

## INSARAG Guidelines Review Group

Tunis, Tunisia

09.-11.02.2025; 09:00 – 17:30

**Attendees:** GRG Co-Chairs: Martin Evers (Netherlands) and John Cawcutt (Australia),  
**AEME:** Martin Pavek (Czech Republic), Emmanuel Chapeau (France), Yvonne R. Gutmann (Germany),  
Ciro Bolognese (Italy), Belit Tasdemir (Türkiye NGO), Ove Syslak (Norway);  
**Americas:** Patricio Fuentes (Chile); **AP:** Li Li (China), Safrizan Bin Suhaini (Malaysia), Lok Wee Keong (Singapore).

**Absent:** Sara Rathbun (USA), Fahad Sultan (Qatar).

### 1. Opening and agenda by the Co-Chairs

- The Co-Chairs welcome the GRG members and INSARAG Secretariat to the meeting
- The GRG thanked ONPC for facilitating this meeting
- On the agenda of this meeting were:
  - summary of concluded work
  - reconciliation with tasked items by INSARAG
  - establishment of work packages for open items
  - updating GRG timeline and further proceeding
  - preparing input for Team Leaders Meetings 2025 and ISG 2025

### 2. Feedback by Working Groups

#### Medical Working Group

- Suggested changes in Vol. I (4.3 regarding request to practice USAR medicine), possibly Vol. II Man. A (volume is newly written by NCBWG; include MWG changes accordingly), Vol. II Man. B (changes in wording), Vol. II Man. C (XXX), Vol. III (to be only about IEC/R handbook)
- Adaptations in Check-list (sits with IEC/R WG)
  - Additional requirements aiming at more medical specific exercise settings (requiring total of 5 medical scenarios for an IEC/R)
  - Clarification for: hot cutting (consider technology development), confined spaces (definition), lifting (hydraulic/pneumatic), keeping contact with victims during a rescue

#### Information Management Working Group

- Funding a major issue (several changes/items connected to that)
- Question if one single glossary for all volumes, not each volume separately
- Vol. II Man. B: include IMWG tasks (establishing ICMS for use, facilitate help desk)
- Clarification of terms “USAR Handbook, UC Manual, etc.
- Man. B page 24 (5.5) Definition of work area

### Training Working Group

- Working mainly with Vol. II Man. B
- Underlying theme: simplicity, scalability and flexibility needed
  - Forms & ICMS too complicated
  - Building ID change

### National Capacity Building Working Group

- Origins: Strategic Objective 2, TUR/SYR AAR
- Vol. II Manual A: new structure
  - 1.) Introduction, 2.) Overview of NCB Process, 3.) USAR Capacity Building, 4.) National USAR Framework, 5.) Receiving International Assistance, 6.) National Quality Assurance, 7.) Annexes
  - Transferral of some content to Guidance Notes (e.g. Quality Assurance IRNAP)
  - Guidance Notes in process/outlook: National USAR Coordination, Receiving International Assistance
- Proposed content and changes
  - K9 + technical search as requirement for MUSAR (→ ISG endorsement required)
  - Multi-hazard response (e.g. could be flood response – non-binding!)
  - National USAR Framework
  - National USAR Coordination (introducing basics: 1 Key actors, 2 National Response Cycle, 3 elements of national USAR coordination, 4 integration of international response to national structures (non-integrated, partial integrated, or integrated response))
  - Receiving international assistance (Host Nation Support, Request for internat. assistance, integration of internat. teams, host nation logistical support to international USAR operations, end of internat. USAR operations, donations, post-mission review)
- National Quality Assurance
  - concept for National Accreditation Process, IRNAP, applied colour code, duration of IRNAP recognition, NAP field exercise set at min. 36hrs

### IEC/R Working Group

- Responsible for Vol. III + Check List

### Flood Response Working Group

- Directory for USAR team with flood response capacity

### 3. Organising further procedure of GRG (working plan)

#### Working Group Liaisons

Training Working Group	Ove Syslak
Medical Working Group	Safrizan Bin Suhaini
Information Management Working Group	Belit Tasdemir
Quality Assurance IEC/R Working Group	Martin Pavek
National Capacity Building Working Group	Lok Wee Keong
Flood Response Working Group	Emmanuel Chapeau

#### Work task:

- keep track of their timeline

#### Responsibilities according to Guideline Volumes

Vol. I	Li Li, Patricio Fuentes
Vol. II Manual A	Lok Wee Keong
Vol. II Manual B	Belit Tasdemir
Vol. II Manual C	Martin Pavek
Vol. III	Circo Bolognese

#### Work task:

- put changes in Guidelines
- keep list of changes up to date

#### Streamlining time schedule GRG

Team Leaders Meeting TUN	Feb 25	consultation of Team Leaders on items proposed
ISG Geneva	Mar 25	endorsement of items proposed
E-Mail from Martin E. & John	Apr 25	informing about ISG outcomes
Video Conference GRG	May 25 (1 <sup>st</sup> week)	for updates from Working Groups (30 <sup>th</sup> April is deadline for WG's hand-ins)
Video Conference GRG	Jul 25 (mid July)	for status update
Regional Meeting Asia-Pacific	Aug 25	GRG Members present: John, Belit
Regional Meeting AEME	Oct 25	GRG members present: all
Regional Meeting Americas	Dec 25	GRG Members present: Patricio Fuentes, tbd
Finalisation of Guidelines 2026	Jan 25	Proof reading (Yvonne, tbd) Numbering (John) Covers (Martin E.)
ISG 2026 (Geneva)		endorsement of Guidelines 2026
Global Meeting 2026 (Brazil)		launch of Guidelines 2026