
Annex D8: IEC/R Report Template



IEC/R Report

TEAM NAME: XXX

LEVEL OF CLASSIFICATION: LIGHT / HEAVY / MEDIUM

VENUE: XXX

DATE OF IEC/R: XXX - XXX

1. Introduction

The United Nations General Assembly Resolution 57/150 of 16 December 2002 on “Strengthening the Effectiveness and Coordination of International USAR Assistance” endorses the International Search and Rescue Advisory Group (INSARAG) Guidelines as the reference for international Urban Search and Rescue (USAR) and disaster response.

The INSARAG Guidelines have been prepared by USAR responders around the world to guide international USAR teams and disaster-prone countries on the performance of disaster response operations during major disasters. The INSARAG Secretariat under the Emergency Response Section (ERS) of the Office for the Coordination of Humanitarian Affairs (OCHA) conducts the INSARAG External Classification/Reclassification (IEC/R) of international USAR teams.

The INSARAG classification/reclassification of the (team Name) was held on (Date) – (Date). Activities for the classification/reclassification occurred in and around (Location name).

Details of the findings of the IEC/R exercise follow which shows the completed checklist and Advisory Notes that provide some details and recommendations that team management of (team name) team should consider desirable to be incorporated in its development plans.

(Add any other relevant background information)

2. IEC/R Classifier Team Members

Name	Country/Organisation	Function
		Team Leader
		Deputy Team Leader
		Search
		Rescue
		Rescue
		Logistics
		Medical
	UNOCHA	INSARAG Secretariat

(Add any other relevant information on IEC/R Classifier Team members)

3. IEC/R Checklist

Please see Guidance Notes under the IEC/R > Checklists subsection in insarag.org for the checklist.

4. Advisory Notes

Please see attached Advisory Notes.

5. IEC Process

The IEC/R Classifier Team appreciated the time and effort expended by (team name) in its preparation of all IEC/R materials...

The dedication and support of the Government of (Country name) for this activity was very evident and easily observed by the IEC/R Classifier Team...

(Please add any other comments.)

6. Recommendation

The IEC/R Classifier Team recommends that the INSARAG Secretariat accords (team name) with the status as a classified Heavy/Medium USAR team in the INSARAG Directory in accordance with the INSARAG Guidelines. The IEC/R Classifier Team extends its gratitude and appreciation to (team name) on its achievement.

Advisory Notes are provided to (team name) as part of the IEC Final Report. The comments contained within this paper are recommendations and suggestions designed to further optimise and develop the professional performance of (team name), thus increasing their capacity to save lives and render humanitarian assistance.

The IEC/R Classifier Team wishes to acknowledge and place on record its appreciation to the Government of (Country name) as a whole for its significant support to (team name) organization through its support, guidance and leadership.

(Add any other relevant sentence)

7. Conclusion & Acknowledgement

During the duration of the INSARAG External Classification (IEC)/Reclassification (IER), (team name) made every effort to demonstrate how they have met and maintained the standards required by the INSARAG Guidelines. The IEC/R Classifier Team is unanimous in its professional opinion that (team name) has demonstrated that in the main, they have addressed the minimum standards as set in the INSARAG Guidelines.

In achieving this recognition and by meeting the standard of performance developed by the INSARAG, (team name) should consider the on-going support needed to ensure the continued success of the INSARAG community. This includes:

- Participation in regional INSARAG Earthquake Simulation Exercises and other related development opportunities to ensure its members benefit from the educational experience and networking opportunities offered.

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- Sharing and partnering with other USAR teams in the dissemination, supporting and updating information and techniques with teams who are developing a USAR response capacity.
 - Sharing information with other INSARAG USAR teams that are preparing for classification.
 - Supporting the INSARAG Secretariat by making members of its team available to serve at future INSARAG activities.
 - Supporting the role of international coordination by having more of its members obtain UNDAC training.

(Add any other relevant comments)

Signed by the team leader on behalf of the IEC/R Classifier Team:

Endorsed by:

Chief, Emergency Response Section and

Secretary INSARAG

Office for the Coordination of Humanitarian Affairs (OCHA)

GENEVA

Date: _____

cc:

INSARAG Global Chair

INSARAG Regional Chair

IEC/R Classifier Team