



SARVAC HWF

Local GSAR Group / HWF Responder Level

Standard Operating Procedure (SOP)

Phase 4 - FORMATION



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PURPOSE: The purpose of this document is to provide a Local GSAR Group / HWF Responder level SOP for the *FORMATION Phase* of SARVAC's HWF Program.

SUMMARY: The *FORMATION Phase* is concurrent with the *MOBILIZATION Phase*, where the selected complement of the HWF Response is populated into the NIST and Mission Team. The status of deployment is CONFIRMED. The NIST, P/T Associations and Local GSAR Groups are fully engaged for the duration of the deployment.

PROCEDURE:

1. The RC should assemble the Mission Team (MIST/MIMT).

The RFA and Service Agreement(s) should determine whether the Mission team will be a MIST or a MIMT.

- The Mission Team should be populated with HWF Responders who best fit the requirements of the HWF response contingent. The DMS should be utilised to select those most suited to roles within the Mission Team.
- Local GSAR Groups may need to assist with identifying suitable HWF Responders from their membership.

The Local GSAR Groups should be aware that:

- The RC should designate (with guidance from the NIST DIR) the Branches Director (as required), Division and/or Group Supervisors (as required), P/T Team Leads and the MRG Supervisors, to organize and oversee the HWF Responders as they travel to the incident destination.
- They should be contacted by the RC and NIST DIR in order to provide them with an overview of the existing EM Plan and structure.
- The NIST DIR should distribute the incident Emergency Plan to the SARVAC Executive, NIST and Mission Team.

Additional considerations:

- This Mission Team should remain in place throughout the DEPLOYMENT and DEMOBILIZATION Phases. They may or may not be responsible for taskings or incident specific items.
- Travel and accommodations should be organized by the LSM (or the Transportation and Accommodation Unit Leader when assigned) and actioned by the Mission Team.

2. The deploying HWF Responders should be assembled into their assigned MRGs by the RC.

This should facilitate the integration of the HWF into the local AHJ command structure. The MRG may remain together for travelling during the *MOBILIZATION, DEPLOYMENT and DEMOBILIZATION Phases*, and may remain together during *TASKING Phases*, when the HWF Responders are in the incident area. The MRG Supervisors should be a point of contact for the HWF Responders within their MRG.

3. Local GSAR and P/T Association Coordinators should help organize their respective HWF Responders for the deployment.

When HWF Responders are sourced from multiple Local GSAR groups, the Local GSAR and P/T Association Coordinators may assist with coordinating Travel Teams, by merging HWF Responders at centralized locations before having them travel together to the deployment area.

This completes the *FORMATION Phase* in accordance with the *National Search and Rescue Operations Concept*.