



# **Draft EMAP US&R 2-20XX Urban Search & Rescue Standard**

## 3.1 Program Management

**3.1.1** The Sponsoring Agency (SA) and/or Authority Having Jurisdiction (AHJ) shall have documented management processes delivered through enabling authorities that establish and provide for the readiness and response capabilities of the US&R Resource. The US&R Resource shall define or describe who/what gives the US&R Resource its authority.

**3.1.2** The enabling authorities of the SA and/or AHJ shall identify the agency, department, organization, office, or administrative structure responsible for managing the operations, maintenance, and sustainment of the US&R Resource. A US&R Resource shall be comprised of members from a single agency, multiple agencies, or jurisdictions.

**3.1.2.1** The SA and/or AHJ shall have identified personnel assigned to the management and administration of the US&R Resource who conduct supervisory, administrative, training, and logistical duties. The SA and/or AHJ shall determine the personnel resources necessary for managing and administering the duties outlined above.

**3.1.3** The enabling authorities of the SA and/or AHJ shall establish and implement methods for management, evaluation, and revision or corrective action for the US&R Resource.

**3.1.4** The management structure shall have an established and ongoing process that provides for coordinated input into sustaining the US&R Resource.

**3.1.4.1** The US&R Resource shall have a multi-year Strategic Plan, developed through formal planning processes involving key stakeholders, that includes the following:

- (1) Mission and vision;
- (2) Core sustaining values;
- (3) Goals that include, but are not limited to, training/deployment standards; members' health, safety, and security; and financial considerations of the US&R Resource;
- (4) Objectives that include, but are not limited to, cache equipment maintenance, storage, and accountability;
- (5) Milestones that include, but are not limited to, field exercises, readiness evaluations, and succession development policies;
- (6) Criteria established in Standards 3.2 through 3.7; and
- (7) A maintenance process, including a method and schedule for evaluation and revision.

**3.1.5** The US&R Resource Administrative Manual, developed through a formal planning process involving key stakeholders, shall identify policies and procedures that include the following:

- (1) Position descriptions for the program manager and staff;
- (2) Organization charts (management and operational structures);
- (3) Administrative files to include SA and/or AHJ reports, budgets, grant applications, enabling authority documents (directives and memorandums), personnel files, and MOAs/MOUs;
- (4) A process to request support from SA and/or AHJ functions;
- (5) A promulgation policy;
- (6) A records retention policy that establishes a schedule and maintenance of all policies, plans, manuals, procedures, training, and exercise records of the US&R Resource;
- (7) A maintenance process, including a method and schedule for evaluation and revision

- of all policies and procedures in the Administrative Manual;
- (8) Workers' compensation procedures;
- (9) Ethics policies/code of conduct;
- (10) Federal, state, and local Equal Employment Opportunity policies;
- (11) Reimbursement policies, including time and payroll reporting for intra- and interstate deployments;
- (12) Audit/inspection policies and procedures;
- (13) Administrative travel policies and procedures;
- (14) Member recruitment, appointment, assignment, and separation policies;
- (15) Issuance and turn-in of personal clothing/protective equipment procedures;
- (16) Public relations activities procedures;
- (17) Family support procedures during deployments;
- (18) Post-mission medical screening processes, including canines and worker compensation claims.
- (19) An After-Action Report and Corrective Action Planning process policy or procedure, established and implemented to prioritize and track the resolution of identified deficiencies;
- (20) Return to readiness procedures; and
- (21) A maintenance process, including a method and schedule for evaluation and revision.

## 3.2 Finance

**3.2.1** The SA and/or AHJ shall develop and implement financial and management procedures for day-to-day readiness support and response operations for the US&R Resource.

**3.2.2** Financial and management procedures shall provide for the request, receipt, management, and application of funds available to/for the US&R Resource.

**3.2.3** The US&R Resource shall include processes and coordinating instructions necessary to utilize federal, state, local, tribal, organizational, and/or private sector funds.

**3.2.4** The US&R Resource shall prioritize the application of available funding as defined by the Strategic Plan and enabling authorities.

**3.2.5** The US&R Resource shall have a maintenance process for the procedures, as identified in Standards 3.2.1 and 3.2.2, including a method and schedule for evaluation and revision.

## 3.3 Membership

**3.3.1** The US&R Resource shall have a policy detailing an established method and schedule to ensure the implementation and sustainability of membership.

**3.3.2** The US&R Resource shall have procedures detailing membership and establish a routine schedule and methodology for the following:

- (1) Maintaining membership;
- (2) Reviewing the status of members;
- (3) Maintaining training requirements; and
- (4) Removing members.

**3.3.3** The US&R Resource shall maintain a roster of fully qualified personnel that is two-deep in each functional position, in accordance with the appropriate position descriptions. A Type I and II US&R Resource may be reduced in the following functional positions:

- Medical Team Manager (minimum of 3);

- Structural Specialist (minimum of 3);
- Heavy Equipment Rigging Specialist (minimum of 3); and
- Canine Search Team (minimum of 6).

**3.3.4** The US&R Resource shall have a process, in accordance with the SA and/or AHJ policies, for verifying that US&R Resource members meet the necessary licensing, certification, or other professional qualification requirements for their assigned positions at the time of deployment.

**3.3.5** Medical evaluations shall be conducted for each US&R Resource member based on the requirements of the SA and/or AHJ. Medical evaluations must include the following:

- (1) Required immunizations; and
- (2) Fit for Deployment forms are dated and signed by the examining Physician or designee on file.

**3.3.6** The US&R Resource shall maintain documentation of certifications and licenses on file.

**3.3.7** The US&R Resource shall have a maintenance process for the policies and procedures, as identified in Standards 3.3.1 and 3.3.2, including a method and schedule for evaluation and revision.

## 3.4 Incident Management

**3.4.1** The US&R Resource shall formally adopt an incident management system. The system includes, but is not limited to, the following concepts:

- (1) Modular organization;
- (2) Unified command;
- (3) Multi-agency coordination;
- (4) A span of control;
- (5) Common terminology;
- (6) Action planning process;
- (7) Comprehensive resource management;
- (8) Integrated communications; and
- (9) Pre-designated facilities.

**3.4.1.1** The US&R Resource shall have procedures for implementing the incident management system elements specified in Standard 3.4.1. A certificate of completion or official student transcript for each required course, in accordance with current position descriptions, must be maintained in each US&R member's personnel records.

**3.4.2** The US&R Resource shall have a maintenance process for the procedures identified in Standard 3.4.1.1, including a method and schedule for evaluation and revision.

## 3.5 Notification and Deployment

**3.5.1** The US&R Resource's Operations Manual, through formal planning processes involving key stakeholders, shall identify procedures that include the following:

- (1) Composition and capabilities of the US&R Resource;
- (2) A process through which the US&R Resource will be alerted, activated, and deployed;
- (3) Delineation of organizational responsibilities and roles;
- (4) Operational coordination between the US&R Resource and managing or requesting AHJ and any other supporting organizations;
- (5) Transporting US&R Resources;

- (6) Utilization of the mobilization center, staging areas, and activities related to the US&R Resources' occupation of these facilities;
- (7) On-site operations, US&R Resource reassignment, and demobilization; and
- (8) Identifying components of mission-ready packages.

**3.5.2** The US&R Resource shall develop and maintain procedures to include the following:

- (1) Initiate, receive, and/or relay notifications to alert key decision-makers and US&R Resource members;
- (2) Redundancy to provide alternative means of notification in case of failure of the primary system(s);
- (3) Personnel familiarity with and the effective operation capabilities and utilization of the notification systems and equipment;
- (4) Delineation of any decision-making processes and/or triggering events; and
- (5) Reviewed and updated on an established schedule, and corrective actions addressed.

**3.5.2.1** Primary and alternate notification systems shall be maintained and tested on an established schedule under operational conditions, and results documented, and corrective actions addressed.

**3.5.3** The Mobilization Plan, through formal planning processes involving key stakeholders, shall identify procedures activating the US&R Resource for deployment and include the following:

- (1) 24-hour points of contact;
- (2) US&R Resource notification procedures for advisories, alerts, and activations;
- (3) Canine health and authorization;
- (4) Safety and security;
- (5) Point of Assembly, in-processing, and out-processing;
- (6) Personnel health and authorization;
- (7) PPE Issuance and return to address self-sufficiency for 72 hours;
- (8) Scheduled events to be at the Point of Departure within assigned timeframes;
- (9) Communications with the incident command, the requesting organization, and the SA and/or AHJ; and
- (10) Cache load plans and procedures for all possible deployment configurations as identified by the US&R Resource.

**3.5.3.1** The US&R Resource shall provide a convoy plan that includes procedures for transporting personnel and the equipment cache.

**3.5.3.2** The US&R Resource shall provide a Base of Operations (BoO) Manual that includes the following:

- (1) Procedures for set-up configuration(s);
- (2) Utilization;
- (3) Management;
- (4) Environmental protection measures; and
- (5) Breakdown and repackaging.

**3.5.4** The US&R Resource shall have a maintenance process for the plans and procedures, as identified in Standards 3.5.1, 3.5.2, and 3.5.3, including a method and schedule for evaluation and revision.

## 3.6 Training and Exercise

**3.6.1** The Training and Exercise Plan shall be developed through formal planning processes involving key stakeholders and describe planned training and scheduled events to include the following:

- (1) Calendar of events of relevance to the US&R Resource.
- (2) Annual training sessions and drills, including topics applicable to US&R position functions, dates/times, duration, frequency; and
- (3) Exercises to include equipment deployment.

**3.6.2** The US&R Resource personnel shall be trained in accordance with established US&R position descriptions as provided in Annex A-1 of this Standard.

**3.6.3** The US&R Resource shall have a policy to secure personnel records and maintain a centrally located filing system for General and Position-Specific functional training/certification records (completion certificates) for all rostered members.

**3.6.4** The US&R Resource shall maintain the readiness training records of resource members, including attendance at meetings and completion of continuing education training, including certifications, recertifications, and licensures.

**3.6.5** The US&R Resource shall conduct training and exercises to maintain readiness, including, but not limited to, deployment exercises, mobilization exercises, and training sessions/drills. The US&R Resource shall implement national standards, requirements, and certifications to operate within a US&R environment during training and exercise activities.

**3.6.5.1** The US&R Resource shall employ cache equipment in training and mobilization exercises to include the following:

- (1) Implement cache load plans;
- (2) Utilize personal protective equipment (PPE);
- (3) Set up and utilize communication equipment;
- (4) Qualify in the operation, maintenance, and repair of all equipment, as appropriate; and
- (5) Rehabilitate the cache and return it to the readiness state.

**3.6.6** The corrective actions process shall be established and implemented to submit after-action reports within 90 days of completion of an exercise. The process shall track lessons learned, the development of an implementation plan/improvement plan, and prioritize the resolution of deficiencies within training and exercise events. The products of the corrective actions process shall be documented and disseminated within the US&R Resource, including stakeholders and selected partners.

**3.6.7** The US&R Resource shall have a maintenance process for the plan identified in Standard 3.6.1, including a method and schedule for evaluation and revision.

## 3.7 Resource Management and Logistics.

**3.7.1** The SA and/or AHJ shall develop and implement a Resource Management System for day-to-day support and response operations for the US&R Resource.

**3.7.2** The US&R Resource shall have and maintain the equipment, commodities, and materials required to meet the operational capabilities established for the typed US&R Resource.

**3.7.3** The US&R Resource shall have a documented process for obtaining equipment on the cache list, as well as for fulfilling equipment requests.

**3.7.4** The US&R Resource shall have a documented process to maintain an equipment cache that is consistent with Annex A-2 of this Standard.

**3.7.5** The US&R Resource Equipment Management Plan, through formal planning processes involving key stakeholders, shall include a documented process for including:

- (1) Testing, maintenance, repair, and replacement of equipment on an established schedule, utilizing industry-standard practices; and
- (2) Collection of results and retention of logs and records identifying the readiness status of the equipment.

**3.7.6** The US&R Resource shall maintain a documented inventory of equipment, commodities, and materials to provide for the operational capabilities of the US&R Resource type consistent with Annex A-2 of this Standard.

**3.7.6.1** The US&R Resource shall maintain and utilize a documented inventory management system to identify, receive, issue, store, kit, track, ship, and dispose of items in the cache. This system includes the following:

- (1) Support maintenance, replacement, certification, and upgrade of cache items;
- (2) Report usage and support periodic physical inventory accounting and reconciliation;
- (3) Provide property tracking and recording, and accurate SA and/or AHJ reporting;
- (4) Established methodology to show different categories of cache equipment;
- (5) Provide access control and physical security for cache items;
- (6) Identify procedures for handling hazardous materials within the cache;
- (7) Track the history of assets and equipment, including the funding source, ownership, and maintenance through disposition;
- (8) Manage and maintain inventories and/or agreements to obtain medical and pharmaceutical cache for humans and canines; and
- (9) Service agreements for communications equipment, as required, shall be in place for immediate use of the equipment upon activation.

**3.7.6.2** The US&R Resource shall have a documented process and schedule for identifying shortfalls against the US&R Resource typed cache and prioritizing and addressing identified deficiencies through various initiatives.

**3.7.7** The US&R Resource shall have communications systems and equipment that have been designed for the following:

- (1) Requirements of an all-hazards environment;
- (2) Include redundancy to provide alternate means of communication in case of failure in primary system(s); and
- (3) Maintained at a state of readiness for response.

**3.7.8** The US&R Resource shall have access to resources capable of transporting personnel, caches, and assets during both routine and deployment situations.

**3.7.8.1** The US&R Resource shall provide documentation that outlines processes or systems for the following:

- (1) All vehicles are maintained and insured in accordance with the enabling authorities' requirements;
- (2) All vehicles are stored in a safe and secure environment;
- (3) Transportation plans and cache load plans have been developed for all possible

- deployment configurations, as identified by the US&R Resource;
- (4) Trained drivers required through the enabling authority; and
  - (5) Meets applicable laws, regulations, and standards for the proper transportation of personnel and resources.

**3.7.9** The US&R Resource shall have storage facilities capable of managing the equipment cache in an access-controlled location, supporting the maintenance and inventory of all equipment, and meeting the deployment configurations.



## **Annex A US&R Resource Supplemental Guidance**

# Annex A-1 Urban Search and Rescue Resource Position Descriptions

These Position Descriptions (PDs) provide detailed information to be used to maintain the operational capability of urban search and rescue participants. Individuals and jurisdictions shall review the information herein and make any changes necessary to their current training doctrine to maintain compliance with the specific PD. This section details General Training Requirements and Position-Specific Training Requirements.

## References:

References used to develop these Position Descriptions are the most recent adopted versions and include the following:

- Air Force Manual (AFMAN) 24-204 Preparing Hazardous Materials for Military Air Shipments
- Federal Emergency Management Agency (FEMA), Task Force Position Descriptions;
- FEMA 509-8, Search & Rescue Job Titles;
- FEMA National Incident Management System (NIMS) Training;
- International Air Transport Association (IATA);
- National Fire Protection Association (NFPA), NFPA 472 Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents;
- 1006, Standard for Technical Rescue Personnel Professional Qualifications;
- NFPA 1670, Standard on Operations and Training for Technical Search and Rescue Incidents;
- National Wildfire Coordinating Group (NWCG) Training;
- Occupational Safety and Health Administration (OSHA) Standard 29 CFR Part 1910 Subpart H, 120 – Hazardous Waste Operations and Emergency Response;
- OSHA 29 CFR Part 1910 Subpart I, 134 – Respiratory Protection;
- OSHA 29 CFR Part 1910 Subpart J, 146 – Permit-Required Confined Spaces;
- OSHA 29 CFR 1910 Subpart N, 178 – Powered Industrial Trucks (forklift training);
- OSHA 29 CFR Part 1910 Subpart Z, 1030 – Bloodborne Pathogens; and
- OSHA Standard 29 CFR, Part 172 Subpart H, 172.704 – Training Requirements;

## GENERAL TRAINING REQUIREMENTS

Each individual participating in the Urban Search & Rescue Resource shall:

- Complete Critical Incident Stress Awareness training;
- Complete the FEMA IS-100.c, IS-200.c, IS-700.b, and IS-800.d training or equivalent;
- Complete their jurisdictional US&R Response System/Team Orientation;
- Complete the initial First Responder Operations Level for Hazardous Materials training as per OSHA 29 CFR, 1910.120 or equivalent;
  - Complete annual refresher training as required for First Responder Operations Level for Hazardous Materials as per OSHA 29 CFR, 1910.120 or equivalent;
- Be currently Certified in Cardiopulmonary Resuscitation (persons currently Licensed or Certified as EMT (all levels) and Licensed Board-Certified Emergency Physicians inherently meet this requirement);
- Complete the Respiratory Protection training as per OSHA 29 CFR 1910.134(k) or equivalent.
  - Complete refresher training as required for respiratory protection training as per OSHA 29 CFR 1910.134(k) or equivalent;
  - Completed an annual quantitative respiratory protection fit test required as per OSHA 29 CFR 1910.134 App. A or equivalent;
- Complete the NFPA 1670 Awareness Level training or equivalent for:
  - confined space rescue operations;
  - water rescue operations; and
  - structural collapse operations.
- Complete the Bloodborne Pathogen training as per OSHA 29 CFR 1910.1030 or equivalent;
- Complete the FEMA National US&R Response System US&R WMD Enhanced Operations course or equivalent; and
- Complete the FEMA National US&R Response System GPS Awareness Level course or equivalent.

### Technical Rescue Skill Sets:

The Technical Rescue Skill Sets are identified as the following:

- Meet the requirements of the latest edition of the NFPA 1006 Rescue Technician or equivalent:
  - Rope Rescue Technician;
  - Confined Space Rescue Technician;
  - Trench Rescue Technician;
  - Vehicle and Machinery Technician; and
  - Complete refresher training as required by the AHJ in accordance with NFPA 1006 Rescue Technician or equivalent;
- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent.

Minimum skill set recommendations for US&R Resource Personnel who enter the hazard zone (i.e., forward deployment) are the following:

- General Requirements of NFPA 1670 or equivalent;
- Rope Rescue Awareness per NFPA 1670 or equivalent;
  - Additional recommended Rope Rescue Skill Sets:
    - Safety considerations during rope rescue operations;
    - Characteristics of life safety rope and webbing;
    - Application of rope rescue hardware specific to a lowering operation;

- Application of rope rescue hardware and software specific to a belay line;
- Assemble and apply a Class III harness;
- Assemble and apply a “Hasty Harness”;
- Tie a Simple figure-eight knot;
- Tie a Figure Eight follow-through knot;
- Tie an overhand follow-through with webbing;
- Attach a prusik loop to a rope;
- Be familiar with anchor systems;
- Be familiar with raising and lowering systems;
- Proficiency in attaching oneself to, and participating in, a raising or lowering system; and
- Proficiency in descending and ascending a fixed line at a low angle.
- Trench Rescue Awareness per NFPA 1670 or equivalent; and
- Duties of the Entrant per OSHA 29 CFR 1910.146 or equivalent.

## **CANINE SEARCH SPECIALIST POSITION DESCRIPTION**

### **Functional Description:**

The Canine Search Specialist is primarily responsible for supporting the Search function with the canine resource. They are responsible for the care and welfare of the canine during mission deployment. The Canine Search Specialist reports directly to the Search Team Manager.

### **Description of Duties:**

The Canine Search Specialist is responsible for:

- Searching disaster environments and locations indicated in the mission assignment using appropriate canine search equipment and techniques;
- Documenting results of the canine search, including locations of alerts, and routing them appropriately;
- Understanding and accurately interpreting the canine's behavior, including knowledge of the capabilities and limitations of search canines;
- Care and welfare of the canine, including assisting the Medical Team in the canine's medical care; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Canine Search Specialist to support the US&R Resource's activities. These requirements intend to equip canine teams with the skills necessary to employ the search techniques and tactics required to support the Search function using the canine resource in various disaster environments.

### **Required Training:**

The Canine Search Specialist shall:

- Complete all of the required General Training requirements;
- Have a current Certification as a FEMA National US&R Response System Canine Search Specialist Team member, SUSAR Type I Canine Certification Standard, or equivalent certification; and
- Complete the FEMA National US&R Response System Canine Search Specialist course or equivalent.

### **Recommended Training:**

The Canine Search Specialist should:

- Complete the FEMA National US&R Response System Technical Search Specialist course or equivalent;
- Complete a canine emergency field care course; and
- Complete a Wide Area Search course.

## **COMMUNICATIONS SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Communications Specialist is responsible for managing and maintaining all communications and communications systems for the US&R Resource. The Communications Specialist reports directly to the Logistics Team Manager.

#### **Description of Duties:**

The Communications Specialist is responsible for:

- Keeping the Task Force Leader and Logistics Manager informed of the capabilities and/or limitations of incident communications;
- Assessing overall communications needs, obtaining frequencies, and developing the US&R Resource Incident Communications Plan;
- Installation, operation, and maintenance of the US&R Resource communications systems, including radio, satellite, telephone, internet, GPSs, and networks during incidents;
- Coordinating communications with other entities;
- Adhering to all safety procedures;
- Accountability, preventive maintenance, and making minor repairs to communications equipment;
- Maintaining appropriate records and reports;
- Maintaining the communications cache in an operational state at all times;
- Developing requests for replacement or repair of consumable, inoperative, lost, damaged, or destroyed communications items;
- Developing a US&R Resource Communications Plan (ICS 205) as part of the Task Force Tactical Action Plan; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Communications Specialist supporting the US&R Resource's activities. The intent of these requirements is to select personnel capable of managing the communications needs of the US&R Resource in various disaster environments.

#### **Required Training:**

The Communication Specialist shall:

- Complete all of the required General Training requirements;
- Complete the FEMA National US&R Response System Communications Specialist course or equivalent;
- Complete the FEMA ICS-300 course or equivalent; and
- Complete the FEMA ICS-400 course or equivalent.

#### **Recommended Training:**

The Communications Specialist should:

- Complete the Department of Homeland Security (DHS) Office of Emergency Communications (OEC) All-Hazards Communications Unit Leader course or equivalent;
- Complete the DHS OEC All-Hazards Communications Technician course or equivalent; and
- Complete the Advanced Communications Specialist Qualification (ACOM US&R) or equivalent.

## **HAZARDOUS MATERIALS TEAM SPECIALIST POSITION DESCRIPTION**

### **Functional Description:**

The Hazardous Materials (HazMat) Specialist is responsible for performing the various hazardous materials functions for the US&R Resource during incident operations. The HazMat Specialist reports directly to the HazMat Team Manager.

### **Description of Duties:**

The HazMat Specialist is responsible for:

- Providing an initial and ongoing survey (detection, monitoring, and sampling) for, and identification of, the presence of hazardous materials at search and rescue sites;
- Proficiency with the setup and use of the decontamination system and equipment;
- Directing decontamination procedures for any US&R Resource member, victim, canine, or equipment;
- Performing minor mitigation operations;
- Utilizing their technical expertise to advise Team Managers regarding all hazardous material issues to plan for tactical operations;
- Documenting all related information regarding the incident;
- Adhering to all safety procedures;
- Properly utilizing the detection monitors and devices in the US&R Resource's cache;
- Proficiency in donning and doffing all personnel protective equipment in the US&R Resource's cache;
- Proficiency in building triage and US&R marking systems;
- Working with Logistics Team personnel to establish and maintain a regular maintenance schedule for hazmat cache items requiring some, including calibration, battery charging, function tests, and field repair;
- Performing regular assessments of the base of operations for hazardous conditions, such as carbon monoxide from generators or any other contaminants;
- Establishing and maintaining liaison with hazmat personnel from other task forces; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a HazMat Specialist to support the US&R Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent hazardous materials assessments and advice to US&R Resource personnel in various disaster environments.

### **Required Training:**

The Hazardous Material Specialist shall:

- Complete all of the required General Training requirements;
- Meet and maintain the requirements as a Certified Hazardous Materials Technician as per OSHA 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response or equivalent certification; and
  - Complete annual refresher training as required for Hazardous Materials Technician as per OSHA 29 CFR, 1910.120 or equivalent.
  - OR –
  - Meet and maintain the AHJ competencies in accordance with NFPA 472 Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents or equivalent, to the level of Hazardous Materials Technician; and

- Complete annual refresher training as required for NFPA 472 Hazardous Materials Technician or equivalent.
- Complete a WMD – Considerations for Hazardous Materials Specialist course, FEMA US&R Hazardous Materials Specialist course, or equivalent.

**Recommended Training:**

The Hazardous Materials Specialist should:

- Complete the Weapons of Mass Destruction Radiological/Nuclear for Hazardous Materials Technician course (PER-241, U.S. Department of Energy National Nuclear Security Administration, Nevada Test Site) or equivalent;
- Complete the WMD Hazardous Materials Technician Training (HT) course (PER-261, FEMA Center for Domestic Preparedness, Anniston, Alabama) or equivalent;
- Complete Task Force Water Purification System training; and
- Complete the FEMA ICS-300 or equivalent.



## HAZARDOUS MATERIALS TEAM MANAGER POSITION DESCRIPTION

### Functional Description:

The Hazardous Materials (HazMat) Team Manager is responsible for managing the HazMat functions of the US&R Resource and supervising the HazMat Specialists of the US&R Resource. The HazMat Team Manager reports directly to the Task Force Leader.

### Description of Duties:

The Hazardous Materials Team Manager is responsible for:

- Developing and implementing the hazmat component of the Task Force Tactical Action Plan;
- Coordinating, managing, and supervising all hazmat activities;
- Providing input into the development of the site safety plan in cooperation with the Medical Team Manager and Safety Officers;
- Determining hazmat organizational and logistical needs;
- Receiving briefings and situation reports and ensuring that all hazmat personnel are kept informed of mission objectives and status changes;
- Providing situation updates and maintaining records and reports;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment;
- Possessing knowledge of the practical application of available (detection, PPE, and decontamination) technology used to support US&R missions and objectives; and
- Performing additional tasks or duties as assigned.

### Position Requirements and Criteria:

Individuals who meet the following requirements and criteria will be eligible to deploy as a HazMat Manager to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the hazmat component in various disaster environments.

### Required Training:

The HazMat Team Manager shall:

- Complete all of the required General Training requirements;
- Complete the FEMA ICS-300 course or equivalent;
- Meet and maintain the requirements as a Certified Hazardous Materials Technician as per OSHA 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response or equivalent certification; or
  - Complete annual refresher training as required for Hazardous Materials Technician as per OSHA 29 CFR, 1910.120 or equivalent;
  - OR –
  - Meet and maintain the AHJ competencies in accordance with NFPA 472 Standard for Professional Competence of Responders to Hazardous Materials Incidents to the level of Hazardous Materials Technician or equivalent; and
- Complete annual refresher training as required for Hazardous Materials Technicians as per NFPA 472 or equivalent.
- Complete a WMD – Considerations for Hazardous Materials Specialist course, FEMA US&R Hazardous Materials Specialist course, or equivalent.

### Recommended Training:

The HazMat Team Manager should:

- Complete the Weapons of Mass Destruction Radiological/Nuclear for Hazardous Materials

Technician course (PER-241, U.S. Department of Energy National Nuclear Security Administration, Nevada Test Site) or equivalent;

- Complete the WMD Hazardous Materials Technician Training (HT) course (PER- 261, FEMA Center for Domestic Preparedness, Anniston, Alabama) or equivalent;
- Complete the FEMA National US&R Response System GPS Operations Level course or equivalent;
- Complete the FEMA IS-703.b Resource Management course or equivalent; and
- Complete the FEMA ICS-400 course or equivalent.

## **HEAVY EQUIPMENT & RIGGING SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Heavy Equipment and Rigging Specialist is responsible for performing various assessments and construction-related liaisons for the US&R Resource during incident operations. The Heavy Equipment and Rigging Specialist reports directly to the Rescue Team Manager.

#### **Description of Duties:**

The Heavy Equipment and Rigging Specialist is responsible for:

- Ensuring the safety of US&R Resource members by assessing hazards at disaster sites pertaining to the positioning and operations of cranes and other heavy equipment;
- Assessing the need for and capabilities of various types of construction-related equipment to assist US&R Resource personnel in US&R activities;
- Preparing sites for and assisting with the positioning and setup of cranes and other heavy equipment;
- Identifying various rigging techniques to assist in the rescue of victims or stabilization of collapsed buildings, including the development of rigging plans and procedures;
- Interacting with and coordinating efforts between the US&R Resource personnel and heavy equipment operators, contractors, and organized labor;
- Adhering to all safety procedures;
- Providing documentation to assist the US&R Resource in procuring cranes and other heavy equipment, as well as maintaining daily logs;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Heavy Equipment & Rigging Specialist to support the US&R Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent assessments and advice to US&R Resource personnel in various disaster environments.

#### **Required Training:**

The Heavy Equipment and Rigging Specialist shall:

- Complete all of the required General Training requirements;
- Complete the FEMA National US&R Response System Heavy Equipment and Rigging Specialist course or equivalent; and
- Have experience in the heavy construction field, such as a heavy equipment operator, crane operator, ironworker, rigger, or another applicable field.

-OR-

Have a minimum of three years of experience as a Rescue Specialist on a Task Force.

#### **Recommended Training:**

The Heavy Equipment Rigging Specialist should:

- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent.

## **LOGISTICS SPECIALIST POSITION DESCRIPTION**

### **Functional Description:**

The Logistics Specialist is responsible for ensuring the preparation and maintenance of the US&R Resource equipment cache. The Logistics Specialist reports directly to the Logistics Team Manager.

### **Description of Duties:**

The Logistics Specialist is responsible for:

- Coordinating the packaging, transporting, distribution, and maintenance of the US&R Resource equipment cache prior to, during, and subsequent to mission assignments;
- Coordinating with military and/or civilian officials for transportation needs;
- Procuring equipment as directed by the Logistics Team Manager;
- Ensuring accountability and security of the US&R Resource equipment cache;
- Maintaining accurate and timely records and reports;
- Adhering to all safety procedures;
- Maintaining and repairing the US&R Resource equipment cache;
- Assisting with the overall management of US&R Resource facilities and fleet;
- Coordinating and directing the Support Specialists (when staffed); and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Logistics Specialist in support of the US&R Resource's activities. The intent of these requirements is to select personnel capable of managing the logistics needs of the US&R Resource in various disaster environments.

### **Required Training:**

The Logistics Specialist shall:

- Complete all of the required General Training requirements;
- Complete the FEMA National US&R Response System Logistics Specialist course or equivalent;
- Complete the OSHA 29 CFR, 1910.178 Powered Industrial Trucks (forklift training) course or equivalent;
- Complete refresher training as required as per OSHA 29 CFR, 1910.178 or equivalent; and
- Complete a Department of Transportation Hazardous Materials Handler/Packer/Labeler course as established by OSHA 49 CFR, 172.704 or equivalent.

### **Recommended Training:**

The Logistics Specialist should:

- Complete and maintain Certification as a Certifying Official for Transportation Requirements and Regulations – Air and Ground:
  - IATA or equivalent certification;
  - OSHA 49 CFR or equivalent certification; and
  - AFMAN 24-204 Preparing Hazardous Materials for Military Air Shipments or equivalent certification.

## **LOGISTICS TEAM MANAGER**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Logistics Team Manager is responsible for the logistics function of the US&R Resource and supervises the Resource Logistics Specialist, Communications Specialist, Support Specialist, and other personnel as assigned. The Logistics Team Manager reports directly to the Task Force Leader.

#### **Description of Duties:**

The Logistics Team Manager is responsible for:

- All duties and responsibilities of the Logistics Specialist;
- Completion of all US&R Resource transportation documents (cargo manifests, shipping declarations, bills of lading, etc.);
- Coordinating, managing, and supervising all logistical activities;
- Maintaining accurate and timely records and reports;
- Preparing performance evaluations for assigned personnel;
- Ensuring accountability, maintenance, and repairs for all US&R Resource equipment;
- Provide for the operation and maintenance of all facilities and associated equipment;
- Coordinating with the US&R IMT/IST Logistics Section on US&R Resource issues;
- Management of the US&R Resource transportation fleet; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Logistics Team Manager to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the logistical component in various disaster environments.

#### **Required Training:**

The Logistics Team Manager shall:

- Complete all of the required General Training requirements;
- Complete the FEMA National US&R Response System Logistics Specialist course or equivalent;
- Complete the OSHA 29 CFR 1910.178 Powered Industrial Trucks (forklift training) course or equivalent;
- Complete refresher training as required for OSHA 29 CFR, 1910.178 or equivalent;
- Complete a Department of Transportation Hazardous Materials Handler/Packer/Labeler course as established by OSHA 49 CFR, 172.704 or equivalent;
- Complete and maintain Certification, as appropriate or required by the AHJ, as a Certifying Official for Transportation Requirements and Regulations – Air and Ground:
  - IATA or equivalent certification;
  - OSHA 49 CFR or equivalent certification; and
  - AFMAN 24-204 Preparing Hazardous Materials for Military Air Shipments or equivalent certification; and
- Complete the FEMA ICS-300 course or equivalent.

#### **Recommended Training:**

The Logistics Team Manager should:

- Complete the NWCG Facilities Unit Leader course (S-354) or equivalent;
- Complete the NWCG Ground Support Unit Leader course (S-355) or equivalent;

- Complete the NWCG Food Unit Leader course (S-357) or equivalent;
- Complete the NWCG Command and General Staff course (S-420) or equivalent;
- Complete a federal property custodial officer course or equivalent; and
- Complete the FEMA ICS-400 course or equivalent.

## **MEDICAL SPECIALIST POSITION DESCRIPTION**

### **Functional Description:**

The Medical Specialist is responsible for performing the medical function of the US&R Resource incident operation. The Medical Specialist reports directly to the Medical Team Manager.

### **Description of Duties:**

The Medical Specialist is responsible for:

- General health considerations of and delivery of medical care to all US&R Resource personnel, victims, and search dogs, while under the supervision of the Medical Team Manager during disaster events;
- Implementing the medical action plans specified by the Medical Team Manager;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Medical Specialist to support the US&R Resource's activities. The intent of these requirements is to select personnel who are fully capable of providing the medical care required by the US&R Resource in various disaster environments.

### **Required Training:**

The Medical Specialist shall:

- Complete all of the required General Training requirements;
- Be currently Certified/Licensed as an EMT-Paramedic and have met all the requirements in their local jurisdiction. Must be actively participating in pre-hospital care;  
– OR –  
Actively practicing advanced pre-hospital life support and currently dual Certified/Licensed as a State/National EMT-Paramedic and a:
  - Physician Assistant – must be Certified and maintain the following: Basic Trauma Life Support (BTLS), Advanced Cardiovascular Life Support (ACLS), and Pediatric Advanced Life Support (PALS) regimens or equivalent; - OR -
  - Registered Nurse-Practitioner – must be Certified and maintain the following: BTLS, ACLS, and PALS regimens or equivalent; - OR -
  - Registered Nurse – must be Certified and maintain the following: BTLS, ACLS, and PALS regimens or equivalent.
- Complete the FEMA National US&R Response System Medical Team Training course or equivalent;
- Complete the FEMA National US&R Response System WMD Considerations for the Medical Team course or equivalent.

### **Recommended Training:**

- Complete a canine emergency field care course.

## **MEDICAL TEAM MANAGER**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Medical Team Manager has overall responsibility for managing and supervising the medical function of the US&R Resource during incident operations. The Medical Team Manager reports directly to the Task Force Leader.

#### **Description of Duties:**

The Medical Team Manager is responsible for:

- Developing and implementing the medical component of the Task Force Tactical Action Plan;
- Directly supervising the Medical Specialists;
- Assisting in the development of the Safety Plan in coordination with the US&R Resource Safety Officer and the US&R Resource Hazardous Materials Manager;
- Coordinating, managing, and supervising all medical activities;
- Determining the medical organizational and logistics needs;
- Receiving briefings and situation reports and ensuring that all medical personnel are kept informed of status changes;
- Providing situation reports and maintaining records and reports;
- Directing medical care delivery to US&R Resource personnel, search dogs, and victims;
- Ensuring a continuum of medical care and coordinating interaction with all appropriate outside medical entities;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Medical Team Manager to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing, coordinating, and supervising the medical component in various disaster environments.

#### **Required Training:**

The Medical Team Manager shall:

- Complete all of the required General Training requirements;
- Must be a Licensed Physician who is emergency medicine residency-trained and/or Board-Certified in Emergency Medicine, actively practicing clinical emergency medicine, and having experience with pre-hospital medical care;  
– OR –  
Must be a currently Licensed Physician with current Advanced Cardiovascular Life Support (ACLS), Advanced Trauma Life Support (ATLS), and Pediatric Advanced Life Support (PALS) Certifications or equivalent certifications, whose medical activities include clinical medicine and/or pre-hospital care;
- Complete the FEMA National US&R Response System Medical Team Training course or equivalent; and
- Complete the FEMA ICS-300 course or equivalent.

#### **Recommended Training:**

- Complete the FEMA National US&R Response System WMD Considerations for the Medical Team course or equivalent;
- Complete a canine emergency field care course;
- Complete all of the required Technical Rescue Skill Sets; and
- Complete the FEMA ICS-400 course or equivalent.



## **PLANNING TEAM MANAGER**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Planning Team Manager is responsible for planning aspects of the US&R Resource during incident operations. The Planning Team Manager supervises the Structures Specialist and Technical Information Specialist. The Planning Team Manager reports directly to the Task Force Leader.

#### **Description of Duties:**

The Planning Team Manager is responsible for:

- Developing and implementing the planning components of the Task Force Tactical Action Plan;
- Coordinating, managing, and supervising all planning component activities;
- Determining the planning component, organizational, and logistics needs;
- Receiving briefings and situation reports and ensuring that all planning personnel are kept informed of status changes;
- Providing situation reports and maintaining records and reports;
- Preparing performance evaluations for assigned personnel;
- Ensuring accountability, maintenance, and minor repairs for all Planning Team equipment; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Planning Team Manager to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the planning component in various disaster environments.

#### **Required Training:**

The Planning Team Manager shall:

- Complete all of the required General Training requirements;
- Complete the FEMA ICS-300 course or equivalent;
- Complete the FEMA ICS-400 course or equivalent; and
- Complete the FEMA National US&R Response System Planning Team Training course or equivalent.

#### **Recommended Training:**

- Complete the FEMA National US&R Task Force Leaders Training course or equivalent;
- Complete the NWCG Planning Section Chief (S-440) course or equivalent;
- Complete a Wide Area Search course.

## **RESCUE SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Rescue Specialist is responsible for performing the rescue function during US&R Resource incident operations. The Rescue Specialist reports directly to the Rescue Squad Officer.

#### **Description of Duties:**

The Rescue Specialist is responsible for:

- Implementing technical skills and operating equipment necessary for completing the rescue portion of the action plan;
- Performing rescue operations under the direct supervision of a Rescue Squad Officer and providing periodic progress reports as needed;
- The operation and routine field maintenance of rescue tools and equipment;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment;
- Evaluating and modifying rescue tactics as needed; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Rescue Specialist to support the US&R Resource's activities. The intent of these requirements is to select personnel fully capable of providing the rescue tactics and techniques required in various disaster environments.

#### **Required Training:**

The Rescue Specialist shall:

- Complete all of the required General Training requirements;
- Meet the requirements of the latest edition of the NFPA 1006 Rescue Technician or equivalent:
  - Rope Rescue Technician;
  - Confined Space Rescue Technician;
  - Trench Rescue Technician;
  - Vehicle and Machinery Technician; and
  - Complete refresher training as required by the AHJ in accordance with NFPA 1006 Rescue Technician or equivalent;
- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent; and
- Have a current Certification in Basic First Aid for First Responder or equivalent certification.

#### **Recommended Training:**

The Rescue Specialist should:

- Complete NFPA 1006, Chapter 11: Surface Water Rescue or equivalent.

## **RESCUE SQUAD OFFICER POSITION DESCRIPTION**

### **Functional Description:**

The Rescue Squad Officer is responsible for supervising one or more US&R Resource Rescue Squad(s). The Rescue Squad Officer reports directly to the Rescue Team Manager.

### **Description of Duties:**

The Rescue Squad Officer is responsible for:

- Directly supervising Rescue Squad(s) and other assigned personnel;
- Implementing the rescue component of the Task Force Tactical Action Plan;
- Determining organizational and logistical needs for the Rescue Squad(s) and the worksite;
- Providing periodic progress reports to the Rescue Team Manager;
- Maintaining records and reports;
- Preparing performance evaluations for assigned personnel;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment;
- Evaluating and modifying rescue tactics as needed; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Rescue Squad Officer to support the US&R Resource's activities. The intent of these requirements is to select functional officers capable of effectively managing and supervising the Rescue Squad(s) and assigned personnel in various disaster environments.

### **Required Training:**

The Rescue Squad Officer shall:

- Complete all of the required General Training requirements;
- Meet the requirements of the latest edition of the NFPA 1006 Rescue Technician or equivalent:
  - Rope Rescue Technician;
  - Confined Space Rescue Technician;
  - Trench Rescue Technician;
  - Vehicle and Machinery Technician; and
  - Complete refresher training as required by the AHJ in accordance with NFPA 1006 Rescue Technician or equivalent.
- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent;
- Have a current Certification in Basic First Aid for First Responder or equivalent certification; and
- Have experience in structural collapse operations, including participation in field exercise(s) and/or deployment as a Rescue Specialist.

### **Recommended Training:**

The Rescue Squad Officer should:

- Complete the US&R GPS Operations Level course or equivalent;
- Complete the FEMA National US&R Response System Technical Search Specialist course or equivalent;
- Complete the FEMA ICS-300 course or equivalent; and
- Complete NFPA 1006, Chapter 11: Surface Water Rescue or equivalent.

## **RESCUE TEAM MANAGER**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Rescue Team Manager is responsible for managing and coordinating all operational functions of the US&R Resource. The Rescue Team Manager reports directly to the Task Force Leader.

#### **Description of Duties:**

The Rescue Team Manager is responsible for:

- Assisting in the development and implementation of the Task Force Tactical Action Plan;
- Coordinating, managing, and supervising all functional groups involved in rescue activities;
- Determining rescue organizational and logistical needs;
- Receiving briefings and situation reports and ensuring that all rescue personnel are kept informed of mission objectives and status changes;
- Providing situation updates and maintaining records and reports;
- Preparing performance evaluations for assigned personnel;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment;
- Ensuring accountability of all assigned personnel;
- Providing a mission-specific Rapid Intervention Plan, including personnel and equipment needs; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Rescue Team Manager to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising rescue operations in various disaster environments.

#### **Required Training:**

The Rescue Team Manager shall:

- Complete all of the required General Training requirements;
- Meet the requirements of the latest edition of the NFPA 1006 Rescue Technician or equivalent:
  - Rope Rescue Technician;
  - Confined Space Rescue Technician;
  - Trench Rescue Technician;
  - Vehicle and Machinery Technician; and
  - Complete refresher training as required by the AHJ in accordance with NFPA 1006 Rescue Technician or equivalent.
- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent;
- Have a current Certification in Basic First Aid for First Responder or equivalent certification;
- Have experience in structural collapse operations, including participation in field exercise(s) and/or deployment as a Rescue Specialist; and
- Complete the FEMA ICS-300 course or equivalent.

#### **Recommended Training:**

The Rescue Team Manager should:

- Complete the FEMA ICS-400 course or equivalent;
- Complete the US&R GPS Operations Level course or equivalent;
- Complete the FEMA National US&R Response System Heavy Equipment Rigging Specialist

- (HERS) course or equivalent;
- Complete the FEMA National US&R Response System Task Force Leaders course or equivalent;
  - Complete the FEMA National US&R Response System Plans Team Manager course or equivalent;
  - Complete the FEMA/USACE Structure Specialist Training course or equivalent;
  - Complete the FEMA National US&R Response System Technical Search Specialist course or equivalent; and
  - Complete NFPA 1006, Chapter 11: Surface Water Rescue or equivalent.

## **SAFETY OFFICER POSITION DESCRIPTION**

### **Functional Description:**

The Safety Officer is responsible for monitoring and assessing the safety aspects of the US&R Resource during training, exercises, and incident operations. The Safety Officer reports directly to the Task Force Leader.

### **Description of Duties:**

The Safety Officer is responsible for:

- Overseeing all health and safety of all US&R Resource personnel during the day-to-day operations, training, and exercises, as well as on deployment;
- Coordinating with Resource Team Managers relative to the health, welfare, and safe operations of their assigned personnel;
- Preventing injuries and illness of US&R Resource members through appropriate administrative and engineering controls of hazards, including enforcement of safety policies and procedures;
- Conducting site safety analysis, completing required ICS documents for IAP/OAP/TAP, developing safety messages, and conducting safety briefings;
- Working with US&R Resource Team Managers to establish acceptable entry conditions and appropriate personal protective equipment to be worn by personnel entering the hazard zone;
- Establishing and enforcing the use of a personnel accountability system to be used during training, exercises, and actual disaster deployments;
- Immediate intervention in activities to prevent the loss of life and prevention of injuries;
- Conducting incident/accident investigations with appropriate US&R Resource personnel under the direction of the Task Force Leader.
- Prepare post-incident injury reports and submit them to the Task Force Leader;
- Preparing and maintaining entry permits, records, and reports; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Safety Officer to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the safety function in various disaster environments.

### **Required Training:**

The Safety Officer shall:

- Complete all of the required General Training requirements;
- Complete the FEMA ICS-300 course or equivalent;
- Complete the FEMA ICS-400 course or equivalent;
- Complete the FEMA National US&R Response System US&R Safety Officer course or equivalent;
- Meet the requirements of the latest edition of the NFPA 1006 Rescue Technician or equivalent:
  - Rope Rescue Technician;
  - Confined Space Rescue Technician;
  - Trench Rescue Technician;
  - Vehicle and Machinery Technician;
  - Surface Water Rescue Technician; and
  - Complete refresher training as required by the AHJ in accordance with NFPA 1006 Rescue Technician or equivalent.
- Complete the FEMA National US&R Response System Structural Collapse Specialist course

or equivalent;

- Meet and maintain the requirements as a Certified Hazardous Materials Technician as per OSHA 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response or equivalent certification; and
  - Complete annual refresher training as required for Hazardous Materials Technician as per OSHA 29 CFR, 1910.120 or equivalent;
  - OR –
- Meet and maintain the AHJ competencies in accordance with NFPA 472 Standard for Professional Competence of Responders to Hazardous Materials Incidents or equivalent, to the level of Hazardous Materials Technician; and
  - Complete annual refresher training as required for NFPA 472 Hazardous Materials Technician or equivalent;
- Complete a WMD - Considerations for Hazardous Materials Specialist course, FEMA US&R Hazardous Materials Specialist course, or equivalent; and
- Have a current Certification in Basic First Aid for First Responder or equivalent certification.

**Recommended Training:**

- Complete NFPA 1006, Chapter 11: Surface Water Rescue or equivalent.

## **SEARCH TEAM MANAGER**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Search Team Manager is responsible for managing the search function of the US&R Resource and supervising the Canine Search Specialists and Technical Search Specialists. The Search Team Manager reports directly to the Task Force Leader.

#### **Description of Duties:**

The Search Team Manager is responsible for:

- Developing and implementing the search component of the Task Force Tactical Action Plan;
- Coordinating, managing, and supervising all search and reconnaissance activities;
- Participating in the oversight and administrative and operational control of the development, implementation, and operational aspects of search component training (Canine Search Specialists, Technical Search Specialists, and Search Team Managers);
- Participating in the Canine Search Specialist evaluation process at the US&R Resource level;
- Providing research and development input at the US&R Resource level for the implementation and evaluation of new technologies, equipment, tactics, and skills as they pertain to the search component;
- Land navigation and site mapping;
- Determining search and reconnaissance operational, organizational, and logistical needs;
- Ensuring that all assigned personnel are kept informed of mission objectives and status changes, including briefings and debriefings;
- Preparing performance evaluations for assigned personnel;
- Providing situation updates and documenting and maintaining records and reports;
- Providing oversight for accountability, maintenance, and minor repairs for all issued/assigned equipment; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Search Team Manager to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising the search component in various disaster environments.

#### **Required Training:**

The Search Team Manager shall:

- Complete all of the required General Training requirements;
- Complete the FEMA ICS-300 course or equivalent;
- Complete the FEMA National US&R Response System Technical Search Specialist course or equivalent;
- Complete the FEMA National US&R Response System Canine Search Specialist course or equivalent;
- Have experience in technical or canine search operations, including, but not limited to, participation in field exercise(s) and SAR deployments or equivalent qualification as determined by the SA and/or AHJ; and
- Complete a Wide Area Search course.

#### **Recommended Training:**

The Search Team Manager should:



- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent;
- Complete the FEMA National US&R Response System Task Force Leaders course or equivalent;
- Complete the FEMA National US&R Response System Planning Team Training course or equivalent;
- Complete NWCG GPS for Fire Management and ICS course or equivalent;
- Meet all requirements of NFPA 1670, Chapter 9, Section 9.3.5 or equivalent;
- Meet the requirements of the latest edition of the NFPA 1006 Rescue Technician or equivalent for Surface Water Rescue Technician.
- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent;
- Complete the FEMA ICS-400 course or equivalent; and
- Complete a canine emergency field care course.

## **STRUCTURES SPECIALIST POSITION DESCRIPTION**

### **Functional Description:**

The Structures Specialist is responsible for performing the various structural assessments for the US&R Resource during incident operations. The Structures Specialist reports directly to the Planning Team Manager.

### **Description of Duties:**

The Structures Specialist is responsible for:

- Assessing the structural condition within the area of US&R Resource operations, which includes identifying structure types and specific damage and structural hazards;
- Recommending the appropriate type and amount of structural hazard mitigation to minimize risks to US&R Resource personnel;
- Providing input necessary to the development of Task Force Tactical Action Plans;
- Cooperating with and assisting other search and rescue resources;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment;
- Monitoring assigned structure for condition changes while rescue and recovery operations are proceeding;
- Assuming an active role in implementing approved structural hazard mitigation as a designer, inspector, and possibly a supervisor;
- Coordinating and communicating the structurally related hazard mitigation; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Structures Specialist to support the US&R Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent assessments and advice to US&R Resource personnel in various disaster environments.

### **Required Training:**

The Structures Specialist shall:

- Complete all of the required General Training requirements; and
- Complete the FEMA USACE Structures Specialist Training (StS1) course or equivalent.

### **Additional Specific Requirements:**

The Structures Specialist shall:

- Be currently licensed as a Professional Engineer (P.E.); specialization in structure or equivalent;
  - The criteria for qualifying as equivalent to a P.E. are as follows:
    - Graduation with a B.S. in Civil Engineering (or similar curriculum) from a college or university recognized by a State Licensing Board.
    - OR -
    - Individuals who are licensed as architects by any State.
- Have a minimum of five years of experience in structural design and analysis, including evaluation of existing structures, field investigation or construction observation experience, or teaching subjects pertaining to Structures, Structural Safety, and Structural Collapse.

### **Recommended Training:**

The Structures Specialist should:

- Complete the FEMA National US&R Response System Structural Collapse Specialist course (except for SCT01c) or equivalent;
- Complete the FEMA National US&R Response System Planning Team Training course or equivalent;
- Complete the FEMA USACE Advanced Structures Specialist (StS2) Training or equivalent every 5 years; and
- Complete the USACE StS Regional Training or equivalent every 2 years.

## **TASK FORCE LEADER POSITION DESCRIPTION**

### **Functional Description:**

The Task Force Leader (TFL) is responsible for managing all aspects of a mission, including operational and administrative matters, from activation through return to the home jurisdiction. This includes all personnel and equipment resources, as well as overseeing and directly supervising the US&R Resource management. The TFL is responsible for developing and completing all US&R Resource tactical objectives, as well as ensuring proper reporting, record-keeping, and after-action requirements. The TFL reports to the Sponsoring Agency, Incident Command, or Unified Search and Rescue Command.

### **Description of Duties:**

The TFL is responsible for:

- Developing and implementing the Task Force Tactical Action Plan;
- Addressing the coordination, management, and supervision of all US&R Resource activities;
- Supervising the following positions:
  - Search Team Manager;
  - Rescue Team Manager;
  - Medical Team Manager;
  - Logistics Team Manager
  - Planning Team Manager;
  - Hazardous Materials Team Manager; and
  - Safety Officer.
- Ensuring the development of all US&R Resource organizational and logistical needs;
- Receiving briefings and ensuring that all US&R Resource personnel are kept informed of mission objectives and status changes;
- Providing regular situation reports to the IST, IMT, or IC;
- Ensuring the completion of all the required reports and maintenance of records;
- Ensuring incident stress management activities are planned and conducted;
- Ensuring resource acquisitions are properly processed;
- Managing all demobilization and return to readiness issues; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Task Force Leader to support the US&R Resource's activities. The intent of these requirements is to select functional managers capable of effectively managing and supervising all aspects of the US&R Resource in various disaster environments.

The requirements and criteria that the Task Force Leader should have and maintain are as follows:

- Comprehensive knowledge of NIMS/ICS, the NRP, and the FEMA National US&R Response System, its organizational structure, operating procedures, safety practices, terminology, and communications protocols;
- Comprehensive knowledge of the Task Force functions and urban search and rescue operations, tactics, strategy, and safety considerations;
- An understanding of other disaster response organizations;
- Knowledge of available technology used in support of US&R missions and objectives;
- An awareness of the hazards associated with various disaster environments; and
- Knowledge of supervisory and personnel management techniques.

The TFL should:

- Demonstrate competence in developing and utilizing integrated action planning concepts and processes.
- Be competent in emergency incident management.
- Be competent at developing and maintaining interpersonal relations.
- Possess the interpersonal skills to manage the assigned personnel and lead the US&R Resource to accomplish the stated mission objectives.
- Be a competent planner and organizer.
- Be capable of effectively coordinating and directing multiple functions of the US&R Resource during mission assignments.
- Be flexible, be prepared to improvise, share information, resolve conflicts, and find solutions to problems.
- Be able to communicate effectively both verbally and in writing.
- Possesses good interagency coordination skills and works well with various technical components and other organizations.
- Have the ability to lead in a stressful disaster environment with limited resources.
- Have the ability to follow directions and carry out assigned duties without supervision.

**Required Training:**

The TFL shall:

- Complete all of the required General Training requirements;
- Complete the FEMA ICS-300 course or equivalent;
- Complete the FEMA ICS-400 course or equivalent; and
- Complete the FEMA National US&R Response System Task Force Leaders course or equivalent.

**Recommended Training:**

The TFL should:

- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent;
- Meet all requirements of Structural Collapse Technician as per NFPA 1670 or equivalent;
- Complete the FEMA National US&R Response System Technical Search Specialist course or equivalent;
- Complete the FEMA National US&R Response System Planning Team Training course or equivalent;
- Complete the NWCG Command and General Staff (S-420) course or equivalent;
- Complete the NWCG Operations Section Chief (S-430) course or equivalent
- Complete the NWCG Planning Section Chief (S-440) course or equivalent.

## **TECHNICAL INFORMATION SPECIALIST POSITION DESCRIPTION**

### **Functional Description:**

The Technical Information Specialist is responsible for documenting, tracking, and retrieving all pertinent information for the US&R Resource during incident operations. The Technical Information Specialist reports directly to the Planning Team Manager.

### **Description of Duties:**

The Technical Information Specialist is responsible for:

- Gathering requested information from all available sources and forwarding it to the Planning Team Manager for incorporation in the planning function;
- Creating, displaying, providing, and compiling documentation for all pertinent US&R Resource and incident information via written, audio, and visual mediums;
- Ensuring accountability, maintenance, and minor repairs for all Planning Team equipment; and
- Performing additional tasks or duties as assigned.

### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Technical Information Specialist in support of the US&R Resource's activities. The intent of these requirements is to select personnel fully capable of providing competent information management for the US&R Resource in various disaster environments.

### **Required Training:**

The Technical Information Specialist shall:

- Complete all of the required General Training requirements;
- Complete the FEMA National US&R Response System Planning Team Training course or equivalent; and
- Complete the FEMA ICS-300 course or equivalent.

### **Recommended Training:**

The Technical Information Specialist should:

- Complete the FEMA ICS-400 course or equivalent.

## **TECHNICAL SEARCH SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Technical Search Specialist is responsible for performing the technical search function in US&R Resource incident operations. The Technical Search Specialist reports directly to the Search Team Manager.

#### **Description of Duties:**

The Technical Search Specialist is responsible for:

- Searching structures in US&R environments or other locations indicated in the mission assignment, utilizing appropriate technical search equipment and techniques;
- Documenting and marking locations of victims, potential victims, and hazards;
- Making assessments through the use of technical search equipment;
- Land navigation and site mapping;
- Cooperating with and assisting other search and rescue resources;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Technical Search Specialist in support of the US&R Resource's activities. These requirements intend to select competent personnel who are fully capable of providing state-of-the-art search techniques and tactics required in various disaster environments.

#### **Required Training:**

The Technical Search Specialist shall:

- Complete all of the required General Training requirements; and
- Complete the FEMA National US&R Response System Technical Search Specialist Course or equivalent.

#### **Recommended Training:**

The Technical Search Specialist should:

- Complete the FEMA National US&R Response System Canine Search Specialist course or equivalent;
- Meet the requirements of the latest edition of the NFPA 1006 Rescue Technician or equivalent for Surface Water Rescue Technician.
- Complete the FEMA National US&R Response System Structural Collapse Specialist course or equivalent;
- Complete a Wide Area Search course; and
- Complete a canine emergency field care course.

## **WATER RESCUE SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description:**

The Water Rescue Specialist is responsible for performing water rescue operations during US&R Resource incident operations. The Water Rescue Specialist reports directly to a Rescue Squad Officer.

#### **Description of Duties:**

The Water Rescue Specialist is responsible for the following:

- Implementing technical skills and operating equipment necessary for completing the water rescue portion of the action plan safely;
- Performing supervised water operations and providing periodic progress reports, as needed.
- Operating and performing routine field maintenance of watercraft and equipment;
- Ensuring accountability, maintenance, and minor repairs for all issued equipment;
- Evaluating and modifying operational water tactics as needed; and
- Performing additional tasks or duties as assigned.

#### **Position Requirements and Criteria:**

Individuals who meet the following requirements and criteria will be eligible to deploy as a Water Rescue Specialist to support the US&R Resource's activities. The intent of these requirements is to select personnel who are fully capable of providing the water operational tactics and techniques required in various disaster environments.

#### **Required Training:**

The Water Rescue Specialist shall:

- Complete all of the General Training requirements;
- Meet the requirements of the latest edition of the NFPA 1006 or equivalent:
  - Rope Rescue Technician; and
  - Surface Water Rescue Technician.
- Have a safe boating Certificate recognized by the National Safe Boating Council or equivalent certification; and
- Complete a Water Rescue Boat operators' course, FEMA National US&R Response System Water Rescue Specialist Position Task Book, or equivalent.



## Annex A-2 US&R Resource Mission Capability Requirements

US&R Resources shall maintain an equipment cache that demonstrates the capability to meet the requirements specified for the core capabilities outlined below, which are consistent with those found in EMAP US&R Standard 3.7.2.

### SEARCH

The Search section supports the wide-area, technical, and canine search components of the operations. This equipment will provide the US&R Resource with the capability to perform reconnaissance, HASTY, and primary and secondary search functions necessary to locate and identify victims and site conditions. Equipment identified in this section should provide search identification functions that utilize multiple sensory methods. Equipment in this section should also provide GPS location identification, mapping, and photographic documentation necessary to support rescue operations and situational reporting.

Equipment identified in this section is required to conduct wide-area, technical, and canine searches. All equipment must be capable of field calibration and adjustment. The equipment needs of the type US&R Resource to meet this capability include provisions for:

- Acoustic
- Optic Equipment
- Thermal Identification Equipment
- Mapping and Tracking
- Canine Search Equipment
- Marking and Identification Equipment/Supplies

### RESCUE

Equipment requirements support the typed US&R Resource, applicable work schedule, and location(s). Rescue operations may occur in multiple locations simultaneously, and to support this capability, duplication of tools, kits, and multiple power sources will be required.

The US&R Resource shall have the equipment to perform all the elements specified in the US&R Resource Mission.

- Ability to conduct operations safely and effectively in:
  - Flooded environments;
  - Structural collapse to include all applicable types of construction;
  - Confined spaces;
  - Trench and excavation;
  - Rope rescue; and
  - Vehicle and machinery extrication.

The equipment needs of the type US&R Resource to meet this capability include provisions for:

- Powered (pneumatic, electric, hydraulic, and gasoline) tools;
- Miscellaneous tools and hand tools;
- Heavy rigging support equipment;
- Technical rope rescue equipment;
- Structural Specialist equipment; and
- Water operations equipment.

### MEDICAL

Medical equipment requirements are based upon the typed US&R Resource. Provisions for medical treatment, including advanced life support for survivors, US&R Resource members, and disaster search canines, are required. The quantity of equipment, supplies, and pharmaceuticals is based on

the US&R Resource and mission capabilities.

The equipment needs of the typed US&R Resource to meet this capability include provisions for:

- Pharmaceuticals;
- Medical equipment;
- Canine support;
- Airway management;
- Intravenous access/administration;
- General patient assessment care;
- Patient immobilization/extrication equipment;
- Patient personal protection;
- Patient monitoring; and
- Skeletal and wound care.

## HAZMAT

This section was developed for US&R Resources to allow the capability to identify and/or operate safely within a contaminated environment. US&R Resources are capable of performing limited operations in a contaminated environment, subject to the type and concentration of contamination. The US&R Resources' capabilities would include presumptive site characterization, the performance of reconnaissance, search, and rescue within a contaminated environment, and decontamination of personnel and a limited number of survivors.

A contaminated environment may include, but is not limited to, incidents involving the intentional or accidental release of any hazardous materials. Type I Resources are required to maintain capabilities for Chemical, Biological, Radiological, Nuclear, or Explosive (CBRNE) incidents. US&R Resources are expected to have the requisite knowledge, skills, and abilities to develop a risk management plan that provides the highest level of services without putting members at unreasonable risk.

The equipment needed to meet this capability includes:

- HazMat detection;
- HazMat radiation detection equipment;
- HazMat Personal Protective Equipment (PPE); and
  - Level B and C PPE based on the US&R Resource type in quantities sufficient to support a 12-hour operational period.
- HazMat decontamination.

## COMMUNICATIONS

The Communications equipment requirements are based upon supporting the overall communications requirements of the entire US&R Resource.

The US&R Resource is capable of supporting the following:

- Voice communications for all members and attached personnel (force protection, liaisons, etc.);
- Voice and Data communications between management, coordination, response elements, and other agencies;
- Ongoing sustainment and maintenance of the communications cache; and
- Wide-area communications to meet operational requirements based on US&R Resource Type.
- Voice communications performance:
  - Portable ~1.5 miles;
  - Mobile ~3 miles;
  - Repeater ~3-5 miles;
  - Satellite ~Continental USA; and

- Cellular ~Continental USA (data bandwidth per second).
- Communications/Satellite:
  - VSAT @ 5Mbps down; or
  - BGAN @ 256Kbs down.
- Other:
  - Cellular @ 1-10Mbps down; and
  - Wi-Fi @ 54Mbps.

## **RESOURCE MANAGEMENT**

### **LOGISTICS**

This section is based upon supporting and sustaining dietary, shelter, personnel support/protection, administrative, transportation, or other requirements of the US&R Resource. Components include those required for the Base of Operations. Quantities necessary to meet the requirements of the US&R Resource for a minimum of the first 72 hours of self-sufficiency. Personal protective equipment, uniform standards, and support items for individual use during a mission assignment, taking into account weather extremes, are required.

The equipment needs of the type US&R Resource to meet this capability include provisions for:

- Shelter;
- Food and water;
- Sanitation control;
- Cache transport and support;
- Base of Operation support;
- Planning Section, Technical Information, and Structural Specialist support;
- Personnel gear and protective equipment;
- Safety equipment to include various forms of respiratory protection;
- Equipment support and maintenance; and
- Resource support.

## **GENERAL**

### **PACKAGING AND CONTAINERS**

All equipment and supplies shall be properly packaged to facilitate transportation requirements and ensure property accountability/protection.

Containers are constructed of durable materials, watertight, and stackable. Packaging weights and cube volumes must be considered in relation to the overall gross limitations for air and/or ground transport. They should address the “worst-case” scenario of manually moving, loading, and unloading the cache, as well as the use of simple hand-operated material handling equipment. Hazardous materials shall be properly prepared, marked, labeled, and documented to meet the requirements for various modes of ground and airlift transport.



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