


Louisiana US & R Task Force STANDARD OPERATING GUIDELINES				
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Approvals

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 Task Force Leader (Print / Sign)

16 Jan 19
 Date

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1.0 PURPOSE

- 1.1 The purpose of this SOG is to provide a standard method of implementing a training program for the Louisiana State Urban Search and Rescue Task Force (LA US & R TF).

2.0 SCOPE

- 2.1 This SOG applies to all training activities conducted by the Task Force. This SOG is a guide for Task Force personnel performing these operations and is not intended to replace experience and common sense.

3.0 RESPONSIBILITY

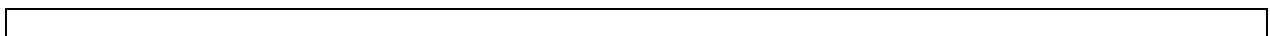
- 3.1 The Louisiana State US & R Coordinator is responsible for ensuring that this SOG is carried out.
- 3.2 The Planning Manager is responsible for updating and disseminating this SOG as needed.
- 3.3 All LA US & R TF members are responsible for carrying out their duties as outlined in this SOG.

4.0 SAFETY

- 4.1 Urban Search & Rescue training consists of a combination of several technical rescue disciplines. Training for operations in these disciplines can be hazardous. These hazards include operating at significant height, working in hazardous atmospheres, operating powerful tools, working with and around heavy equipment, working in an uncontrolled water environment, and working while exposed to adverse weather conditions.
- 4.2 While it is true that every emergency responder should act as a safety officer, it is also true that tunnel vision is a frequent occurrence during emergency training.
- 4.3 The Lead Instructor for any Louisiana US & R class shall appoint an appropriate number of safety officers to ensure that students are carrying out their duties in a safe manner.

5.0 ASSOCIATED DOCUMENTATION

- 5.1.1 LA US & R TF *Policies and Procedures Manual*
- 5.1.2 TF01-001-19 *Activation SOG*
- 5.1.3 TF01-002-19 *Operations SOG*
- 5.1.4 TF01-003-19 *Logistics SOG*
- 5.1.5 TF01-004-19 *Administration SOG*
- 5.1.6 TF01-006-19 *Uniform SOG*
- 5.1.7 TF01-007-19 *Medical SOG*



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6.0 DEFINITIONS

- 6.1 American National Standards Institute (ANSI)-U.S. subsidiary of the International Standards Organization, a body dedicated to ensuring human and environmental safety of consumer products.
- 6.2 Federal Emergency Management Agency (FEMA)- the national emergency response agency for the United States of America.
- 6.3 National Fire Protection Association (NFPA)-International non-profit dedicated to fire prevention and safety through research, training, education, and provision of uniform codes and standards.
- 6.4 Louisiana US & R Task Force (LA US & R TF)-Urban Search and Rescue Team comprises personnel from throughout the State of Louisiana.

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7.0 PROCEDURE

7.1 STANDARD TRAINING PRACTICES

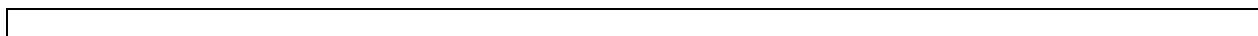
- 7.1.1 The Louisiana State Urban Search & Rescue Program shall maintain a list of State US & R Position Descriptions.
- 7.1.1.1 Each Position Description will list the duties and responsibilities of the person holding that position during a deployment or training mission.
- 7.1.1.2 Each Position Description will list the minimum amount of training required for a Task Force member to be placed in that position.
- 7.1.2 The Louisiana State Urban Search & Rescue Program shall maintain a State Training Matrix.
- 7.1.2.1 This matrix shall be a condensed version of the training requirements listed in the Louisiana State US & R Position Descriptions.
- 7.1.2.2 All applicants for a position in the LA State US & R Program shall produce documented proof of having met the training requirements for the position(s) applied for in accordance with the Training Matrix.
- 7.1.2.3 The State Urbans Search & Rescue Coordinator shall be responsible for maintaining Task Force personnel training documentation.

7.2 ANNUAL TRAINING

- 7.2.1 The Louisiana US & R Program shall develop and implement an annual training plan.
- 7.2.1.1 This plan shall include individual, discipline-specific, and group training.
- 7.2.1.2 This plan shall include a calendar of all State US & R training events for the year covered.
- 7.2.1.3 This plan shall include a minimum number of training sessions that must be attended by Task Force members and a description of the process by which the minimum training plan will be implemented.
- 7.2.1.4 This plan shall be completed and published by October of the year prior to the year covered by the plan.

7.3 DOCUMENTATION

- 7.3.1 The State US & R Coordinator shall be responsible for maintaining training documentation on all Task Force members.
- 7.3.2 The State US & R Program shall maintain documentation sufficient to verify that Task Force members have met the Training Matrix, Requalification Skills, and Annual Training requirements.
- 7.3.3 Training documentation shall be maintained in at least 3 different electronic and/or hard copy forms.



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7.3.4 Training documentation shall be maintained in a secure manner and access will be given on a “need to know” basis as determined by the State US & R Coordinator.