

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

OMB 1660-0073  
Expires XX XX, 20XX

**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
<b>Total Operational Readiness</b>	<b>max score: 100</b>

**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
<b>Total Logistics Readiness</b>	<b>max score: 100</b>

**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
<b>Total Management Readiness</b>	<b>max score: 100</b>

**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: <b>(Max 15 pts for 2 &amp; 2a)</b>	0	0	0
<b>2a) TF Members Trained in More Than One Specialty:</b>		0	0
3) Number of Deployable TF Members:	0	0	0
4) Number of TF Members Participating in Annual Training / Exercises:			
<b>4a) Deployment Exercises: (Max 30 pts for 4a &amp; 4b)</b>		0	0
<b>4b) Modular or Mobilization Exercises:</b>		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.**





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



**FEMA**

Task Force:

<b>1) Canine Search Specialist (CSS)</b> (4 pos. x 3 deep)	<b># rostered as CSS (12 max):</b>	<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"/>
	<b># of CSS trained (12 max):</b>	<input type="text"/>
	<b># of CSS deployable (12 max):</b>	<input type="text"/>
<b>2) Communications Specialist (CS)</b> (2 pos. x 3 deep):	<b># rostered as CS (6 max):</b>	<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"/>
	<b># of CS trained (6 max):</b>	<input type="text"/>
	<b># of CS deployable (6 max):</b>	<input type="text"/>
<b>3) Hazardous Materials Specialist (HMS)</b> (8 pos. x 3 deep):	<b># rostered as HMS (24 max):</b>	<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"/>
	<b># of HMS trained (24 max):</b>	<input type="text"/>
	<b># of HMS deployable (24 max):</b>	<input type="text"/>
<b>4) Hazardous Materials Manager (HMM)</b> (2 pos. x 3 deep):	<b># rostered as HMM (6 max):</b>	<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"/>
	<b># of HMM trained (6 max):</b>	<input type="text"/>
	<b># of HMM deployable (6 max):</b>	<input type="text"/>
<b>5) Heavy Equip. Rigging Specialist (HERS)</b> (2 pos. x 3 deep)	<b># rostered as HERS (6 max):</b>	<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"/>
	<b># of HERS trained (6 max):</b>	<input type="text"/>
	<b># of HERS deployable (6 max):</b>	<input type="text"/>
<b>6) Logistic Specialist (LS)</b> (4 pos. x 3 deep):	<b># rostered as LS (12 max):</b>	<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"/>
	<b># of LS trained (12 max):</b>	<input type="text"/>
	<b># of LS deployable (12 max):</b>	<input type="text"/>
<b>7) Logistics Team Manager (LTM)</b> (2 pos. x 3 deep):	<b># rostered as LTM (6 max):</b>	<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"/>
	<b># of LTM trained (6 max):</b>	<input type="text"/>
	<b># of LTM deployable (6 max):</b>	<input type="text"/>





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



Task Force:

<b>8) Medical Specialist (MS)</b> (4 pos. x 3 deep):	<b># rostered as MS (12 max):</b>	<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"/>
	<b># of MS trained (12 max):</b>	<input type="text"/>
	<b># of MS deployable (12 max):</b>	<input type="text"/>
<b>9) Medical Team Manager (MTM)</b> (2 pos. x 3 deep)	<b># rostered as MTM (6 max):</b>	<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"/>
	<b># of MTM trained (6 max):</b>	<input type="text"/>
	<b># of Med Team Managers deployable (min of 3 required, 6 max):</b>	<input type="text"/>
<b>10) Planning Team Manager (PTM)</b> (2 pos. x 3 deep):	<b># rostered as PTM (6 max):</b>	<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"/>
	<b># of PTM trained (6 max):</b>	<input type="text"/>
	<b># of PTM deployable (6 max):</b>	<input type="text"/>
<b>11) Rescue Specialist (RS)</b> (20 pos. x 3 deep)	<b># rostered as RS (60 max):</b>	<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"/>
	<b># of RS trained (60 max):</b>	<input type="text"/>
	<b># of RS deployable (60 max):</b>	<input type="text"/>
<b>12) Rescue Squad Officer (RSO)</b> (4 pos. x 3 deep)	<b># rostered as RSO (12 max):</b>	<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"/>
	<b># of RSO trained (12 max):</b>	<input type="text"/>
	<b># of RSO deployable (12 max):</b>	<input type="text"/>
<b>13) Rescue Team Manager (RTM)</b> (2 pos. x 3 deep)	<b># rostered as RTM (6 max):</b>	<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"/>
	<b># of RTM trained (6 max):</b>	<input type="text"/>
	<b># of RTM deployable (6 max):</b>	<input type="text"/>
<b>14) Safety Officer (SO)</b> (2 pos. x 3 deep)	<b># rostered as SO (6 max):</b>	<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"/>
	<b># of SO trained (6 max):</b>	<input type="text"/>





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**FEMA**

Task Force:

<b>15) Search Team Manager (STM)</b> (2 pos. x 3 deep)	# rostered as STM (6 max):	<input type="text"/>	<input type="text"/>
<b>15a)</b> Meet all Administrative & General Training requirements:			<input type="text"/>
<b>15b)</b> Complete the FEMA US&R Technical Search Specialist Course:			<input type="text"/>
<b>15c)</b> Complete the FEMA US&R Canine Search Specialist Course:			<input type="text"/>
<b>15d)</b> 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"/>
<b>16) Structures Specialist (SS)</b> (2 pos. x 3 deep):	# rostered as SS (6 max):	<input type="text"/>	<input type="text"/>
<b>16a)</b> Meet all Administrative & General Training requirements:			<input type="text"/>
<b>16b)</b> Complete the FEMA US&R GPS Awareness Level Course:			<input type="text"/>
<b>16c)</b> Complete the USACE Structures Specialist Training Course (StS 1):			<input type="text"/>
<b>16d)</b> Complete all required TRSSs as defined in Appendix A of the FEMA US&R PD Manual:			<input type="text"/>
<b>16e)</b> 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"/>
<b>AND 16f)</b> 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"/>
<b>17) Task Force Leader (TFL)</b> (2 pos. x 3 deep)	# rostered as TFL (6 max):	<input type="text"/>	<input type="text"/>
<b>17a)</b> Meet all Administrative & General Training requirements:			<input type="text"/>
<b>17b)</b> Complete ICS 400 in accordance w/the NSCTD Guidance:			<input type="text"/>
<b>17c)</b> 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"/>
<b>18) Technical Information Specialist (TIS)</b> (2 pos. x 3 deep):	# rostered as TIS (6 max):	<input type="text"/>	<input type="text"/>
<b>18a)</b> Meet all Administrative & General Training requirements:			<input type="text"/>
<b>18b)</b> 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"/>
<b>19) Technical Search Specialist (TSS)</b> (2 pos. x 3 deep)	# rostered as TSS (6 max):	<input type="text"/>	<input type="text"/>
<b>19a)</b> Meet all Administrative & General Training requirements:			<input type="text"/>
<b>19b)</b> Complete the FEMA US&R Technical Search Specialist Course:			<input type="text"/>
<b>19c)</b> 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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US&R Position Description Training Requirements**



**FEMA**

Task Force:

<b>Water Rescue Specialist (WRS)</b> (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 <b>(Level 1 &amp; 2)</b>			<input type="text"/>
d) Meet requirements of current NFPA 1006, Swiftwater Rescue <b>(Level 1 &amp; 2)</b>			<input type="text"/>
e) Meet requirements of current NFPA 1006, Rope Rescue <b>(Level 1 &amp; 2)</b>			<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"/>

<b>Jon / Flat Boat Operator (BO) - 12 Operators</b>	# 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 <b>or equivalent</b>			<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"/>

<b>Swift Water Boat Operator (SWBO) - 6 Operators</b>	# 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 <b>or equivalent</b>			<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"/>