Organizing a Regional SAR Program
Issues and Considerations
Presentation
Day 1
USAR Task Forces are structured to safely operate at the scene(s) of disaster. Typical task forces are comprised of specialty teams that perform the function of search, rescue, medical care for task force members and rescued victims, technical assistance, and logistical support.
** MANAGEMENT

**Task Force Leaders:** Oversee and direct the overall operations of the Task Force.

**Safety Officers:** Oversee all operations in relation to search and rescue safety requirements. Implement safety guidelines and regulations within operational situations.

**Planning Officers:** Assist the Task Force Leaders with short and long range planning for the Task Force operations.

**Search Manager:** Oversees and directs the operations of the search and recon team involved in physical, electronic, and canine search.

**Medical Manager:** Oversees and directs the operations of the medical team involved in providing pre-hospital and emergency care for task force members and crush syndrome/confined space medicine for rescued victims.

**Rescue Manager:** Oversees and directs the operations of the rescue team involved in the extrication of trapped victims.

**Technical Manager:** Oversees and directs the operations of the technical team involved in providing support to the overall search and rescue mission to include: planning, hazards evaluation, structural integrity assessments, and technical documentation.

**Logistics Manager:** Oversees and directs the operations of the support team involved in providing support to the overall search and rescue mission to include: logistical, communications, mobilization and demobilization, and transportation.
1. SEARCH TEAM

1.1 Functions

Utilizes physical, canine and technical/electronic search to locate trapped victims.

1.2 Composition

1.2.1 2 Search Team Managers: The Search Team Manager is responsible for managing and supervising the search function of the task force during incident operations. The Search Team Manager reports directly to the Task Force Leader.

1.2.2 4 - Canine Search Specialists: The Canine Search Specialist is responsible for performing the search function of the task force incident operations. The Canine Search Specialist reports directly to the Search Team Manager.

1.2.3 2 - Technical Search Specialist: The Technical Search Specialist is responsible for performing the search function of the task force incident operation. The Technical Search Specialist reports directly to the Search Team Manager.
2. RESCUE TEAM

2.1 Functions

Evaluation of compromised areas, structural stabilization, reaching and site exploration and live victim extrication.

2.2 Composition:

2.2.1 2 - Rescue Team Managers: The Rescue Team Manager is responsible for managing and supervising the rescue function of the task force during incident operations. The Rescue Team Manager reports directly to the Task Force Leader.

2.2.2 4 - Rescue Squads: Each squad has 1 Rescue Squad Officer and 5 Rescue Specialists. The Rescue Squad Officer is responsible for managing and supervising one of the rescue squads of the task force during incident operations. The Rescue Squad Officer reports directly to the Rescue Team Manager. In turn, the Rescue Specialist is responsible for performing the rescue function of the task force incident operation.
3. MEDICAL TEAM

3.1 Functions

Provides pre-hospital and emergency care for task force members and crush syndrome/confined space medicine for rescued victims. The team is designed to provide sophisticated and possibly prolonged pre-hospital and emergency medical care during a mission and at rescue sites. The medical personnel are also responsible for minimizing health risks, intervention of critical incident stress syndrome, and limited treatment of hazardous materials exposure, for task force personnel. In addition, the medical personnel must be capable of providing treatment to the search team canine.

3.2 Composition:

3.2.1 2 - Medical Team Managers: The Medical Team Manager is responsible for managing and supervising the medical function of the task force during incident operations. The Medical Team Manager reports directly to the Task Force Leader.

3.2.2 4 - Medical Specialists: The Medical Specialist is responsible for performing the medical function of the task force incident operation. The Medical Specialist reports directly to the Medical Team Manager.

Many of the medical specialists on USAR teams are both EMT-Paramedics and fire fighters, and thus have both rescue experience and extensive experience in pre-hospital medical care. Most of the physicians involved in USAR are emergency medicine specialists, and have also taken special courses in confined space medicine and rescue systems.
4. TECHNICAL TEAM

4.1 Functions

Provides support to the overall search and rescue mission to include: planning, hazards evaluation, structural integrity assessments, and technical documentation.

4.2 Composition:

4.2.1 2 - Technical Team Managers: The Technical Team Manager is responsible for managing and supervising the technical functions of the task force during incident operations. The Technical Team Manager reports directly to the Task Force Leader.

4.2.2 2 - Structures Specialists: The Structures Specialist is responsible for performing the various structural assessments for the task force during incident operations. The Structures Specialist reports directly to the Technical Team Manager.

4.2.3 2 - Hazardous Materials Specialists: The Hazardous Materials Specialist is responsible for performing the various hazardous materials assessments for the task force during incident operations. The Hazardous Materials Specialist reports directly to the Technical Teams Manager.

4.2.4 2 - Heavy Equipment and Rigging Specialists: Coordinate operations of heavy equipment, such as cranes, backhoes and other equipment needed to move heavy portions of structures during rescue operations.

4.2.5 2 - Technical Information Specialists: Regulate and provide technical information and documentation to the Task Force, and to CDERA.
4.2.6 2 - Communications Specialists: Maintain, configure, distribute and train personnel on all communications equipment in the Task Force cache. Equipment includes local hand held and repeater systems, high frequency short wave and satellite systems, for voice and data transmission.

4.2.7 2 - Logistical Specialists: Provide inventory control of specialized equipment and supplies maintained in the Task Force equipment cache.

5. LOGISTICAL SUPPORT TEAM

5.1 Functions
Provides support to the overall search and rescue mission to include: logistical, communications, mobilization and demobilization, and transportation.

5.2 Composition:
5.2.1 1 - Logistics Team Manager: Oversees and directs the operations of the logistical support team involved in providing support to task force to include: logistical, communications, mobilization and demobilization, and transportation.

5.2.2 2 - Communications Specialists: Maintain, configure, distribute and train personnel on all communications equipment in the Task Force cache. Equipment includes local hand held and repeater systems, high frequency short wave and satellite systems, for voice and data transmission.

5.2.3 2 - Logistical Specialists: Provide inventory control of specialized equipment and supplies maintained in the Task Force equipment cache.

5.2.4 1 - Transportation Leader: coordinates transportation of personnel and equipment from POA/ Mob center to areas of operation.
### Task Force Positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Number Required</th>
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<tbody>
<tr>
<td>Task Force Leader</td>
<td>1</td>
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<tr>
<td>Assistant Task Force Leader</td>
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<tr>
<td>Safety Officer</td>
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<tr>
<td>Planning Officer</td>
<td>2</td>
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<tr>
<td>Search Team Manager</td>
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<tr>
<td>Canine Search Specialist</td>
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<tr>
<td>Technical Search Specialist</td>
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<tr>
<td>Rescue Team Manager</td>
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<td>Rescue Squad Officer</td>
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<td>Rescue Specialists</td>
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<tr>
<td>Medical Team Manager</td>
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<tr>
<td>Medical Specialists</td>
<td>4</td>
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<tr>
<td>Technical Team Manager</td>
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<tr>
<td>Structural Specialists</td>
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<tr>
<td>HazMat Specialists</td>
<td>2</td>
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<tr>
<td>Heavy Rigging/Equip Specialists</td>
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<tr>
<td>Technical Info Specialist</td>
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<tr>
<td>Communication Specialists</td>
<td>2</td>
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<tr>
<td>Logistics Specialists</td>
<td>4</td>
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</tbody>
</table>

Total: ........................................ 62

* Enough personnel are needed to conduct round-the-clock (24 hours) operations on 2 - 12 hour shifts*

* More than one USAR Task Force may be deployed and functioning in one area of operations.*

* The task force leader may consider adding additional positions or editing number of personnel within any team as appropriate to accomplish mission*
SECTION 2: TRAINING & CERTIFICATION CRITERIA

The training needs of the Urban Search and Rescue Task Force (USAR-TF) reflect the range of tasks that the team could be called on to undertake. The possibilities are very wide ranging and thus the team requires a wide diversity of skills and knowledge. To organize and manage the acquisition of these skills, to record and assess training and to integrate the training with other aspects of team management requires a training policy.

The training policy consists of a number of interlocking management and training systems. They include:

- Task Analysis
- Core Skills Document
- Structured Training Program
- Training Notes
- Briefing Sheet

Once the tasks facing the task force are identified by task analysis and evaluation, the skills and knowledge for achieving competency are recorded within the Core Skills Document.

The Structured Training Program is used to select candidates for training, and it describes appropriate training methods and defines the requirements for assessment.

If appropriate, an in-house training plan is produced to teach coordinated emergency response skills and acquire competent knowledge. However, in addition to a training plan, the need for diverse skills requires the inclusion of a variety of learning methods into the training strategy.

For example, "Accredited Prior Learning" (APL) allows account to be taken of skills and knowledge that have already been achieved by structured learning. "Occupational Learning" gives due account for skills learnt through work experience. Thus it can be seen that within the Search and Rescue Team there is a number of alternative routes of achieving competency. The task of achieving and assessing competence to the standards set out in the Core Skills Document requires a framework on which to manage and record the training required and received. The Personal Development Plan and the Personal Portfolio provide this framework.
Taskforce Members Minimum Training Requirements for Certification

In addition to the following mentioned minimum training requirements, all task force positions must meet knowledge and skills/abilities criteria as identified by the Task Force Leader, Team Leaders, and certifying agency. Minimum requirements must be equivalent or compatible to CDERA USAR Task Force requirements and operational guidelines. The following is a list of the recommended certification courses that are usually required for Task Force member certification.

Task Force Leader:

- Incident Command System
- BLS/CPR
- Hazardous Materials First Responder Awareness
- USAR Incident Management System
- Critical Incident Stress Debriefing

Safety Officer:

- Incident Command System
- Rescue Systems 1 (or equivalent)
- BLS/CPR
- Incident Safety Officer
- Health and Safety Officer
- USAR Systems Operations
- Critical Incident Stress Debriefing
- Confined Space Rescue

Planning Officer:

- Incident Command System
- Rescue Systems 1 (or equivalent)
- EMT / First Responder Certification
- USAR Systems Operations
- BLS/CPR
- Critical Incident Stress Debriefing
**Search Team Manager:**
- Technical Search Specialist
- Canine Search Specialist
- Incident Command System
- USAR Systems Operations
- BLS/CPR
- Critical Incident Debriefing

**Canine Search Specialist:**
- Canine Search Specialist
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- BLS/CPR

**Technical Search Specialist:**
- Technical Search Specialist
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- BLS/CPR
- Structural Collapse Rescue - L/M

**Rescue Team Manager:**
- Rope Rescue 1
- Rope Rescue 2
- Confined Space Rescue
- Trench Rescue - Basic
- Trench Rescue - Intermediate
- Structural Collapse Rescue - L/M
- Structural Collapse Rescue - Heavy
- EMT/ First Responder Certification
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- BLS/CPR
- Critical Incident Stress Debriefing
Rescue Squad Officer:

- Rope Rescue 1
- Rope Rescue 2
- Confined Space Rescue
- Trench Rescue - Basic
- Trench Rescue - Intermediate
- Structural Collapse Rescue - L/M
- Structural Collapse Rescue - Heavy
- EMT/ First Responder Certification
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- BLS/CPR
- Critical Incident Stress Debriefing

Rescue Specialist:

- Five Years Rescue Experience
- Rope Rescue 1
- Rope Rescue 2
- Confined Space Rescue
- Trench Rescue - Basic
- Trench Rescue - Intermediate
- Structural Collapse Rescue - L/M
- Structural Collapse Rescue - Heavy
- EMT / First Responder Certification
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Surface Water Rescue
- BLS/CPR

Medical Team Manager:

- USAR Task Force Medical Operations
- Licensed Physician - ACLS, ATLS, PALS
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Critical Stress Debriefing
- Confined Space Rescue
Medical Specialist:

- Certified EMT/Paramedic/Nurse with BTLS, ACLS, PALS
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Critical Stress Debriefing
- Confined Space Rescue

Technical Team Manager:

- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Critical Stress Debriefing
- BLS/CPR

Structures Specialist:

- Licensed Civil Engineer
- Structural Collapse Rescue - L/M
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Confined Space Rescue
- BLS/CPR

HAZMAT Specialist:

- HAZMAT Technician Certification
- Structural Collapse Rescue - L/M
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Confined Space Rescue
- BLS/CPR
Heavy Rigging & Equipment Specialist:
- Class A Commercial Drivers License
- Structural Collapse Rescue - L/M
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Confined Space Rescue
- BLS/CPR

Technical Information Specialist:
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- Confined Space Rescue
- BLS/CPR

Communications Specialist:
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- BLS/CPR

Logistics Specialist:
- Certified Shipper of Dangerous Goods
- Incident Command System
- USAR Systems Operations
- HAZMAT First Responder Operations
- BLS/CPR
SECTION 3: SPECIFIC TRAINING PROGRAMS

The following programs have been developed and are currently available for certification.

1. MANAGEMENT AND OPERATIONS COURSES

1.1 Incident Command System  18 hr NFA training course
1.2 Incident Safety Officer  18 hr NFA training course
1.3 Health and Safety Officer  18 hr NFA training course
1.4 CDERA Systems Operations to be developed  8 hr orientation and training course for all task force personnel. (Prerequisite for all Task Force Personnel)
1.5 Critical Incident Stress Debriefing  8 hr training program

2.0 SEARCH CERTIFICATION COURSES

2.1 Canine Search Specialist  FEMA equivalent course
2.2 Technical Search Specialist  FEMA equivalent course
3.0 TECHNICAL RESCUE CERTIFICATION COURSES

3.1 Rope Rescue 1
30 hrs introductory rope rescue training program.
(Prerequisite for Rope Rescue 2)

3.2 Rope Rescue 2
30 hrs rigging systems training course.
(Prerequisite for Confined Space Rescue)

3.3 Confined Space Rescue
30 hrs task force confined space rescue training course.
(Prerequisite for Trench Rescue -Basic)

3.4 Trench Rescue Awareness
4 hr training program

3.5 Trench Rescue Operations
20 hr training program. Course is given over three days. Each day being eight hours of training. (Prerequisite for Trench Rescue - Intermediate)

3.6 Trench Rescue Technician
24 hrs training program.
(Prerequisite for Structural Collapse L/M)

3.7 Structural Collapse Rescue - Light/Medium
40 hrs training Program. (Prerequisite for Structural Collapse Heavy)

3.8 Structural Collapse Rescue - Heavy
40 hrs training program.
4.0 Medical Certification Courses

4.1 Medical First Responder
40 – 60 hrs DOT National Standard Curriculum training program.

4.2 Emergency Medical Technician
140 hrs DOT training program. (Prerequisite for Paramedic)

4.3 Paramedic
600 hrs DOT training program.

4.4 CDERA Task Force Emergency Medical Operations (to be developed)
8 hrs task force orientation training program.

4.5 Advanced Cardiac Life Support
American Heart Association training program.

4.6 Basic Life Support/CPR
American Heart Association training program.

5.0 Hazardous Materials Certification Courses

5.1 Hazardous Materials First Responder Awareness
4 hr HAZMAT training program. (Prerequisite for FRO)

5.2 Hazardous Materials First Responder Operations
24-hour HAZMAT training program. (Prerequisite for HM Tech)

5.3 Hazardous Materials Technician
80 hr HAZMAT training program.
TRAINING APPROACHES

USAR Task Force Training Approach

The training approach method that can be explored in the initial formation and training of a CDERA USAR Task Force would be to initiate a modular training system. This approach would take the training requirements mentioned above and those outlined by CDERA to train the Task Force by individual teams (modules). This approach would train the individual teams of the Task Force according to the specialties outlined.

Duality of the Modular Training Approach

This approach would serve a dual purpose. Firstly, the initial and main purpose of this approach would be to train individual USAR Task Force teams to function within the Task Force entity. Secondly, it would prove to be beneficial during the formation of the CDERA USAR Task Force in which the modular system will also provide participating sub-regions with trained independent teams who providing year-round assistance to their host nations as part of their emergency services. This assistance will then transfer to experience gained by these individual teams that will be contributed to the main Task Force when mobilized.

USAR Task Force Initial Training Suggestions

The formation of the task force calls for initial training stages that must be accomplished. As with the modular approach outlined above, the training will occur in stages for each of the specialty technical teams. As an initial step toward the formation of a CDERA USAR Task Force, there are several foundational courses recommended in forming provisional teams until complete certification courses can be taken.

The following is a breakdown of course suggestions for provisional taskforce formation:

- Incident Command System
- Structural Collapse Rescue – L/M
- Confined Space Rescue
- High Angle Rope Rescue
- Emergency Medical Technician
- Medical First Responder
- BLS / CPR
- HAZMAT Awareness
TRAINING DIVISION

1. MISSION

The Training Division for CDERA Urban Search and Rescue Unit will be responsible to provide for the development, instruction, and management of a current USAR training program that will meet the operational needs of the Task Force.

2. ORGANIZATION

The Training Division is a standing committee of the CDERA Urban Search and Rescue Task Force

The Training Coordinator manages the Training Section.

The Training Division is comprised of two administrative subcommittees and seven standards committees.

3. TRAINING COMMITTEES

- Instructor Development
- Collapse Rescue Standards
- Training Program Development
- Search Standards
- Rope Standards
- Medical Standards
- Confined Space Standards
- Water Rescue Standards
- Trench Rescue Standards
- Technical Standards

4. RESPONSIBILITIES:

I. Training Coordinator:

- Reports to the CDERA USAR Coordinating Unit.
- Manages the day-to-day functions of the Training Division.
- Activates Training Section Committees as needed to fulfill mission.
- Appoints and supervises Committee Chairs.
- Organizes and maintains all USAR training records.
- Maintains task force personnel database.
- Issues monthly training section newsletter.
II. Committee Chairs:

- Report to the Training Coordinator.
- Responsible for the management of day-to-day functions of the specific committee.
- Supervise committee personnel.
- Provide meeting schedules, minutes and bimonthly reports to the Training Coordinator.

III. Committees:

Instructor Development Committee

- Develops procedures for evaluating and approving USAR instructors.
- Reviews instructor applications and evaluates for minimum training and credentials.
- Makes instructor approval/denial recommendations to the Training Coordinator.
- Conducts professional development programs for USAR instructors.

Training Program Development Committee

- Develops new training program packages.
- Maintains training program archives.
- Update existing training programs on an annual basis.
- Issues official training program updates to task personnel.
- Develops professional development programs for USAR instructors.

Standards Committees:

- Develop and issue minimum standards for specific disciplines.
The Training Division is responsible for recruiting, developing, and approving instructors.

It is necessary that an Instructor Core be developed within the CDERA USAR Task Force.

- The Instructor Core would be responsible for in-house training of new members constantly replenishing the task force roster, which allows the formation of additional support teams.

- The Instructor Core would provide Task Force self-sufficiency in terms of training requirements for task force members, continuing education, new techniques, and equipment improvements.

There are two levels of instructors:

A. Technician
B. Instructor
A. TECHNICIANS

Technicians are individuals that have an expertise in specific topics within a USAR approved training program. These individuals are utilized in practical/workshop portions of training programs.

Technician level recognition is valid for two years.

A.1 APPROVAL CRITERIA

In order to be recognized as a USAR Technician, the candidate must:

1. Have completed the specific USAR course in which they want to teach.
2. Have a letter of recommendation from a recognized USAR Instructor.
3. Complete an application.

A.2 APPROVAL PROCESS

1. Must meet all approval criteria for Technician level.
2. Application made to the Training Division.
3. Upon recommendation from Instructor Development Committee, a provisional status will be issued.

An approved USAR Instructor must evaluate the provisional technician.

Upon successful completion of the technician's evaluation process for each topic, a Technician's Level Recognition Certificate will be issued.

A.3 RENEWAL PROCESS

1. Must have acted as a technician for at least two courses during recognition.
2. Must have participated on standards committee throughout recognition.
B. INSTRUCTORS

Instructors are those individuals that possess the expertise to teach all topics within a specific USAR training program. These individuals are utilized to organize and present classroom lectures as well as practical application/workshops.

The USAR instructor recognition is valid for two years.

B.1 APPROVAL CRITERIA

In order to be recognized as a USAR Instructor, the candidate must:

- Be a recognized USAR technician.
- Be a member of a participating department.
- Have completed an instructional methodology course equivalent to FFTC 16 hour or MDPH instructor/coordinator certification.
- Have completed the specific USAR course in which they want instructor cognition.
- Have a letter of recommendation from Chief Officer of department or organization.
- Have completed incident command system training.
- Completion of one course as a technician.
- Complete the approved evaluation process.

B.2 APPROVAL PROCESS

- Must have successfully completed the approval process for Technician level.
- Must meet all approval criteria for Instructor level.
- Application made to the Training Division.
- Upon recommendation from Instructor Development Committee, a provisional status will be issued.
- The provisional instructor must be evaluated by an approved USAR Instructor.
- Upon successful completion of instructor evaluation process, an instructor's recognition Certificate will be issued.
B.3 Renewal Process

- Must have taught in at least two courses during recognition.
- Must have participated on standards committee throughout recognition.
- Must have attended at least one additional training program (for recognized area) during period of recognition.