

<p><b><u>TEAM ASSEMBLY PROCEDURES</u></b></p> <ul style="list-style-type: none"> <li>○ Sign Members in on MDF 211g/ICS - Ground Team</li> <li>○ Verify and Check: <ul style="list-style-type: none"> <li>• CAPID,</li> <li>• CAPF-101 - Quals,</li> <li>• CAP 60 - Emrg Notification</li> <li>• Vehicle Operator License</li> </ul> </li> <li>○ Vehicle Sign in - MDF 121</li> <li>○ Inspect Uniforms and Individual Equipment</li> <li>○ Begin CAPF 109 Form</li> <li>○ Complete Ground ORM</li> <li>○ Obtain Equipment: <ul style="list-style-type: none"> <li>• DF Equipment</li> <li>• DF Antennas</li> <li>• ISR Radios</li> <li>• VHF Portables</li> <li>• GPS Equipment</li> </ul> </li> <li>○ Complete Vehicle Inspections</li> <li>○ Initiate CAPF 110/ICS 214 - Log</li> </ul>	<p><b><u>OBTAIN MISSION BRIEFING</u></b></p> <ul style="list-style-type: none"> <li>○ Provide IC with ORM</li> <li>○ Review CAPF 109 with IC</li> <li>○ Review CAPF MDF121 Vehicle sign in with IC</li> <li>○ Participates in Sortie Brief</li> <li>○ Ensure Team is Ready <b>Provide Team with Briefing:</b> <ul style="list-style-type: none"> <li>◆ Situation</li> <li>◆ <b>Individual Assignments:</b> <ul style="list-style-type: none"> <li>• Safety Officer</li> <li>• Driver</li> <li>• Logger</li> <li>• Radio Operator</li> <li>• DF Operator</li> <li>• Navigator</li> </ul> </li> <li>◆ Sortie Goals/Objectives</li> <li>◆ Emergency Procedures</li> <li>◆ Ensure Safety Vest are on</li> </ul> </li> <li>○ Get in Vehicle - layout Plan</li> <li>○ Setup and test equipment</li> </ul>	<p><b><u>COMMUNICATION PROCEDURES</u></b></p> <ul style="list-style-type: none"> <li>○ Report Team Departure/Return</li> <li>○ Be Clear/Concise Location and Status</li> <li>○ Report entering assigned search area</li> <li>○ Conduct scheduled Check-ins</li> <li>○ Communicates in a Directed Net</li> <li>○ Identifies optimal Communication Sites</li> <li>○ Request Read-back as Required</li> <li>○ Advise when taking breaks</li> <li>○ Employ Correct Freq / Zone /Channel on Radio</li> <li>○ Effective identifies and use repeater channels.</li> <li>○ Know when to use code words and OPSEC procedures.</li> </ul>	<p><b><u>CONDUCTING SORTIE</u></b></p> <ul style="list-style-type: none"> <li>○ Review Roles with Team</li> <li>○ Determine Map and Route</li> <li>○ Determine how to mark and identify clues and bearing on map.</li> <li>○ Use road maps effectively</li> <li>○ Use GPS's Nav Equip effectively</li> <li>○ Outline Plan to Team and discuss backup plan.</li> <li>○ Determine if team has any input or ideas associated to sortie</li> <li>○ Briefs team on maintaining conversations to minimum.</li> <li>○ Ensure Driver understands your signals for slowing down, stopping, and upcoming turns</li> <li>○ Encourage full participation from everyone.</li> </ul>	<p><b><u>AIRFIELD/RAMP CHECK</u></b></p> <ul style="list-style-type: none"> <li>○ Notify ICP upon Arrival</li> <li>○ Contacts FBO for Search Permission</li> <li>○ Brief Team on Safety Issues</li> <li>○ Conduct Flight Line and Hanger Searches</li> <li>○ Check Logs for Landing, Take offs, and Fuel usage</li> <li>○ Conduct Interviews - Log on CAPF 106 if pertinent.</li> <li>○ Leave Mission Contact Info with FBO</li> <li>○ Check Perimeter of Airport especially at the take off and landing ends.</li> <li>○ Determine take off Azimuth</li> <li>○ Request permission to Depart</li> </ul>
<p><b><u>EMERGENCY BEACON SEARCH</u></b></p> <ul style="list-style-type: none"> <li>○ Obtain SRSAT Hits and Plot on Map</li> <li>○ Obtain any Witness Reports and Plot on Map</li> <li>○ Determine High Probability Area</li> <li>○ Deploy DF Equipment and Antennas.</li> <li>○ Advise ICP when initial signal is obtained and mark on map.</li> <li>○ Determine best locations for Bearings.</li> <li>○ Conduct Vehicle Search to define containment box or area taking bearings and signal strength readings. Record on Log</li> <li>○ Use Signal Strength Methods effectively</li> <li>○ Use Body-Blocking effectively to determine bearing.</li> <li>○ Determine possible location record and report to ICP.</li> </ul>	<p><b><u>CRASH SITE SURVEILLANCE</u></b></p> <ul style="list-style-type: none"> <li>○ Survey area for safety issues</li> <li>○ Advise team of hazards</li> <li>○ Determine Approach routes</li> <li>○ Brief Team on conduct/legal impacts and procedures</li> <li>○ Establish a perimeter</li> <li>○ Finds Terrain with good visibility of site</li> <li>○ Establish a Command Post</li> <li>○ Conducts a Hasty Search of Perimeter.</li> <li>○ Develop CSS Plan, Sketch Site, and Develops Posts.</li> <li>○ Develop Plan to rotate and relieve personnel</li> <li>○ Determine action for intruders</li> <li>○ Maintains Comms with ICP</li> <li>○ Signs Over Site/ Written</li> </ul>	<p><b><u>CLUE DETECTION OR FIND</u></b></p> <ul style="list-style-type: none"> <li>○ Briefs Team on how and what to look for and what to do if they find something.</li> <li>○ Halts team and ensure safety</li> <li>○ Marks and Safeguard clue and report it with coordinates, time, and location to ICP.</li> <li>○ Conduct a hasty of area for other clues.</li> <li>○ Mark on map and record in log. Draw area diagram.</li> <li>○ Await for ICP Clue Disposition and action to take</li> <li>○ Treat as a crime scene.</li> <li>○ Determine if subject(s) is in medical distress and determine and request necessary resources.</li> <li>○ Assist local authorities as directed.</li> </ul>	<p><b><u>POST-SORTIE PROCEDURES</u></b></p> <ul style="list-style-type: none"> <li>○ Contact ICP to get approval for clearance from scene.</li> <li>○ Check all gear and personnel</li> <li>○ Ensure no one is hurt</li> <li>○ Ensure Replenishment/ Repair/ Repack and Rest</li> <li>○ Conduct a team debriefing and ensure log is accurate.</li> <li>○ Conduct a team critique both pro's and cons.</li> <li>○ Complete the CAPF 109 Debriefing section.</li> <li>○ Request Return to Base</li> <li>○ Debrief with GBD on Sorties at ICP or on Phone.</li> <li>○ Refill Van, Note Mileage and ensure it is clean and ready.</li> </ul>	<p><b><u>DEACTIVATE BEACON</u></b></p> <ul style="list-style-type: none"> <li>○ Attempt to locate owner</li> <li><b>If Unavailable:</b> <ul style="list-style-type: none"> <li>○ Contact FBO or Harbor Master &amp; Local LEA to Permit Access</li> <li>○ Deactivate Beacon &amp; continue monitor 121.5 to ensure it's only 1</li> <li>○ Leave Distress Beacon Deactivation Sticker or Note</li> </ul> </li> <li><b>Inform Mission Coordinator:</b> <ul style="list-style-type: none"> <li>○ Manufacturer, Make, Model, &amp; Serial #</li> <li>○ Battery Type &amp; Expiration Date</li> <li>○ Time of Deactivation</li> <li>○ Aircraft or Boat ID#</li> <li>○ Any Other Information</li> </ul> </li> <li><b>If Unable to Deactivate:</b> <ul style="list-style-type: none"> <li>○ Disconnect Antenna or Use Antenna Tent</li> </ul> </li> </ul>