



# Urban Search & Rescue Operational Standard

Emergency Management Accreditation Program  
EMAP US&R OPS 1-2022



## Publication Note

The *Urban Search & Rescue Operational Standard* by the Emergency Management Accreditation Program (EMAP) is designed as a tool for continuous improvement as part of a voluntary Assessment and Accreditation Process for Urban Search & Rescue Resources. EMAP makes no representation or guarantees as to the efficacy of any resource due to the use of or compliance with the standards contained herein. EMAP makes no guarantee or warranty as to the completeness of information in this document. EMAP expressly disclaims liability for any personal injury or damages of any nature resulting from the publication, use of, or reliance on this document. Standard language has been developed through collaborative workshops and Technical Committee and Commission meetings.

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# PREFACE<sup>1</sup>

The Emergency Management Accreditation Program (EMAP), as an independent non-profit organization, fosters excellence and accountability in emergency management and homeland security programs by establishing credible standards applied in a peer review Assessment and Certification process. With ongoing concerns about catastrophic disasters and their impacts on urban environments, the nation's leaders and citizens acknowledge a need to strengthen the disaster response capabilities efficiently and effectively for Urban Search and Rescue (US&R) Resources. The *Urban Search & Rescue (US&R) Operational Standard* serves as a compendium of international and national standards for administration, operations, and logistical readiness of US&R Resources. The *US&R Operational Standard* provides a means for strategic and operational improvement of US&R Resources, culminating in safer, enhanced capabilities required for an efficient and effective response. The *US&R Operational Standard* and voluntary Assessment and Certification Process are intended to support the integration and interoperability of search and rescue capabilities during mutual aid incidents across geographic boundaries at both international and national levels.

The *US&R Operational Standard* is a scalable, yet rigorous, standard for local, tribal, territorial, regional, state, federal, national, international, non-governmental, and private sector US&R Resources. The *Standard* is flexible in design so that US&R Resources of varying sizes, with different populations, risks, and resources, can use it as a blueprint for improvement and attain compliance with the *Standard*. The *Standard* was collaboratively developed through a series of Standard Subcommittee meetings with stakeholders from all levels of government, business, and other sectors. The *Standard* is dynamic and will continue to evolve to represent the best-combined knowledge, skills, and abilities of US&R Resources.

Key terminology is addressed within the *US&R Operational Standard*. When a word or phrase is not specifically provided in the definitions, the common terminology applies.

The *US&R Operational Standard* is revised on a four-year review cycle that consists of committee collaboration within the EMAP US&R Standards Subcommittee, a public comment period, and support from the EMAP Technical Committee that provides recommendations to the EMAP Commission. The formal process is based on the combination of EMAP and American National Standard Institute (ANSI) Policies and Procedures.

This edition of the *US&R Operational Standard* incorporates revisions recommended to the EMAP Commission by the Technical Committee, based on public comments and proposals pursuant to ANSI Standards and user input. The EMAP Commission encourages collaboration from all stakeholders to maintain the current standard of excellence for all US&R Resources.

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<sup>1</sup> The Preface is not part of the *Urban Search & Rescue Operational Standard*.

# Urban Search and Rescue Standard

## Chapter 1: Administration

### 1.1 Purpose

The *Urban Search and Rescue Standard* establishes the minimum acceptable performance criteria for the administration, operations, and logistical readiness elements required of a US&R Resource. The Standard is intended to be fair and equitable for all who choose to adopt it and to provide a foundation of sound practices in the performance of the US&R mission.

EMAP utilizes the most current FEMA-approved US&R Type I Equipment Cache List, the State Urban Search & Rescue (SUSAR) Alliance Type II-IV Equipment Cache List, and the International Search and Rescue Advisory Group (INSARAG) Heavy–Light Equipment Cache list.

### 1.2 Application

This Standard applies to US&R Resources seeking EMAP validation and those wishing to use a recognized standard for self-assessment of their US&R capabilities. US&R Resources seeking validation by EMAP must successfully complete the following:

- The EMAP Administrative Assessment process by meeting the minimum acceptable performance criteria for management, operations, and logistical readiness established through the *Urban Search and Rescue Standard* by EMAP.
- Receive formal recognition by the EMAP Commission as a Certified Resource.
- The AHJ for the US&R Resource shall submit an Application requesting an Operational Assessment by EMAP in accordance with established requirements and policy.
- EMAP must receive an application for an Operational Assessment no later than six (6) months prior to the US&R Resource's scheduled capabilities exercise.
- Application for an Operational Assessment must include an exercise planning meeting schedule and proposed scenario design that includes the following:
  - 1) Scope of the exercise;
  - 2) Capabilities and exercise objectives;
  - 3) Participation level(s) for internal and external stakeholders;
  - 4) Exercise duration;
  - 5) Exercise parameters; and
  - 6) Scenario outline or model of a continuous, constantly evolving sequence of events allowing for sufficient time to demonstrate all required capabilities.

Application and successful completion of both the EMAP Administrative and Operational Capabilities Assessments do not determine a US&R Resource's deployable status. The AHJ for the US&R Resource is responsible for deciding deployment status.

### 1.3 Timeline

The US&R Resource's operational capabilities exercise must be scheduled within 12-months of receiving recognition of Certified status by the EMAP Commission. A minimum of 90-days is required between the Administrative Assessment and the scheduled Operational Assessment.

### 1.4 General Requirements

The US&R Resource shall coordinate and manage the direction and control of personnel and resources to include safety, accountability, sustainment, resource management, and internal communications necessary to perform tasks and missions.

The US&R Resource shall provide the following proof documentation for use by the Assessment Team:

- 1) Administrative Manual;
- 2) Base of Operations Manual;
- 3) Load Plan;
- 4) Mobilization Manual;
- 5) Operations Manual; and
- 6) Travel/Route Plan.

Utilization, control, and management of the Task Force resources and personnel will incorporate and consider operational priorities that include but are not limited to the protection of responders, public health and safety, property protection, environmental protection, and sustainment of essential resource functions and capabilities as appropriate.

## 1.5 Standard 3.4

The US&R Resource shall conduct on-site operations for core competencies established in Standards 3.4.2 through 3.4.10. Type I and II US&R Resources must demonstrate capabilities for a minimum of 2 operational periods defined by the US&R Resource.

## Chapter 2: Definitions

**2.1 Applicant.** A US&R Resource that has successfully completed the criteria established for the EMAP Administrative Assessment, is recognized by the EMAP Commission as Certified, has submitted an Operational Assessment Application, and seeks to fulfill the requirements for validation through the EMAP Urban Search and Rescue - Operational Assessment process.

**2.2 Authority Having Jurisdiction (AHJ).** An organization, office, or individual having statutory responsibility for enforcing a code or standard requirements or approving equipment, materials, and installation or a procedure. The AHJ serves as the US&R oversight for the local, tribal, territorial, regional, state, federal, national, international, non-governmental, and private sector US&R Resources. The AHJ has responsibility for preparedness, response, and recovery based upon applicable laws, statutes, ordinances, and/or authorities.

**2.3 Capability.** The means by which a US&R Resource will accomplish a mission or function resulting from performing one or more critical tasks, under specified conditions, to target performance levels. A capability may be delivered with any combination of adequately planned, organized, equipped, trained, and exercised US&R personnel to achieve the desired outcome.

**2.4 Certified US&R Resource.** A US&R Resource that has successfully completed the EMAP Administrative Assessment and been granted Certification as authorized by the EMAP Commission.

**2.5 Disaster Search Canine.** A dog that has successfully completed a FEMA US&R Canine Search Team Certification Evaluation (CSTCE), State US&R Alliance (SUSAR) CSTCE, or equivalent.

**2.6 Disaster Canine Search Team.** A disaster search canine and handler who have successfully completed a FEMA US&R CSTCE, SUSAR CSTCE, or equivalent.

**2.7 Enabling Authority.** Governmental and/or organizational documentation providing and establishing the formal creation of management, administration, operation, and sustainment of a US&R Resource. Enabling authorities for the US&R Resource may be established at any government or organizational entity level and include multi-jurisdiction structures. Enabling authorities may be vested in documentation including, but not limited to, laws, rules, regulations, policy, contractual and/or governmental agreements, etc.

**2.8 Federal Emergency Management Agency (FEMA) Urban Search & Rescue Response System.** The national US&R response system is a framework for organizing federal, state, and local partner emergency response teams as integrated federal disaster response task forces.

**2.9 Implementation.** The process of putting a plan into effect and the execution of procedures.

**2.10 Incident Management System.** The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure designed to aid in the management of resources during incidents.

**2.11 Maintenance.** The process of preserving and/or repairing equipment to a readiness status.

**2.12 Management process.** A process of setting goals, planning, and/or controlling the organizing and leading the execution of any type of activity. This may include human resources, information technology, facilities, and other support functions (e.g., legal, medical, public affairs, etc.).

**2.13 Methodology.** A systematic approach used in a specific area of activity.

**2.14 Operational.** Operationally capable of functioning, engaging, and actively being involved in support of US&R Resource and/or Task Force operations.

**2.15 Operational Assessment.** A full-scale exercise used by a US&R Resource to validate plans, readiness, and capability by performing in a simulated environment. Exercise activities are scenario-driven to demonstrate core capabilities such as establishing the Base of Operations or Search and Rescue Operations. Scenario events are designed to exercise specific US&R capabilities, procedures, and resources (e.g., communications, hazardous materials, medical, and equipment setup). Operational Assessments take place on location using the equipment and personnel that would be called upon in a real event.

**2.16 Procedure(s).** A prescribed way of undertaking a process or part of a process. The procedure identifies and describes specific steps to be taken in the process, who is responsible for each part of the process, or when each part of the process occurs.

**2.17 Process.** A continuous series of actions, related tasks, and/or methods that are followed routinely in order to achieve a specific result.

**2.18 Response.** Efforts to minimize the short-term direct effects of an incident threatening life, property, the environment, and/or critical systems.

**2.19 Schedule.** A timeline of when the Program implements, evaluates, and revises programs, plans, and procedures in accordance with a current process and/or plan.

**2.20 Stakeholder(s).** At a minimum, public, private, and non-governmental agencies, departments, organizations, and individuals that have functional roles in the US&R Resource.

**2.21 Sponsoring Agency (SA).** A local, tribal, territorial, regional, state, non-governmental, or private sector agency, or other entity empowered through enabling authority that administers a US&R Resource.

**2.22 Standard.** The *US&R Operational Standard* is the criterion used to determine qualification for Certification. Within the *Standard*, individual standards (such as 3.1.1) describe qualities or facts that must be present for Certification.

**2.23 State Urban Search & Rescue (SUSAR) Alliance.** SUSAR is a non-profit organization designed to promote and support state, local, and tribal US&R teams across the United States and Territories.

**2.22 Urban Search and Rescue (US&R).** US&R Resources provide coordinated, all-hazards capability for locating, extricating, and providing initial medical stabilization of survivors of structural collapse and conducting other life-saving operations.

**2.23 Urban Search and Rescue (US&R) Resource.** A team of specialized personnel and equipment that provides coordinated, all-hazards capability for locating, extricating, and providing initial medical stabilization of survivors of structural collapse and conducting other life-saving operations.<sup>2</sup>

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<sup>2</sup> Chapters 1 and 2 are not part of the *Urban Search and Rescue Operational Standard*.



## Chapter 3: Urban Search and Rescue Capabilities Demonstrations

### 3.1: Mobilization (Capability 1)

#### **Standard 3.1.1**

All applicable personnel and equipment for the US&R Resource type shall complete mobilization.

#### **Standard 3.1.2**

The US&R Resource shall follow mobilization procedures outlined within the Mobilization Manual.

#### **Standard 3.1.3**

The US&R Resource shall complete in-processing for all personnel as appropriate for the US&R Resource type specified in the application for an Operational Capabilities Assessment.

#### **Standard 3.1.4**

In-processing procedures utilized by the US&R Resource shall include established processes for the following:

- (1) Medical check-in for team personnel with contingency;
- (2) Medical check-in for canine resources with contingency;
- (3) Completion of administrative paperwork;
- (4) Development of a command and control organizational chart;
- (5) Assignment of communications equipment;
- (6) Assignment of personal equipment; and
- (7) Assignment of apparatus.

#### **Standard 3.1.5**

A US&R Resource briefing shall be facilitated by the Planning Team Manager.

##### **Standard 3.1.5.1**

At a minimum, the briefing shall include updates and/or details on the following:

- (1) Incident;
- (2) Transportation Plan;
- (3) Communications Plan;
- (4) Safety; and
- (5) Weather (current and forecast).

#### **Standard 3.1.6**

The US&R Resource shall develop a Travel/Route Plan through a formal planning process. A Travel/Route Plan must be developed even if the US&R Resource does not move the Task Force.

#### **Standard 3.1.7**

The Travel/Route Plan shall contain provisions for a minimum of one (1) fuel and personal hygiene stop and processes for ensuring accountability.

### 3.2: Transportation of Personnel and Cache (Capability 2)

#### **Standard 3.2.1**

The US&R Resource shall demonstrate implementation of the Mobilization Plan through the completion of the following activities:

- (1) Review and implementation of the Load Plan;
- (2) Pre-trip inspections of appropriate vehicles present;
- (3) Verification of drivers with required qualifications in place;
- (4) Implementation of transportation contracts; and
- (5) Verification of vehicles/assets available and assigned for transport of all US&R Resource personnel.

### **3.3: Establish a Base of Operations (Capability 3)**

#### **Standard 3.3.1**

The US&R Resource shall establish and complete the setup of the Task Force Base of Operations (BoO). The following items will be completed, equipped, and operational based on priority needs identified in coordination with the Local Incident Commander, for/by the US&R Resource:

- (1) Proper site location selection;
- (2) Shelter setup;
- (3) Command Post setup (Control Center);
- (4) Establishing communications;
- (5) Logistics setup;
- (6) Medical setup;
- (7) Establishing decontamination;
- (8) Establishing electricity/power supply for the BoO;
- (9) Personal hygiene and sanitation setup;
- (10) Waste Management;
- (11) Safety;
- (12) Security and accountability; and
- (13) Traffic plan.

### **3.4: On-Site Operations Capabilities Demonstration (Capability 4)**

#### **Standard 3.4.1: Search Operations**

The US&R Resource shall utilize search methodologies provided through policy, procedure, and/or enabling authority for collapse search and/or wide-area search.

##### **Standard 3.4.1.1**

Collapse Search capabilities shall include the following:

- (1) Searching for ambulatory/non-ambulatory trapped survivors using canine, physical, and/or technical search capabilities;
- (2) Utilizing a US&R marking system:
  - (1) Structure/Hazards;
  - (2) Search Assessment; and
  - (3) Victim Location.
- (3) Maintaining accountability of search personnel, equipment, and supplies; and
- (4) Reporting progress of search efforts on an established schedule to the US&R Resource Command and/or Incident Support Team (IST) as appropriate.

##### **Standard 3.4.1.2**

Wide-Area Search capabilities shall include the following:

- (1) Searching for ambulatory/non-ambulatory survivors using physical search capabilities;
- (2) Utilizing a US&R marking system:
  - (1) Structure/Hazards;
  - (2) Search Assessment; and
  - (3) Victim Location.
- (3) Maintaining accountability of search personnel, equipment, and supplies; and
- (4) Reporting progress of search efforts on an established schedule to the US&R Resource Command and/or IST as appropriate.

### **Standard 3.4.2: Rescue Operations**

The US&R Resource shall utilize rescue methodologies to include the following:

- (1) Rope;
- (2) Confined Space;
- (3) Extrication;
- (4) Structural Collapse;
- (5) Water Rescue (Type I, II, and III); and
- (6) Animal Rescue.

#### **Standard 3.4.2.1**

The US&R Resource shall utilize rescue operations strategy and tactics established through consensus standards and/or industry practices provided through the enabling authority of the AHJ.

#### **Standard 3.4.2.2**

The US&R Resource will maintain accountability of rescue personnel, equipment, and supplies and report the progress of rescue efforts on an established schedule to the US&R Resource Command and/or IST as appropriate.

### **Standard 3.4.3 Victim/Survivor Management Operations**

The US&R Resource shall utilize victim/survivor management methodologies established through consensus standards and/or industry practices provided through the enabling authority of the AHJ and demonstrate an implemented system for:

- (1) Delivery/Tracking of Survivors;
- (2) Handling of Human Remains; and
- (3) Handling Personal Property.

### **Standard 3.4.4: Contaminated Environment Operations**

The US&R Resource shall coordinate and manage the Hazardous Materials function, maintain situational awareness, and ensure team members understand and fulfill assigned roles/responsibilities.

#### **Standard 3.4.4.1**

The US&R Resource shall monitor personnel for factors that influence performance and ensure personnel health and welfare are provided for.

#### **Standard 3.4.4.2**

The US&R Resource shall ensure personnel compliance with established accountability processes and procedures and maintain the accountability of assigned personnel.

#### **Standard 3.4.4.3**

The US&R Resource shall establish personnel attendance requirements for planning meetings and briefings.

**Standard 3.4.4.4**

The US&R Resource shall establish processes to include the following:

- (1) Stay informed on incident objectives;
- (2) Anticipate equipment/logistical needs during changing conditions; and
- (3) Assist in developing tactical action plans that support mission objectives in coordination with resource members and the local Incident Commander (IC).

**Standard 3.4.4.5**

The US&R Resource shall ensure that all required documentation/forms are completed and turned into the Planning Section on an established schedule or as directed.

**Standard 3.4.4.6**

The US&R Resource shall conduct the following:

- (1) Hazardous materials operations as directed;
- (2) Establish and maintain monitoring processes for efficiency/effectiveness;
- (3) Inform internal and external command structure of necessary changes in operations; and
- (4) Maintain communications with/to the Resource Task Force Leader (TFL).

**Standard 3.4.4.7**

The US&R Resource shall develop tactical action plans that address and provide for the following:

- (1) Required levels of personal protection;
- (2) Implementation of a site safety plan;
- (3) Establishing and implementing required monitoring;
- (4) Fulfilling equipment needs;
- (5) Supervising decontamination activities;
- (6) Entry into contaminated areas;
- (7) Extrication of ambulatory and non-ambulatory survivors; and
- (8) Transition to normal operations when hazardous materials activities are concluded.

**Standard 3.4.4.8**

The US&R Resource shall determine the proper level of PPE for the following:

- (1) Initial reconnaissance;
- (2) Operations; and
- (3) Decontamination.

**Standard 3.4.4.9**

The US&R Resource shall establish decontamination capability, including determining and implementing required monitoring and identifying and implementing control area zones prior to entry.

**Standard 3.4.4.10**

The US&R Resource shall make entry into contaminated areas and extricate ambulatory and non-ambulatory survivors.

**Standard 3.4.4.11**

In addition to the requirements of standard elements 3.4.4.1-3.4.4.11, a Type I US&R Resource shall demonstrate operational capability in one or more of the following areas:

- (1) Chemical;
- (2) Biological;
- (3) Radiological;
- (4) Nuclear; and/or
- (5) Explosive.

**Standard 3.4.5 Medical Operations**

The US&R Resource shall utilize established medical methodologies in accordance with policies and procedures.

**Standard 3.4.5.1**

The US&R Resource shall establish and maintain the health and welfare of personnel in the following:

- (1) Medical treatment/rehabilitation area of the BoO used for staff and equipment; and the
- (2) Forward Rehabilitation area established based on incident requirements.

**Standard 3.4.5.2**

The US&R Resource shall medically stabilize trapped ambulatory and non-ambulatory survivors by demonstrating that medical personnel are:

- (1) Available and appropriately equipped to respond; and
- (2) Capable of responding to the worksite and providing assistance as needed for triage and treatment.

**Standard 3.4.5.3**

The US&R Resource shall ensure ambulatory, and non-ambulatory survivors are:

- (1) Medically treated and assessed; and
- (2) Care is administered based on local and national protocols.

**Standard 3.4.5.4**

The US&R Resource shall coordinate patient hand-off and tracking procedures for off-site medical attention and ensure survivors are transferred to more appropriate medical care.

**Standard 3.4.5.5**

The US&R Resource Medical Team Managers shall ensure personnel comply with the following:

- (1) Established accountability processes and procedures;
- (2) Maintaining accountability of all medical personnel and equipment; and
- (3) Coordinate with the Logistics Section for re-supply and restocking.

**Standard 3.4.5.6**

The US&R Resource Medical Team Managers shall report the progress of efforts on an established schedule to the US&R Resource Command and/or IST, as appropriate.

**Standard 3.4.5.7**

The US&R Resource Medical Team Managers shall ensure controlled medications are accounted for and secured in accordance with enabling authorities, laws, rules, and regulations.

**Standard 3.4.5.8**

The US&R Resource Medical Team Managers shall ensure all required documentation/forms are completed and updated throughout operations to include the following:

- (1) Medical plan (ICS 206);
- (2) Daily Logs (ICS 214);
- (3) Patient Care Reports (*authorized for use by the AHJ*); and
- (4) Injured Task Force Member Reports (*authorized for use by the AHJ*).

**Standard 3.4.6: Communications**

The US&R Resource shall identify frequencies required for interoperability and demonstrate the capability to communicate internally and externally.

**Standard 3.4.6.1**

The US&R Resource shall develop a Communications Plan that integrates assigned frequencies required for interoperability.

**Standard 3.4.6.2**

The US&R Resource shall maintain accountability of communication equipment and supplies and ensure all required documentation/forms are completed.

**Standard 3.4.6.3**

The US&R Resource shall issue radio and communications equipment to Task Force personnel for use during operations and set up a communications workspace with supportive equipment to ensure sustainability and functional capability.

**Standard 3.4.6.4**

The US&R Resource Communications Specialist shall report the progress of efforts on an established schedule to the US&R Resource Command and/or IST, as appropriate.

**Standard 3.4.7: Task Force Leader Management**

The US&R Resource Task Force Leader(s) shall demonstrate continuous command and control, manage resources and personnel, and delegate when appropriate.

**Standard 3.4.7.1**

The US&R Resource Task Force Leader(s) shall demonstrate procedures for the accountability of personnel and implement and oversee established accountability processes.

**Standard 3.4.7.2**

The US&R Resource Task Force Leader(s) shall establish and update the operational period plan to include the following:

- (1) Establish objectives and priorities;
- (2) Ensure managers maintain situational awareness and submit situation status reports as required;
- (3) Monitor and evaluate the tactical objectives and priorities for effectiveness and efficiency and adjust as needed;
- (4) In conjunction with Plans, compile and update information including situation status, site, weather (current and forecast), and other pertinent information as necessary; and
- (5) Monitor operations and ensure the availability of necessary supplies and support.

### **Standard 3.4.7.3**

The US&R Resource Task Force Leader(s) shall ensure the following plans and actions are completed:

- (1) Establish planning cycle requirements;
- (2) Identify an area of operation;
- (3) Identify immediate search and rescue requirements;
- (4) Define an on-site media plan;
- (5) Ensure the Communications Plan is followed;
- (6) Identify the BoO location;
- (7) Identify resupply procedures;
- (8) Identify patient hand-off procedures; and
- (9) Establish human remains procedures.

### **Standard 3.4.7.4**

The US&R Resource Task Force Leader(s) shall establish meeting and reporting schedules to include the following:

- (1) Team briefings;
- (2) Manager meetings; and
- (3) Communication with AHJ, IMT, etc.

### **Standard 3.4.7.5**

The US&R Resource Task Force Leader(s) shall respond to the Point of Assembly (POA) and demonstrate the following:

- (1) Meet with the AHJ contact;
- (2) Notify sponsoring agencies of arrival;
- (3) Brief local ICP contact; and
- (4) Receive assignment(s).

### **Standard 3.4.7.6**

The US&R Resource Task Force Leader(s) shall ensure team briefing and managers' meetings are conducted as required to keep personnel informed on issues and changing conditions.

### **Standard 3.4.7.7**

The US&R Resource Task Force Leader(s) shall maintain communication with the sponsoring agency and provide updates as necessary. Specific points of interest include arrival at the scene, operations updates, personnel changes, and demobilization.

### **Standard 3.4.7.8**

The US&R Resource Task Force Leader(s) shall ensure the completion of required documentation, including Action Plans and Unit Logs, and managers complete and submit required documentation to the planning section in a timely manner.

### **Standard 3.4.7.9**

The US&R Resource Task Force Leader(s) shall maintain the health and welfare of personnel and monitor personnel for performance and factors that influence it, including stress, fatigue, feeding, hydration, etc.

**Standard 3.4.8: Planning**

The US&R Resource Planning Section shall develop a Tactical Action Plan that supports the incident objectives and update as necessary.

**Standard 3.4.8.1**

The US&R Resource Planning Section shall compile and update the information to include the following:

- (1) Situation status, site, weather (currents and forecast), and other pertinent information as necessary; and
- (2) Monitor and document operations.

**Standard 3.4.8.2**

The US&R Resource Planning Section shall schedule and facilitate all US&R Resource briefings.

**Standard 3.4.8.3**

The US&R Resource Planning Section shall conduct the following:

- (1) Oversee planning functions and maintain situational awareness;
- (2) Attend planning meetings and briefings;
- (3) Stay informed of the incident objectives; and
- (4) Anticipate planning needs during changing conditions.

**Standard 3.4.8.4**

The US&R Resource Planning Section shall ensure the team understands policies for handling human remains.

**Standard 3.4.8.5**

The US&R Resource Planning Section shall obtain and/or produce maps and ensure all appropriate forms and documentation are completed and submitted in a timely manner.

**Standard 3.4.8.6**

The US&R Resource Planning Section shall assist Safety in managing the accountability process, ensuring personnel comply with the accountability processes and procedures, and maintaining the accountability of assigned personnel.

**Standard 3.4.8.7**

The US&R Resource Planning Manager shall maintain the health and welfare of assigned personnel and monitor personnel for performance and factors that influence it, including stress, fatigue, feeding, hydration, etc.

**Standard 3.4.9: Logistics**

The US&R Resource Logistics Section shall facilitate cache and personnel movement, security, and management (including canine).

**Standard 3.4.9.1**

The US&R Resource Logistics Manager shall oversee logistical support during all phases of deployment, including the following:

- (1) Ensure procedures for equipment check-out;
- (2) Identify and manage resupply procedures;
- (3) Anticipate equipment needs from the cache and unload as necessary;
- (4) Coordinate personnel and equipment transport; and
- (5) Ensure completion of appropriate paperwork for lost or damaged equipment.



**Standard 3.4.9.2**

The US&R Resource Logistics Section shall facilitate the maintenance and security of the BoO.

**Standard 3.4.9.3**

The US&R Resource Logistics Section shall identify the BoO site and initiate and supervise the BoO setup, including establishing and maintaining the following:

- (1) Landing zone;
- (2) Toilet facilities;
- (3) Showers;
- (4) Hand washing stations;
- (5) Messing area;
- (6) Sleeping area; and
- (7) Canine feeding and relief areas.

**Standard 3.4.9.4**

The US&R Resource Logistics Manager shall establish and staff a forward BoO when appropriate.

**Standard 3.4.9.5**

The US&R Resource Logistics Manager shall ensure all required documentation/forms are completed and turned into the planning section in a timely manner.

**Standard 3.4.9.6**

The US&R Resource Logistics Manager shall attend planning meetings and briefings, stay informed of the incident objectives, and anticipate logistical needs during changing conditions.

**Standard 3.4.9.7**

The US&R Resource Logistics Manager shall maintain the health and welfare of assigned personnel and monitor personnel for performance and factors that influence it, including stress, fatigue, feeding, hydration, etc.

**Standard 3.4.9.8**

The US&R Resource Logistics Manager shall ensure personnel comply with the accountability processes and procedures and maintain the accountability of assigned personnel.

**3.5: Demobilization (Capability 5)**

**Standard 3.5.1**

The US&R Resource shall prepare a Demobilization Plan that includes the following:

- (1) Appropriate agency notifications, as needed;
- (2) Deployment planning wrap-up;
- (3) AHJ Closeout information;
- (4) Cache repackaging; and
- (5) Clean-up of the BoO Site.

**Standard 3.5.2**

The US&R Resource shall prepare a Transportation Plan (from POA to Point of Departure (POD)).

**Standard 3.5.3**

The US&R Resource shall provide documentation outlining a process for rehabilitation of personnel and equipment to include the following:

- (1) Post mission personnel rehabilitation to include the following:
  - (1) Medical Screening and Follow-up where appropriate (workman's comp, exposures, etc.);
  - (2) Post Mission Incident Stress Debriefing; and
  - (3) Time off until return to work.
- (2) Post mission Cache rehabilitation to include the following:
  - (1) Returning process of issued equipment and accountability of said equipment;
  - (2) Documentation of lost or damaged equipment;
  - (3) Timeline to include steps for:
    1. Purchasing Consumables;
    2. Lost Damage Equipment;
    3. Cleaning Equipment; and
    4. Returning cache to a state of readiness.

**Standard 3.5.4**

The US&R Resource shall produce documentation based on the exercise demonstrating the Resource's process for the following:

- (1) Improvement Planning;
- (2) After-Action Reporting; and
- (3) Reimbursements.

## Appendix A: EMAP Standards Review Cycle and Appeal Process<sup>3</sup>

EMAP will maintain the following four-year review cycle for the *US&R Operational Standard*:

Year 1	Procedures
October 13, 2022	ANSI approved the <i>Emergency Management Standard 5-2022, US&amp;R Standard 2-2022, Emergency Management Operational Standard EM OPS 1-2022, and the US&amp;R Operational Standard US&amp;R OPS 1-2022.</i>  EMAP begins the new four-year Standard Review Cycle.
October 2022-January 2023	EMAP developed the 2022 Standard Training Curriculum and Crosswalks.
January 2023	EMAP submits for Copyright for the new <i>Emergency Management Standard 5-2022, US&amp;R Standard 2-2022, Emergency Management Operational Standard EM OPS 1-2022, and the US&amp;R Operational Standard US&amp;R OPS 1-2022.</i>  EMAP publishes the new <i>Emergency Management Standard 5-2022, US&amp;R Standard 2-2022, Emergency Management Operational Standard EM OPS 1-2022, and the US&amp;R Operational Standard US&amp;R OPS 1-2022.</i>  EMAP released the 2022 Standard Training Curriculum and Crosswalks.  The EMAP Commission reviews and approves all Committee and Subcommittee Applications.
March – December 2023	All Committee and Subcommittee members will attend 2023 Virtual Cohort Training.
July 2023	EMAP submits the PINS Forms notifying ANSI of the initiation of the revised <i>Emergency Management Standard 5-20XX, US&amp;R Standard 2-20XX, Emergency Management Operational Standard EM OPS 1-20XX, and the US&amp;R Operational Standard US&amp;R OPS 1-20XX.</i>
August-October 2023	EMAP collects suggestions for revisions to the Standards from the Commission, Program Review Committee, Technical Committee, Standards Subcommittees, Assessment Subcommittee, and Training Subcommittee members.
Year 2	Procedures
January-May 2024	Standards Subcommittees develop proposed revised Standards for consideration by the Technical Committee.
June-July 2024	Technical Committee votes on the proposed revised <i>Emergency Management Standard 5-20XX, US&amp;R Standard 2-20XX, Emergency Management Operational Standard EM OPS 1-20XX, and the US&amp;R Operational Standard US&amp;R OPS 1-20XX.</i>
September-October 2024	The EMAP Commission approves the proposed revised Standards.

<sup>3</sup> The Appendices are not part of the *Urban Search & Rescue Operational Standard*.

Year 3	Procedures
January-February 2025	EMAP submits the BSR-8 Form notifying ANSI of the proposed revised Standards.
March-May 2025	ANSI publishes the EMAP proposed revised Standards for public comments. EMAP compiles all public comments on the proposed revised Standards for consideration by the Standards Subcommittees.
June-September 2025	Standards Subcommittees vote on the proposed revised Standards public comments and compiles recommendations for Technical Committee consideration.
October 2025	Technical Committee votes on the Standards Subcommittees recommendations on the proposed revised Standards.

Year 4	Procedures
January-March 2026	EMAP responds to all proposed revised Standards public comments.
January-December 2026	The Training Subcommittee develops the Standard Training Curriculum and Standard Crosswalks.
April 2026	The EMAP Commission approves the proposed revised Standards.
September-October 1, 2026	EMAP submits the BSR-9 Form to ANSI, announcing the new <i>Emergency Management Standard</i> , the <i>Urban Search &amp; Rescue Standard</i> , the <i>Emergency Management Operational Standard</i> , and the <i>Urban Search &amp; Rescue Operational Standard</i> .
October 2026	ANSI approves the <i>Emergency Management Standard 5-2026</i> , <i>US&amp;R Standard 2-2026</i> , <i>Emergency Management Operational Standard EM OPS 1-2026</i> , and the <i>US&amp;R Operational Standard US&amp;R OPS 1-2026</i> .  EMAP begins the new four-year Standard Review Cycle.
January 2027	EMAP publishes the new <i>Emergency Management Standard 5-2026</i> , <i>US&amp;R Standard 2-2026</i> , <i>Emergency Management Operational Standard EM OPS 1-2026</i> , and the <i>US&amp;R Operational Standard US&amp;R OPS 1-2026</i> .

## Appendix B: EMAP Commission and Committees

### EMAP Commission

The purpose of the EMAP Commission is to evaluate and improve the delivery of Emergency Management and Urban Search & Rescue (US&R) services to the public through the Accreditation of Emergency Management Programs and the Certification of US&R Resources. The Commission's objectives include the following:

- To establish and maintain standards for Emergency Management Programs and US&R Resources.
- To administer Accreditation and Certification processes that encourage applicants to bring their Emergency Management Program and/or US&R Resource into compliance with those standards.
- To oversee or conduct the processes of self-assessment, documentation, and on-site assessment of the applicant's compliance with established standards.
- To formally acknowledge compliance of a program by the issuance of Accreditation and/or Certification.
- To accept fees, grants, gifts, bequests, and other contributions that support the objectives of the Commission.
- To develop and maintain close working relationships with international, national, federal, regional, state, tribal, local, and private associations and agencies in the Emergency Management and US&R fields for mutual growth and benefit.
- To educate the legislative and executive branches of government and the public on the importance of fully capable Emergency Management Programs and US&R Resources based upon high standards.
- To ensure that the business affairs and the programs of the Commission and its affiliates are conducted on a nondiscriminatory basis.
- To promote the concept of voluntary self-regulation inherent in the accreditation process.
- To cooperate with other private and public agencies in a manner that will lead to the improvement in the Accreditation and Certification program and the delivery of services.

The Commission is composed of thirteen (13) commissioners who are appointed by the International Association of Emergency Managers (IAEM) and the National Emergency Management Association (NEMA); each organization will appoint five (5) commissioners. The EMAP Commission then appoints three (3) additional members as International, Urban Search and Rescue discipline, and Federal Agency representatives. Each member's term is three (3) years.

### EMAP Emergency Management Program Review Committee

The Emergency Management Program Review Committee is responsible for considering Emergency Management Programs being presented for Accreditation, using assessment reports prepared by assessment teams, and making recommendations regarding Accreditation status.

### EMAP Technical Committee

The Technical Committee is comprised of Standards Subcommittees. The Technical Committee serves as the "consensus body" for the purpose of documenting consensus on all American National Standards proposed by EMAP. Members are required to attend all meetings in person, whether they are held virtually or face-to-face or provide a previously determined and approved alternate to attend in their place in order to maintain quorum. This is in support of the ANSI process throughout the entire cycle with obtaining and maintaining consistency in voting and in having quorum voting.

- The Emergency Management Standards Subcommittee is responsible for the continual review,

revision, and maintenance of the Emergency Management Standard by EMAP during the ANSI cycle, and for providing appropriate recommendations regarding the Standard to the Technical Committee. The Emergency Management Standards Subcommittee and its members serve as a subcommittee of the Technical Committee. Members are required to attend all meetings whether they are in person or virtual. This is in support of the ANSI process so that EMAP maintains consistency in voting.

- The Urban Search and Rescue Standards Subcommittee is responsible for the continual review, revision, and maintenance of the Urban Search and Rescue Standard by EMAP during the ANSI cycle, and for providing appropriate recommendations regarding the Standard to the Technical Committee. The Urban Search and Rescue Standards Subcommittee and its members serve as a subcommittee of the Technical Committee. Members are required to attend all meetings whether they are in person or virtual. This is in support of the ANSI process so that EMAP maintains consistency in voting.

Ad Hoc Standards Work Groups are developed when EMAP receives a request for new standard development. The Ad Hoc Standards Workgroups membership is comprised of discipline-specific based on the standard interest area.

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<sup>i</sup>The Appendices are not part of the *Urban Search & Rescue Operational Standard*.