


## Annex B13: Assignment Briefing Package

(Form used to brief USAR Teams when tasks are assigned)

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<div style="text-align: right;">  </div>																									
<b>A General information</b>																									
A.0	Worksite ID (if an assignment to a Worksite)																								
A.1	Team being assigned																								
A.2	Date [DD-MMM] assigned																								
A.3	Time [hh:mm] assigned																								
A.4	Sector																								
A.5	City																								
A.6	Street/ Street Number, Place Name																								
A.7	GPS Coordinates [Lat/Lon ±ddd.ddd°] (Of Worksite marking location if a Worksite or of starting square corner if	Lat																							
	Lon																								
A.8	GPS Coordinates [Lat/Lon ±ddd.ddd°] (Of opposite square corner of a Sector Assessment.)	Lat																							
	Lon																								
A.9	Sector/worksite boundaries description (If necessary)																								
<b>B Assignment information</b>																									
F.8	Building Use																								
F.9	Construction type																								
F.10	Construction size																								
F.11	Description of collapse/damage																								
B.1	ASR Level to carry out	Level 2				Level 3				Level 4				Level 5											
		0:00:00	01:00:00	02:00:00	03:00:00	04:00:00	05:00:00	06:00:00	07:00:00	08:00:00	09:00:00	10:00:00	11:00:00	12:00:00	13:00:00	14:00:00	15:00:00	16:00:00	17:00:00	18:00:00	19:00:00	20:00:00	21:00:00	22:00:00	23:00:00
B.2	Reporting frequency and timings (mark as required)																								
B.3	Logistical requirements and provision																								
B.4	Access/route (describe) information																								
B.5	Operationally relevant local onsite contacts																								
B.6	Other activities at worksite/in sector																								
B.7	Safety/Security issues																								
<b>C Annexes</b>																									
C.1	Wide Area Assessment report [y/n]																								
C.2	Worksite report [y/n]																								
C.3	Previous Worksite report [y/n]																								
C.4	Pictures [file names] [y/n]																								
<b>D Other information</b>																									
												<b>Z Form completed by:</b>													
												Z.1 Name													
												Z.2 Title/Position													

## Form filling instructions

### A General information

- A.0 Specify Worksite Identification code, if assignment is related to a Worksite
- A.1 Team ID of the team assigned to carry out USAR operations at the Worksite: 3 letter Olympic country code followed by national team number (GER 01)
- A.2 Date assignment if given
- A.3 Time assignment if given
- A.4 Specify sector of assignment using sector code
- A.5 City
- A.6 Worksite address or reference to worksite
- A.7 Coordinates of marking location if a Worksite or of starting square corner if a Sector Assessment
- A.8 If Sector Assessment, specify coordinate of opposite square corner of sector assigned
- A.9 If necessary, add description to Sector/worksite boundaries to complement coordinates

### B Assignment information

- F.8 Describe building use (e.g. Commercial, residential, hospital, etc)
- F.9 Construction type (e.g. Brick, reinforced concrete, steel frame, etc)
- F.10 Construction size (e.g. Number of floors, number of basements, dimension, etc)
- F.11 Description of collapse/damage (Total collapse, partial collapse, damaged, etc)
- B.1 Assessment Search and Rescue level to carry out
- B.2 Mark reporting frequency and timings as necessary
- B.3 Specify if any logistical requirements are needed and if provision is available
- B.4 Describe access or route to worksite or area assigned
- B.5 Include operational relevant local onsite contacts (Name, location, sat phone, etc)
- B.6 Describe other activities at worksite sector
- B.7 Describe specific safety/security issues at worksite/sector

### C Annexes

- C.1 Attach Wide Area Assessment report, if assignment is Sector Assessment (ASR2)
- C.2 Attach Worksite Triage Form from sector assessment
- C.3 Attach previous Worksite reports if other USAR Teams have been at worksite
- C.4 Attach pictures and specify file names

### Z Form completed by:

- Z.1 Name of person that completed form
- Z.2 Title or position within team