



INSARAG Guidelines 2026

Appendix 1.2: Terms of Reference for INSARAG Global Chair, Regional Chairs and Vice-Chairs

Endorsed and approved by the INSARAG Steering Group on 10 March 2026

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Abbreviations

BoO	Base of Operations
ERS	Emergency Response Section
EMT	Emergency Medical Team
GDACS	Global Disaster Awareness and Coordination System
GRG	Guidelines Review Group
HNPW	Humanitarian Networks and Partnerships Week
HNS	Host Nation Support
IEC	INSARAG External Classification
IER	INSARAG External Reclassification
IMTST	Information Management Technical Support Team
IRNAP	INSARAG-Recognised National Accreditation Process
INSARAG	The International Search and Rescue Advisory Group
ISG	INSARAG Steering Group
LEMA	Local Emergency Management Authority
NAP	National Accreditation Process
NGOs	Non-governmental organisations
OCHA	United Nations Office for the Coordination of Humanitarian Affairs
OSOCC	On-Site Operations Coordination Centre
RDC	Reception and Departure Centre
RSB	Response Support Branch
UCC	USAR Coordination Cell
USAR	Urban Search and Rescue
UN	United Nations
UNDAC	United Nations Disaster Assessment and Coordination
VOSOCC	Virtual On-Site Operations Coordination Centre

1 INSARAG Global Chair

The Global Chair should have the broad support of the INSARAG member states. In the Governance Review from 2024, Switzerland kindly offered to fill this position which was endorsed by the ISG.

- Lead the promotion of the INSARAG methodology and guidelines globally amongst member states and member organisations and promote participation in all INSARAG bodies.
- Lead advocacy on the implementation of the INSARAG Hyogo, Abu Dhabi and Warsaw Declarations and the UN General Assembly Resolution 57/150.
- Chair the annual meeting of the Steering Group.
- Actively coordinate the activities of the Steering Group with the Secretariat, including through regular teleconferences and other meetings.
- Participate and represent the INSARAG global network in the annual meetings of the other INSARAG bodies (i.e. Regional Group Meetings, Team Leaders Meeting etc.) when available.
- Represent the INSARAG network globally in relevant meetings, events and the media.

2 INSARAG Regional Chairs

The Regional Chair prepares the regional work plan, supported by the outgoing chair. The Chair presents the regional work plan to the INSARAG network. In cooperation with the Vice-Chairs (incoming and outgoing chair), the Chair sets regional priorities for the year. A video/teleconference should be held at least once a year between the Troika of the region and the INSARAG Regional Focal Point.

- Promote the INSARAG methodology and guidelines amongst member states and member organisations of the region and promote their participation in the INSARAG Regional Group, including events like INSARAG regional earthquake response simulation exercises.
- Support the implementation of the INSARAG Hyogo, Abu Dhabi and Warsaw Declarations and the UN General Assembly resolution 57/150.
- Host and co-organise the annual meeting of the Regional Group, with the support of the INSARAG Secretariat and the Vice Chairs (i.e. preparations for the two-day meeting, logistical arrangements, identifying meeting venue, if possible, covering the costs of accommodation to facilitate participation by all member states and member organisations of the Regional Group).
- Represent the INSARAG network in the region in relevant meetings and events.
- Participate and represent the region in the annual ISG Meeting in Geneva, Switzerland.
- Actively coordinate the activities of the Regional Group with the Secretariat and the Vice-Chairs, including through regular teleconferences and other meetings.
- If possible, participate and represent the region in the annual meetings of the other INSARAG Regional Groups.
- Attend induction session organised by the INSARAG Secretariat.

3 INSARAG Regional Vice-Chairs

- Support the INSARAG Regional Chair in their duties
- Attend induction sessions organised by the INSARAG Secretariat