

Annex P- Search and Rescue- Administration

Purpose

The purpose of this document is to describe how a search at the University of Minnesota will be conducted if the University is the primary agency coordinating the efforts.

Responsibilities:

Primary

- A. The overall responsibility for search and rescue is the University of Minnesota Police Department, local law enforcement, county sheriff's office and area Fire Departments for performing search and rescue.

Supporting

- A. University of Minnesota resources and or an organized student body effort.
- B. The Civil Air Patrol may be available to assist in looking for missing persons.
- C. The National Guard may be available to assist in rescuing snowbound travelers or other search details.
- D. The following government and/or volunteer organization(s) may be available to assist with a major search and rescue operation:

Boy Scouts of America

ARES Amateur Radio

MN SARDA (Search and Rescue Dog Association)

— Anoka County Communications

NorthStar Search and Rescue

Midwest Technical Rescue Training Associates

Local Service Organizations

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Annex P- Search and Rescue- Operations

Law Enforcement, Fire Departments, Ambulance services and other agencies responsible for conducting or participating in a search and rescue operation will develop and maintain whatever standard operating procedures (SOPs) they may need. Such SOPs may include guidance and instructions for performing search and rescue following an explosion, missing person or an accident/incident involving hazardous materials (depending on the level of haz-mat response training received).

Search and Rescue operations must be done in a coordinated and systematic approach. This will be accomplished utilizing the incident management system as discussed in the basic plan. Search operations will be conducted in a variety of manners depending on the circumstances of the search and rescue.

The following are the key points to Search and Rescue operations:

1. Utilize the Incident Management System
 2. Assess Resources needed for the incident (Private, public, specialized, etc.)
 3. Set up a command post
 4. Search areas in a coordinated approach
 5. Perform effective communications
 6. Perform effective documentation (written, photos, etc.)
 7. Account for individuals and agencies operating at the incident
 8. Provide Media/Communications liaison
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Search And Rescue Incident Management

1. Pre-Planning

2. First Notice

- a. Initial Investigation
- b. Determine Urgency
- c. Begin: Formation of ICS

Confinement

Callout of Hasty Team Resources

3. Strategy **Development**

- a. Detailed Investigation
- b. Determine Search Area & Segment
- c. Determine POAs & Prioritize Segments
- d. Develop Search Action Plan
- e. Prepare Assignments & Briefings

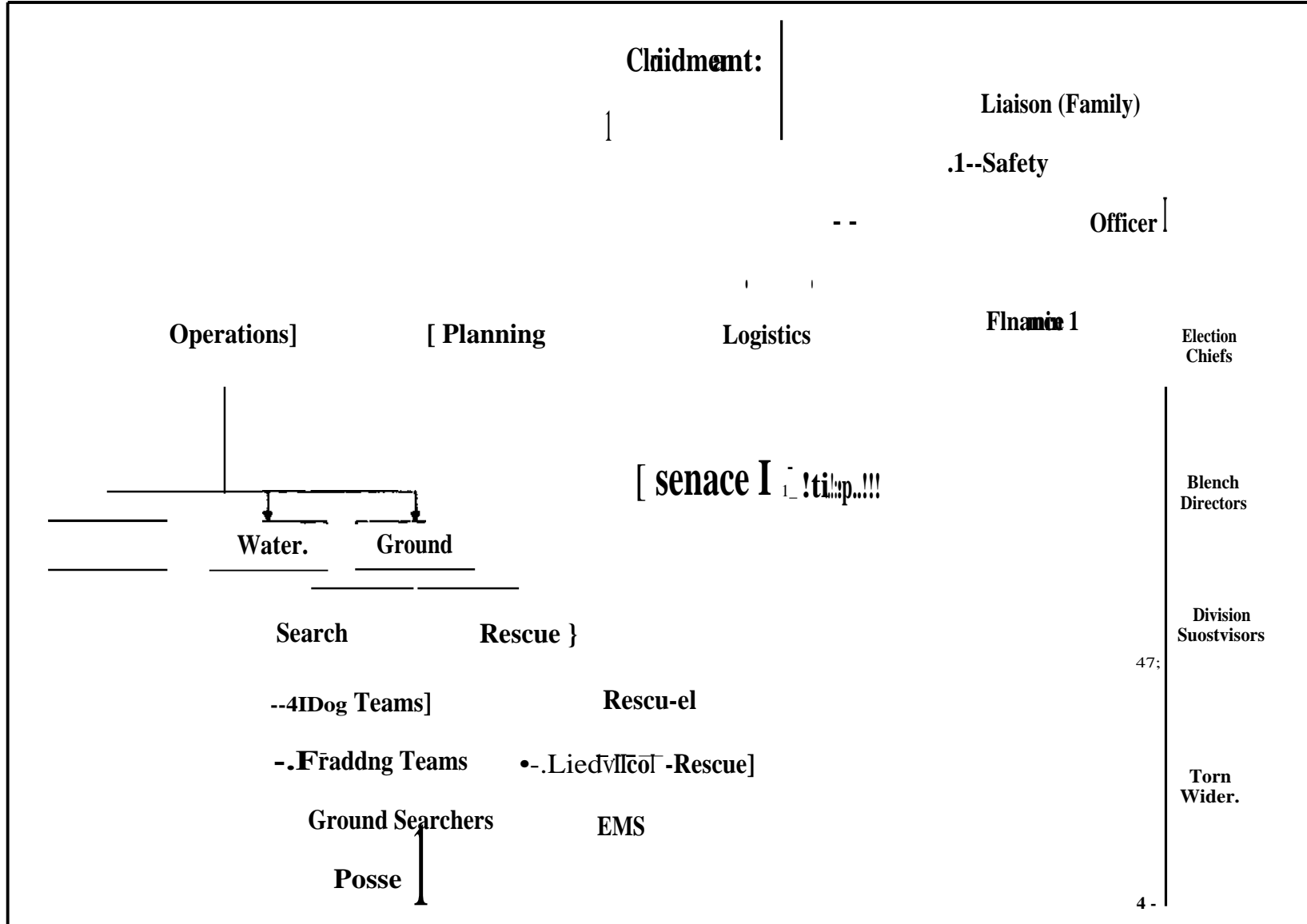
4. Tactics/Operations

- a. Passive: Investigation, confinement, attraction
- b. Active: Field searching, tracking, dog teams
 - i. Hasty Search
 - ii. Efficient Search
 - iii. Thorough Search

5. Plan Strategy for Subsequent Operational Periods

6. Suspend Operations & Demobilize

7. Critique



BRIEFING AND DEBRIEFING CHECKLISTS

BRIEFING

1. Incident Action Plan - what it is **and how I fit in.**
2. Situation status and predictions.
3. Objectives and strategies (specific).
4. Tactical assignments with explicit Instructions.
5. Weather - present and forecast.
6. Specific equipment needs (learn and personal).
7. Communications details:
 - a. Frequencies to be used.
 - b. Designators and codes.**
 - c. Contact persons and times.
 - d. What to do if comm. problems arise.
 - e. Emergency communications (whistle?).
8. Transportation details (if needed).
9. Reporting locations and times.
10. How to deal with media/family - where to refer.
- 11. Where to be at what times.**
12. Possible hazards and safety Instructions.
13. Debriefing procedures:
 - a. Where to debrief and with whom,
 - b. When to debrief**
 - c. What info will be expected or needed, d. What format should the debrief be in - (oral, written, sketches, maps, etc.)**

Briefing should last less than 30 minutes and should be held before, not during, the shift. Combinations of written and oral briefings are most successful. **TAKE NOTES AND ASK QUESTIONS.**

DEBRIEFING

1. Explicit description of area covered and activities carried out.
 2. Probability of detection estimate - "If there were 10 clues of **varying size In the area** you were assigned to search, how many would you have found?" (2 = 20%. 4.5 = 45%, etc.)
 3. Location of any clues found, regardless of how
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Insignificant they may seem, (use map, sketches, etc.)

4. Gaps in area searched or any other problems with the search at all.
5. Specific difficulties encountered. (Communications, terrain, weather, fitness, injuries, etc.)
6. Hazards in the area - be specific with respect to location and description.
7. Suggestions, recommendations, and ideas for further activity in the area searched.

Proper info conveyed in the debriefing is absolutely essential for an effective search. Use any means to convey what you want to say about the area searched. (i.e. sketches, maps, briefing reports, notes, etc.)

Debriefing should be done in writing if possible. Perhaps using an open-ended questionnaire for personnel coming out of the field. All debriefings should be performed one-at-a-Time on an individual basis, if possible. The above list is a minimum SAR Fundamentals

Annex P- Search and Rescue- Resources
Supporting Organizations/Agencies
Contact Numbers

4mm	<u>Contact Person</u>	<u>Phone #.</u>
1. Civil Air Patrol	MN Duty Officer Dale Hoium (Wing Commander) e-mail dhoium@phxmail.com	(651) W.M. 1-800-1/1/010 (w) 651-swinn
	Stan Kegal (Wing Emergency Pager - Services Officer) e-mail kegel@mn.com	(h) 612111116111
2. Dogs Dogs	IvfinnSARDA (Anoka) Greg Meyers (Glenwood)	763-4111.6. 320-4111111111 -
3. EARS	John Edwardson	320-111101110
4. A.T.F.(NRT- National Response Team) 24 Hour Response – Fire and/or Explosions		State of MN Duty Officer / Fire Marshal
5. Nuclear Emergency Search Team(NEST) Department of Energy		State of MN Duty Officer
6. Urban Search and Rescue Response – FEMA		State of MN Duty Officer
7. Midwest Technical Rescue Training Associates (MTRTA)	Jeff Hasse President, 3841 Ewing Ave So Minneapolis, MN 55410 This organization is a not-for-profit training facility that trains search and rescue skills for a fee. This includes general, individual, and team skills. MTRTA will also respond to emergency rescue requests. You may reach them by Calling 612- Enter your phone number followed by *911.	6124111111111110 612 (pager)
8. Northstar, Search and Rescue Dog Association, Inc Emergency Activation	24 hr. voice mail pager Information	612.1.1111111 952.0.1110