



TO: Sebastian Rhodes Stampa
ERS- INSARAG Secretariat

FROM: Dewey Perks
INSARAG TWG Chair

SUBJECT: TWG Meeting October 2021- Minutes

DATE: 27th October 2021

The TWG met on 27 October 2021. The meeting minutes and follow-up actions (in red) are summarized in the paragraphs below:

TWG Participants:

- Peter Goxharaj
- Kira Chebakova
- Joshu Turner
- John Denny
- Tsukasa Katsube
- Juan Fernandez (ERS)

Excuses by Dewey Perks, Jacob Bolwinkel and Paul Burns

*Follow up actions are written in Red.

Agenda 1: Bonn Meeting

The **TWG will decide if having TWG in Bonn is feasible on 15 November** based on the current hosting environment as well as travel restrictions of member countries.

- Peter to facilitate this decision making discussion by email around the date.
- There will be in-person meeting in Bonn or nothing, means that having hybrid is not realistic.
- Bonn meeting is originally planned in the 2nd week of Dec (Arriving 5th and departure on 10th)
- SWZ classification is coming up in 20-25 Dec and this Bonn meeting is ideally arranged in conjunction with the classification (Kira and JT has business in the classification). **The alternative dates will be arranged in consultation with TWG members.**

Agenda 2 : Status of 1st Responders Course

- The revised materials will be finalized around January after Cyprus test run by Peter.

- The revised package will be proposed in TechWG/TL meeting in Qatar for technical discussion and aims to get endorsed in ISG in May.
- The contents itself is almost the same as the original course, but added more of visual aids for better understanding.

Agenda 3: Status of IEC/R leadership course

- Kira will have communication with Martin Evers during SWZ classification and will get more details from the host side.
- This needs to be consulted with Jacob and check his availability on the proposed date (May)

Agenda 4: UC Manual

- 2nd draft circulated by the secretariat but no feedbacks from teams so far.
- it may need to consider the 3rd round of the circulation.
- Although this is draft version, members are favor of using this in upcoming relevant events, such as ERE in China, UK national course and a course in German speaking counties, in order to get feedbacks.
- The original plan for the finalization was in December but now considering moving it to March.
- The good practical discussion has to happen during Qatar meeting.

Agenda 5: IEC under COVID19

- RUS3 was classified.
- Extra care was taken on the preparation side, but the classification was conducted with normal procedures.

Agenda 6: Website Update

- *Run out of time and could not discuss
- the requested items needs to be submitted to the secretariat by 30 Oct.

30 mins run over and stopped the discussion here.

Email conversation will follow up for the Agenda6 as well as the Bonn meeting arrangement.