

## Chairman's Summary – INSARAG Steering Group Meeting 2018, Geneva Switzerland

### ***Introduction***

For the first time, the INSARAG Steering Group Meeting 2018 was conducted in two parts. First, the ISG Closed Meeting was held from 08:30 am to 10:30am, and included the participation of the Global, Regional and Troika chair members, Working Group Chairs and the INSARAG Secretariat. This ensured a more focussed and effective approach to consultations and empowered the Regional Chairs to take a greater ownership and convey the feedback from their regions. The deliberations were based on the key policy and technical issues that have been consulted upon in all the three regional and team leader meetings of 2017.

The decisions made during the first meeting, which were based on sound reasoning, collective consensus and to reiterate, with the consolidated year-long feedback from participants of the three regional and team leader meetings in 2017, taken into account. These recommendations were then brought forward to the second part, the ISG Open Meeting. Held from 11:00 am to 5:00 pm, and the Regional Chairs and Working Group Chairs represented the ISG in presenting the collective and agreed recommendations to the wider participants of the ISG – including member countries with INSARAG classified teams, partners and the HNPW network participants. This approach has been endorsed and will be the model for the future governance of INSARAG. The Agendas of the ISG Closed and Open meeting 2018 are in **Annex A1(Closed Meeting) and A2(Open Meeting)**.

The meeting was attended by 152 participants from 54 Member States and Organizations including Regional Chairs and Vice-Chairs, Working Group Chairs, National Focal Points and representatives from the IEC (INSARAG External Classification)-classified teams. The meeting was facilitated INSARAG Secretariat. The list of participants is available on **Annex B1(Closed Meeting) and B2(Open Meeting)**.

The PowerPoint files, documents and products for the respective sessions are available at the HNPW (Humanitarian Networks and Partnerships Week) 2018 website ([www.hnpw.org](http://www.hnpw.org)) and at <http://insarag.org>.

### ***Meeting 2 – Open***

#### ***Session 1 – Opening Statements, Adoption of Agenda, Global Updates 2017***

On the 8 of February 2018, the INSARAG Steering Group (ISG) meeting was opened by Ambassador Manuel Bessler, INSARAG Global Chair, and Mr. Jesper Holmer Lund, Chief of the Emergency Response Support Branch (ERSB) of

OCHA. The meeting was opened with a minute of silence to honour the victims affected by the earthquake in Taiwan. Ambassador Bessler summarised the INSARAG highlights of 2017, with focus on the strengthening of national and regional capacity. He also reflected on the INSARAG work that will continue in 2018 focusing on high quality preparedness, inclusiveness and quality assurance to fulfil INSARAG's mandate, and appealed to the audience not lose sight of INSARAG's core mandate of effective preparedness and response to saving lives.

Mr. Holmer Lund thanked Colombia for the provision of a translator for the Spanish-speaking attendees, followed by a reflection on the search and rescue response deployments in 2017, including the Earthquakes in Mexico and in the Iraq and Iran area. Mr. Lund also mentioned the work of the Working Groups regarding the light teams, the launching of the new guidelines in 2020, and echoed Ambassador Manuel Bessler's earlier remarks on ensuring INSARAG's quality work to the highest levels and to continue being the leading global network in preparedness and response to earthquakes.

He also cautioned that INSARAG is increasingly growing as a brand that many rescue organizations want to be associated with and this has led to other private entities offering unauthorised "INSARAG" training without the knowledge or endorsement of the INSARAG network. Teams are requested to consult with their regional troikas and the Secretariat for advice on upcoming trainings and exercises when in doubt.

Mr. Lund also expressed his optimism on forming a new partnership with INTERPOL, with regard to Disaster Victim Identification (DVI) collaboration with INSARAG teams. The ongoing partnerships between INSARAG and WHO EMT initiative have been successful and the example from the INSARAG Earthquake Response Exercise in Malaysia where the rescued patient handover from USAR to EMT personnel was distinctly a clear area where common methodologies and information sharing was critical to effective life-saving operations.

Members were strongly encouraged to contribute to and actively engage in the newly updated INSARAG website (<http://www.insarag.org/>). The Infographic for INSARAG in 2017 is in **Annex C**.

#### **Report by Working Group Chairs:**

The INSARAG Working Group Chairs from Training, Medical, International Light Teams, KoBo/Information Management and Guidelines Review (Transition Team), summarised their work moving forward.

Mr. Dewey Perks (USA; Training Working Group) introduced the Training Working Group Manual and its purpose to provide guidance on the methodology of USAR coordination as the contents of the manual. Mr. Perks outlined the

next steps of the TWG and its three major achievements specifically mentioning the USAR coordination course package, the USAR coordination manual and the USAR coordination course deliver to the regions.

Dr. Anthony Macintyre (USA; Medical Working Group) highlighted on the two major MWG activities of 2017, which are its INSARAG collaboration with World Health Organisations (WHO) Emergency Medical Teams (EMT) synergies, and its initiation of Guidance notes on medical logistics. MWG recognises the role of USAR medicine within USAR team, and towards effective support to affected countries and the WHO EMT network.

Mr. Arjan Stam (The Netherlands; International Light Teams Working Group) mentioned the International Light USAR Team Standards endorsed in the ISG meeting of 2017, including the 5 functions of USAR, 12-hour operations for five days in one site, composition from 17 to 20 members and coordination arrangements. He also presented the feedback from breakout Team Leaders' discussions and highlighted "Option 3" as the preferred choice of the participants; To conduct an IEC for International Light Teams.

Mr. Peter Wolff (Germany; KoBo Working Group/Information Management Working Group) informed about the renaming of the KoBo Working Group into Information Management Working Group(IMWG), expanding the tasks of this WG beyond the development and implementation of KoBo, but also adding the development of a Data Dictionary or Integrated Checklist points. He also presented the KoBo Achievements of 2017, including the first face to face IMWG meeting during the Team Leaders' Meeting in Indonesia, the first successful IEC/R under UC/KoBo checklist and the initiation of several training sessions via Webex. He finished by explaining that KoBo's desired end state would include a near real time information dashboard, a common operational picture, UC receiving data and requests from teams and these teams receiving information and tasks from the UC.

Mr. David Sochor (Switzerland; Guidelines Review Group) outlined that ISG 2016 had decided that a transitional GRG would be responsible for a smooth transition and handover process to the new team for 2018-2020. The Guidelines 2020 will be refining and adding new approved methodologies and policies, and while seeking to achieve greater ownership from the regions and their respective Chairs. This will be done through regular consultations by the new GRG regional group members, tighter quality control of translated documents, and a bigger focus on technical content and guidance for teams.

### ***Session 2 – INSARAG Regional Work-Plan Report 2017-2018***

Mr. Toshihide Kawasaki (Asia-Pacific Regional Chair) presented the 5 Asia-Pacific Region achievements in 2017, which are the Earthquake Response Exercise and the INSARAG Regional Meeting in Malaysia, the Team Leaders in Indonesia, active engagement in IEC/Rs processes and strengthening the national capacity, as shown with the high interest in the

First Responders Training Course and the National Accreditation Process. Mr. Kawasaki highlighted the priorities of the region, being the support for the regional capacity building the first one of them, followed by sharing best practices and training opportunities, promoting capacity development in relation to national accreditation and understanding and accepting the mechanism of international assistance in countries of the region. To finalise his presentation, he assured that the AP region is continuing the proper preparations for the implementation of the USAR Coordination Methodology and KoBo.

Mr. Enrique Peñaherrera (Americas Regional Chair in 2017) began by sharing the Americas Region achievements in 2017 divided in 3 distinct categories, including national USAR capacities, international USAR response, and regional coordination. Mr. Ricardo De La Cruz (Americas Regional Chair in 2018) then indicated the Americas priorities for 2018 featuring the IESRP roll-out (Guatemala, Colombia, Chile and the USA), completing of the Regional Assessment of National USAR Capacity and adapting the SIMEX package to national exercises, the regional earthquake exercise in Argentina, the IEC of SNGRD Colombia, the publication of the USAR Coordination Manual in Spanish, the engagement with the political level on activation of international USAR response, and the regional meeting in Mexico.

Mr. Phillippe Nardin (Africa-Europe-Middle East - AEME Regional Chair) presented the achievements of the region in 2017 following the same format as Mr. De La Cruz, being within the first category the national accreditation processes (TURx4 – FRAX2) the biggest achievement; within the second category the 3 IECs ( RSA-TUR-ALG) and the 8 IERS (TURx2 – Gerx2 -HUN x2 -NED-OMA), and the 2 UCC courses in France and Belgium; and last but not least, regarding regional coordination, and the regional meeting in Istanbul. The regional priorities for 2018 presented by Mr. Nardin include encouraging member states to adopt the national accreditation processes across the region, and to support INSARAG Secretariat in building the AEME Technical Support Group(TSG), supporting the Earthquake Response Exercise in Armenia and a Capacity Assessment Mission in Tajikistan; followed by a Pilot International Light teams IEC process in 2018 or 19 (the GEA Turkish NGO team, nominated and supported by AFAD Turkey), Innovative USAR trainings (Structural evaluation courses in Italy and Germany), 1 USAR Coordination Course “Pilot training” in France, 1 USAR Coordination Course in Azerbaijan, Promote EU / HNS concept and an IEC TL/Mentor refresher course.

### ***Session 3 – Mexico Earthquake Response: Lessons for INSARAG***

Mrs. Ursula Mueller (ASG for Humanitarian Affairs and Deputy Emergency Relief Coordinator) highlighted the many earthquakes that have taken place in Mexico in 2017, including earthquakes in the past that were the inspiration behind the creation of INSARAG. Mrs Mueller further stressed the importance of coordination of all stakeholders involved during a humanitarian response and the need for the receiving government to be well integrated in humanitarian response.

Mr. Hector Uribe (AMEXCID) highlighted the humanitarian response during the earthquake in Mexico and international support. During disasters, there is a need for better coordination with foreign affairs to coordinate humanitarian response. Mexico has its own care model regarding humanitarian response and international humanitarian support during disasters and with the Mexican government coordinating such responses effectively.

Mr. Ricardo de la Cruz Musalem (Mexican Civil Protection) outlined the 9 natural phenomena in Mexico that include several cyclones and 2 earthquakes. Mr. De la Cruz further discussed on the response to the emergency response in Mexico and the damaged incurred during the earthquake on September 19<sup>th</sup>, 2017. An MX plan was activated from the first moment that there is knowledge about damage established by response protocols. It was highlighted that the UN was the first to call and offer help and Mr. De La Cruz was happy to inform the Steering group UNDAC members' work was well done. Mr. De La Cruz further elaborated on lessons learnt and his commitment to furthering the cause of INSARAG.

Mr. Juan Pablo O'Farrill (OCHA) presented his main observations, as an UNDAC Team Leader in Mexico, in the moment of the earthquake, noting that the humanitarian assistance provided to the affected people during the first weeks of the response was satisfactory to meet their immediate needs. Despite the scale of the destruction, this emergency did not exceed the national response capacities. The Mexican authorities have indeed been on top of the situation and provided timely humanitarian assistance.

Mr. Sebastian Mocarquer (Bomberos de Chile) presented on the recommendations and lessons learned. He emphasised the need for strengthening initial assessments; enhance protocols and channels to communicate, considering the specific assistance of INSARAG IEC teams as well as relationship building well before disaster strikes.

#### ***Session 4 – In Plenary, Decisions on the six INSARAG Issues of 2017***

The following were discussed earlier in the 2017 regional and team leader's meetings, and brought forward to the the closed ISG meeting– **See Annex D** for Summary matrix and ISG Decisions from these discussions. The decisions by the ISG on the six issues are:

##### **1. Implementation of USAR Coordination (UC) – Approved**

- a) All three regions have qualified trainers following a series of “Training- of-Trainers” Courses by the Training Working Group.
- b) Several Countries have organised and others will be initiating UC Courses in 2018 – Regional teams are strongly encouraged to participate.
- c) UC Package is available through the INSARAG website and countries are strongly encouraged to translate these as needed, for wider outreach.

- d) INSARAG IEC teams are prepared to contribute and deploy UC trained members when called upon for international deployment.
- e) New Checklist 2018 with UC elements shared globally and the implementation plan in 2018 are:
  - i. 1 January – 30 June: Trials, 2015 checklist still in force.
  - ii. 1 July – 2018 onwards teams undergoing IEC/R will adopt the revised checklist 2018.
- f) INSARAG IEC teams are expected to contribute trained UC staff for operations when called upon.

## **2. Implementation of KoBo/Information Management - Approved**

- a) All three regions have qualified KoBo Working Group Members supporting any requests for KoBo needs by IEC teams.
- b) Several Countries have organised and others will be initiating KoBo workshops in 2018 and /or as part of UC training – Regional teams invited to participate
- c) KoBo Package is available on the INSARAG website
- d) KoBo Working Group is working on an “Easy to use” solution for data analysing and integration via a Dashboard.
- e) KoBo Working Group be renamed IM (Information Management) Working Group to better define their terms of reference.
- f) New Checklist 2018 with KoBo elements shared globally and the implementation plan in 2018 are:
  - i. 1 January – 30 June: trials, 2015 checklist still in force.
  - ii. 1 July – 2018 onwards: teams undergoing IEC/R will adopt the revised checklist 2018.

## **3. Guidelines Review Group 2018 -2020 – Approved**

- a) Co-Chairs from different regions to lead the GRG with technical experts and meeting the ToRs shared with the network.
- b) Invite previous GRG members and with support from their respective organisations to ensure continuity of institutional knowledge and experience is maintained.
- c) Chairs of existing Working Groups will be co-opted members and engaging with relevant partners and agencies when
- d) The GRG will take into account the suggestions from 2017 regional discussions and widely consult with the Regional and Team leader groups physically in the respective meetings and on-line, and report back to the ISG.
- e) A Technical Reference Resource Platform or Library will be considered by the GRG.

- f) The tenure of the GRG will be from 2018 to 2020 -with the launch of the Revised version 2020 to coincide with the INSARAG Global Meeting in 2020 needed.

The ISG thanked member states for supporting the new GRG work and approved the membership of the GRG 2018-2020 from the 3 regional groups and co-chaired by Singapore and Switzerland. The team will commence their work and consultations from April 2018. Details of the members are in the INSARAG website.

#### **4. International Light Teams – Approved**

- a) To pilot the “International Light Teams IEC system” in late 2018 or 2019 with one or two selected teams from countries supportive of the concept. Supported by France AEME Chair and Turkey-Troika AEME (Details of the Pilot launch be consulted through members of LTWG from the three regions and with their respective regional groups.)
- b) Request the LTWG to develop a "USAR Team Classification Process and Checklist" in 2018 meeting IEC Standards.
- c) Any team wishing to classify as an international light USAR team must have the support of their INSARAG Policy Focal Point, and undergo the INSARAG National Accreditation Process.
- d) Existing Medium and Heavy classified teams will have the ability to deploy as Light USAR teams, as per the established concept, without further assessment, should they choose to do so and if this be requested by affected countries, and to report this in the VO during emergencies.
- e) Countries, which do not wish to deploy light USAR teams internationally are not required to adopt the process.
- f) Countries affected by earthquakes can specify if they will require international assistance of Light, Medium and/or Heavy teams.

#### **5. IER- Pre Greening Process – Approved**

- a) Request the TWG to develop a separate IER Checklist in 2018.
- b) Consult with Team Leaders and the INSARAG Classified Teams.
- c) Pre-Greening guidance consider the following:
- d) Items, which can be pre-greened:
  - a. Administrative items;
- e) Items, which should not be pre-greened:
  - i. 36-hour field exercise.
  - ii. Checklist items marked as “yellow” in the original classification

- f) Lessons and Experiences further be shared and reinforced in the next IEC/R TL/Mentors Course/s in 2018 and 2019. ( UK and Singapore offered to host the course)
- g) Strengthen the Expectations and Required Attainments for IERs
- h) Define areas that the mentors can support in the Pre-Greening process
- i) To integrate and revise the Guidelines Volume II, Manual C-IEC/R Process, and in the Guidelines Review process 2018-2020.

## **6. INSARAG National Accreditation Processes (NAP) – Approved**

- a) National Accreditation Processes (NAPs) can be recognised by INSARAG through an established and clearly-defined process (including procedures, criteria and steps, verification checklists and evaluation methodology), such as the INSARAG External Support and Recognition Process (IESRP). Regions are encouraged to form Technical Support Groups (TSGs), as it is a peer-review process.
- b) At the global level, any NAP which has been accepted by the INSARAG Secretariat as meeting INSARAG standards, will be referred to as an INSARAG-Recognised National Accreditation Process (IRAP).
- c) Countries, whose accreditation processes are recognised by INSARAG, may decide to issue nationally-accredited teams with standardised patches (sample and guidance provided by the Secretariat).
- d) Accrediting countries are required to report back to the INSARAG Secretariat on successful nationally-accredited teams, whose details will be updated in the INSARAG USAR Directory.
- e) These recognition processes will be incorporated in the INSARAG Guidelines 2020, ensuring common minimum standards and inter-operability.

### ***Session 6 – Meeting Summary and Directions for 2018***

Mr. Lund summarised the **six key decisions of the ISG 2018** as reflected in Session 4 and emphasised the need for the endorsement of focal people for international deployments. He added recommendations on other focus areas of 2018, such as expanding roles of international response that are beyond USAR, increasing partnerships and initial ideas for the 2020 Global meeting (to be hosted by Poland) and the INSARAG Strategy 2020-2025.

### **Closing Remarks:**

Ambassador Bessler thanked the commitment and leadership of the regional chairs and troika, and all participants as well as the Secretariat for organising the ISG 2017.

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**Annexes:**

Annex A1 (Agenda of the ISG Closed Meeting)

Annex A2 (Agenda of the ISG Open Meeting)

Annex B1 (Name List of the ISG Closed Meeting)

Annex B2 (Participants list from the Open Meeting)

Annex C - The Infographic for INSARAG in 2017

Annex D – Matrix of the INSARAG Issues of 2017