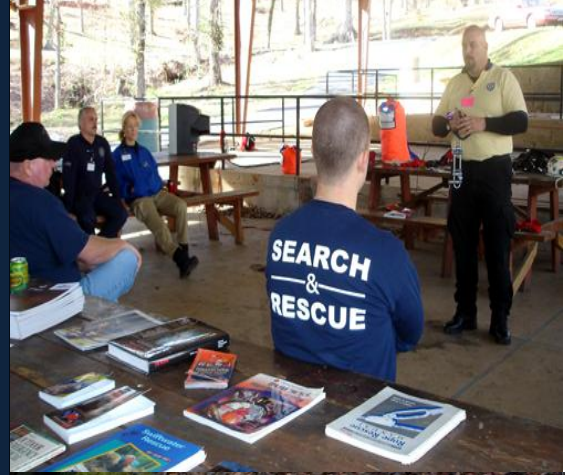


CHATHAM COUNTY EMERGENCY OPERATIONS PLAN

ESF – 9 ANNEX APPENDIX 9-1

SEARCH AND RESCUE COORDINATION

AUGUST 2012





THIS PAGE INTENTIONALLY BLANK



ACRONYMS

AAR	After Action Review
ACIM	A Child Is Missing
AFRCC	Air Force Rescue Coordination Center
BOLO	Be On the Look Out
CART	Child Abduction Response Team
CCSO	Chatham County Sheriff's Office
CEMA	Chatham Emergency Management Agency
CISM	Critical Incident Stress Management
DO	Duty Officer
DoD	Department of Defense
EAS	Emergency Alert System
ELT	Emergency Locator Transmitter
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESF	Emergency Support Function
GAB	Georgia Association of Broadcasters
GBI	Georgia Bureau of Investigation
GDNR	Georgia Department of Natural Resources
GDOT	Georgia Department of Transportation
GEMA	Georgia Emergency Management Agency
GSAR	Georgia Search and Rescue
HR	Human Remains
IAP	Incident Action Plan



IC	Incident Command(er)
ICP	Incident Command Post
ICS	Incident Command System
LKP	Last Known Point
LPS	Last Point Seen
NASAR	National Association for Search and Rescue
NCIC	National Crime Information Center
NIMS	National Incident Management System
PLB	Personal Locator Beacon
POA	Probability of Area
POD	Probability of Detection
PPE	Personal Protection Equipment
SAR	Search and Rescue
USAR	Urban Search and Rescue
USCG	United States Coast Guard



TABLE OF CONTENTS

Acronyms	i
Table of Contents	iii
I. Introduction.....	1
II. Purpose	2
III. Scope	2
IV. Authorities and References	2
V. Assumptions.....	3
VI. Implementation	4
VII. Concept of Operations.....	5
A. General	5
B. SAR Operational Progression.....	5
C. SAR Activation Criteria	5
D. Immediate SAR Activation Criteria (Triggers)	6
E. Initial Notification.....	6
F. Information Requirements.....	6
G. Incident Management – General.....	9
H. Initial Actions upon Arrival.....	9
I. Incident Management by Objectives	10
J. Communications	12
K. Fatalities	19
L. Critical Incident Stress Management	19
M. Safety.....	20
N. Documentation and Reporting Management	21
O. Post Incident Debriefing and After Action Review	21
VIII. Responsibilities.....	22
A. Chatham County Animal Control	22
B. Chatham County Coroner's Officer	22
C. Chatham County Health Department.....	22



D.	CEMA Director	22
E.	CEMA Deputy Director.....	22
F.	CEMA Duty Officer	22
G.	Chatham County Sheriff's Office.....	22
H.	County ESF-9 Primary Coordinator	23
I.	Georgia Emergency Management Agency	23
J.	Jurisdictional First Responders.....	23
K.	US Department of Defense.....	24
L.	US Department of Homeland Security, FEMA	24
M.	US Department of Interior, National Park Service.....	24
VIII.	Plan, Annex, Appendix, Tab Management and Maintenance	24
A.	Executive Agent.....	24
B.	Types of Changes.....	24
C.	Coordination and Approval	24
D.	Notice of Change	24
E.	Distribution.....	25

TABS

TAB A	SAR Documentation
TAB B	SAR Resources and Capabilities
TAB C	CEMA SAR Team Standard Operating Procedure



I. INTRODUCTION

- A. Search and Rescue (SAR) Operations may be conducted for lost, missing, endangered, sick, injured, and/or deceased persons. SAR Operations include locating, extracting and providing on-site medical treatment to victims trapped in collapsed structures.
- B. SAR operations within Chatham County are categorized into four principle types:

- 1. Aeronautical Search and Rescue (Aviation SAR). Aviation SAR operations are an integral support component of all SAR responses. Aviation SAR operations may also include response operations to other aviation-related incidents. Notifications and/or reports of downed or overdue aircraft should be investigated by the most efficient method(s) possible. CEMA will be notified in order to activate additional ESF-9 resources as may be required.

NOTE: Notification of potential downed aircraft may be initiated electronically via “Alert Notification Overdue Aircraft” systems and/or “Emergency Locator Transmitter” devices.

- 2. Urban Search and Rescue, Including Structural Collapse (USAR): USAR operations primarily focus on the location, rescue, and initial stabilization of persons confined within collapsed structures in urban settings. Designated USAR resources may be required to respond to persons trapped in vehicles, mines, collapsed trenches, or similar events.
- 3. Waterborne Search and Rescue (Waterborne SAR). Waterborne SAR operations focus on the location, rescue, and initial stabilization of persons along coastal areas, in creeks or rivers, and in lakes or reservoirs. Waterborne SAR operations may include an airborne response primarily utilizing helicopters or a maritime response utilizing boats / ships.
- 4. Inland or Wilderness Search and Rescue (Inland SAR). Inland SAR operations focus on the location, rescue, and initial stabilization of persons in rural, remote, backcountry, wooded, highly variable topography, and otherwise difficult to access areas. SAR operations in these areas may require specialized equipment and potentially airborne operations. Inland SAR resources may also be utilized during wide area searches conducted in urban and/or built up areas. Notification of potential lost persons may be



initiated electronically via “Emergency Position Indicating Radio Beacons” and/or “Personal Locator Beacons”.

5. Other SAR Components: Potential components of any search include but may not be limited to:
 - a. Human Remains Recovery (Recovery): Recovery is a component of SAR operations. SAR operations may transition to Recovery operations, and large scale Recovery operations may be required following a hurricane, flood, tornado, and/or other significant event.
 - b. Animal Rescue: Animal rescue is a component of SAR operations. Large scale animal rescue and/or recovery of animal remains may be an issue following a hurricane, flood, tornado, and/or other significant event.

II. PURPOSE

- A. The purpose of this Appendix is to provide jurisdictional emergency planners, first responders and other emergency personnel with basic SAR planning, operational, and support concepts to be considered during SAR operations.
- B. This document also provides procedures for coordinating with County and/or state SAR resources for support during an emergency or disaster when the response requires additional SAR resources beyond those of the local/affected jurisdiction.

III. SCOPE

- A. Provisions contained in this document apply County-wide and to all agencies, organizations, and personnel with SAR and/or Emergency Support Function (ESF) #9 (Search and Rescue) support responsibilities.
- B. This Appendix is not intended to replace specific agency and/or jurisdictional support, emergency management plans and/or procedures.

IV. AUTHORITIES AND REFERENCES

- A. Authorities:
 1. This Appendix is developed under the authority of the Chairman of the Board of the County Commission, Chatham County, Georgia; and the Director of the Chatham Emergency Management Agency



(CEMA) Chatham County, Georgia. This Appendix supersedes all similar and previous versions to date.

2. CEMA has primary responsibility for compliance with provisions for the County's EOP; and is responsible for ensuring execution of the response activities outlined in this Appendix and supporting documents.
- B. References: This Appendix is developed in accordance with the following legal references:
1. FEDERAL:
 - a. National Response Framework October 2008, as amended
 - b. Homeland Security Presidential Directive #5 – Management of Domestic Incidents
 - c. Robert T. Stafford Disaster Relief and Emergency Assistance Act.
 2. STATE:
 - a. Georgia Constitution
 - b. Georgia Emergency Management Act of 1981, as amended
 - c. Georgia Emergency Operations Plan (GEOP)
 3. COUNTY:
 - a. Chatham County EOP
 - b. Chapter 4, Article III, of the Chatham County Code, Emergency Management, March 24, 2006.

V. ASSUMPTIONS

- A. This Appendix is predicated on several assumptions regarding the preparation and response for a SAR incident.
- B. Assumptions include:
1. Local, State and Federal SAR response teams and other support agencies are National Incident Management Systems (NIMS) compliant, are familiar with NIMS and/or National Association for



Search and Rescue (NASAR) SAR Forms, and will respond with technical expertise and resources upon request by local officials;

2. ESF Partners and other designated agencies responsible for providing supporting actions will coordinate internal resources and personnel suitable to accomplish the tasks defined in this document.
3. Emergency services personnel will be trained to safely and effectively respond to SAR incidents. Local emergency response partners allow their personnel to participate in SAR exercises and drills;
4. Emergency services personnel will function within the scope of their training level, understanding that managing a SAR incident requires technical knowledge; and
5. The initial Incident Command (IC) will recognize the urgency in making the call for additional assets early in the incident.

VI. IMPLEMENTATION

- A. The provisions of this Appendix are implemented upon the recommendation of the CEMA Director, with approval of the Chairman, Chatham County Board of Commissioners, and concurrence of the Mayors of the Municipalities as appropriate.
- B. Specific provisions included in this Appendix will be implemented upon request for SAR operations at an incident where people are believed to be lost, missing, and/or trapped with the following objectives:
 1. To provide assistance to local authorities for SAR operations within the County.
 2. Provide guidance and technical operational support as required to support a regional emergency management declaration.
 3. Implement, supervise and maintain a professional SAR program to ensure the protection and preservation of human life and to lessen the impact on the County's natural and cultural resources.
 4. Ensure the personnel involved in the SAR operation are provided with quality training, equipment, and the necessary supervision to implement and conduct a safe SAR operation.
 5. Provide for the prompt, proactive review of an incident. Analyze causal factors and implement changes that would improve overall



VII. CONCEPT OF OPERATIONS

- A. General: Local jurisdictions have the primary responsibility for initial SAR operations. When and if additional SAR support is needed, assistance with the searching for, extricating of, and providing for immediate medical treatment of victims who are lost, trapped, or, stranded could come in the form of specially trained personnel, specialized equipment, and/or other special resources. Additional SAR assistance may be coordinated through established mutual aid agreements, CEMA, and/or when activated, the EOC.
- B. SAR Operational Progression: Depending on the totality of the circumstances, SAR operations may be managed utilizing progressive “stages”. SAR management stages may overlap and occur simultaneously. These management stages include:
 - 1. Preliminary Stage: The Preliminary Stage of SAR operations may include: interviews and follow-up investigations; request and arrival of available resources; and development of an overall response plan. Strategies and tactics which result in incident stabilization through prompt deployment of response personnel should reduce the potential area of the mission and mission duration
 - 2. Confinement Stage: The Confinement Stage of SAR operations may include the establishment of a perimeter to confine the subject(s) within the mission area and dissemination of information to public and private agencies for awareness.
 - 3. Detection Stage: The Detection Stage of SAR operations may include checks and sweeps (physical searches) to locate the subject(s), associated clues or evidence of their passage.
 - 4. Evacuation or Rescue Stage: The Evacuation or Rescue Stage of SAR operations are the stabilization of the subject(s) and subsequent transport to a location of safety.
 - 5. Demobilization Stage: The Demobilization Stage of a SAR operation includes functions associated with accounting for and releasing all responding resources.
- C. SAR Activation Criteria: SAR operations may be conducted when authorities are notified or otherwise become aware of natural and/or man-made events and/or situations involving confirmed or potentially lost, missing, trapped, endangered, sick, injured, and/or deceased persons.



- D. Immediate SAR Activation Criteria (Triggers): SAR procedures should be immediately considered under the following circumstances (Triggers):
 - 1. A missing/Lost child under the age of 12 (regardless of mental status)
 - 2. Any missing/overdue person with a mental illness (Alzheimer's, Dementia, Autism, etc.)
 - 3. A natural and/or man-made event with potential or confirmed missing persons and/or entrapment
- E. Initial Notification: When the Emergency Dispatch Center (Dispatch) receives the initial report of a lost/missing person, it must be determined if one or more of the Triggers noted in paragraph VII.D (above) exist. If a trigger does exist, jurisdictional police and other first responders as needed (including CEMA), will be notified to begin the response effort. If a Trigger does not exist, dispatch will notify the appropriate jurisdictional agency (generally law enforcement). Conversely, if field personnel receive the initial report, they should notify Dispatch and CEMA of the potential incident.
- F. Information Requirements: SAR operations depend on information. The importance of securing adequate information during an initial report cannot be over-emphasized. Initial information requirements may include but are not limited to:
 - 1. Critical Response Information:
 - a. Current Situation/Status of Incident
 - b. Incident Commander (Name/Organization)
 - c. Location of the Incident Command Post (ICP)
 - d. ICP Communications (Radio Channel, Telephone Numbers, etc.)
 - e. Incident Staging Area
 - f. Availability/Location of Landing Zone(s) near ICP
 - g. Weather Conditions (Past Conditions, Current Conditions, Forecast)
 - h. Tide Information



- i. Sunrise/Sunset, Moonrise/Moonset
- 2. Critical Operational Information:
 - a. Description of Overdue/Missing/Lost Person(s)
 - 1) Name
 - 2) Gender
 - 3) Age
 - 4) Height
 - 5) Weight
 - 6) Date/Time Last Seen
 - 7) Last Point Seen (LPS)
 - 8) Last Known Point (LKP)
 - 9) Ability to Swim
 - b. Description of Overdue/Missing Vehicle/Trailer
 - 1) Vehicle Year
 - 2) Vehicle Make
 - 3) Vehicle Model
 - 4) Vehicle Color
 - 5) License Plate Information
 - 6) Trailer Type
 - 7) Trailer Color
 - 8) Trailer License Plate Information
 - c. Description of Overdue/Missing Vessel/Boat
 - 1) Passenger Vessel/High Capacity:
 - 2) Vessel Name
 - 3) Size



- 4) Make
 - 5) Color
 - 6) Registration
 - 7) Location and Time of Embarkation
 - 8) Destination and Return/Due Time
 - 9) Onboard Communications
 - 10) Capacity
 - 11) Number of People on Board
 - 12) Operator Experience
 - 13) Available Personal Floatation Devices (PFD)
- d. Overdue/Missing Boat (Boat Ramp or Marina)
- 1) Vessel Name
 - 2) Size
 - 3) Make
 - 4) Color
 - 5) Registration
 - 6) Location and Time of Embarkation
 - 7) Destination and Return/Due Time
 - 8) Onboard Communications
 - 9) Capacity
 - 10) Number of People on Board
 - 11) Operator Experience



G. Incident Management - General

1. Jurisdictional Management: SAR incidents are generally managed by the responsible jurisdictional agency (usually law enforcement) in accordance with NIMS. Critical to the success of any operation is determining when to request additional resources and when to expand the Incident Command System (ICS).
2. ICS is a standard management and organizational tool used to respond to a variety of emergency incidents. This system provides the ability to adapt to changing and dynamic circumstances surrounding an event. ICS's primary attribute is flexibility, which allows an Incident Commander (IC) to adjust the organizational chart to meet the needs of the incident. Every incident has certain management objectives that must be performed and met. ICS standardizes these objectives and responsibilities and ensures that all activities are achieved, in order to stabilize the incident.
 - a. When available, SAR operations will be managed by qualified personnel using NIMS to ensure a safe and efficient resolution of the incident. The more complex the mission, the greater the need will be for individuals with specialized training and experience.
 - b. Assignments/roles must be communicated to all personnel assigned to the incident. Span of control will be taken into consideration and will be dictated by the scope of the operation. If the SAR incident becomes complex, it is imperative that the on-scene IC contacts CEMA to facilitate the activation of additional resources.
 - c. In SAR operations, a Family Liaison is often required. This function should be assigned to an individual who understands SAR operations in general and is familiar with available resources to assist in crisis intervention. Persons who are trained in Critical Incident Stress Management (CISM) are often useful in this role.

H. Initial Actions Upon Arrival

1. The first unit on scene (usually law enforcement) establishes IC and begins the investigation process. Contact should be made with the reporting party, witnesses, and others to obtain and verify vital information. The IC should notify Dispatch immediately if further investigation and/or if a SAR operational response is needed.



2. When the IC determines a SAR response is necessary, the IC shall notify Dispatch and CEMA in order to activate additional SAR resources as needed. CEMA will coordinate with additional ESF-9 resources and notify the appropriate jurisdictional authorities. If the victim(s) are located prior to the arrival of requested SAR resources, the IC should contact CEMA immediately to cancel resource deployments.
 3. If aviation assets are needed or anticipated, Dispatch and CEMA should be notified as soon as possible.
 4. Once the decision is made to expand the operation, the IC should initiate the activation of the proper resources from this Appendix (See Tab B, Resources and Capabilities). The size/scope of the incident will dictate necessary resources. Requests for resources outside the County will be cleared through the appropriate authorities and CEMA.
 5. If the expanded ICS operation extends beyond the capabilities of the initial IC, a NIMS based Search Operations Section should be established under the guidance of a qualified person as soon as possible. Rank is not a qualifying factor for the Search Operations Chief, however training and experience is.
 6. If multiple operational periods are anticipated or if more than one SAR incident is occurring, plan ahead and order resources early.
 7. When at all possible the Last Known Point (LKP) or Point Last Seen (PLS) should be preserved by keeping people out of the area.
 8. Any shoe or foot imprints found should be protected, marked and compared to the missing person(s).
 9. Clothing should be safeguarded in order to be used by trained canine teams.
 10. Evidence handling procedures will be established by the IC. It is important for potential evidence to be properly safeguarded and proper chain of custody established for future investigation.
- I. Incident Management By Objectives. The following are considerations and actions utilized to establish Incident Objectives:
1. Initial Considerations include but are not limited to:
 - a. Update Information (Critical Operational Needs)



- b. Conduct Interviews. Consider the victim's transportation options, domiciles and voice mail/ cell phone
 - c. Obtain photo or develop sketch
 - d. Determine/mark LKP or PLS
 - e. Disseminate information
 - f. Determine urgency (Passive or active). Use appropriate tactics for the victim (responsive, unresponsive, and evasive)
 - g. Contact CEMA
 - h. Establish Search Area and Establish Confinement. Limit the subject's movement by establishing a perimeter around the potential search area utilizing roving patrols (foot and vehicle) and check points at roads and trailheads
 - i. Review lost person behavior characteristics
 - j. Personnel Safety and Accountability
 - k. Conduct Hasty Search. Focus on high probability areas
 - l. Communications
 - m. Need for specialized equipment depending on circumstances
 - n. Anticipate the need for Personal Protective Equipment (PPE) for victim and responders
 - o. Relay safety information or hazards that may be encountered Weather.
2. Concurrent Considerations include but are not limited to:
- a. Obtain required maps
 - b. Re-evaluate Search Area using Victim's speed versus time elapsed, Limiting factors to the travel (physical or geographical barriers), and/or Step by step, logical analysis of the event
 - c. Segment Search Area: Segments should be sized to allow effective searching in an operational period. Segment boundaries should be identified in the field. Consider



vegetation, terrain and obstacles in segment selection.
Travel Aids (i.e. trails) should be separated from segmented search

- d. Weather Report and Forecast
 - e. Organizational Complexity, Staff Requirements, and Span of Control Political/Jurisdiction Issues
 - f. Safety Considerations
 - g. Need for Additional Operational Periods
 - h. Need for Technical Rescue Resources
3. Successive Actions include but may not be limited to:
- a. Conduct Planning Meeting. Prepare Incident Action Plan (IAP)
 - b. Determine Probability of Detection
 - c. Identify gaps in coverage
 - d. Provide Situational updates
 - e. Review Incident Objectives
 - f. Document, Document, Document
 - g. Plan for Demobilization
 - h. Plan for Contingencies including Operation setbacks, Rescue, Recovery, and Not Found
 - i. Continue Hazard Analysis: use Lookouts, Communication, Escape Routes, and Safety Zones (LCES)
 - j. Conduct post incident debriefings/After Action Report
 - k. Consider Use of a Public Information Officer.
- J. Communication Procedures: SAR Notifications. During the course of an incident involving persons described in paragraphs VII, D, above, the investigating law enforcement agency has the following SAR Notification Protocols available:



1. Levi's Call is an investigative tool that can be activated in the case of a confirmed, child abduction. A Levi's Call can be activated ONLY by the local law enforcement agency with investigative jurisdiction through a request to the Georgia Bureau of Investigation.
 - a. Levi's Call Activation Criteria
 - 1) There must be a confirmed child abduction
 - 2) The circumstances surrounding the abduction must indicate that the child is in imminent danger of harm or death
 - 3) The child must be 17 years of age or younger.
 - 4) There must be enough descriptive information to believe that an immediate broadcast alert will help recover the child.
 - 5) Request for activation of an alert must be made as soon as possible after the abduction is reported (preferably within 4 hours)
 - 6) The case must be entered into the NCIC database.
 - b. Activation WILL NOT be granted for:
 - 1) Runaways
 - 2) Non-custodial abductions where the child is not in danger
 - 3) Exceptions may be granted for juveniles with mental or physical disabilities who may be at greater risk of danger because of their impairments. These cases should be evaluated on their own merit. Preliminary investigation must conclude whether a pattern of runaway exists.
 - c. Levi's Call Activation Procedures
 - 1) Reporting Agency: When a child abduction is confirmed and law enforcement investigators determine that the case meets the above "Alert Criteria", the GBI Region 5 Office should be contacted with the following information



- a) Complete a Missing Child Media Advisory, which includes contact information for the media and the public. Email or photo-scan a photo of the child to the GBI Communications Center
 - b) Contact “A Child is Missing” (ACIM): ACIM is a non-profit organization with the capability of providing emergency notifications to residences via a recorded telephone message. As many as 1,000 messages can be sent per minute to target neighborhoods, specific communities, or throughout the entire area
 - c) Provide agency’s primary media contact information
 - d) Notify the Chatham Emergency Management Agency.
- 2) CEMA:
- a) Notify the Georgia Emergency Management Agency
 - b) Send out a CEMA Alert
 - c) Coordinate Rapid Reach (Reverse 911) Message via SCMPD Dispatch
 - d) Coordinate use of County and City Government TV Channels to post alerts.
- 3) GBI:
- a) Send out statewide BOLO (Be on the Look Out)
 - b) Contact Georgia Association of Broadcasters (GAB) to initiate public notifications through the media (NewsNet)
 - c) Contact GEMA and request activation of the state Emergency Alert System
 - d) Provide the reporting agency with contact information for “A Child is Missing”



- e) Offer investigative support to the reporting agency, including deployment of the GBI Child Abduction Response Team (CART). *If the request to the GBI does not meet the Alert Criteria, the services of ACIM are available, as are additional investigative resources from the GBI.
- 4) GEMA:
 - a) Activate EAS as appropriate
 - b) Contact GDOT for activation/use of the electronic variable message boards.
- 5) GDOT: Activate available electronic variable message boards.
- d. Cancellation:
 - 1) The Reporting Agency Must:
 - a) Notify GBI Assisting Agent
 - b) Notify CEMA.
 - 2) CEMA:
 - a) Send out CEMA Alert.
 - b) Contact GEMA.
 - 3) GBI:
 - a) Notify GAB (NewsNet).
 - b) Notify GEMA.
- 2. Mattie's Call is an investigative tool that can be activated in the case of a confirmed disabled or elderly person. Georgia law defines "disabled adults" as individuals who are developmentally impaired or who suffer from dementia or some other cognitive impairment. A Mattie's Call can be activated ONLY by local law enforcement agencies through a request to the Georgia Bureau of Investigation (GBI).
 - a. Activation Criteria



- 1) The local law enforcement agency believes the disabled person is missing and is in immediate danger of serious bodily injury or death.
- 2) Through its own investigation, the law enforcement agency verifies the disappearance and eliminates alternative explanations for the disabled person's disappearance.
- 3) Sufficient information is available to disseminate to the public that could assist in locating the disabled person.
- 4) The law enforcement agency must issue a statewide broadcast to law enforcement/911 centers and contact local media regarding the missing person.
- 5) The missing disabled person is entered into the National Crime Information Center (NCIC) database.
- 6) The reporting agency must issue a statewide broadcast to law enforcement/911 centers and contact local media regarding the missing person.

b. Activation Procedures

- 1) Reporting Agency: When a child abduction is confirmed and law enforcement investigators determine that the case meets the above "Alert Criteria", the GBI Region 5 Office should be contacted with the following information:
 - a) Complete a Missing Child Media Advisory, which includes contact information for the media and the public. Email or photo-scan a photo of the child to the GBI Communications Center
 - b) Contact "A Child is Missing": (ACIM). ACIM is a non-profit organization with the capability of providing emergency notifications to residences via a recorded telephone message. As many as 1,000 messages can be sent per minute to target neighborhoods, specific communities, or throughout the entire area



- c) Provide agency's primary media contact information
 - d) Contact the Georgia Lottery Corporation with descriptive information about the missing individual. The information will be shared with the public via lighted, scrolling lottery signs at convenience stores and other retailers.
 - e) Notify the Chatham Emergency Management Agency.
- c. CEMA:
 - 1) Notify the Georgia Emergency Management Agency
 - 2) Send out a CEMA Alert
 - 3) Activate EAS (if appropriate)
 - 4) Provide assistance to reporting agency with media contacts
 - 5) Coordinate Rapid Reach (Reverse 911) Message via SCMPD Dispatch
 - 6) Coordinate use of County and City Government TV Channels to post alerts.
- d. GBI:
 - 1) Send out statewide BOLO (Be On the Look Out).
 - 2) Contact Georgia Association of Broadcasters (GAB) to initiate public notifications through the media (NewsNet)
 - 3) Provide the reporting agency with contact information for "A Child is Missing"
 - 4) Offer investigative support to the reporting agency.*If the request to the GBI does not meet the Alert Criteria, the services of ACIM are available, as are additional investigative resources from the GBI.



- e. Cancellation
 - 1) Reporting Agency:
 - a) Notify GBI Assisting Agent
 - b) Notify CEMA
 - c) Notify local media, ACIM, and the Lottery Corporation
 - d) Send statewide broadcast to law enforcement/911 centers.
 - 2) CEMA:
 - a) Send out a CEMA Alert
 - b) Contact GEMA.
 - 3) GBI: Notify GAB (if NewsNet was utilized).
- 3. Other SAR Communications Considerations:
 - a. Do not use names over the radio and never state the subject(s) names over the air
 - b. Always test radios prior to entering the operational area
 - c. If the message is unclear or complicated, the receiver shall repeat the message content to the transmitter
 - d. No unit should assume that a message was received without verification.
- 4. Terms and Code Words: Georgia has generally adopted the following guidelines for use when a victim is found:
 - a. If a victim is found alive and/or hurt, report the condition of the patient as found.
 - b. A code word will be designated on scene to be used if a victim is found deceased. Never state that the subject(s) are deceased over the radio



- c. Where body parts are found, use the term, “HR” (Human Remains) and give the location for crime scene investigators.
 - 5. Use of Whistles and/or Sirens (audio signals)
 - a. One Blast: I am OK
 - b. Two Blasts: Stop and wait for further instructions
 - c. Three Blasts: Emergency
 - d. Four Blasts: Found something and require assistance
 - e. Five Blasts: Assemble
- K. Fatalities
 - 1. The urgency for evacuating fatalities is low. While safety of rescue personnel will not be compromised for recovery operations, it must be recognized that risk free operations are impossible. Due to the low urgency involved in recovery operations, safety shall be the priority during this type of mission. If the removal must be delayed, efforts will be made by the IC to safeguard the integrity of the site.
 - 2. The IC will be notified immediately upon locating a fatality. If needed, IC will notify law enforcement who will initiate appropriate action, including notification to the Coroner for proper transport of the body.
- L. Critical Incident Stress Management: Some SAR incidents will involve a significant amount of trauma. The IC should recognize the high stress level associated with incidents, and work to minimize the exposure of these situations to SAR personnel.
 - 1. A critical incident is defined as any event that is outside the realm of normal human experience. These types of incidents may involve children, fatalities, friends/ family, abuse or any other situation that has the potential of developing stress among responding personnel. CISM is a crisis intervention group that offers counseling to SAR members, their families and victims who may be involved in the operation.
 - 2. Any responder can request a CISM debriefing. Attendance is voluntary, but strongly recommended, to provide an accurate account of all aspects of the incident. However, attendance of the



CISM debriefing should be limited to those responders involved in the operation.

3. CISM services for SAR personnel can be requested through CEMA. Victim and Family support should be made available through non-government organizations such as victim advocate groups, grief support groups, local religious outreach programs and the American Red Cross.

M. Safety

1. SAR operations will be conducted at the discretion of the initial IC. While reasonable efforts will be made to locate, access, and evacuate lost, injured, ill or deceased persons, the safety of SAR responders takes precedence over all other considerations. A SAR operation may be delayed, suspended, or terminated if, in the opinion of the IC, the risk to personnel warrants a high risk.
2. SAR activities are inherently risky. At all times, incident personnel shall strive to maximize the margin of safety in operations and should practice situational awareness and risk-management concepts during missions. It is the right and responsibility of each SAR participant to identify and notify any unsafe action through the chain command/responsibility. Safety issues shall be addressed through and by the Safety Officer or other designee. Mitigation or implementation of safety control measures may include a change or delay in tactics, suspension of activities, or assignment of another person with different skills or expertise to the same task. In each case, risks will be evaluated by the following priorities:
 - a. The searcher is the number one priority and must take care of him/her self.
 - b. Fellow searchers / rescuers are the second priority.
 - c. The subject of the search or rescue is the third priority.
3. A successful emergency operation is dependent upon teamwork, effective leadership, situational awareness, and the ability to anticipate, detect and act upon problems. In order to keep safety a priority, regardless of the incident, the following organizational principles shall be adhered to:
 - a. Identify hazards
 - b. Assess Hazards



- c. Make decisions (benefits verse costs)
 - d. Implement controls
 - e. Supervise and adjust tactics
 - 4. Search managers may consider restricting access to the search areas for safety and evidentiary reasons.
- N. Documentation:
- 1. It is difficult, if not impossible to generate accurate records of a search after it is over. It is essential that the search effort be accurately documented throughout and that records be kept in a usable, easily retrievable form.
 - 2. Documentation is an ongoing process. It begins with the initial reports and ends with the After Action Report (AAR). Examples and applications of the major ICS Forms and other documents that may be utilized during a search incident are included in Tab A, SAR Documentation.
- O. Post Incident Debriefing and After Action Review
- 1. A Post Incident Debriefing should be conducted as soon as possible following the operation, and an After Action Report (AAR) completed. Debriefings and AARs are intended to improve the management and effectiveness of future SAR operations.
 - 2. Comments should include reviews of all phases of the operation should be evaluated, from activation to demobilization.
 - 3. The IC may chair the Post Incident Debriefing; however it is recommended that a facilitator actually conduct the debriefing to ensure an accurate depiction of the incident.
 - 4. All agencies involved in the mission should be involved in the AAR in order to correct any problems that were encountered during the mission. Once the AAR is completed, the findings and solutions should be published for all to review and comment.
 - 5. Jurisdictions may utilize established Debriefing



VIII. RESPONSIBILITIES

- A. Chatham County Animal Control: Chatham County Animal control provides support to animal rescue operations in cooperation with ESF-8 and other ESF-11 partners.
- B. Chatham County Coroner's Office: Chatham County Coroner's Office provides support to Recovery operations in cooperation with ESF-8 and ESF-13 partners.
- C. Chatham County Health Department: Chatham County Health Department provides support to Animal Rescue and Recovery operations in cooperation with other ESF-8, ESF-11, and ESF-13 partners.
- D. CEMA Director: The CEMA Director serves as the primary advisor to the County Commissioners and the County Manager regarding emergency management. His role is to collect incident-related forecasts and/or information and relay information, along with his professional recommendations, to the local policy group for decisions and declarations. The Director also has signature authority and responsibility to issues and/or requests through the County and GEMA.
- E. CEMA Deputy Director: The CEMA Assistant Director (Deputy) provides the supervisory role in CEMA Operations. He takes recommendations from the CEMA DO and determines the need for response actions, Emergency Operations Center (EOC) activations, and other CEMA functions through consultation with the CEMA Director. In the event activation of the EOC is ordered, the Deputy will make notifications to CEMA Staff and the GEMA Area V Field Coordinator. He will take the responsibilities of the CEMA Director when required.
- F. CEMA Duty Officer: The DO serves as the Agency's 24-hour crisis monitor for the County and is considered the single point of contact for local on scene IC in order to activate additional SAR resources. Upon request, the CEMA DO shall work to coordinate SAR resources as required to meet the needs of the IC.
- G. Chatham County Sheriff's Office (CCSO): CCSO will be the lead agency in coordinating/conducting searches for clients of the Project Lifesaver Program. Clients of this program are equipped with bracelets that can be tracked with specialized equipment owned and maintained by the CCSO. In other situations, the CCSO will provide support as needed.



- H. ESF-9 Primary Coordinator: The ESF-9 Primary Coordinator serves as the community coordinator for ensuring the actions defined by the ESF are coordinated throughout the County and to coordinate input and planning with a multitude of ESF-9 Support Agencies. This position has the responsibility to manage this planning effort and export information to emergency response partners.
- I. Georgia Emergency Management Agency (GEMA). GEMA is the sole coordinating agency for emergency or disaster operations pertaining to Search and Rescue within Georgia. Within the State Operations Center (SOC), the ESF Coordinator (GEMA) will serve as the principle point of contact for operations associated with ESF #9. The scope, scale, and magnitude of the threat /incident will dictate which support agencies will be requested to assign personnel to the SOC. GEMA ESF-9 Support Agencies include but are not limited to:
 - 1. Air Support Operations Center (ASOC). When activated, the ASOC is a single controlling / coordinating facility providing forward aviation operations capabilities including, but not limited to, mission assignment and tracking, air-space flight deconfliction, air asset prioritization, and communications support for all aviation resources supporting SAR operations.
 - 2. Georgia Bureau of Investigation (GBI): The GBI maintains Human Remains Recovery Teams that may be integrated into SAR operations.
 - 3. Georgia Department of Natural Resources (GDNR), Wildlife Resources Division (WRD): GDNR WRD provides state level resources to Aviation, Waterborne and Inland SAR responses.
 - 4. Georgia Search and Rescue (GSAR). GSAR is a State supported regional resource that upon request, is capable of responding to support USAR (technical) SAR operations throughout Chatham County.
 - 5. Georgia State Patrol (GSP). GSP provides state-level support to Aviation SAR operations.
- J. Jurisdictional First Responders: Jurisdictional First Responders' SAR responsibilities include but are not limited to conducting the initial investigation, establishing urgency, determining the appropriate level of response, and providing Incident Command.



- K. US Department of Defense (DoD): DoD shall support domestic civil authorities providing civil SAR services to the fullest extent practicable on a non-interference basis with primary military duties. DoD Responsibilities include:
 - 1. US Air Force Rescue Coordination Center (AFRCC): The AFRCC is the United States' executive agent for Aeronautical SAR coordination.
 - 2. US Coast Guard (USCG): USCG is the United States' executive agent for Waterborne SAR coordination.
- L. US Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA): FEMA is the United States' executive agent responsible for providing support and funding to the readiness of the National Urban Search & Rescue Response System.
- M. US Department of Interior, National Park Service (NPS). NPS is the United States' executive agent for Wilderness SAR coordination.

IX. APPENDIX MANAGEMENT AND MAINTENANCE

- A. Executive Agent: CEMA is the executive agent for Appendix management and maintenance. The Tabs and supporting documents will be updated periodically as required to incorporate new directives and changes based on lessons learned from exercises and actual events. This section establishes procedures for interim changes and full updates of the Appendix and related Tabs.
- B. Types and Changes: Changes include additions of new or supplementary material and deletions. No proposed change should contradict or override authorities or other plans contained in statute, order, or regulation.
- C. Coordination and Approval: Any department or agency with assigned responsibilities within the Appendices may propose a change to the Appendix. CEMA is responsible for coordinating all proposed modifications to the Appendices with primary agencies, support agencies and other stakeholders. CEMA will coordinate review and approval for proposed modifications as required.
- D. Notice of Change: After coordination has been accomplished, including receipt of the necessary signed approval supporting the final change language, CEMA will issue an official Notice of Change. The notice will specify the date, number, subject, purpose, background, and action required, and provide the change language on one or more numbered and dated insert pages that will replace the modified pages in the EOP, Annex,



or supporting documents. Once published, the modifications will be considered part of the EOP for operational purposes pending a formal revision and re-issuance of the entire document. Interim changes can be further modified or updated using the above process.

- E. Distribution: CEMA will distribute the Notice of Change to all participating agencies. Notice of Change to other organizations will be provided upon request. Re-issuance of the individual annexes or the entire EOP will take place as required. Working toward continuous improvement, CEMA is responsible for an annual review and update of the EOP to include related annexes, and a complete revision every four years (or more frequently if the County Commission of GEMA deems necessary). The review and update will consider lessons learned and best practices identified during exercises and responses to actual events, and incorporate new information technologies. CEMA will distribute revised EOC Annex documents for the purpose of interagency review and concurrence.