



Urban Search and Rescue

Administrative Manual

Training Participation

ISSUE STATEMENT

To provide a set of guidelines and procedures for establishing minimum participation in Task Force Team and Subgroup training.

REQUIRED ACTIONS

- With the **exception of the Canine Specialist, all deployable task force members** shall participate in at least **fifty percent** of their Subgroup training during the calendar year and all mandatory team drills. Failure to meet this standard will result in a member being placed in a non-deployable status for one calendar year.
- **Canine Specialist** shall participate in at least **Seventy Five percent** of their Subgroup training during the calendar year and all mandatory team drills. The Canine Specialist training requirements are highly demanding and require additional training for certifications. Failure to meet this standard will result in a member being placed in a non-deployable status for one calendar year.
- Subgroup leader will provide all members in writing along with supporting documentation if they fail to meet this requirement.
- Members may be reinstated to full deployable status once their training obligations are met, verified by the Subgroup leader and approved by Program Manager. This shall occur in the year immediately following their non-deployable status or they will be removed from the team.
- Members may only be placed in a non-deployable status for failure to meet their training requirements once during their task force career. Members which fail to meet this participation standard will be removed from the task force.

The task force training coordinator will be the official record keeper regarding task force team and Subgroup training. All team training sessions will have completed rosters submitted to the task force training coordinator. These rosters must contain all members in attendance, training objectives, and hours of instruction completed. Lead instructors should request, from the task force training coordinator prior to the training session being taught, a TAVALSS generated sign in roster (HR 3.02a Training - Meeting Participation Roster) for the training session