

West Virginia Search and Rescue Council
Wilderness Search and Rescue Standards
Team
Approved 12-02-2012

1. SCOPE

- 1.1. The team standards for Wilderness Search and Rescue are intended to define the minimum requirements for teams to perform search and rescue functions within the state of West Virginia.
- 1.2. A Wilderness Search and Rescue Team accreditation issued by the West Virginia Search and Rescue Council does not constitute a license to practice skills, but signifies only that the team holding the credential has met an established standard of knowledge and performance and should be able to function in a competent manner at the level indicated.
- 1.3. Teams shall be required to meet all administrative standards as outlined in this standard.
- 1.4. In addition to administrative requirements required of all teams each team shall be required to qualify for one or more of the specialized teams outlined in this standard.
- 1.5. Wilderness Search and Rescue Team credentials issued by the West Virginia Search and Rescue Council shall be valid for a three year period starting on January 1st of the year following the initial credential unless issued on January 1st of the current year.
- 1.6. Wilderness Search and Rescue Team credentials may be revoked by the West Virginia Search and Rescue Council at any point in time.

2. REFERENCED DOCUMENTS

- 2.1. Appalachian Search and Rescue Conference
 - 2.1.1. Bylaws (rev: 2004)
 - 2.1.2. Administration Manual
 - 2.1.3. Operations Manual (rev: 1999)
 - 2.1.4. Training Standards (v6.3)
- 2.2. ASTM Standards
 - 2.2.1. F1633 Guide for Techniques in Land Search
 - 2.2.2. F1848 Standard Classification for Search and Rescue Dog Crews/Teams
 - 2.2.3. F1993 Standard Classification System of Human Search and Rescue Resources
 - 2.2.4. F2209 Standard Guide for Training of a Level I Land Search Team Member
 - 2.2.5. F2685 Standard Guide for Training of a Level II Land Search Team Member
 - 2.2.6. F2751 Standard Guide for Training of Support Level Land Rescue Team Member
 - 2.2.7. F2794 Standard Guide for Level 1 (Basic) Mounted Search and Rescue (MSAR) Responder
- 2.3. Federal Emergency Management Agency
 - 2.3.1. Emergency Support Function #9 Search and Rescue
 - 2.3.1.1. <http://www.fema.gov/pdf/emergency/nrf/nrf-esf-09.pdf>
 - 2.3.2. Typed Resource Definitions – Search and Rescue
 - 2.3.2.1. http://www.fema.gov/pdf/nims/508-8_search_and_rescue_resources.pdf
- 2.4. State Search and Rescue Councils
 - 2.4.1. Pennsylvania (www.psrc.org)
 - 2.4.2. Virginia (www.vasarc.org)
- 2.5. State Emergency Operations Plans
 - 2.5.1. Maryland Emergency Management Agency

2.5.1.1. http://www.mema.state.md.us/MEMA/content/pdf/The_State_of_Maryland_Emergency_Operations_Plan_26Aug09.pdf

2.5.2. Kentucky Emergency Operations Plan

2.5.2.1. <http://kyem.ky.gov/NR/rdonlyres/197CC054-C079-4877-BE2FBAA237CDB07D/0/ANNEXLALL.pdf>

2.5.3. Ohio Emergency Management Agency

2.5.3.1. http://ema.ohio.gov/Documents/Ohio_EOP/esf_9.pdf

2.5.4. Pennsylvania Emergency Management Agency

2.5.5. West Virginia Division of Homeland Security and Emergency Management

2.5.5.1. http://www.wvdhsem.gov/wveop_1.htm

2.5.6. Virginia Department of Emergency Management

2.5.6.1. http://www.vaemergency.com/library/plans/coveop/eopvol2/COVEOP_ESF9_version_12_10_2009.pdf

2.6. Mountain Rescue Association

2.6.1. Member Policies 6-24-2007

3. TERMINOLOGY

3.1. The definitions listed here are for the purpose of these standards only. They may or may not reflect the definitions used by other individuals, groups, or agencies.

3.1.1. AHJ – Agency Having Jurisdiction

3.1.2. ASRC – Appalachian Search and Rescue Conference

3.1.3. AFRCC – Air Force Rescue Coordination Center

3.1.4. DHS – Department of Homeland Security

3.1.5. FEMA- Federal Emergency Management Agency

3.1.6. FTS – Field Team Signcutter

3.1.7. NASAR – National Association for Search and Rescue

3.1.8. NCRC – National Cave Rescue Commission

3.1.9. NIMS – National Incident Management Systems

3.1.10. PSARC – Pennsylvania Search and Rescue Council

3.1.11. State SAR Coordinator – The person designated by the Coordinator of Emergency Management to coordinate the Search and Rescue program of the West Virginia Division of Homeland Security and Emergency Management and to coordinate overall state SAR operations.

3.1.12. SAR Mission Coordinator (SMC) – The person designated by the Legal Responsible Agent to coordinate and manage on-scene operations during a specific SAR incident. Depending upon the management system used and the organizations involved, this person may be called the Mission Coordinator (MC), On-Scene Commander (OSC), or Incident Commander (IC).

3.1.13. Type I Incident – Largest most complex search incident. Multiple regional, state, local and SAR agencies involved. Could require the use of two or more divisions/branches for one shift or more. Significant external influences present.

3.1.14. Type II Incident – Multiple SAR resource types required from throughout the state.

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- 3.1.15. Type III Incident – County level SAR event involving numerous county level agencies.
 - 3.1.16. Type IV Incident – Local area Single SAR agency/resource type involvement. Very limited number of resources. Often initial stage of a search incident. Can be a stabilized search.
 - 3.1.17. SM – Search Manager
 - 3.1.18. STM – Search Team Member
 - 3.1.19. STM-CQ – Search Team Member Callout Qualified
 - 3.1.20. STL – Search Team Leader
 - 3.1.21. STS – Search Team Support
 - 3.1.22. VASARCO – Virginia Search and Rescue Council
 - 3.1.23. VDEM – Virginia Department of Emergency Management
 - 3.1.24. WSAR – Wilderness Search and Rescue
 - 3.1.25. WVDHSEM – West Virginia Division of Homeland Security and Emergency Management
 - 3.1.26. WVSARCO – West Virginia Search and Rescue Council
1. ADMINISTRATIVE REQUIREMENTS
- 1.1. Team agrees to meet the West Virginia Search and Rescue Council Standard Operating Procedures on all mutual-aid searches taking place within the boundaries of the state of West Virginia
 - 1.2. Team agrees to meet the West Virginia Search and Rescue Council Standard Operating Procedures on all searches under the auspices of the West Virginia Division of Homeland Security and Emergency Management.
 - 1.3. Team shall require background checks of all members.
 - 1.4. Team shall maintain a Workers Compensation policy or approved equivalent as determined by the West Virginia Search and Rescue Council.
 - 1.5. Team shall maintain a General Liability policy with 1 million aggregate coverage or greater.
 - 1.6. Team shall submit a copy of the team roster to the West Virginia Search and Rescue Council by January 31st of each calendar year that contains:
 - 1.6.1. Team information (name, address, alerting information)
 - 1.6.2. Each team member's name
 - 1.6.3. Each team member's NIMS training
 - 1.6.4. Each team member's field qualifications
 - 1.6.5. Each team member's level of medical training.
 - 1.7. Team shall submit and update within 30 days of all change to the name and contact information for key officers within the team.
 - 1.8. Team shall maintain the following percentages of membership at all times.
 - 1.8.1. 80 percent of team membership (or greater) shall be qualified at the Search Team Support higher.
 - 1.8.2. 50 percent of team membership (or greater) shall be qualified at the Search Team Member Level II or higher.
 - 1.8.3. 10 percent of team membership (or greater) shall be qualified at the Search Team Member Level I or higher.
 - 1.9. The team bylaws, policies, or operations manual shall contain a membership policy that includes.
 - 1.9.1. Uniform standard for all members.
 - 1.9.2. Procedures to become a team member
 - 1.9.3. Disciplinary procedures for a team member's failure to act in a professional manner while on-scene.
 - 1.9.4. Procedures addressing a team member's use of illicit drugs or alcohol while on-scene.
 - 1.9.5. Procedures for removing / suspending a team member from field operations.
 - 1.9.6. Team authority or limits of authority over members on searches.
 - 1.9.7. Team member's rights to refuse field assignments.
 - 1.9.8. Policy on the carrying and use of firearms.
 - 1.9.9. Procedure to revoke a team membership which must include the following due process provisions:
 - 1.9.9.1. Notification to the team member of all charges and evidence against them.
 - 1.9.9.2. Opportunity for the team member to respond to all charges.
 - 1.9.9.3. A hearing in a timely fashion.
 - 1.9.9.4. An appeals process
 - 1.10. The team bylaws, policies, or operations manual shall contain a team policy that includes.
 - 1.10.1. Procedures that establish on-scene chain of command within the team.
 - 1.10.2. Special rules regarding the use of minors.
 - 1.10.3. Safety related policies
 - 1.10.4. Use of group equipment for personal use, training, and missions.
 - 1.11. Team shall submit a copy of the team's call out procedures which shall include.
 - 1.11.1. Emergency contact number provided to requesting agencies.
 - 1.11.2. Team shall establish a 24 hour contact number for alerting from the West Virginia Division of Homeland Security and Emergency Management.
 - 1.11.3. Alert procedure must work 24/7/365
 - 1.12. Team shall submit written training standards or provide documentation that all West Virginia Search and Rescue Council training standards are met or exceeded.
 - 1.12.1. A written standard must be provided that explains the minimum qualifications and training required before a team member is allowed to respond to a search.
 - 1.13. Team shall develop a system to ensure its membership meet or exceed the training and performance standards as set forth by the West Virginia Search and Rescue Council and are able to document the process.
 - 1.14. Team shall meet or exceed the communications requirements as set by the West Virginia Search and Rescue Council Communications Plan.

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- 1.15. The following equipment shall be owned by the team, owned by the sponsoring agency and controlled by the team, or owned by the chapters within the team.
 - 1.15.1. Minimum of two Geographic Positioning System (GPS) units or one unit for every eight members whichever is greater.
 - 1.15.2. Operations Kit Forms
 - 1.15.2.1. Incident Briefing form (ICS-201)
 - 1.15.2.2. Incident Objectives form (ICS-202)
 - 1.15.2.3. Organizational Assignment form (ICS-203)
 - 1.15.2.4. Division Assignment form (ICS-204)
 - 1.15.2.5. Incident Radio Communications Plan (ICS-205)
 - 1.15.2.6. Medical Plan (ICS-206)
 - 1.15.2.7. Incident Organization Chart (ICS-207)
 - 1.15.2.8. Incident Status Summary (ICS-209)
 - 1.15.2.9. Unit Log (ICS-214)
 - 1.15.2.10. Operations Planning Worksheet (ICS-215)
 - 1.15.2.11. Lost Person Questionnaire
 - 1.15.2.12. Task Assignment Forms (minimum 50)
 - 1.15.2.13. After Action Report
 - 1.15.2.14. SAR Unit Personnel Register
 - 1.15.2.15. Vehicle Register
 - 1.15.2.16. Volunteer Register
 - 1.15.2.17. Communications Log
 - 1.15.2.18. Clue Log
2. SPECIALIZED TEAMS
 - 2.1. Wilderness Search and Rescue Team
 - 2.1.1. Shall meet all administrative standards as required of all teams.
 - 2.1.2. Shall maintain personnel as defined by the FEMA Wilderness Search and Rescue Team Type IV or above.
 - 2.1.3. In addition to equipment required by the administrative standards for all teams each Wilderness Search and Rescue Team shall have the following equipment owned by the team, by the sponsoring agency and controlled by the team, or owned by the chapters within the team/conference.
 - 2.1.3.1. Laptop computer
 - 2.1.3.2. Mapping software such as MapTech that is capable of printing 1:24000 topographic maps with 1km grid.
 - 2.1.3.3. Printer capable of 8.5x11 inch size print or larger.
 - 2.2. Canine Search and Rescue Team
 - 2.2.1. Shall meet all administrative standards as required of all teams.
 - 2.2.2. In addition to the membership requirements as set forth in the administrative standards a Canine Team must have:
 - 2.2.2.1. Four handlers of which two or greater must be operational in one or more of the following West Virginia Search and Rescue Council disciplines:
 - 2.2.2.1.1. Kind A – Area Search Dog
 - 2.2.2.1.2. Kind C – Cadaver Search Dog
 - 2.2.2.1.3. Kind F – Trailing Search Dog
 - 2.2.2.1.4. Kind G – Tracking Search Dog
 - 2.2.2.1.5. Kind H – Water Search Dog
 - 2.3. Equine Search and Rescue Team
 - 2.3.1. Shall meet all administrative standards as required of all teams.
 - 2.3.2. In addition to the membership requirements as set forth in the administrative standards an Equine Team must have:
 - 2.3.2.1. Four members at the West Virginia Search and Rescue Council Search Member – Equine Level (SM-EQ)
 - 2.4. All-Terrain Vehicle Wilderness Search and Rescue Team
 - 2.4.1. Shall meet all administrative standards as required of all teams.
 - 2.4.2. In addition to the membership requirements as set forth in the administrative standards an ATV Team must have:
 - 2.4.2.1. Four members at the West Virginia Search and Rescue Council Search Member All-Terrain Vehicle Level (SM-ATV)
 - 2.5. Cave Search and Rescue Team
 - 2.5.1. Shall meet all administrative standards as required of all teams.
 - 2.5.2. A Cave Rescue Team must meet all Wilderness Search and Rescue Team Standards
 - 2.5.3. In addition to the membership requirements as required of all teams a Cave Rescue Team must have:
 - 2.5.3.1. Eight members at the West Virginia Search and Rescue Council Cave Rescue Technician – Horizontal (CRT-H) or higher level.
 - 2.5.4. In addition to the equipment requirements required of all teams a Cave Rescue Team shall have the following equipment owned by the team, by the sponsoring agency and controlled by the team, or owned by the chapters within the team/conference.
 - 2.5.4.1. Evacuations Kit
 - 2.5.4.1.1. One rigid Ferno Washington Model 71 litter or equivalent
 - 2.5.4.1.2. One Sked Basic Rescue Stretcher or equivalent
 - 2.5.4.1.3. Patient packaging material suitable for a cave environment
 - 2.5.4.1.4. Medical equipment appropriate for basic patient assessment and stabilization in a cave environment
 - 2.5.4.2. A Cave Rescue Team shall maintain technical rescue equipment capable of performing rescues in a cave environment anytime of the year, day or night, and in all weather conditions experienced in the state of West Virginia.
 - 2.5.4.3. Communications Equipment
 - 2.5.4.3.1. Three TA312 Field phones or equivalent
 - 2.5.4.3.2. One half mile or greater length of field phone wire of which one length must be ¼ mile or greater in length

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- 2.5.4.4. In addition to the Wilderness Search and Rescue Team operations kit requirements a Cave Rescue Team shall have the following forms:
 - 2.5.4.4.1. Entrance Control Form (FORM-103)
 - 2.5.4.4.2. Cave Rescue Level of Urgency Form (FORM-002)
 - 2.5.4.4.3. Lost Person Questionnaire Cave Specific (FORM-113)
- 2.6. Mountain Search and Rescue Team
 - 2.6.1. Shall meet all administrative standards as required of all teams.
 - 2.6.2. A Mountain Search and Rescue Team must meet all Wilderness Search and Rescue Team Standards.
 - 2.6.3. An accredited Mountain Rescue Association Team will be recognized as fully meeting the Mountain Search and Rescue Team Standards upon proof of their MRA status and will not be required submit documentation of any additional requirements as set forth for a Mountain Search and Rescue Team.
 - 2.6.4. In addition to the membership requirements as set forth in the administrative standards an Mountain Search and Rescue Team must have:
 - 2.6.4.1. Five members at the West Virginia Search and Rescue Council Wilderness Rescue Technician Level.
 - 2.6.5. The following equipment shall be owned by the team, by the sponsoring agency and controlled by the team, or owned by the chapters within the team/conference.
 - 2.6.5.1. Evacuation Kit
 - 2.6.5.1.1. Rigid or semi-rigid adult sized field litter which can be utilized for semi-tech haul and lower.
 - 2.6.5.1.2. Patient packaging equipment to safely transport patients in both a horizontal and vertical environment
 - 2.6.5.1.3. Medical equipment appropriate for basic patient assessment and stabilization
 - 2.6.5.2. A Mountain Search and Rescue Team shall maintain technical rescue equipment capable of performing technical rescues in a wilderness environment anytime of the year, day or night, and in all weather conditions experienced in the state of West Virginia.

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DOCUMENT HISTORY

- 1.6. Team shall submit a copy of the team roster to the West Virginia Search and Rescue Council **Operations Committee** by January 1st of each calendar year that contains:
 - 1.6.1. Team information (name, address, alerting information)
 - 1.6.2. Each team members name
 - 1.6.3. Each team members email address**
 - 1.6.4. Each team members mailing address**
 - 1.6.5. Each team members field qualifications
 - 1.6.6. Each team member level of medical training.

As approved 10-14-2010.

- 1.9. **Team shall be required to have a designated training officer that is credentialed at the Search Team Member Level I or higher.**

As approved 10-14-2010.

- 1.15. **Team shall meet the following minimum communications requirements.**

- 1.15.1. **Minimum of two handheld radios or one handheld radio for every eight members (whichever is greater). Handheld radios shall be capable of 5 watt transmit power and have a minimum of 6 channel capability**

- 1.15.2. **Mobile radio capable of operating on at least four channels within the Special Emergency 155 MHZ band. Mobile radios should have a minimum transmit power of 20 watts.**

- 1.15.3. **Team radios should be configured to operate in simplex mode at the following minimum frequencies.**

- 1.15.3.1. 155.160 MHZ

- 1.15.3.2. 155.205 MHZ

- 1.15.3.3. 155.280 MHZ

- 1.15.4. **Any radio owned or used by the team during a search must be FCC type accepted.**

- 1.15.5. **Team must have a radio license or a written working agreement with a license holder for the channels within the Special Emergency 155 MHZ band.**

As approved 10-14-2010.

2. SPECIALIZED TEAMS

- 2.1. Wilderness Search and Rescue Team
 - 2.1.1. Shall meet all administrative standards as required of all teams.
 - 2.1.2. **In order to successfully train and carry out the objectives of a Wilderness Search and Rescue Team the following minimum numbers of personal shall be required.**
 - 2.1.2.1. **Team shall maintain ten members on the roster at all times.**

As approved 10-14-2012.