

## Overview

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The INSARAG Guidelines Review Group (GRG) met in Abu Dhabi, United Arab Emirates (UAE), on 14-15 October 2015. The list of participants can be found in Annex A.

This meeting was hosted by the Ministry of Interior of the Government of the United Arab Emirates and co-organised by the INSARAG Secretariat.

The meeting was opened by Mr. Winston Chang, Humanitarian Affairs Officer, FCSS-OCHA and Mr. David Sochor, Chief of Rapid Response Federal Department of Foreign Affairs, Swiss Agency for Development and Cooperation and Chief of Staff to the Chairman GRG, Ambassador Manuel Bessler.

## Summary and Action Points

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The GRG discussed and worked on the following topics:

- Handover Documentation to the GRG 2020
- Dissemination
- Information Management 2015-2018

The following outcomes were agreed to by the GRG:

### 1. **Handover Documentation is a draft following consultation with FCSS**

- It contains the validation of the process and recommendations to the GRG 2018. It is planned to be presented during the INSARAG Steering Group (ISG) meeting in February 2016 for endorsement.

### 2. **Dissemination**

- National ownership and regional coordination and support: This should start with a consolidated translation into the respective language and/or region and must be implemented into internal, national and regional training and exercises.
- International expectations and actions: The promotion and active dissemination of the new INSARAG Guidelines must be sustained and actively presented during all following INSARAG Meetings, such as ISG, Regional and Team Leaders Meetings. Next year the UK plans to host an initial UCC Training of Trainers Course to promote the new Guidelines.
- Support: Support for the Guidelines must come first from those classified and experienced USAR teams within the respective Regions. FCSS should draft and upload on insarag.org and the Virtual OSOCC a tutorial/manual explaining how to use the INSARAG Guidelines. This should not be difficult as most of the information is available with the GRG.

### 3. Information Management 2015-2018 Dissemination

- The INSARAG Guidelines remains a living document and requires an on-going process of development to improve preparedness and response in order to save lives in major earthquakes or building collapses in disasters.
- It is important to maintain the critical link between the five-year Guideline review cycles that continue in knowledge and process, and to ensure that an efficient and seamless process is transitioned to the Guidelines Review Group that is envisaged to start work in 2018 for the 2020 review. The GRG proposes the establishment of a “Transitional GRG 2016-2018”, to be endorsed by the ISG in 2016, with the following tasks and responsibilities:
  - Support and advise USAR teams, countries and INSARAG Regions in the dissemination and implementation of the revised INSARAG Guidelines.
  - Validate the process of dissemination and implementation.
  - Provide responses to questions in relation to the INSARAG Guidelines.
  - Qualify, collate, record and process the questions.
  - Analyse and record notable points moving forward to the next revision.
  - Manage challenges arising, process and reflect these challenges within the existing INSARAG Guidelines and propose possible changes for the next GRG.
  - Draft and coordinate the agenda of Volume IV (INSARAG Best Practices) and recommend a way forward to develop this further.
  - Propose to the ISG (in 2017) the new structure and work plan of GRG 2018 according to the situational awareness and including a work plan.

## Annex A – Participants List

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### Guidelines Review Group Participation

	<b>Name</b>	<b>Country</b>	<b>Position</b>
1.	David Sochor	Switzerland	A/Chair on behalf of Manuel Bessler
2.	John Denny	Australia	Member
3.	Sebastian Mocarquer	Chile	Member
4.	Peter Wolff	Germany	Member
5.	Arjan Stam	Netherlands	Member
6.	Paul Burns	New Zealand	Member
7.	Marwan Bader Alsmeiat	Jordan	Member
8.	Mario Simaz	Switzerland	Member
9.	Dewey Perks	USA	Member
10.	Steve Smith	Australia	Member
11.	Tsukasa Katsube	Japan	Member