# Feedback to INSARAG Guidelines Version 2.0

**All feedback/input are to be consolidated using the feedback form below to the respective Regional Point of Contact (POC) noted on the cover note**

1. Regional focal points to consolidate feedback from Regions
2. INSARAG Secretariat to consolidate feedback from Partners

| Singapore | | | | |
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| **Volume** | **Page** | **Comments** | | **Remarks** |
| All Vol / Man | | Annexes<br>Format of Annexes could be updated/standardised: (i) Annex at the top right hand corner and (ii) title should be in the middle.<br>**To be standardized by Mr David Wood <u>for all Annexes</u>** | | |
| Vol. I | | 2.5.5<br>Suggest to explain the relationship between RSB and ERB here, or even mention ERS is the form FCSS. This is due to teams remaining unclear and put FCSS in their application forms.<br>**To be implemented by Document Keeper**<br><br>2.6<br>Suggest to mention a bit on the IRNAP and explain what the difference between the IRNAP and the NAP is.<br>**To be implemented by Document Keeper**<br><br>3.1 Page 18<br>Suggest to insert in NAP and/or IRNAP in the triangle to capture the full picture or scheme of things<br>**To be implemented by Document Keeper**<br>3.5<br>Suggest to enhance explanation on IRNAP.<br>**To be implemented by Document Keeper**<br><br>Abbreviations<br>ERS/RSB - Emergency Response Section, Response Support Branch<br>**To be implemented by Document Keeper** | | |

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| | | 2.6.4 Para 2.<br>Should be (UCC) instead of (UC). UC should be captured in the Abbreviation along with UCC. Both means different things<br>**To be implemented by Document Keeper**<br><br>2.7 Page 16<br>IFRC, ICDO etc not captured in Abbreviations<br>**To be implemented by Mr David Wood**<br><br>4.3.4 Para 2<br>Should be (Hazmat) and captured in Abbreviation<br>**To be implemented by Mr David Wood**<br><br>4.3.5 Para 4<br>HCT in Abbreviation<br>**To be implemented by Mr David Wood**<br><br>5.2.1<br>ASR in Abbreviation<br>**To be implemented by Mr David Wood** | |
| Vol 2, Man A | | 3.2.1<br>Suggestion to mention NAP or IRNAP for completion<br>**To be implemented by Document Keeper**<br><br>3.3.3<br>Suggest to remove "IEC" as it is mentioned in the next sentence<br>**To be implemented by Document Keeper**<br><br>3.5.1<br>Suggestion to revise the Role and Function columns. 'Role' is what role/position the person/group plays/hold while 'Function' is what he/they do. The description must be there to be clear<br>**To be implemented by Document Keeper** | The contents in this para talk about IEC and the National USAR Capacity. |

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| | | Format Inconsistency<br>The numbering system of manual A is different from Vol 1. For example page 10, should it be 2.3.1, 2.3.2 etc for sub sub para with a title on top. Consistency should be applied.<br>**To be implemented by David Wood**<br><br>2.2<br>The 2nd bullet point should be part of the 1st bullet point<br>**To be implemented by Mr David Wood**<br><br>Page 43 last para.<br>TRG should be in Abbreviation<br>**To be implemented by Mr David Wood** | |
| Vol 2, Man B | | Format Inconsistency<br>Similar to comment in Vol 2 Manual A<br>**To be implemented by Mr David Wood**<br><br>4.4<br>ICMS to be captured in Abbreviation<br>**To be implemented by Mr David Wood**<br><br>Page 25.<br>ID to be captured in Abbreviation<br>**To be implemented by Mr David Wood**<br><br>5.9<br>This could have a great impact on the 36-hr exercise. How would the markings look like on site and how would the scenario be designed? How often should the markings be updated?<br>**Noted**<br><br>Page 35.<br>UC to be captured in Abbreviation<br>**To be implemented by Mr David Wood** | |

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| | | Page 43 and 44<br>Explanation on the arrows (i.e. pointing to where and what) should be included to enhance clarity to reader.<br>**To be implemented by Document Keeper**<br><br>Page 44.<br>The triage category should be "B" rather than "E" for the first paragraph.<br>**To be implemented by Document Keeper** | |
| Vol 2, Man C | | <mark>**Clarification on EXCON**</mark><br>At para 6, pg 19 - talks about EXCON. Suggest to mention on whether having the exercise runned by external "consultants", totally or partially, is advisable/allowed or not.<br>**Noted**<br><br>Abbreviation.<br>SCC - USAR Sector Coordination Cell. Remove the word "USAR"<br>**To be implemented by Mr David Wood**<br><br>Page 12 last para.<br>UC to be captured in Abbreviation<br>**To be implemented by Mr David Wood**<br><br>3.9<br>LO to be captured in Abbreviation<br>**To be implemented by Mr David Wood**<br><br>Page 44<br>Again tidying up the format for Annexes<br>**To be implemented by Mr David Wood** | |
| Vol 3 | | Abbreviation<br>Dep - Deputy. Suggest to change to Dy<br>**To be implemented by Mr David Wood**<br><br>Abbreviation<br>ASR Level - To remove Level<br>**To be implemented by Mr David Wood** | |

| | | Page 57<br>What does RV and MD stand for?<br>**For Mr David Wood to remove RV and replace MD with Medical Doctor (civilian or military)**<br><br>Page 58<br>What does SHORT stands for?<br>**For Mr David Wood to remove SHORT**<br><br>Page 86, 88, 89<br>Reflected here is the old triage system. Not consistent with Vol 2 Manual B<br>**To be implemented by Document Keeper** | |

| Algeria | | | | |
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| **Volume** | **Page** | **Comments** | **Recommendations**<br>(additions/removal/new language/contents) | |
| | | **3 Roles and Responsibilities in International USAR Response:**<br>**3.1 United Nations Offices**<br>**INSARAG Secretariat**<br>**Post-Mission**<br>**To be included in Vol 1 and Vol 2 / Man B by Document Keeper** | **In addition to the draft's text, add the following :**<br><br>**[…Advocate to the steering group for eventually update and or create new resolutions (political/operational), according to lessons learned and feedbacks (Analysis, Post Mission Reports,…) collected from USARs , to merge into preparedness phase and close the loop.]** | |
| Vol. II, Manual B | p.8 | **3 Roles and Responsibilities in International USAR Response:**<br>**3.2 United Nations Monitoring and Disaster Alert Systems:**<br>**Global Disaster Alert Coordination System**<br><br>[The Global Disaster Alert and Coordination System (GDACS) at www.gdacs.org, provides the international disaster response community with near real-time alerts | 3.2. Global Disaster Alert **and** Coordination System<br><br>[The Global Disaster Alert and Coordination System (GDACS) at www.gdacs.org, provides the international disaster response | |

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| | | about **natural disasters** around the world and tools to facilitate the coordination of response]. **To be standardized across all Vol and Manuals to "disasters"** [...GDACS is activated in major natural, technological and environmental disasters that overwhelm the affected country's response capacity and require international assistance]. **Noted** | community with near real-time alerts about **Major disasters** around the world and tools to facilitate the coordination of response]. [...major natural, **man-made**, environmental, and environmental disasters that ...] |
| Vol. II, Manual B | p.12 | **3.5 Assisting Countries: Bilateral Responders: Additional Capabilities** **Noted** | [Affected countries are encouraged to review the VOSOCC and invite classified teams to respond with Capabilities that meet their immediate needs]. |
| Vol. III | p.05 | **1. Introduction:** **[...**Overview of Response Cycle and USAR Teams Functions:**]** **For Mr David Wood to insert the USAR response phase-cycle from Vol I, Pg 23 "Response Cycle"** | The part following the label is missing - this label used to be completed with a table schematized with the whole USAR response phase-cycle displaying the entire package of forms (through annexes) all over it. |

| The USA | | | |
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| **Volume** | **Page** | **Comments** | **Recommendations** (additions/removal/new language/contents) |
| **Volume II, Manual A** | | 2.2, bullet 4 Is this part of bullet 3? **All comments on** bullet points **shall be addressed by Mr David Woods** 2.4.2, (a) The flow of bullets 1 and 2 does not seem to fit with 3.  Should the text be added to the paragraph after the bullet list? Para 2, bullet list The list should end at bullet 4...the fifth and sixth bullets are actually the header for another list. | |

| | | Bullet list, bullet 5<br>Add "Standard Operating Guides - (SOGs)"?  And add the term to the acronym list?<br>2.6.3<br>First para, last sentence<br>Consider changing "physical capabilities" to a more general term such as "appropriate fitness" to avoid potential gender bias.<br>**To be implemented by Document Keeper**<br><br>2.6.5<br>Incorporating "Citizen Experts"…<br><br>2.6.2 addresses mental health, but should there be expansion on the topic in this section?  Mental health is a critical, and often overlooked issue, and can be very different for the lay public vs emergency responders.  What is "kinda bad" for an emergency responder could be career-endingly catastrophic for a "Citizen Expert."<br>**Noted – Possible topic to be expanded upon for future Guidelines (to be recommended to MWG)**<br><br>2.8.3<br>Sentence 1<br>Change curriculum to curricula<br>**To be implemented by Document Keeper**<br><br>All of section 3<br>This restates section 3 of Volume I…can the content of pages 37-50 be combined with/moved to the material in section 3 of Volume I?<br>**Noted**<br><br>List, 1<br>Consider changing "physical requirements" to a more general term such as "appropriate fitness" to avoid potential gender bias.<br>**To be implemented by Document Keeper**<br><br>Bullet list 2, bullet 2<br>USAR Cycle is not defined until Manual B. Footnote could be inserted to refer reader to Manual B. | |
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| | | Bullet list 2, bullet 3<br>Is the UN Cluster System correctly defined as "an organization?"<br>**Noted**<br><br>Page 71<br>Bullet list 2, bullet 9<br>Insert "An" or "The" before Plan of Action | |
| **Volume II,<br>Manual B** | 21 | 5.1, Figure 3<br>This is a bit confusing and Field vs. Borders vs. Virtual is not explained.<br>**To be implemented by Document Keeper** | |
| | 22 | Consider removing 5.4 and 5.6 (as they are in the UC manual) and using the UC manual as the single reference for the topic.<br>**Noted** | |
| | 37 | Figure 11<br>This may be too much for one graphic. Also "USAR Teams" are a blue box with no reporting line, the RDC is not exchanging info with the VO, the OSOCC is not a "coordination cell," and the reporting mechanisms (red boxes) are not clearly explained.<br>**Noted** | |
| **Volume II,<br>Manual C** | 23 | 8.1.4<br>Is pre-greening still allowed?<br>**Yes** | |
| | 26 | 8.2.1<br>Para 2<br>Is "activation" tabbed over too far?<br>**To be resolved by Mr David Woods** | |
| | 26 | 8.2.2<br>Arrival in Country, this includes but is not limited to: Arrival in the affected country? Can this be re-worded?<br>**To be implemented by Mr David Woods** | |

| | 29 | | RESCUE<br>Numbered list, number 8<br>Lifting and moving has no criteria.<br>**The following criteria shall be implemented by Document Keeper – "To safely rig, lift and move heavy loads using manual and mechanical techniques."** | |
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| **Volume III** | **Annexes** | | All checklists are helpful…but if they live in this document as an uneditable item can they be resized so they are large enough to accept writing when printed?  If not, can they be included as small versions with a hyperlink to an actual document online that is fillable and editable?  The draft has multiple formats, multiple resolutions, and multiple styles.<br>**Noted**<br><br>Annex N<br>This may be better as a checklist with no graphics and a single theme.  There are also punctuation errors.<br>**Document Keeper to remove all references on Area sizes (i.e. area size for heavy team)**<br><br>Annex O<br>Page 2 is very blurry<br>**Document Keeper to enhance clarity**<br><br><br>Annex R<br>This could use significant rework<br>**Noted**<br><br>Annex S<br>Unsure of what this addresses.<br>**Noted – Mr David Woods to enhance quality of Table from the UNDAC Share documents.** | |

| | | Annex V<br>The triage category form is the incorrect version.<br>**Document Keeper to update from Vol 2 Manual B** | |
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| Poland | | | |
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| **Volume** | **Page** | **Comments** | **Recommendations**<br>(additions/removal/new<br>language/contents) |
| Vol. I | 10 | What is the difference between ISC Meeting and ISC General Meeting?<br>**To be rephrased by Document Keeper** | |
| | 10 | Expression: "ISG decision making is undertaken by consensus by the Policy Focal Points." does not solve the problem.<br>**Noted** | Information on the decision making process should be elaborated in the VOL 1 (is it voting? Who can vote? What is the % of voters to take a decision, etc) |

| | | 13 | What is the meaning of this sentence: "Regional, intergovernmental and international organizations participating in INSARAG are also encouraged to designate policy and Operational Focal Points"?<br>**The last statement of 2.6.2 will be rephrased by Document Keeper** | Elaboration on who or what the international or regional organizations should be included. |
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| | | 14 | Inclusion of Team Focal Points<br>**Noted** | Operational and Team Focal Points would be in many cases the same people. |
| | | 12 | It is suggested for the Troika to be explained clearly (one-two sentences) in the main document on this page with the reference to the Annex B where the mandate is provided.<br>**Noted** | |
| | | 13 | The following remark was not taken into consideration, so please consider suggested change one more time: *"As a first step, teams are encouraged to undertake the National Accreditation Process (NAP)." Should be rewritten*<br>**Noted** | As a first step, teams are encouraged to undertake the National Accreditation Process (NAP) or a similar national procedure if existing. |

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| | 20 | The expression "Regions are encouraged to form Technical Support Groups (TSGs) and Technical Recognition Groups (TRGs)" was discussed in Italy at the AEME Regional Meeting and there was no consensus (there was just one or two countries that are much into creation of such support teams and more that a dozen openly against it)<br>**Noted** | The reason was that there is no point in the duplication of efforts which already undertaken by Classifiers. Classified Teams are also obliged to nominate classifiers for IEC/IER - this process should be used (if necessary) also for IRNAP.<br><br>Creating any artificial body such as Technical Support Group or Technical Recognition Group is pointless and overstretch already exhausted capacities. |
| | 48 | Checklist of the INSARAG national standards – the new colour "orange" does not make any sense and should be deleted.<br>**Noted** | |
| | 43-50 | Technical Support Group (TSG) and Technical Recognition Group (TRG) to be deleted from the Guidelines – as highlighted above<br>**Noted** | The concept of creating such groups and placing the burden of it as well as management of this is to be placed on the Regional Chairs which is not accepted. |

| | 55 | It was suggested many times during IEC/R by search classifiers that 4 dogs for Heavy Team is not enough, if two remote working sites are considered<br>**Noted – increased to 6** | It is recommended that the number of dogs for heavy USAR should be discussed at the TLs Meeting and by TWG – suggested min number of dogs for H is 8 (2 per each site per shift). |
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| Ecuador | | | |
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| **Volume** | **Page** | **Comments** | **Recommendations** (additions/removal/new language/contents) |
| Vol I | | Ecuador stressed the fact that the team focal point should be optional and to the discretion of the national authorities and this is what Ecuador would like to see better reflected.<br>**Noted** | |

| Medical WG | | | |
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| **Volume** | **Page** | **Comments** | **Recommendations** (additions/removal/new language/contents) |
| Volume II, manual B | 16 | Section 4.2, After Bullet 8<br>▪ Insert new bullet after bullet 8 which states "For planning, have Ministry of Foreign Affairs liaise from the beginning with the affected country if and what support is required"<br>▪ Add new bullet "Verify through donor Ministry of Foreign Affairs that personnel with licensure (i.e. medical, engineering) have appropriate permissions to practice their discipline within the scope of USAR operations in the affected country."<br>**To be implemented by Document Keeper** | |

| Volume III | 6 | Under Management<br>• Add a new row after the third row<br>• Column one: "Verify through donor Ministry of Foreign Affairs that personnel with licensure (i.e. medical, engineering) have appropriate permissions to practice their discipline within the scope of USAR operations in the affected country."<br>• Column two: "USAR medical and engineering components are essential to USAR operations. Affected country should grant permissions for their ability to operate within USAR operations. This may require affected country POC to work with specific ministries in their own government to obtain appropriate permissions."<br>**To be implemented by Document Keeper** | |