PCSAR Doc-74 Search Incident Demobilization / Post Mission Plan/Doc

From PCSAR

Incident Name:

Mack

Date Ending:

2419-01-15

This checklist is intended as a guideline for Overhead Team Members only. Tasks specific to the incident, not identified on this form should be addressed as necessary.

1 General Information

This plan consists of some common tasks that will need to be addressed when a search incident enters the demobilization stage. The tasks identified herein are not complete as every incident is unique in nature and may have specific requirements not outlined in this document.

This document is intended as a tool to assist the search manager and overhead team during the process demobilization and post mission tasks.

2 Responsibilities

Search Manager

Is responsible for the safe and orderly demobilization of any search incident. The search manager will ensure all aspects of demobilization will be considered and acted upon as required.

Overhead Team

As applicable, and in consultation with the search manager, members of the overhead team will assume responsibility for all items identified herein that apply to their function.

If resources are limited and functions have been combined, team members will coordinate activities amongst group

Team Leaders

Where possible, team leaders will be responsible for the safety of their team members, ensuring directions from the overhead team are adhered to, and all members demobilize and return home safely.

All participants in search incidents will be responsible for ensuring that all directives of the overhead team are followed for a safe demobilization.

Search members are responsible for their personal safety at all times and the well being of their team members. All are encouraged to assume a level of responsibility for their team members until all have returned home safely.

3 Personnel Release Priorities

| Action | an nadara kan Mular wayaran da sila Angarija wan sanaharan sanaharan sanaharan sanaharan sanaharan sanaharan s | Complete | ed | Won't d n/a | 0 | Assigned to |
|----------------------------------|--|----------|---------|----------------|---|-------------|
| Recall All Search Teams | | | | | | |
| Are all searchers accounted for? | | | Control | | | |
| Stand Down Resources | | | | | | |

| Search Resources in Transit | *************************************** | 1 | | |
|--|--|---|---|--|
| Teams and Resources on Standby | 8 18.50 | / | | |
| 1 | | Montrostational and popular | | |
| Equipment | / | | | are naturity |
| Stand down all equipment on standby | | -/- | | |
| Stand down all equipment en-route | WTOMPORTS CO. | +- | | |
| Stand down all equipment in field | | 1 | ***************************** | |
| Debrief All Returning Teams | *************************************** | | econ [©] scolabrenskijskovniczno-zważegocza zazwace | от не выботнения по почения в почения не почения почения на почения выпосывающих изоверждения в почения выпосывающих в почения |
| | | 1 | | |
| Team Leaders Formally Debriefed | | 1 | | |
| All issued equipment returned | The residence of the second of | 1 | *** | |
| Inform of Critical Incident Stress Defusing | | | 1 | The state of the s |
| Issued with Expense Claim Forms | | enormonomic consistent | All the second sections and the second section of the s | |
| Issued with Critique Form | | ACUETICO DELLA DELL'ACUETICO | A STATE OF THE STA | |
| Release Search Teams | - | 1 | | |
| Release Searchers as Available | | | | |
| Designate Return Routes and team individuals as possible for individual safety | | / | | |
| Notify Call Out People | | APPROXIMATION OF THE PROPERTY | era [®] erema kasaminaka opinion joha erakuilija ja suusa suon suusa | |
| Notified of Stand Down / Demobilization | The state of the s | -/- | and the same of th | The control of the desired and a soft as |
| Notified of Defusing / Critique | | / | Conference in the angular security of a color security | TO COMPANY OF THE STATE OF THE |
| | | | | |

4 Media

| Action | Completed | Won't n/a | do | Assigned to |
|--|---|--------------|---|--|
| Request Tasking Agency to issue media release | | / | / | |
| Determine whether family wishes to deal with media inquiries | | | *************************************** | THE PROPERTY OF THE PROPERTY O |
| | *************************************** | - | *************************************** | Landaumanna processor commente |

5 WCB

| | Completed | Won't do | Assigned to |
|---|---|--|--|
| Complete and file any required WCB claims for injured searchers | | | DOO DOOP OF A THE THE SECRET COMMENT OF THE SECRET |
| | was a sure of the | The same of the sa | AND AND THE PROPERTY OF THE PR |

6 CISM

| Action | Completed | Won't do n/a | Assigned to |
|---|--|-----------------|----------------------|
| Critical Incident Stress Defusing | | | |
| Schedule CIS Defusing session and advise all search participants | | 026/10 | M. Immongraff |
| Schedule within 12 - 36 hrs of incident completion (in evening is best) | | | |
| Consider family / job / time constraints on individual searchers | The control of the co | | ord Moranachida (San |

7 Administrative Tasks

| Action | ompleted Won't do | Assigned to |
|--------|-------------------|-------------|
|--------|-------------------|-------------|

| | n/a | |
|--|--|--|
| Refill Overhead Files | | |
| Replace all products (forms, etc) used during course of search | | |
| overhead box at fire halloverhead files in filing cabinet in MCP | | |
| Refer to latest version of "SAR Management Files" (PCSAR Doc-31) | NA ALAMANIAN TO THE STATE OF TH | |
| Have complete set in Fire hall at expense of pulling files from the MCP (firehall set are portable and can be used in MCP if required) | | |
| Office supplies available from Pincher Office supply (charge to PC SAR and list incident name) | | |
| Return all maps to map drawer and confirm against inventory list | nacional esta en en en en en experiencia en | The second secon |
| Back in Service Notifications | | |
| RCMP Pincher Creek Emergency Services | | |
| Sign Out | | |
| All searchers are to sign out | | |
| White Board Info | / | |
| Record/photograph all information from white boards (inside and out) | ND | |

8 Equipment

| Action | Completed | Won't do n/a | Assigned to |
|---|--|--|--|
| SAR Equipment Returned? | | | |
| | | awata ya jaku awa salama taran kun aka kata ya | consequences or any series about the season and a series about the series of the serie |
| GPS's | | general mary will high will the company of your lands that it is a will be a finite company of your lands. | |
| Number of units returned | | STATE OF THE PROPERTY OF THE P | |
| Batteries replaced? | | | |
| Working condition? | AND THE PARTY OF T | | ANGERNO, NECESAR MESTE ANT ANGERS OF THE STEEL ANGERS ANGEL ANGEL ANGEL ANGEL ANGEL ANGEL ANGEL ANGEL ANGEL AN |
| VHF Radios | | | |
| Number of units returned | | | CONTRACTOR OF A PURE NOT A STATE OF A REPUBLIC OF A STATE OF A PURE NOT A STATE OF A PURE NATIONAL AND A |
| Working condition? | | | MANAGEM STATE OF COMMON PROBLEM AND THE ANGENCY OF STATE OF STATE OF THE STATE OF THE ANGENCY OF THE STATE OF |
| All batteries recharged? (After every search) | THE PROPERTY OF THE PROPERTY O | | NAVO (DISTRICTOR INVESTIGATOR SECTION OF THE CONTRACT OF THE C |
| Returned to Firehall? | | | |
| Returned to Agency? (if borrowed) | | | |
| FRS Radios | 1 | | |
| Verify all returned | | | NO DESCRIPTION OF THE PROPERTY SERVICES AND AN ARRANGE AND SERVICES AND ARRANGE AND ARRANG |
| Verify all working | | unación de la constitución de la | |

| T 7 | |
|--|--|
| Verify all charged | |
| Satellite Phones | |
| Verify all returned | |
| Verify all working | |
| Verify all batteries charged | |
| Photocopier Printer | |
| Verify all parts returned | |
| Restock. See PCSAR Doc-98 | |
| Verify working. | |
| See PCSAR Doc-99. | er ce'r garb acce |
| Mobile Command Post | |
| Fuel mobile command post | |
| All radios turned off? | |
| Clean and remove garbage | THE DESIGNATION OF THE PROPERTY OF THE PROPERT |
| SAR Truck | <i>f</i> |
| Fuel truck | |
| Plug in block heater (winter) | |
| Turn off 2-way radio | |
| Verify trailer is locked | |
| Rescue Sleigh | |
| | |
| Food | |
| Store and preserve left over food and drink | |
| THE PROPERTY OF THE PROPERTY O | |
| Other Equipment Returned (note type and details as per abo | ove) |
| | |
| | |
| | |
| Establish Lost & Found List | A |
| Circulate to all groups | |
| | |

9 Financial

| Action | Completed | Won't do n/a | Assigned to |
|--|--|--|--|
| Charge back | | | |
| Determine if PC SAR will charge for this operation (usually yes, there have been a few exceptions) | | ************************************** | |
| Determine or negotiate rates with tasking agency | THE PROPERTY OF THE PROPERTY OF THE CONTRACT O | | and a lateral management of the state of the European Antonion Antonion (see a section of the State of the St |
| Inform other teams of Tasking Agency's expense procedures | THE RESERVE OF THE PROPERTY OF | | AND THE PROPERTY OF THE PROPER |
| Expense Sheets | the second secon | | A |
| | | | |
| Collect expense forms from all PC SAR members | | 7 | |
| | - 4 | | ş |

| Collect expense information on | | | | | |
|--|----|--|--|--|--|
| MCP Damaged / lost equipment Satellite phone Replacement supplies | Ť- | manini da perceptrante a Difficipación de la companya per de | | | 1 - 17 + 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 |
| Bill Tasking agency | | | | POSSO SE LANGE CONSTRUCTO DE LA CONSTRUC | |

10 Record Keeping

| Action | Completed | Won't do n/a | Assigned to |
|--|--|--|--|
| Filing | | | |
| Get copy of files from last search manager (may be another SAR group) | | | |
| Make colour photocopies/photographs of mylar covering map to preserve content - store in binder | | enerlasionere et et en | |
| Gather and organize search materials / forms used and add to SAR binder. Keep at least one copy of each paper | | | |
| Sort by operations period | | | THE STATE OF THE PROPERTY OF T |
| Group into manager, planning, logistics, operations | - Company of the Comp | | Bernard State of the Control of the |
| Copying | | 1 | |
| Determine whether Tasking Agency wants to keep originals of files | | | DOUGH ANNUAR WE EXPERIENCE AND AND TO SHEET ANNUAR ANGEL AND AND AN ARRANGE AND AN ARRANGE AND AN ARRANGE AND AN ARRANGE AND A |
| Scan documents to wiki or make colour photocopies for our records if giving originals to tasking agency. Consider scanning anyway for easier future reference. | | | 1 |
| | | | |

11 Reporting

| Action | Completed | Won't do n/a | Assigned to |
|---|--|---|--|
| Permission to share | inn vettaminikersennus säävät 1900 tokka nastanaisen saataan saataan saataan kantaan kantaan kantaan kantaan k | | |
| | | 1. | |
| Obtain permission from the Tasking Agency to share information | | | |
| Obtain permission from the Office of the Fire Commissioner to shar information | е | / | |
| Statistics | | | to grown and me summon with the statement and another and control of the statement and the statement a |
| Sign in sheet | | And the second section of the second | |
| List who came from each organization, what op periods they attended | | 1 | |
| List total # of different resources used | | | |
| List total hours on search | | | |
| Search statistics to researchers | | | A COMPANIENT OF THE SECOND CONTYNON ON MICHIGANIZATION FROM SECOND CONTRACTOR SECOND CONTRACTOR CON |
| Copy of sign in list to Administrator for members' participation records | | Less times was bet i tomic at the stainment and | |
| High region and in the format is considerable through the considerable | | | |
| Report | | 2 | reside for the contract of the |
| Complete last 2 pages of report and submit to RCMP / Tasking Agency | | | |

| Create entry for incident on the wiki | te contraction and the contraction and the contraction of the contract | |
|--|--|--|
| File incident report on D4H | | |
| Incident Brief | XJ | |
| Summary (1 - 2 paragraph) of incident for SAR binder | | |
| see http://pcsar.webhop.org/zope/wiki/CritiqueTask | | |
| 12 Critique | | |

12 Critique

see http://pcsar.webhop.org/zope/wiki/CritiqueTask

| Action | Completed | Won's | do | Assigned to |
|---|--|-------|---|--|
| Schedule critique time and location | The state of the s | | 1 | |
| Advise call out team to notify searchers | | | f | de Uniteral e movimes prodrivers a character e escolos a na abuse dos productos anales de anticipament e a velves proposados acidades en |
| Advise outside resources / groups | | | DOMESTIC AND ADDRESS OF A STREET | MARKET HER THE STORE STO |
| Advise RCMP / tasking agency | | | *************************************** | ARREST TRANSPORTED CONTROL CONTROL OF THE CONTROL OF THE CONTROL CONTROL OF THE CONTROL CONTRO |
| Manager not involved with incident chair critique | | | | ANNERS STATE COURSE STATE CONTROL CONT |
| Critique chair writes report of critique suggestions. | CONTROL OF THE PROPERTY OF THE | | | |
| Critique report distributed to all participants and committees/organizations suggestions referred to. | | 1100 | | |

13 Incident Review

| Action | Completed | Won't do n/a | Assigned to |
|---|--|--|--|
| Pre-Plan / Search Managers Team | | | form temperature |
| Review Incident | | | |
| Action Identified Items | end et constant dissiliation in influence and mean investment grown and constant to the circumstance and according constant and according to the constant an | PROPERTY CONTROL OF THE PROPER | uta miliantakan Calabina elikan Merahamian 2000 dialah ketifiki melancah menjaman menahan dia dengan pulatuk abbandak kebua |
| Board | | | |
| Review Incident | | | |
| Action Identified Items | | | 50 FOT ILLEGISTERNING AND |
| Thank you's | TO CONTRACTOR CONTRACT | nde frem de mente de | ACRECO CRISTO DE CORRES DE CONTROL DE COMPANION DE COMPAN |
| Thank individuals and organizations that supported the effort | | | THE STATE OF THE S |

14 Miscellaneous

| Action | Completed | Won't do n/a | Assigned to |
|--|-----------|--|---------------------------------------|
| Update this document. | | are energy | |
| Make changes so it will be easier for next time it has to be used. | | | Ret. 6 |
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15 Notes

16 Sign off

Sheet Completed by:

- Search Manager (name):
- Date:
- Signature:

Co-Signed by:

- Overhead Team Member (name):
- Date:
- Signature:

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