CHECKLIST - TEAM LEADER BRIEFING TO TEAM

Incident Management Details

3.

Map Orientation

	Task #/Police/BCAS/Other File #				Map # & G	ria Referen	Ce			
	Time of police request				GPS Datum	n Referenc	е			
	Time reported missing				Magnetic d	eclination				
	Time SAR Unit called out				PLS/LKP (s	show on ma	ap)			
	Summary of how Subject went missing				Hazards					
2.	Subject Information				Physical de	escription o	f segment/	route/area		
	Names/names to call out (important for kids)				Nature/t	ype of terra	ain/vegetat	ion		
	PLS/LKP, time last seen				Physica	l boundarie	es			
	Physical description				Promine	ent geograp	hic landma	arks		
	Circumstances/trip plans		_		Altitude					
	Clothing types/colours		_		Exit routes					
	Equipment				Radio Repe	eater locati	ons			
	Shoe print description		_		Location of	ICP and o	ther facilitie	es		
	Brands of candy, cigarettes, etc.			4.	Weather					
	Experience level				Past					
	Condition				Current					
	Physical				Forecast					
	Medical			5.	Significa	nt Even	ts/Inforr	nation		
	 Mental			6.	Other Se	earch Eff	forts			
	Behavioural traits				Where					
	Concerns		_		POD					
	Lost Person Behaviour Data				Clues found	d				
	Urgency Rating			7.	Other Se	earch Su	pport			
	Theories				Locations of	of other tea	ms			
	* Handout Subject Profile (ICS301)/Shoeprint Diagram				Capabilities	of other to	eams			
IVII	SSION A short concise description of team name	search	technique	, specif	ic locations,	POD, and	l time fram	e (say it T	WICE!).	
	(FOUTION									
<u> </u>	<u>KECUTION</u>		1							
1.	General Overview of Team Plan by Phase		4							
	PHASE 1: Preparation									
	PHASE 2: Movement to Mission Area		_							
	PHASE 3: Execution of Mission									
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2.	PHASE 4: Return to ICP (Search Base) PHASE 5: Post Mission Actions (debrief, return equip,		GSTL	ATL	SRCH1	SRCH2	SRCH3	SRCH4	SRCH5	SRCH6
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CHECKLIST - TEAM LEADER BRIEFING TO TEAM $\underline{\textit{EXECUTION CONTINUED}}$

Coordinating Details	
A. Timings (time of departure & return; by phase)	J. Bivouac /Camps
B. Movement	K. Safety
Staging Area(s)	Hazards
Vehicle Coordination	Hypothermia/hyperthermia
Gas	Equipment
Parking	Action on lost or injured searcher
Transportation Routes	Exit routes
Group Order	"No-Go" criteria
Air Transport	L. Fire and weather watch
C. Search Tactic Instructions (details on how search task will be performed)	M. Debriefing
D. Marking/Flagging Instructions	Location
E. Attraction Techniques	Time
F. Clues - Mark, Isolate, Protect, Record, and Report	To discuss by phase
G. Action on Finding Subject	Estimated POD
Alive (walk out or evacuate)	Subject survivability
Injured (carry-out or helicopter)	Hazards/attractions and confusion factors
Dead/Crime Scene (preservation of evidence/proper documentation)	Map corrections
H. Boundaries	What went well/what didn't
I. Special Equipment	Recommendations

ADMINISTRATION/LOGISTICS

1.	Food/Water	
2.	Shelter	
3.	Equipment/Clothing	
	Individual	
	Team	
	Subject	
	Special Safety Gear	
4.	Stores	
5.	Transport	
6.	Rest	
7.	Medical	

8.	Sanitation			
9.	Media			
	Policy on interviews			
	Policy on presence in area (command post or search site)			
10.	Relatives/Co-workers/Video Cameras			
	Present on Team?			
	Where located/used			
	Warning regarding language/jokes - professionalism			
11.	Firearms (if present - storage; use)			
12.	Expenses			
13.	ICP/Other Facilities Routine			

COMMAND/COMMUNICATIONS

1.	Command			
	Names of SAR Commander/SAR Manager			
	Team Leader			
	Assistant Team Leader			
	Location of Incident Command Post (ICP)			
2.	Communications			
	Frequency/channel			
	Callsigns			
	Codewords (if applicable)			
	Radio Checks			
	Reports			

3.	Synchronize Watches	
4.	Questions To/From	

ADDITIONAL SUPPORT	
Updated map	
Subject Profile (ICS201)	
Track Report (ICS 204T)	
Photo of Subject	
Search Team Assignment Sheet (ICS204)	