

# **Mobilization Manual**

## **September 2022 Revision**



## **Nebraska Task Force 1**

## **Urban Search & Rescue**

In Cooperation with Department of Homeland Security  
Federal Emergency Management Agency

## MISSION STATEMENT

As a diverse group of Urban Search & Rescue (US&R) specialists, we pledge to respond when activated for disaster emergencies. We will protect and save lives by providing search, rescue, all hazards mitigation, and medical care to those in need.

Working together, the members of Nebraska Task Force 1 (NE-TF1) will provide a safe, efficient, and cost-effective US&R program that will treat all disaster victims with compassion and provide hope to their families and communities.

NE-TF1 will strive in its continued development to provide these services by procuring state of the art equipment, continuously developing efficient and effective management, and performing training in rescue and disaster preparedness with our members, the local emergency response community, and the public at large.

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## Advisory/Alert Notifications & Actions to Take

This section identifies the information needed by the task force leadership in the event of activation. It also defines the types of notification which may be issued from the Federal Emergency Management Agency (FEMA) and/or the State of Nebraska Emergency Management Agency (NEMA), and the actions taken in response to such notifications. It also details the notification/calling process to contact all NE-TF1 members. Notification may be issued by the following entities:

- FEMA Headquarters
- FEMA Region 7 Office
- NEMA
- The City of Lincoln and Lincoln Fire & Rescue, the Sponsoring Agency (SA) of NE-TF1

### Types of Notifications

(Procedures may vary for Advisories and Alerts based on the incident, timing, and/or requesting agency)

#### Advisory = announcement of an event

Upon the occurrence of a significant disaster event (such as an earthquake), the possibility of an impending event (such as a hurricane), or a planned event (such as those of National Security Interest) an Advisory Notice of the event may be issued by FEMA's National Response Coordinating Center (NRCC), NEMA, or the Program Manager. NE-TF1 shall forward advisory information via email to all of its members, and any relevant SA and Participating Agency (PA) points-of-contact. Depending on the nature of the event, this notification may be followed by a text message instructing the members of NE-TF1 to check their email to review the advisory. No authorization for local expenditures is allowed at that time. An advisory does not constitute an order for activation.

#### Alert = be vigilant of a possible mobilization

Upon the occurrence of a significant disaster event (such as an earthquake) or the possibility of an impending event (such as a hurricane,) FEMA's NRCC and/or NEMA may issue an alert to NE-TF1. The NE-TF1 staff will then notify Mobilization Command (MC) and Logistics (Logs) Staff to prepare for a possible activation, and to determine member availability for deployment. An Alert Order authorizes a limited amount of funding (spending limit) for initial planning and logistics preparation, and personnel costs. An Alert Order does not constitute an Order for Activation. Upon receipt of an Alert Order, the NE-TF1 Administrative Staff shall complete the following:

**NOTE:** If Activation appears imminent, identify the time the members of NE-TF1 will be required to report. **If deploying by ground, NE-TF1 is required to be en-route within four hours of activation unless directed otherwise. If deploying by air, NE-TF1 is required to be in flight within six hours of activation. A call back to the members of NE-TF1 verifying their report time may be necessary.** Direct phone calls may be made to individuals living more than two hours away, instructing them to pre-stage closer to the POD. This decision is to be made on a case by case basis by the leadership of NE-TF1. **Any expenses that are not specifically approved by the NRCC are NOT reimbursable.** Travel will only be reimbursed by FEMA response funds if NE-TF1 is activated **at the time of travel.**

## Identify the Mobilization Commander

NE-TF1 Full time Administrative Staff (Program Manager, Training Manager, Logistics Manager) or a non-deploying Task Force Leader (TFL) may act as the MC. The MC is responsible for the following, if applicable:

- Overall management of the mobilization process for NE-TF1
- Ensure that all necessary responsibilities are completed within each discipline.
- Assist with coordination of correspondence with DHS-FEMA HQ, NEMA, or any other agency requesting activation.
- Serve as the POC to the Department of Defense (DOD) for aircraft acquisition, should that mode of transportation be utilized.
- Assign Division Supervisors and manage the pool of non-deploying personnel to support them.
- Determine the point-of-arrival (POA) and point-of-departure (POD) from the notification information and verify the activation spending limit.
- Coordinate the assignments of administrative personnel and support any logistics operations as necessary.

**NOTE: All Documents received, utilized, signed off and acknowledge by the MC or individuals they assign tasks to shall be reviewed for completion and accuracy. All documents shall then be turned into the NE-TF1 Program Manager immediately following the task force deployment.**

☐

A Mobilization Commander has been identified.

**Mobilization Commanders Name:** \_\_\_\_\_

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Relieve On-Duty Key Personnel from the SA

In the event of an Alert or Activation Notice, the PM or MC shall communicate with the LF&R on-duty Battalion Chiefs to have any on-duty key NE-TF1 personnel relieved from duty to report to the NE-TF1 warehouse.

☐ On-duty key personnel have been relieved from duty.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Notify All Other Key Personnel

The NE-TF1 staff shall notify the MC, drivers, and all other identified key personnel of activation. The preferred method is via the NE-TF1 database; MyDB Solutions texting feature.

- **To Text & Email:** Text and email messages can be sent using the computer located in the “Mobilization Office” in the NE-TF1 Conference room. Emails should be sent to the NE-TF1 email group.
- **Example of a text message:** “NE-TF1 has been placed on Alert. If off-duty you are asked report immediately to the NE-TF1 warehouse to assist with preparation for a possible activation.”

☐ Mobilization Command Staff, Logistics Personnel, and rostered CDL drivers have been notified via email and/or text:

Time Completed: Email: \_\_\_\_\_ by: \_\_\_\_\_ Text: \_\_\_\_\_ by: \_\_\_\_\_

## Notify All Remaining NE-TF1 Members of Alert/Activation

The NE-TF1 staff shall notify all its remaining members of an Alert/Activation notice. The preferred method is via the NE-TF1 database; MyDB Solutions texting feature. Text and email messages can be sent using any NE-TF1 owned PC, and either PC located in the mobilization room. Instructions for accessing the database and utilizing the texting feature are next to the PCs, and on the members only section of the NE-TF1 website, next to the current monthly roster:

☐ All NE-TF1 members have been notified of an Alert/Activation

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

☐ An LF&R overhead page has been put out to on-duty members.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## PA Notification

### Omaha Fire Department:

In the event of alert or activation, Omaha Fire Department (OFD) personnel shall be contacted to inform them of the event. **NE-TF1 shall utilize the OFD Point of Contact(s) below for the notification process and to coordinate the contact of OFD NE-TF1 personnel with OFD administration.** OFD personnel on-duty shall be notified via OFD Chain of Command when possible. Notification of off-duty personnel may be coordinated by NE-TF1 direct contact. OFD Administration shall coordinate the release of personnel from duty and coordinate backfill, if needed. Contact process for OFD:

### Point(s) of Contact:

- Assistant Chief – Joe Salcedo (24-hour cell) 402-658-7117
- Assistant Chief – Tim McCaw (24-hour cell) 402-871-6829

### INFORMATION TO CONVEY:

- Inform the OFD point of contact (POC) of the possible/actual activation of NE-TF1. If either POC is unavailable, contact the OFD Battalion 1 Office: 402-444-5719
- Provide them with a list of first due personnel from the monthly deployment roster.
- Request they inform OFD Fire Chief or designee of possible activation/deployment and coordinate contact of OFD personnel
- Request that all OFD personnel participating with NE-TF1 be contacted and placed on heightened alert for possible activation.
- **Request a response from them within one (1) hour with a list of personnel available for deployment.**
- Request OFD put out an overhead page to on-duty members
- A conference call via Zoom, Google Meet, or Microsoft Teams, can be considered to provide a direct means of dialog with Participating Agency personnel.

**Note:** Zoom is installed on every NE-TF1 owned PC. The paid Zoom subscription belongs to the [plans@netf1.org](mailto:plans@netf1.org) account. Google Meet is available on every NE-TF1 owned PC, and every netf1.org email address/Google Chrome web via browser login. Microsoft Teams is not subscribed to by NE-TF1. It is available on some PCs owned by our SA.

☐

Appropriate Contact/Notification made to OFD

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

**Papillion Fire Department**

In the event of alert or activation, Papillion Fire Department (PFD) personnel shall be contacted to inform them of the event. **NE-TF1 shall utilize the PFD Point of Contact(s) below for the notification process and to coordinate the contact of PFD NE-TF1** personnel with PFD administration. PFD personnel on-duty shall be notified via PFD Chain of Command when possible. Notification of off-duty personnel may be coordinated by NE-TF1 direct contact. PFD Administration shall coordinate the release of personnel from duty and coordinate back fill, if needed. Contact process for PFD:

**Point(s) of Contact:**

- **Fire Chief Bill Bowes - (W) 402-339-8617 (24 hr. cell) 402-657-3763**

**INFORMATION TO CONVEY:**

- Inform the POC of the possible/actual activation of NE-TF1. If the main POC is unavailable, contact the PFD Battalion 1 Office: 402-829-1395
- Provide them with a list of first due personnel from the monthly deployment roster.
- Request that all PFD personnel participating with NE-TF1 be contacted and placed on heightened alert for possible activation.
- **Request a response from them within one (1) hour with a list of personnel available for deployment.**
- Request PFD put out overhead page to on-duty members
- A conference call via Zoom, Google Meet, or Microsoft Teams, can be considered to provide a direct means of dialog with Participating Agency personnel.

**Note:** Zoom is installed on every NE-TF1 owned PC. The paid Zoom subscription belongs to the [plans@netf1.org](mailto:plans@netf1.org) account. Google Meet is available on every NE-TF1 owned PC, and every netf1.org email address/Google Chrome web via browser login. Microsoft Teams is not subscribed to by NE-TF1. It is available on some PCs owned by our SA.

☐ Appropriate Contact/Notification made to PFD

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_



**Grand Island Fire Department:**

In the event of alert or activation, Grand Island Fire Department (GIFD) personnel shall be contacted to inform them of the event. **NE-TF1 shall utilize the GIFD Point of Contact(s) below for the notification process and to coordinate the contact of GIFD NE-TF1 personnel with GIFD administration.** GIFD personnel on-duty shall be notified via GIFD Chain of Command when possible. Notification of off-duty personnel may be coordinated by NE-TF1 direct contact. GIFD Administration shall coordinate the release of personnel from duty and coordinate back fill, if needed. Contact process for GIFD:

**Grand Island Fire Department Point(s) of Contact:**

- **Division Chief Tim Hiemer - (W) 308-385-5311 (24 hr. cell) 308-379-9914**

**INFORMATION TO CONVEY:**

- Inform POC of the possible/actual activation of the NR-TF1. If the main POC is unavailable, contact the GIFD Battalion 1 Office: 308-385-5302 OR cell: 308-379-9912.
- Provide them with a list of first due personnel from the monthly deployment roster.
- Request that all GIFD personnel participating with NE-TF1 be contacted and placed on heightened alert for possible activation.
- Request a reply within one (1) hour with a list of personnel available for deployment.
- Request GIFD put out overhead page to on-duty members.
- A conference call via Zoom, Google Meet, or Microsoft Teams, can be considered to provide a direct means of dialog with Participating Agency personnel.

**Note:** Zoom is installed on every NE-TF1 owned PC. The paid Zoom subscription belongs to the [plans@netf1.org](mailto:plans@netf1.org) account. Google Meet is available on every NE-TF1 owned PC, and every netf1.org email address/Google Chrome web via browser login. Microsoft Teams is not subscribed to by NE-TF1. It is available on some PCs owned by our SA.

☐

Appropriate Contact/Notification made to GIFD

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

**Council Bluffs Fire Department:**

In the event of alert or activation, Council Bluffs Fire Department (CBFD) personnel shall be contacted to inform them of the event. **NE-TF1 shall utilize the CBFD Point of Contact(s) below for the notification process and to coordinate the contact of CBFD NE-TF1 personnel with CBFD administration.** CBFD personnel on-duty shall be notified via CBFD Chain of Command when possible. Notification of off-duty personnel may be coordinated by NE-TF1 direct contact. CBFD Administration shall coordinate the release of personnel from duty and coordinate back fill, if needed. Contact process for CBFD:

**Council Bluffs Fire Department Point of Contact:**

- **Fire Chief Justin James – (W) 712-890-5370 (24 hr. cell): 402-660-3334**

**INFORMATION TO CONVEY:**

- Inform POC of the possible/actual activation of the task force. If the main Point of Contact is unavailable, contact the CBFD Battalion 1 Office: 712-890-3918
- Provide them with a list of first due personnel from the monthly deployment roster.
- Request that all CBFD personnel participating with NE-TF1 be contacted and placed on heightened alert for possible activation.
- Request a reply within one (1) hour with a list of personnel available for deployment.
- Request CBFD put out overhead page to on-duty members
- A conference call via Zoom, Google Meet, or Microsoft Teams, can be considered to provide a direct means of dialog with Participating Agency personnel.

**Note:** Zoom is installed on every NE-TF1 owned PC. The paid Zoom subscription belongs to the [plans@netf1.org](mailto:plans@netf1.org) account. Google Meet is available on every NE-TF1 owned PC, and every netf1.org email address/Google Chrome web via browser login. Microsoft Teams is not subscribed to by NE-TF1. It is available on some PCs owned by our SA.

☐

Appropriate Contact/Notification made to CBFD

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## ACTIVATION NOTIFICATIONS & ACTIONS TO TAKE

**FEDERAL:** An Activation Order is notification from DHS-FEMA that NE-TF1 has been mobilized to deploy to an identified incident. An Activation Order will usually be preceded by an Alert Order. The Activation Order may be in the form of an e-mail sent to each identified NE-TF1 POC. They include are the Chief of the SA, and the NE-TF1 PM. The Activation Order will outline the type of task force configuration that is being activated (1,2,3,4, MRP) and may authorize expenditures to accomplish any administrative and/or functions needed to activate, mobilize, and deploy NE-TF1. The order will most likely identify the mode of transportation that NE-TF1 is expected to utilize.

Upon arrival/notification of the NE-TF1 Administrative Staff, complete the following:

- **Notify any additional deployment support staff**

**NOTE: IF AN ADVISORY OR ALERT WAS NOT RECEIVED PRIOR TO ACTIVATION, RETURN TO THE ADVISORY SECTION AND COMPLETE ALL ACTIONS UP TO THIS POINT**

☐ Deployment Support Staff and Mobilization Command Staff have been notified of Activation

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

☐ An LF&R overhead page has been put out to on-duty NE-TF1 members.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Notify the Mayor of Lincoln, NE

The PM or MC will work with the Chief of the SA and/or their designee to notify the Mayor of Lincoln, NE of NE-TF1's activation status.

### Mayor's Office POC:

- Chief of Staff Jennifer Brinkman (C) 531-207-2223
- Mayor's Office (O) 402-441-7511

**NOTE: If the Mayor or the Mayor's representative is unavailable or cannot be reached, NE-TF1 has been instructed to operate on the assumption that all requests for activation will be authorized, unless current local conditions would prohibit a task force mobilization.**

☐ The Mayor of the City of Lincoln, NE has been notified

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

Time Approval Received: \_\_\_\_\_ by: \_\_\_\_\_

## Notify Members of Final Roster and Response Instructions

The MC will provide response instructions to a member of the deploying Plans Team.

An email and/or text message will be sent to all members with a copy of the final roster and parking instructions. The notification should contain the following information:

- **Required arrival time at the NE-TF1 warehouse facility for in-processing**
- **Parking Instructions for the NE-TF1 parking lot**
- **Any Special Instructions regarding Personal Gear to bring.**
- **Any additional information that the MC or TFL feels members should have prior to responding.**

**To Text & Email:** Texting via the MyDB Solutions Database and email messages can be sent utilizing any NE-TF1 owned PC, including the City of Lincoln, NE owned PCs in the office and conference room areas.

☐ The Final Roster has been emailed to NE-TF1 members.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

☐ A text message instructing NE-TF1 member to check their email has been sent.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Confirm Mission Acceptance

Upon approval by the Mayor, the Chief of the SA, MC, or PM shall sign the Activation Order/State Emergency Response Team Letter of Agreement and email the acknowledgment NRCC for a Federal US&R deployment within one hour of receipt to confirm mission acceptance.

FEMA NRCC: (phone) 202-646-2449; (fax) 202-646-4686; [Fema-nrcc-sarul@fema.dhs.gov](mailto:Fema-nrcc-sarul@fema.dhs.gov)

**NOTE: NE-TF1 will operate on the assumption that all requests for activation will be authorized, unless current local conditions would prohibit a mobilization.**

☐

DHS-FEMA has been notified that NE-TF1 has accepted the mission (federal response only)

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Mobilization Commander Responsibilities

The MC is responsible for the overall management of the mobilization process for NE-TF1 and shall ensure that all necessary responsibilities are completed within each section. The MC shall assist with coordination of correspondence to/from DHS-FEMA HQ, or any other agency requesting activation, and serve as liaison to the DOD for aircraft acquisition, if applicable. The MC shall assign Section Chiefs and manage the pool of non-deploying personnel to support Section Chiefs. The MC shall determine the POA and POD from notification information and verify activation spending limit. The MC shall coordinate assignments of administrative personnel and support Logistics with operations as necessary.

**NOTE: Once NE-TF1 has deployed, the NE-TF1 PM, or their designee shall act as the local POC.**

## Notifications & Orders for Alert/Activation

The MC must confirm that all alert and activation orders were received and review the information contained in the notifications.

☐ All DHS-FEMA notifications and orders for alert/activation have been confirmed and reviewed.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Verify Spending Limit Authorization

The MC must review and confirm the spending limit authorized by FEMA in the alert and activation notifications.

☐ Review/Confirm alert/activation spending limit authorized by FEMA

Authorized spending amount: \_\_\_\_\_

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

**Assign Mobilization Staff**

**Mobilization Commander:** \_\_\_\_\_

**Mobilization Safety Officer (Non Deploying SOF):** \_\_\_\_\_

**Management Division:** \_\_\_\_\_

**TF Management, Deploying TFL's**

**(2) for Type 1 and Type 2**

**(1) for Type 3, Type 4, or MRP**

\_\_\_\_\_

**Logistics Division – Logistics Manager**

\_\_\_\_\_

\_\_\_\_\_

**Medical Division – Medical Coordinator**

\_\_\_\_\_

\_\_\_\_\_

**Transportation Division**

**(Assigned LTM)**

\_\_\_\_\_

\_\_\_\_\_

**Admin Support Division**

\_\_\_\_\_

☐ Mobilization Staff Assignments have been made.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_



## Cellular/Satellite Phone List

Determine if the deploying TFL needs an NE-TF1 cell phone. If so, contact the LTM to acquire one from the search device cache. If issued to the TFL, reflect this in the ICS 205T (per the instructions noted below).

Ensure an updated master ICS 205T form from has been emailed to: [fema-nrcc-sarul@fema.dhs.gov](mailto:fema-nrcc-sarul@fema.dhs.gov).

**Note: The pre-populated "ICS 205T\_NE-TF1\_Master\_(date)" can be found in the Google Drive at: Deployment / (Incident Name) /COMMS / Forms**

**Note: The master 205T is a locked Microsoft Excel document. Open it and then save a new copy as a document to be edited, named with the appropriate nomenclature for the incident. I.E. "NE-TF1\_ICs 205T\_Hurricane Cletus\_09012022"**

☐

The master 205T has been emailed to: [fema-nrcc-sarul@fema.dhs.gov](mailto:fema-nrcc-sarul@fema.dhs.gov)

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Contact the City of Lincoln, NE Finance Department

Approved personnel shall contact the City of Lincoln, NE Finance Agent on call to obtain cash from their safe. Inform them the cash (\$10,000 for Type I, \$5,000 for all others) is needed for a deployment. Generally, they will deliver to the NE-TF1 facility. If they are unable to deliver, the recommendation is that the Deputy TFL be assigned this duty.

### Finance Department Points of Contact

<u>Name:</u>	<u>Office:</u>	<u>Cell:</u>	<u>After hours:</u>
Tammy Wissing	(402) 441-8304	(402) 641-2088	n/a
Kyle Larsen	(402) 441-8310	(916) 893-0073	n/a

☐ The City of Lincoln, NE finance department has been contacted and cash for deployment has been obtained.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## P-Card Issuance

The deploying TFL or their designee will work with the NE-TF1 Administrative Staff to distribute credit cards (p-cards) and spare vehicle keys.

☐

P-Cards and spare vehicle keys have been issued to the TFL or their designee.

Total Number of Vehicles Deploying: \_\_\_\_\_

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Notify the Lincoln, NE Police Department

Notify the City of Lincoln, NE Police Department (LPD) Duty Commander of the impending deployment and request an increased security presence at the NE-TF1 facility. They can be contacted through a request to an SA Battalion Chief.

☐

The LPD Duty Commander has been notified

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## POA/POD & Transportation Mode

Determine POA/POD & Transportation Mode for NE-TF1. Knowledge of the transportation mode is critical in coordinating POA and POD sites.

### If travel is by air:

- The POA will be the NE-TF1 Warehouse at 901 West Bond Street, #140.
- In-processing shall be conducted at the NE-TF1 Warehouse
- The POD will be designated by the Lincoln Airport Authority
- Contact the Lincoln Airport Authority LAA phone number is: (402) 458-2480. Coordinate with the Logistics Team Manager (LTM) prior to calling.

### If travel is by ground:

- The POA & POD will be the NE-TF1 Warehouse: 901 West Bond Street, #140, Lincoln, NE, 68521.
- In-processing shall be conducted at the POA/POD
- Busses or other transportation shall report to the POA/POD

☐

POA/POD & Transportation Mode for NE-TF1 has been determined

Mode of Transportation: \_\_\_\_\_ Number of Vehicles Rented: \_\_\_\_\_

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

**Personnel to Assist at the POA/POD**

<b>Answer the main phone line (402-441-8367) at the office assistant desk or forward to another line. One person:</b>			
<b>Name:</b>			
<b>Station #1 Personnel check in/check out. One Person:</b>			
<b>Name:</b>			
<b>Station #2 Vital signs and RAD watch distribution. Four personnel (LF&amp;R engine company or non-deploying MSP):</b>			
<b>Name:</b>		<b>Name:</b>	
<b>Name:</b>		<b>Name:</b>	
<b>Station #3 MSP to conduct medical evaluations. One person:</b>			
<b>Name:</b>			
<b>Station #4 CSP to distribute Radios &amp; Satellite Phones. One person:</b>			
<b>Name:</b>			
<b>Station #5 Distribute position specific deployment cases to include laptops &amp; phones, etc. One person:</b>			
<b>Name:</b>			
<b>Station #6 LSP to weight gear bags if traveling by air. One person:</b>			
<b>Name:</b>			
<b>Station #7 WRS to distribute water rescue gear (if applicable). One person:</b>			
<b>Name:</b>			
<b>Station #8 HTM to distribute HAZMAT equipment (if applicable). One person:</b>			
<b>Name:</b>			
<b>Station #9 Verify all stations are checked off and collect lanyards, and all stations have a deployment roster. One person:</b>			
<b>Name:</b>			

- **The Mobilization Commander must provide check in desk & logistics personnel with any special instructions to relay to members as they check in. Is water rescue gear being issued? To whom?**

☐

Administrative/non-deploying personnel assistance at POA/POD has been assigned.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

☐

Copies of the final roster have been provided to all Mobilization Stations.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

**Contracted Drivers, bus, CDL, etc.**

- Drivers have been identified on the monthly roster; however, recent driving hours may alter this list. Please verify with the LTM.
- **Ensure any contracted drivers are on the roster as part of the Ground Support Team.**

Class A CDL Drivers	
Name:	
Name:	
Name:	
Name:	
Name:	
Name:	
Class B CDL Drivers	
Name:	
Name:	
Name:	
Name:	

☐

CDL Vehicle Drivers have been selected

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## MANAGEMENT SECTION

### Task Force Management and Team Rostering Process

The NE-TF1 Administrative Staff along with the deploying TFL, Deputy TFL, and the Plans Team Manager (PTM) and/or their designees will validate the deployment roster, supplemented by the available personnel responding during the notification process. The number of personnel required will depend on the type of incident and mode of transportation.

It may be determined that an Advance Team is required to travel ahead of the remainder of NE-TF1. The following personnel shall coordinate the assignment of the Advance Team:

Position:	Name:
TFL	
Deputy TFL	
PTM	

☐ Rostering Task Force Leader, Deputy Task Force Leader, and Plans personnel have validated the deployment roster and/or coordinated the assignment of an advance team

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_



### Advance Team

- Travel Mode – Ground or Air. Use TF Light Vehicles or Private Air Charter. Coordinate travel requirements with the Logistics Manager and contact the NRCC en-route during a federal deployment and the NE-TF1 Liaison Officer during an in-state deployment.
- An Advance Team may consist of up to 11 personnel who may travel in advance of the remainder of the task force. The advance team shall travel with adequate but limited equipment to gather intelligence and conduct initial site surveys and/or possible buildings to be searched. The advance team may be tasked with locating potential BoO site locations. Each person should be self-sufficient for 12 – 24 hours.
- Request the advance team medical specialist in concert with NE-TF1 administrative staff retrieve designated medications from the LF&R Supply (e.g. LF&R Medical Supply Office).
- The advance team members will be integrated into the task force upon its arrival.

An Advance Team may consist of all or some of the personnel listed below depending on size of deploying task force (Type 1, Type 4, MRP, etc.) and mission assignment:

Position:	Name:
Task Force Leader	
Safety Officer	
Search Team Manager	
Structures Specialist	
HAZMAT Specialist	
Canine Specialist	
Tech Search Specialist	
Medical Specialist	
Rescue Team Manager	
Logistics Team Manager	

☐

Advanced Team assembled and ready to be deployed (If needed)

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Task Force Rostering System

NE-TF1 utilizes a three-team roster rotation; Red, White, Blue (R-W-B). NE-TF1 members who respond to the notification that have been previously rostered for the month will receive first preference. Subsequent preferences for rostersing purposes will be given to members who have reported they are available and are on the next team following the R-W-B rotation model. Any shortfalls for specific positions, if they occur because of the initial notification, will be filled by subsequent notifications, or contact via telephone. For specific positions, direct phone calls to individuals for the position(s) to be filled may be preferred.

### Rostering a Full Task Force Response – Type 1 (CBRNE Capability) and Type 2

- Air Travel – 70 Person Task Force
- Ground Travel – 80 total personnel. Includes 70 Person Task Force with an additional 10 Ground Support Personnel. Any contracted drivers (vans, etc.) must be included in the deployment roster and FF 18-015. The task force has the option of contracting for 2 buses for ground response, a combination of bus and passenger vans, or strictly passenger vans to transport members.

**Note: An 18-015 can be generated in the MyDB Solutions Database. A fillable 18-015 (PAX Manifest) is in the Google Drive at: Deployment / (event name) / Roster & Deployment forms**

### Rostering a Type 3 Task Force Response

- Air Travel – 35 Person Task Force
- Ground Travel – 40 total task force personnel. Includes 35 Person Task Force with an additional 5 Ground Support Personnel. Members of the deploying 40-person task force will be tasked with operating small utility vehicles if vehicle transport contractor is not used. The task force has the option of contracting a 44-52 passenger motor coach with 1 or 2 drivers (depending on distance to be traveled) or a combination of bus and passenger vans, or strictly passenger vans to transport members. **Must have prior approval from NRCC or Program Office.**

### Rostering a Type 4 Task Force Response

- Air Travel – 22 Person Task Force
- Ground Travel – 25 total task force personnel. Includes 22-person Task Force with an additional 3 Ground Support Personnel. Members of the deploying 25-person task force will be tasked with operating small utility vehicles.

### Rostering a Modular Response Package (MRP)

- Air/Ground Travel – Number and type is dependent on which MRP is requested.
- Modular Response Packages (MRP's) are task force configurations for mission specific events. Please refer to the latest version of the *National US&R Mission Ready Package Handbook* located on the members only tab the NE-TF1 website to determine appropriate rostering amounts and disciplines. This can be found at:  
<https://www.nebraskataskforce1.com/>

☐ NE-TF1 Leaders, Deputy TFL, and Plans personnel have completed the NE-TF1 Team Roster.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

☐ NE-TF1 members have been emailed a copy of the final roster and reporting time and have been notified via text message to check their email.

Time Email Completed: \_\_\_\_\_ by: \_\_\_\_\_

Time Text Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Canine Team Selection Process

NE-TF1 Leaders shall coordinate the selection of qualified canine teams with the designated NE-TF1 Canine Coordinator. Canine Teams shall be considered in the following priority (See the appendix section for US&R PDs and forms related to canine deployment).

<b>Primary Handler:</b>	<b>Canine (LF or HRD):</b>
1)	
2)	
3)	
4)	
<b>Alternate Handler:</b>	<b>Canine:</b>
1)	
2)	
3)	
4)	

☐ Canine Teams have been selected.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Canine Health Screening Certificates

Deploying canines should have current health records indicating fitness for travel and conducting US&R operations. Task force canines shall obtain a health certificate upon activation for both ground and air travel. A health certificate is required when canines travel across state lines during ground transport or any time that canines travel via air. Their certificate shall be issued by a qualified veterinarian prior to departure. The current health and vaccination records for the canine being certified must be taken with the canine to the veterinary clinic. These records are kept on file at the NE-TF1 Warehouse. The task force maintains blank copies of the health certificates on file at the NE-TF1 Warehouse. The canine health certificate will be provided to the task force medical team manager prior to deployment and a copy placed in the canine file in the administrative office at the NE-TF1 Warehouse. If any deployed canines need the required health certificate screening, that task force has arranged for the following veterinary clinic to provide health screenings and certificates upon activation of task force canines:

### Lincoln, NE

- Veterinary Emergency Services of Lincoln (After Hours Services Only) 3700 South 9<sup>th</sup> Street, Lincoln, NE Phone: (402) 489-6800

## Release On-Duty Personnel/Backfill

On-duty personnel that have been rostered will need to be relieved from duty as soon as possible. This will be coordinated by the on-duty Battalion Chief(s). **A finalized copy of the roster must be emailed to ALL the following immediately upon its completion to ensure all rostered members from our Participating Agencies are released from duty!** The email should indicate members are to be released from duty as soon as possible or by a specific time. This should be emailed to the following:

- Sponsoring Agency Battalion Chief(s).
- Omaha Fire Dept. at: [joseph.salcedo@cityofomaha.org](mailto:joseph.salcedo@cityofomaha.org)
- Papillion Fire Dept. at: [bbowes@papillion.org](mailto:bbowes@papillion.org)
- Grand Island Fire Dept. at: [TimHi@grand-island.com](mailto:TimHi@grand-island.com)
- Council Bluffs Fire Dept. at: [jjames@councilbluffs-ia.gov](mailto:jjames@councilbluffs-ia.gov)

☐

**Participating Agency and Sponsoring Agency** contacts have released on-duty personnel and have developed a backfill list

LF&R On-duty Battalion Chief(s) responsible: \_\_\_\_\_

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

☐

A **Final Roster** has been sent to each participating agency.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## FEMA/NRCC Communications

Deploying NE-TF1 Leaders are responsible for establishing on-going communications with FEMA to receive/send mission information. Mission information will be used to prepare initial briefings and determine any additional resources for NE-TF1. Their preferred method of contact should be listed in the activation order (see the next page for additional details). Additional contact information is as follows.

FEMA NRCC Contact Number is (202) 646-2449

FEMA NRCC email Address is [fema-nrcc-sarul@fema.dhs.gov](mailto:fema-nrcc-sarul@fema.dhs.gov)

Task Force Leaders MUST submit an email request for the following:

- Taking any additional equipment, i.e. second forklift, boat trailer, LF&R van
- Status/Location/Arrival Time of Hazardous Materials Equipment Push Package (HEPP Pod)

Task Force Leaders should consider a request for the following information:

- Assigned IST Points of Contact
- Local Incident Points of Contact

☐ TFL, Deputy TFL, and PTMs have requested HEPP Pod

How was request made, to whom and by whom:

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☐ TFL, Deputy TFL, and PTMs have verified the IST POC's and Local Incident POC's

POC: \_\_\_\_\_ POC Contact Information: \_\_\_\_\_

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Sending Documents to FEMA & City of Lincoln, NE

US&R FEMA HQ Mail [fema-nrcc-sarul@fema.dhs.gov](mailto:fema-nrcc-sarul@fema.dhs.gov) and [bthavenet@netf1.org](mailto:bthavenet@netf1.org), [plans@netf1.org](mailto:plans@netf1.org), and [ndao@lincoln.ne.gov](mailto:ndao@lincoln.ne.gov)

- Task Force Roster (FEMA Form 18-015) Roster of deploying personnel must be forwarded to FEMA NRCC prior to departure.
- Ensure the Master 205T was forwarded to the FEMA NRCC prior to departure.
- Signed Activation Order 18-2 Check with Task Force Mobilization Commander
- Passenger Manifest for Air Transport Only
- Vehicle Transportation Plan (Deployment Vehicle & Contact List FEMA Form 18-4) Check with Logistics Manager (Needs to be sent to FEMA NRCC and approved prior to departure)
- Any Additional Documentation as Requested by FEMA NRCC

City of Lincoln, NE Risk Management: [smanderson@lincoln.ne.gov](mailto:smanderson@lincoln.ne.gov) send 18-015 & 18-4

LF&R Notification: send 18-015 to [smeints@lincoln.ne.gov](mailto:smeints@lincoln.ne.gov)

☐

TFL, Deputy TFL, and Plans personnel have:

- Completed the Task Force Team Roster (FEMA Form 18-015) and mailed it to FEMA NRCC & City of Lincoln prior to departure

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

- Completed and Signed the Activation Order 18-2 and emailed to FEMA NRCC

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

- Completed a Passenger Manifest (For air transport only) emailed to FEMA NRCC

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

- Completed Deployment Vehicle & Contact List FEMA Form 18-4 and emailed to FEMA NRCC prior to departure.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_



## Force Protection

NE-TF1 shall consider Force Protection requirements in conjunction with the most recent memorandums and PDs (see the corresponding appendix). NE-TF1 leaders should identify and coordinate requirements for Force Protection during the National Program Activation Coordination teleconference held prior to the deployment of the task force and with the IST during transit and upon arrival at the incident location or task force staging area. Other force protection resources that have agents that may be tasked by the FEMA Security Office include Immigration & Customs Enforcement, US Border Patrol, and US Marshals.

If force protection is secured, NE-TF1 logistics will need to be informed of the additional personnel tasked to the NE-TF1 to ensure that support supplies and equipment are included in resource planning.

☐

The need for force protection has been considered, discussed with FEMA HQ, and obtained (if applicable)

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Initial Briefing

The PTM or their designee shall prepare and conduct the initial task force briefing at the POD. Information obtained from FEMA to include notifications, alerts and/or activations, and any other intelligence gathered from reliable sources can be used to inform the deploying task force of the following:

- 1.) TIME OF INCIDENT
- 2.) TYPE OF EVENT
- 3.) LOCATION
- 4.) MAGNITUDE – IF APPLICABLE
- 5.) WEATHER CONDITIONS – INCIDENT SITE AND EN ROUTE
- 6.) CURRENT SITUATION – OPERATIONS UNDERWAY, # OF VICTIMS
- 7.) DAMAGE ASSESSMENT
- 8.) TIME OF TASK FORCE DEPARTURE
- 9.) TRANSPORTATION MODE
- 10.) ANTICIPATED LENGTH OF MISSION
- 11.) RADIO OPERATIONS
- 12.) OTHER TASK FORCES ACTIVATED
- 13.) AGENCY/PERSON REQUESTING TASK FORCE ACTIVATION
- 14.) TIME OF OFFICIAL ACTIVATION:
- 15.) SOCIAL MEDIA POLICY

**Note: Blank Incident Briefing Forms (ICS 201) can be found in the Google Drive at: Deployment / (event name) / ICS Forms**

☐ The PTM or their designee has prepared and completed the initial briefing.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## LOGISTICS SECTION

### Logistics Team Manager

The LTM is responsible for logistical support for the deployment process. Due to the dynamics of the various types of deployment actions, the logistics section maintains a deployment section outlining the procedures to accomplish tasks. The LTM shall supervise the following:

#### Cache Deployment Preparation

- Cache Loading for appropriate response type and Preparation for Ground Transport
- Cache Palletization for Airlift (if applicable)
- Medical Cache transport from Bryan LGH West Health Pharmacy

#### Set up of Mobilization In-Processing Stations and Check-in Desk

- Initial Medical Check/Vitals Area
- Medical Screening Area (with Rad Watches)
- Distribution of 72-hour backpacks & Water Rescue Gear Check-Out if applicable
- Personnel & Gear Bags Weigh Station (Airlift Only)
- Radio/Phone/Laptop Distribution Table

#### Initial Logistics Assignments:

Upon alert or activation of the logistics section for possible deployment the LTM shall consider the following assignments for logistics personnel reporting to the NE-TF1 Warehouse:

Title:	Name:
Logistics Manager	
Equipment Cache Coordinator	
Pharmacy Cache Supervisor	
Fleet Coordinator	

☐ The Logistics Manager has assigned logistics personnel

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Equipment Cache Supervisor

**The Equipment Cache Supervisor will conduct the final packaging of staged equipment:**

- Batteries and chargers from the quartermaster room
- Motorola XTS radios (old models) and batteries if need is determined by the Comms Specs
- Non-issued Motorola APX radios and batteries if need is determined by the Comms Specs
- Add containers to pallets or trucks as required for transport
- Coordinate the final loading and netting of equipment pallets
- Search equipment are moved into their designated vehicles (if not pre-loaded):
  - Technical search equipment from the quartermaster room
  - Search Data analytics equipment (search phones & tablets) from the comms/med room

**Note: The Motorola APX radios, APX batteries, XTS radios, and XTS batteries are located just outside of the med/comms room in grey clamshell style Hardigg cases. They are clearly labeled for deployment type, and instructions to ask before loading certain ones.**

☐

The Equipment Cache Coordinator has completed the final packaging of staged equipment

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

### Pharmacy Cache Supervisor

The Pharmacy Cache Supervisor conducts the pick-up of pharmacy supplies from Bryan Medical Center West Pharmacy. Only authorized personnel will be able to obtain the pharmacy cache. The task force and pharmacy maintain a list of the authorized personnel which includes logistics and medical personnel. Check that an authorized person is sent to pick up cache.

- Verify with medical that Bryan Health West Pharmacy has been contacted and carts inventoried
  - Bryan Medical Center West Campus Pharmacy (402) 481-5855
  - 24-hour contact phone (Bryan Medical Center West Operator) (402) 475-1011
  - Fax Number (402)481-3413

**Note: Also contact Angela Travis at (402) 481-4163. She is responsible for stocking our cache.**

- Report to Bryan Medical Center West Pharmacy to complete inventory. Pharmacy is in basement North center
- Check that pharmacy has added last minute items as listed on laminated sheet stored with med carts.
- Obtain the following items for a Type I-III deployment:
  - The prepackaged Type 1 rolling medication cart (red)
  - The prepackaged Type 4 medication stackable Husky tool box
  - Refrigerated meds in the appropriate container

**Note: For a Type 4 deployment, only retrieve the Type 4 medication stackable Husky tool box.**

- Sign two receipts for pharmacy cache. One stays with the Pharmacy, return one copy to the LTM.
- Upon completion of the inventory the Pharmacy Cache Supervisor will contact the LTM to arrange to transport the pharmacy carts to the NE-TF1 Warehouse.
- Use the freight elevator to move supplies to dock level. Pharmacy personnel will assist, if needed.
- Pharmacy cache will need to be transferred to the assigned MTM.

**Medical Team Manager** \_\_\_\_\_

- Verify that the NE-TF1 Medical Deployment Checklist has been completed

☐

Pharmacy Cache Supervisor has obtained the pharmacy cache.

☐

MSP has verified that the NE-TF1 Medical Deployment Checklist has been completed.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Point of Assembly Supervisor

Coordinate the set-up of the In-Processing Area. The following areas shall be set-up (as consistent with the flow diagram):

### Sign-In Table (Break Room)

- One table at the entrance door at the west end of the room
- Time Record Forms
- Personal Item Declaration Forms
- Social Media Policy Acknowledgement
- POV Key Check
- Mobilization Station Check List
- Medical Certification Sheet
- Any other deployment specific forms/information/items to be distributed

### Medical Screening

- Three tables for blood pressure screening in the break room, at the east end with divider
- GE cardiac monitors and/or manual cuffs and stethoscopes to obtain vital signs
- Thermometers
- RAD Watches and RAD Watch accountability form

### Personal Equipment/Supplies Issue

- One table for item issue (HM Rae Equip, PTM, TFL, MTM, TIS, LTM bags)

### Personnel Gear Assembly Area

- Assist personnel with questions about packing issued items into gear bags

### Water Rescue Equipment Check out

- Table to the South of Gear Assembly

### HazMat Monitor Check out

- Table to the South of Gear Assembly

### Weigh-in Area (Airlift or when gear will go onto Transport Trailers)

- Set-up Weigh Scales
- Record all weights on log provided
- Weigh personnel with carry-on items, canines, gear packs
- Total weight of black bag and black backpack not to exceed 65 lbs.
- Canine handler allowed up to 110 lbs. total weight of all gear bags
- Forward completed weight log to the Logistics Manager

### Communications Equipment Issue

- Issue deployment radios to everyone
- Issue satellite phones to key personnel
- Maintain Accountability of issued equipment

☐ POA Supervisor has completed the setup of the mobilization center and coordinated all phases of the deployment in-processing

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## MEDICAL SECTION

### Personnel Assigned: Medical Specialist or Medical Team Manager

#### Physician Notification:

Notify Nebraska Emergency Medicine lead contact of activation; **Dr. Ed Mlinek, C:(402) 730-5547 H:(402) 423-2585**

Inform of possible or actual activation, length of deployment, number of physicians needed to deploy and to assist with medical screening for in-processing. Request that the designated representative verify or provide names of any deploying medical team manager (MTM), 1 for Type 3, or 2 for Type I or Type 2, as soon as possible.

Medical Team Manager(s) to deploy:

1. \_\_\_\_\_ Estimated Time of Arrival: \_\_\_\_\_

2. \_\_\_\_\_ Estimated Time of Arrival: \_\_\_\_\_

Alternate: \_\_\_\_\_

☐ Physician Notification Completed

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

Time Medical Team Manager Names Received: \_\_\_\_\_ By: \_\_\_\_\_

## Pharmacy Notification

Verify with the LTM that Bryan Health West Pharmacy and Angela Travis have been contacted regarding a potential task force activation. Arrange for one designated medical specialist (preferably a non-deploying member) to report to the pharmacy to perform inventory and expiration date checks of medical cache. Upon determination of the medical specialist who will be assigned to the pharmacy, exchange contact phone numbers to maintain communications with that individual. Checklists are pre-positioned with the pharmacy cache. Coordinate the transportation of the pharmacy cache with Logistics.

**The following list of authorized medical personnel have been identified as resource personnel who can be contacted to report to the pharmacy to conduct the inventory checks:**

- Mark Bridwell, Mark Deforge, Steve Brown, George Gasper, Scott Wiebe, Katie Brown, Alex Martin, Robert Simons, Robert Treasure, Dr. Ed. Mlinek, Dr. Dan Schiefelbein, Dr. Todd Roberts

**The following list of authorized Logistics personnel, have been identified as resource personnel who can be contacted to report to the pharmacy to conduct the inventory checks:**

- Marcus Benjamin, Jeremy Mitchell, Daniel Ripley, Jamie Bray.

**The following list of authorized NE-TF1 Administrative Staff, have been identified as resource personnel who can be contacted to report to the pharmacy to conduct the inventory checks:**

- William Thavenet, Brady Papik, Ashley Engler, Nic Cunningham.

☐ Pharmacy Notification Completed

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_



**Coordinate Medical Personnel to Report to Warehouse**

- From list of medical team personnel who are not deploying, determine if there are two non-deploying medical specialists who could be sent to the NE-TF1 Warehouse to prepare for Medical Screening during the in-processing of task force members as they report for deployment.
- Coordinate with the on-duty Battalion Chief(s) of the SA to supply at least three on-duty LF&R suppression personnel to the NE-TF1 warehouse to assist with the in-processing of deploying members.
- Contact the LTM to report the number of personnel and their assignments.

Non-Deploying Medical Specialists to Assist:

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☐ Assignment and Notification of Non-Deploying Medical Specialists Completed

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Medical Screening

Medical screening will be completed by a team of medical personnel to potentially include 1 – 2 physicians and 3-5 medical specialists. If possible, these individuals should be non-deploying task force members. Non-US&R LFR paramedics can be considered if enough medical specialists are not available. These personnel should be identified early and instructed to report to the NE-TF1 Warehouse. Confirm time needed and location of TF Point of Assembly with the MOB Commander. The purpose of this screening is to prevent the inclusion of personnel on the roster who may pose an unacceptably high medical risk to themselves or to the task force in an austere, hazardous disaster environment. The final decision in the fitness for duty of individual task force personnel rests with the deploying medical team manager. The medical team manager shall consult with the TFLs of any potential disqualifications. The appropriate medical screening forms will be distributed to the task force members upon check-in at the POA. These forms include physical screening forms for vital signs and recent medical history.

### Medical Mobilization Kit to contain:

Blank medical evaluation forms and checklists, cardiac monitors (located in the break room) and/or blood pressure cuffs and stethoscopes, thermal scan or equivalent thermometers, ophthalmoscopes, and batteries, weigh scale, and documentation supplies (pens, paper, etc.).

### Physician Stations (Quartermaster Room)

The medical screening area should provide for medical staff/medical team to conduct interviews with task force members. A table should be provided in each area with a divider or some type between stations. A minimum of two stations should be provided.

### Vital Signs/Rad Watch Distribution Station (Break Room)

This station shall be set-up and staffed by at least two, preferably three LF&R paramedics who will utilize the medical mobilization kit and/or a cardiac monitor with NIBP if desired. RAD Watches will also be distributed and cataloged by the Medical Specialist at this station.

### Medical Certification

All deploying NE-TF1 members will be provided with a medical certification form upon arrival for in-processing. Each member shall answer questions relating to recent health history and certify that the information is accurate and true to the best of their knowledge. Exclusion of any information may be cause for disqualification from deployment.

### Medical Evaluation

Each NE-TF1 member shall submit to having their vital signs obtained and medical examination conducted. Members who do not comply with the directions of the medical team will be disqualified from deployment and a replacement assigned. Any health or physical limitations causing potential disqualification will be under the discretion of the attending physicians at the time of deployment. TFLs will be informed of anyone who may be disqualified so that a replacement can be appointed.

### Disqualification Process

NE-TF1 relies on the professional expertise of its medical team to determine if our members can deploy in consideration of their current physical and health status. All determinations by the medical team are based on the requirement to deploy a fully healthy and capable task force. If, in the opinion of a medical team representative, a task force member is not medically healthy or physically able to deploy, the TFL shall be notified to select a replacement.

☐ Deploying member medical screenings have been completed

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Controlled Medications

All controlled medications are securely stored in the NE-TF1 med room. To access these items, contact one of the following:

- Medical Specialist Scott Wiebe
- Logistics Manager Brady Papik
- Cache Manager Nic Cunningham
- Program Manager William “Brad” Thavenet

The proper accountability drug accountability forms shall be utilized to transfer these items to the deploying Medical Team Manager.

**Note: The controlled medication and accountability forms can be found the Members Only/Documents and Forms tab of the [NE-TF1 website](#).**

**Note: (8/31/2022) NE-TF1 has been working with the DEA and Bryan West Pharmacy to vend controlled medications. If an agreement has not been reached by the time of this deployment, these must be vended by the SA (Lincoln Fire & Rescue).**

☐

Controlled Medications have been obtained and transferred to the deploying Medical Team Manager utilizing the proper accountability forms.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Medical Cache Preparation at POA

Each member of the NE-TF1 medical team should have the prescribed number of supplies and equipment with them during the mobilization phases and the mission. This is necessary so that medical attention could be rendered to any sick or injured task force member at any time during mobilization, transport, or on scene. Medical personnel should assemble appropriate items and ensure that each medical team member is issued these at the Point of Departure. Medical Team Managers and Specialists shall prepare the medical packs and defibrillation equipment for deployment.

### Upon arrival at the warehouse (med-room):

- Obtain the appropriate number of physician and medic backpacks, based upon the deployment type upon arrival to POA. Those designated as Type IV are labeled to reflect this.
- If not previously performed, utilize the laminated inventory list within the backpacks to properly assemble them. Only the two Type IV packs will be assembled in waiting to deploy.
- Acquire the required AEDs, cardiac monitors, and powered suction units. They are labeled to reflect a Type 4 deployment.
- Acquire the Lifepak battery chargers and the batteries on them.
- If not pre-loaded for deployment, acquire the boxes of Normal Saline 1000cc.
- Check personal BSI equipment for proper size/fit. Examination gloves, safety glasses, disposable masks, etc.
- Controlled medication shall be the responsibility of the designated Medical Team Manager (MTM) upon receiving them. The MTM shall sign and retain chain of custody form delivered with drugs. The NE-TF1 drug accountability forms shall be utilized throughout deployment to track usage of controlled medications.

**Note: The controlled medication and accountability forms can be found the Members Only/Documents and Forms tab of the [NE-TF1 website](#).**

- Medications that require a cool environment will be packaged in a cooler when obtained from the Bryan Hospital West Campus Pharmacy. The pharmacy prepares medications for 24-hour transport time. Check travel time and determine if cooling medium in package is sufficient.
- If necessary, install batteries on all equipment and perform system operational checks.
- Upon completion of medical pack inventory/supply process and defibrillator set-up, contact the LTM and inform them that carts and other supplies are ready for preparation for transport. Carts need to be secured and supplies loaded into designated containers. All items, including carry-on medical packs and defibrillators, need to be weighed if transport is by aircraft.

☐ Medical Cache has been prepared

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## TRANSPORTATION SECTION

### Ground Support Unit Leader

The Ground Support Unit Leader will facilitate the procurement of transportation needs for task force support. Transportation mode(s) must be determined prior to contracting with any support agency or business. The task force shall coordinate with FEMA NRCC or NEMA for approval of transportation resources. City of Lincoln, NE purchasing department may be needed to assist with contracting of transportation resources. All transportation requirements and resource procurements must be discussed and communicated to the NE-TF1 LTM. **Transportation support duties may include, but is not limited to:**

- Driver's Selection – Coordinate with Lead Logistics Manager (See 8.1)
- Coordinate delivery of NE-TF1 rental and/or LF&R vehicles to Warehouse
- **Type 1 deployment only: Rent a total of 5, 15 passenger vans, and borrow 1 – LF&R light vehicle**
- Coordinating Airlift Resources with DOD or FEMA NRCC (if deploying via aircraft)
- Motor Coach Charter for TF personnel
- Private Air Charter to transport TF personnel
- Commercial Air Carrier to transport personnel and equipment cache
- Local personnel shuttle services and rental vehicles for local and/or destination use
- Combination of ground and air travel resources

**NOTE: The LTM will coordinate NE-TF1 fleet and will coordinate screening process for selection of CDL drivers.**

**Manages vehicle preparations including inspections and final loading and securing of the equipment cache in preparation for transport:**

- Checks all securing systems and/or pallet net systems
- Ensures load is properly distributed on trailers per load plan
- Assists drivers with pre-trip inspection procedures
- Ensures all vehicles are filled with fuel
- Ensures all tire pressures are checked
- Assists drivers to secure load with straps
- Checks that all shipping documentation is present in cab of tractors/trucks
- Assists with travel route development
- Task Force Fleet Vehicles & Drivers
- Notification and Selection of CDL Drivers
- Vehicle Pre-Trip Inspections
- TF Support Items Prepared for Vehicles
- Shipping Documentation – Air & Ground
- ChemTrec – Hazardous Materials Response Information
- For any inquiries that may be needed: ChemTrec @ 800-424-9300 Ext. 1
- **Turn all vehicle pre-trip inspections into lead Logistics Manager**

☐

The Ground Support Unit Leader has completed vehicle inspections and final load plan.

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Ground Transportation; Vans and/or Buses

For ground transportation, the NE-TF1 fleet can transport the entire equipment cache. Transportation for personnel must be considered. The type of task force being deployed must be identified to make decisions on any transportation resources needed. Either two motor coaches or five-fifteen passenger vans are needed for a Type I deployment. **Prior written authorization from FEMA/US&R Branch must be received to procure additional vehicles for any deployment other than a Type 1.**

### Rental vans or cars needed locally:

- Rent A Van: (402)-421-3400  
Amos Davis: (Rent A Van owner; personal cell): (402) 217-7009
- Avis: (402) 474-1202
- Hertz: (402) 474-4079
- National: (402) 474-4301
- Thrifty: (402)-474-1122

**Contact vehicle rental agencies at deployment destination:** Will need credit card to confirm reservations. Check with mobilization commander to authorize expenditure. Utilize a task force issued credit card to confirm reservations.

- Avis: 800-831-2847
- Enterprise: 800-736-8222 (This is the preferred contract)
- National: 800-227-7368
- Budget: 800-214-6094
- Hertz: 800-654-3131
- Thrifty: 800-367-2277

### Long Haul Motor Coaches

**Type 1 or Type 2 TF** – Request 2 Motor Coaches. (Request 102-inch-wide models ONLY)

- Request on-board toilet
- Buses and drivers will stay with the team for the duration of the incident. Inform Bus Company to prepare bus drivers for extended stay, up to 14 days.
- For response in which the task force will travel more than 600 miles, 2 drivers for each motor coach need to be requested. Or the possibility of shuttling drivers ahead of the convoy for relief.

**NOTE: Type 3, 4, or MRP personnel will travel via NE-TF1 vehicles unless otherwise specified.**

## Arrow Stage Lines

- 24 Hours (800) 356-0727
- Arrow Stage Lines is an authorized GSA Transportation Vendor GS-33F-0015T
- NE-TF1 will receive GSA pricing for motor coach services.

**NOTE: In the event that the motor coaches will be traveling empty with the equipment cache, the coaches and drivers may be able to meet with equipment cache en-route. This reduces the number of driving hours for drivers.**

## Windstar Lines

- 24 Hour: 888-494-6378

**NOTE: In the event that the motor coaches will be traveling empty with the equipment cache, the coaches and drivers may be able to meet with equipment cache en route. This reduces the number of driving hours for drivers.**

☐

Ground transportation secured

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_



### Private Air Charter

Premier Charter Network, Inc.

- Air Charter Broker, Access to many aircraft companies
- 24 Hour Emergency Service
- (303) 790-1010, FAX: (303) 790-1045
- Emergency Contact Number: (612) 618-5669

Silverhawk Aviation – Lincoln Airport, (402) 475-8600

- Have two jets, may not always be available
- Plane in air within 1.5 hours, 4.5 hours travel time.

☐

Private air charter has been secured, if necessary

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Rental Trucks/Trailers

If additional or replacement box trucks, semi tractors, and/or trailers are needed contact Lincoln Truck Center in Lincoln:

- Lincoln Truck Center – (NE-TF1 Lease Account # G01127) phone: (402) 464-2444

GSA Rental Supplemental Vehicle Program

**Note: When leasing vehicles, the following information needs to be provided:**

<b>Customer Name:</b>	<b>Nebraska Task Force 1</b>
Billing Address:	901 W Bond Street, Lincoln, NE, 68521, Suite 140
Size & Type of Vehicle:	i.e. 24' Refrigerated Box Trucks w/lift gates, Conventional Sleeper Semi tractor, 48-53' trailer, etc.
Location where vehicle is needed:	901 W Bond Street, Lincoln, NE, 68521, Suite 140
When the vehicle is needed:	Provide time needed
Special Requirements:	Ask if they can deliver. If not, contact Logistics Manager to arrange Pick-up.

## Additional Transportation Resources

Crete Carrier may be able to assist with drivers, vehicles, and/or trailers if needed. Contact Crete Carrier 24-hour dispatch center by calling 1-800-998-9007 or any of the persons listed below:

Crete Carrier Points of contact:

<b>Name</b>	<b>Work</b>	<b>Home</b>
Lee Hoffman	402-479-2012	402-421-8805
Jeremy Kerkman	402-479-8734	402-479-8734
Kevin Pinneo	402-469-2013	402-435-2159
Operator	402-475-9521	

☐

Additional rental trucks and trailers have been secured, if necessary

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Convoy Configuration

NE-TF1 must submit an FF 18-004 (located in the Deployment/Logistics Google Drive Folder) to FEMA for approval prior to departure for deployment. NE-TF1 is authorized up to 12 vehicles for a Type I, Type 2, or Type 3 deployment. These vehicles must follow the most current US&R Program Directive related to the Cache Movement Plan, as shown in the [US&R PD 2018-003](#) that expires on 09/30/2021. This includes vehicles purchased with federal funds, 1 or 2 contract busses, and an SA service vehicle, if available. If no buses are available, NE-TF1 shall contact FEMA HQ and arrange for additional SA or rental vehicles to be used. The movement of the convoy is managed by a Logistics Team Manager who may assign a Transportation Convoy Leader.

**Note: Logistics Section to place visible vehicle markings on each vehicle and corresponding vehicle documentation packet in each vehicle.**

☐ Convoy Configuration Completed

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## ADMIN SECTION

In addition to the Liaison Officer, support personnel for this section can be requested by the MC, or SA support staff assistance can be requested to fill the following roles and duties of Information Officer and/or Family Support Unit Leader.

### Liaison Officer

- Establish a scheduled information exchange with the SA and/or any PAs. All documentation shall be forwarded to an identified person in charge of deployment record keeping within the administrative section.
- Coordinate with the MC to ensure information being given to the media is standardized and non-conflicting.
- Contact the local media to set-up a press briefing, preferably at the mobilization POD. Any NE-TF1 members involved in the briefing should be updated on the procedures involved.

**Note: Additional information can be obtained from the FEMA Office of Public Affairs (202) 646-4600.**

### Family Communications

The Liaison Officer or their designee, in conjunction with the Family Support Unit Leader if designated, will coordinate family communications utilizing the NE-TF1 website, notification system, text messaging, email notifications, conference calls, and/or in-person meetings.

☐ The Liaison Officer and any additional support personnel have been identified

Names: \_\_\_\_\_

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

### Citizen Information Center

The City of Lincoln Citizen's Information center (CIC) can be contacted to assist with coordination of media and public information release. The CIC representative may also be able to assist as the Public Information Officer, if desired.

CIC Point of Contacts:

- Diane Gonzolas 402-441-7831 Office; 402-525-1520 Cell
- John Taylor 402-441-7547 Office; 532-333-6274 Cell

Inform the CIC point of contact that the task force is preparing for activation and request their assistance in coordinating media as they arrive at the NE-TF1 Warehouse, or other designated location. Provide a LF&R/NE-TF1 contact for the CIC representative to meet with upon their arrival at the identified location.

The CIC representative will meet with the LF&R/NE-TF1 contact at the designated location to receive initial information about how to assist with coordinating media for access to the mobilization process and keeping the media informed about potential briefings and interviews.

☐

The Liaison Officer has contacted the Citizens Information Center (CIC)

Time Completed: \_\_\_\_\_ by: \_\_\_\_\_

## Appendix: Mobilization Checklist At-A-Glance

**Note: This is a quick reference. It is NOT to be used in place of the sign off sheets in the MOB Manual.**

### Advisory/Alert Notifications & Actions

<u>Done</u>	<u>Action to be completed by the Program Manager or their Designee</u>
	The Task Force Mobilization Commander has been identified and assigned
	Sponsoring Agency on-duty key personnel are relieved from duty and en-route to the warehouse via notification to on-duty LF&R Battalion Chiefs, followed by overhead page if necessary.
	All other key personnel have been notified to report to the warehouse via the MyDB Solutions text out and/or phone call if applicable.
	All remaining NE-TF1 members have been notified of the alert/activation via the MyDB Solutions text out and/or phone call or email if applicable.
	Participating Agency contact(s) have been notified of the alert/activation and have been distributed the final deployment roster.

### Activation Notifications & Actions To Take

**Note: Ensure ALL Advisory/Alert Notifications & Actions have been completed if an alert was not received prior to activation.**

<u>Done</u>	<u>Action to be completed by the Program Manager or their Designee</u>
	Upon arrival/notification of the NE-TF1 Administrative Staff, notify any additional deployment support staff
	Ensure an overhead page has been put out to LF&R on-duty staff
	Notify the Mayor of Lincoln, NE
	Notify ALL NE-TF1 members via the MyDB Solutions text out and email with a copy of the final roster, parking instructions, and any other applicable information
	Confirm mission acceptance

## Mobilization Commander Responsibilities

	Confirm all alert and activation orders have been received and all information in the notifications has been reviewed
	Review and confirm the spending limit authorized by FEMA in the alert and activation notifications.
	Assign the Mobilization Staff
	Verify the master 205T from the Google Drive deployment folder has been emailed to: <a href="mailto:fema-nrcc-sarul@fema.dhs.gov">fema-nrcc-sarul@fema.dhs.gov</a>
	Ensure the City of Lincoln, NE Finance Department has been contacted for cash disbursement
	Ensure that P-Cards and spare vehicle keys have been distributed
	Ensure the City of Lincoln, NE Police Department has been contacted
	Ensure the POA/POD and transportation mode has been determined
	Ensure personnel to assist at the POA/POD have been identified, contacted, and given any necessary special instructions
	If applicable: the Lincoln Airport Authority has been contacted
	If applicable: any contracted drivers have been rostered as part of the ground support team
	If applicable: The City of Lincoln, NE Purchasing Agent has been contacted to assist with any emergency procurement needs.
	Ensure the appropriate CDL drivers have been selected and identified

## Management Section

	The deployment roster has been validated
	If applicable: An Advance Team has been identified and notified
	If applicable: The Canine Team has been selected, notified, and has the appropriate health screening certificates
	Participating Agency and Sponsoring Agency contacts have released on-duty personnel and have developed a backfill list
	Participating Agency and Sponsoring Agency contacts have been distributed a final deployment roster
	Ensure the final deployment roster has been distributed to the check-in table and all other tables
	If necessary: A HEPP Pod has been requested
	The IST and local incident points of contact have been verified and contacted for additional needs: recon, support upon arrival, etc.
	Ensure all relevant documentation (18-1, 18-015, 18-2, 18-4) has been sent to both FEMA HQ, and the appropriate NE-TF1 and City of Lincoln, NE contacts
	The need for force protection has been considered, discussed with FEMA HQ, and obtained (if applicable)
	If traveling by air: A passenger manifest has been completed and emailed to the FEMA NRCC
	Conduct the initial Task Force briefing and complete an ICS 201 form



## Logistics Section

### Logistics Team Manager

	Prepares to supervise the cache deployment preparation and set-up of mobilization in-processing stations and check-in desk
	Assigned the initial logistics assignments: Equipment Cache Coordinator, Pharmacy Cache Supervisor, and Fleet Coordinator

### Equipment Cache Supervisor

	Ensure the batteries and chargers are moved from the charging room to the equipment kits
	Add containers to pallets or trucks as required for transport
	Coordinate the final loading and netting of equipment pallets
	Ensure the technical search data kits are moved into their designated vehicles

### Pharmacy Cache Supervisor

	Ensure the pharmacy supplies appropriate for the deployment type ( <b>i.e., Type IV</b> ) are obtained from the Bryan LGH West Campus Medical Center and/or the Sponsoring Agency if necessary.
	Ensure the medical deployment checklist has been completed and all receipts/documentation have been distributed to the Logistics Team Manager

### Point of Assembly Supervisor

	Ensure the set-up and operational status of the deployment in-processing
--	--

## Medical Section

	Ensure the physician notification has been completed
	Ensure deploying medical team managers have been identified and confirmed
	Ensure the pharmacy or Sponsoring Agency notification has been completed for medication disbursement
	The notification and assignment of non-deploying medical personnel has been completed
	Ensure medical screenings has been completed
	Ensure controlled medications have been obtained and distributed to the Medical Team Manager using the proper accountability forms
	Ensure the preparation of the medical cache

## Transportation Section

### Ground Support Unit Leader

	Ensure vehicle pre-travel inspections and the final load plan has been completed and distributed to the Logistics Manager
	Ensure ground transportation has been secured
	Ensure private air charter has been secured, if necessary
	Ensure additional transportation resources (drivers, trucks, trailers, etc.) have been secured, if necessary
	Ensure the convoy configuration and form 18-4 has been completed and distributed to the Logistics Manager
	Assist the Logistics Manager in any other preparation duties (travel plans, etc.)

## Admin Section

	The liaison officer and any additional support personnel have been identified
	The liaison officer has contacted the Citizens Information Center to
	Liaison Officer, their designee, or an Information Officer (IO) if appointed has contacted local media and set up a press briefing at the point of departure OR has contacted the Citizen Information Center for assistance in coordinating a media/public information release.
	If applicable, and media are embedding with NE-TF1, ensure the appropriate forms have been completed and forwarded to FEMA Public Affairs.

## Appendix: Force Protection (Draft)

U.S. Department of Homeland Security  
Washington, DC 20472



FEMA

November 15, 2017

**FOR:** Bill Brown, Chair  
Advisory Group

**FROM:** Jeff Saunders, Leader  
Operations Functional Group

**SUBJECT:** Submission for Consideration of Approval – US&R Adv. Org. Recommendation:  
**OP/LG/PL/FA – 2017-XXX – Name**

Insert text here that summarizes the history of the issue(s) being addressed by this recommendation. If this recommendation is approved, the text entered here will be used by the US&R Branch to create documents as GMs or PDs.

Force protection for US&R Incident Support Teams (IST) and task forces is a critical mission requirement during activation and on-scene operations. Based on discussions with the National Urban Search and Rescue (US&R) Response System (the System) Strategic Group and Advisory Group, a need was identified to update the System's law enforcement support requirements. In accordance with the Strategic Plan 2016-2020, *Objective 2.2 Deployment Risk Management* the main focus for the Ad Hoc Group was:

- Development of recommendations that address risk assessment criteria for use prior to any System deployment.
- Development of recommendations that afford adequate safety and security in terms of accountability, Base of Operations site security, and force-protection during operations, particularly if there is a change in the mission or environment.
- Development of recommendations that include options for the potential utilization of local, State, and Federal law enforcement support through the parameters of Emergency Support Function #13.

### RECOMMENDED ACTIONS

Insert text here that details the recommended actions to be taken to address the issue(s) described above. Include below the specific actions or impacts to each functional area. If this recommendation is approved, the text entered here will be used by the US&R Branch to create documents as GMs or PDs.

US&R Branch staff will coordinate with ESF #13 during initial periods of Alert and/or Activation to identify requirements and coordinate Mission Assignments (MA) with the NRCC and the respective FEMA Region RRCC.

The US&R Branch will communicate with the assigned IST(s) and the respective Task Force Leaders/Program Managers of the activated task forces on these initial and any subsequent force protection requirements and ensure the coordination with ESF #13, NRCC and RRCC(s).

A.O. Recommendation: **OP/LG/PL/FA – 2017-XXX – Name**

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As requested and in coordination with FEMA, Department of Justice and other Federal agencies in support of ESF #13 will deploy armed Federal Law Enforcement Officers (FLEO), Quick Response Teams (QRT) or other security teams, as required, and activate personnel and/or contractors to the ESF #13 National Coordination Center (NCC), the ESF #13 Field Coordination Center (FCC) or other FEMA teams/facilities to provide Force Protection, Security, and General Law Enforcement.

ESF#13's initial resources are from major agencies that do not require special deputation. Unless deputized by US Marshalls the ESF #13 personnel will use their own agencies use of force policy. A mission briefing package (Op Order) and brief will be conducted to all responding agencies including use of force, mission profile and other required information.

ESF #13 will provide force protection for team personnel and provide site security for equipment and personnel that are not engaged in rescue or recovery.

The LE Support Ad Hoc recommends the following ESF #13 staffing per task force type:

**Type 1:** One ESF #13 QRT per US&R Type 1 task force. One ESF #13 QRT is composed of a supervisor and 24 FLEOs (8 for site security, 8 for field operations and 8 for additional assignments)

**Type 2:** One ESF #13 QRT per US&R Type 2 task force. One ESF #13 QRT is composed of a supervisor and 24 FLEOs (8 for site security, 8 for field operations and 8 for additional assignments, Ass)

**Type 3:** Minimum 16 ESF #13 FLEO (8 for BoQ security and 8 for field operations)

**Type 4:** Mission Read Packages/Hazardous Equipment Push Packages/Modular Deployment: ESF #13 personnel requirements will be determined by the IST Force Protection Specialists.

The LE Support Ad Hoc recommends establishing the attached positions: ESF #13 Force Protection Liaison; IST Force Protection Specialist and Task Force, Force Protection Specialist.

#### Operations

**List operational impacts here.**

- When assigned to Task Force the ESF #13 QRT falls under Operational Control of the Task Force Leader until end of the mission.

#### Logistics

**List Logistics Impacts here**

- ESF #13 QRT's are requested to deploy with enough food and supplies for 72 hours. ESF # 13 may activate their Base Camp contract to augment logistical support.
- While ESF has purchased a cache of equipment, additional water rescue equipment and PPE may be required to augment ESF #13's equipment cache.

A.O. Recommendation: **OP/LG/PL/FA** – 2017-XXX – Name

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- ESF #13 has a limited cache of PPE, additional Class 2 PFD's, helmets, lights, throw bags, waders, half face respirators, gloves and eye protection.
- Communications may require use of interop channels or MERS will provide additional radios to ESF #13 as required.

Planning

- List planning impacts here.
- The IST ESF13 Force Protection Specialist should be in contact with the Operations Chief to discuss force protection needs for the upcoming Operations Period
- ESF13 Units in the field will also report at the end of the operational period. ESF #13 Team Leaders and the Supervisor should prepare an ICS 214 for each operational period.
- Training requirements for ESF #13 personnel. The FLEO personnel from ESF #13 and those who may be deployed as ESF #13 Force Protection Liaisons and IST Force Protections Specialists will take FEMA Orientation, and IST Training. The personnel that are deployed to the IST will come from the Marshal's IMT Team or permanent ESF #13 staff if possible.
- TF Force Protection Specialist will brief assigned ESF #13 personnel, identify potential hazards and set mission expectations.

Finance / Admin

- List financial impacts here.
- Additional costs to the Sponsoring Agency to support an additional person or two to the IST continuing education
- A Pre-Scripted Mission Assignment requesting ESF #13 force protection will be submitted as soon as the RRCC or NRCC are activated.

Attachments:

ESF #13 Force Protection Liaison Position Description

IST Force Protection Specialist Position Description

TF Force Protection Specialist Position Description

Functional Group Decision

	Concur	Non-Concur
Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Logistics	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Finance-Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## **US&R Task Force (TF) Force Protection Specialist**

### **I. Functional Description**

The TF Force Protection Specialist reports directly to the Logistics Manager and confers as needed with the Operations Section Chief and TF Leader. The TF Force Protection Specialist is responsible for coordinating with ESF #13 personnel, local and state Law Enforcement Agencies for the protection of personnel and equipment of the Task Force.

### **II. Description of Duties**

The TF Force Protection Specialist is responsible for the following:

- Briefing assigned ESF #13 personnel, identifying potential hazards and setting mission expectations.
- Confer with the IST Force Protection Specialist.
- Coordinating efforts between ESF #13 personnel, local and state Law Enforcement Agencies.
- Coordinating with the Safety Officer and providing input to be included in the tactical work sheet.
- Ensuring the safety of task force members by assessing hazards at work sites pertaining to the operations of force protection.
- Assessing the need for and capabilities of force protection resources.
- Assessing the need force protection for BoO and/or lodging areas of the task force.
- Coordinating efforts between the task force personnel and force protection resources.
- Providing accountability, maintenance, and minor repairs for all issued equipment.
- Performing additional tasks or duties as assigned.

### **III. Position Requirements and Criteria**

Individuals who meet the following requirements and criteria will be eligible to become Force Protection Specialists in the National US&R Response System. The intent of these requirements is to select personnel fully capable of providing competent assessments and advice to task force personnel in the US&R mission.

### **IV. Required Training**

The Force Protection Specialist shall adhere to the following:

- Meet all administrative and general training requirements



- It is highly recommended that this position is filled by personnel with Law Enforcement experience

**V. Recommended Training**

The TF Force Protection Specialist should complete the following:

- ICS 300 in accordance with the National Standard Curriculum Training Development Guidance
- NIMS IS-703 Resource Management Course

### **IST ESF #13 Force Protection Liaison**

#### **I. Functional Description**

The IST ESF #13 Force Protection Liaison is responsible for coordinating the Force Protection function of the ESF #13 personnel assigned to the US&R mission. The IST ESF #13 Force Protection Liaison coordinates and confers as needed with the IST Logistics Section Chief and the Force Protection Specialist. Will coordinate intelligence and provide liaison to teams concerning any threats encountered.

#### **II. Description of Duties**

The IST ESF #13 Force Protection Liaison is responsible for the following:

- Gathering intelligence, identifying threats and recommending appropriate response
- Providing law enforcement and force protection information and intelligence pertinent to US&R mission planning
- Determining ESF #13 Force Protection organizational and logistical needs
- Receiving briefings and situation reports and ensuring all Force Protection personnel are kept informed of mission objectives and status changes.
- Providing accountability, maintenance, and minor repairs for all issued equipment.

#### **III. Position Requirement**

The IST ESF #13 Force Protection Liaison personnel will be drawn from the ESF #13 Field Support Team. (In accordance with ESF #13 Concept of Operations)

#### **IV. Required Training**

The ESF #13 Force Protection Liaison shall adhere to the following:

- ICS 300
- ICS 400

- National US&R Response System Orientation-TEEX 9G6100 LINK  
<https://teex.org/Pages/Class.aspx?course=9G6100&courseTitle=National%20US&R%20Response%20System%20Orientation%20-%20Computer-Based%20Training>
- Incident Support Team-TEEX 9P9130 Link  
<https://teex.org/Pages/Class.aspx?course=9P9130&courseTitle=Incident%20Support%20Team%20-%20Computer-Based%20Training>

#### V. **Recommended Training**

The ESF #13 Force Protection Liaison should complete the following:

- Incident Support Team continuing education
- Haz-Mat Awareness  
<https://teex.org/Pages/Class.aspx?course=HAZ016&courseTitle=Hazardous%20Materials%20Awareness%20Training>
- US&R Air Operations
- WMD/Terrorism Awareness-  
<https://teex.org/Pages/Class.aspx?course=AWR160&courseTitle=WMD%2FTerrorism%20Awareness%20Training>
- Swiftwater Awareness- TEEX  
<https://teex.org/Pages/Class.aspx?course=TNG80A&courseTitle=Swiftwater%20Awareness%20On-Line%20Training>

## **IST FORCE PROTECTION SPECIALIST**

### **I. Functional Description**

The IST Force Protection Specialist is responsible for coordinating the Force Protection function of the ESF #13 personnel assigned to the incident. The IST Force Protection Specialist reports directly to the IST Logistics Chief and confers as needed with the IST Operations Section Chief and IST Leader. The IST Force Protection Specialist is responsible for coordinating with Local and State Law Enforcement Agencies.

### **II. Description of Duties**

The IST Force Protection Specialist is responsible for the following:

- Providing information to the Force Protection component of the IST Operational action plan.
- Gathering intelligence, identifying threats and recommending appropriate response.
- Providing input in the development of the safety plan.
- Determining ESF #13 Force Protection organizational and logistical needs.
- Attending briefings and ensure that all Force Protection personnel are kept informed of mission objectives and status changes.
- Providing situation updates and maintaining records and reports.
- Providing accountability, maintenance, and minor repairs for all issued equipment.

### **III. Position Requirements and Criteria**

Individuals who meet the following requirements and criteria will be eligible to become an IST Force Protection Specialist in the National US&R Response System. The intent of these requirements is to select functional specialist capable of coordinating the Force Protection assets in the US&R mission. It is recommend that this position be staffed by personnel with Law Enforcement experience from within the FEMA US&R system.

### **IV. Required Training**

The IST Force Protection Specialist shall adhere to the following:

- ICS 300
- Meet all administrative and general training requirements

- Incident Support Team-TEEX 9P9130  
<https://teex.org/Pages/Class.aspx?course=9P9130&courseTitle=Incident%20Support%20Team%20-%20Computer-Based%20Training>

V. **Recommended Training**

The IST Force Protection Specialist may complete the following:

- ICS 400
- NWCG /All Hazards O-305 Type 3 IMT course

## Appendix: Canine

U.S. Department of Homeland Security  
Washington, D.C. 20472



**FEMA**

### US&R PROGRAM DIRECTIVE – 2011-024

December 29, 2011

**FOR:** National Urban Search & Rescue Response System  
Task Force Representatives

**FROM:** Fred Endrikat, Chief  
Urban Search and Rescue Branch

**SUBJECT:** Previously issued US&R Program Directive 2011-023 – Pre-Mission Veterinary Exam (December 21, 2011)  
***REISSUED on December 29, 2011 with corrected Program Directive # (#2011-024)***

Without standardized pre-mission veterinary exams, National US&R Response System Task Forces could unknowingly deploy with injured, sick, and/or infectious canines that may affect the health and safety of Task Force members and/or other Task Force canines.

The National US&R Response System Operations Group held their 2011 annual meeting October 25-27, 2011 in Denver, CO. During the meeting the Canine Sub-Group Chair presented Recommendation 10-02 – Pre-Mission Veterinary Exam. Prior to the meeting a 21-day review of this recommendation was sent to the 28 Task Forces within the National US&R Response System for comments.

#### **REQUIRED ACTIONS**

National US&R Response System US&R Task Force canines selected for deployment shall be examined by a licensed veterinarian no more than 10 days prior to deployment.

Attachment A provides Task Forces the requirements elements for a standardized, hands-on, pre-mission exam. Any other pre-mission exam will be considered acceptable if conducted by a licensed Doctor of Veterinary Medicine (DVM) no more than 10 days prior to a deployment and includes documentation which attests that the canine appears free of infectious disease or physical abnormality that would endanger the animal, other animals, or the general public. The exam is in addition to, or in conjunction with, the issuance of a valid health certificate as required in the Operations Manual for canine deployment.

These exams are considered routine canine care and are allowable costs under the Task Force Readiness Cooperative Agreement, provided that the current budget plan includes this type of expense. More than likely, these costs will be incurred due to a specific deployment; therefore,

**US&R Program Directive 2011-024 – Pre-Mission Veterinary Exam**  
**Page 2**

these costs may be submitted for approval as part of a deployment reimbursement claim (via the Response Cooperative Agreement) because the Task Force was activated.


Task Forces may arrange for a DVM to be on call for this service around the clock, ensuring that the deployment window can be met. Alternatively, handlers may be requested to provide documentation of an exam which attests that the canine appears free of infectious disease or physical abnormality that would endanger the animal, other animals, or the general public, and was conducted no more than 10 days prior to a deployment by a licensed DVM.

**APPROVAL**

Issue is approved for FEMA National US&R Response System implementation:

Signed:

Fred  
Endrikat

 Digitally signed by Fred Endrikat  
DN: cn=Fred Endrikat, o=DHS,  
ou=FEMA,  
email=fred.endrikat@dhs.gov, c=US  
Date: 2011.12.29 10:34:24 -05'00'

Fred Endrikat, Chief, Urban Search and Rescue Branch

December 29, 2011  
Date

Implementation Date: Jan 1, 2012 with a six month transition period - Task Forces expected to be in compliance by July 1, 2012

Distribution:

US&R Task Force Representatives  
US&R Strategic Group  
US&R Operations Group  
US&R Branch Staff  
FEMA Regional ESF #9 Representatives

Attachments:

Attachment A – Pre-Mission Veterinary Exam  
Attachment B – References for health certificate options



## Attachment A

## Pre-Mission Veterinary Exam

Date \_\_\_\_\_ Task Force \_\_\_\_\_ Incident \_\_\_\_\_  
 Time \_\_\_\_\_ Location \_\_\_\_\_

<u>Handler</u>	<u>Canine</u>		
Name _____	Name _____	DOB _____	
Phone _____	Breed _____	Weight _____	
Email _____	Sex _____	Spayed/Neutered _____	Color _____

**History** (illness, trauma, surgery) \_\_\_\_\_

**Allergies** ☐ Yes ☐ No; If yes, to what \_\_\_\_\_

**Medications** Heartworm Preventative ☐ Yes ☐ No Flea/Tick Repellant ☐ Yes ☐ No  
 Other \_\_\_\_\_ Adequate Supply ☐ Yes ☐ No

**Current Concerns**

Coughing <input type="checkbox"/> Yes <input type="checkbox"/> No	Lethargy <input type="checkbox"/> Yes <input type="checkbox"/> No	PU <input type="checkbox"/> Yes <input type="checkbox"/> No
Sneezing <input type="checkbox"/> Yes <input type="checkbox"/> No	Anorexia <input type="checkbox"/> Yes <input type="checkbox"/> No	PD <input type="checkbox"/> Yes <input type="checkbox"/> No
Vomiting <input type="checkbox"/> Yes <input type="checkbox"/> No	Depression <input type="checkbox"/> Yes <input type="checkbox"/> No	PP <input type="checkbox"/> Yes <input type="checkbox"/> No
Diarrhea <input type="checkbox"/> Yes <input type="checkbox"/> No	Breathing <input type="checkbox"/> Yes <input type="checkbox"/> No	Lame <input type="checkbox"/> Yes <input type="checkbox"/> No

**PHYSICAL EXAMINATION**

Attitude _____	Temperature _____ °F
MM _____	Hydration _____
EENT _____	CRT _____
Heart Rate _____ b/m	PLNs _____
Pulses <input type="checkbox"/> Strong <input type="checkbox"/> Weak	Rhythm _____ Murmur <input type="checkbox"/> Yes <input type="checkbox"/> No
Lungs _____	Pulses <input type="checkbox"/> Synchronous <input type="checkbox"/> Asynchronous
Integument _____	Resp Rate _____ br/m
Orthopedic _____	Pads/Nails _____
Neurologic _____	Gait/Lame _____
U/G-Male (penis/prepuce, scrotum/testes) _____	
U/G Female (mammary glands, vulva) _____	
Notes _____	

**Deployment Recommendation**

☐ Accepted ☐ Rejected Reason for rejection \_\_\_\_\_

Veterinarian (print) \_\_\_\_\_

Veterinarian (sign) \_\_\_\_\_ Date \_\_\_\_\_



## Attachment B

### Health Certificate Options

(1) Certificate of Veterinary Inspection

Issued by the American Veterinary Medical Association (AVMA). Generally accepted for domestic travel. May be completed by any licensed veterinarian.

[http://www.avma.org/issues/policy/inspection\\_certificates.pdf](http://www.avma.org/issues/policy/inspection_certificates.pdf)

(2) APHIS Form 7001

Issued by Animal and Plant Health Inspection Service (APHIS) and the US Department of Agriculture (USDA). Universally accepted for domestic as well as international travel. Any licensed veterinarian may use this form, but for international travel the veterinarian must be USDA certified.

These are pre-printed forms and may be ordered:

<http://www.aphis.usda.gov/library/forms/pdf/APHIS7001.pdf>

(3) Individual States

Each individual state has its own specific health certificate requirements.

Veterinarians may acquire the forms through their state office. These certificates do not ensure that the canine will be in compliance with a different state's requirements.

## Appendix: Convoy Standards

U.S. Department of Homeland Security  
Washington, DC 20472



**FEMA**

### US&R PROGRAM DIRECTIVE – 2016-015

December 29, 2016

**FOR:** National Urban Search & Rescue Response System  
Task Force Representatives

**FROM:** Fred Endrikat, Chief  
Urban Search and Rescue Branch

Digitally signed by FRED R ENDRIKAT  
DN: cn=US, ou=U.S. Government, ou=Department of  
Homeland Security, ou=FEMA, ou=People,  
email=FRED R ENDRIKAT,  
0.9.2342.19200300.100.1.1-0032602355.FEMA.1  
Date: 2016.12.29 15:13:28 -05'00'

**SUBJECT:** US&R Program Directive 2016-015 – Vehicle Convoy Standard – (Supersedes  
US&R PD 2014-009a)

**Implementation Date:** December 29, 2016:

**Re-issue:** September 30, 2019

Upon review of National Urban Search and Rescue (US&R) Response System (the System) Program Directive (PD) 2014-009a – *US&R Convoy Standard*, System response After Action Reports, the 2013 addition of water operations trailers and boats, and the potential for deployment of Mission Ready Package (MRP) resources, the Logistics Transportation Subgroup has reviewed, revised, and vetted through the System's approval process, the Vehicle Convoy Standard below.

The Vehicle Convoy Standard includes heavy, medium and light vehicles (defined as any vehicle powered by an internal combustion or hybrid system capable of propelling itself without any other outside source of power), trailers, support units and optional base power generating unit for National Incident Management System (NIMS) type 1 and 3 US&R task forces, water operations, and MRP deployments. No other heavy, medium, light vehicles, trailers, support units, or optional base power generating units are permitted without authorization from the US&R Branch.

**Guidelines for the approved complement and specifications of task force heavy, medium, and light vehicles, trailers, and support units can be found in the current US&R Program Directive on vehicle purchase, replacement, and disposal.**

#### **REQUIRED ACTIONS**

The issue is approved for FEMA National US&R Response System implementation.

- System task forces shall deploy using FEMA US&R Readiness Cooperative Agreement funded vehicles to the greatest extent possible. Task forces shall strive to purchase required components of the approved heavy, medium, light vehicles, trailers, and support units with Cooperative Agreement funding. In cases where the components have not been able to be purchased with Cooperative Agreement funding, task forces can utilize Sponsoring Agency vehicles, rental vehicles, or other donated or acquired equipment to fill deficiencies when approved by the US&R Branch on US&R Form 18-004 *Deployment Vehicle Inventory* at time of activation and prior to deployment.
- System task forces shall utilize Sponsoring Agency-owned or privately contracted motor coaches for personnel transport. It is recommended that task forces designate or utilize an optional service vehicle to support fleet maintenance and repair during deployment. This vehicle can be privately contracted, sponsoring agency owned or otherwise as available.

**US&R Program Directive 2016-015 – Vehicle Convoy Standard****Page 2**

Additional personnel are authorized above the base task force roster. These will include CDL qualified motor coach drivers, a qualified / certified mechanic for the service vehicle, and CDL qualified ground support personnel. Task forces are responsible for the support of the additional personnel. Task forces are not permitted to purchase and/or maintain motor coaches with Cooperative Agreement funding. Costs associated with utilizing Sponsoring Agency-owned, contracted, or rental units are to be included in the task force deployment reimbursement claim and listed on the deploying Form 18-004.

- Optional base power generating units are larger portable trailer, skid-mounted or truck-mounted power generating units (50-100kW) capable of providing power for the task force base. These units should be compatible with the power distribution system currently on the current version of the System's *Approved Equipment Cache List*. The generator unit must be capable of being towed or transported with the current approved complement of task force vehicles/trailers.
- System task forces shall comply with the following Vehicle Convoy Standards for type 1 and 3, water operations, and MRP deployments when activated for response by ground. These standards will also apply to task forces deploying their vehicles and caches by ground with the balance of task force members traveling by air.
- System task forces activated as a type 1 or 3 will take a type 1 equipment cache including water assets unless otherwise directed. Personnel transports for type 3, 4 and MRPs will be as appropriate and approved. These vehicles and support units will be the only ones allowed for reimbursement unless additional equipment is specifically authorized and listed on US&R Form 18-004 prior to deployment of the task force.
- System task forces activated as a MRP will only take the items on the designated MRP equipment cache list and the minimum required complement of heavy, medium or light vehicles for cache and personnel transport, and support units to conduct anticipated operations. These vehicles and support units will be submitted to the US&R Branch on US&R Form 18-004 at time of activation for approval prior to deployment of the task force. Costs associated with the vehicles and support units on the approved 18-004 will be the only reimbursable costs, unless additional equipment is authorized by the US&R Branch or Incident Support Team after the 18-004 is initially approved.
- System task forces are responsible to ensure that appropriately trained, qualified, and licensed personnel operate task force fleet vehicles, trailers, and support units.
- The deployment of additional vehicles or support units, other than those defined in this PD is NOT authorized and is NOT reimbursable without the express direction and authorization from the US&R Branch.
- By January 31<sup>st</sup> of each year, each System task force shall complete and submit the US&R Form 18-004, *Deployment Vehicle Inventory* for type 1 and 3 configurations to the US&R Branch or its designee for pre-activation review and approval. The US&R Form 18-004 should include the vehicles, support units, and optional base power generating unit as outlined in this PD. Once approved, US&R Form 18-004 will serve as the established deployment vehicle inventory for each task force. Any deviations to this established

**US&R Program Directive 2016-015 – Vehicle Convoy Standard****Page 3**

deployment vehicle inventory will require approval by the US&R Branch at time of activation and prior to departure of the task force for deployment.

- **Purchasing guidance and vehicle recommended specifications can be found in PD 2014-010**
- **Type 1 and 3 Task Force Convoy Standard:**
  - **Heavy vehicles – up to five; up to 215 linear feet:** Linear feet is comprised of the length of the cache storage space usage alone; this is not a bumper to bumper measurement. Combination of:
    - Semi-Truck / trailer transports: comprised of over-the-road semi-tractor and semi-trailer
    - Straight Trucks 24-28'
  - **Light and Medium Duty Vehicles – up to seven**
  - **Personnel Transport:**
    - **Commercial Motor Coaches – up to two,** Sponsoring Agency owned or privately contracted

**OR**

    - **Passenger Vans – two or five,** <15 passenger vans (Sponsoring Agency-owned or rental vans) when one motor coach is used or five passenger vans (Sponsoring Agency-owned or rental vans) when no motor coaches are used.
  - **Service Vehicle – one:** This vehicle can be privately contracted, sponsoring agency owned or otherwise as available, with one qualified/certified mechanic that also drives/operates the vehicle.

**Note:** It is recommended that all Task Force-owned Heavy, Medium and Light vehicles be equipped with 40 Watt Mobile Radio communications capability.

  - **Type 1 and 3 Support Units**
    - **Forklift – one**
    - **Optional forklift transport trailer – one:** can be pulled with existing, sponsoring agency owned or rental vehicle if necessary and approved
    - **Cache Support Vehicles, UTV's – two**
    - **Utility Trailers – two**
    - **Optional Base Power Generating Unit – one:** 50-100kW
  - **Water Operations**
    - **Boats – Per Current Cache List**
    - **Boat Transport Trailers – Up to three**
    - Water operations boats, trailers, and support equipment are part of the Type

**US&R Program Directive 2016-015 – Vehicle Convoy Standard****Page 4**

1 and 3 configurations, or may be activated as a stand-alone MRP resource.

- Water operations trailers are to be towed by existing task force light, medium or heavy duty vehicles. Sponsoring Agency owned or rental vans may be utilized, if required, and when listed on US&R Form 18-004 and approved by the US&R Branch prior to departure for deployment.
- **Mission Ready Package Deployment;**
  - **Heavy, Medium and Light Vehicles:** Minimum number required for cache transport, personnel transport, and support units to conduct anticipated operations.
  - **Passenger Vans, <15 Passenger:** Sponsoring Agency-owned or rental vans may be utilized if required, when listed on US&R Form 18-004 and approved by the US&R Branch prior to departure for deployment.
- **Additional Requirements**
  - The Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA) governs the rules and regulations that pertain to the operation of task force CDL vehicles. System task forces will ensure that they are in compliance with these DOT FMCSA and/or State CDL vehicle and driver regulations when transporting personnel and equipment. Current DOT regulations are available from the following website: <http://www.fmcsa.dot.gov/>.
  - A memorandum summarizing Federal DOT regulation requirements related to task force transportation issues is attached to this Program Directive for reference.
  - The US&R Branch will attempt to conduct coordination teleconferences with the assigned task force(s) and IST leadership prior to deployment. Vehicle and support issues will be identified and discussed and should include:
    - Transportation, material handling and other resources to be provided by FEMA or other agencies
    - The need for additional operational vehicles (i.e., four-wheel drive, etc.) or support units
    - Any need for additional incident site personnel, cache transport vehicles or support units such as forklifts and/or gator-type UTVs over and above those authorized on the approved US&R Form 18-004 will be coordinated by the US&R Branch and IST
    - Task forces may request adjustments to their deployment vehicle inventory at time of activation and prior to deployment based on any special or unforeseen considerations with approval from a representative of the US&R Branch.

**Attachments:**

DOT Memorandum

**cc:**

US&R Strategic Group

US&R Advisory Group

US&R Branch Staff

FEMA Regional/Federal/International ESF #9 Representatives





U.S. Department  
of Transportation

Federal Motor Carrier  
Safety Administration

Chief Counsel

NOV 6 2007

1200 New Jersey Ave., S.E.  
Washington, D.C. 20590

Mr. Donald Booth  
Field Operations Program Specialist  
Urban Search and Rescue  
Federal Emergency Management Administration  
U. S. Department of Homeland Security  
500 C Street SW, Room 326  
Washington, DC 20472

Dear Mr. Booth:

This letter responds to your August 8 e-mail, which asks numerous questions regarding the applicability of the Federal Motor Carrier Safety Regulations (FMCSRs) to Urban Search and Rescue Teams overseen by the Federal Emergency Management Agency (FEMA). It also responds to additional questions posed by Bob Speakman, Acting Telecommunications Manager, MERS, of the Department of Homeland Security in his e-mail dated September 4.

FEMA oversees 28 Urban Search and Rescue (US&R) Teams located across the United States. These teams are comprised of local municipal fire departments and private firefighting companies. When a "no notice" event or a hurricane is heading toward the United States, FEMA mobilizes some or all of these US&R teams to respond to the anticipated emergency incident. FEMA also contracts with motor carriers to transport rescue personnel to the site of the incident in buses.

FEMA considers the US&R teams to be Federal assets following mobilization. FEMA pays their salaries and any support required to move equipment and personnel to the incident location. FEMA requires all drivers to have a current commercial driver's license (CDL). All drivers are required to take an annual physical as well as a medical screening prior to any mission and could be subject to random drug screening. The vehicles hauling the rescue equipment were purchased with Federal grant money from FEMA earmarked for this purpose.

You inquire about the applicability of the FMCSRs and State size and weight regulations to the operations of US&R teams during three distinct phases of search and rescue operations: (1) pre-positioning equipment and personnel at the incident site in anticipation of an emergency; (2) responding to the emergency incident; and (3) returning home following the emergency incident. There are significant differences in the applicability of the FMCSRs, depending on whether the transportation is provided by governmental or non-governmental (civilian) entities. Also, please bear in mind that the FMCSRs (except for CDL and drug and alcohol testing requirements) only apply to interstate transportation. Intrastate transportation is governed by State regulations which are generally compatible with the FMCSRs.

### Governmental Entities

Under 49 CFR 390.3(f)(2), governmental entities such as FEMA or municipal fire departments are exempt from compliance with the bulk of the FMCSRs, although not the CDL requirements in 49 CFR part 383 and the drug and alcohol testing requirements in 49 CFR part 382. This exemption applies to activities of governmental units and their employees during all three phases of search and rescue operations--pre-positioning, emergency response, and demobilization.

However, this exemption does not extend to compliance with vehicle size and weight restrictions. The States regulate this area and FMCSA does not have authority to waive State size and weight regulations, including the requirement to stop at weigh stations. Therefore, States have authority to stop vehicles and weigh them regardless of whether a state of emergency has been declared. For more information on this provision contact the Federal Highway Administration.

### Non-Governmental (Civilian) Entities

Trucks and buses operated by non-governmental entities (civilians), such as private contract fire companies, are not exempt from compliance with the FMCSRs during all three phases of search and rescue operations. Although you claim that FEMA "federalizes" rescue vehicles operated by private contractors during search and rescue operations, these vehicles are owned by the contractors, driven by non-Federal employees and are under civilian direction and control when not part of FEMA US&R operations. Because the transportation is being provided under contract with the Federal government and not by FEMA itself, the § 390.3(f)(2) exemption does not apply to such vehicles. This does not change even though FEMA may direct vehicle operations during a limited period of time.

At all phases of operation two requirements apply. First, civilians must comply with the CDL requirements in 49 CFR part 383 and the drug and alcohol testing requirements in 49 CFR part 382. Second, civilian carriers must never operate under an out-of-service order under 49 CFR 386.72(b) or 385.13.

There are two exemptions applicable to civilian operations in connection with emergency and related operations—49 CFR 390.3(f)(5) and 390.23. These exemptions, which are discussed in greater detail below, do not apply to the pre-positioning of personnel or equipment in anticipation of an emergency, unless a preemptive declaration has been issued. Therefore, all the applicable FMCSRs apply to civilian operations during pre-positioning.

Section 390.3(f)(5) exempts from the FMCSRs fire trucks and rescue vehicles involved in emergency and related operations. It provides a broad exemption to most of the applicable regulations in 49 CFR Parts 350-399, but not to parts 382, 383, or 387. It does not require declaration of an emergency, as is required under 49 CFR 390.23, and it provides relief from regulation for the duration of the emergency as well as for transportation back to the place of origin following the emergency. The definition of a "fire truck or rescue vehicle" includes pumper trucks and rescue trucks transporting crews and equipment, used primarily for fire and rescue operations. Buses that can transport 16 or more passengers do not fall under this exemption.



The other applicable exemption, codified in 49 CFR 390.23, applies to trucks and buses providing relief during a formally declared emergency. Under this provision, regional and local emergencies can be declared by the President, governors of a state or their authorized representatives, or an FMCSA field administrator. The exemption lasts only while the motor carrier or driver is engaged in “direct assistance” during an emergency, but no longer than 30 days from declaration of a regional emergency or 5 days from the declaration of a local emergency. Direct assistance, as defined in 49 CFR 390.5, means transportation and other relief services provided for the *immediate* restoration of essential services (such as electricity, medical care, sewer, water, telecommunications, and telecommunication transmissions) or essential supplies (such as food and fuel).

Although § 390.23 is limited to direct assistance during declared emergencies and does not apply to pre-positioning of teams or equipment (unless a state official has declared an emergency in anticipation of an event like a hurricane), it does provide some exceptions to the hours-of-service regulations during the demobilization phase. Section 390.23(b) permits a driver to return empty to the motor carrier's terminal or the driver's normal work reporting location without complying with parts 390 through 399. However, a driver who informs the motor carrier that he or she needs immediate rest must be permitted at least 10 consecutive hours off duty before being required to return. Having returned to the terminal or work location, the driver must be relieved of all duty and responsibilities.

The following chart summarizes the requirements applicable to interstate governmental and civilian transportation at different phases of search and rescue operations:

**Summary of Applicable Regulations by Phase**

	<i>Pre-Positioning</i>	<i>Emergency (Undeclared)</i>	<i>Emergency (Declared)</i>	<i>Post-Emergency</i>
<b>Govt Team (trucks)</b>	Only parts 382 and 383	Only parts 382 and 383	Only parts 382 and 383	Only parts 382 and 383
<b>Civilian Team (fire trucks and rescue vehicles)</b>	All regulations	Only parts 382 and 383	Only parts 382 and 383	All regulations (but see limited HOS exceptions)
<b>Civilian Team (buses)</b>	All regulations	All regulations	Only parts 382, 383, and 387	All regulations



### Hours of Service

You also requested information on what hours-of-service rules apply with regard to non-exempt transportation. These requirements are summarized in the chart below. It should be noted that the 11-hour daily driving and 34-hour restart provisions for trucks were recently vacated by the U.S. Court of Appeals for the District of Columbia Circuit. On September 28, 2007, the Court issued an order staying its mandate until December 27, 2007. The ultimate status of these provisions is uncertain at this time.

#### *Hours-of-Service Rule Summary*

	Trucks (49 CFR 395.3)	Buses (49 CFR 395.5)
Daily Driving Time	11 hours within 14 hour "driving duty window" non-extendable by off-duty periods following 10 hours off duty*	10 hours within 15 hour driving duty window (but 15-hr. period is extendable by off-duty periods)
Weekly Driving Time	60/70 hours in 7/8 consecutive days	60/70 hours in 7/8 consecutive days
Off duty	10 hours (daily); at least 34 hours off duty restarts the weekly 60/70 hour limit; restart does not have to be taken at end of 60/70 hours and usually is not	8 hours
Sleeper Berth (49 CFR 395.1)	8 consecutive hours in berth plus 2 consecutive hours either in berth, off duty, or any combination of the two	8 hours of off duty or berth time or by taking 2 rest periods in the berth if: no period is less than 2 hours, daily driving time requirements are met before/after berth period, no driving time after 15 <sup>th</sup> hour on duty (but 15-hr. period is extendable by off-duty periods), and driver takes 8 hours off duty or a combination of off duty and berth time before resuming driving

\* Limited exceptions exist under 49 CFR 395.1(o) and 395.1(e)(2).

A team driver who is riding in the cab of a truck seated next to the driver is considered to be on-duty (not driving) for purposes of complying with the hours-of-service regulations.

### Use of Recreational Vehicles

Mr. Speakman stated that many trucks used in search and rescue operations are not equipped with sleeper berths and asked whether drivers could obtain off-duty rest in recreational vehicles (RVs) accompanying search and rescue truck convoys. In essence, the RV would serve the same purpose as a sleeper berth in determining compliance with the hours-of-service regulations.

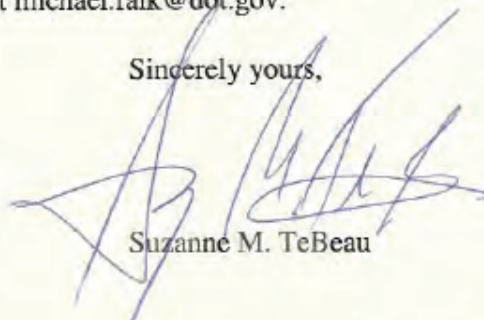
This issue is only relevant to search and rescue operations that are subject to the hours-of-service regulations, as indicated in the chart on page 3. A moving RV could not be used for drivers to obtain off-duty rest as an alternative to a sleeper berth since it does not qualify as a sleeper berth under 49 CFR 393.76. The rationale for not allowing a moving RV to be considered a sleeper berth is that a driver in a moving sleeper berth has little else to do other than rest, while a driver in the back of an RV with other drivers might be much less likely to actually be resting.

### Additional Questions

In response to additional questions raised in your inquiry, vehicles in search and rescue convoys are not required to have FEMA markings distinguishing them from commercial motor carriers. Government-owned trucks are not required to obtain and display USDOT numbers, but interstate civilian CMVs would be required to do so. Tow vehicles less than 26,000 lbs gross vehicle weight (GVW) and having no air brakes pulling a tandem axle equipment style trailer loaded with search and rescue support equipment would be regulated by DOT if the combined GVW of the tow vehicle and trailer exceeds 10,000 pounds. The hours-of-service rules would apply to such vehicles, as well as any CMV not requiring a CDL, unless the government or emergency exemptions discussed above apply.

I hope this information is helpful. If you have any further questions, please contact Michael Falk at (202) 366-9304 or e-mail him at [michael.falk@dot.gov](mailto:michael.falk@dot.gov).

Sincerely yours,



Suzanne M. TeBeau



## Appendix: Rotation

NATIONAL URBAN SEARCH & RESCUE RESPONSE SYSTEM														
2021 ROTATION MODEL														
Rotation	Division	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
1st	W	AZ-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7
	C	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1
2nd	E	NV-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	OH-TF1	CA-TF6	NY-TF1	FL-TF1	PA-TF1
	W	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5
3rd	C	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1
	E	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1
4th	W	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1
	C	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1
5th	E	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1
	W	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8
6th	C	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1
	E	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1
7th	W	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1
	C	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1
8th	E	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2
	W	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6
9th	C	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1
	E	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1
10th	W	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2
	C	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1
IST Rotation	E	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1
	E	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN



**NATIONAL URBAN SEARCH & RESCUE RESPONSE SYSTEM  
2022 ROTATION MODEL**

Rotation	Division	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
1st	W	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1
	C	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1
	E	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NV-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1
2nd	W	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8
	C	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1
	E	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1
3rd	W	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3
	C	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1
	E	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1
4th	W	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1
	C	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	CA-TF1	CA-TF8	CA-TF3	WA-TF1
	E	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1
5th	W	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6
	C	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1
	E	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2
6th	W	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2
	C	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1
	E	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1
7th	W	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7
	C	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1
	E	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1
8th	W	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5
	C	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1
	E	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1
9th	W	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4
	C	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1
	E	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1
10th	W	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2
	E	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2
	E	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2
IST Rotation		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN



**NATIONAL URBAN SEARCH & RESCUE RESPONSE SYSTEM  
2023 ROTATION MODEL**

Rotation	Division	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
1st	W	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1
	C	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1
	E	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1
2nd	W	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6
	C	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1
	E	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1
3rd	W	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2
	C	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1
	E	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2
4th	W	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7
	C	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1
	E	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1
5th	W	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5
	C	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1
	E	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1
6th	W	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4
	C	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1
	E	OH-TF1	NV-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1
7th	W	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1
	C	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1
	E	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1
8th	W	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8
	C	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1
	E	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2
9th	W	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3
	C	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1
	E	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1
10th	E	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1
IST Rotation		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN



**NATIONAL URBAN SEARCH & RESCUE RESPONSE SYSTEM  
2024 ROTATION MODEL**

Rotation	Division	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
1st	W	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7
	C	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1
	E	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NV-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2
2nd	W	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5
	C	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1
	E	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1
3rd	W	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4
	C	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1
	E	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1
4th	W	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1
	C	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1
	E	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1
5th	W	CA-TF6	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8
	C	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1
	E	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1
6th	W	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3
	C	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1
	E	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2
7th	W	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1
	C	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1
	E	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1
8th	W	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6
	C	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1
	E	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1
9th	W	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2
	C	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1
	E	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1
10th	E	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1
IST Rotation		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN



**NATIONAL URBAN SEARCH & RESCUE RESPONSE SYSTEM  
2026 ROTATION MODEL**

Rotation	Division	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
1st	W	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1
	C	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1
2nd	E	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	VA-TF1	MA-TF1	MD-TF1	TX-TF1	UT-TF1	FL-TF2	OH-TF1
	W	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8
3rd	C	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1
	E	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	VA-TF1	MA-TF1	MD-TF1	TX-TF1	UT-TF1	FL-TF2	OH-TF1	NY-TF1
4th	W	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3
	C	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1
5th	E	NY-TF1	FL-TF1	PA-TF1	VA-TF2	VA-TF1	MA-TF1	MD-TF1	TX-TF1	UT-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1
	W	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1
6th	C	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1
	E	PA-TF1	VA-TF2	VA-TF1	MA-TF1	MD-TF1	TX-TF1	UT-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2
7th	W	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2
	C	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1
8th	E	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1
	W	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7
9th	C	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1
	E	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1
10th	W	CA-TF2	CA-TF7	CA-TF5	CA-TF4	CA-TF1	CA-TF8	CA-TF3	WA-TF1	CA-TF6	CA-TF2	CA-TF7	CA-TF5	CA-TF4
	C	MO-TF1	TX-TF1	UT-TF1	AZ-TF1	TN-TF1	CO-TF1	NE-TF1	NV-TF1	IN-TF1	MO-TF1	TX-TF1	UT-TF1	AZ-TF1
IST Rotation	E	VA-TF1	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2
	E	MD-TF1	FL-TF2	OH-TF1	NY-TF1	FL-TF1	PA-TF1	VA-TF2	NJ-TF1	MA-TF1	VA-TF1	MD-TF1	FL-TF2	OH-TF1

## Appendix: Common and Additional Contacts

ORGANIZATION	FIRST	LAST	PHONE	Notes
ChemTrec			800-424-9300 Ext.1	HazMat Response Info
City of Lincoln, NE Purchasing Purchasing Dept.	Bob	Walla	402-441-8309 402-441-6513 (FAX) 402-423-3641 (after hours)	
FEMA Office of Public Affairs			202-646-4600 202-464-3572	Media Coordination
FEMA Region VII	Paul	Taylor	816-283-7072 or	Regional Administrator
	Kathy	Fields	(816) 283-7061	Deputy RA
FEMA US&R Program Office	Fred Dean	Endrikat Scott	202-646-2701 202-646-4686 (FAX)	US&R Section Chiefs
Red Cross (Lancaster County)			402-441-7997 402-441-7038 (After Hrs)	
Lancaster County Sherriff's Office LF&R On Duty Officer In Charge	Terry	Wagner	402-441-6500 402-441-8357	Dispatch
Lincoln Airport Authority Chief of Police	Bob	Zierner	402-458-2423 402-770-8300 (C) 402-458-2480 (Dispatch)	
Lincoln Airport Authority	Bob	McNally	402-458-2423 402-458-2499 (FAX)	Deputy Director Operations
Lincoln Airport Authority	Bob	Frank	402-560-6626 402-458-2480	
Lincoln Police Department			402-441-7237	
Lincoln Truck Center		Manager	402-464-2444	
City of Lincoln, NE Municipal Services Center	Rod	Hendrickson	402-416-1308 402-430-9717 402-438-8297	
NE Air Guard (NEANG)			402-309-1167 402-279-1619 DSN 402-578-4024 (C) 720-382-9078 (Other)	POC for Airlift Assistance
NE Air Guard (NEANG)			402-309-1442 402-279-1465 (DSN) 402-464-5109 (H) 402-570-6330 Jesse Hraban	POC for assistance with cache palletization & shipping documentation. Jesse is an alternate
NE Air Guard Base Commander	Col. Robert	Hargens	402-309-1111 402-309-1112 - Secretary 402-309-1234 (After Hrs)	Only contact BC if unable to contact other NEANG personnel listed here.
NE Air Guard Terminal - OPS	Douglas	Gerdes	402-305-0052 (C) 402-309-1065 OPS 402-279-1065 DNS	Tsgt Douglas Gerdes
NE Air Guard Vice Commander	Col. Robert	Hagens	402-309-1114	
NE Army Guard			402-473-1510	Contact: On-Duty Commander
NE Carrier Enforcement (State Patrol)			402-471-4545 (After Hours) 402-471-0105	
NEMA Planning Unit Supervisor	Sean	Runge	402-471-7471 402-471-4545 (After Hrs) 402-471-7419 (office)	
NEMA Assistant Director	Bryan	Tuma	402-471-7410	<a href="mailto:Bryan.tuma@nebraska.gov">Bryan.tuma@nebraska.gov</a>



Premier Charter Network - Denver			303-790-1010 303-790-1045 (FAX) 612- 618-5669 (After Hrs)	
City of Lincoln, NE Public Works			402-441-7701	
City of Lincoln, NE Fleet Services	William	Fleisher	402-441-7705 402-441-4941	After Hours Call Dispatch
Red Cross Disaster Services			402-441-7997 402-441-7038 (After Hrs)	
Rent-A-Van	Amos	Davis	402-421-3400 (Ofc) 402-488-8779 (H) 402-217-7009 (C)	
Ryder Truck – Lincoln		Manager	402-475-6733	
Ryder Trucks National Leasing			800-345-9282 800-297-9337 (After Hrs)	
Silverhawk Aviation – Lincoln Airport			402-475-8600	
US DOT – Washington			800-873-2471	
Vet Emergency Services (After Hrs Services Only)			402-489-6800	3700 S. 9 <sup>th</sup> St. Lincoln, NE
Windstar Lines			888-494-6378 (24 hr)	

## Supporting Agencies:

ORGANIZATION		WEB ADDRESS
American Veterinary Medical Association (AVMA)		<a href="http://www.avma.org/issues/policy/inspection_certificates.pdf">www.avma.org/issues/policy/inspection_certificates.pdf</a>
Animal & Plant Health Inspection Service (APHIS)		<a href="http://www.aphis.usda.gov/library/forms/pdf/APHIS7001.pdf">www.aphis.usda.gov/library/forms/pdf/APHIS7001.pdf</a>
NE-TF1 Link to Family Web Site	PW: netf1family	<a href="https://www.nebraskataskforce1.com/family-page">https://www.nebraskataskforce1.com/family-page</a>

## Appendix: Flow & Division Set Up Diagram

