

XIII annual meeting of the INSARAG Americas Regional Group

Chairman summary

Lima, Peru, 15-16 October 2014



INSARAG Secretariat
Field Coordination Support Section
Emergency Services Branch

The XIII meeting of the INSARAG Americas Regional Group was held from 15 to 16 October 2014 in Lima, Peru. It was hosted by the Government of Peru in its capacity as Regional Chair, and organized jointly with the I and II Vice-chair, Chile and Colombia respectively, as well as with the United Nations Office for the Coordination of Humanitarian Affairs (UN OCHA) in its capacity as INSARAG Secretariat.

The meeting was opened by General Alfredo Murgueytio, Chair of the Americas Regional Group. Ms. María Luisa Silva, United Nations Resident Coordinator a.i., Mr. Douglas Reimer, Head of the OCHA Regional Office and Mr. Jesper Lund, INSARAG Secretary and Chief of the Field Coordination Support Section, OCHA-Geneva, gave opening speeches.

The meeting gathered a total of 56 participants from 14 countries of the region, 2 regional organizations (CEPREDENAC and CDEMA), 5 countries representing other regional groups and the global INSARAG community, the International Federation of Red Cross and Red Crescent Societies (IFRC), the Pan-American Health Organization (PAHO), as well as the Office for the Coordination of Humanitarian Affairs (OCHA) in its capacity of INSARAG Secretariat. The countries and organizations were all represented by their INSARAG focal points or in delegation of the focal points, as well as with some UNDAC focal points and team members.

The following topics were discussed in the meeting:

1. INSARAG in the Americas –Action points of 2013 and activities of 2014
2. INSARAG globally – INSARAG Steering Group action points 2014 and global activities
3. INSARAG Guidelines revisión
4. INSARAG Regional Earthquake response simulation exercise in Costa Rica – SIMEX 2014
5. INSARAG working group updates
6. Case studies
7. Projects of the Regional Group
8. Update on the INSARAG External Classification (IEC/R) process
9. Foreign Medical Teams (FMT) initiative
10. Regional Group preparations for the INSARAG Global Meeting 2015
11. INSARAG and the World Humanitarian Summit 2016
12. II Vice-chair of the Regional Group for 2015
13. Work plan for 2015 and commitments by members of the Regional Group
14. Announcement of international events

Below is the summary of the meeting. All the presentations and meeting documents are in the Virtual OSOCC (<http://vosocc.unocha.org>) and on the INSARAG website www.insarag.org.

1. INSARAG in the Americas – Action points of 2013 and activities of 2014

The Chairman of the Regional Group, General Alfredo Murgueytio (Peru), presented the 2014 report of activities of the INSARAG Americas Regional Group. In addition to the action undertaken to implement the recommendations adopted at the Regional Group meeting of 2013, he emphasized the specific commitments of the current Chairmanship group. One of these commitments was the elaboration of a detailed work plan with specific indicators, assigning responsibilities for each activity. General Murgueytio summarized the achievement of the key events that took place in the year and presented also some of the challenges encountered by the Chairmanship group in implementing the work plan, as well as the strengths which made significant progress possible.

It is important to note that the big majority of the 2013 recommendations were implemented. The validation of the Regional capacity assessment of national USAR teams remained pending, taking duly into account that it will be required to update the capacity assessment on a periodic basis.

Recommendation 1.1.: *Members of the Regional Group are encouraged to send comments on the capacity assessment until the end of the current year to the Secretariat (Schmachtel@un.org), date by which the assessment will be considered finalized and validated.*

2. INSARAG globally – INSARAG Steering Group action points 2014 and global activities

Mr Jesper Lund, INSARAG Secretariat, presented the INSARAG global activities of the current year, recalling also the action points of the 2014 INSARAG Steering Group meeting. He emphasized the adoption of the Steering Group of the INSARAG Strategy 2014-2017, the Guidelines review process, the recommendation addressed by the Steering Group to the other Regional Groups to consider undertaking a similar regional capacity assessment taking the example of the Americas Region; and lastly recommendation to countries to adopt realistic aspirations for its international response capacity.

Mr Yongsang Kim presented the work of the Asia & Pacific Regional Group on behalf of the Regional Chairmanship, and Mr. Hamad Aldarmaki complemented the presentation on the work of the Africa Europe Middle East Regional Group with information on the activities of the Sub-regional group of the Gulf Cooperation Council and Jordan.

3. INSARAG Guidelines revision

Mr David Sochor presented the progress in the work of the Guidelines revision on behalf of Ambassador Manuel Bessler, chair of the Guidelines Review Group. Mr Sochor explained the consultation process as well as the content of each of the three volumes that form part of the revised Guidelines. It is expected that the revised Guidelines be adopted in the next meeting of the INSARAG Steering Group in February 2015 in Switzerland, in order to be officially launched in the second INSARAG Global Meeting in October 2015.

The Regional Group meeting is an integral part of the consultation process. Mr Sebastian Mocarquer from Chile, member of the Guidelines Review Group on behalf of the Americas region, stressed the need for the Regional Group to provide inputs to the revision and to gain ownership of the process. He presented the key guiding questions for the type of feedback that is expected from the Regional Group:

1. Is the level of detail adequate?
2. Did we leave anything out - in the Volumes?
3. Any issues you think REQUIRE further elaboration?
4. Are the documents clear in the definitions of 'minimum standards' i.e. suggested number of personnel for a medium/heavy team
5. Is the document format and readability OK ?
6. Any suggestions on the various forms that the guidelines could take (e.g. hard copy, Apps on iPhone, PDF, etc) ?
7. Contributions NEEDED for translation of the Guidelines
8. Propose suitable training platforms for greater awareness for the revised INSARAG Guidelines 2015 (e.g. Awareness workshops led by regional groups; Adopting the guidelines in regional exercises in 2014/5, e-learning platforms, etc.)

9. Could no. 7 and 8 be something for the Regional Group to OWN and LEAD i.e. organize awareness trainings and translation of the guidelines?

The comments and input by the Regional Group can be found in annex B.

Recommendation 3.1.: The Guidelines Review Group is requested to take into account the observations made by the Americas Regional Group (see annex B).

4. INSARAG Regional Earthquake response simulation exercise in Costa Rica – SIMEX 2014

Dr Brenes, President of the Comisión nacional de emergencias of Costa Rica and host of the INSARAG regional earthquake response simulation exercise – SIMEX 2014, presented the objectives and scope of the exercise, with a focus on the new elements, the opportunities, the achievements and challenges faced in preparing and running the SIMEX, as well as on the learning points of each participants. He presented a video of the exercise (available on the INSARAG website). Dr Brenes stressed the regional collaboration which allowed for the success of the exercise as much in the preparation as in the organization of it. He also emphasized the advantages for the host country of organizing a SIMEX, with the identification of lessons learnt and elements to improve in its national response plans. He shared his experience of having had to justify the holding of the SIMEX to the press and stressed that the exercise is a key element in the emergency preparedness process and that “preparedness, as well as prevention does not represent a cost but an investment”.

The Secretariat presented the results of the evaluation of the exercise, the main purpose of which was to gather participants’ observations on their own participation, their impressions and learning points in order to improve on the organization and methodology in future. Of more than 200 participants, a total of 69 responded to the survey. The details of the results can be found in the presentation and the summary of the evaluation. It is worth mentioning though that 69% of the answers indicated that their impression of the exercise was “excellent” and 29% indicated “good”. 80 % indicated that the objectives were achieved, with 16% saying that they were “exceeded”. 76% said that their own expectations were achieved, and 22% indicated they were “exceeded”.

The Secretariat also explained the difficulties encountered in the organization of the SIMEX, such as participants from some countries showing up without having been accepted; the confirmation at last minute of participation by some teams, and at the same time the cancellation at last minute of others. This was the exercise with the greatest number of teams that applied to participate (more than 30). It was required to make a selection, which was done in consultation with the INSARAG focal points of each country. However, due to last minute cancellations, some teams stayed out of the exercise not able to participate.

Recommendation 5.1.: *Incorporate the recommendations of the Americas SIMEX 2014 evaluation into the revision of the exercise package in order to improve on it.*

Recommendation 5.2.: Establish a more rigid process for the acceptance/ selection and confirmation of teams and other participants in the SIMEX, clarifying the role of the focal points in this process, in order to maximise participation of all interested and minimize last minute arrangements.

Recommendation 5.3.: *It was suggested to incorporate into the exercise methodology an evaluation of each individual team, in view of its own improvement.*

5. INSARAG working group updates

Updates on the implementation of the work plans of the Working Groups were presented:

- I. Training Working Group, Dewey Perks, USA, Chair
 - Mr Perks stressed the work carried out in support of the Guidelines revision, the organization of the IEC mentors and classifiers course, and the finalization of the INSARAG first responders’ course.
- II. Medical Working Group, INSARAG Secretariat due to absence of member of the working group
 - Mr Lund stressed the work with WHO on the Foreign Medical Teams (FMT) initiative, and the support provided on the Guidelines revision.

The Secretariat explained that for the time being no more members will be accepted to the working groups, taking into consideration that all regions are represented.

6. Case studies

Mr Cristobal Goñi, I Vice-Chair of the Regional Group chaired the session that aimed to provide an opportunity for countries and organizations to present case studies related to the work of INSARAG in view of sharing relevant experiences with others. The presentations are available on the website of the INSARAG:

- a. China presented its national structure for earthquake disaster mitigation
- b. Colombia presented its progress with the USAR programme of the National Disaster Risk Management System
- c. Peru presented the rescue operations undertaken in the cave “Inti Machay” on 18 September 2014
- d. CEPREDENAC presented progress achieved in the Central American Task Force Project

7. Projects of the Regional Group

General Murgueytio, Chair of the Regional Group presented the objectives of the session being the update on progress with key projects of Regional Group this year, and the consultation with focal points in order to obtain their input. The four projects presented were:

I. The document entry requirements for international USAR teams, presented by William Tovar, Colombia, II Vice-chair

- This project corresponds to an activity of the objective 1.4 of the annual work plan and its objective is to provide a format that countries can use to inform international USAR teams in a single document on entry requirements that are valid for in each country. It is intended that - in an emergency – the affected country can upload this document to the VO where this information is easily accessible for all responding international USAR teams.

Recommendation 7.1.: *Members of the Regional Group are encouraged to send their comments directly to the Secretariat. In addition, countries are encouraged to complete the format to test it and see if it is possible to contain all the required information in one document.*

II. Format to share good practices and lessons learnt, presented by William Tovar, Colombia, II Vice-chair

- This project corresponds to an activity of the objective 1.3 of the annual work plan and aims to provide a single format to share case studies and best practices. It is suggested that each good practice can be disseminated in the INSARAG website.

Recommendation 7.2.: *Interested countries are encouraged to use the format to document good practices and share them with the Regional Group. The Secretariat will be responsible for publishing them on the INSARAG website.*

III. The Guide on the creation of a national USAR accreditation system, presented by Mr Juan Campos, consultant, INSARAG Secretariat

- This guide is the product of the experience sharing workshop held in Chile in late May on national USAR certification/accreditation processes and corresponds to an activity of the objective 1.3. The purpose of the paper is to emphasize the required conditions for the establishment of a national USAR accreditation system - based on the experience of countries in the region, emphasizing the key steps in the processes.
- Group discussions highlighted the fact that the accreditation process is a process with various stages in each country; each stage has a level of detail and implementation according to the needs of each country.

Recommendation 7.3: *Include the experience embodied in this document into the revision of the INSARAG guidelines.*

IV. Concept of a USAR working group at national level, presented by Mr Cristóbal Goñi, Chile, I Vice-chair

- The presentation of the concept of a national USAR working group corresponds to an activity of the objective 1.5. Mr Goñi presented the concept based on the experience of Chile in which the technical working group fulfils the function to advise the national system on USAR matters and accompanying USAR teams in the accreditation process. Besides, the technical working group advises the National USAR Academy on the formulation of the national USAR policy, on the creation of national accreditation system, and on the design of the national curriculum.
- Group discussion showed that in order to function, the technical working group needs to be inter-institutional, composed of specialists in search and rescue with experience, and constituted under the disaster management legislation and structure of the country.

Recommendation 7.4.: *It was recommended that the Regional Group organizes itself to provide technical assistance between countries for those beginning the process of establishing a technical working group and a national USAR accreditation system.*

8. Update on the INSARAG External Classification (IEC/R) process

The Secretariat presented the current situation of the INSARAG external classification process, stating that 27 heavy teams and 12 medium teams have been classified so far. For 2015, 5 more teams are expected to be classified and 6 teams reclassified; and for the period of 2016-17, the work plan already includes the (re-) classification of a dozen of teams.

The Secretariat stressed the interest to have more classified teams in the Americas region; clarifying however that the priority is the strengthening of national capacities and that only those countries that have the intention to send their teams to international emergency response are encouraged to prepare their teams for the IEC.

Recommendation 8.1.: *The same recommendation of previous years is kept whereby USAR teams that have international deployments as part of their mandate are encouraged to prepare for an IEC, with the support of their INSARAG national focal point. Additionally, these teams are encouraged to take into consideration the waiting list that is building up for IECs and that they therefore should inform the Secretariat of their interest as soon as possible in order to establish a work programme.*

9. Foreign Medical Teams (FMT) initiative

Mr Luis de la Fuente of the Pan American Health Organization (PAHO) presented the FMT initiative managed by WHO/PAHO, which initiated in 2010 and is closely linked with the work of INSARAG. In fact, the experience of cooperation, coordination, standardization and classification of INSARAG is used as an example of good practice and lessons learnt for the community of foreign medical teams.

Although since the late 90s several initiatives were undertaken in the Americas to define the use of field hospitals in disasters, it was only as a result of the lessons learned from the response to the Haiti earthquake in 2010 that it was decided to extend these basic guidelines to become minimum norms and standards. The response in Haiti was overwhelming from the point of view of medical response teams, but the reality was that although some medical teams were well organized and offered effective medical care, there were others that caused significant gaps in performance and health coordination. Therefore there was unanimous support to creating a global task force to develop minimum recommendations for FMTs.

FMTs are groups of health professionals and supporting staff outside their country of origin, aiming to provide health care specifically to disaster affected populations, and who may be sent by governments (civilian or military) as well as non-government organizations. They often play a significant part in providing medical care in the aftermath of sudden-onset disasters (SODs), such as those caused by earthquakes, tsunamis, hurricanes/typhoons and floods.

WHO/PAHO has established a secretariat and initiative to improve the classification and standards of deploying FMTs. Based in the Headquarters in Geneva with strong regional and country focus, the initiative has begun the process of endorsement by geo-political regional groups, Governments and the FMT providers. In the Americas, the PAHO plan of action, which was adopted in the 154th session of its Executive committee, aims to strengthen the

health systems and the coordination capacity for the reception and sending of health humanitarian assistance, as well as the implementation of flexible FMT registration mechanisms.

Mr De la Fuente recalled the lessons learnt of the participation of FMTs in the regional exercise in Costa Rica – SIMEX 2014, the most important one being the need for more effective linkage between the USAR teams and FMTs.

He also shared the interest of the Department of Emergency Preparedness and Disaster Relief (PED) of PAHO to work in collaboration with OCHA, the INSARAG Secretariat and all organizations interested in implementing the FMT initiative as part of the international disaster response and coordination mechanisms.

Recommendation 9.1.: *Encourage the participation of the Foreign Medical Teams (FMT) in regional earthquake response simulation exercises, and particularly in the exercise of 2015 in Chile. INSARAG focal points are encouraged to establish contact with domestic institutions capable of sending FMTs to national and international emergencies.*

10. Regional Group preparations for the INSARAG Global Meeting 2015

Mr Hamad Aldarmaki, of United Arab Emirates in his capacity as host of the 2nd INSARAG Global Meeting for 2015 presented a promotional video on the meeting and informed that his country will do the utmost to ensure that the meeting will be a success and that all are welcome to attend.

The Secretariat recapitulated the achievements of the first Global Meeting of 2010, and presented the objectives of the meeting in 2015 asking the Regional Group to take actively part in the elaboration of the agenda. One of the suggested topics is the strengthening of national capacities based on national standards and the national USAR team certification. This could be a topic that which the Americas group could take the leadership.

It is expected to adopt a declaration at the Global Meeting and that it can be presented as input to the World Humanitarian Summit in 2016. On the other hand, the Global Meeting will also be the opportunity to designate a new Global Chair, with the candidate being Ambassador Manuel Bessler from Switzerland.

Recommendation 10.1.: *Actively participate in the development of the agenda for the Global Meeting and contribute with the specific experience of the Americas region.*

11. INSARAG and the World Humanitarian Summit 2016

Mr Dario Alvarez, of the OCHA Regional Office for Latin America and the Caribbean presented the process initiated in the region on cooperation between countries, regional organizations and humanitarian organizations on the aspect of international humanitarian assistance mechanisms (known under its Spanish acronym MIAH). The MIAH process provides an opportunity to discuss these mechanisms in order to improve coordination amongst them, and concrete actions to save lives.

The consultation process leading of the World Humanitarian Summit in 2016 will build on and reinforce the MIAH process. There are various regional and sub-regional consultations; the main regional consultation will take place in Guatemala in May next year. There are considerable synergies between the MIAH process, the World Humanitarian Summit and the cooperation mechanisms such as INSARAG and UNDAC. It will be key to strengthen the evidence for this in the consultations and contribute throughout the process.

12. II Vice-chair of the Regional Group for 2015

The Secretariat explained the procedures and modalities for the designation of the chairmanship group which were agreed upon in the Regional Group meeting of 2012 and which established a system of a regional troika on the basis of a rotation principle. The Secretariat also recalled the functions and responsibilities of the Regional Vice-chairs and the Chair as these are stipulated in the version of the INSARAG Guidelines currently under revision.

Given that up to the deadline indicated in the communication of the Secretariat of 28 July 2014 (the deadline was 15 September 2014) no country had formally presented its interest to take on the function of II Regional Vice Chair, the Regional Chairmanship group decided to take the opportunity of this session to present its own experience in their respective roles of Chair and Vice-chairs and on their motivations for having taken up the function. They focused on the added value and opportunities that this has meant for them both internally and internationally.

During the days of the meeting, both El Salvador represented by its political focal point, Mr Walter Navarrete and Ecuador represented by its diplomatic focal point, Minister Monica Martinez of the Permanent mission of Ecuador to the United Nations in Geneva and its operational focal point, Mr Eduardo Metz, presented and confirmed their the interest of their country to take on the function of II Vice-chair of the Regional Group.

Recommendation 12.1.: The Secretariat will consult with Ecuador and El Salvador, which are the two countries that confirmed their interest to take on the role of II Vice-chair, in view of reaching an agreement that can be presented to the Regional Group in writing for its adoption by consensus.

13. Work plan for 2015 and commitments by members of the Regional Group

Mr Cristóbal Goñi, I Vice-chair, presented the specific objectives of the regional group in 2014 for its review, adaptation and validation for 2015. Participants were divided into 2 Groups for the discussions and presented their conclusions in plenary, which will serve as input for the Regional Chairmanship group to update the work plan for 2015.

The Secretariat also explained that based on the rotation principle there is an opportunity for the Americas region to host the annual INSARAG Team Leaders meeting in 2015 and include it into its work plan. The Secretariat mentioned that it already offers to host the meeting by several countries from other regional groups.

Input to the work plan

- It was recommended to adjust objective 1.1. in line with the revision of the Guidelines and include the familiarization with the OSOCC under this objective
- It was recommended to elaborate a model under 1.2 for the elaboration of a national USAR capacity building plan
- It was recommended to implement objective 1.3 through the organization of regional/sub-regional video/teleconferences and that the rest continues
- It was recommended to include reference to Foreign Medical Teams in the document on entry requirements
- It was recommended that the Regional Group continues to contribute to the INSARAG Guidelines revision (2.2)
- It was recommended to continue strengthening the regional collation in the planning and organization of the regional SIMEX
- It was recommended that the Regional Chairmanship Group actively participate in the MIAH process and sub-regional consultations

Commitments

- Peru offered to host a regional team leader workshop in 2015
- Colombia offered to host a regional team leader workshop for 2016
- Paraguay and Colombia each offered to host an OSOCC course in 2015
- Mexico informed that it will host the UNDAC Induction course in 2015
- Bolivia informed of its interest to organize an earthquake preparedness workshop in 2015

Recommendation 13.1.: The Chairmanship group is requested to take into account the contributions to the regional work plan and incorporate the commitments in order to elaborate an updated work plan for 2015.

Recommendation 13.2.: If a country of the Americas region is interested to host the annual INSARAG team leaders meeting in 2015 (between 80 and 120 participants), it should contact the Secretariat (Schmachtel@un.org) latest on 26 November.

14. Announcement of international events

- Peru informed that it had signed a bilateral agreement with Ecuador and another one with Chile on cooperation on training courses in their respective border regions.
- Colombia made a presentation on the organization of a national simulation exercise planned for 11-13 March 2015 and invited countries interested to participate to contact the operational focal point of Colombia, Mr William Tovar.
- OCHA informed about the next MIAH meeting to be held in Guatemala in May 2015, exact dates tbc.

15. Acknowledgements

The Office for the Coordination of Humanitarian Affairs in its capacity as INSARAG Secretariat and all participants to this meeting would like to thank the Government of Peru for having organized this meeting

Annex A: Final agenda

XIII Meeting of the INSARAG Americas Regional Group & Consultation meeting on the UNDAC mechanism in the Americas
15 – 17 October 2014
Lima, Peru



Agenda

Final version

Tuesday, 14 October

All day	Arrival of participants Transport organized by the Government of Peru
1500 – 1800	Participants' registration Government of Peru
1930 – 2100	Welcome reception Government of Peru

Wednesday, 15 October – INSARAG Regional Group

0800 - 0845	Participants' registration Government of Peru
0900 – 1000	Opening General Alfredo Murgueytio, INSARAG Americas Regional chair Ms María Luisa Silva, UN Resident Coordinator a.i. Mr Jesper Lund, INSARAG Secretary/ OCHA Mr Douglas Reimer, Head of OCHA Regional Office, Panamá
1000 – 1030	Group photo and coffee break Government of Peru
1030 – 1100	Presentation of participants and adoption of agenda INSARAG Secretariat
1100 – 1200	INSARAG in the Americas - Action points of 2013 and activities of 2014 Regional Chairmanship group & Secretariat
1200 – 1230	INSARAG globally - INSARAG Steering Group action points 2014 and global activities INSARAG Secretariat
1230 – 1330	Lunch
1330 – 1400	INSARAG guidelines revision: report on progress Guidelines Review Group
1400 – 1530	INSARAG guidelines revision: Contributions of the Regional Group Members of the GRG, INSARAG Secretariat
1530 – 1600	Coffee break
1600 – 1630	INSARAG Regional Earthquake response simulation exercise in Costa Rica – SIMEX 2014 Costa Rica and Secretariat
1630 – 1700	INSARAG working group updates (training and medical) Members of the WGs
1700 – 1800	Case studies The experience of China with INSARAG Implementation and strengthening of the USAR programme in Colombia Rescue proceedings in Intimachay, Amazonas region - Peru CEPRENAC: Update on the Central American Task Force
1930	Official Dinner (offered by the Government of Peru)

Thursday, 16 October – INSARAG Regional Group

- 0830 – 1030** **Projects of the Regional group**
- Document on entry requirements for international USAR teams
 - Format for sharing of lessons learnt and good practices
 - Guidance on national USAR classification process
 - Concept of a USAR working group at national level
- 1030 – 1100** **Coffee break**
- 1100 – 1130** **IEC update**
INSARAG Secretariat
- 1130 – 1200** **Presentation of the Foreign Medical Team (FMT) Initiative**
Luis de la Fuente, Advisor on FMT matters, UNDAC team member
- 1200 – 1230** **Regional Group preparations for the INSARAG Global Meeting 2015**
Mohamed Al-Ansari, Host of the INSARAG Global Meeting
- 1230 – 1330** **Lunch**
- 1330 – 1400** **INSARAG and the World Humanitarian Summit 2016**
OCHA ROLAC
- 1400 – 1500** **II Vice-chair of the Regional Group for 2015**
INSARAG Secretariat and Regional Chairmanship
- 1500 – 1530** **Coffee break**
- 1530 – 1700** **Work plan for 2015 and commitments by members of the Regional Group**
INSARAG Secretariat and Regional Chairmanship group
- 1700 – 1730** **Announcement of international events**
- 1730 – 1800** **Closure**

Friday, 17 October – UNDAC

0830 – 0900	Opening and adoption of agenda Peru and OCHA
0900 – 1000	Presentation of the UNDAC mechanism in the Americas OCHA
1000 – 1030	Coffee break
1030 – 1130	Experiences with UNDAC missions Countries and UNDAC members, OCHA
1130 – 1230	Motivations and expectations on the UNDAC team Countries, regional organisations, UNDAC members and OCHA
1230 – 1330	Lunch
1330 – 1415	Interoperability: National and regional rapid response mechanisms CDEMA Peru
1415 – 1500	Presentation of the regional roadmap for UNDAC and discussion on commitments for its implementation OCHA and all
1500 – 1530	Coffee break
1530 - 1700	Selection process for future new UNDAC members OCHA
1700 – 1730	Closure

Saturday, 18 October

All day	Departure of participants Transport provided by Government of Peru
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Annex B: Contributions by the Regional Group to the Revision of the Guidelines

1. Is the level of detail adequate?

- Include an executive summary into Vol. I

2. Did we leave anything out - in the Volumes?

- Include in section 3.3, Vol. I a reference to Foreign Medical Teams as stakeholders
- Provide more detail in section 3.3.4. on the capability of USAR teams in HazMat and the possible treatment of radioactive substances
- Add the national accreditation/certification process on the basis of minimum standards in Vol II, manual A, considering the experiences of the Americas region, and the document on the process for establishing a national USAR accreditation system. Consider also invert the logic between part 1 on “strengthening local capacities” and part 2 on “strengthening national capacities”, in order to stress the need for a national USAR framework, and that capacities at the local level should not be developed outside the national framework.

3. Any issues you think REQUIRE further elaboration?

- Clarify in section 1.1., Vol I the description of INSARAG as an “apolitical network”. The term “apolitical” leads to confusion. An alternative suggestion is “a technical, intergovernmental network of non-political character” or “a, intergovernmental humanitarian network ...” or “an intergovernmental humanitarian cooperation network”
- Clarify the term “administrative” in section 1.6.2. on the INSARAG focal points. It is suggested not to use this term and describe the functions of the focal points as “policy” and “operational”. It is also required to harmonize the description of focal point responsibilities in section 1.6.2. with the description in annex A.
- Analyze the use of the adequate terminology to describe the national processes: classification, certification and/or accreditation, and harmonize it throughout the document.
- Define the roles and responsibilities of the policy and operational focal points in greater detail, and with a schematic picture. Examine the possibility of following the USAR cycle as well – annex 1 is not sufficient
- More detail is required in the annex on the responsibilities of the global chair and the regional chairs and vice chairs.
- Review the drafting and structure (text and graphics)

4. Are the documents clear in the definitions of 'minimum standards' i.e. suggested number of personnel for a medium/heavy team

- There were no specific suggestions on this topic.

5. Is the document format and readability OK?

- There were no specific suggestions on this topic.

6. Any suggestions on the various forms that the guidelines could take (e.g. hard copy, Apps on iPhone, PDF, etc.)

- The elaboration of documents for training and dissemination
- The use of technology for publishing and disseminating the new guidelines
- It was suggested to use the UNITAR e-learning platform

7. Contributions NEEDED for translation of the Guidelines?

- The translation into the different languages is required; the regional group agrees that this is a responsibility of the regional groups. In addition, it is required to include experts with the language capacities into the process of revising the translations to ensure the appropriate use of terminology.

8. Propose suitable training platforms for greater awareness for the revised INSARAG Guidelines 2015 (e.g. Awareness workshops led by regional groups; Adopting the guidelines in regional exercises in 2014/5, e-learning platforms, etc.)

- There were no specific suggestions on this topic.

9. Could no. 7 and 8 be something for the Regional Group to OWN and LEAD i.e. organise awareness trainings and translation of the guidelines?

- See under 7.

Annex C: List of participants

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