

SEARCH PROCEDURES

IMMEDIATE ACTION

The following is to be done by any patroller receiving a report of a missing person:

1. HOLD THE PERSON REPORTING THE INCIDENT FOR FURTHER INFORMATION.
2. CONTACT EITHER THE HILL CHIEF OR A QUALIFIED **INCIDENT COMMANDER (IC)** IMMEDIATELY.
3. REMOVE THE **INTERVIEW SHEET (LAST PAGE)** AND FILL IT OUT FOR THE INCIDENT COMMANDER.

The Hill Chief or qualified Incident Commander should immediately:

1. **NOTIFY AREA MANAGEMENT through the Pro Patroller on duty.**
2. IF THE SEARCH IS OUTSIDE THE SKI AREA, NOTIFY THE LINN COUNTY SHERIFF. IF THE SEARCH IS INSIDE THE SKI AREA OR FOR A CUSTOMER OF THE SKI AREA, CONSULT WITH THE AREA MANAGER BEFORE NOTIFYING THE RESPONSIBLE AGENCY.
3. IF THE REPORT IS RECEIVED DURING OR AFTER SWEEP, INFORM PATROLLERS THEY ARE NOT TO LEAVE THE SKI AREA. HAVE PATROLLERS STAGE IN THE DAY ROOM.

Channel & Name	Transmit Frequency	Transmit Tone	Receive Frequency
1. Hoodoo Repeater	152.360	192.8	157.620
2. Hoodoo Direct	157.620	192.8	157.620
3. Ski Patrol OPS Rptr	159.1875	162.2	155.3175
4. Ski Patrol OPS Direct	155.3175	107.2	155.3175
5. Ski Patrol Alternate #1	155.295	192.8	155.295
10. Oregon SAR Orange	155.805	156.7	155.805

Hoodoo Callback Telephone Number: 541-822-3799 Ext. 8-6612 or 8-6613 (where to receive the call)

(Page 2 is a listing of qualified Incident Commanders and Team Leaders.)

INCIDENT COMMANDERS

- 1.
- 2.
- 3.
4. Doug Ebeling
5. Bob Freund
- 6.
7. Anne Greenwood
- 8.
9. Joe McCormick
- 10.
- 11.
12. Shelley Urben
- 13.
- 14.

TEAM LEADERS

1. Anyone from IC List
- 2.
- 3.
4. Dan Bolduc
- 5.
- 6.
- 7.
8. Tod Ricker
9. Joel Timmerman
- 10.
- 11.
- 12.
- 13.
- 14.

SEARCH INCIDENT COMMANDER INSTRUCTIONS

(May be modified by Area Manager or County Sheriff)

1. Assign a **SCRIBE** to keep accurate records. Tear off page **11** and remove the spiral notebook from the *Emergency Response Notebook* and give them to the Scribe. Assign a patroller to be with the *Reporting Person* at all times.
2. The Ski Patrol Office area will normally be used as the Command Post for this incident; however if this is not possible or is not convenient, designate another place where you and your staff will remain throughout the incident. At the outset, you will be performing functions of Incident Commander as well as Planning and Operations Sections; but delegate the latter functions if possible. Consult with experienced patrollers when developing and implementing the *Incident Action Plan* for this incident.
3. Obtain the Initial Information quickly to allow this Pre-plan to be implemented at once. *Do not get bogged down* with the details of the interview. Assign someone else to get the details and provide the completed **Interview Sheet** to you.
4. Ensure the Area Manager is aware of the incident. With concurrence of Area Management, call the appropriate County Sheriff and report the incident. Advise them of your intended actions and request their permission to proceed.
5. Have personnel participating in the incident sign in on an **Incident Personnel Log (ICS 211)**. Each incident should have its own Personnel Log sheet.
6. Appoint a **Bastard Search Team**. Tear off page **10** and give it to the team leader.
7. Dispatch the Bastard Search Team at once.
8. If it appears additional personnel or equipment will be needed with this incident, appoint a **Logistics Section Chief**. Tear off page **9** and give it to him/her.
9. If the search is out-of-area or the area is closing , after consultation with the ski area manager, inform the appropriate County Sheriff.
10. If justified by the Initial Information, dispatch a Re-sweep or Point Search Team to the area where the subject was last seen. This should be done without delay. Appoint a **Point Search Team Leader** or a **Re-sweep Leader**. Give the leader an Instruction Sheet (page **8**). Brief the team leader on what you want the team to do and what to do if the results are negative.
11. Define the Search Area based on:
 - A. Point Last Seen (PLS) or Last Known Area (LKA).
 - B. Elapsed time since subject was last seen and how far they might travel in that time given the existing snow/weather conditions as well as the physical and mental condition of the subject.

Obtain a topographic map which contains the Search Area and surrounding terrain or use Terrain Navigator Pro software on the First-aid Room or Office computers.

12. Segment the Search Area into smaller areas using readily identifiable terrain features (i.e. ridges, drainages, ski runs, chair lifts) and decide which of the segments has the highest probability of containing the lost subject. Concentrate the search effort in those segments.
13. Assign **Search Teams** of about three persons each. Assign a Team Leader to each team. Give each Team Leader an Instruction Sheet (page 8). Brief the teams on their assignments. Team members should contact the Logistics Chief for additional equipment (packs, headlamps, batteries, etc.).
14. Conduct hourly radio checks with the field teams to ascertain progress, but do not burden the teams with unnecessary radio chatter. Radio identifiers should be the same as the team identifier (i.e. Search Team 1, Evacuation Team, Medical Team).
15. On the Search Area map, write the Team Identifier in the segments to which they have been assigned.
16. As teams return from the field, ensure the team leader is debriefed.
17. Develop medical and evacuation plans to deal with the subject when found.
18. When the subject is found:
 - A. Identify the subject's location and medical condition.
 - B. Execute evacuation and medical plans.
 - C. Recall search teams from the field -- arrange transport if necessary.
 - D. Notify the Area Manager and Responsible Agency (County Sheriff).
19. Ensure all SAR personnel are accounted for on **Incident Personnel Log**.
20. Ensure all equipment is accounted for and checked before being placed in storage.

SANTIAM PASS SKI PATROL

Suggested Search Procedures

We recognize three philosophies which can be used chronologically as personnel assemble to mount a search. First, a fast group of two or more searchers can perform a **Point Search** of the last known or most likely area. Second, a number of small teams can be dispatched to perform a **Perimeter Search** encircling the last known area in an attempt to contain the subject. Third, when the foregoing have not turned up the lost person, an all-out Area Search must be undertaken. The **Area** or **Sub-area Search** may be composed of large teams each covering subareas such as individual drainages or other logical and convenient units. Area search is accomplished by utilization of either the **Open-line Search** or **Close-line Search**. A more detailed explanation of the various search techniques follows:

Point or Scratch Search (Type I)

A team immediately goes to the Point Last Seen (PLS) or Last Known Point (LKP), with a witness if possible, and conducts a search for clues or tracks in the area followed by circling the area to find initial direction of movement. Everything, especially a "hot trail," should be marked with flagging tape to be preserved. Information should be written down. The area should be left as undisturbed as possible. Flow of both positive and negative information to the Incident Commander should be immediate.

Perimeter Search (Type I)

Subsequent teams may be directed to initiate a Perimeter Search. This includes sending teams to trails, high points, stream bottoms or danger areas surrounding the Last Known Point. This would include a check of any known slide paths within the search area to see if they have run recently. Team members, two minimum, keep together, shout or whistle and listen frequently to make contact with the subject. They should watch carefully for any indication that the lost person may have gotten outside the perimeter of the search area. Information of any such possibility should immediately be given the Incident Commander since it will probably require a change in search tactics. Aircraft, if available and weather permitting, can attain some of the perimeter search objective rapidly.

Area or Subarea Search (Type II and Type III)

Failing positive results so far, **Open** (Type II) line searches may be next initiated in subareas judged to have the highest probabilities of containing the lost subject. They are executed by teams of 8 to 12 members spaced 50 to 200 feet apart (depending on terrain and foliage) advancing abreast with frequent and simultaneous stops for shouting or whistling and listening. The searcher at the "end of the line" will mark the limits of the area searched. Several teams may operate "en echelon." Spacing is the maximum permitted by terrain, weather, and cover consistent with maintaining visual and voice contact from one team member to the next. Success for this mode depends upon the lost person being able to hear and answer a searcher's calls. The probability of finding a person who cannot (or will not) respond is very low -- between 0.05 and 0.25.

The use of a **Close** (Type III) line search is a *last resort procedure*, designed to assure success using sight alone. It is analogous to the fine probing procedure in avalanche rescue, and may well have the same meaning in terms of survival. This search amounts to a line search with spacing much reduced -- to 15 feet or less. The objective is to inspect every square foot of ground in the search area. The search boundary must be precise. One method is by arranging for the "end of the line" searcher to pay out string behind them as they proceed -- hence, the sometimes heard term "String Search." This mode is obviously extremely expensive of time and manpower, placing a heavy burden on the Incident Commander's judgement in deciding the subareas to be searched by this method.

HOODOO SKI AREA

Search Sub-areas

The following areas are identified as search sub-areas at Hoodoo Ski Area.

Area I Northwest

Bounded by Over Easy from the top of Green Chair to Chaos Corner to the top of Manzanita Chair and Hesitation to Blue Valley to the bottom of Big Dipper. Bounded on the east from the top of Green Chair to Mambo to Chaos Corner. From Chaos Corner along Big Dipper to Blue Valley.

Area II West

Below Over Easy, bounded on the south by Leap of Faith and on the north by Impossible Dream to the bottom of Hodag Chair. This area may be expanded to include area between Skyliner Nordic trail from bottom of Hodag Chair to Over Easy toward the butte (meeting Over Easy above Chaos Corner).

Area III North Central

Bounded on the east by Green Chair, and on the west by Area I (Mambo to Chaos Corner along Big Dipper to Blue Valley).

Area IV Southwest

From the top of Green Chair bounded by Over Easy above Crater along Hayrick to Art's Alley to the bottom of Ed Chair. From the top of Green Chair along the Ed Chair line to the bottom of Ed Chair.

Area V South Central

Bounded on the west by Green Chair. Bounded on the east by Ed Chair. Bounded on the north by the parking lot.

Area VI Manzanita and Bowl

Bounded on the south by Blue Valley (Areas I & III) and from the top of Blue Valley along Hesitation and Camel's Back to the top of the Rope Tow and back to the bottom of Green Chair.

Area VII Lower Cross Country Trails

Bounded on the south by Area VI and inside the permit boundary along Sheep Springs and Black Jack Loops. Bounded on the east by the ski area access road, and on the north by highway 20.

Area VIII Parking Lot

Bounded on the north by the ER Sled Hill, on the east by the Big Lake Road, and along the parking lot perimeter by the shop and back to the lodges.

Area IX Upper (Skyliner) Nordic Trail

Forming the ski area perimeter from Over Easy to the bottom of Hodag Lift to the top of Art's Alley at the bottom of Hayrick run.

TEAM LEADER INSTRUCTIONS

1. Team Identifier is: _____

2. Team Leader is: _____

3. List the team members:

1. _____ 6. _____

2. _____ 7. _____

3. _____ 8. _____

4. _____ 9. _____

5. _____ 10. _____

4. Ensure your team members are signed-in on the *Incident Personnel Log*.

5. Check the physical status of your team as best you can. Ask each member to decide if he/she is really capable of strenuous search activities.

6. Find out who has what equipment. Make sure every member has an emergency belt or pack (patrol belt or equivalent).

7. Obtain necessary equipment (headlamps, batteries, etc.) from the *Logistics Chief*. Sign out radios. Ensure your team has enough equipment to deal with your assignment as well as the lost person if located.

8. Obtain a briefing from the *Incident Commander* or *Planning Chief* outlining your assigned search area and search objectives. Get a map of that area if you are not all intimately familiar with it.

9. Find out which of your team members know the area best, which of them know it least. Assign "Buddy Groups" to watch each other.

10. The team's search area is: _____

11. Search objectives are: _____

12. After we finish our search area, if results are negative we are to

13. Gather your team together and conduct your assignment. Advise BASE via radio when you begin your assignment.

14. Upon returning from your assignment, report to the *Incident Commander* or *Operations Chief* for debriefing.

LOGISTICS SECTION CHIEF

1. As *Logistics Section Chief*, it is your responsibility to obtain whatever equipment the *Operations Section Chief* needs to fulfil the action plan. Open the Search and Rescue (SAR) Locker and make equipment ready for distribution. Do not overlook the use of snowmobile personnel from Ray Benson.
 2. Distribute equipment to team members or other searchers as directed by the *Incident Commander* or the *Operations Section Chief*.
 3. Keep a written record of distribution and return of all equipment on the log sheet below and additional sheets as necessary. Be sure to fill in header information on the first and all additional sheets.
 4. Following use, inspect equipment before returning it to the SAR locker to ensure it is ready for the next time it is needed. Batteries should be removed from headlamps and marked "USED" with a felt-tip marker.
- Your Name: _____

EQUIPMENT LOG

Date: _____

Incident # _____

I.C. _____

Name	Equipment Description	Time Out	Time In

BASTARD SEARCH TEAM LEADER INSTRUCTIONS

Incident Commander: _____ Time is now: _____

Places to be checked:

Checked by:

Rest Rooms (both lodges) _____

Rental Shop _____

Cafeteria (both lodges) _____

Parking Lot (Knock on doors
of all campers and RV's) _____

Lift Lines _____

Companion's House/Apartment _____

Boy/Girl Friend's House/Apt. _____

Bar _____

Owner's Apt. _____

Locker Room _____

Employee Locker Room _____

1. Check every logical spot the subject might be.
2. Interview friends and companions of the subject to find out where they think the subject might be.
3. Circulate name and description to all lift operators. Post notices on message boards at bottom of all lifts.
4. Return to the Command Post and report to the *Incident Commander* or *Operations Section Chief* for debriefing.

Name of subject(s) _____

Clothing: _____

SCRIBE INSTRUCTIONS

1. Incident Commander: _____
2. Scribe: _____
3. Incident Staff:
 - Planning Section Chief: _____
 - Operations Section Chief: _____
 - Logistics Section Chief: _____
4. Person Reporting the incident: _____
 - Address: _____
 - Telephone: _____
5. Time incident first reported: _____
6. Place reported: _____
7. First reported to: _____
8. Time is now: _____ Date: _____
9. Command Post is _____
10. Area Manager notified by _____ at time _____
11. County Sheriff notified:
 - Person contacted: _____ Telephone Number: _____
 - Time: _____
12. Ensure an *Incident Personnel Log (ICS 211)* has been started for this incident.
13. Using the Spiral Notebook in the *Emergency Response Notebook*, begin keeping accurate records of everything that happens: Times, Names, Action, etc.

MISSING PERSON QUESTIONNAIRE
INTERVIEW SHEET

Person filling out this form _____ Date: _____

Person reporting the incident _____ Time: _____

Age _____ Relationship to subject _____

Subject's Name _____
First M.I. Last

Subject #2 _____
First M.I. Last

Address _____

Address _____

City _____

City _____

Phone _____ Cell: _____

Phone _____ Cell: _____

Gender ____ Age ____ DOB _____

Gender ____ Age ____ DOB _____

Height _____ Build _____

Height _____ Build _____

Other (beard, glasses, race, etc.)

Other (beard, glasses, race, etc.)

Clothing: Coat _____

Coat _____

Pants _____

Pants _____

Hat _____

Hat _____

Gloves _____

Gloves _____

Boots _____

Boots _____

Skis/'board _____

Skis/'board _____

Travel: Started from _____ Time: _____

Destination _____

Expected Return _____

Point Last Seen _____ Time: _____

Last Seen by _____ Direction heading _____

Companions _____

Equipment: prepared for emergency? overnight? _____

Experience: skiing, camping, outdoor emergency _____

Health and Medical info: _____