

Morgan County Emergency & Rescue Squad, Inc.
GROUND SEARCH AND RESCUE
Standard Operating Guidelines

I. SITUATION AND ASSUMPTIONS

- A. Search and Rescue (SAR) is the employment of resources (private, municipal, corporate, county, state and Federal) to locate and bring to safety persons lost, stranded, trapped or killed. Search, rescue and recovery operations have to be carried out in every part of the Commonwealth, on or under the ground, on or under water, and in man-made structures.
- B. Search and rescue emergencies may reach such magnitude as to require resources from adjacent jurisdictions, states, private organizations or the Federal government. Catastrophic disaster or emergency within the Commonwealth, or adjacent states, could result in rescue problems of such an extent as to require utilization of all rescue resources within the state and the exchange of resources between states.
- C. The potential for a man-made, technological, natural, war incident can result in the same level of mobilization as an actual rescue operation or search mission.
- D. Terrorist/WMD and violent activity may result in search and rescue emergencies.
- E. Civil disturbances frequently result in injuries to persons and property damage, with rescue resources likely to be mobilized.
- F. Search and rescue operations frequently occur in Morgan County as a result of accidents that occur during recreational activities, i.e., boating, hiking, and hunting, etc.
- G. Search and rescue operations may be required as a result of an accidental chemical release from the Bluegrass Army Depot.
- H. Should international tension escalate to the point where an enemy attack appears inevitable, the relocation of the population from target areas may be undertaken. Mobilization of rescue resources will be necessary to maintain rescue capability consistent with population density in host areas.
- I. All search and rescue operations will use the National Incident Management System (NIMS).
- J. All local search, rescue and recovery operations will be in conformity with the local search and rescue plan.

II. MISSION

The purpose of this plan is to outline operational concepts and organizational arrangements for SAR operations during emergency situations in Morgan County. This plan is applicable to all agencies, organizations and personnel assigned SAR functional responsibilities.

III. DIRECTION AND CONTROL

- A. The Morgan County Emergency Rescue Squad (MCERS) is responsible for the coordination of search and rescue resources and operations in Morgan County.
- B. The local search and rescue coordinator is responsible for coordinating search and rescue resources and operations within the local jurisdiction unless otherwise directed by the KyEM.
- C. Other search and rescue missions, such as downed military and commercial aircraft and ELT searches, will be under the operational control of the Air Force Rescue Coordination Center (AFRCC).
- D. Search and rescue operations in and around the Bluegrass Army Depot resulting from an accidental chemical release or other incident will be under the direction and control of the U.S. Army.
- E. Search and rescue operations involving mine rescue missions will be under the jurisdiction of the Department of Mines and Minerals.
- F. The National Park Service has the authority and responsibility for SAR operations within the boundaries of national parks located in Kentucky.
- G. The Kentucky Department of Parks, Ranger, has the authority and responsibility for SAR operations within the boundaries of Kentucky state parks.
- H. The U.S. Forest Service has the authority and responsibility for SAR operations within the boundaries of national forest areas in Kentucky.
- I. The appropriate military service has the authority and responsibility for SAR operations within the boundaries of military installations located in Kentucky.
- J. The U.S. Coast Guard may exercise jurisdiction over search and rescue operations on navigable waterways in Kentucky.
- K. Kentucky has concurrent jurisdiction with bordering states for incidents (including SAR) on waterways located along state boundaries.

IV. CONCEPT OF OPERATIONS

A. Locally managed SAR incidents.

1. Dispatch

- a. Dispatch will call SAR Coordinator and give all pertinent information.
- b. Dispatch will tone Rescue, Fire, and all Morgan County Search Volunteers.
 - i. **Response is Emergency, but don't respond Signal 9**
- c. Rescue to report to Squad building for briefing and equipment

2. Responding to Scene

- a. Normally, Unit 402 to tow Kubota and Unit 403 to tow Mobile Command
 - i. (POV may pull Mobile Command if have brake box and 7 pin receptacle)
- b. **DO NOT PULL TRAILERS SIGNAL 9**
- c. Advance Unit to proceed as soon as possible for Questionnaire

3. Arrival at Scene

- a. Advance Unit
 - i. Try to get everyone out of search area, explaining that possible sign in the area will be contaminated
 - ii. Interview family members for Lost Subject Questionnaire. Ask for recent photo of Lost Subject
 - iii. Find the best area for Command Trailer and Staging Area
 1. **Not at subjects home, if possible**
 - iv. Prepare Mobile Command Unit
- b. The first responder on the scene of an emergency situation will initiate the local ICS/IMS. As other responders arrive, the individual most qualified to deal with the specific situation present shall serve as IC. The IC will direct and control responding resources and designate emergency operating areas.

4. If local SAR resources are inadequate to deal with an emergency situation, SAR resources covered by the Statewide Mutual Aid Agreement may be requested through the local emergency management director.

5. If incident appears that it will be an extended one, additional resources may be called such as the Morgan County Red Cross. Also, porta potties may be ordered.

6. Notifications

- a. If a search has lasted for more than two (2) hours the IC shall notify:
 - 1) The local emergency management director; and
 - 2) The local search and rescue coordinator.

- b. Any search and rescue mission that has lasted four (4) hours without the subject being located shall be immediately reported to the KyEM duty officer at 1-800-255-2587. It is not required that you wait four hours (4) hours to call and may be done immediately in order to facilitate a timely response. The KyEM duty officer shall notify:
 - 1) The KyEM On Call Supervisor; and
 - 2) State SAR Coordinator.
7. KyEM will assist the local emergency management director, local search and rescue coordinator and IC with the following actions:
- a. Obtain detail from the senior rescue officer at the scene of operations as to what general strategy and tactics are being used and whether there is need for more aid and what kind is needed.
 - b. Assess the requirements for search; determine where search efforts should be directed; determine what land, water, and air manpower, equipment, and supplies are needed; decide how the search can best be handled and by whom. Insure arrangements needed for support of search units or personnel are made (e.g. feeding arrangement with Red Cross, church groups, or other volunteer organizations, etc.; lodging arrangements if required, etc.).
 - c. If the situation warrants, partially or fully activate the State Emergency Operations Center, or an Area EOC and/or mobile command post.
 - d. While the search is underway, rescue plans will be reviewed and preparedness actions for rescue operations will be initiated, based upon whether access to the victim(s) will require air, water, or land rescue forces, or a combination. Any special type of training, equipment, and supplies required (e.g., water rescue operations are considerably different from those required in mountainous areas or in building collapses) will be determined.
 - e. Be prepared to provide specific information for broadcasts by radio and television.
 - f. If the rescue problem calls for special skills and equipment, such as cave, mine, or underwater rescue, specialists will be called to augment the rescue unit at the scene.
 - g. Urban Search and Rescue generally calls for:
 - 1) Gaining access to the victim(s); this is usually hazardous and time consuming;

- 2) Giving emergency first aid to the victim(s);
- 3) Extricating the victim(s) who may be injured. This may call for considerable communications among several branches of Emergency Services, e.g.; cordoning the area, providing medical assistance and feeding, and relieving members of the rescue crew. The local EOC, base camp or mobile command post are the central points for coordinating these actions.

B. State managed SAR Incidents

1. KyEM may assume overall coordination of a local SAR incident at the request of local officials.
2. KyEM will provide administrative support to the Department of Mines and Minerals during mine rescue operations.

C. General search responders responsibilities

- 1) Any responder shall be in good standing based on his/her current member status.
- 2) Any responder shall respond only on dispatch from a ranking officer of BSAR.
- 3) Responders are responsible for obtaining directions from dispatch to the incident along with collecting any pertinent information about IC location, subject, weather or any conditions the responder should be aware of.
- 4) Responders should be capable of giving dispatch an estimated time of arrival if possible.
- 5) Responders should report directly to incident command and sign in with the designated coordinator, then find the BSAR SR. ranking officer on scene to report arrival.
- 6) All responders should have with them all gear necessary to complete tasks safely and effectively including, but not limited to, 24 hour pack as defined by NASAR standards, appropriate uniform attire for weather, appropriate footwear, appropriate outerwear, helmet, compass, writing materials, food, water etc necessary to be self sustaining for 72 hours at incident.
- 7) Responders should acquire from briefing adequate information about the subject to help determine search tactics and techniques as well as valid clue awareness.
- 8) Responders should know and understand their task assignments; and task location and boundaries before going into the field.
- 9) All responders are expected to work comprehensively, safely and courteously within their task group to achieve task objectives.
- 10) All responders will use clear plan language when making radio communications.
- 11) Responders should consult IC for the proper protocol for marking and collecting clues when pertinent.
- 12) All responders will report to incident command debriefing upon task completion.

- 13) All responders still on incident, not on task, waiting in staging will conduct themselves in a professional and respectful manner, always conscious and aware that subject family members could be present.
- 14) When leaving an incident, all responders must sign out with incident command designated coordinator.
- 15) All responders must contact the SR BSAR officer present at the incident to report they are leaving the scene and are an inactive resource.

D. Canine team responders

- 1) Canine teams responding to any incident shall follow all the rules set forth in the General responder section of this document
- 2) Canine handlers should bring food, water, shelter etc. adequate to cover a 72 hour period for themselves and their canines and items additional to the 24 hour pack as defined under NASAR canine standards.
- 3) Canine handlers shall be designated team leaders when deployed on any task with their canine.
- 4) All dog handlers shall be responsible for the behavior of their dogs at base or in any situation where there is interaction with outside personnel or the general public.
- 5) Dogs shall remain crated, or in the care of a trusted team member while the handler is receiving briefing, providing debriefing or any other function or in any other location a dog is not appropriate to.
- 6) All handlers are responsible for cleaning up after their dogs in base area.
- 7) When in the base area with their handler, all dogs should be on leash and under control.
- 8) No dog that has not received a certification with its handler through NASAR or PA DCNR should be included in any actual search task, unless designated acceptable by the BSAR K9 unit coordinator.
- 9) Dogs should be taken to an area respectfully away from base and staging for exercise and elimination.

E. Crime Scene or Scene of a Questionable Death

- 1) The first duty of the SAR Responder is to save the victims life. However, if the victim in a questionable death is obviously deceased, do not move the body or surroundings for any reason.
- 2) Once determined that the victim is deceased and that the death may be suspicious, the searcher and team should exit the scene the same way as entered.
- 3) Protect the crime scene. No one should be allowed to enter the scene until the police have arrived.
- 4) Make no comments to the press as to mode, manner, cause, agency or your theory as to how the death occurred. Refer media or press to the police.
- 5) If in the process of determining whether the victim is deceased you must move anything, the original position of these items should be marked mentally and should be called to the attention of the police.

- 6) At an outdoor crime scene, the first person to arrive should be careful not to disturb shoe prints, tire marks, shell casings and other items possibly used in the death.
- 7) Under no circumstances should a firearm involved in the death be moved, unloaded or touched in any way unless it poses an **Immediate** threat or there is a strong possibility that it may be tampered with or removed by an unauthorized person at the scene.
- 8) When a firearm is involved in a questionable death, the hands of the victim become important. Do not clean or disturb in any manner.
- 9) Keep in mind that while the body has been found at one spot, the actual crime may have occurred at a different location. For this reason, no one should be permitted to wander around the crime scene. SAR RESPONDERS SHOULD NOT SEARCH FOR EVIDENCE.
- 10) Witnesses should be detained and separated by the police, not SAR Responders. They should be alert to conversations overheard while at the scene. Be alert for statements made by a suspect at the scene.
- 11) When the victim of a crime is being conveyed to the hospital and it appears that the person may die; it is advisable to try to ascertain the name and/or description of the assailant. Under certain conditions this may be admissible as evidence.
- 12) If for any reason while at the scene of a questionable death you cannot comply with these suggestions, you should note whatever contrary actions you have taken and inform the police upon arrival.
- 13) Write down details of your actions and those of bystanders. Note the surroundings and actions which disturb the scene.
- 14) Keep all clothing. Never cut through any holes in the clothing left by bullets or knives.

URBAN SEARCH AND RESCUE

I. SITUATION AND ASSUMPTIONS

- A. Following an earthquake, or other destructive disaster in an urban area, there will be a need to conduct search and rescue operations in collapsed buildings.
- B. Specialized rescue teams will be needed in devastated urban areas. These teams can include:
 - 1. Search dogs
 - 2. Cranes, excavation equipment, and equipment operators
 - a. Mutual aid agreements need to be in place between the rescue team and owners of necessary equipment.
 - b. Equipment operators need to be trained in the procedures used by the rescue teams.
 - 3. Personnel trained in Basic or Urban Search and Rescue and Heavy Rescue.
- C. It is necessary to cross train other organizations for rescue work, such as:
 - 1. Fire Departments
 - 2. Police Departments
 - 3. Public Works
 - 4. National Guard or other military
 - 5. EMS
- D. Federal support will be provided under ESF #9 “Urban Search and Rescue” of the National Response Plan.

II. MISSION

The mission of rescue services following an urban disaster is to provide immediate rescue and extrication.

III. CONCEPT OF OPERATIONS

- A. All operations will be carried out using the National Incident Management System (NIMS).

B. Development of urban rescue capabilities should be undertaken by the governmental department assigned rescue functions.

C. There are four stages to an urban SAR operation:

1. First Stage

- a. Size up/reconnaissance
- b. Rescue and remove surface victims
- c. Scene organization and management

2. Second Stage

- a. Search likely survival places
- b. Search void spaces
- c. Search collapsed areas

3. Third Stage

- a. Selected debris removal initiated

4. Fourth Stage

- a. General debris removal

D. In urban areas, special urban search and rescue teams will deal with four types of rescue situations.

1. Injured, not trapped (50% of total rescues) Injury caused by falling objects with movement required for treatment. Rescue only takes minutes.
2. Non-structural Entrapment (30%) Victims are trapped by contents of the building even though the building remains intact. Common hand tools are required for extrication. Rescue takes less than one hour.
3. Void Space Non-structural Entrapment (15%) Building no longer looks like original building. Victims are trapped by building contents located in small void spaces. Rescue takes about four hours.
4. Entombed (5%) Building no longer looks like original building. Victims are trapped by structural components of building. Securing structure is required for rescue. Rescue takes four to eight hours.

- E. Urban search and rescue teams should be organized as follows:
1. Five to seven members
 2. A vehicle with necessary rescue equipment
 3. A team leader who must be prepared to:
 - a. organize the team,
 - b. supervise training,
 - c. develop and enforce regulations for team operation,
 - d. supervise the procurement and maintenance of equipment,
 - e. conduct reconnaissance and inspection, locating and identifying special hazards in the area,
 - f. direct the team during exercises.
 4. During an emergency the team leader should be prepared to:
 - a. report the event as directed,
 - b. conduct reconnaissance,
 - c. assign responsibilities/duties to team members at the site of operations,
 - d. arrange for on-the-spot training of expanded rescue forces (neighbors or volunteers willing to help), as appropriate,
 - e. ensure that correct rescue methods and techniques are used,
 - f. request additional personnel from the EOC, tools and assistance, if necessary,
 - g. arrange for the rotation of teams,
 - h. coordinate efforts with the EOC as required.
- F. An urban search and rescue coordination plan should outline the operations plan for rescue. This would insure that all other agencies that may be involved in a rescue would be operating under uniform guidance.

G. Stages and Procedures in Urban Rescue Operations

1. In order to speed the flow of necessary rescue supplies and personnel, law enforcement should control access roads to the perimeter of the affected area.
2. Control points should be established along the access roads to control traffic congestion.
3. Prior to the incident, available rescue machinery should be identified as well as travel routes.

H. The care of the injured after being freed of debris is as important as locating and freeing them from entrapment.

1. Rescue personnel need to be thoroughly trained in this aspect of rescue.
2. Rescue personnel should initiate basic first aid:
 - a. Insure patient's airway is open. This can be accomplished by jaw thrust or head tilt maneuvers or by use of an artificial airway.
 - b. Check for proper breathing
 - c. Control bleeding
3. Speed in removal is important but it should be consistent with safety and proper handling to prevent further injury.

I. When all survivors have been released, the recovery of bodies must be undertaken. This is an unpleasant task for which rescuers must be prepared. Persons not directly involved in the removal should be kept away.

J. Rescuers are responsible for filling out an emergency medical tag and attaching it to each of the survivors and deceased that they initially examine or treat. If emergency medical tags are not available, rescuers should use a piece of paper containing as much of the following information as possible:

1. Name
2. Home address
3. Sex and approximate age
4. Location when injured, location where found, date and hour
5. Type of injury and treatment by rescuers
6. Name of first aid worker
7. An empty space for other information, if necessary

USAR MARKING SYSTEMS

Structural Marking

Begin by using orange spray paint or lumber crayon to draw a 2-foot box. Then use the box to alert subsequent rescuers to building conditions or earlier finds.

 Damage is minor with little danger of further collapse. Structure is safe for search and rescue operations.

 Damage is significant. Shoring, bracing, or removal of hazards is necessary.

 Structure is not safe for search and rescue operations. Remote search operations may proceed at significant risk. Safe havens and evacuation routes should be established.

 Direction to safely enter building.

HM Hazardous Materials are present. Types of hazards may also be noted.

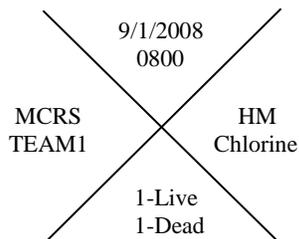
 9/1/2008 0800
HM-Chlorine
MCRS-Team1

Write date, time, hazardous materials present and team identification on the right-hand side of the box. For example, this building was searched Sept. 1, 2008 at 8 am, chlorine was found, and the search was conducted by the Morgan Co Rescue Squad Team1.

Search Assessment Marking

 Search operations are currently in progress.

 Personnel have exited the structure.


9/1/2008
0800
MCRS
TEAM1
HM
Chlorine
1-Live
1-Dead

Left quadrant – Team identifier.

Top Quadrant – Time and date team left the structure

Right quadrant – Hazards found.

Bottom Quadrant – Number of live and dead victims still inside the structure.