



Federal Emergency Management Agency
URBAN SEARCH AND RESCUE TASK FORCE (MA-TF1)
13 Morningside Drive, Beverly, MA 01915
Telephone: (978) 922-5680
FAX: (978) 921-6074



Dear Employer,

The employee whose name appears on the attached Memorandum of Understanding has been selected for a position on the Massachusetts Urban Search & Rescue Task Force (MA-TF1) of the Federal Emergency Management Agency (FEMA), National Urban Search & Rescue (US&R) Program. MA-TF1 is one of twenty-eight national task forces and the only task force based in New England.

FEMA initiated the Urban Search and Rescue Program in 1990 as a direct result of the Loma Prieta earthquake. The program has created twenty-eight task forces of multi-disciplined technical specialists capable of rapid response to a variety of natural or man-made catastrophic disasters. These task forces implement search and rescue procedures, provide emergency medical care to trapped and injured victims, and assist in mitigating the effects of the disaster on our citizens. The task forces may be deployed as part of a Presidential Disaster Declaration.

When Task Forces are deployed by FEMA in response to a Presidential Disaster Declaration, task force members will be registered as "System Members" with FEMA/DHS. Task force members will remain employed by their respective sponsoring agency jurisdictions for salary and assessments of other benefits. Upon activation, task force members will additionally become Temporary Exempted Federal Employees for tort liability purposes and Federal Workers' Compensation. FEMA will reimburse the sponsoring agency the normal and usual rates of pay and backfill costs accrued as a result of federal activation.

We request you support your employee's commitment to this program by signing the attached Memorandum of Understanding (MOU), and to view this commitment the same as you do for those employees who are in the Uniformed Services Reserve programs.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Mark Foster", with a horizontal line extending to the right.

Mark Foster
MA-TF1, Task Force Program Manager
Federal Emergency Management Agency



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Memorandum of Understanding

As a member of the Urban Search and Rescue Task Force, I accept the following responsibilities:

While a member of the Task Force, I will maintain “Active” status with the Task Force discipline to which I am assigned. I will attend scheduled training meetings and exercises in order to maintain the minimum requirements. I understand that this is voluntary and that I am not compensated by the Task Force for any activities required to maintain “Active” status.

In the event of a Task Force deployment, I intend to be available as assigned within the program.

If I am activated by the National US&R Response System during a Presidential declaration, I understand that my agency will be compensated for my time while I serve as a member of the Task Force, maintaining “cost neutrality” for my agency.

I understand that my assignment will be for a period not to exceed fourteen (14) days.*

My employer concurs with this commitment, which I am making to the Federal Emergency Management Agency’s Urban Search and Rescue program.

Name of Task Force Member: _____

Signature of Member: _____

Name of Employer: _____

Title of Employer’s Representative: _____

Signature of Employer’s Representative: _____

Date: _____

* On rare occasions there may be an exception and I may be requested to extend my assignment.