INSARAG Coordination & Management System
Training Session

Online Team Training Session

Survey123 for ArcGIS
Explorer for ArcGIS
https://icms-insarag.hub.arcgis.com
What is the INSARAG Coordination Management System?

Complex USAR operations result in increased workload. The INSARAG Coordination and Management System (ICMS) offers a standardised and systematic approach to collect and report information at all levels in line with USAR Coordination Methodology;

• The INSARAG Coordination Management System is of a suite of applications that combine to form an effective coordination system during a response

• The system can be accessed through the INSARAG HUB, which is a common landing page that provides access to events and training material. During deployments, a link to the HUB will be posted on the VO

• Data can be collected using two key applications for mobile devices
From a dream to reality

- Near real time information Dashboard
- Common Operational Picture
- UCC receives data and requests from teams
- Teams receive information and tasking from UCC
Important Forms currently in our Guidelines 2020

1.) Team Fact Sheet / Demobilization Form
2.) Worksite Triage Form
3.) Worksite Report Form
4.) Victim Extrication Form
5.) Resource Request Form
6.) Humanitarian Needs Identification Form

Incident / Sector Situation Report / Wide area assessment
Mission Summary Form
Triage Category Guidelines 2020

- Confirmed live victims: Means that the USAR assessment team knows that there are people alive in the collapsed structure.
- Possible live victims: Means that there is a possibility that people are alive in the structure, but the assessment team cannot confirm whether people are alive or even in the structure. Examples of possible live victims is when by-standers report missing people, or a collapse of a school that was in session.
- Deceased only: Means that there are not live victims, but the LEMA may want to send teams to the site to recover the bodies.
The ICMS suite of applications

Mobile Applications

INSARAG HUB
Survey123 allows users in the field to collect data on a mobile device

Survey 123 is a digital replacement for paper forms. Data can be collected, and that information is then displayed on a central dashboard where decision makers can use it, to make more informed decisions.

The Survey123 app can be downloaded directly to your device
Once a form is completed, users can either reopen the submitted form to review, make changes or can create a new form to complete. It is also possible to Copy into a new one.
Explorer is an app that allows users to see a map of the deployment area, and the worksites that have been identified. Explorer also links with Survey123 and allows users in the field to view already entered information.

This app can be used to retrieve partially pre-populated worksite report and victim extrication forms.
Access to the ICMS HUB

https://icms-insarag.hub.arcgis.com

All teams have been issued unique Log-on details and passwords by the Information Management Working Group.

Below the live events or exercises, are the training sites and guides
Use the account details below to log into your team's account:

https://icms-insarag.hub.arcgis.com

Team Account
Log-on:
Password:
ICMS Training Material

Available within the Hub at https://icms-insarag.hub.arcgis.com and www.insarag.org

Can be downloaded and stored locally
Below the training guides on the Hub, are training areas for all teams. There are shared training areas for the different INSARAG regional groups. And below this, each team has an individual training site.
The ICMS system has two different levels of access, according to the role being carried out.

**Team access** for capture and assurance of team data from:
- Team Factsheets
- Worksite Triage Forms
- Worksite Reports
- Victim Extrication Forms
- Resourcing

**UCC access** for coordination of the response and management of:
- Team Information
- Worksite Triage/Assignment
- Operations management
- Resource management

**Used by Team members and management**

**Used by Coordination Staff**
Once you are logged into your team training account, you will see the options to access the different elements of the system as shown opposite:

The ICMS Operations Dashboard
The QA application
The Survey123 Hub
and
QR codes for the Explorer application, and different INSARAG forms within the Survey123 app.
• Teams should preferably download the forms from the ICMS Team Hub via the QR code functionality
• Select the form you wish to download via the QR functionality from Survey 123
• You will find pre-filed Team information at the forms
• Complete the form as per normal
Within the UCC account, there are more options and greater access to elements of the system shown opposite:

The ICMS Operations Dashboard
The UCC Application
The UCC QA application
The Survey123 Hub
So how does this link to USAR Coordination?

USAR coordination overview
Establish and/or support USAR coordination functions:

- Reception Departure Centre (RDC)
- USAR Coordination Cell (UCC)
- Sector Coordination Cell (SCC)
Depending on the scale and complexity of the incident, teams may be required to supply one of the following to support coordination efforts:

<table>
<thead>
<tr>
<th>People and equipment</th>
<th>People only</th>
<th>Equipment only</th>
<th>No support needed</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="People and equipment" /></td>
<td><img src="image" alt="People only" /></td>
<td><img src="image" alt="Equipment only" /></td>
<td><img src="image" alt="No support needed" /></td>
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Personnel may include:

- 2 or 4 team members
- Trained
- In pairs if possible
- For duration of deployment
- Self sufficiency
Expectations of USAR coordination members

• Work under one system:
  - INSARAG forms and reports
  - Coordination model
  - Information displays
  - ICMS

• Communication, diplomacy and negotiation skills
• Able to set up and operate relevant systems
coordination


the act of making all the people involved in a plan or activity work together in an organized way:
If USAR operations are well coordinated, MORE opportunities will be presented for MORE teams to rescue MORE people!
Coordination Overview

**USAR Coordination**

In conjunction with MOE:
- Coordinate
- Conduct
- Monitor
- Prepare

**Emergency Medical Team Coordination Cell**

In conjunction with Ministry of Health:
- Screen and register international EMT’s
- Verify compliance with national and international standards
- Assign and task Emergency Medical Teams

**MoH**

**EMTCC**

**BOO**

**UCC**
**Team Factsheet**
Completion by the team at start of the deployment with all relevant information.

**Triage**
Teams complete triage forms in Survey123 and data will either be directly uploaded or require approval via QA.

**Tasking**
Teams receive tasks from the UCC and can download and print forms.

**Reporting**
The Operations tab of the Dashboard updates only when a Worksite Report is submitted.

**Extrication**
Information from submitted Victim Extrication forms is displayed on the operations and summary tabs.

**Demobilisation**
Teams should update the Team Fact Sheet with information regarding demobilisation.

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**Team and Coordination work flow during deployments**

**TEAM ACTIVITY WITHIN ICMS**

- **Team Factsheet**: Completed by the team at start of the deployment with all relevant information.
- **Triage**: Teams complete triage forms in Survey123 and data will either be directly uploaded or require approval via QA.
- **Tasking**: Teams receive tasks from the UCC and can download and print forms.
- **Reporting**: The Operations tab of the Dashboard updates only when a Worksite Report is submitted.
- **Extrication**: Information from submitted Victim Extrication forms is displayed on the operations and summary tabs.
- **Demobilisation**: Teams should update the Team Fact Sheet with information regarding demobilisation.

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**COORDINATION ACTIVITY WITHIN ICMS**

- **Coordination Staff**: Monitor incoming worksites and those awaiting approval by team managers.
- **Taskings**: Taskings are allocated by staff monitoring the Triage Tab of the Dashboard and assigning teams to worksites.
- **Operations Reports**: Reports may need to be authorised by Team Command Points or UCC using the QA app.
- **Extrication Staff**: Can monitor information on victims and also monitor forms still waiting for team management to QA.
- **Demobilisation**: Information from each team can be used to assess resources used and required as teams begin to demobilise.
All information is displayed on the Dashboard

The Dashboard can be filtered to show information relating to the entire deployment for LEMA and OSOCC briefings, by individual teams to conduct team briefings, and by Sector for Coordination Briefings
Are there any Questions?