



INSARAG Team Leaders Meeting Summary 2017

DRAFT v 25_10

18-20 October Bali, Indonesia

Meeting Overview

More than 170 participants from over 56 countries and organisations working on urban search and rescue (USAR) gathered for the annual International Search and Rescue Advisory Group (INSARAG) Team Leaders Meeting in Bali, Indonesia from 18-20 October 2017 (Participants list in **Annex A**).

This meeting was hosted by the BASARNAS Indonesia – the national Search and Rescue Agency of Indonesia and co-organised by Office for the Coordination of Humanitarian Affairs (OCHA) in its capacity as the INSARAG Secretariat located within the Field Coordination Support Section (FCSS) in the Emergency Services Branch (ESB) of OCHA Geneva. The Bali Governor, and National disaster management authorities BNPB, the Armed Forces TNI of Indonesia and OCHA Indonesia supported and participated in the meeting.

Summary of Presentations and Discussions

Official Opening

Mr. E Mader Mangku Pastika, the Governor of Bali and Brig Gen Ivan Ahamad Rizki Titus, Director of Operations of BASARNAS, warmly welcomed the INSARAG Team Leader's Meeting 2017 participants to Bali and outlined the important work of INSARAG in preparedness and response. Mr E Mander further reassured everyone on the situation of the Mount Agung volcano, and that the authorities are on top of the situation and have in place comprehensive contingency plans for evacuation should a major eruption take place.

Mr Oliver Lacey-Hall, Head of OCHA Indonesia, thanked the Government of Indonesia for hosting this important meeting and shared and outlined INSARAG's significant position as a model in the humanitarian response community with agreed quality standards for USAR response. He also highlighted the key issues that team leaders will be consulted on in the 3 day meeting.

Mr. Yudi from BASARNAS facilitated the introduction of all the participants, and the agenda for the Team Leaders meeting was adopted (Meeting Agenda in **Annex B**).

1. INSARAG in 2017 -18

Mr. Chang, from FCSS, OCHA Geneva and representing the INSARAG Secretariat, updated the meeting on work done at the global level and reporting back and strategic directions from the ISG.

2. Update from Working Groups Chairs- Work done

The 5 working group chairs of Training, Medical, KoBo, various working groups

- i. **Training Working Group (TWG)** - Mr. Dewey Perks, from the United States and Chair of the Training Working Group (TWG), updated the activities of the TWG. The TWG have completed the extensive work on USAR Coordination and have supported the first ToT in all regions and individual courses hosted by Member States. Teams have to take ownership and seek regional and global support as necessary, to have members trained in the UC system.
- ii. **Medical Working Group (MWG)** - Dr. Anthony Macintyre, from the United States and the Chair of the Medical Working Group (MWG), updated their activities and stressed on the close work and collaboration with the WHO and on the paper endorsed at the ISG on USAR Medicine, while several ongoing elements on USAR medical response, are being discussed with WHO and to find common synergies for effective response.
- iii. **Light Teams Working Group (LTWG)** - Mr. Arjan Stam, from the Netherlands and the Chair of the Light Team Working Group (LTWG), updated the ongoing discussions among the LTWG. While the technical concept has been endorsed by the ISG, they are not tasked to recommend various options for this and will consult with the TL during the breakouts.
- iv. **KoBo WG-** Mr. Peter Wolff, aka Mr Kobo, from THW Germany, provided an update on the trial results from KoBo Toolbox in recent INSARAG earthquake exercises The link to KoBo Toolbox is now added in the

Virtual OSOCC discussions when responding to disasters, and the data collected by KoBo will be available at Humanitarian Data Exchange (HDX). KoBo will continue to be tested and practised at the INSARAG Exercises and UCC courses. INSARAG teams are strongly encouraged to test the tool in trainings and

exercises. **The KWG supported by the TL participants recommended a name change to the group, as the emlement of Information Management (IM) is more the focus, than limiting it to just one tool i.e. Kobo, while there are various data collection mechanisms to support the IM work of the UCC.**

- v. **Guidelines Review Group (GRG- Transition Team)** -Mr. David Sochor from Switzerland, on behalf of Ambassador Manuel Bessler, the Chair of the Guidelines Review Group (GRG) and the INSARAG Global Chair, introduced the activities of the “transitional” GRG 2015-2018. Discussions are ongoing regarding the arrangements for the new team for the GRG to work on the revisions for 2018-2020. A co-chair model has been proposed at the AP regional meeting and a proposal requesting some of the members from the last GRG meeting be invited back, to ensure institutional knowledge and experience are brought back to the new GRG group in 2018-2020.

All INSARAG Working Group meeting summaries and products are available in <http://insarag.org> and the VO.

3. **Presentation: National Response - As Local as Possible. Lessons from Italy** by Lt Col Stefania Fiore, Vigili del Fuoco, Italian Civil Protection shared the key lessons on their national response to the massive earthquakes in central Italy and avalanche disasters in Italy, and how the Italian authorities are now closely engaging with INSARAG to share their experiences and also prepare their Heavy team for IEC in late 2018.

4. Break-out discussions – Round 1

Mr. Russel Turner from the Training Working Group and from Australia, moderated the break out discussion topics and facilitators from the working groups and the INSARAG network.

The four break out discussions were organised as listed below. All the participants were divided into 4 groups, and the groups rotated covering all the four topics:

- Discussion 1: IER – Pre-Greening Arrangements (*Tsukasa Katsube, Jacob Bolwinkel*)
- Discussion 2: Technical Guidelines Reference Library (*Paul Burns, Peter Wolff*)
- Discussion 3: Light teams (*Arjan Stam, Christian Baroux, Brad Commens*)
- Discussion 4: National Accreditation Process (*Sebastian Mocarquer, Peter Goxharaj*)

The summary of the discussions are in Annex C.

5. Plenary Discussion: UC and KoBo 01 JAN 2018 implementation and IEC/R requirements

Dewey Perks, Peter Wolff, and the meeting discussed and proposed the following:

- a) Importance of information management (data collection, analysis and visualization) was highlighted as well as the use of information for a broader response (e.g. humanitarian assistance).
- b) Some participants expressed their hesitation about the timeframe of KoBo implementation, especially with regards to the teams preparing for IERs in 2018. On the response, will the INSARAG community be ready in two months to implement it in an emergency setting? It was proposed to wait for the final version and then to put it into implementation.
- c) There is no need to wait for a perfect system, it should be good enough to start and the potential changes can be reflected during revisions and update as the guidelines is a living document.
- d) A draft SOP on KoBo and a document on what KoBo is what it is used for will be finalized in four weeks.
- e) To demystify KoBo it was suggested to conduct the final testing both on collection and analysis side, hold a workshop and test the data collection at a simulation exercise.
- f) Necessity to embrace change was acknowledged, participation in dedicated training courses and Earthquake Response Exercise was proposed.

6. **Plenary discussion: Quality Assurance and INSARAG** - Facilitated by Team Leader representatives Arjan Stam and Paul Burns, moderated by Annika Coll, and the meeting discussed and proposed the following:

- a) Criticality of quality control especially of missions was noted, the mission reports and lessons learned reports should be utilized and best practices as well as shortcomings should be shared at different forums and events including TLs' meetings.
- b) Each IEC/R should have a report on good practices and areas for improvement, the classifiers TL should have a dedicated session on the report when it is complete.
- c) Team Leaders have a primary responsibility on the quality of performance of their respective teams. The focus should be on operational performance.
- d) Frequent introduction of new methodologies and tools can negatively impact the quality, would it be more beneficial to slow down and have time to reflect and assess the performance, identify the gaps, analyse them and move forward the improvement of performance through training and other activities?
- e) Should performance be measured by a number of lives saved vs lives not saved?
- f) Countries embracing the GA resolution 57/150 should have a commitment to provide facilities and services to receive assistance, it is hard to have quality delivery if a country is not prepared to receive it. This could be discussed at the policy level.
- g) Importance of understanding affected countries' national response plans before arriving and starting rescue operations.
- h) Some teams have no resources (time, funds, etc.) to keep the quality high.
- i) It would be worth to have a paper demonstrating what should be prioritized as part of quality assurance. Space should be given at ISG to discuss that.

7. Break-out discussions (Round 2): Feedback 2015 Guidelines and discussions on 2020 version

Following an introduction in plenary by David Sochor before splitting into discussion groups:

- Group 1: Vol II, Manual A (*Tsukasa Katsube, Christian Baroux, David Sochor*)
- Group 2: Vol II, Manual B and Vol III (*Paul Burns, Peter Wolff, Arjan Stam*)
- Group 3: Vol II, Manual C (*Dewey Perks, Jacob Bolwinkel, Sebastian Mocarquer*)

The summary of the discussions is in **Annex D**.

8. Presentation: Chile - IEC Journey - INSARAG Lessons

Sebastian from the Chile team shared about the team's 2 year IEC journey, and the rewards and challenges for a team throughout the IEC journey.

9. Presentation: Indonesia and BASARNAS Disaster Response - National Arrangements

BASARNAS Indonesia shared on their important role to protect and save lives and properties inland, air and sea in Indonesia. Additional information on BASARNAS and their capabilities can be found here:

10. Open space technical presentations and discussions (Introduced by Marcin Kedra) ,1 hour total: Choose 2 x 30 minute sessions to attend

Marcin Kedra briefed the meeting on the 4 topics and facilitated the summary of the 4 technical stations for participants to choose 2 stations, and to rotate every 30mins per station.

- Operational deployment of UAVs (*BASARNAS*)
- Kobo Practical Session (*Peter Wolff and KWG*)
- St Maarten - Post Disaster Response *Experience (USAR.NL)*
- Technical Equipment for Search and Structural Stability Monitoring (*LEADER*)

11. Plenary discussion: Suggestions and future of INSARAG Working Groups

Working Group Chairs/Representatives and Secretariat

Discussions on one working group and composed of relevant regional experts with the 5 core USAR functions i.e. Management, Operations – Technical Search, and Rescue, Medical and Logistics, be considered. Should further technical details be required, sub groups can be proposed.

The current working groups have supported the work of INSARAG well, and have already tasks going into 2018. The ISG will be consulted and feedback from the regional Chairs, if this works for member states supporting their members in this work.

**12. Development of Team Leaders Meeting Summary and Closing Statements,
Invitation from Members States on hosting the Team Leaders meeting 2018**

Host Country and OCHA - INSARAG Secretariat)

Mr. Chang (OCHA-FCSS) summarized the draft Key Points Summary in plenary with all participants. FCSS will circulate the draft Chairman's Summary for comments and the finalised summary will be available on the INSARAG website and VO in the first week of November. The Key points for the TL meeting 2017 are:

	Issues Discussed	TL Recommendation	Follow-up
1	Pre Greening	Separate Checklist to be developed and clearer definitions on the purpose of an IER be made available.	Continue regional discussions Propose to the ISG 2018
2	Technical Guidance Reference Library	Chat room and other suitable platforms for information sharing	Ideas (and volunteers) to FCSS.
3	International Light Teams	TL Preferred* Option 3: Light Classification Process, and endorsed by national policy focal point. *And based on a survey and consensus voting by per- country basis. There were still concerns from several member states who will raise this at the regional meetings and/or ISG regional Troika meeting.	Continue regional discussions Propose to the ISG 2018 The European Union offered to test the LT system in the MODEX Exercises in the future with teams registered in the Mechanism (CECIS)
4	National Accreditation Process (NAP)	The NAP can be adapted to the needs of the various countries and regions. NAP as a first step before teams go for IEC. Countries are strongly encouraged to implement this initiative to strengthen disaster response preparedness nationally, with external support from for instance preferably IEC teams.	Continue regional discussions Propose to the ISG 2018
5	UC and Kobo -01/01/2018	Team and regions take ownership in the training and are strongly encouraged to host UC and Kobo training. Kobo-IM KWG in consultation with the Training WG will develop and share the draft Kobo /IM training manual in Dec 2017. The checklist items for UC and Kobo* have been proposed for acceptance and for addition to the 2018 IEC/R checklist on 01/01/2018 *The TL group proposed that INSARAG Teams taking their IEC/R from 1/07/2018 be subjected to the IEC/R checklist with new additions on UC and KoBo.	Continue regional discussions All INSARAG teams already started or and beginning to include UC and Kobo systems in their training plans. KWG Chair will consult with OCHA on a secure arrangement for stakeholder access to the password and data. Propose the checklist items to the ISG 2018, and as a IEC/R checklist item from 1/07/2018
6	Quality Assurance (QA) and INSARAG	Better ways of utilizing mission and Lessons Learned reports should be explored, and including IEC/R reports (Secretariat compiling this for sharing)	Recommendations will be flagged at the ISG 2018, and selected themes will be approved for further network wide consultations in 2018.

		<p>More attention should be paid to national plans prior to deployment.</p> <p>Countries should have solid systems to receive assistance.</p> <p>Develop a paper demonstrating what needs to be prioritized as part of quality assurance. The paper to be discussed at the next ISG meeting – and drafted by Arjan/Paul following your feedback and shared with everyone before the ISG. The intent is to propose for a QA working group.</p> <p>The TL representatives – Arjan Stam (NL) and Paul Burns(NZ) are current TL representatives and represent the TL group for Policy meetings in the regional and ISG settings.</p> <p>Any interested member, can request through their policy focal points for approval and submit to the Secretariat-ISG, for consideration.</p>	<p>Any interested member, can request through their policy focal points for approval and submit to the Secretariat-ISG, for consideration.</p>
7	<p>INSARAG Guidelines Review – Feedback from TL</p>	<p>Detailed Feedback (in Annex D) compiled by Volume, and will be shared with the GRG 2018 team.</p> <p>Hand over document to be finalised and handed over to the GRG 2018 team.</p> <p>The GRG 2018 team will include members from the previous GRG, and a global representation including existing working group chairs, and approved by the ISG 2018.</p>	<p>Recommendations from the TL meeting will be shared with the Regional Group meetings and the GRG team in 2018.</p>
8	<p>INSARAG Working Group (WG) Suggestions and Arrangements</p>	<p>Consult the ISG on a Working Group model that best suits the needs of the network</p> <p>WG Continue with their assignments</p> <p>All WG meeting summaries and products are available in Http://insarag.org</p>	<p>WG Chairs, Secretariat</p> <p>FCSS to upload and share these documents in http://insarag.org</p>

ANNOUNCEMENTS FROM MEMBER STATES:

1. Germany and Italy offered to co-organise a Structural Engineering Course in 2018 in Italy.
2. Romania offered to host the next Team Leaders Meeting in Bucharest in the second half of 2018.
3. France offered to host a regional UC course in April 2018.
4. UK offered to host the IEC TL/Mentors course in 2018.

Closing Remarks

Mr Yopi from BASARNAS congratulated the participants for the fruitful meetings in the last three days. He emphasised the importance of national capacity building and better coordination of USAR activities to minimise the damage caused by natural disasters and strengthening of the network. He expressed his sincere gratitude and appreciation to everyone for participating and for their contributions in the successful meeting

Mr Winston Chang representing OCHA and the INSARAG Secretariat conveyed OCHA's appreciation and gratitude to the Government of Indonesia and BASARNAS for hosting and co-organising this meeting. He further thanked all working groups for facilitating the meeting and for all participants for their very constructive consultations in the meeting.

ANNEXES:

Annex A: Participants List

Annex B: Meeting Agenda

Annex C: Summary of Breakout Discussion 1

Annex D: Summary of Breakout Discussion 2
