DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY

NATIONAL URBAN SEARCH AND RESCUE RESPONSE SYSTEM

A Component of the National Response Framework Emergency Support Function 9



MISSION READY PACKAGE HANDBOOK

MARCH 2017

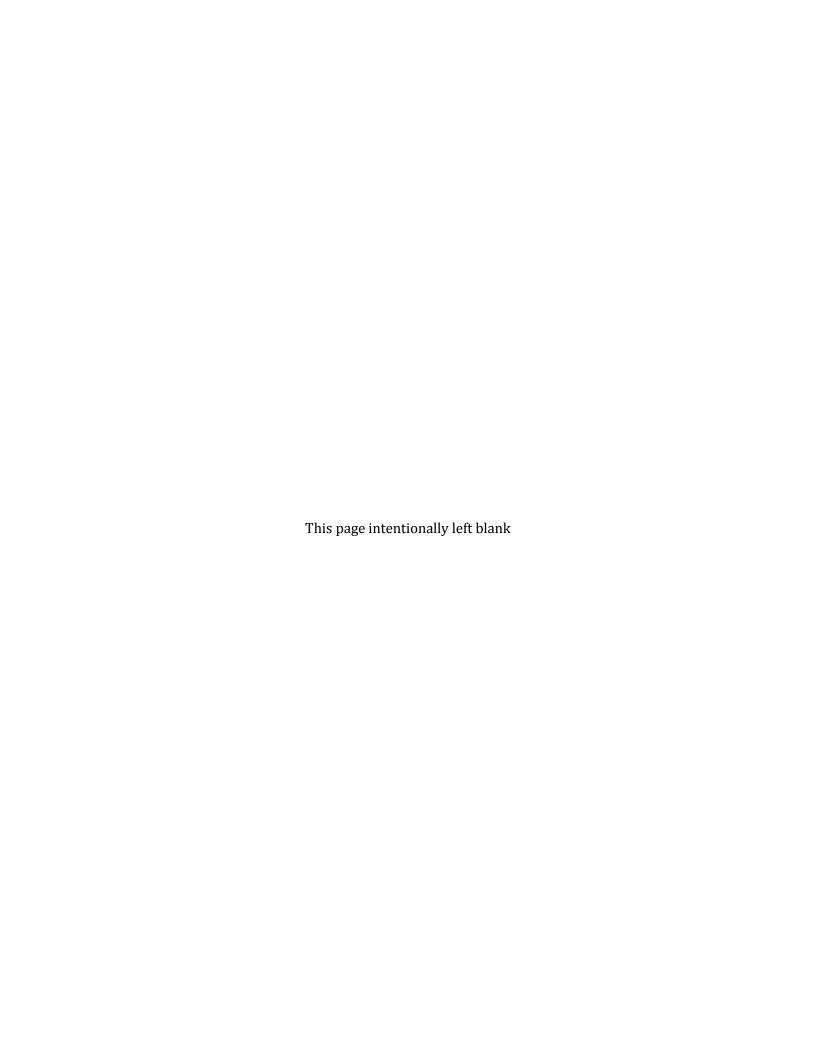


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MISSION READY PACKAGE HANDBOOK

CHAPTER 1: INTRODUCTION

1-1. Purpose

The purpose of this document is to describe the Federal Emergency Management Agency (FEMA) National Urban Search and Rescue (US&R) Response System's (the System) utilization of Mission Ready Packages (MRPs). This document details the types of MRPs available, mission capabilities, components of the package, required equipment, logistical requirements, and integration into existing command and control structures.

1-2. Background

The ability to deploy "modular" resources has been a goal of the System since early in its inception. The System's Operations Manual states that "Cache loading plans must reflect the ability for loading and unloading of equipment necessary to allow effective task force operations including modular deployment, reconnaissance, or advanced teams".

While historically the System has utilized the term "modular deployment" to describe the mobilization of specialized or discipline specific resources, the term "Mission Ready Packages" is more consistent with National Incident Management System descriptive terminology. The use of MRPs also brings the System in line with Emergency Management Assistance Compact (EMAC) terminology. EMAC has developed an outline to assist agencies with predeployment activities and are a component of a response package that facilitate a faster response to a specific request.

1-3. Organizational Design

System MRPs are specially created resource bundles utilized for disaster recovery and response. MRPs are defined as "specific response and recovery resource capabilities that are organized, developed, trained, and exercised prior to an emergency or disaster". These MRPs are designed to provide additional support and/or to augment a needed capability to System resources already operating at an incident or event.

Given the robust capabilities of many states and local government's urban search and rescue capabilities, System MRPs may also be deployed to provide specific mission capabilities to a requesting agency in support of the Authority Having Jurisdiction (AHJ).

The System MRPs are intended to support both internal and external requests for assistance. They are designed for rapid deployment and can be requested, located within the System, ordered, and tracked effectively during an emergency, when time is of the essence. While it is preferred that all members of each MRP be from the same task force, it is not required.

1-4. Task Force Requirements

The task force(s) providing a MRP must ensure that each deployed member meets all the requirements for being fully deployable. Each member must be furnished with all personal protective equipment necessary to perform in the environment expected.

1-5. <u>Deployment</u>

The FEMA US&R Branch will maintain a list of MRPs which are available. The appropriate MRP will be selected by the US&R Branch based on the requested capability, location of the request, and availability. When an MRP is requested the US&R Branch will contact the task force(s) from which the MRP will be deployed.

1-6. Mobilization

The task force(s) providing the MRP should have a specific mobilization plan in place for the MRP. This plan should describe the actions that must occur from receipt of an alert or activation order until the MRP has reached the designated reporting location. Detailed planning is required to ensure that the MRP is able to meet the four-hour time frame for departure by ground transportation or the six-hour time frame for an Aerial Port of Embarkation (APOE).

1-7. Arrival at the Assigned Locality/Jurisdiction

Upon arrival of the MRP at the assigned locality/jurisdiction the MRP Leader should attend a briefing with Incident Support Team (IST) personnel or the appropriate AHJ representative to determine the current situation status and planned assignment. This briefing should include the following information:

- Past and current operations
- Support for the MRP:
 - o Billeting arrangements
 - Available food and water
 - Medical facilities
 - o Transportation for personnel, and equipment
 - Shelters and locations of refuge
- Logistical support

- Chain of Command
- Reporting chain & requirements
- Communications Plan
- Media Management Procedures

1-8. <u>Interaction with the Command Structure and Reporting Relationships</u>

While on site, the formal lines of authority for MRPs will be determined by the current Operational Action Plan (OAP) developed by the IST. The MRP will be responsible for providing updates on the status to the deploying task force(s) point-of-contact.

For circumstance where the MRP has been directly assigned to an AHJ, the reporting relationship will be determined by the current Incident Action Plan (IAP). In this circumstance, the MRP Leader will provide regular updates to the FEMA National Response Coordination Center (NRCC) Emergency Support Function (ESF) #9 (search and rescue) Desk and the deploying task force(s) point-of-contact.

Media management procedures must be identified during the initial briefing. All MRP personnel must clearly understand appropriate procedures when interacting with different forms of media. The local Public Information Officer (PIO) is responsible for the release of information regarding the incident. FEMA has established guidelines pertaining to media interaction and release of information involving task force activities at the local and national levels. All members should adhere to these guidelines when dealing with media matters. For more information on media relations, refer to the Task Force Public Affairs Handbook.

1-9. Work Period Scheduling and Rotations

The IST or AHJ Command will need to determine how MRPs will be deployed at the onset of mission operations. MRPs are designed to engage in single operational periods typically not exceeding 12-hours. If 24-hour operations are desired MRPs may need to be modified or additional MRPs may be required.

1-10. Health and Medical Considerations

The MRP Leader will maintain communications with the IST Medical Officer or local Medical Unit Leader and keep that individual updated on medical issues. The need for additional medical assistance for civilian injuries will be directed through the IST to local authorities if available.

CHAPTER 2: LOGISTICAL REQUIREMENTS

2-1. <u>Transportation Requirements</u>

Transportation assets required to move the MRP should be identified prior to deployment. If the Sponsoring Agency does not have the necessary vehicles inhouse, then contracts with local vendors should be in place to provide transportation to the incident location, designated staging location, or APOE. Sufficient numbers of trucks and trailers should be available to transport the MRP equipment and all personal gear.

If responding by ground, the deploying task force(s) should provide the MRP with the vehicles needed to transport the required personnel and equipment for the mission. The exact type of vehicle may be determined by the deploying task force(s). If air transportation is utilized, vehicle and supplies must be provided by the requesting IST or AHJ.

2-2. Space Requirements

The actual physical layout needed will vary based on available space and type of MRP.

2-3. Support Requirements

If deployed by land, MRPs will be self-sustaining with food and water for 72 hours of continuous operation. This self-sustainment will also include fuel for fuel-powered equipment, but does not include fuel for vehicles.

If deployed by air, MRPs will be self-sustaining with food and water for 72-hours of continuous operation. Fuel for fuel-powered equipment shall be provided by the requesting AHJ.

Depending on the need, Law Enforcement support for the MRP may be added to the Package and/or provided by the requesting IST or AHJ.

2-4. Canine Health and Waiver Issues

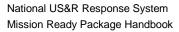
All canines must be in good health and have a current health certificate from a licensed veterinarian to deploy. For canines to ride un-caged in a military aircraft, their handlers must have a waiver letter, available from the Air Force, stating so. One copy of this letter should be carried with the canine handler, and another copy should be provided to the MRP Leader. The letter must be available on short notice at the APOE prior to aircraft loading.

CHAPTER 3: CODE OF CONDUCT

Every System member is a representative of their task force and Sponsoring Agency. Any violation of principles or adverse behavior will discredit the System, FEMA, the Sponsoring Agency, and the AHJ.

The System's Code of Conduct defines the rules governing conduct of its members and each Sponsoring Agency will prepare its members to meet these expectations. The IST and Mission Ready Package Leaders will reinforce the Code of Conduct during all phases of a deployment or home based activity; the Advisory Organization will ensure compliance during any other System activity (meetings, workshops, trainings, and conferences).

Ultimately, it is the responsibility of each System member to abide by the Code of Conduct as stated in the Systems Operations Manual.



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Appendix A - Canine Search Mission Ready Package

RESOURCE:	Canine Search Support Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Canine Search
OVERALL FUNCTION:	A team that performs multiple, simultaneous searches for survivors or human remains, using discipline – specific canines.	COMPOSITION & ORDERING SPECIFICATIONS:	Search Team Manager Canine Search Teams Support Personnel
			May order Canine Search Teams – Live Find (LF) or Human Remains Detection (HRD) as separate packages.
			Each package will include either two LF or two HRD search canines and handlers.
			Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:			Name
COMPONENT:	COMPONENT: METRIC: DETAILS:		Notes:
Personnel	Team Leader	1 FEMA US&R Search Team Manager	
Personnel	Canine Search Team	1 FEMA US&R Certified Canine (LF or HRD) 1 FEMA US&R Certified Canine Handler	
Personnel	Canine Search Team	1 FEMA US&R Certified Canine (LF or HRD) 1 FEMA US&R Certified Canine Handler	
Personnel	Support Personnel	2 FEMA US&R Support Personnel	Mission-driven based on need
Vehicle	Transportation	Vehicle(s) capable of transporting CSTs	
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel. Basic first aid for human and canine at BLS level. Basic communications equipment for communications with the command element. Discipline specific equipment to accomplish the mission objectives.	Ensure requesting agency is capable of providing 24-hour emergency veterinary care. If not, a System Doctor of Veterinary Medicine should be added to the Package.

Appendix B - Communications Mission Ready Package

RESOURCE:	Communications Support Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9) KIND:		Communications
OVERALL FUNCTION:	A team that supports:	COMPOSITION &	1 Communications Unit Leader
	1. 24-hour operations. ORDERING		2 Communications Specialists,
	2. A full communications center similar to an IST. SPECIFICATIONS:		Communications Specialist (Networking),
			2 Radio Operators
			Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:			Norro	
COMPONENT:	METRIC:	DETAILS:	NOTES:	
Personnel	Team Leader	1 FEMA US&R Communications Unit Leader*		
Personnel	Communications Specialist (Networking)	1 FEMA US&R Communications Specialist (Networking)		
Personnel	Communications Specialist	2 FEMA US&R Communications Specialists		
Personnel	Radio Operators	2 FEMA US&R Radio Operators**		
Vehicle	Transportation	Vehicle(s) capable of transporting team and equipment		
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel.	May also bring communications equipment specified by requesting	
		Basic first aid resources at the BLS level.	agency	
		Discipline specific equipment to accomplish the mission objectives to include:		
		Laptop with wireless internet capability and air card for connectivity		

^{*} The Communications Unit Leader should have a background and experience in Information Technology.

^{*} The primary responsibility of the Radio Operator is to pass accurate and timely information from the sender to the receiver and follow through with an accurate and timely response to the sender if needed. Other duties that may be required are documentation of all communications, filing of documentation, radio check-out/in, equipment checks, etc.

Appendix C - Hazardous Materials Mission Ready Package

RESOURCE:	Hazardous Materials Support Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Hazmat
OVERALL FUNCTION:	Provide site characterization for wide area search and support decontamination.	COMPOSITION & ORDERING SPECIFICATIONS:	Hazmat Team Manager Safety Officer Hazmat Specialists Support Personnel May be ordered to supplement operations or conduct site characterization for wide area search. Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:			Norro	
COMPONENT:	METRIC:	DETAILS:	Notes:	
Personnel	Team Leader	1 FEMA US&R Hazmat Team Manager		
Personnel	Safety Officer	1 FEMA US&R Safety Officer		
Personnel	Hazardous Materials Specialist	4 FEMA US&R Hazmat Specialists		
Personnel	Support Personnel	2 FEMA US&R Support Personnel	Mission-driven based on need.	
Vehicle	Transportation	Vehicle(s) capable of transporting team and equipment		
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel.	Various Hazmat Equipment to include: PPE, CPC, detection and monitoring.	
		Basic first aid resources at the BLS level.		
		Basic communications equipment for communications with the command element.		
		Discipline specific equipment to accomplish the mission objectives.		

Appendix D - Command Mission Ready Package

RESOURCE:	Command Support Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)		Command
OVERALL FUNCTION:	A team that supports the Incident Commander(s) and/or Incident Management Team(s).	COMPOSITION & ORDERING SPECIFICATIONS:	IST Leader Operations Section Chief Planning Section Chief Logistics Section Chief May order to assist State and Local Incident Management Teams. Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:			Norma
COMPONENT:	METRIC:	DETAILS:	Notes:
Personnel	Team Leader	1 FEMA US&R Incident Support Team Leader	
Personnel	Operation Section Chief	1 FEMA US&R Operations Section Chief	
Personnel	Planning Section Chief	1 FEMA US&R Planning Section Chief	
Personnel	Logistics Section Chief	1 FEMA US&R Logistics Section Chief	
Vehicle	Transportation	Vehicle(s) capable of transporting personnel and equipment.	
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel.	
		Basic first aid resources at the BLS level.	
		Basic communications equipment for communications with the command element	
		Discipline specific equipment to accomplish the mission objectives to include	
		Laptop with wireless internet capability	
		Satellite or cellphone	
		 Various programs and form templates for emergency management 	

Appendix E - Logistics Support Mission Ready Package

RESOURCE:	Logistics Support Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Logistics
OVERALL FUNCTION:	A team that performs incident logistics support. This can include resource ordering, supply and resource receiving, distribution and transportation support	COMPOSITION & ORDERING SPECIFICATIONS:	Logistics Team Manager Logistics Specialists Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

	CAPABILITIES:		
COMPONENT:	METRIC:	DETAILS:	Notes:
Personnel	Team Leader	1 FEMA Logistics Team Manager	
Personnel	Logistics Specialist	1 FEMA Logistics Specialist	Receiving/Distribution
Personnel	Logistics Specialist	1 FEMA Logistics Specialist	Transportation Support
Vehicle	Transportation	Vehicle(s) capable of transporting personnel and equipment.	4WD Pickup capable of pickup and delivery of supply resources preferred.
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel.	
		Basic first aid for human and canine at BLS level.	
		Basic communications equipment for communications with the command element.	
		Discipline specific equipment to accomplish the mission objectives to include:	
		• Fuel	
		 Laptop with wireless internet capability and air card for connectivity and printer 	
		Office supplies and operational forms	

Appendix F - Medical Support Mission Ready Package

RESOURCE:	Medical Support Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Medical
OVERALL FUNCTION:	Medical support for System task force(s) or Mission Ready Package(s) already in place or being deployed.	COMPOSITION & ORDERING SPECIFICATIONS:	Medical Team Manager Medical Specialist The medical support team will need accurate task information in order to determine the medical equipment required to be on hand. Under whose license the medical support team will operate must be preidentified. Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:			Norre	
COMPONENT:	METRIC:	DETAILS:	Notes:	
Personnel	Team Leader	1 FEMA US&R Medical Team Manager		
Personnel	Support Personnel	4 FEMA US&R Medical Specialists		
Vehicle	Transportation	Vehicle(s) capable of transporting personnel and equipment.		
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel. Basic communications equipment for communications with the command element. Discipline specific equipment to accomplish the mission objectives to include: • Medical BLS/Specialized US&R medication • ALS combination bag with 02 and monitor • Other supplies such as essential BLS equipment (e.g., immobilization / splinting material) dependent on local resource providing.	If a medical support team is requested to support an existing response, a significant portion of a task force medical cache may also be required	

Appendix G - Search Mission Ready Package

RESOURCE:	Search Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Search
OVERALL FUNCTION:	A team that performs multiple, simultaneous canine and technical searches (detection and location) for survivors and/or human remains. Can assist with search management and documentation of searched areas.	COMPOSITION & ORDERING SPECIFICATIONS:	1 Search Team Manager 2 Technical Search Specialists 2 Support Personnel 2 Canine Search Specialists (Both Live-Find or HRD) Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:				
COMPONENT:	METRIC:	DETAILS:	Notes:	
Personnel	Team Leader	1 FEMA US&R Search Team Manager		
Personnel	Search Technician	2 FEMA US&R Technical Search Technicians		
Personnel	Canine Search	2 FEMA US&R Canine Search Specialists		
Personnel	Support	2 FEMA Support Personnel	Should have certifications to include, but not limited to: STM, TSS, TIS, CSST, Rescue Spec. Shall have ability to use GPS and manage GPS data including mapping skills.	
Vehicles	Transportation	Vehicle(s) capable of transporting personnel and equipment.	2 4WD pickup trucks or 1 4WD pickup and 1 other type vehicle with closed trailer preferred.	
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel. Basic first aid for human and canine at BLS level.		
		Basic communications equipment for communications with the command element.		
		Discipline specific equipment to accomplish the mission objectives to include: • GPS		
		Laptop with wireless internet capability and air card for connectivity		
		 Mapping software Visual search (cameras)		
		Listening devices (search)		
		Search marking capability (stickers/paint)		
		Assorted forcible entry hand tools		
		 Hand lights Small portable generator		
		Little Giant Ladder		

Appendix H - Structures Specialist Mission Ready Package

RESOURCE:	Structural Specialist Advisory Module		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Structural
OVERALL FUNCTION:	Resource provides engineering input for a host agency which either does not have its own integrated structural engineering capability or needs additional support.	COMPOSITION & ORDERING SPECIFICATIONS:	2 Structures Specialists The primary mission for this module is engineering advice and liaison services for an Incident Support Team or an Incident Management Team. Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:			Nome
COMPONENT:	METRIC: DETAILS:		Notes:
Personnel	Structural Specialist	2 FEMA US&R Structures Specialists or 2 USACE US&R Structures Specialists	
Vehicles	Transportation	Vehicle capable of transporting personnel and equipment.	SUV type preferred
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel.	
		Basic first aid for human at BLS level.	
		Basic communications equipment for communications with the command element.	
		Communications equipment suitable for assignment.	
		Engineering tools suitable for assignment.	

Appendix I - Technical Rescue Mission Ready Package

RESOURCE:	Technical Rescue Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Technical Rescue
OVERALL FUNCTION:	A team that performs rescue for survivors. Can assist with technical rescues.	COMPOSITION & ORDERING SPECIFICATIONS:	Rescue Team Manager Rescue Squad Officer Rescue Specialists Support Personnel Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:			Norma
COMPONENT:	COMPONENT: METRIC: DETAILS:		Notes:
Personnel	Rescue Manager	1 FEMA US&R Rescue Team Manager	
Personnel	Squad Officer	1 FEMA US&R Rescue Squad Officer	
Personnel	Rescue Technicians	5 FEMA US&R Rescue Specialist	
Personnel	Support	2 FEMA US&R Support Personnel	Should have certifications to include, but not limited to: Rigger and Logistics. Should be cross- trained but could deploy with (1) each Rigger and Logistics.
Vehicles	Transportation	Vehicle(s) capable of transporting personnel and equipment.	2 4WD pick-up trucks, with extended cab, or 1 4WD pickup and 1 other type vehicle with closed trailer preferred.
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel.	
		Basic first aid for human and canine at BLS level.	
		Basic communications equipment for communications with the command element.	
		Discipline specific equipment to accomplish the mission objectives to include:	
		• GPS	
		 Laptop with wireless internet capability and air card for connectivity 	
		 Assorted forcible entry hand tools 	
		Hand lights	
		Small portable generator(s)	

Appendix J - Water Rescue Mission Ready Package

RESOURCE:	Water Rescue Team		
RESOURCE CATEGORY:	Search and Rescue (ESF #9)	KIND:	Water Rescue
OVERALL FUNCTION:	A team that allows US&R resources to establish or enhance US&R operations in a water environment.	COMPOSITION & ORDERING SPECIFICATIONS:	Water Rescue Manager Water Rescue Squad Officers Boat Operators Water Rescue Specialist Logistics Specialist Medical Specialists Law enforcement support, re-supply and shelter for the team must be provided by the requesting agency.

CAPABILITIES:		Norre	
COMPONENT:	METRIC:	DETAILS:	NOTES:
Personnel	Water Rescue Manager	1 FEMA US&R Water Rescue Manager	
Personnel	Water Squad Officer	2 FEMA US&R Water Rescue Squad Officer	
Personnel	Boat Operators	2 FEMA US&R Boat Operators	
Personnel	Water Rescue Technicians	6 FEMA US&R Water Rescue Specialists	
Personnel	Logistics Specialist	1 US&R Logistics Specialists	
Personnel	Medical Specialist	2 US&R Medical Specialists (ALS Level)	
Vehicles	Transportation	Vehicle(s) capable of transporting personnel and equipment.	4WD pick-up trucks with extended cab preferred.
Vehicles	Transportation	2 Rescue Boats (minimum)	Boat type selected should be based on anticipated mission assignment.
Equipment	Materials and supplies	Self-sustaining for 72 hours to include personal protective equipment, food, water, and fuel.	
		Basic first aid for human and canine at BLS level.	
		Basic communications equipment for communications with the command element.	
		Discipline specific equipment to accomplish the mission objectives to include:	
		• GPS	
		Decontamination Equipment	
		3 Multi-gas Detectors	
		Decontamination Equipment	
		 Rescue Equipment: Hydraulic ram, hammers, drills, saws, 1 gas powered saw, carabiners, hand tools including haligan bar, flat head axe, 10lb sledgehammer. 	
		 Rope Equipment: 2 pulleys, rope slings, 1-200' rescue rope with bag, 1 NVG, 1 pole for reaching, 6 pickets/stakes, 1 line gun/thrower. 	
		 Patient Care Equipment: 1 litter/stokes basket, 1 litter wheel, 1 adjustable bridle, 1 patient harness system, animal restraint devises, handling prods, lead ropes, halters, collars, leashes. 	