



FEMA

## US&R GENERAL MEMORANDUM – 2016-081

September 22, 2016

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

**FROM:** Wanda Casey, Chief  
Program Management Section  
Urban Search and Rescue Branch

**SUBJECT:** US&R General Memorandum 2016-081 – Pilot ANSI ARE, October 18-20, 2016

This General Memorandum serves as notice and authorization to travel for a pilot American National Standards Institute (ANSI) Administrative Readiness Evaluation (ARE) to be conducted by members of the National Urban Search and Rescue (US&R) Response System (the System) Readiness Assessment Program (RAP) Ad Hoc Group in Orange County, California at the California Task Force 5 Program Office on October 18-20, 2016.

Based on discussions with the System, Strategic Group and Advisory Group, a need was identified to review and revise the System's current Readiness Assessment Program (RAP). This pilot evaluation will be integral part of that assessment.

This pilot ANSI ARE will evaluate the Phase I Self Evaluation and Phase II Readiness Evaluations. The Phase I: Task Force Self-Evaluation – a structured format for task forces to self-assess and report their readiness in three main areas (Operations, Logistics, and Management). This Self-Evaluation Report is required to be submitted annually to the US&R Branch. The Phase II: Administrative Readiness Evaluations – an on-site evaluation conducted by US&R Branch staff and peer evaluators that utilizes the *Phase I Task Force Self-Evaluation* as a baseline, measures readiness in three main areas (Operations, Logistics, and Management). The goal of conducting an on-site Administrative Readiness Evaluation (ARE) for each of the System's 28 task forces once every three years remains in place.

The CA-TF5 US&R ARE Pilot conducted by the RAP Ad Hoc will also allow a limited number of observers to attend. Please contact Tracy Freeman at [tfreeman@vbgov.com](mailto:tfreeman@vbgov.com) to ensure coordination with the RAP Ad Hoc and the local Sponsoring Agency.

cc:

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