

Department of Homeland Security
Federal Emergency Management Agency
NATIONAL URBAN SEARCH AND RESCUE RESPONSE SYSTEM
Task Force Self-Evaluation Scoresheet

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PAPERWORK BURDEN DISCLOSURE NOTICE
FEMA Form FF-104-FY-21-177 (formerly 089-0-14)

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INSTRUCTIONS

Prior to completing this self-evaluation, consult current guidance from the FEMA US&R Branch

With the use of this form, three areas of readiness will be evaluated:

Operational Readiness – availability of a complement of rostered, trained, deployable, exercised members and canine search specialist teams.

Logistic Readiness – availability of equipment caches and other logistic resources to support immediate deployment.

Management Readiness – in-place resources, plans, agreements, processes, and procedures to support deployments, and meet requirements of the US&R's Preparedness Cooperative Agreements and other audit requirements.

OPERATIONAL READINESS

1. Number of Rostered TF Members	max score: 10
2. Number of Trained TF Members	max score: 15
3. Number of Deployable TF Members	max score: 30
4. Number of TF Member Participants in annual exercises	max score: 30
5. Number of TF Member Participants in annual training	max score: 15
Total Operational Readiness	max score: 100

LOGISTICS READINESS

1. Number of cache equipment items	max score: 40
2. Transportation Resources	max score: 20
3. Equipment Cache Training and Exercises	max score: 20
4. Cache Management inventory system	max score: 10
5. Warehouse Resources	max score: 10
Total Logistics Readiness	max score: 100

MANAGEMENT READINESS

1. Number of Administrative staffing/resources	max score: 20
2. Cooperative Agreement reporting	max score: 20
3. Cooperative Agreement Plans and Memoranda of Agreement	max score: 20
4. Financial and Accounting Processes and Records	max score: 20
5. Sponsoring Agency Support Functions	max score: 20
Total Management Readiness	max score: 100

This scoresheet has been provided for your task force to make the required point entries and calculate scores. More specific guidance on methodology and scoring criteria will be provided separately.



**U.S. Department of Homeland Security
FEMA National Urban Search & Rescue Response System**



FEMA

Task Force Self-Evaluation Scoresheet

Task Force:
Date Completed:

TASK FORCE OPERATIONAL READINESS

	Members	Points	Score
1) Number of Rostered Task Force (TF) Members:	0	0	0
2) Number of Trained TF Members: (Max 15 pts for 2 & 2a)	0	0	0
2a) TF Members Trained in More Than One Specialty:		0	0
3) Number of Deployable TF Members:	0	0	0
4) Number of TF Members Participating in Annual Training / Exercises:			
4a) Deployment Exercises: (Max 30 pts for 4a & 4b)		0	0
4b) Modular or Mobilization Exercises:		0	0
5) Number of TF Members Participating in Annual Training:		0	0

Task Force Operational Readiness Total Score:

TASK FORCE LOGISTICAL READINESS

	Points	Score
1) Compliment of Approved Equipment Cache Items:		0
2) Compliment of Transportation Resources:		0
3) Equipment Cache Training and Exercises:		0
4) Cache Management Inventory System:		0
5) Warehouse Facilities:		0

Task Force Logistical Readiness Total Score:

TASK FORCE MANAGEMENT READINESS

	Points	Score
1) Number of Administrative Staffing/Resources:		0
2) Cooperative Agreement Reporting:		0
3) Cooperative Agreement Plans & Memoranda of Agreement:		0
4) Financial / Accounting Processes and Records:		0
5) Sponsoring Agency Support Functions:		0

Task Force Management Readiness Total Score:

Task Force Self-Evaluation Total Score:

Note for following data entry pages:

A grayed out item is a new training requirement in the Position Descriptions and is not scored on the Task Force Self-Evaluations or Administrative Readiness Evaluations.



**U.S. Department of Homeland Security
FEMA National Urban Search & Rescue Response System
Task Force Self-Evaluation Scoresheet - continuation
US&R Position Description Training Requirements**



FEMA

Task Force:

1) Canine Search Specialist (CSS) (4 pos. x 3 deep)	# rostered as CSS (12 max):	<input type="text"/>
1a) Meet all Administrative & General Training requirements:		<input type="text"/>
1b) Have current certification as a FEMA US&R Canine Search Specialist Team:		<input type="text"/>
1c) Complete the FEMA US&R Canine Search Specialist Course:		<input type="text"/>
1d) Complete the FEMA US&R GPS Awareness Level Course:		<input type="text"/>
1e) Complete the required Technical Rescue Skill Sets (TRSSs) as defined in Appendix A of the FEMA US&R Operations Manual Annex E - Position Descriptions:		<input type="text"/>
	# of CSS trained (12 max):	<input type="text"/>
	# of CSS deployable (12 max):	<input type="text"/>
2) Communications Specialist (CS) (2 pos. x 3 deep):	# rostered as CS (6 max):	<input type="text"/>
2a) Meet all Administrative & General Training requirements:		<input type="text"/>
2b) Complete the FEMA US&R GPS Awareness Level Course:		<input type="text"/>
2c) Complete the FEMA US&R Communications Specialist Course:		<input type="text"/>
	# of CS trained (6 max):	<input type="text"/>
	# of CS deployable (6 max):	<input type="text"/>
3) Hazardous Materials Specialist (HMS) (8 pos. x 3 deep):	# rostered as HMS (24 max):	<input type="text"/>
3a) Meet all Administrative & General Training requirements:		<input type="text"/>
3b) Meet & maintain the requirements as a certified Hazardous Materials Technician per OSHA Standard 29 CFR 1910.120 "Hazardous Waste Operations and Emergency Response":		<input type="text"/>
3c) Meet & maintain the AHJ competencies in accordance with NFPA Standard 472:		<input type="text"/>
3d) Complete the FEMA US&R WMD Considerations for the Hazardous Materials Specialist:		<input type="text"/>
3e) Complete all required TRSSs as defined in Appendix A of Ops Manual Annex E:		<input type="text"/>
	# of HMS trained (24 max):	<input type="text"/>
	# of HMS deployable (24 max):	<input type="text"/>
4) Hazardous Materials Manager (HMM) (2 pos. x 3 deep):	# rostered as HMM (6 max):	<input type="text"/>
4a) Meet all Administrative & General Training requirements:		<input type="text"/>
4b) Meet all of the FEMA US&R Hazardous Materials Specialist PD "Required Training":		<input type="text"/>
	# of HMM trained (6 max):	<input type="text"/>
	# of HMM deployable (6 max):	<input type="text"/>
5) Heavy Equip. Rigging Specialist (HERS) (2 pos. x 3 deep)	# rostered as HERS (6 max):	<input type="text"/>
5a) Meet all Administrative & General Training requirements:		<input type="text"/>
5b) Complete the Heavy Equipment & Rigging Specialist Course:		<input type="text"/>
5c-1) Experienced in heavy construction field, such as heavy equipment operator, crane operator, iron worker, rigger, or other applicable field:		<input type="text"/>
OR 5c-2) A minimum of three years experience as a Rescue Specialist on a Task Force:		<input type="text"/>
	# of HERS trained (6 max):	<input type="text"/>
	# of HERS deployable (6 max):	<input type="text"/>
6) Logistic Specialist (LS) (4 pos. x 3 deep):	# rostered as LS (12 max):	<input type="text"/>
6a) Meet all Administrative & General Training requirements:		<input type="text"/>
6b) Complete the FEMA US&R GPS Awareness Level Course:		<input type="text"/>
6c) Complete the FEMA US&R Logistics Specialist Course:		<input type="text"/>
6d) Complete an OSHA Title 49 CFR 1910.178 course (Forklift Training):		<input type="text"/>
6e) Complete a DOT Title 49 CFR 172.704 course (HazMat Handler / Packer / Labeler):		<input type="text"/>
	# of LS trained (12 max):	<input type="text"/>
	# of LS deployable (12 max):	<input type="text"/>
7) Logistics Team Manager (LTM) (2 pos. x 3 deep):	# rostered as LTM (6 max):	<input type="text"/>
7a) Meet all Administrative & General Training requirements:		<input type="text"/>
7b) Meet all of the FEMA US&R Logistics Specialist PD "Required Training":		<input type="text"/>
7c) Complete & maintain certification as a Certifying Official for Transportation Requirements & Regulations - Air & Ground (IATA, Title 49 CFR 3, & AFMAN 24-204):		<input type="text"/>
	# of LTM trained (6 max):	<input type="text"/>
	# of LTM deployable (6 max):	<input type="text"/>



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**Task Force Self-Evaluation Scoresheet - continuation
US&R Position Description Training Requirements**



Task Force:

8) Medical Specialist (MS) (4 pos. x 3 deep):	# rostered as MS (12 max):	<input type="text"/>
8a) Meet all Administrative & General Training requirements:		<input type="text"/>
8b-1) Currently certified / licensed as an EMT-Paramedic and meet local jurisdiction requirements, actively participating in pre-hospital care:		<input type="text"/>
8b-2) Currently certified / licensed as a Physician Asst, Reg. Nurse-Pract., or Reg. Nurse, with an accredited organization or municipality, meets the NREMT-P Standards or State certification requirements, actively practices advanced pre-hospital life support, and currently certified in BTLS, ACLS and PALS:		<input type="text"/>
8c) Complete the FEMA US&R Medical Team Training Course:		<input type="text"/>
8d) Complete the FEMA US&R WMD Considerations for the Medical Team Training Course:		<input type="text"/>
8e) Complete all required TRSSs as defined in Appendix A of Ops Manual, Annex E:		<input type="text"/>
	# of MS trained (12 max):	<input type="text"/>
	# of MS deployable (12 max):	<input type="text"/>
9) Medical Team Manager (MTM) (2 pos. x 3 deep)	# rostered as MTM (6 max):	<input type="text"/>
9a) Meet all Administrative & General Training requirements:		<input type="text"/>
9b-1) Currently licensed physician, emergency medicine residency-trained, and/or Board-certified in emergency medicine, & practices clinical emergency medicine, w/pre-hospital medical care experience:		<input type="text"/>
OR 9b-2) Currently licensed physician whose medical activities include clinical emergency and pre-hospital medical care. Currently certified in ACLS, ATLS, and PALS (or equivalent):		<input type="text"/>
9c) Complete the FEMA US&R Medical Team Training Course:		<input type="text"/>
	# of MTM trained (6 max):	<input type="text"/>
	# of Med Team Managers deployable (min of 3 required, 6 max):	<input type="text"/>
10) Planning Team Manager (PTM) (2 pos. x 3 deep):	# rostered as PTM (6 max):	<input type="text"/>
10a) Meet all Administrative & General Training requirements:		<input type="text"/>
10b) ICS 300 in accordance w/the NSCTD Guidance:		<input type="text"/>
10c) Complete the FEMA US&R Planning Team Training Course:		<input type="text"/>
	# of PTM trained (6 max):	<input type="text"/>
	# of PTM deployable (6 max):	<input type="text"/>
11) Rescue Specialist (RS) (20 pos. x 3 deep)	# rostered as RS (60 max):	<input type="text"/>
11a) Meet all Administrative & General Training requirements:		<input type="text"/>
11b) Complete the FEMA US&R GPS Awareness Level Course:		<input type="text"/>
11c) Meet requirements - NFPA 1006 Tech Rescue Level 1 & 2 (Chapters 5, 6, 7, 8, 10, & 11):		<input type="text"/>
11d) Complete the FEMA US&R Structural Collapse Technician Course or equivalent:		<input type="text"/>
11e) Current certification in Basic First Aide for First Responders or equivalent:		<input type="text"/>
	# of RS trained (60 max):	<input type="text"/>
	# of RS deployable (60 max):	<input type="text"/>
12) Rescue Squad Officer (RSO) (4 pos. x 3 deep)	# rostered as RSO (12 max):	<input type="text"/>
12a) Meet all requirements of the Rescue Specialist:		<input type="text"/>
12b) Shall have experience in /FEMA US&R structural collapse operations to include participation in field exercise(s) and/or a deployment as a RS:		<input type="text"/>
	# of RSO trained (12 max):	<input type="text"/>
	# of RSO deployable (12 max):	<input type="text"/>
13) Rescue Team Manager (RTM) (2 pos. x 3 deep)	# rostered as RTM (6 max):	<input type="text"/>
13a) Meet all requirements of the Rescue Squad Officer:		<input type="text"/>
13b) ICS 300 in accordance w/the NSCTD Guidance:		<input type="text"/>
	# of RTM trained (6 max):	<input type="text"/>
	# of RTM deployable (6 max):	<input type="text"/>
14) Safety Officer (SO) (2 pos. x 3 deep)	# rostered as SO (6 max):	<input type="text"/>
14a) Meet all Administrative & General Training requirements:		<input type="text"/>
14b) Complete the FEMA US&R GPS Awareness Level Course:		<input type="text"/>
14c) ICS 300 in accordance w/the NSCTD Guidance:		<input type="text"/>
14d) Complete the FEMA US&R Structural Collapse Technician Course or equivalent:		<input type="text"/>
14e) Complete the FEMA US&R Safety Officer Course:		<input type="text"/>
14f) Meet requirements - NFPA 1006 Tech Rescue Level 1 & 2 (Chapters 5, 6, 7, 8, 10, & 11):		<input type="text"/>
14g) Current certification in Basic First Aide for First Responders or equivalent:		<input type="text"/>
	# of SO trained (6 max):	<input type="text"/>



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US&R Position Description Training Requirements**



FEMA

Task Force:

15) Search Team Manager (STM) (2 pos. x 3 deep)	# rostered as STM (6 max):	<input type="text"/>
15a) Meet all Administrative & General Training requirements:		<input type="text"/>
15b) Complete the FEMA US&R Technical Search Specialist Course:		<input type="text"/>
15c) Complete the FEMA US&R Canine Search Specialist Course:		<input type="text"/>
15d) Shall have experience in /FEMA US&R Technical or Canine Search operations to include participation in field exercise(s) and/or a deployment or equivalent as defined by the Sponsoring Agency (Does not apply to those members rostered as STMs prior to July 1, 2008)		<input type="text"/>
	# of STM trained (6 max):	<input type="text"/>
	# of STM deployable (6 max):	<input type="text"/>
16) Structures Specialist (SS) (2 pos. x 3 deep):	# rostered as SS (6 max):	<input type="text"/>
16a) Meet all Administrative & General Training requirements:		<input type="text"/>
16b) Complete the FEMA US&R GPS Awareness Level Course:		<input type="text"/>
16c) Complete the USACE Structures Specialist Training Course (StS 1):		<input type="text"/>
16d) Complete all required TRSSs as defined in Appendix A of the FEMA US&R PD Manual:		<input type="text"/>
16e) Be currently licensed as a Professional Engineer specializing in structures or *equivalent as sanctioned by the FEMA US&R Structures Sub-Group:		<input type="text"/>
AND 16f) Have a sum of 5 years experience in structure design and analysis to include evaluation of existing structures, field investigation or construction observation experience:		<input type="text"/>
	# of SS trained (6 max):	<input type="text"/>
	# of Structures Specialists deployable (min of 3 required, 6 max):	<input type="text"/>
17) Task Force Leader (TFL) (2 pos. x 3 deep)	# rostered as TFL (6 max):	<input type="text"/>
17a) Meet all Administrative & General Training requirements:		<input type="text"/>
17b) Complete ICS 400 in accordance w/the NSCTD Guidance:		<input type="text"/>
17c) Complete the FEMA US&R Task Force Leaders Course:		<input type="text"/>
	# of TFL trained (6 max):	<input type="text"/>
	# of TFL deployable (6 max):	<input type="text"/>
18) Technical Information Specialist (TIS) (2 pos. x 3 deep):	# rostered as TIS (6 max):	<input type="text"/>
18a) Meet all Administrative & General Training requirements:		<input type="text"/>
18b) Complete the FEMA US&R Planning Team Training Course:		<input type="text"/>
	# of TIS trained (6 max):	<input type="text"/>
	# of TIS deployable (6 max):	<input type="text"/>
19) Technical Search Specialist (TSS) (2 pos. x 3 deep)	# rostered as TSS (6 max):	<input type="text"/>
19a) Meet all Administrative & General Training requirements:		<input type="text"/>
19b) Complete the FEMA US&R Technical Search Specialist Course:		<input type="text"/>
19c) Complete all required TRSSs as defined in Appendix A of the Ops Manual, Annex E:		<input type="text"/>
	# of TSS trained (6 max):	<input type="text"/>
	# of TSS deployable (6 max):	<input type="text"/>

Total Task Force rostered members listed:

Total Task Force trained members listed:

Total Task Force deployable members listed:



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Task Force Self-Evaluation Scoresheet - continuation
US&R Position Description Training Requirements**



FEMA

Task Force:

Water Rescue Specialist (WRS) (14 pos x 2 deep)	# rostered as WRS:	<input type="text"/>	<input type="text"/>
a) Meet all Administrative & General Training requirements:			<input type="text"/>
b) Complete the GPS Awareness Course:			<input type="text"/>
c) Meet requirements of current NFPA 1006, Surface Water Rescue (Level 1 & 2)			<input type="text"/>
d) Meet requirements of current NFPA 1006, Swiftwater Rescue (Level 1 & 2)			<input type="text"/>
e) Meet requirements of current NFPA 1006, Rope Rescue (Level 1 & 2)			<input type="text"/>
f) Complete a minimum swim requirement per the AHJ (Sponsoring/Participating Agency)			<input type="text"/>
	# of WRS trained:		<input type="text"/>
	# of WRS deployable:		<input type="text"/>

Jon / Flat Boat Operator (BO) - 12 Operators	# rostered as JBO:	<input type="text"/>	<input type="text"/>
a) Meet all Administrative & General Training requirements:			<input type="text"/>
b) Complete the GPS Awareness Course:			<input type="text"/>
c) Meet requirements of a US&R Water Rescue Specialist			<input type="text"/>
d) Safe boating certificate recognized by the National Safe Boating Council or equivalent			<input type="text"/>
e) Complete boat operator requirements as outlined in the US&R Boat Operator Position Task Book			<input type="text"/>
Note: PTB shall note: Jon Boat Operator			<input type="text"/>
	# of JBO trained:		<input type="text"/>
	# of JBO deployable:		<input type="text"/>

Swift Water Boat Operator (SWBO) - 6 Operators	# rostered as SW/IRB BO:	<input type="text"/>	<input type="text"/>
a) Meet all Administrative & General Training requirements:			<input type="text"/>
b) Complete the GPS Awareness Course:			<input type="text"/>
c) Meet requirements of a US&R Water Rescue Specialist			<input type="text"/>
d) Safe boating certificate recognized by the National Safe Boating Council or equivalent			<input type="text"/>
e) Complete boat operator requirements as outlined in the US&R Boat Operator Position Task Book			<input type="text"/>
Note: PTB shall note: SW or IRB Boat Operator			<input type="text"/>
	# of SW/IRB BO trained:		<input type="text"/>
	# of SW/IRB BO deployable:		<input type="text"/>