



TO: Sebastian Rhodes Stampa
ERS- INSARAG Secretariat

FROM: Dewey Perks
INSARAG TWG Chair

SUBJECT: TWG Meeting Notes of 24 November 2021

DATE: 3 December 2021

TWG

- Joshua (JT) Turner (AUS)
- Jacob Bolwinkel (DEN)
- Kira Chebakova (RUS); Regrets - assigned to IEC/Rs in Switzerland
- Peter Goxharaj (GER)
- Tsukasa Katsube (JPN)
- Dewey Perks – Chair (USA)

Associate Experts

- Robert (Rob) Norman (GBR) Representative of the IMWG
- Paul Burns (NZL) Representative of INSARAG Team Leaders and GRG; Regrets
- Trevor Glass (RSA) Representative of the MWG; Regrets
- Arjan Stam (NED) Representative of INSARAG Team Leaders and LTWG; Regrets
- John Cawcutt (AUS) Representative of INSARAG Leadership Training; Regrets
- John Denny (AUS) Representative of INSARAG Leadership Training; Regrets

INSARAG Secretariat Representative

- Roberto Colangelo; Did not attend

The TWG convened its remote monthly meeting using a video conference platform (Zoom) again provided by JICA-JDR due to the continuing global situation with COVID. Dewey welcomed all participants and was joined by Tsukasa who introduced and led participants through the meeting's agenda.

1. Minutes from last meeting:

It was discovered that the meeting notes of the October teleconference approved (during the November 2021 meeting) by the TWG by email, have not yet been sent to the Secretariat for posting. This error will soon be corrected.

2. Meeting Format:

Participants agreed that the Zoom or Google Meet formats for meetings are acceptable, and it will continue using these platforms until in-person meetings resume, or for ad hoc gatherings of the group.

The TWG is still hampered by a “full agenda” that often exceeds the scheduled 60-minutes, thus leaving issues unresolved. It will work to streamline the virtual agenda, but is also facing the issue of timing. Meetings are currently scheduled for 1300-hours (CET), which is an undue burden for member from the Asia Pacific region. This too, will be explored to find a hopefully different solution.

3. Co-Chairs:

The group revisited the INSARAG suggestion to use a co-chair format, but has determined that for now, it still isn't doable for the TWG. Tsukasa Katsube will take on the role of guiding the TWG during meetings when the Chair is unable to participate.

It should be considered that the TWG has existed since 1995 (longest serving WG for the Secretariat) and that its name “Training” is not always accurate. While the group does focus on training, it is often tasked by the Secretariat to work on other issues beyond training including Guideline revision of Volume II – Manual C and annual maintenance of the IEC-IER Checklist.

4. Division of Labour:

The Chair proposed a “Division of Labour” for the working group to track important issues within the INSARAG system to ensure the TWG was accountable. After discussion, the following was agreed to. It should be noted that this program includes both TWG members as well as Ex Officio members who have been internally added to the TWG to ensure global vision on issues and topics.

- Policy and INSARAG Guidelines - Lead: Dewey and Tsukasa, and includes Paul Burns and Arjan Stam as TL Representatives
- UC Training – Project Lead: Kira supported by Jacob, Josh, Robert Norman, and Arjan Stam
- UC Manual Revision – Project Lead Kira, supported by Rob, and Tsukasa
- IEC-IER Exercise Design Handbook – Project Lead: Tsukasa, supported by Trevor, Peter, Paul L and Sean Moore
- ERE Review – Project Lead: Peter supported by Kira, and Tsukasa. The Chair will engage as requested by the INSARAG Secretariat.
- IEC/R Leadership Training: Project Lead: Jacob, supported by John Denny, John Cawcutt, Arjan Stam, Paul Burns, Rob, and Trevor
- EU - INSARAG Relationship – Project Lead: Jacob, supported by Rob and Peter
- Web-Based Training – Project Leads: Trevor and Rob, supported by Josh and Kira
- Other WGs - Trevor (MED), Rob (IM), Arjan and Paul (TL)
- Additional SMEs: Arjan and Paul as TL reps; John Denny and John Cawcutt as needed resources for training, classifications, and historical perspective.
- National Coordination Training – Project Lead: Tsukasa, supported by Dewey and Josh
- 1st Responder Course Review – Project Lead: Peter, supported by Josh and Kira

This initial labour division may be modified as time goes on by the INSARAG Team Leaders, ISG and/or Secretariat. It is the intent of the TWG to further develop these topics, arrange sub-group virtual meetings, and discuss progress with the TWG before reporting to the Secretariat.

5. Meeting Discussions

The November meeting focused primarily on the draft WG and TL Meetings agenda (returned separately to the Secretariat). Other discussion points noted:

- The TWG suggests the “IER in EU Modex Guidelines” be instead referred to as IER in EU Modex Manual or Handbook. This would lessen confusion or comparison of importance to the INSARAG Guidelines.
 - **ACTION:** Secretariat and INSARAG Transition WG
- The TWG has discovered conflict in the naming convention used in the INSARAG Guidelines on USAR Team Identification. In the 2020 Manual B Australia ONE (as example) is called AUS01 but there is a referral in the UC Manual (2017 version) where this team would called be AUS-1. However later in Manual B the examples of markings in Chapter 6 the team show this team as AUS-01. In the online Available Worksite Triage Form it is AUS01. Finally, the latest IEC/R news on INSARAG.ORG refers to the newly classified EMERCOM Team RUS-03.
 - **ACTION:** Secretariat and INSARAG Transitional Guidelines Review WG.
- Rescheduling of the IEC/R Leadership Training is proposed for 29 April – 6 May 2022. If accepted by the Secretariat, participants of this course could then travel to Geneva for the 9-13 May HNPW.
 - **ACTION:** Secretariat and TWG

6. Reports from other Working Groups:

IM Working Group – Rob

It seems that sufficient funding has been offered by the Donors to keep ICMS afloat for the coming years. Discussion will soon be needed to determine the “future” of the platform and whether it will be expanded for UNDAC and others. Some expressed concern of the “what ifs” that could happen if INSARAG creates an island that others cannot use. An additional concern is in regards to funding that might be needed IF the system is opened to others.

It was also mentioned that the platform provider recently made unexpected changes to ICMS, which may have consequence during the current Asia Pacific ERE. Another example is that the UK is preparing to deliver an internal UC course and was not anticipating these changes.

A continuing issue of concern (for quality control) is that USAR teams continue to select “monitoring” (or other status on the VO), but never go back to the site to change their status. As example, there are still numerous CLASSIFIED teams “monitoring” the Haiti earthquake that occurred in August.

- **ACTION:** The TWG (not speaking for the IMWG) suggests that the Secretariat look at this continuing and problematic matter and refer it to the team’s Policy and Operations Focal Point for resolution.

ERE and National Accreditation Working Group – Peter

The Earthquake Response Exercise (ERE) package has now been employed in the Americas and Asia Pacific Regions, but we haven’t yet learnt the lessons learnt of best practices.

In regard to the **National Accreditation Working Group**, Peter reports that this WG is facing some the same issues as the TWG.

IEC/IER Discussions

It was discussed that this WG has completely stalled. The co-chairs have twice requested clarification and guidance from the Secretariat, but so far have not received answers.

- **ACTION:** The co-chairs of this WG will contact the Secretariat to request it be provided guidance, disbanded, or reorganised.

7. Other Business:

The TWG was happy to learn that in-person meetings are being planned for March (Qatar) and May (HNPW). It is hoped that the pandemic abates by then and that free-travel is again in play.

The TWG will not meet in December. It will resume monthly meetings in January 2022.