

Assignment Briefing Package

(Form used to brief USAR Teams when tasks are assigned)



A General information

A.0	Worksite ID (if an assignment to a Worksite)																																									
A.1	Team being assigned																																									
A.2	Date [DD-MMM] assigned																																									
A.3	Time [hh:mm] assigned																																									
A.4	Sector																																									
A.5	City																																									
A.6	Street/ Street Number, Place Name																																									
A.7	GPS Coordinates [Lat/Lon ±ddd.dddd°] (Of Worksite marking location if a Worksite or of starting square corner if a Worksite)	<table border="1"> <tr> <td>Lat</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Lon</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	Lat																				Lon																			
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Lon																																										
A.8	GPS Coordinates [Lat/Lon ±ddd.dddd°] (Of opposite square corner of a Sector Assessment.)	<table border="1"> <tr> <td>Lat</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Lon</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	Lat																				Lon																			
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A.9	Sector/worksite boundaries description (If necessary)																																									

B Assignment information

F.8	Building Use																																																																								
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F.11	Description of collapse/damage																																																																								
B.1	ASR Level to carry out	<table border="1"> <thead> <tr> <th></th> <th colspan="5">Level 2</th> <th colspan="5">Level 3</th> <th colspan="5">Level 4</th> <th colspan="5">Level 5</th> </tr> <tr> <th></th> <th>0:00:00</th><th>01:00:00</th><th>02:00:00</th><th>03:00:00</th><th>04:00:00</th> <th>05:00:00</th><th>06:00:00</th><th>07:00:00</th><th>08:00:00</th><th>09:00:00</th> <th>10:00:00</th><th>11:00:00</th><th>12:00:00</th><th>13:00:00</th><th>14:00:00</th> <th>15:00:00</th><th>16:00:00</th><th>17:00:00</th><th>18:00:00</th><th>19:00:00</th> <th>20:00:00</th><th>21:00:00</th><th>22:00:00</th><th>23:00:00</th> </tr> </thead> <tbody> <tr> <td></td> <td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </tbody> </table>		Level 2					Level 3					Level 4					Level 5						0:00:00	01:00:00	02:00:00	03:00:00	04:00:00	05:00:00	06:00:00	07:00:00	08:00:00	09:00:00	10:00:00	11:00:00	12:00:00	13:00:00	14:00:00	15:00:00	16:00:00	17:00:00	18:00:00	19:00:00	20:00:00	21:00:00	22:00:00	23:00:00																									
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B.2	Reporting frequency and timings (mark as required)																																																																								
B.3	Logistical requirements and provision																																																																								
B.4	Access/route (describe) information																																																																								
B.5	Operationally relevant local onsite contacts																																																																								
B.6	Other activities at worksite/in sector																																																																								
B.7	Safety/Security issues																																																																								

C Annexes

C.1	Wide Area Assessment report [y/n]	
C.2	Worksite report [y/n]	
C.3	Previous Worksite report [y/n]	
C.4	Pictures [file names] [y/n]	

D Other information

	Z Form completed by:
	Z.1 Name
	Z.2 Title/Position

Assignment Briefing Package

(Form used to brief USAR Teams when tasks are assigned)



Form filling instructions

A General information

- A.0 Specify Worksite Identification code, if assignment is related to a Worksite
- A.1 Specify team being assigned using Team ID (Olympic Country code and national team number)
- A.2 Date assignment if given
- A.3 Time assignment if given
- A.4 Specify sector of assignment using sector code
- A.5 City
- A.6 Worksite address or reference to worksite
- A.7 Coordinates of marking location if a Worksite or of starting square corner if a Sector Assessment
- A.8 If Sector Assessment, specify coordinate so of opposite square corner of sector assigned
- A.9 If necessary, add description to Sector/worksite boundaries to complement coordinates

B Assignment information

- F.8 Describe building use (e.g. Commercial, residential, hospital, etc)
- F.9 Construction type (e.g. Brick, reinforced concrete, steel frame, etc)
- F.10 Construction size (e.g. Number of floors, number of basements, dimension, etc)
- F.11 Description of collapse/damage (Total collapse, partial collapse, damaged, etc)
- B.1 Assessment Search and Rescue level to carry out
- B.2 Mark reporting frequency and timings as necessary
- B.3 Specify if any logistical requirements are needed and if provision is available
- B.4 Describe access or route to worksite or area assigned
- B.5 Include operational relevant local onsite contacts (Name, location, sat phone, etc)
- B.6 Describe other activities at worksite sector
- B.7 Describe specific safety/security issues at worksite/sector

C Annexes

- C.1 Attach Wide Area Assessment report, if assignment is Sector Assessment (ASR2)
- C.2 Attach Worksite Triage Form from sector assessment
- C.3 Attach previous Worksite reports if other USAR Teams have been at worksite
- C.4 Attach pictures and specify file names

Z Form completed by:

- Z.1 Name of person that completed form
- Z.2 Title or position within team