

**DEPARTMENT OF HOMELAND SECURITY  
FEDERAL EMERGENCY MANAGEMENT AGENCY**

# **NATIONAL URBAN SEARCH AND RESCUE RESPONSE SYSTEM**

**A Component of the National Response Framework  
Emergency Support Function 9**



## **CANINE SEARCH TEAM CERTIFICATION EVALUATION- HUMAN REMAINS DETECTION (HRD)**

**May 2013**

**FEMA National US&R Response System  
Canine Search Team Certification Evaluation-HRD (May 2013)**

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**Mission Statement**

The mission of the FEMA Canine Sub-Group is to assist US&R Task Forces in the acquisition, training, certification and maintenance of Canine Search Teams as a resource for the National US&R Response System.

**Note**

Interpretations and clarifications of this document shall be made by the Search Work Group. Any system maintenance issues shall be received by the Search Work Group.

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**INTRODUCTION**

**Objectives**

The objectives for a standardized Canine Search Team Certification Evaluation-Human Remains Detection process are to:

- Provide a uniform and objective process to determine the current skill levels of Canine Search Teams-HRD in the National US&R Response System.
- Provide score sheets to the respective Task Forces regarding the observations made during the evaluation. This information can be used for further Canine Search team-HRD development and improvement. (It is intended that the respective Search Team Managers and Canine Coordinators/Managers will be involved in the process.)
- Maintain a current roster of certified Canine Search Teams-HRD.

**Evaluation Documents**

Canine Search Teams Certification Evaluation-HRD

- **Element Descriptions – Section II**
- **Performance Criteria & Evaluation Form Guidelines – Section II**
- **Full Size Forms – Appendix A**
- **Scene Safety Establishment Checklist – Appendix B**
- **US&R Code of Conduct – Appendix C**
- **Glossary of Terms – Appendix D**
- **Appeal Process – Appendix F**

**Definitions**

- **Canine Search Team-Human Remains Detection (CST-HRD)**– A CST-HRD team is comprised of a human remains detection canine and a handler who have successfully completed the Canine Search Team Certification Evaluation-Human Remains Detection (CSTCE-HRD)
- **Canine Search Team Certification Evaluation-Human Remains Detection (CSTCE-HRD)** – An evaluation of the minimal skills identified as necessary for a team to operate in disaster environments.
- **Hosting Agency** – A Task Force, in conjunction with FEMA, which sponsors a canine event.
- **Event** – Any training, evaluation, deployment, or gathering that is sponsored, sanctioned, or authorized by FEMA.

**Process/Implementation**

- The CST-HRD must be rostered on a FEMA National US&R Task Force.
- The canine shall be a minimum of 18 months old before participating in the CSTCE-HRD.
- CSTCE-HRD Evaluators will be selected from the FEMA CSTCE-HRD Evaluator Roster.

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- Two rostered evaluators OR one rostered evaluator and the sponsoring Task Force Canine Coordinator/designee will administer the CSTCE-HRD, which will be valid for 3 years.

The Canine Coordinator/designee must meet the following requirements:

**Canine Handler**

- Must be rostered on a DHS/FEMA Task Force
- Must have been a Canine Search Specialist for at least three years
- Must have completed the Canine Search Specialist Training Course

**Non-Canine Handler**

- Must be rostered on a DHS/FEMA Task Force
- Must have been a Search Team Manager for at least three years
- Must have completed the Canine Search Specialist Training Course
- Site requirements are listed in Sections II & III.

**Code of Conduct**

- All participants in the CSTCE-HRD must abide by the US&R Code of Conduct.
- Violation of the Code of Conduct may result in loss of certification, loss of evaluator status, and/or referral to appropriate authorities.

**Aggression Policy**

Each sponsoring organization shall be responsible for assuring that aggressive behavior is modified or the canine shall not be eligible to participate in events.

**Definition**

- Canine aggression is an attempted or actual unprovoked attack on another canine or person. A canine may also be evaluated as aggressive if it exhibits significant warning signs of imminent unprovoked attack (continuous growling, snarling, fear-barking, etc.).

**Policy**

- Canine aggression toward people and/or other canines is not acceptable.

**Repercussions**

- In the event a canine demonstrates aggressive behavior at any CSTCE-HRD, the following procedures will be followed:
  - - **Canine Attacks a Person** – Upon an unprovoked attack, the canine will be removed from the CSTCE-HRD. The Chief Evaluator will forward an account of the attack to the Canine Sub-Group. The Canine Sub-Group will immediately notify the Task Force of the incident and forward findings at the

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conclusion of the review process. The canine is not permitted to participate in a CSTCE-HRD during the review process.

- **Canine Attacks Another Canine** – If a canine attacks another canine at a CSTCE-HRD, the Chief Evaluator shall immediately review the incident and determine if the canine will be allowed to continue. The Chief Evaluator shall notify the IC, the canine team’s sponsoring Task Force, and the Canine Sub-Group.

**Evaluation Guidelines**

- The hosting Task Force has the option of administering the CSTCE-HRD as a segmented evaluation. Elements I through IV may be administered separately from Element V, but the testing team must complete this element within six months of the completion of the original test of Elements I through IV.
- A Canine Search Team-HRD that has passed Elements I through IV within the previous 6 months at a CSTCE-HRD, may take Element V, if offered, at any subsequent CSTCE-HRD. This must be with the approval of the team’s Task Force.
- The team must successfully complete all required skills in Elements I-V of the CSTCE-HRD. In the obedience element, a team may fail one of the following skills: heeling, emergency stop, or long down/wait. A single opportunity to re-attempt the failed skill will be permitted on the same day. This skill must be re-tested and successfully completed prior to allowing the team to proceed to the rubble portion.
- The team must also complete five (5) of the six (6) obstacles listed in the Agility Element of the CSTCE-HRD, including the four (4) mandatory obstacles.
- The evaluators must reach a majority consensus.
- Evaluations will be recorded on the appropriate score sheet.
- At the conclusion of the process, the evaluation and comments will be reviewed with the respective Canine Search Team-HRD.
- Copies of the completed CSTCE-HRD score sheets will be forwarded to the respective Task Force
- After a Canine Search Team-HRD has successfully completed the CSTCE-HRD, the team must recertify within three years of its last certification date. Failure of a recertification evaluation will result in the immediate loss of certification, regardless of the team’s original certification expiration date. There are no certification extensions or grace periods.

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**CANINE SEARCH TEAM CERTIFICATION EVALUATION-HRD  
(CSTCE-HRD)**

**Ground Rules**

- No training aids (balls, food, toys, *etc.*), except where specified.
- A toy reward is allowed on the rubble and the indication station.
- No collars or search vest on agility or rubble search exercises.
- Muzzles are not permitted in any phase of the evaluation process.
- No short lead, traffic lead, training tab or other weighted object may be attached to the collar at any time.
- No prong, choke or electronic collars.
- No practice on any element before the test.
- The handler must maintain control of the canine.
- Abuse (e.g., physical, mental, verbal, *etc.*) of the canine is not acceptable at any time.
- The handler is responsible for the care and safety of the canine at all times.
- Safety procedures will be followed. The following safety gear is required for the rubble site: helmet, gloves, long pants, long sleeve shirt, eye protection, safety toe, steel shank safety boots and knee protection.
- Aggression will not be tolerated at any time.
- All testing teams may complete all five elements if time allows unless excused by consensus of the evaluators for reasons of aggression, lack of safety or control, injury, at handler request or for failing two or more of the first four elements.

**Evaluation Procedures**

- The evaluators and the IC shall determine the testing area.
- A non-testing, CST-HRD team shall pre-test all elements.
- Rescue and medical capabilities must be readily available.
- Any accident/injury shall be reported immediately to the IC or their designee.

**ELEMENT DESCRIPTIONS**

**Element 1 – Obedience**

**Rationale**

- The canine should be under the control of the handler, capable of heeling through crowds and non-aggressive to people and other canines. The canine, for its safety, must be responsive to an emergency stop command. The long wait evaluates the reliability of the canine to remain in place when the handler is not in sight.

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**Required Skills**

- Non-aggressive to stranger
- Non-aggressive to canine on Figure 8
- Heels through crowd, with turns and changes of pace
- Emergency stop
- Stays on long wait for 5 minutes

**Aggression Testing**

- Handler ties the canine and leaves it unattended. Handler proceeds to a designated area out of the canine's sight. After a minimum of one (1) minute out of sight, a stranger unties the canine and returns the canine to the handler.
- A canine search team completes a Figure 8 around two testing team handlers with their canines (post team) on lead, sitting at their side and spaced about eight feet apart. The testing team shall complete the pattern, which will include a reverse change in direction, on loose lead, passing within two feet of each of the post teams. During the exercise all three dogs will be evaluated for aggression.

**Heeling**

- The team must perform the following commands as directed while heeling off lead through a group of not less than five (5) milling people. Heeling is defined as the canine maintaining position at either side of the handler so as to be attentive to the handler and under his control. Additional or repetitive commands are acceptable.
  - Right turn
  - Left turn
  - About turn
  - Halt
  - Change of pace (normal, fast, slow)

**Emergency Stop**

- The dog shall be placed on a stay command 25 yards from the handler. Upon direction from the evaluator, the handler shall call their dog. The handler will then stop the dog when directed by the evaluator. Once the stop command has been given, an immediate change in gait is required and the canine must then come to a stop. The dog may drop, sit, or stand and will be judged by the quickness of its response. The handlers may give multiple commands. The dog shall remain stationary until released or recalled by the handler at the direction of the evaluator.

**Long Wait**

- The canine may be placed next to the handler's pack and will be placed 5 feet away from any other canine. The lead must be removed from the canine and

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may not be placed in front of the canine. Upon direction from the evaluator, the handler shall give the canine the wait command and the handler will proceed to a designated area out of the canine's sight. The canine must be under the supervision of a monitor. Time starts when the evaluator states "leave the canine". The canine may sit, stand or shift position, but shall not move more than a body length in any direction from where the canine was placed until the handler returns to the canine. After five (5) minutes, the evaluator will direct the handlers to return to the canines. Handlers may hand signal the canines to stay, if needed, while returning. The exercise is complete when all handlers have returned to their canines and the evaluator states "exercise complete". No release will be allowed by any team until the "exercise complete" command is issued.

- The evaluator should take into consideration the comfort of the canine (i.e., don't choose a place too hot, on anthills, etc.). An effort should be made to set up the exercise so the handlers walk away from the dogs from the front as opposed to going behind the dogs. If a dog breaks the down or becomes overly disruptive, an evaluator may quietly lead the dog away from the others.

**Suggested Course Layout**

- The course shall consist of an appropriately sized area to perform the identified exercises that has been cleared of hazards and distractions to the canine.

**Element 2 – Indication Station**

**Rationale**

- The purpose of this station is to ensure that the canine will independently recognize and indicate to the handler the odor of human remains.

**Required Canine Skills**

- The indication must be a trained behavior exhibited by the canine in response to the recognition of human remains. The indication must be such that the canine stays at the scent source and independently communicates a find to the handler
- The indication must be consistent throughout the certification process.
- The indication must be described by the handler to the evaluators and must be easily recognizable by the evaluators
- The indication must not cause damage to the scent source or cause safety issues by excessive movement of debris
  - Acceptable indications are trained responses that do not damage the scent source or excessively disturb the immediate environment. Examples of acceptable indications are bark, sit, down, fixed stare at source or a touch with the nose or paw. A recall/re-find or a prolonged, aggressive dig is not acceptable.

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**Handler Information**

- The handler will remove the canine's collar and start the canine from any area outside the search area,
- The canine must go to the location of the scent source and perform the indication as described by the handler. If the canine does not go directly to source, the handler may use additional commands, as necessary, to direct the canine to the source location but once the canine engages the source scent (i.e. the canine's behavior indicates to observers that the canine has encountered the scent source and that the canine recognizes the scent), the handler may not communicate with the canine in any way and the canine must independently perform its trained indication.
- The handler must not enter the search area, but may move around the perimeter, as necessary, until the canine indicates the find. "Indicates the find" is defined as performing the trained indication (as described above) for at least ten (10) seconds for a passive indication or 3 barks for a bark indication. At that time, handler may approach and praise the dog and reward with a toy, then leash the canine and quickly leave the area,
  - The time allotted for the canine to search for and independently indicate the find is 5 minutes.

**Suggested Course Construction**

- One (1) scent source will be placed in the center of a clear open area that is 25 yards by 25 yards, a minimum of ten (10) minutes prior to the canine working the problem.
- The perimeter of the search area will be clearly marked
- Evaluators must have a clear view of the canine's work,
- There shall be no known distractions placed in the search area,

**Scent Source Placement**

- The location of the scent source will be readily visible to both canine and handler, but the scent source itself will be placed in a Pelican case with several holes in the cover. The scent source must be inaccessible to the canine.

**Scent Source Material**

- The permissible weight range of scent source material is a minimum of 30 grams and a maximum of 300 grams.
- Bone only, teeth only, hair only and pseudo aids will not be used.
- Scent sources must be identified on the Evaluation score sheet indicating description and weight of material

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**Element 3 – Direction and Control**

**Rationale**

- In order to search areas that the handler may not access or to avoid hazardous areas, the canine must demonstrate the ability to be directed and controlled by the handler. The canine should respond to audible and/or visual signals.

**Required Skills**

- Goes up on each required elevation at the direction of the handler
- Waits on elevation until directed by handler

**Handler Information**

- The handler will remove the canine's leash before the exercise begins.
- The handler is responsible for counting the 5 seconds the dog must remain on the target obstacle. The evaluator may intervene to "help" at his discretion. If the dog is anticipating the "off" command, the evaluator will not intervene. If the element is showing an overall lack of control, the evaluator will not intervene.

**Directability**

- On the first go out, the canine must go up onto a specified elevation without getting onto any other elevation. The handler may stop the canine and redirect or recall the canine and restart as many times as time allows. If the canine goes up on the incorrect elevation first, the canine must be recalled and restarted. This applies to the first direction only. After beginning the course, if the dog returns to the handler and crosses the start line (or is touched by the handler), he must start over. If the canine goes to the wrong elevation any time after the first go-out, the dog must go back to the last correct elevation and proceed.
- The team will have three (3) minutes to complete the course. The evaluators will designate which elevation the canine shall be sent to (right, left or center). The handler will direct the canine to a series of elevations. The pattern will include a go-out, a right, left, go-back and recall. The canine must go up onto the elevations and stay there for five seconds. The canine may sit, stand or lie down. The handler may give multiple commands.
- The canine will be directed to four or five designated elevations and stay for five seconds on each elevation, ending the exercise with a recall to the handler. (See the Canine Directability Diagram.) Diagonals will only be used to and from the starting position.

**Suggested Course Construction**

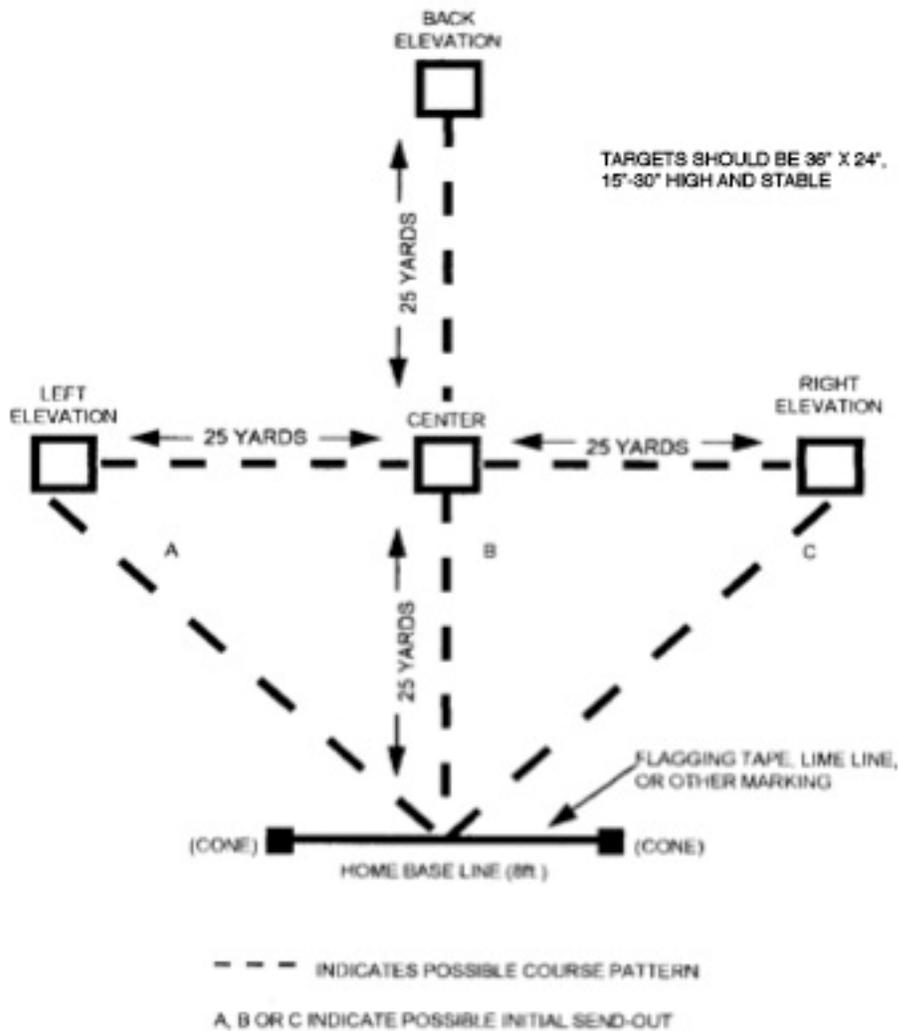
- The course will be laid out in a diamond shape. The area should be uncluttered, as clear as possible (approximately 75 yards clear). The start shall be an 8' base line or starting line that is clearly marked: See diagram.

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- The center elevation shall be 25 yards from the base of starting line. All the other elevations shall be 25 yards from the center elevation.
- The elevations should be clearly visible to the canine. Elevations should be approximately 36" X 24" in size, 15" to 30" high, and stable. The intention is to provide simple, stable, distraction-free targets to demonstrate directability skills.
- The elevations may consist of two or three different types of objects or they may be uniform.

CANINE DIRECTABILITY



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**Element 4 – Agility**

**Rationale**

- Agility training will give the canine confidence on the rubble. The canine should be able to search the rubble without being overly concerned about its safety.

**Required Skills**

- Completes five (5) of six (6) obstacles, including the four (4) mandatory obstacles
- Demonstrates stop and turn on any obstacle
- Canine precedes handler

**Handler Information**

- The agility course will include the following obstacles: ladder, elevated plank, unsteady/wobbly surface, and tunnel.
- The team shall have five (5) minutes to complete the agility course.
- The handler will be directed to the clearly marked beginning of the course. The handler shall remove the canine's collar and leash before starting. The course should be run in the sequence as numbered. However, if a canine refuses an obstacle, at the handler's discretion, the team may complete the course and re-attempt the obstacle in the remaining time. The canine should work as independently as possible following the handler's direction. Multiple commands are permitted.
- The canine should negotiate the obstacles confidently and carefully.
- The canine should negotiate the obstacles under handler control.
- Once the canine has started an obstacle, the handler should remain as stationary as possible.
- If the handler precedes the canine, the evaluator will instruct the handler to restart the canine on the obstacle. The handler may lift the canine off the obstacle or turn it around to restart.
- The handler may slow, stop or encourage the canine as needed, and may assist the canine, if needed, for safety reasons. Any physical assistance will require a restart of the obstacle.
- The handler shall demonstrate his ability to command the canine to stop and turn, which will be performed on any elevated obstacle (not the support) and in full view of the evaluators (e.g., not in the tunnel)
- The handler is responsible for the welfare and safety of his canine. If this ground rule is compromised the evaluator(s) may intercede with a warning and/or termination of the element or the evaluation for that team. The handler should not use an unreasonable amount of attempts when the dog is obviously unable or unwilling to comply. The canine should be willing to negotiate unfamiliar obstacles based on his training and his confidence in his handler.
- Canine will be judged on negotiating the ladder by going up only.

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- The goal is to demonstrate the canine's ability to perform the required skills as well as the canine's confidence in the handler and willingness to undertake unfamiliar agility obstacles.

**Obstacles (\* = mandatory completion)**

- \*The Little Giant ladder extended to 8.5 feet secured at an approximate 45-degree angle.
- \*A plank elevated at least 6 feet and no more than 8 feet off the ground (the 12" wide by 12' long plank is to be stable).
- \*3-foot high (approximate height) unsteady, wobbly surface constructed by using 4 sawhorses covered with a 4' by 8' sheet of 5/8" plywood. Different debris items to be placed on top not to exceed 2' in height, constructed to provide access to the dog either by walking up an incline or by jumping no more than 3' high.
- \*A dark, narrow tunnel/passageway containing at least one right angle turn. The canine should not be able to see through the tunnel to the end. Partial covering of the exit is permitted. The canine should fit into the tunnel without crawling.
- A seesaw (16' long by 12" wide plank on a 55-gallon drum).
- A slick, slippery/unpleasant surface
- A moving plank suspended on two barrels (12' long by 12" wide).
- Object that requires the canine to crawl on its belly (must be adjusted to approximately one half (1/2) the height at the withers of each canine).

**Course Construction**

- The course shall be constructed to include six of the obstacles listed above.
- The course may be set up as six separately constructed obstacles or as a combination. If two or more obstacles are combined, the canine must have the opportunity to complete each of the obstacles independently. The obstacles must be designed to test the canine on the elements described.
- The course must be designed in such a way that the canine can precede the handler.
- Obstacles should be numbered clearly.
- The following obstacles must be included in the course:
  - Ladder
  - Elevated Plank
  - Unsteady, Wobbly Surface
  - Tunnel

**Element 5 – Rubble Site**

**Rationale**

- The rubble search demonstrates the ability to integrate all of the previously evaluated elements into an effective search team.

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**Required Skills**

- Establishes scene safety.
- Responsive to handler's direction and control
- Canine searches independently
- Focused indication on 2 human remains scent sources with no false indications.
- Canine indicates independently of handler.
- The trained indication must not cause damage to the scent sources and must be consistent with the disaster environment in which the canine is to work.
- Given the inherent instability of collapsed structures and the difficulties of keeping a canine in sight in confined space situations, the bark indication is the preferred indication but a passive sit or down at source is acceptable. A recall-refind is not acceptable.
- Handler informs evaluators of canine's indication of each scent source
- Canine's agility – ability to negotiate rubble without assistance
- Handler's agility – the ability to negotiate the rubble in a safe manner and without the assistance of other personnel
- Canine indicates scent sources independently of handler
- Handler demonstrates appropriate canine care, safety and welfare of the canine

**Handler Information**

- Handler establishes scene safety.
- Scene safety interview may include the following:
  - What time did the structure collapse?
  - What type of occupancy was the structure (school, office, apartment bldg., etc.)?
  - What is the number of suspected missing persons?
  - Has this structure been searched before?
  - Has a structural engineer checked the building?
    - > What were the findings?
    - > Is it safe to enter?
    - > Are blueprints available?
  - Has HazMat checked the building?
    - > What were the findings?
  - Have the utilities been secured? How and by whom?
    - > Gas
    - > Electric
    - > Water
  - Is Heavy Rescue available?
  - Is Medical available?
  - Is there a veterinarian available?

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- There shall be five (5) minutes for the briefing/interview process. The team shall be allowed 15 minutes to search the rubble for two scent sources. The handler should inform the evaluators of the search strategy. Evaluators may or may not be positioned on the site while the canine is searching. The handler may not access the rubble site in any areas identified as inaccessible. The handler shall direct the canine to search the area. The Evaluator Team will be in attendance during the briefing. Evaluators will then proceed to predetermined locations to view the rubblework before the team's 15-minute time starts.
- The handler will remove the canine's collar and leash
- One of the evaluators will brief the handler, including any areas that are off-limits. These areas will be clearly marked and will not contain human remains scent sources.
- The handler may direct the canine to search but shall not encourage the canine's indication.
- The handler will have access to a clearly marked area which is approximately 60% of the search site.
- The handler must be able to direct their canine through the remaining search area of approximately 40% using hand and verbal signals. This area will be clearly marked and inaccessible to the handler. If the canine alerts in this area, the handler must clearly communicate the location of the indication without entering the area. Immediately afterwards, the handler may enter the area and mark the location.
- The canine team must locate and correctly identify the area of (2) human remains scent sources.
- The handler may not touch any evaluation props or move any debris in the search area.
- The handler may not access the debris in any area identified as off-limits. If canine enters these areas, the handler must immediately direct the canine out of these areas.
- The handler may direct the canine to search but shall not command or excessively cue the canine's indication.
- If the canine has a bark indication, the canine must bark 3 times before the handler can encourage the canine. If the canine has a passive indication, the handler must wait until the canine has performed its trained indication for 10 seconds before encouraging the canine. If the handler verbally communicates with his/her canine between the first and third bark, or during the 10 second passive alert, the team will not be credited with that find.
- The handler may declare a find after the canine has indicated with 3 barks, or performed a 10-second passive alert.
- The handler shall flag/mark the finds as indicated by the canine, unless the handler declares a false indication. Once an indication is marked, it is final.
- The handler must perform a physical assessment of the canine after the search.
- The handler may reward the canine with a toy on the rubble

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- The handler shall have 5 minutes to debrief to the evaluators after the search time is completed, or after the handler calls the search complete

**Course Construction**

- No distractions will be purposefully placed within the search area.
- There will be (2) human remains scent sources in the debris pile.
- The evaluators must have a clear view of the canine's work.
- The rubble site shall have a minimum average height of 10' and consist of an area of 3,500 to 5,000 square feet. It should consist predominantly of concrete or a mixture of materials common to disaster sites. Banner tape is to be used to reduce the search area when larger rubble sites are being used.
- The testing handler will not be given a specific route to send his dog.

**Human Remains Scent Source Placement**

- The human remains scent sources shall be well concealed from both the handler and canine.
- Depth of scent source shall be no more than three (3) feet depending on the type of debris.
- Hiding areas shall be constructed to prevent small/large canines from accessing the scent sources. The scent source should be contained and vented, in an effort made to ensure the scent flow is rising to the surface.
- Scent sources will be placed by the Evaluator(s)
- Scent sources should be placed a minimum of ten (10) minutes prior to the start of the search.

**Human Remains Scent Source Material**

- Scent source material must consist of bone and tissue or tissue. The permissible weight range of scent source material is a minimum of 30 grams and a maximum of 300 grams.
- Bone only, teeth only, hair only or pseudo aids will not be used
- Scent sources must be legally acquired, and be identified on the score sheet, indicating description and weight of materials.

**Performance Criteria and Evaluation Form Guidelines**

The evaluators shall consider the following list of key skills in determining the team's success for each of the elements.

**Ground Rules**

- Handler is required to follow all Ground Rules
  - **Did Not Complete** – Handler did not follow all Ground Rules
  - **Completed** – Handler followed all Ground Rules

**FEMA National US&R Response System  
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**SECTION II**

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**Obedience**

- Non-aggressive to stranger in absence of handler
  - **Did Not Complete** – Canine demonstrates aggression
  - **Completed** – Canine does not demonstrate aggression
- Non-aggressive to canine on Figure 8 pattern
  - **Did Not Complete** – Canine demonstrates aggression
  - **Completed** – Canine does not demonstrate aggression
- Heels through crowd, with turns and change of pace
  - **Did Not Complete** – Does not maintain heel, distracted
  - **Completed** – Maintains heel, attentive to handler
- Emergency Stop
  - **Did Not Complete** – Does not show an immediate change in gait and does not stop
  - **Completed** – Shows immediate change in gait and stops
- Long Wait for 5 minutes
  - **Did Not Complete** – Does not stay within the designated area
  - **Completed** – Stays within the designated area with additional commands allowed.

**Indication Station**

- Canine shows commitment to scent source:
  - **Did Not Complete** – Loses interest in scent source
  - **Completed** – Maintains interest in scent source
- Canine indicates independently of handler
  - **Did Not Complete** – Doesn't indicate independently
  - **Completed** – Indicates independently
- Handler does not communicate with the canine after indication of scent
  - **Did Not Complete** – Handler communicates after indication of scent
  - **Completed** – Handler does not communicate after indication of scent

**Direction & Control**

- Goes up on elevation & completes pattern
  - **Did Not Complete** – Does not go up on elevation & complete pattern
  - **Completed** – Goes up on evaluation & completes pattern
- Waits on elevation until directed by handler
  - **Did Not Complete** – Does not wait until directed
  - **Completed** – Leaves elevation when directed

**Agility**

- Completes required obstacles under handler's control
  - **Did Not Complete** – Does not complete five obstacles (including the four required)

**FEMA National US&R Response System  
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**SECTION II**

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- **Completed** – Completes five or more obstacles (including the four required)
- Canine precedes handler
  - **Did Not Complete** – Handler precedes the canine
  - **Completed** – Handler directs canine over obstacle without preceding canine
- Demonstrates “Stop” & “Turn”.
  - **Did Not Complete** – Does not demonstrate behavior
  - **Completed** – Demonstrates behavior

**Rubble Site**

- Handler demonstrates canine care/safety/welfare
  - **Did Not Complete** – Handler doesn't demonstrate canine care/safety/welfare
  - **Completed** – Maintains interest in scent source
- Canine shows commitment to each scent source:
  - **Did Not Complete** – Loses interest in scent sources
  - **Completed** – Maintains interest in scent sources
- Canine Indicates independently of handler
  - **Did Not Complete** – Doesn't alert independently
  - **Completed** – Alerts independently
- Focused Indication on two human remains scent sources with no false indications
  - **Did Not Complete** – No Indication Alert or false alerts
  - **Completed** – Indication Alert at scent source
- Canine shows commitment to each scent source:
  - **Did Not Complete** – Loses interest in scent sources
  - **Completed** – Maintains interest in scent sources
- Handler identifies and marks scent sources
  - **Did Not Complete** – Handler does not identify and mark scent sources
  - **Completed** – Handler identifies and marks scent sources
- Informs evaluators of canine's alert/location of each scent source
  - **Did Not Complete** – Doesn't recognize alert and/or can't identify scent source location by the canine's actions
  - **Completed** – Recognizes alert, correctly identifies location of scent source by the canine's actions
- Canine does not damage scent source
  - **Did Not Complete** – Canine damages scent source
  - **Completed** – Canine does not damage scent source
- Handler establishes scene safety
  - **Did Not Complete** – Does not complete scene safety
  - **Completed** – Completes scene safety
- Responsive to handler direction and control
  - **Did Not Complete** – Does not respond to commands
  - **Completed** – Canine responsive to commands

**FEMA National US&R Response System  
Canine Search Team Certification Evaluation-HRD (May 2013)**

**SECTION II**

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- Canine searches independently
  - **Did Not Complete** – Canine does not search independently
  - **Completed** – Canine searches independently
- Canine agility/ability to negotiate rubble
  - **Did Not Complete** – Does not negotiate the rubble in a safe manner
  - **Completed** – Negotiates the rubble in a safe manner
- Handler agility/ability to negotiate rubble
  - **Did not Complete** – Does not negotiate the rubble in a safe manner and without assistance
  - **Completed** – Negotiates the rubble in a safe manner and without assistance

**FEMA National US&R Response System  
Canine Search Team Certification Evaluation (May 2013)**

**SECTION III**

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**Evaluation Planning/Logistics**

The following information is supplied to administer the CSTCE-HRD

**Personnel**

- Identify the Incident Commander
- CSTCE-HRD Evaluator Team consists of:
  - Two rostered HRD evaluators OR one rostered HRD evaluator and the sponsoring Task Force Canine Coordinator/designee. The Lead Evaluator will be designated by the Host and must be a rostered HRD Evaluator. The Canine Coordinator/designee must meet the following requirements:

**Canine Handler**

- Must be rostered on a DHS/FEMA Task Force
- Must have been a Canine Search Specialist for at least three years
- Must have completed the Canine Search Specialist Training Course

**Non-Canine Handler**

- Must be rostered on a DHS/FEMA Task Force
- Must have been a Search Team Manager for at least three years
- Must have completed the Canine Search Specialist Training Course
- Evaluators may not test and evaluate in the same event.
- Lead Evaluators Roles and Responsibilities:
  - Responsible for all evaluators and shadows
  - Approves the scent source locations
  - Responsible for a consensus of pass/fail for each team
  - Forwards CSTCE-HRD results to the Canine Sub-Group
  - Ensures Safety knows his role:
    - Where to stand on pile
    - Remove flagging tape/markers
- The current roster of qualified evaluators is maintained by FEMA.
- Conflict of Interest: While the honesty of all evaluators is presumed, the integrity of the National US&R Canine Disaster Search Team Program is primary and must be above criticism. To avoid the possibility of a perception of subjectivity, for or against a testing team, no more than one of the evaluators per pile of a testing team may come from list below. This list includes, but is not limited to, the following:
  - A member of the testing team's primary training group,
  - A member of the testing team's Task Force,
  - A business partner or employee of the testing team,
  - The primary trainer of the testing team, or an employee (paid or unpaid) of the team being evaluated.
- No evaluator may evaluate a spouse, ex-spouse, parent, sister, brother or significant other.
- Identify support personnel:

**FEMA National US&R Response System  
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**SECTION III**

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- Medical and Veterinary service readily available
- Safety Officer
- Logistics Officer
- Staging Officer
- Timers
- Communications Officer
- Milling People

**CSTCE-HRD Criteria for Rubble Element**

- There should be new, unused scent source locations created for the evaluation. The evaluators must have a clear view of the canine's work.
- The rubble site shall consist of an area of 3,500 to 5,000 square feet. It should consist predominantly of concrete or a mixture of materials common to disaster sites. Banner tape is to be used to reduce the search area when larger rubble sites are being used.

SECTION IV

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**CSTCE-HRD EVALUATOR PRE-REQUISITES**

**All applications to become an evaluator must be approved by the applicant's Program Manager/Training Coordinator and the Canine Coordinator.**

**Application Process**

- Submit endorsed application to Search Work Group via the Canine Sub-Group.
- Upon approval, request shadow evaluator assignments from CSTCE-HRD hosts.
- Complete shadow requirements within 18 months of initial application approval date.
- Submit completed application to the National US&R Search Work Group via the Canine Sub-Group for approval by FEMA.
- Become rostered by FEMA.

**Canine Handler**

Prior to submitting application

- Shall be a FEMA National US&R Response System Task Force member
- FEMA HRD Certified Handler (past or current)
- Three years minimum experience as a FEMA Task Force CST-HRD

Upon approval of application

- Shadow evaluate at least two CSTCE-HRDs (minimum 10 teams)
- Completion of Canine Search Specialist Training Course (if not previously completed)

**Lead Evaluator**

- Must be an CSTCE-HRD evaluator

**To Maintain Status**

- Evaluate at least one CSTCE-HRD every two years
- Attend HRD Evaluator Conference Calls as scheduled
- Subject to review and approval of Program Managers

DEPARTMENT OF HOMELAND SECURITY  
FEDERAL EMERGENCY MANAGEMENT AGENCY

# NATIONAL URBAN SEARCH AND RESCUE RESPONSE SYSTEM

A Component of the National Response Framework  
Under Emergency Support Function 9



## CANINE SEARCH TEAM CERTIFICATION EVALUATION-HRD

### ADDENDUMS

May 2013

**FEMA National US&R Response System  
Canine Search Team Certification Process-HRD (May 2013)**

**ADDENDUM A: FULL SIZE FORMS**

DHS/FEMA National US&R Response System	
Application for Canine Search Team Certification Evaluation-HRD	
<b>(Please Type)</b>	
(Delivery and receipt of this application does not guarantee acceptance. It is the responsibility of the applicant to ensure acceptance or denial of this application)	

CSTCE-HRD Date:	CSTCE-HRD Location:	
Recert: <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Prior Attempts:	
<b>Applicant's Personal Information</b>		
Name:	Task Force:	
Address:		
City:	State:	Zip Code:
Contact Phone:	Email Address:	
Emergency Contact:	Emergency Contact Phone:	
<b>Canine Information</b>		
Canine's Name:	Breed:	
DOB:	Date of Rabies Vaccination:	
My dog and I are physically sound and are currently under no restrictions. I understand and accept that the decisions of the evaluators are final. I affirm that I have read, understand and will abide by the DHS/FEMA/US&R Code of Conduct and understand that violation of said rules and Code of Conduct may result in loss of certifications, loss of evaluator status and/or referral to the appropriate authorities. I further affirm that I understand that abuse of the canine is not permitted at any time.		
Applicant Signature:	Date:	
The above team is in compliance with the DHS/FEMA policy on aggression and is approved to participate in this evaluation.		
<b>Task Force Approval</b>		
Program Manager/Training Coordinator	Canine Coordinator	
_____	_____	
(Signature)	(Signature)	
_____	_____	
(Printed Name)	(Printed Name)	
Date:	Date:	
Address: _____	Address: _____	
_____	_____	
_____	_____	
Email:	Email:	
Phone:	Phone:	



DHS/FEMA National US&R Response System  
Canine Search Team Certification Evaluation-HRD Scoresheet

Date: \_\_\_\_\_

Name of Handler: \_\_\_\_\_

Name of Canine: \_\_\_\_\_

Task Force: \_\_\_\_\_

Location: \_\_\_\_\_

Evaluator (print): \_\_\_\_\_

Evaluator (signature): \_\_\_\_\_

Handler has successfully completed all elements per the CSTCE-HRD:  Yes  No

Element	Required Skills	C	DNC	Comments				
Ground Rules	Handler followed all ground rules							
Obedience	Human aggression test							
	Canine aggression test							
	Off-lead heeling							
	Emergency stop							
	Long wait							
Indication Station	Indicates and stays focused for 10 seconds or at least 3 barks							
	Stays at the scent source location after indication of scent							
Time - 5 min	Handler does not communicate with canine after indication of scent							
Direction and Control	Goes up on elevation							
	Waits on elevation until directed by handler							
Time - 3 min	Completes assigned pattern							
Agility Time - 5 min	Must complete five (5) of six (6) obstacles, including the four (4) mandatory obstacles (Ladder, Plank, Tunnel, Wobbly Surface)	Order	Obstacles		K9 Precedes Handler		Stop, Turn On Any Obstacle	
			C	DNC	C	DNC	C	DNC
	*Ladder							
	*Elevated Plank							
	*Tunnel							
	*Wobbly Surface							
	See Saw							
	Slick Surface							
	Crawl							
Moving Plank								
Rubble Test		C	DNC	Interview Items		C	DNC	
Brief Time - 5 min	Handler scene safety/interview			Scene safety?				
	Canine is responsive to handler direction and control			Other Questions		Noted		
Search Time - 15 min	Canine searches independently			Time of collapse?				
	Team finds two (2) scent sources (no false alerts)			Type of occupancy?				
	Canine shows commitment to each scent source			Suspected missing?				
	Handler informs evaluators of canine's indication/location of each scent source			Searched before?				
	Canine indicates independently of handler			Structural Eng. Check?				
	Handler demonstrates appropriate canine care/safety/welfare			Findings?				
Canine agility/ability to negotiate rubble			Safe/Entry?					
Source 1 Time: _____ Source 2 Time: _____ Total Time: _____								
Source 1: Type _____ Amount _____					Prints?			
Source 2: Type _____ Amount _____								
Comments: (please use separate sheet for more comments if necessary)				HazMat checked?				
				Findings?				
				Utilities: who/how secured?				
				Gas Elec Water				
				Rescue?				
				Medical?				
				Vet?				



**FEMA**

**FEMA National US&R Response System  
Canine Search Team Certification Evaluation-HRD Evaluator Application (Please Type)**

**Applicant's Personal Information**

Date of Application:	Task Force:	
Name:		
Address:		
City:	State:	Zip Code:
Contact Phone:	Email Address:	

**Prerequisites**

1.	<input type="checkbox"/> HRD Certified Canine Search Team
2.	<input type="checkbox"/> Three Years Experience in HR Search

Upon Approval of Application		Date	Location
1.	Shadowed Two HRD CE's		
2.	CSST (may be completed prior to approval)		
3.	Rostered by DHS/FEMA		

I affirm that I have read, understand and will abide by the FEMA/US&R Code of Conduct and understand that violation of said rules and Code of Conduct may result in loss of certifications, loss of evaluator status and/or referral to the appropriate authorities. I further affirm that I understand that abuse of the canine is not permitted at any time.

Applicant Signature:	Date:
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**Task Force Approval**

***The Program Manager/Training Coordinator and Canine Coordinator recommend the applicant for Evaluator.***

Program Manager/Training Coordinator	Canine Coordinator
_____ (Signature)	_____ (Signature)
_____ (Printed Name)	_____ (Printed Name)
Date: _____	Date: _____
Address: _____ _____ _____	Address: _____ _____ _____
Email: _____	Email: _____
Phone: _____	Phone: _____

**ADDENDUM B: SCENE SAFETY ESTABLISHMENT CHECKLIST**

Time of the collapse:	<p style="text-align: center;"><del>Date/Time</del> <del>Task Force out</del> <del>Date/time</del>      <del>Hazards</del> <del>In</del>      <del>Victims</del> #L/#D</p> <p>● = incomplete search</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <input type="checkbox"/> SAFE TO ENTER         </div> <div style="text-align: center;"> <input type="checkbox"/> SOME HAZARDS         </div> <div style="text-align: center;"> <input type="checkbox"/> DO NOT ENTER         </div> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 20px;"> <div style="text-align: center;"> <b>V</b> Suspected VICTIM         </div> <div style="text-align: center;"> <input type="checkbox"/> Confirmed LIVE         </div> <div style="text-align: center;"> <input type="checkbox"/> Confirmed DEAD         </div> <div style="text-align: center;"> <input type="checkbox"/> Removed VICTIM         </div> </div>
Type of Occupancy	
Number of Suspected Missing	
Searched Before?	
Checked by Structural Engineer?	
Findings?	
Safe to enter?	
Prints available?	
HazMat checked?	
Findings?	
Utilities: Who & How secured?	
Gas	
Electric	
Water	
Heavy Rescue Available	
Medical Available?	
Veterinary Available?	

**FEMA National US&R Response System  
Canine Search Team Certification Evaluation-HRD (May 2013)**

**ADDENDUM C: US&R CODE OF CONDUCT**

The FEMA US&R Response System Code of Conduct can be found in the US&R Operations Manual.

Below is a copy as a quick reference card. Consult a current copy of the US&R Operations Manual for the latest revision.

<ul style="list-style-type: none"><li>• Respect the value of life and the welfare of victims</li></ul>
<ul style="list-style-type: none"><li>• Demonstrate respect for public and private property</li></ul>
<ul style="list-style-type: none"><li>• Be aware of cultural issues including race, religion, gender and nationality</li></ul>
<ul style="list-style-type: none"><li>• Follow Chain of Command</li></ul>
<ul style="list-style-type: none"><li>• Abide by all DHS/FEMA regulations and AHJ law enforcement practices including the handling of sensitive information</li></ul>
<ul style="list-style-type: none"><li>• Not possess or use any type of firearms</li></ul>
<ul style="list-style-type: none"><li>• Follow DHS/FEMA direction regarding dress code and personal protective equipment</li></ul>
<ul style="list-style-type: none"><li>• Not possess or use alcohol or illegal drugs</li></ul>
<ul style="list-style-type: none"><li>• Procure equipment through appropriate channels</li></ul>
<ul style="list-style-type: none"><li>• Not steal</li></ul>
<ul style="list-style-type: none"><li>• Not accept gratuities</li></ul>
<ul style="list-style-type: none"><li>• Not take personal advantage of any situation and/or opportunity that arises.</li></ul>
<ul style="list-style-type: none"><li>• Demonstrate respect for other assigned personnel</li></ul>

## ADDENDUM D: GLOSSARY OF TERMS

**Abuse** – Physical or psychological maltreatment of the canine.

**Indication** – A trained behavior exhibited by the canine in response to the odor of human remains. Acceptable indications are responses that do not damage the scent source or excessively disturb the immediate environment. Examples of acceptable indications are bark, sit, down, fixed stare at source or a touch with the nose or paw. A recall/re-find or a prolonged, aggressive dig is not acceptable.

**Aggression** – An attempted or actual unprovoked attack on another canine or person.

**Care and Safety of Canine** – Includes appropriate vet check, offers canine water, stripping of vest and collar while searching.

**Control of Canine** – While remaining in the specified search area (according to the site parameters), the handler is able to recall or halt the canine if the canine enters, or attempts to enter, site-specific unsafe areas. These areas (including the other search site) will be legitimate, real-world hazardous areas and identified in the briefing.

**False Alert(s)** – Any location incorrectly identified by the handler as human remains scent

**PPE for Rubble Search** – Handler must wear helmet, gloves, long pants/long sleeves, and safety toe/steel shank boots. Handler must also have eye protection and knee pads as they may be required by hosting Task Force.

**Repetitive Barking** – Three (3) barks at the same scent source that may be interspersed with digging, scratching or any other attempt to get to the scent source. Canine may reposition itself while indicating at scent source location.

### **ADDENDUM F: APPEAL PROCESS**

- 1) Appeal/Grievance filed by the Program Manager with Search Work Group Chair (SWG) and Canine Sub-Group (CSG) Divisional Representative within 10 days of the incident.
- 2) Decision made by the SWG and CSC if fact-finding mission is warranted.

#### **If Warranted**

- 1) Interviewer selected by SWG and CSC (disinterested party).
  - 2) SWG and CSC determine interested parties to be interviewed.
  - 3) Set of questions furnished to interviewer by SWG and CSC.
  - 4) Interviewer includes these questions, but is not limited to them, in the fact-finding process.
  - 5) Timeline set for the interviews, responses, fact-finding report to SWG and CSG, and the final results to the grieved party's Program Manager.
  - 6) Interviewer individually contacts all interested parties and documents the discussions.
  - 7) Fact-Finding Report submitted to SWG and CSG by the predetermined deadline.
  - 8) Decision made by SWG and CSG and rendered to grieved party's Program Manager within the predetermined timelines.
  - 9) Any action items as a result of the fact-finding mission to be noted and resolved.
-