



FEMA

US&R PROGRAM DIRECTIVE – 2013-007

April 1, 2013

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

FROM: Fred Endrikat, Chief
Urban Search and Rescue Branch

SUBJECT: US&R Program Directive 2013-007 – US&R Training Program Policy Updates

This National Urban Search and Rescue (US&R) Response System (the System) Program Directive (PD) provides the following System training program policy updates: identifies multiple previously published training related PDs superseded by PD 2013-005-Training Program Administration Manual (TPAM) issued February 13, 2013; describes a new annual ethics training requirement for all System members contained within the TPAM; and a new task force position description developed for the Water Specialist position.

PDs Superseded by PD 2013-005-TPAM (Feb 2013)

Since 2004, the System has issued multiple PDs that provided training guidance. The guidance contained in these PDs was difficult to reference and the TPAM v4.0 (Feb 2013), consolidated and clarified that guidance in a single manual. The following Program Directives are identified as being superseded by US&R PD 2013-005 – TPAM (Feb 2013):

- US&R PD 2004-001 – Training & Exercise Types
- US&R PD 2005-011 – General Training Requirements
- US&R PD 2005-014 – Requests for Additional Seats at National Training Courses
- US&R PD 2006-003 – National Level FEMA-sanctioned US&R course delivery
- US&R PD 2011-004 – 2011 Task Force Position Descriptions

ANNUAL ETHICS TRAINING REQUIREMENT

During the September 21, 2012 US&R Strategic Group Meeting, the need for all System members to obtain ethics training was agreed to. It was determined that the easiest and least burdensome method to accomplish this would be to utilize an existing online ethics course which FEMA employees are required to complete each calendar year. The purpose of this course is to ensure that System members perform their respective duties in conformance with the highest level of ethical behavior, including compliance with Federal ethics laws and regulations. The Annual Ethics Training is now part of the General Training Requirements and can be referenced in the TPAM v4.0 (p.24). All System members can take this training at FEMA's Emergency Management Institute (EMI) internet website, on any computer, generally in less than one hour.

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WATER RESCUE SPECIALIST POSITION

On direction from the US&R Branch, the Water Operations Ad Hoc Work Group recommended several courses of action for the development of a System capability to perform US&R operations in a water environment. One recommendation accepted by the System, was to develop the position of Water Rescue Specialist which was then created. The Water Rescue Specialist Position Description was developed and included in TPAM v4.0, Appendix A, Task Force Position Descriptions (p.67-68) to prevent further delay in publishing the TPAM. The Water Specialist Position Description is in the process of being distributed to the System for a standard twenty-one day review. Following the review and comment period, if any changes are made to the Water Rescue Specialist Position Description contained within the TPAM v4.0, a new version will be distributed by US&R PD as an update to the TPAM.

REQUIRED ACTIONS

1. All System members are required to complete the FEMA Ethics Training Course (as detailed in the TPAM v4.0) as part of the US&R general training requirements, and must then retake and complete the course annually. Program Managers should ensure that all of their current task force members complete this course by July 16, 2013. After July 16, 2013, Program Managers should ensure that all task force members retake and complete the course once each calendar year.

Instructions for taking the annual ethics training (IS-33.13) are on FEMA's EMI internet and TF Members may go to FEMA EMI's website at <http://training.fema.gov/is/>;

2. Additionally, Program Managers should ensure personnel assigned to US&R Water Operations meet the requirements of the Water Rescue Specialist position.

Any questions concerning this Program Directive should be directed to: Joe Hiponia at (202) 646-3511 / or joe.hiponia@fema.dhs.gov

APPROVAL

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

Signed:

Fred Endrikat, Chief, Urban Search and Rescue Branch

April 1, 2013

Date

Implementation Date: April 1, 2013

Expires: July 19, 2013

cc:

US&R Strategic Group
US&R Branch Staff
US&R Training Work Group
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