



INSARAG Guidelines 2026

Appendix 4.2: The IEC/R two-year Planning Timeline

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

Abbreviations

A-PoE	Abbreviated Portfolio of Evidence
BoO	Base of Operations
C-PoE	Comprehensive Portfolio of Evidence
EXCON	Exercise Control
FTX	Field training exercise
FIELDEX	Term used to define a 36-hour full field exercise
ICMS	Information Coordination Management System
IEC	INSARAG External Classification
IER	INSARAG External Reclassification
INSARAG	International Search and Rescue Advisory Group
ISG	INSARAG Steering Group
LEMA	Local Emergency Management Authority
LO	Liaison Officer
NDMA	National Disaster Management Authority
NGO	Non-governmental organisation
OCHA	United Nations Office for the Coordination of Humanitarian Affairs
OSOCC	On-Site Operations Coordination Centre
PPE	Personal Protective Equipment
RDC	Reception/Departure Centre
RSB	Response Support Branch
SCC	Sector Coordination Cell
SOPs	Standard Operating Procedures
ToR	Terms of Reference
UC	USAR Coordination
UCC	USAR Coordination Cell
UN	United Nations
UNDAC	United Nations Disaster Assessment and Coordination Team
USAR	Urban Search and Rescue
VOSOCC	Virtual On-Site Operations Coordination Centre

No	Activity	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	<30 Days
1	IEC/R Mentor should be confirmed 24 months ahead of IEC/R																										
2	USAR team submits IEC/R Application to INSARAG Secretariat (minimum of two years ahead of intended date)																										
3	Ongoing updates of INSARAG Secretariat by IEC/R Mentor																										
4	INSARAG Secretariat Completes Review of A-PoE																										
5	Based on A-PoE, INSARAG Secretariat/Mentor recommends "Go/No Go". If "Go" INSARAG Secretariat allocates Provisional Date																										
6	If "No Go" INSARAG Secretariat confirms such with USAR team and discusses alternative plan																										
7	IEC/R Classifier Team Leader and INSARAG Secretariat Representative selected and assigned																										
8	IEC/R Classifiers selected																										
9	USAR team submits C-PoE to INSARAG Secretariat																										
10	INSARAG Secretariat forwards C-PoE to IEC/R Team Leader																										
11	IEC/R Team Leader/Mentor recommends "Go / No Go" to INSARAG Secretariat																										
12	If "Go" INSARAG Secretariat confirms date with USAR team																										
13	INSARAG Secretariat opens the event on the VO																										
14	If "No Go" INSARAG Secretariat confirms such with USAR team and mentor to discuss an alternative plan																										
15	Ongoing final planning and preparation with IEC/R Mentor																										
16	IEC/R team reviews exercise plan and time line and receives update on exercise site																										
17	IEC/R team completes report within 14 days and submits to INSARAG Secretariat																										
18	INSARAG Secretariat IEC/R Report Delivery to the USAR team within 30 Days																										
19	Follow up Activities with IEC/R Team Leader/Mentor – TBD																										