



**FEMA**

## **PROGRAM DIRECTIVE**

August 24, 2011

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

**FROM:** Fred Endrikat, Branch Chief  
Urban Search and Rescue

**SUBJECT:** US&R Program Directive 2011-014 – Revised Convoy Standard  
Supersedes US&R PD 2007-025

### **ISSUE STATEMENT:**

- Directive 2007-005 - Convoy Standard was implemented in 2007 and required to be updated based on operational requirements.
- Upon review of the 2007 Convoy Standard, deployment experiences and after action recommendations by various task forces and upon review of the comments received as a result of the 21 day review process, the Logistics Work Group recommended changes to Program Directive 2007-005.
- The Operations Group accepted the recommendations and provided the recommendation to the US&R Branch to implement changes.

### **REQUIRED ACTIONS**

- The Prime Movers and Support Vehicles identified below shall be the new Convoy Standard.
- Task Forces will deploy using FEMA-funded vehicles. The use of rental/other vehicles is NOT authorized (*not reimbursable*) for deployment without the express direction and authorization from the US&R Branch. The only exception is the identified service vehicle that is usually provided by the Sponsoring Agency.
- Task Forces will comply with the following convoy standard when activated for deployment by ground. This standard will also apply to task forces deploying their vehicles and caches by ground, with the balance of task force members traveling by air to meet the cache/convoy ground deployment.

## **TYPE I**

### **Prime Movers for Type I**

- Five (5) Cache Transport vehicles up to 215 linear feet. Combination of:
  - Tractor trailer transports. Comprised of over the road tractors with 48’ to 53’ trailers.
  - Dry box trucks. Approximately 24’ to 28’ long, with lift gate and interior shelving to meet specific task force needs.
- Four (4) utility vehicles, 4 wheel drive and crew cab (4-door)
- Two (2) commercial motor coaches (for long-distance travel, with lavatory recommended)
- One (1) service vehicle

**Total – Twelve (12) Prime Movers** w/appropriate cache equipment and personnel transport capability

### **Support Vehicles for Type I**

- One (1) forklift – 5,000 to 15,000 pound capacity for cache handling.
- One (1) DOT approved forklift transport. (*See specifications in Attachment A*)
- Two (2) cache support vehicles. Gator, Mule or similar vehicle. Off-road capable (4 wheel drive preferred) with transport bed, lighting kit, pneumatic all-terrain tires, trailer hitch and minimum seating for two personnel.
  - Two (2) utility trailers to transport cache support vehicles/equipment. (*See specifications in Attachment A*)
  - Attachment B should be reviewed prior to towing vehicles or trailers.

**Total – Three (3) Support Vehicles** w/approved trailers

## **TYPE III**

### **Prime Movers for Type III**

- Three (3) Cache Transport vehicles, up to 109 linear feet. Combination of:
  - Tractor trailer transports. Comprised of over the road tractors with 48’ to 53’ trailers.
  - Dry box trucks. Approximately 24’ to 28’ long, with lift gate and interior shelving to meet specific task force needs.
- Four (4) utility vehicles, 4 wheel drive and crew cab (4-door).
- One (1) commercial motor coach (for long-distance travel, with lavatory recommended).
  - Two (2) 15 passenger vans may be substituted but only if motor coach is not available)
- One (1) service vehicle

**Total – Nine (9) Prime Movers** w/appropriate cache equipment and personnel transport capability

### Support Vehicles for Type III

- One (1) forklift – 5,000 to 15,000 pound capacity for cache handling.
  - One (1) DOT approved forklift transport. (*See specifications in Attachment A*)
- Two (2) cache support vehicles. Gator, Mule or similar vehicle. Off-road capable (4 wheel drive preferred) with transport bed, lighting kit, pneumatic all-terrain tires, trailer hitch and minimum seating for two personnel.
  - Two (2) utility trailers to transport cache support vehicles/equipment. (*See specifications in Attachment A*)
  - Attachment B should be reviewed prior to towing vehicles or trailer.

**Total – Three (3) Support Vehicles w/approved trailers**

### **ADDITIONAL REQUIREMENTS**

- Federal and State Departments of Transportation (DOT) are responsible for rules and regulations that govern the use and management of the task force fleet vehicles. US&R Task Forces will ensure that they are in compliance with these Federal and State DOT and/or motor vehicles regulations when transporting personnel and equipment and these regulations are included in this directive. Current Federal DOT regulations are available from the following website:

[http://www.access.gpo.gov/nara/cfr/waisidx\\_06/49cfrv5\\_06.html#301](http://www.access.gpo.gov/nara/cfr/waisidx_06/49cfrv5_06.html#301)

- A memorandum summarizing Federal DOT regulation requirements related to task force transportation issues is attached as Attachment C.
- Task Forces activated by the US&R Branch as a Type I task force will only take a Type I equipment cache and the Type I contingent of vehicles. These vehicles will be the only ones allowed for reimbursement unless additional equipment is specifically authorized in writing.
- Task Forces activated by the US&R Branch as a Type III Task Force will only take a Type III equipment cache and the Type III contingent of vehicles. These vehicles will be the only ones allowed for reimbursement unless additional equipment is specifically authorized in writing.
- The US&R Branch will conduct coordination teleconferences with the assigned task force(s), IST and FEMA IMAT leadership prior to deployment. Vehicle and support issues will be identified and discussed. These should include:
  - Transportation, material handling and other resources to be provided by FEMA or other agencies.
  - The need for additional operational vehicles (i.e., 4-wheel drive, etc.). The IST will work with the respective IMAT/ERT/IOF/JFO either during pre-staging or during an incident to procure additional vehicles as required.

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- The need for additional forklifts and/or gator-type ATVs over and above those authorized on the approved Task Force 18-4 will be coordinated by the US&R Branch and Incident Support Team.
- By June 1 of each year, each Task Force shall complete and submit the US&R Form 18-4, Deployment Vehicle Inventory for both Type I and Type III configurations to the US&R Branch for pre-activation review and approval. Once approved, US&R Form 18-4 will serve as the established deployment vehicle inventory for each task force. Based on this new standard, each Task Force shall review their previous approved submission and submit a new form for approval.
- Task Forces may request adjustments to their deployment vehicle inventory based on any special or unforeseen considerations during the Activation Coordination Conference Call with the National US&R Program Office at time of deployment.

**APPROVAL**

Issue is approved for immediate System implementation:

Signed:

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Fred Endrikat, Chief, Urban Search and Rescue Branch

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August 24, 2011  
Date

Implementation Date: Immediate

Attachments

- Attachment A - Examples of Utility Trailers for Cache Support Vehicles
- Attachment B - Towing Considerations for Safe Operations
- Attachment C - DOT Memorandum