjunction with LEMA?	The exercise simulation requires the USAR team to be the first arriving team, therefore, it is required to communicate directly with LEMA to determine where to set up the BOO. Does the USAR team have flexible BOO plans for different layout options? The USAR team will consider the size of its BOO footprint in anticipation of additional USAR teams having to share the allocated area.						
10,2	Does the USAR team BOO provide work space for the following components:							
10.2.1	USAR management							
10.2.2	Shelter for personnel and equipment							
10.2.3	Safety and security	This will include provision for fire prevention, detection and firefighting. Assess suitability of the location of fuel storage and smoking areas. Assess BOO access control and personnel accountability tracking.						
10.2.4	Communications							
10.2.5	Dedicated medical treatment area	USAR teams will need to provide treatment areas for both personnel and search dogs.	Search dogs as applicable.	Search dogs as applicable.	Required			
10.2.6	Dedicated medical isolation area	A separate area for the isolation of a patient suffering from a potentially communicable disease.						
10.2.7	Food and water	Assess both the mess (eating) area as well as food and water storage areas for suitability and hygiene.						
10.2.8	Water purification for consumption and decontamination	The team is required to have water purification equipment to produce a sufficient quantity of water for drinking, personal hygiene (showers / hand washing) and decontamination. During the IEC/R, the USAR team is required to set up and operate the equipment. However, due to water production times and the condensed exercise timeframe, USAR teams are able to supplement water supply during the exercise.						

10.2.9	Sanitation and hygiene	Assess that the ratio and standard of showers, toilets and hand-washing stations, based on the number of team members, is sufficient. Hot running water must be supplied to showers and handwashing stations during the IEC/R exercise. Assess general maintenance and hygiene standard of the BOO. A field toilet will be provided at each worksite.						
10.2.10	Search dog area	Will include welfare areas for relief and exercise. This area can be outside of the BOO footprint.	Search dogs as applicable.	Search dogs as applicable.	Required			
10.2.11	Equipment maintenance and repair area							
10.2.12	Waste management	The USAR team must demonstrate its plan to deal with its waste, developed in conjunction with LEMA, including: - General waste - Grey water waste - Biohazardous waste.						
10.2.13	Decontamination	There will be a boot-wash station outside the entrance to the BOO. There will be a Dirty/Clean transitional area in the BOO. Assess whether there is a "dirty" area to contain dirty clothes and equipment and provide an area for team members to get clean and change prior to entering the general BOO area.						
USAR Operations								
11	Planning	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
11.1	The USAR team is required to have written Plans of Action that contains the following:	There is a need for continuous planning that includes a written record of actions, briefings, meetings. This may be comprised of several parts (tactical action plan, communications plan, transportation plan); the intent is that these actions are written and updated as the exercise develops and based on information received.						
11.2	Communications	Will include contact names, radio frequencies, telephone lists, email distribution lists.						
11.3	Medical evacuation	The team is to demonstrate a planning process that addresses evacuating a critically ill, injured or deceased team member from the worksite / BoO to a local hospital / EMT.						
11.4	Medical repatriation	The team is to demonstrate a planning process that addresses repatriating a critically ill, injured or deceased team member to their home country with negligible impact to the affected country.						
11.5	Operations	Worksite assignment and tactical plan for the work cycle.						
11.6	Safety and security	Including emergency evacuation of BoO and worksites.						
11.7	Logistics	Logistical support to the BoO and worksites.						
11.8	Transportation	To and from the affected country, and within the affected country.						
12	USAR Coordination	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
12.1	Does the USAR team have the trained staff and equipment to operate a RDC, UCC or SCC?	The arrival should simulate processing of multiple USAR teams and delivery of this information to the UCC and LEMA.	Demonstrate an RDC/UCC set up and support (1 person).	Demonstrate an RDC/UCC set up and support (2 persons).	Demonstrate an RDC/UCC set up and support (4 persons).			
12.2	Does the USAR team correctly utilise the required INSARAG forms when conducting USAR operations?							
12.3	Does the RDC correctly utilise INSARAG templates to manage the RDC?	In addition to using the ICMS, the RDC must use hard copy templates to record and display information so that there is a back-up in case internet connectivity is lost.						
12.4	Does the UCC/SCC correctly utilise INSARAG templates to manage the UCC/SCC?	In addition to using the ICMS, the UCC must use hard copy templates to record and display information so that there is a back-up in case internet connectivity is lost.						
12.5	Do representatives of the USAR team and UCC conduct an initial meeting with LEMA?	The LEMA meeting should be conducted at the "LEMA office", not at the airport.						
12.6	Does the UCC/SCC plan for and conduct USAR coordination briefings?	The UCC should be observed analysing, prioritising and tasking USAR teams based on information received from ASR2 results and worksite reports.						
12.7	Does the USAR team have the ability to submit data to the UCC using the INSARAG Coordination Management System (ICMS)?	The team should be using either paper forms or electronic platforms to gather information for submission to the ICMS.						
12.8	Does the USAR team attend coordination briefings conducted by the UCC?	The USAR team will ensure a representative attends all UCC briefings and that assigned tasks are incorporated into its operational plan.						
12.9	Does the USAR team follow the UCC's reporting instructions?							

13	Assessment, Search and Rescue Methodology	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
13.1	Does the USAR team have an established assessment team and equipment?	The assessment team will be staffed to: - Conduct ASR2 - Identify risks (electricity, gas leaks) - Provide medical support for the assessment team - The use of search dogs during the ASR2 is recommended but optional The assessment team must have equipment: communications; ICMS; safety; medical; personal rations (water, food). Assessment personnel will receive a briefing from USAR team management prior to setting out on the assessment.						
13.2	Does the USAR team conduct an ASR2 and use a range of sources to gather information on their assigned sector?	E.g., interviewing locals.						
13.3	Does the USAR team conduct structural assessments with appropriate structural engineering expertise?	This is normally expected to be completed by a structural / civil engineer. If the team does not have engineers, it is required to have personnel trained in structural assessment.						
13.4	Does the USAR team conduct hazard/risk assessments (health issues, environmental hazards, safety & security) and disseminate its findings to the LEMA?	The emphasis is to be placed on ensuring LEMA is notified of identified risks through the UCC.						
13.5	Does the USAR team correctly utilise the INSARAG Marking System during the ASR2?							
13.6	Does the USAR team collect and send the results of the ASR2 to UCC/LEMA?							
14	Operations	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
	Heavy USAR teams are required to carry out simultaneous operations at two worksites, separated by a reasonable distance requiring the team to operate from separate equipment and field logistical support caches. Light and Medium USAR teams are required to carry out operations at one worksite. USAR Team members will not be permitted to walk between the BoO and worksites or between worksites.	All points must be carried out using realistic scenarios, integrated into the exercise (not stand-alone skills demonstrations) conducted in an effective, safe and timely way.						
14.1	Does the USAR team cooperate with other USAR teams?	The team is required to demonstrate how it would cooperate with other teams. This is evaluated if there is a second team at the exercise or through appropriate injects being included in the scenario.						
14.2	Does the USAR team take the search equipment to the operational worksites, based on the available information?							
14.3	Does the USAR team take the rescue equipment to the site of operations, based on the available information?							
14.4	Does the USAR team take the medical and patient extrication equipment to the site of operations, based on the available information?							
14.5	Worksite Management							
14.5.1	Does the USAR team implement a site safety plan before starting USAR operations?	The USAR team will establish a site cordon, equipment staging area, emergency assembly point and personnel accountability tracking system.						
14.5.2	Is there a worksite gross decontamination capability for each operational worksite?	USAR teams will have the capability to brush and or wash contaminants (e.g., concrete dust, concrete slurry) from clothes, boots and equipment prior to returning to the BoO.						
14.5.3	Is there a field toilet available for USAR team personnel at the worksite?	The USAR team will ensure a field toilet is available at the worksite.						
14.5.4	Does the USAR team have an equipment management system in place?	The team will demonstrate continuous management of all equipment whilst at the worksite, including security, recovery following use, field cleaning, basic field maintenance and repairs.						
14.6	Safety							
14.6.1	Does the USAR team use a system to track personnel at all times?	This refers to a personnel accountability system (e.g. accountability board) to track movement of personnel out of the BOO as well as at the worksites or other assigned locations.						
14.6.2	Does the USAR team conduct an evacuation and assemble at the designated assembly point to check the personnel accountability process?	This will be assessed following an appropriate inject from EXCON. The evacuation will include the worksites and BOO. This does not have to be done simultaneously, however an evacuation of both the BOO and worksites must be observed.						

14.6.3	Do the USAR team members wear personal protective equipment (PPE) as required by the situation?	Minimum PPE requirements include helmet, gloves, eye and hearing protection, appropriate respiratory protection for the task and safety boots. Any additional PPE requirements are based on safety standards for the country being classified or when tools requiring additional PPE are being used, e.g., hot metal cutting, chainsaw operations.						
14.6.4	Is a safety officer assigned during USAR operations?	This does not need to be a dedicated position within the rescue group. However, a team member will be assigned the responsibility of safety officer during USAR operations. This individual can be rotated during USAR operations.						
14.6.5	Does the USAR team correctly utilise the INSARAG Signalling system?							
14.6.6	Does the USAR team have a building monitoring system in place?	The USAR team is expected to have a system in place to monitor movement of the building structure. Systems will include the use of electronic and / or non-electronic monitoring and sensing devices.						
14.7	INSARAG Marking System							
14.7.1	Does the USAR team correctly update the INSARAG Marking System once it has completed working on the site?							
14.8	Search							
14.8.1	Does the USAR team use effective and coordinated search methods?	The strategy and methods will be coordinated and integrated with command and rescue elements.						
14.8.2	Physical Search: line and hail	Heavy teams will conduct search operations using search dogs, physical and technical search methods.	Required	Required	Required			
14.8.3	Technical Search: cameras	Light and Medium teams will conduct physical search and technical search and have the option to conduct search dog operations.	Required	Required	Required			
14.8.4	Technical Search : seismic and acoustic devices		Required	Required	Required			
14.8.5	Search dogs: Can the search dog handlers and their dogs locate victims under rubble?	The classifiers and EXCON will agree on the location of victims before the exercise begins. Minimally four canine searches are required in different conditions (day/night).	Search dogs as applicable.	Search dogs as applicable.	Required			
14.9	Cutting, breaking and breaching							
14.9.1	Penetrate steel reinforced concrete vertically overhead to a void space.		Thickness: 200mm	Thickness: 200mm	Thickness: 200mm			
14.9.2	Penetrate steel reinforced concrete laterally into a void space.		Thickness: 200mm	Thickness: 200mm	Thickness: 200mm			
14.9.3	Penetrate steel reinforced concrete vertically below into a void space using a "dirty" technique.		Thickness: 200mm	Thickness: 200mm	Thickness: 200mm			
14.9.4	Penetrate steel reinforced concrete vertically below into a void space using a "clean" technique.		Not applicable	Thickness: 200mm	Thickness: 200mm			
14.9.5	Cut a steel reinforced concrete column or beam	This requirement will be incorporated into the scenario. This will not be an isolated cutting demonstration.	Not applicable	300 mm with 12mm reinforcing rod	450 mm with 18mm reinforcing rod			
14.9.6	Cut solid timber	This requirement will be incorporated into the scenario. This will not be an isolated cutting demonstration.	Thickness: 200mm	Thickness: 300mm	Thickness: 300mm			
14.9.7	Cut metal plate	This requirement will be incorporated into the scenario. This will not be an isolated cutting demonstration.	Thickness: 3 mm	Thickness: 10 mm	Thickness: 20 mm			
14.9.8	Cut structural steel beam	This requirement will be incorporated into the scenario. This will not be an isolated cutting demonstration. Must be a structural element, e.g., I-beam, also known as H-beam, W-beam, Universal Beam (UB), Rolled Steel Joist (RSJ), or double-T - a beam with an I- or H-shaped cross-section. USAR teams will perform two structural steel beam cutting operations, at least one will be in a confined space environment: 1) The beam will be positioned in a diagonal (> 45 Degrees) position. 2) The beam will be positioned in horizontal position. USAR teams will use a hot metal cutting technique for at least one of structural steel beam cutting operations.	Not applicable	Dimensions: 127 mm; width:76 mm; web: 4mm; flange: 7.6 mm	Dimensions: 260mm; width: 102 mm; web: 6.5 mm; flange: 10 mm			
14.10	Lifting and Moving							
14.10.1	Pneumatic equipment	During lifting operations, the load is to be progressively cribbed and stabilised as it is being lifted.	Not applicable	1Metric Ton (MT)	2.5MT			

14.10.2	Hydraulic equipment	During lifting operations, the load is to be progressively cribbed as it is being lifted.	1MT (hydraulic or mechanical)	1MT	2.5MT			
14.10.3	Winches	The USAR team is required to rig the load with slings or chains for pulling. Precast pulling / lifting points are not be used.	1MT	1MT	2.5MT			
14.10.4	Crane operations: load of 5.0 MT	The focus is to assess the team's ability to sling the load for lifting and interact with a crane operator. Precast lifting points are not be used. The USAR team must coordinate which signals will be used with the crane operator. A minimum of 2 crane lifts will be incorporated into the exercise scenarios. These can be 2 separate lifts conducted at different locations or 2 lifts conducted in a single location.	5.0MT	5.0MT	5.0MT			
14.11	Shoring and Stabilisation	Shores are to be constructed according to the following principles: - Capture load - Transfer load - Distribute load - Secure the joints - Cross bracing for 2 & 3-dimensional shores.						
14.11.1	Does the USAR team carry out a risk assessment in order to produce a plan prior to commencement of shoring operations?	All shores are to be appropriate to the load. These are to be incorporated into the ongoing scenario, and not conducted as an isolated shoring demonstration. USAR team will have the knowledge and equipment to bolt the shores to the structure. EXCON will inform the classifiers whether the shores can be physically bolted to the exercise prop during the site assessment on Day 1. If the prop does not allow for the shore to be bolted/pinned to the structure, the shoring team will be required inform the classifiers that it would have been done if it were a real situation.						
14.11.2	Does the USAR team establish a cut station outside of the danger zone with the appropriate equipment in place?							
14.11.3	Does the USAR team construct the shores outside of the danger zone, entering the danger zone only to complete the final assembly?							
14.11.4	Cribbing and wedging - when lifting / stabilising loads							
14.11.5	Window/door stabilisation							
14.11.6	Vertical stabilisation		Not applicable					
14.11.7	Diagonal stabilisation		Not applicable					
14.11.8	Horizontal stabilisation		Not applicable					
14.11.9	Does the USAR team carry out monitoring of shores and cribbing?	The USAR team will monitor the shores and cribbing, especially after aftershocks.						
14.12	Rope-Work	Rope work will be conducted according to the local / national standards.						
14.12.1	Does the USAR team carry out a risk assessment in order to produce a plan prior to commencement of rope operations							
14.12.2	Construct and operate a vertical raising and lowering operation	USAR teams will either lift or lower a simulated "live" victim straight up or down for a minimum height of 10 meters.						
14.12.3	Construct and operate a traversing system	USAR teams are required to construct a traversing system to move a simulated "live" victim diagonally from a high point to a low point, minimum height difference 10-metres.	Not applicable					
14.13	Confined Space							
14.13.1	Does the USAR team conduct a risk assessment prior to entering the confined space?							
14.13.2	Does the USAR team safely conduct operations in confined spaces?	The focus is on appropriate use of PPE, communications, shoring, air monitoring, ventilation.						
14.13.3	Does the team have an emergency evacuation procedure in place before entering the confined space?							
14.13.4	Does the team conduct a safety briefing before entering the confined space?							
14.13.5	Does the USAR team carry out personnel accountability tracking when entering and exiting the confined space?	A record (e.g. accountability board) of all personnel entering and exiting the confined space will be maintained during confined space operations.						
14.13.6	Does the USAR team carry out continuous air monitoring during confined space operations?	USAR teams will use air monitoring devices during operations to continuously monitor the confined space atmosphere.						
14.13.7	Does the USAR team have an air management system (positive pressure or negative pressure ventilation) in place?	The USAR team will use portable ventilation (positive pressure or negative pressure) during confined space operations.						
14.14	Medical Care	The USAR medical component of the team will have the ability to provide emergency medical care in collapsed structures, including in confined spaces from the time of patient access, during extrication and to patient hand over.						
14.14.1	Do the USAR healthcare practitioners have the ability to provide preventative and primary care to the team throughout its deployment?							
14.14.2	Health and Welfare Monitoring and Treatment	The USAR healthcare practitioners will conduct daily monitoring of staff welfare, looking at both physical and mental health.						

14.14.3	Do the USAR healthcare practitioners provide the listed competencies in a USAR and confined space environment?	Recommended competencies include: 1. Triage 2. Patient assessment 3. Patient monitoring 4. Airway management 5. Ventilatory support 6. Haemorrhage control 7. Immobilisation of fractures 8. Gain vascular access 9. Administration of analgesia and sedation 10. Fluid therapy/hydration 11. Antibiotic administration 12. Procedural sedation 13. Amputation with appropriate analgesia, sedation and anaesthesia 14. Protection from environment 15. Spinal immobilization / "patient packaging" for extrication 16. Management of crush syndrome 17. Management of burns	Field amputation is not required					
14.14.4	Is PPE applied to the patient during confined space operations?	PPE will include eye, respiratory and hearing protection. When appropriate, helmet and or face protection will be applied.						
14.14.5	Does the medical component of the USAR team perform a field amputation in the collapse structure environment?	USAR teams are required to practically demonstrate its ability to perform a simulated upper or lower limb amputation in a confined space.	Field amputation is not required					
14.14.6	Does the medical component of the USAR team treat a patient with crush syndrome in the collapse structure environment?	USAR teams are required to practically demonstrate its ability to treat a patient with crush syndrome in a confined space.						
14.14.7	Emergency veterinary care in collaboration with their handlers?	Veterinary care can be provided by a veterinarian, trained search dog handlers or trained USAR medical personnel (or a combination). USAR Teams must demonstrate the ability to provide veterinary care at the BOO and the work site/s.	As applicable	As applicable	Required			
14.14.8	Does the USAR medical team have procedures and systems for managing serious injury, illness or fatality amongst team members, including medical evacuation?	The USAR team must implement its policy for managing serious injury, illness or fatality amongst team members. An inject must be included in the Exercise Plan so that the procedure can be reviewed by the IEC/R classifiers.						
14.14.9	Do the USAR healthcare practitioners utilise the INSARAG Patient Treatment form?	Refer to the INSARAG Patient Treatment Form. A copy of the Patient Treatment Form must be handed over to the receiving facility.						
14.14.10	Does the USAR team maintain a summary of patients treated?	The USAR team will keep a record of its own team members treated as well as victims treated, for its internal use.						
15	Demobilisation & Exit Strategy	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
15.1	Does the USAR team have a demobilisation plan?							
15.2	Does the USAR team coordinate its departure with the UCC/LEMA and the RDC?	The Exercise Plan must include an inject to demonstrate this.						
15.3	Does the USAR team adjust their equipment manifest based on items used while in-country?	The equipment manifest will be adjusted based on items used or donated.						
15.4	Does the USAR team update the USAR Team Factsheet with Demobilisation information?	The completed demobilisation form will be sent to the UCC.						
15.5	Does the USAR team management consult with their in-country representative, if present, regarding their departure arrangements?	The Exercise Plan will include an inject to demonstrate this.						
15.6	Does the USAR team update their status on the VO and ICMS?	The USAR team will update their status on the VO and ICMS to show that they are demobilising.						
15.7	Does the USAR team complete and submit a completed INSARAG Mission Summary Report to the UCC?	The USAR team will complete and submit a Mission Summary Report to the UCC prior to departure.						

15,8	Following the declaration of end of the rescue phase, does the UCC provide a handover for OSOCC / LEMA?	This may include: Worksite Report forms Victim extrication forms Demobilisation forms Mission summary forms Operations Management Tool Photographs Maps						
16	Exercise Control (EXCON)	Clarification	Light	Medium	Heavy	Assessment Method	Remarks	Colour Mode
16,1	Does the USAR team have its own EXCON element from within the organisation trained to design, set up and run simulation field exercises?	The host organisation is required to provide an internal EXCON element to design, develop and deliver the simulation exercise. This applies even if the USAR team is participating in a joint exercise.						
16,2	Does the EXCON set up and run a simulation exercise on the Simulation Tab of the VO and the ICMS?	An exercise simulation on the VO will be used by EXCON as an information management system to support all phases of the simulation exercise. The ICMS will be used as an exercise tool. If there is an internet failure, the required coordinations forms will be used as a hard copy.						
16,3	Was the simulation exercise designed around a constantly evolving, 36-hour exercise with realistic, integrated scenarios to ensure all items of the Checklist were observed by the classifiers?	The exercise must allow for the USAR team to perform operational and tactical decision-making based on the information provided, injects, ASR 2, worksite prioritisation and operational risk assessments. The USAR teams decisions will determine the sequence of the exercise scenarios, not EXCON.						
16,4	Did the sponsoring organisation provide the support requirements for the classifiers and INSARAG Secretariat representative?							
End of Checklist								
							Total Green	0
							Total Yellow	0
							Total Red	0
							Total all colours	0