



INSARAG Guidelines 2026

Appendix 5.25: Worksite Report Form

**Endorsed and approved by the INSARAG Steering
Group on 10 March 2026**

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Abbreviations

ASR	Assessment, Search and Rescue Level
BoO	Base of Operations
ERS	Emergency Response Section
EMT	Emergency Medical Team
GDACS	Global Disaster Awareness and Coordination System
GPS	Global Position System
GRG	Guidelines Review Group
HNPW	Humanitarian Networks and Partnerships Week
HNS	Host Nation Support
ICMS	INSARAG Coordination and Management System
IEC	INSARAG External Classification
IER	INSARAG External Reclassification
IMTST	Information Management Technical Support Team
IRNAP	INSARAG-Recognised National Accreditation Process
INSARAG	The International Search and Rescue Advisory Group
ISG	INSARAG Steering Group
LEMA	Local Emergency Management Authority
NAP	National Accreditation Process
NGOs	Non-governmental organisations
OCHA	United Nations Office for the Coordination of Humanitarian Affairs
OSOCC	On-Site Operations Coordination Centre
RDC	Reception and Departure Centre
RSB	Response Support Branch
UCC	USAR Coordination Cell
USAR	Urban Search and Rescue
UN	United Nations
UNDAC	United Nations Disaster Assessment and Coordination
VOSOCC	Virtual On-Site Operations Coordination Centre

1 Worksite Report Form

4. Worksite Report  <i>Form date: 03.03.2025</i> <i>Teams fill in. Send to UCC/SCC</i>		Site Active		
		Site Closed		
Primary information (If multiples team work together, only 1 report is needed)				
Worksite ID				
UCC		Only to be filled in when team operates directly under the UCC		
SCC		Mark the name of the sector the worksite is in		
Site GPS Coordinates <i>Decimal WG84</i>				
Report #				
Reporting Team ID				
Report Date <i>DD/MM/YYYY</i>		Time <i>HH:MM</i>		:
Team(s) at site now				
Total number of current confirmed live, including rescues in progress				
Number of persons still reported missing at the worksite				
Secondary information: Planning - fill in ACTIVE WORKSITE or CLOSED WORKSITE				
In operations period		Total live rescued		Total deceased recovered
ACTIVE WORKSITE	Estimated hours until completion			
	Additional resources useful?			
CLOSED WORKSITE	Completion / Handover	Date	Time	:
	ASR Level completed			

Other relevant information: