

Capacity assessment of USAR teams in the Americas Region

Background:

- In its 2012 meeting in San Jose Costa Rica, the INSARAG Americas Regional Group discussed and approved the proposal to carry out an assessment of the capacity of USAR teams in the region. The current Regional Chairmanship Group composed of Costa Rica as Chair, Peru as the I Vice Chair and Chile as the II Vice-Chair agreed on the process to carry out this diagnosis (<http://www.insarag.org/en/regional-groups/americas/meetings-americas/200-regional-group-meetingreunion-del-grupo-regional-2012-costa-rica.html>)

Explanation

- The objective of this survey is to diagnose the current status of the national USAR team in the Americas region. The information in this questionnaire will be used to draft a report of the current status of USAR capacities in the region in order to have a basis to better plan and target the activities of the INSARAG Regional Group in future.
- The information in section 1 will also be used to update the INSARAG USAR directory. This survey is therefore also meant to give INSARAG political and operational focal points the opportunity to review and confirm the current information available in the INSARAG directory. (<http://www.insarag.org/en/directory/usar-directory.html>).

Process and timeline

- The survey will be sent in Word (.doc) via e-mail to the INSARAG Focal Points in the region.
- Political and Operational focal points are requested to define a process at national level in order to carry out this survey with USAR teams in their country.
- It is not expected that focal points be able to answer all questions; therefore it is recommended that focal points establish a consultation process at national level in order to obtain the requested information from the national USAR teams.
- Focal points are requested to return the completed survey to the INSARAG Secretariat (schmachtel@un.org, perez1@un.org, insarag@un.org) at the latest 30 October 2013.
- The Regional Chairmanship Group will present a first assessment report in the next Regional Group meeting which will be held from 3 to 5 December 2013 in San Jose, Costa Rica.

Support and Analysis

- The II Vice-chair held by Chile will put Mr. Luis Sandoval, member of the National Committee for Urban Rescue, Fire-fighters of Nunoa, Chile, (lsandoval@vtr.net, tel. (Tel)+56-2-4943873, tel. (Mobile) +56-9-92404852) at the disposal of INSARAG Focal Points, to provide support and advice on how to carry out the survey throughout the process. For any questions it is recommended that INSARAG Focal points contact Mr. Sandoval.
- Costa Rica as the Chair will provide Mr. Walter Fonseca, INSARAG Operational Focal Point and head of operations of the National Emergency Commission of Costa Rica and Mr. Juan Campos Zumbado, consultant, for the analysis and writing of the report to be presented to the Regional Group.

1. General questions (This information will be reflected in the USAR INSARAG Directory)

1.1. How many USAR teams are there in your country? _____ (ex. 3 teams)

1.1. Please specify the following information per team

Name of the Team:					
Acronym:					
Year of creation:					
Category: a. Governmental: inter institutional b. Governmental: Institutional c. NGO d. Private e. Other					
Endorsed or supported by a national authority or state; Ex. Recognized by the Government through ...					
Number of persons that conform the team:					
Website					
Team's political focal point (name and contacts)					
Team's operational focal point (name and contacts)					
¿Has the group received training on the INSARAG Guidelines? – yes/no					
¿Is the team self-sufficient as stipulated in the INSARAG guidelines? Yes/no/ length in days of self-sufficiency					
¿Is the Team(s) accredited/certified by any national accreditation or certification system? yes/no/in process Ex. The team is accredited or certified by the national civil protection system.					

1.2. Please indicate the national or international missions that each team has participated in

Name of the Team					
Name of the emergency, year, size of the team (no. Of persons), duration of the mission, comments	<i>Ej: Haiti Earthquake 2010, 10 persons, 10 days, search and rescue, medical assistance</i>				

2. Aspects related to the political management

2.1. ¿How do you consider the political support in your country for USAR teams and for USAR related issues?

SUFICIENT		INSUFICIENT		N/A	
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2.2. Which are the three most important points/issues on which the political support and commitment depend for the USAR issues in your country?

1.
2.
3.

Ex. Support from the political authorities, economic support from funding, technical and training support

3. Aspects related to the normative framework and national system

3.1. ¿ Does the normative framework of your country’s risk management/emergency management foresee the need to have USAR capacity?

YES		NO		N/A	
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3.2. ¿Is there a process at national level that governs the establishment of a USAR Team?

YES		NO		N/A	
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If the answer is yes, ¿Which is the document (norm)? Which type? Please attach it electronically to this document.

- Issuing authority: _____
- Document: _____
- Type (regulation, policy, norm, etc.): _____

3.3. ¿Does the national emergency management system has a mobilization mechanism for USAR teams at national level?

YES		NO		N/A	
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If the answer is yes, please indicate which mechanism are used and which USAR Team can be mobilized through this mechanism

Ex. National operations system, etc.

3.4. ¿Are there any mechanisms and national capacity to receive and integrate international USAR teams with national USAR teams and other national resources when requested?

YES		NO		N/A	
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If the answer is yes, please explain briefly the mechanism.

Ex. National reception and distribution center for emergencies

4. Issues related to the INSARAG focal points in your country

4.1. ¿Which is the relationship between the INSARAG focal points and the USAR teams in your country?

a. Inter institutional Group:
b. Institutional Group:
c. NGO Group:
d. Private Group:
e. Other group:

Ex: direct; or indirect... coordinated through (LEMA)

4.2. ¿Which is the communication mechanism that the INSARAG Focal Points have established with USAR teams?

Ex. Regular exchange, meetings, coordination mechanism, or information sharing, etc.

4.3. ¿What has been the main achievement in the field of USAR since the designation of INSARAG Focal points in your country?

Ex. The creation of a national USAR system

5. Aspects related to the INSARAG Guidelines

5.1. ¿How many team members (percentage) know the INSARAG Guidelines?

Name of Team					
100%					
75% - 99%					
50% - 74%					
25% - 49%					
Less than 25%					

5.2. ¿Please indicate the issues that prevent you from learning about the INSARAG Guidelines?

1.
2.
3.

Ex. 1) language, 2) adaptation to national processes, 3) lack of information

5.3. Please indicate the three weakest points of the USAR teams in your country of the requirements indicated in the INSARAG Guidelines.

1.
2.
3.

Ex. 1) lack of self-sufficiency, 2) not being recognized officially; 3) lack of training

6. Aspects related to each USAR team

6.1. Does the team have the following components? Please indicate **yes** or **no** or the **percentage of progress** of the development of each component.

Name of the Team					
Management					
Logistics					
Search					
Rescue					
Medical					

6.2. Which components have procedures or standard operating procedures? Please indicate **yes** or **no** or the **percentage of progress** of the development of each component.

Name of the team					
Management					
Logistics					
Search					
Rescue					
Medical					

6.3. Does the group have its own budget? Please indicate yes or no or the percentage of the team’s own budget in relation to the total budget.

Name of the team					
Si/No or percentage					

7. Institutional aspects of each team

Please indicate YES, NO or N/A

Name of the Team					
7.1. ¿Does the team have an annual work plan?					
7.2. ¿Does the team have permanent staff?					
7.3. ¿Does the team have its own infrastructure for training?					
7.4. ¿Does the team have own tools, equipment and accessories for its operations?					
7.5. ¿Does the tam have a warehouse to keep its tools and equipment?					
7.6. ¿Does the team have standards and norms for its functioning?					
7.7. ¿Does the team have an organigram as stated by the INSARAG Guidelines?					

8. Aspects related to training

Please indicate YES, NO OR N/A

Name of the team					
8.1. ¿Does the team have a manual with institutional standards or its own standards for training?					
8.2. ¿Does the team have a yearly training work plan?					
8.3. ¿Does the group carry out periodic training?					
8.4. ¿Does the group carry out an exercise per year?					
8.5. ¿Does the team exchange experiences with other teams in the country?					
8.6. Which are the areas that the team received training and at what level of depth?					

9. Aspects related to collaboration through the INSARAG network

9.1. ¿In which areas the teams in your country would require support through the INSARAG network?

9.2. ¿What type of support the teams in your country would like to obtain from INSARAG?
