INCIDENT ACTION PLAN
FOR
WINTER RESCUE
SNOQUALMIE AND STEVENS PASS AREAS

King County Sheriff’s Department
Special Operations Section
Search & Rescue Unit
<table>
<thead>
<tr>
<th>DATE</th>
<th>REVISION DISCRIPITION</th>
</tr>
</thead>
</table>
| 12-2008  | Added revision description to in index on page 4  
Updated call list on pages 8, 9, 10 and 13  
Annex B  
Updated SAR Resources |
| 12-2009  | Updated call list on pages 8, 9, 10 and 13  
Updated Map index pages 11 and 15  
Deleted Maps pages 12.1 thru 12.5 and 15.1 thru 15.4  
Annex B  
Table Of Contents page B-2  
Updated SAR Resources pages B-10 thru B-23  
SAR forms page B-24 |
| 11-2010  | Updated call list on pages 8, 9, 10 and 13  
Updated terminology though out the document  
Deleted organization chart page 19  
Annex B  
Updated SAR Resources pages B-10 thru B22 |

(Revised Nov 2010)
December 11, 2007

To whom it may concern:
As the Search and Rescue Coordinator for the King County Sheriff’s Office I am pleased to announce the completion of the 2007 Winter Rescue Plan. This is the combined effort of the Sheriff’s Office, as well as the volunteers, who have worked tirelessly to have this document completed in time for the 2007 season. This document will be updated and reviewed annually, accompanied by a yearly fall meeting to allow agencies and participants in the plan to discuss any changes in resources and staffing that could impact implementation in an emergency. This document will act as a guideline for winter rescues as well as acting as a foundation document for inter-agency cooperation within SAR.

Kathy Decker
King County Search and Rescue Coordinator
7300 Perimeter Rd S Rm 143
Seattle, WA 98108
206-205-8226
FORWARD

This plan forms the basis of agreement between Civil and Government agencies and volunteer organizations having responsibilities in Search and Rescue (SAR) and emergency response within the Snoqualmie and Stevens Pass areas.

This plan has five sections:
1. The main section of the plan – 'Incident Action Plan for Winter Rescue' for SAR in wilderness settings under the direction of the local County Sheriff.
2. (Annex A); ‘Highway Rescue’ for highway emergencies under the direction of the Washington State Patrol.
3. (Annex B); ‘Specific Action Plan’ – Winter SAR and Avalanche Emergencies. This section consist of standard operating procedures for volunteer emergency services personnel under the direction and control of the Office of Emergency Management/County SAR Coordinator.
4. (Annex C); ‘Highway I-90 Franklin Falls Bridge’ – (Map and Layout) providing map, layout and access information to the Franklin Falls Bridge.
5. (Annex D); ‘WSDOT Hazard Area Markers (HAM), I-90 & US2’ - Avalanche hazard zones, photos, marking system and approximate milepost locations.
6. (Annex E); ’Incident Command System’ – Basic Outline, Terms & Definitions providing basic information about the Incident Command System (ICS).

The plan is established for the benefit of all concerned. Knowledge of the details of this plan is the responsibility of all of the agencies and organizations listed below.

Due to the ongoing process of incorporation of the Incident Command System (ICS) at the time of this revision to the plan, dual terminology using both ICS and traditional terms are used to facilitate understanding where appropriate.

This plan shall be updated yearly prior to the winter season, with emphasis given to the accuracy of the Key Person Call Lists. The King County Sheriff’s Search and Rescue Coordinator shall be responsible for the yearly revisions after coordinating with the agencies/organizations listed below.

Chelan County Sheriff’s Dept.
King County Sheriff’s Dept.
King County Search & Rescue Association (KCSARA)
Kittitas County Sheriff’s Dept.
Ski Patrol Rescue Team (SPART), Northwest Region, National Ski Patrol
Stevens Pass Ski Patrol
Snohomish County Sheriff’s Dept.
U.S.F.S., Mt. Baker-Snoqualmie National Forest
U.S.F.S., Wenatchee-Okanogan National Forest
Washington State Patrol
Washington State Dept of Transportation
    Highway Maintenance Div., & Avalanche Control Sections

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    Snoqualmie Pass Fire & Rescue
    Skykomish Fire & Rescue
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<td>b.  Equipment</td>
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<tr>
<td>c.  Transportation</td>
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<td>d.  Communications</td>
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<td>e.  Rescue Cache</td>
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<td>2.  Planning</td>
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<td>2.  Strike Team/Task Forces – (Stage II)</td>
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<td>3.  Strike Team/Task Forces – (Stage III)</td>
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(Revised Nov 2010)
INCIDENT ACTION PLAN FOR WINTER RESCUE
SNOQUALMIE AND STEVENS PASS AREAS

I. PURPOSE

The purpose of this Plan is to provide guidelines and procedures to follow when receiving a report of a lost person or a snow avalanche occurring in a wilderness setting during the winter season. This Plan is directed toward the person or agency receiving the first-hand notification of such an emergency from a witness of the incident. That person/agency may be an employee of (1) local law enforcement, (2) the Washington State Patrol, (3) the Washington State Department of Transportation, Highway Maintenance Division, (4) the U.S. Forest Service, (5) a local ski area or (6) a local fire department.

PERSONS IN DISTRESS DURING THE WINTER SEASON MUST BE RECOGNIZED AS TRUE EMERGENCIES DUE TO THE HAZARDOUS ENVIRONMENT. Persons buried by snow avalanche can only survive for a short period of time. IMMEDIATE NOTIFICATION OF THE PROPER AUTHORITY RESPONSIBLE FOR INITIATING SEARCH AND RESCUE (SAR) ACTIONS IS OF GREAT IMPORTANCE. (Refer to Page 7, “First Person Receiving Distress Call or Avalanche Notification.”)

II. AUTHORITY

Revised Code of Washington, R.C.W. 38.52, establishes the authority of the local County Sheriff to conduct search and rescue (SAR) operations outside of municipalities.

It shall be understood that all action by SAR volunteer organizations must be under the direction and control of County Law Enforcement, whether physically present or not. Actions shall not be delayed in cases where the local County Law Enforcement agency cannot be notified due to communications problems.

The Washington State Patrol is the authority responsible for SAR operations resulting from emergencies on Federal and State highways. (Refer to Annex A, Highway Rescue.)
III. FIRST PERSON RECEIVING DISTRESS CALL OR AVALANCHE NOTIFICATION

IMMEDIATE ACTION:

1. **HOLD THE WITNESS** to accompany the first stage rescue team to the accident site. The witness is vital to SAR response.

2. **Initiate the “General Alarm”** by calling agencies listed for the appropriate Pass area. Keep calling agencies listed on page 8 until someone is reached. This person will immediately make arrangements for a County SAR Coordinator, or a SAR leadership volunteer from the nearest pro/volunteer ski patrol to return your call and/or respond to your location.

3. **Alert the Ski Patrol (Pro or Volunteer)** at the ski area nearest the emergency site (Page 9 or 12) so that SAR personnel can be held and assembled for rescue response.

4. **Interview the witness** and start a mission log to include a description of the incident emphasizing “Who, What, Where and When.” List contacts you have made and the time you made them. *(Refer to the maps of the affected Pass area, Pages 10 and 13.)*

5. **Stay with the witness** until relieved by agency personnel listed in item two (2) above.
   
   **Note!** Only law enforcement will ultimately release the witness from the scene.
III. FIRST PERSON RECEIVING DISTRESS CALL … (Continued)

GENERAL ALARM:

Start at the top and go down this list until someone is reached. The “Key Person Call List”, page 9 or 13, may assist you.

SNOQUALMIE PASS AREA

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>REPRESENTATIVE</th>
<th>PHONE #</th>
</tr>
</thead>
<tbody>
<tr>
<td>King County Sheriff</td>
<td>Radio Supervisor</td>
<td>911</td>
</tr>
<tr>
<td>Kittitas County Sheriff</td>
<td>Radio Supervisor</td>
<td>911 or 1-800-622-9924</td>
</tr>
<tr>
<td>Washington State Patrol</td>
<td>Radio Supervisor</td>
<td>911 or 425-649-4370</td>
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<tr>
<td>State DOT, Highway Maint.</td>
<td>Hyak Office</td>
<td>Key Person Call List</td>
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<tr>
<td>Avalanche Supervisor</td>
<td>Hyak Office</td>
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</tr>
<tr>
<td>Ski Area</td>
<td>Summit @ Snoqualmie</td>
<td>“</td>
</tr>
<tr>
<td>USFS, Snoqualmie Ranger District</td>
<td>North Bend, WA.</td>
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</tr>
<tr>
<td>USFS, Cle Elum Ranger District</td>
<td>Cle Elum, WA.</td>
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STEVENS PASS AREA

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>REPRESENTATIVE</th>
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</tr>
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<tbody>
<tr>
<td>King County Sheriff</td>
<td>Radio Supervisor</td>
<td>911 or 1-800-344-4080</td>
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<tr>
<td>Chelan County Sheriff</td>
<td>Rivercom Dispatch</td>
<td>911 or 509-663-9911</td>
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<tr>
<td>Snohomish County Sheriff</td>
<td>Radio Supervisor</td>
<td>911 or 425-407-3930</td>
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<tr>
<td>Washington State Patrol</td>
<td>Radio Supervisor</td>
<td>911 or 425-452-2048</td>
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<tr>
<td>State DOT Highway Maint.</td>
<td>Berne Snow Camp</td>
<td>Key Person Call List</td>
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<tr>
<td>Ski Area</td>
<td>Stevens Pass</td>
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<tr>
<td>USFS, Skykomish Ranger District</td>
<td>Skykomish, WA.</td>
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<tr>
<td>USFS, Wenatchee River Ranger District</td>
<td>Leavenworth, WA.</td>
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(Revised Nov 2010)
### KEY PERSON CALL LIST – SNOQUALMIE PASS AREA

#### LAW ENFORCEMENT/SEARCH AND RESCUE

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>King County Sheriff (24 hrs)</td>
<td>911 or 206-296-3311</td>
</tr>
<tr>
<td>Kittitas County Sheriff (24 hrs)</td>
<td>911 or 509-925-8534 / Kittcom</td>
</tr>
<tr>
<td>Washington State Patrol (24 hrs)</td>
<td>911 or 425-455-7700</td>
</tr>
<tr>
<td>Snoqualmie Pass Office (Cache) (not staffed)</td>
<td>425-434-6123</td>
</tr>
<tr>
<td>US Forest Service – Jeff McIntosh</td>
<td>360-789-8834</td>
</tr>
</tbody>
</table>

#### WASHINGTON STATE DOT HIGHWAY MAINT. DIV.

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone Numbers</th>
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<tbody>
<tr>
<td>Hyak Office Radio Room (24 hrs)</td>
<td>425-434-5609, 509-577-1905</td>
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<tr>
<td>Seattle Office Radio Room</td>
<td>206-440-4490, 509-929-1647</td>
</tr>
<tr>
<td>Snoqualmie Pass Avalanche Control Office (day &amp; night)</td>
<td>509-577-1909</td>
</tr>
<tr>
<td>Avalanche Supervisor – Craig Wilbour</td>
<td>425-985-7164</td>
</tr>
<tr>
<td>Avalanche Technician – John Stimberis</td>
<td>509-929-1647</td>
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<tr>
<td>Avalanche Technician – Kevin Marston</td>
<td>425-890-1790</td>
</tr>
<tr>
<td>Maintenance Supervisor – Al Minerich</td>
<td>425-434-5608</td>
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#### SKI AREAS

**Summit at Snoqualmie**

For most numbers, the ski area’s telephone system requires calling the main number, plus an extension number for the person you are seeking.

- Dial **425-434-7669 plus the following extension**:

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone Numbers</th>
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<tr>
<td>General Manager - Dan Brewster</td>
<td>Ext. 6751 or</td>
</tr>
<tr>
<td>Operations Manager - Jim Georgeson</td>
<td>Ext. 6713 or</td>
</tr>
<tr>
<td>Risk Manager - Rob Gibson</td>
<td>Ext. 6752</td>
</tr>
<tr>
<td>Patrol Manager/Bark call out – Rob Gibson (at Alpental)</td>
<td>Ext. 5551</td>
</tr>
<tr>
<td>Snow Safety Supervisor - Bram Thrift</td>
<td>cell 509-899-4422</td>
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**ALPENTAL**

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<tr>
<td>Ski Patrol First aid Room / *SPART OL</td>
<td>Ext. 5552</td>
</tr>
<tr>
<td>Pro Patrol</td>
<td>Ext. 5551</td>
</tr>
<tr>
<td>Patrol Dispatch during the Day (8am to 4pm)</td>
<td>Ext. 5555</td>
</tr>
<tr>
<td>Patrol Dispatch at Night (4pm to 10pm)</td>
<td>Ext. 5554</td>
</tr>
<tr>
<td>Volunteer Ski Patrol</td>
<td>Ext. 5553</td>
</tr>
<tr>
<td>B.A.R.K. Supervisor – (Avalanche K-9s)</td>
<td>Ext. 5551</td>
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**SUMMIT WEST**

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<th>Name</th>
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<tr>
<td>Ski Patrol Building / *SPART OL</td>
<td>Ext. 6552</td>
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<td>Pro Patrol</td>
<td>Ext. 6782</td>
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**SUMMIT CENTRAL**

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<tr>
<td>Ski Patrol Building / *SPART OL</td>
<td>Ext. 4552</td>
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**SUMMIT EAST (Hyak)**

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<tr>
<td>Ski Patrol Building / *SPART OL</td>
<td>Ext. 3551</td>
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<td>Pro Patrol</td>
<td>Ext. 6731</td>
</tr>
<tr>
<td>Nordic Center</td>
<td>Ext. 4699</td>
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* The **SPART Duty Operations Leader (OL)** can be reached by radio on their primary FM frequency of 155.295 MHz, or by Cell Phone (206-289-0457) in addition to calling the phone numbers at the Ski Patrol buildings at the Pass. (Saturday 0800 Hrs through Sunday 1800 Hrs. during the ski season)

**SPART** (Ski Patrol Rescue Team)

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>SPART OL Cell Phone</td>
<td>206-289-0457</td>
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<tr>
<td>Office / Cache (Sheriff's Office @ Summit)</td>
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**SNOQUALMIE PASS FIRE & RESCUE**

<table>
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<th>Name</th>
<th>Phone Numbers</th>
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<tr>
<td>Fire Chief – Matt Cowan</td>
<td>206-396-6287 Cell, 206-977-0968 Pager</td>
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<tr>
<td>Asst Chief - Jay Wiseman</td>
<td>425-761-0781 Cell</td>
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**EASTSIDE FIRE & RESCUE** (Issaquah - Dispatch)

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<tbody>
<tr>
<td></td>
<td>911 or 425-577-5656</td>
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(Revised Nov 2010)
KEY PERSON CALL LIST – SNOQUALMIE PASS AREA (Continued)

<table>
<thead>
<tr>
<th>U.S.F.S. – MT. BAKER- SNOQUALMIE &amp; OKANOGAN-WENATCHEE NATIONAL FORESTS</th>
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<tr>
<td>Snoqualmie Ranger District (Office hrs 8-4:30 M-F) Contact Cell # first, then home or office.</td>
</tr>
<tr>
<td>Wilderness Prog Mgr - Bill Sobieralski 206-605-7115 C, 425-888-8771 W</td>
</tr>
<tr>
<td>Assistant Ranger - Doug Schrenk 425-888-4453 H, 425-888-8750 W</td>
</tr>
<tr>
<td>USFS Snoqualmie Pass Visitor Center - 425-434-6111</td>
</tr>
<tr>
<td>Ski Area permit administrator – Bob Pacific 253-350-1912 C</td>
</tr>
<tr>
<td>LEO/Enumclaw - Ian Canaan 253-261-3683 C</td>
</tr>
<tr>
<td>LEO/North Bend - Jeff McIntosh 360-789-8834 C</td>
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</table>

<table>
<thead>
<tr>
<th>Cle Elum Ranger District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Winter Recreation Mgr. - Tim Foss 509-647-8040 C 509-852-1069 W</td>
</tr>
<tr>
<td>Trails/Wilderness Mgr</td>
</tr>
<tr>
<td>Off Road Vehicles Mgr</td>
</tr>
<tr>
<td>Reception Desk</td>
</tr>
<tr>
<td>District Ranger - Judy Hallisey 509-647-8128 C 509-852-1020 W 509-964-2450 H</td>
</tr>
<tr>
<td>Recreation Assistant - Pam Novitzky 509-899-2675 C 509-852-1070 W 509-649-3519 H</td>
</tr>
</tbody>
</table>

CWICC (Central Washington Interagency Communications Center), Wenatchee, a 24/7 dispatch facility can reach the Cle Elum & Wenatchee River District Snow Ranger at any time. Phone 509-884-3473 days or 509-663-8575 after hours & weekends

NOTE When notifying any of above, give names & phone numbers of persons you’ve already notified.

(Revised Nov 2010)
Map Index: Snoqualmie Pass

Bandera  Snoq. Pass  Chikamin

Lost Lake  Stampede Pass

(Revised Dec 2009)
# KEY PERSON CALL LIST – STEVENS PASS AREA

## LAW ENFORCEMENT/SEARCH AND RESCUE

<table>
<thead>
<tr>
<th>Location</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>King County Sheriff (24 hrs)</td>
<td>911</td>
</tr>
<tr>
<td>Chelan County Sheriff (Rivercom 24/7)</td>
<td>911 or 1-509-663-9911</td>
</tr>
<tr>
<td>Washington State Patrol (24 hrs)</td>
<td></td>
</tr>
<tr>
<td>Bellevue District Office</td>
<td>911 or 425-455-7700 Dispatch</td>
</tr>
<tr>
<td>Wenatchee</td>
<td>911 or 509-663-9721</td>
</tr>
<tr>
<td>Snohomish County Sheriff (24 hrs)</td>
<td>911</td>
</tr>
</tbody>
</table>

## WASHINGTON STATE DOT HIGHWAY MAINT. DIV.

<table>
<thead>
<tr>
<th>Location</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Washington State DOT</td>
<td>509-667-3000</td>
</tr>
<tr>
<td>Yakima 24/7</td>
<td>509-577-1910</td>
</tr>
<tr>
<td>Berne Snow Camp</td>
<td>509-667-2818</td>
</tr>
<tr>
<td>Avalanche Control – Mike Stanford</td>
<td>509-667-2817 W, 509-763-3177 H</td>
</tr>
<tr>
<td></td>
<td>509-670-7428 C</td>
</tr>
<tr>
<td>Wenatchee DOT Radio Room (24 hrs)</td>
<td>509-667-2802</td>
</tr>
<tr>
<td>Skykomish DOT - Cecil Wrench</td>
<td>366-793-0993 H, 425-238-8108 C</td>
</tr>
<tr>
<td>SnoPac</td>
<td>425-407-3930</td>
</tr>
<tr>
<td></td>
<td>425-754-6780 / 425-335-9155 Page</td>
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## SKI AREA

Stevens Pass, Inc.

<table>
<thead>
<tr>
<th>Role</th>
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<tbody>
<tr>
<td>Ski Patrol Dispatch - Direct</td>
<td>360-973-2029</td>
</tr>
<tr>
<td>BARK Coordinator – Chris Hunter</td>
<td>509-393-4195</td>
</tr>
<tr>
<td>Director of Planning - John Meriwether</td>
<td>260 375-0958</td>
</tr>
<tr>
<td>Mountain Manager – Ryan Forbes</td>
<td>206-914-6495</td>
</tr>
<tr>
<td>Ski Patrol Director – Chris Brixey</td>
<td>206-812-7849 O, 509-860-0737 Cell</td>
</tr>
<tr>
<td>Stevens Pass Ski Area</td>
<td>206-812-4510</td>
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KING COUNTY FIRE DIST. # 50 (Skykomish, Wa.)

<table>
<thead>
<tr>
<th>Role</th>
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</thead>
<tbody>
<tr>
<td>Fire Department</td>
<td>NORCOMM 360-677-2886 (154.190 Dispatch)</td>
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U.S.F.S. – MT. BAKER-SNOQUALMIE AND OKANOGAN-WENATCHEE NATIONAL FORESTS

<table>
<thead>
<tr>
<th>Role</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>SKYKOMISH RANGER DISTRICT</td>
<td>(In descending order, call Cell first and then Home)</td>
</tr>
<tr>
<td>Wilderness Specialist</td>
<td>360-677-2232 / 360-677-2562 / 360-631-0677</td>
</tr>
<tr>
<td>Snow Ranger/Pub Serv</td>
<td>360-677-2414</td>
</tr>
<tr>
<td>Acting District Ranger</td>
<td>360-677-2209 /425-218-6220 / 425-218-6220</td>
</tr>
<tr>
<td>District L.E.O.</td>
<td>360-677-2247 / 360-793-7390 / 206-610-0859</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Role</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>WENATCHEE RIVER RANGER DISTRICT</td>
<td>(Office Closed in winter)</td>
</tr>
</tbody>
</table>

CWICC (Central Washington Interagency Communications Center), Wenatchee, a 24/7 dispatch facility can reach the Cle Elum & Wenatchee River District Snow Ranger at any time. Phone 509-884-3473 days or 509-663-8575 after hours & weekends

**NOTE** When notifying above, give names and phone numbers of persons you have already notified.

(Revised Nov 2010)
Map Index: Stevens Pass

(Revised Dec 2009)
IV. DEFINITIONS

**Stages of Rescue:** The entire period of response to a winter emergency is categorized into three stages comprising the Operational Period.

**Stage I.** (Immediate Action) - 0 to 15 minute emergency period in which a first response immediate team (ICS Task Force / Strike Team) is dispatched to the emergency site by the Operations Leader (Operations Section Chief) with objectives of investigating, evaluating, rescuing and reporting circumstances of the emergency. It is highly recommended the witness accompany the Stage I Task Force / Strike Team to the emergency site.

**Stage II.** (Medical & Evacuation) - 0 to 20 minute emergency period in which additional rescue teams (ICS Task Force / Strike Team) are dispatched to the emergency site by the Operations Leader (Operations Section Chief) with objectives of supplementing the mission with additional personnel and equipment, including Medical and Evacuation materials, equipment and personnel.

**Stage III.** (Support) - 20 to 60 minute emergency period in which additional rescue teams (ICS Task Force/Strike Team) are requested to respond to the emergency from distant locations; e.g., Seattle, Ellensburg, Wenatchee.

**Incident Commander (IC)** The local County Law Enforcement Officer in Charge designated by the appropriate County Sheriff as the Search & Rescue Duty Officer responsible for overall SAR operations during the emergency. May implement an ICS Unified Command in some situations in consultation with other agencies.

**Operations Section Chief (OL) (Operations Leader)** A person appointed by the Incident Commander (Officer in Charge) as the agent of the Incident Commander at the scene of operations or Incident Command Post. Will function as the Incident Commander until contact and coordination with the Incident Commander is established.

**Incident Command Post** A vehicle or facility having adequate space and communications assets from which the Operations Section Chief (Operations Leader - OL) and/or the Incident Commander can provide direction and control of operations. (May also be called Base Camp)

**Group Supervisor** A subordinate SAR unit or Branch leader reporting to the Operations Section Chief. May also take on tasks, if assigned, as a group leader for combined resources such as a task force, or functional group with mixed unit participation. - (Examples; the Rescue Group Supervisor, support unit OL)

**Rescue Group Supervisor** The accident site commander or Branch Director appointed by the Operations Section Chief, (OL), to act as the agent of the Operations Section Chief at the actual site of the emergency.

(Revised Nov 2010)
Scribe  A person appointed by the Operations Section Chief (OL) to take notes and provide documentation during the operational period of the emergency response. (A separate Site Scribe may be appointed at the accident site as well.)

Map Plotter  A person appointed by the Operations Section Chief (OL) to coordinate, monitor and supervise mapping functions during operations used to assist in planning and control during operations.

Dispatcher/Logistics  A logistics coordinator appointed by the Operations Section Chief (OL) to manage logistics by coordinating, monitoring, supervising and dispatching SAR equipment and supplies used during operations, including any needed transportation.

Rescue Cache  Inventories of search and rescue equipment maintained by the various agencies having SAR responsibilities in this plan, and stored at various locations in proximity to the Mountain Pass areas. This is equipment in addition to mobile equipment brought in by organized rescue groups and their individual members.

Communications Coordinator  A person appointed by the Operations Section Chief (OL) to coordinate, monitor, dispatch and supervise all communications (telephone and radio), including the type of communications equipment to be used during operations. May report to the Dispatcher in a larger mission.

Planner  A person(s) appointed by the Operations Section Chief (OL) to assist in planning strategies and concepts that may be needed for the solution of an emergency.

Planning Section Chief (PSF)  May be appointed by the IC in instances where the number of rescue units/agencies (ex. Spart, SMR, ESAR, additional agencies) on scene increases, or additional operational periods are contemplated. (The position of Dispatcher/Logistics may be similarly upgraded to Section Chief in similar situations.)

Field Teams  SAR personnel combined into an initial Task Force or following Strike Teams under the direction of a team leader for the purpose of conducting physical operations in the field during a mission.

Immediate Action Task Force  A Stage I Team sent out as Immediate Action Team of SAR personnel that is the first team sent into the field in a rescue, accompanied by the witness if that person is prepared and in condition to return to the scene.

Strike Team/Task Force  Stage I, II, or III field teams sent out after the initial Task Force (Immediate Team) to provide additional rescue personnel, and specialized capacities such as Medical and Evacuation.

Team Leader  A person appointed by the Operations Section Chief (OL) or Accident Site Commander to provide direction and control functions for a Field Team (Task Force or Strike Team Leader).

(Revised Nov 2010)
**Probe Line Leader**  A person appointed by the Task Force Leader or the Accident Site Commander to direct an avalanche rescue Probe Line Group consisting of probers, guideon cord holders and shovelers. This should be a person experienced in avalanche rescue techniques.

**Avalanche Guard**  A person appointed by the Immediate Action Task Force Leader upon arrival at the accident site to be on watch from a safe position for additional avalanche activity, and provide safety/evacuation warnings to the Immediate Action Task Force Leader/Rescue Group Supervisor and other rescuers at the scene. Should be a person experienced with avalanche conditions and avalanche rescue techniques.
V. ORGANIZATION & RESPONSIBILITIES

RESPONSIBILITIES BY POSITION:

Incident Commander (Officer in Charge)

1. Has overall responsibility for SAR operations during the emergency / mission.

2. May appoint an Operations Section Chief,(OL) (Operations Leader), to assist as a Search & Rescue Manager for operations during the emergency. The Operations Section Chief (OL) shall be a person having full knowledge of the Incident Action Plan for Winter Rescue, its annex and supporting tabulated procedures. Qualifications for an Operations Section Chief position should be:
   a. Graduate of the National Avalanche School, U.S. Forest Service, and/or
   b. Hold a Level II Avalanche designation, and an NSP Level II Mountain Travel & Rescue designation or its equivalent.

3. Maintains a listing of volunteer SAR resources available and initiates requests for SAR response from those resources.

4. Requests a State Mission number from the State Division of Emergency Management Duty Officer and assures all SAR volunteers are made aware of the mission number.

5. Requests special resources such as helicopters, feeding and shelter for volunteers, fuel for vehicles, snow vehicles or explosives for avalanche control, and will be in charge of the selection & control of any Heli Pads
   a. Also identifies and structures the Sections and Branches to fit the mission using ICS principles.

6. Shall be the ONLY person involved in the mission authorized to obligate the County through any contractual arrangements or monetary expenditures.

7. Will act as the News Media relations person.


9. Maintains a chronological log of the emergency/mission in the Data Log. (May appoint a scribe for this function.)

10. Shall establish and maintain reliable communications with the Operations Section Chief (Operations Leader).

11. Shall accumulate all rosters of personnel, documents, receipts, forms and reports associated with the mission and submit them along with a written report from the Incident Commander to the appropriate local County Emergency Services / Management office.

(Revised Nov 2010)
12. Shall keep the immediate supervisor of the Incident Commander apprised of mission status and results.

13. Shall submit a brief telephone report to the State Division of Emergency Management at the conclusion of the mission.

**Operations Section Chief (OL), (Operations Leader).** (See Tab 1 for additional details)

1. Appointed by the Incident Commander (Officer in Charge).

2. Qualifications Recommended:
   a. Graduate of the National Avalanche School, (U.S. Forest Service), and/or
   b. Hold a Level II Avalanche designation, and an NSP Level II Mountain Travel & Rescue designation or its equivalent.

3. Provides direction and control of field operations and Incident Command Post administration.

4. Establishes a SAR Incident Command Post facility with adequate communications capabilities.

5. May appoint a staff of assistants; Scribe, Communications Coord., Dispatcher/Logistics Coord., Map Unit, Planner(s), and a Rescue Group Supervisor (Accident Site Commander).

6. Coordinates with the Incident Commander as to what SAR resources to use.

7. Coordinates with the SAR resources leadership personnel in planning and strategies to be used for the solution of the emergency/mission.


9. Maintains constant communications with the Incident Commander.

10. Shall be cognizant of the safety, health and welfare of all personnel involved and arrange for their feeding, comfort and relief if needed.

**Scribe** (See Tab 2 for additional information)

1. The Scribe is an Incident Command Post support person appointed by the Incident Commander (Officer in Charge) or the Operations Section Chief (OL) to assist in maintaining a chronological mission log of communications, events, actions and reactions pertinent to operations. The log should include names, times and conversations of the Incident Commander and/or Operations Section Chief.

2. The Rescue Group Supervisor, (Accident Site Commander), should appoint a separate Site Scribe at the accident site to record a log of conversations and activity at that location that can’t be transmitted to the Incident Command Post (Base) due to time and/or confidentiality constraints. Should also map site and include GPS coordinates.

(Revised Nov 2010)
Communications Coordinator (See Tab 3 for additional information)

1. An Incident Command Post support person appointed by the Operations Section Chief (OL). May report to the Dispatcher/Logistics Coord. in a larger, or extended mission.

2. Establish radio communications nets with the accident site using radios available from the agencies involved.

   NOTE! For safety, all radios at the accident site in an avalanche search should be on the same frequency to enable warning in case of additional slides.

3. Establish a command net for communications between the Operations Section Chief (OL) and the Incident Commander (Officer in Charge) separate from the operations net used for field operations.

4. Must be knowledgeable on where additional portable radios and additional batteries can be obtained.

5. Assign portable radios on an “as needed basis”, and call identifiers to rescue teams being dispatched to the emergency site.

6. Assure all portable radios on loan to the mission are returned to the original owner of the equipment at the conclusion of use or mission.

7. Must be familiar with the various frequencies available on portable radios owned by agencies, ski patrols and Volunteer SAR groups: (NOTE! Common Frequencies for interagency / group coordination are in Bold.)

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Tone</th>
<th>Agency/Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>155.160 MHz</td>
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<td>State SAR, KCSO F4 (Common State SAR)</td>
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<tr>
<td>155.295 MHz</td>
<td>103.5</td>
<td>Ski Patrol Rescue Team (SPART)</td>
</tr>
<tr>
<td>155.295 MHz</td>
<td>100.0</td>
<td>SPART – Cross Band Rptr Top of Alpental</td>
</tr>
<tr>
<td>155.205 MHz</td>
<td></td>
<td>Seattle Mountain Rescue (SMR)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SMR - Cross Band Alpental</td>
</tr>
<tr>
<td>159.720/151.865 MHz</td>
<td>162.2</td>
<td>Stevens Pass Ski Patrol</td>
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<tr>
<td>153.755 MHz</td>
<td></td>
<td>King County Sheriff, F-3</td>
</tr>
<tr>
<td>153.995/154.965 MHz</td>
<td>123.0</td>
<td>King County Sheriff, F-2 (Common KCSO &amp; SAR)</td>
</tr>
<tr>
<td>154.190 MHz</td>
<td>107.2</td>
<td>King County Fire, North (Eastside Fire)</td>
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<tr>
<td>152.250 MHz</td>
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<td>King County Fire, South</td>
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<tr>
<td>155.370 MHz</td>
<td>100.0</td>
<td>Law Enforcement Radio Net, (LERN)</td>
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<td></td>
<td></td>
<td>(Common Law Enf. / SAR)</td>
</tr>
<tr>
<td>156.135 MHz</td>
<td></td>
<td>OSCAR, WSP (On scene Coordination)</td>
</tr>
<tr>
<td>155.280 MHz</td>
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<td>Hospital Emergency Admin. Radio, (HEAR)</td>
</tr>
<tr>
<td>144.510/145.110 MHz</td>
<td>103.5</td>
<td>King County Search &amp; Rescue Association (KCSARA) Amateur Radio Repeater</td>
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<tr>
<td></td>
<td>123.0</td>
<td>North Bend</td>
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<td></td>
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<td>Skykomish</td>
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<tr>
<td>155.655 MHz</td>
<td>141.3</td>
<td>Kittitas County Sheriff</td>
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(Revised Nov 2010)
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<td>192.8</td>
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<td>800 MHz re-broadcast</td>
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<td>Stevens Pass Cross Band from DOT on 800 MHz to WSP</td>
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<tr>
<td>151.115 MHz</td>
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<td>Stevens Pass Cross Band from DOT on 800 MHz to WSP</td>
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<td>800 MHz re-broadcast</td>
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<td>Snoqualmie Pass Cross Band from DOT on 800 MHz to WSP</td>
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<tr>
<td>151.040 MHz Stampede</td>
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<td>Snoqualmie Ranger Dist. USFS</td>
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<td>151.025 MHz Rattlesnake</td>
<td>156.7</td>
<td>Skykomish Ranger Dist. USFS</td>
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<td>169.575/162.6125 MHz</td>
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<td>169.0000/164.1500 MHz</td>
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<td>Snoqualmie Ranger Dist. USFS</td>
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<td>170.1250</td>
<td>146.2</td>
<td>MBS Tactical Freq. USFS</td>
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<tr>
<td>406.000 MHz</td>
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<td>Personal Locator Beacons</td>
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**Dispatcher (Logistics Coordinator)** (See Tab 4 for additional information)

1. An Incident Command Post support person appointed by the Operations Section Chief.

2. Must be familiar with the caches of SAR equipment under control of all agencies; WSP, DOT, USFS, Fire Dept, volunteer SAR groups, ski patrols, and local Law Enforcement. And be familiar with the locations of those caches. (Refer to Incident Action Plan for Winter Rescue cache location lists, VII Logistics, pages 27, 28 & 29.

3. Will be responsible for acquisition and proper deployment of equipment and supplies needed.

4. Inventory all equipment arriving at the Incident Command Post and dispatched to the emergency site, noting ownership, and from where the equipment came.

5. Assign equipment as needed, noting “in and out” times, and to whom it was assigned.

6. Collects all equipment after use/mission, checks against inventory and returns the equipment to the original owners or cache from which it came.

7. Inspects all equipment to assure it is in proper working condition when it arrives and is returned in the same condition.

8. Notes all equipment that has been damaged or is unserviceable, and supplies that have been expended, and so notifies the appropriate owner/organization.

9. Collect inventory, and photograph all personal property of the injured/deceased subject(s) prior to releasing same to the Operations Section Chief (OL) or County Medical Examiner.
   a. And complete an ‘Evidence Chain of Custody Form’.

10. May appoint an aid/assistant if needed.

In a larger mission with multiple units, or an extended time period, the position may be elevated to the position of Dispatch Section Chief (DSC).

(Revised Nov 2010)
Map Plotter (See Tab 5 for additional information)

1. An Incident Command Post support person appointed by the Operations Section Chief.

2. Shall coordinate with all mission staff personnel the appropriate map(s) to be used and assure all agencies and SAR groups are using the same map(s).

3. Shall maintain a proficient knowledge of map and compass and mapping systems used in SAR - (UTM & Lat. / Long.)

4. Shall plot routes to and from the emergency site and the assignment locations of SAR teams.

5. Will plot and mark terrain covered by individual field teams in order to assist management of search efforts. Obtain GPS coordinates from scene for mapping.

6. Shall analyze maps to identify hazardous avalanche terrain and report the hazard areas.

7. Shall post an operations map at the Incident Command Post and submit said map to the Operations Section Chief (OL) at mission termination.

Planner (See Tab 6 for additional information)

1. An Incident Command Post support person appointed by the Operations Section Chief (OL).

2. Qualifications should be equivalent to the Operations Section Chief (OL) with emphasis on experience in all types of SAR.

3. Shall provide the Operations Section Chief with advice on solutions and alternative solutions to the emergency mission and plan strategies far ahead of the time of actual operations.

4. The Planner can be a key person in mission demobilization.

5. May appoint an assistant with similar experience to the Planner, if needed.

In a larger mission with multiple units, or an extended time period, the position may be elevated to the position of Planning Section Chief (PSC).

Rescue Group Supervisor (Accident Site Commander) (Branch Director) (See Tab 7 for additional information)

1. An experienced field operations person appointed by the Operations Section Chief (OL).

2. Qualifications shall be equivalent to the Operations Section Chief (OL).

3. A Branch Director providing direction and control for all field personnel at the emergency site.

(Revised Nov 2010)
4. Appoint a Scribe to maintain a log of communications, events, actions and reactions at the accident site.

5. Maintains constant communications with the Operations Section Chief (OL), reporting the status of ongoing operations and requests additional resources and equipment if needed.

   **NOTE!** All radios at the accident site in an avalanche search should be on the same frequency to enable warning in case of additional slides - *except as confirmed with Accident Site Commander.*

6. Must provide for the safety, health and welfare, and relief of all field personnel at the emergency site.

**Field Team Leaders – (For Immediate Team/Task Force & Strike Teams)**
(See Tabs 7 & 9 for additional information)

1. Provides direction and control to all team personnel.

2. Maintains constant communications with the Rescue Group Supervisor (Accident Site Commander), reporting status of ongoing team operations, requesting additional resources and equipment if needed.

3. Immediate Team Leader, (First Team), must be well versed in avalanche hazard assessment.

4. Must provide for the safety, health and welfare, and relief of team members.

**Probe Line Leader** (See Tab 10 for additional information)

1. A person appointed by the Task Force Leader (Immediate Team Leader), or the Rescue Group Supervisor (Accident Site Commander), at the accident site who is experienced in avalanche rescue techniques.

2. Provides direction and control to a probing group of approximately 10 to 15 individuals consisting of probers, guideon cord holders and shovelers at the avalanche accident site.

3. Maintains communications with Rescue Group Supervisor (Accident Site Commander), reporting Status of ongoing operations, requesting additional resources and equipment if needed.

4. Probing groups may be made up of combined members of various teams arriving at the accident site and are assigned by the Immediate Team Leader or the Rescue Group Supervisor (Accident Site Commander). The Probe Line Leader may or may not be a leader of one of those teams.

(Revised Nov 2010)
VI. CONCEPT OF OPERATIONS

Winter incidents involving lost persons or snow avalanche in Mountain Pass areas require immediate search and rescue response due to the life threatening environment. It is important for the appropriate person having the qualifications for the Operations Section Chief (Operations Leader) position to emerge quickly as a result of the General Alarm notification and take charge of the response and further notifications to responsible agencies/organizations. Under normal winter conditions this person will probably be:

The Ski Patrol Rescue Team (SPART) Duty Operations Leader, as is the case on Snoqualmie Pass during the weekends of the winter ski season.

- An experienced volunteer Ski Patrol leader
- An experienced Pro Ski Patrol leader.
  - Particularly on weekdays at Snoqualmie Pass and full time at Stevens Pass during the winter ski season.

The Operations Leader will take immediate action by forming and dispatching a Stage I Immediate Action Task Force (1st Team) to the accident site as an immediate action team, accompanied by the witness who reported the incident. Incidents may also be reported by cell phone which will entail determining the accident location from parties in the field, and not having a witness available at the base of operations. Objectives of the Stage I Immediate Action Task Force (1st Team) will be to locate the accident site, initiate rescue/recovery actions and report mission status to the Operations Leader. Notification of the emergency will be directed as soon as practical to the respective County Law Enforcement agency having jurisdiction.

The Operations Leader (OL), filling the role of Operations Section Chief, will continue SAR operations for Stages I, II and III until relieved by the respective County SAR Duty Officer (Incident Commander). Upon arrival of the respective County SAR Duty Officer (Incident Commander), operations may be revised to reflect plans of that specific County. The Operations Leader should be prepared to continue functioning as the Operations Section Chief (Operations Leader) as may be requested by the Incident Commander. (Under ICS, a Unified Command structure may be established in certain situations as determined by the Incident Commander in coordination with other agencies.)

Detailed job descriptions, Standard Operating Procedures (SOPs) and checklists are attached to this plan as Tabs. The Tabs were developed by the Ski Patrol Rescue Team, (SPART) organization, and are attached to only those plans issued to SAR personnel that would be requested to fill the mission staff positions. Extra copies of the Tabs are available at Incident Command Post facilities and/or equipment caches located at Snoqualmie and Stevens Passes. Refer to the ‘VII Logistics’ section of this plan for cache equipment lists and locations, pages 27, 28 & 29.
VII. DISPATCHER / LOGISTICS (Logistics person in charge of equipment & supplies)

The following is recommended minimum team rescue equipment itemized here according to operational stages. (The list does not include personal equipment that should be carried by individual rescuers going into back country situations.) Caches in the Snoqualmie and Stevens Pass areas are categorized in this manner to show, in general terms, what an Operations Section Chief (Operations Leader) can expect when requesting cache equipment.

## STAGE I

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avalanche Transceivers</td>
<td>Probes, collapsible</td>
</tr>
<tr>
<td>Climbing skins &amp; skis, and/or</td>
<td>Shovels, Avalanche, metal blade</td>
</tr>
<tr>
<td>Snowshoes &amp; Ski Poles</td>
<td>Bundle of Flag Wands</td>
</tr>
<tr>
<td>Climbing rope, 7/16” X 120’</td>
<td>Role of Flagging / Perimeter Tape</td>
</tr>
<tr>
<td>Headlamps w/ Spare batteries</td>
<td>Road Flares</td>
</tr>
<tr>
<td>Portable Radios*</td>
<td>Roll of Duct Tape &amp; Friction Tape</td>
</tr>
<tr>
<td>Resuscitation Equipment (Bag Valve Mask, AED, Airways &amp; Oxygen)</td>
<td>Area map and compass</td>
</tr>
<tr>
<td>RECCO Unit</td>
<td>First Aid equipment</td>
</tr>
<tr>
<td>Avalanche Dog Teams</td>
<td>Pre Knotted Probe Line Guideon Cord(s)</td>
</tr>
<tr>
<td>RECCO Unit</td>
<td>GPS Unit, Camera &amp; Cell Phone</td>
</tr>
</tbody>
</table>

## STAGE II

<table>
<thead>
<tr>
<th>Equipment</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Avalanche Transceivers</td>
<td>Physician's medical kit</td>
</tr>
<tr>
<td>Climbing skins &amp; skis, and/or</td>
<td>Toboggan(s), sectional w/ blankets</td>
</tr>
<tr>
<td>Snowshoes &amp; Ski Poles</td>
<td>First Aid Tent</td>
</tr>
<tr>
<td>Climbing rope</td>
<td>Sleeping bags, winter</td>
</tr>
<tr>
<td>Headlamps &amp; spare batteries</td>
<td>Portable Radios *</td>
</tr>
<tr>
<td>Stove, portable</td>
<td>First Aid equipment</td>
</tr>
<tr>
<td>Probes, thin steel wall, 10’ or 12’</td>
<td>Battery Megaphone</td>
</tr>
<tr>
<td>Pre Knotted Probe Line Guideon Cords</td>
<td>Hypothermia warming equipment</td>
</tr>
<tr>
<td>Resuscitation Equipment, O2</td>
<td>Heat Pac (Warm hot air generator)</td>
</tr>
<tr>
<td>Chemical hot packs</td>
<td>Disposable Camera (For documentation)</td>
</tr>
<tr>
<td>Shovels, Avalanche, metal blade</td>
<td>GPS &amp; Cell Phone</td>
</tr>
<tr>
<td>RECCO Unit</td>
<td>Avalanche Dogs</td>
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<td>Probes</td>
</tr>
<tr>
<td>Snowshoes &amp; Ski Poles</td>
<td>Shovels</td>
</tr>
<tr>
<td>Climbing rope</td>
<td>Tents</td>
</tr>
<tr>
<td>Headlamps &amp; spare batteries</td>
<td>Flares</td>
</tr>
<tr>
<td>*Portable Radios</td>
<td>Sleeping Bags</td>
</tr>
<tr>
<td>Water/Gatorade</td>
<td>Blankets</td>
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<tr>
<td></td>
<td>Food</td>
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<tr>
<td></td>
<td>Gas Lanterns</td>
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<td></td>
<td>Hot Beverage</td>
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<td></td>
<td>Extra Clothing</td>
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<td></td>
<td>Cook kit</td>
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<td></td>
<td>Portable flood lights</td>
</tr>
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* Normally available through Pro and/or Volunteer Ski Patrol

(Revised Nov 2010)
Snoqualmie Pass Cache Equipment List & Locations

1. King County / U.S.F.S / SPART (Combined Cache)
   Location: Fire Dept Bldg at Summit in Sheriff’s Office
   Phone 425-434-6123
   Cache: Stage I & II
   Contact: (a) Ski Patrol Rescue Team Duty Operations Leader - 155.295 MHz, or telephone as per Key Person Call List
           (b) King County Sheriff SAR Duty Officer, Phone 911

2. Kittitas:
   Location: Ellensburg
   Cache: see book
   Contact: 509-925-8534 KitComm

3. Alpental Ski Area
   a. Location: Top of Chair 1, Patrol Bump Station – Phone Ext 5554
      Cache A: Stage II
   b. Location: Top of Chair 2, Patrol Bump Station – Phone Ext 5555
      Cache B: Stage II, with avalanche control materials
   c. Location: Base Area, Aid/Boot-Up Room – Phone 425-434-7669, Ext 5552 (Aid Room) or 5553 (Boot-Up Room)
      Cache C: Stage I
   Contact: Pro / Volunteer Ski Patrol – Phone 425-434-7669 Ext 5551/ 5552

4. Summit West Ski Area
   Location: (Use SPART Cache in Fire Dept Bldg Sheriff’s Office)
   Cache: No separate Cache (use SPART Cache)
   Contact: Pro/Volunteer Ski Patrol – Phone 425-434-7669 Ext 6552 (Aid Room)

5. Summit Central Ski Area
   Location: Ski Patrol Bldg
   Cache: Stage I
   Contact: Pro/Volunteer Ski Patrol – Phone 425-434-7669 Ext 4552 (Aid Room) or 6731

6. Summit East Ski Area
   Location: Ski Patrol Bldg (In avalanche cache cabinet)
   Cache: Stage I (plus Cascade Backcountry Ski Patrol cache cabinet)
   Contact: Pro/Volunteer Ski Patrol – Phone 425-434-7669 Ext 3551 (East Aid Rm) or 4552 (Central Aid Room)
VII. DISPATCHER / LOGISTICS: (Continued)

7. Hyak DOT Rescue Cache
   Location: Hyak WSDOT maintenance shop & Avalanche Office at east end of SR 906
   Cache: Headlamps, Probes & Shovels & various rescue gear, Snow Cat
   Pickup: Probes, various rescue gear
   Contact: Craig Wilbour, Avalanche Supervisor, 425-453-6434 or 425-985-7164 Cell

8. USFS, Cle Elum Ranger District
   Location: Cle Elum
   Cache: Skis, Snowshoes, Snowmobiles, & Stage I
   Contact: 509-852-1100 (Weekdays only) or, CWICC Communications Center in Wenatchee 24/7
            509-884-3473 or 509-663-8575 (After hours)

Stevens Pass Cache Equipment List & Locations

1. Stevens Pass Ski Area
   Location: Ski Patrol Bldg
   Cache: Stages I, II & III
   Contact: Patrol Dispatch/Aid Room – Phone 206-812-4510 Ext 4339

2. King County Fire Dist 50
   Location: Fire Dist 50 Station, Skykomish
   Cache: Stage II
   Contact: Fire Chief – Phone 911 or 360-677-2420

3. Berne Camp DOT
   Location: 7 Mi. East of Stevens Pass summit on US 2
   Cache: Stage I plus some Stage III. Large landing area, rooms, kitchen & communications.
   Contact: Marty Schmoker 509-668-3013
            Mike Stanford 509-670-7428

4. Cascade Backcountry Ski Patrol
   Location: USFS Bunkhouse, Skykomish
   Cache: Stage I
   Contact: 155.295 MHz during ski season
            John Robinson 360-631-0677 Cell
            360-677-2414

(Revised Nov 2010)
INCIDENT ACTION PLAN FOR WINTER RESCUE
ANNEX Z
DISTRIBUTION LIST

County Departments
  County Sheriffs, Emergency Services / Management & Road Depts
    Chelan County
    King County
    Kittitas County
    Pierce County
    Snohomish County

Washington State Departments
  Emergency Management Division, Olympia
  Parks Commission, Olympia
  Washington State Patrol, Olympia
    Everett District
    Bellevue District
    Wenatchee District
    Yakima District
  Department of Transportation, Olympia
    Aeronautics Division
    Highway Maintenance Division
      Snoqualmie Pass, Hyak
      Stevens Pass, Berne Snow Camp

Federal Agencies
  U.S. Forest Service, Mt Baker-Snoqualmie National Forest
    Snoqualmie Ranger District
    Skykomish Ranger District
  U.S. Forest Service, Okanogan-Wenatchee National Forest
    Cle Elum Ranger District
    Wenatchee River Ranger District

Fire Departments
  Snoqualmie Pass Fire & Rescue
  Eastside Fire & Rescue, Issaquah
  Skykomish Fire
  Bellevue Fire
  Gold Bar Fire

Ski Areas / Outdoor Groups
  Snoqualmie Pass
    Summit at Snoqualmie – Management
    Alpental – Pro Ski Patrol
    Summit West – Pro Ski Patrol
    Summit Central – Pro Ski Patrol
    Summit East – Pro Ski Patrol
    Sahallie Ski Club
    Seattle Mountaineers
    Washington Alpine Club
  Stevens Pass
    Stevens Pass, Inc.
      Ski Patrol

SAR Volunteers
  King County Search & Rescue Association (KCSARA)
  National Ski Patrol
    Northwest Region
  SPART
  B.A.R.K.
    Snoqualmie Pass
    Stevens Pass

(Revised Dec 2009)
INCIDENT ACTION PLAN
FOR
WINTER RESCUE
SNOQUALMIE AND STEVENS PASS AREAS

ANNEX – A
HIGHWAY RESCUE

King County Sheriff’s Department
Special Operations Section
Search & Rescue Unit

December 2007
HIGHWAY RESCUE
ANNEX A

INCIDENT ACTION PLAN FOR WINTER RESCUE
FOR
SNOQUALMIE AND STEVENS PASS AREAS

AUTHORITY

As per RCW 38.52, all rescue activity involving state and interstate highways and right of ways is carried out under the jurisdiction and command of the Washington State Patrol (WSP) in cooperation with the Department of Transportation (DOT), Highway Maintenance Division.

The Washington State Patrol, working in conjunction with the Dept. of Transportation conducts operations following the Incident Command System (ICS) structure. Because they are using the ICS, a specific annex to the Incident Action Plan for Winter Rescue is not included in this plan.

This Annex A is not a plan, and serves only as an information reference for plan holders.

OTHER RESOURCES

Under the ICS, the WSP will make a determination of what resources to use under their command. In addition to the DOT, the WSP may involve Fire Departments or other agencies, but only at the WSPs request.

There may be situations where they may request trained volunteer assistance from the various County SAR Coordinators near or adjacent to Snoqualmie and Stevens Passes. In those instances SAR units would be called out by the local County SAR Coordinator to assist, but all personnel responding would fall under the command of the WSP. The County SAR Duty Officer would act as a liaison between their SAR units and personnel and the WSP Incident Commander, or they may be working side by side with the WSP under a Unified Command.

In the winter, it is possible the WSP or DOT, in an urgent situation, might call directly for assistance from SPART and/or Pro or Volunteer Ski Patrols as closest available forces on a pass. In any such situation, the OL or leader for such personnel should, as soon as practicable, contact their County SAR Duty Officer and inform them that they are responding to a Highway related rescue mission under the jurisdiction of the WSP to ensure they are covered under a State SAR Mission Number.

Post mission, those units should file mission reports and rosters as specified elsewhere in this plan with their County SAR Coordinator in addition to any paperwork or reporting requested by the WSP.
SAFETY

WSDOT Hazard Area Markers (HAM)
Snoqualmie and Stevens Pass WSDOT and its Avalanche Control Teams have programs that mark Hazard Areas for avalanche affected areas on highways I-90 and US 2. These markers consist of snow poles with Red or Green taping and reflectors on them, and are meant for the use of rescue personnel.

NOTE!
- Red Striped Taping with Red Reflector poles signify entering an avalanche hazard area and means move to the Green Tape / Reflector area.
- Green Striped Taping and Reflector poles signify leaving an avalanche hazard area.
- The area after passing Green poles is safe or safer.
- The area after Red poles and before reaching the next Green pole is the danger area.

WSDOT HAM Brochure pages with photos delineating avalanche hazard zones and listing approximate Mile Post locations of these marker poles for both passes are included in Annex D, “WSDOT Hazard Area Markers”, of the Incident Action Plan for Winter Rescue.

Traffic Hazards
It is vital that volunteer rescue personnel responding to any highway related incident at the request of the WSP or DOT be extremely aware of the hazards presented by traffic on the highway which can be made even more dangerous in winter or night time conditions.

Never assume that the highway is totally closed and be aware that unexpected vehicle traffic may appear at any time, both in the form of the public and/or rescue related personnel.

Confirm that the WSP or DOT has personnel posted to control traffic and to provide an alert of approaching danger, and be personally alert to these dangers. If not present, request law enforcement response to the scene for crowd and traffic control.

It is recommended that all rescue personnel wear reflective vests when working on highway related incidents.
INCIDENT ACTION PLAN
FOR
WINTER RESCUE
SNOQUALMIE AND STEVENS PASS AREAS

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ANNEX – B

SPECIFIC ACTION PLAN
WINTER SAR & AVALANCHE EMERGENCIES

King County Sheriff’s Department
Special Operations Section
Search & Rescue Unit

December 2007
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(Revised Nov 2010)
SPECIFIC ACTION PLAN

ANNEX B

INCIDENT ACTION PLAN FOR WINTER RESCUE
FOR SNOQUALMIE AND STEVENS PASS AREAS

I. SPECIFIC ACTION PLAN – Winter SAR & Avalanche Emergencies

The Sheriff is in charge of SAR. The Ski Patrol Rescue Team, due to their qualifications and special training, will normally provide the initial staffing and manpower for Winter SAR missions (Stage I & II teams) at Snoqualmie Pass. The Pro Ski Patrol fulfills the same role at Stevens Pass. Stage III, if needed, will provide additional support on extended missions and may be manned by either ski patrols, Mountain Rescue personnel, State Highway Dept, ski area operations personnel, or other volunteer personnel called in from out of the area (requested through the Sheriff).

It is mandatory that either the Ski Patrol Rescue Team or Pro Ski Patrol leader advise the responsible Sheriff’s office as quickly as possible of the circumstances and nature of the incident, condition, names and personal data of victims and eye witnesses. Names of SAR personnel, (including Mission Staff at the Incident Command Post), names and qualifications of operational and team leaders and the possibility of requiring additional support: I.e., additional SPART/Ski Patrol personnel, Search Dogs, Mountain Rescue, Communications, Transportation, Helicopter, specialized equipment, etc. should be communicated to the County Sheriff’s Incident Commander (Officer in Charge).

For this purpose, a Scribe experienced in SAR procedures, will be assigned by the Operations Section Chief (Operations Leader) at the base of operations to keep necessary records and/or Mission Logs for the duration of the mission. Transcripts of these logs shall be forwarded to the responsible Sheriff after the conclusion of the emergency. SAR report forms are on pages B-19 through B-25.

WARNING: The Incident Commander (Officer in Charge) in charge of the emergency shall make ALL news releases to the news media.

WARNING: Consumption of alcohol by any SAR personnel while on a SAR operation will result in the immediate dismissal of that person(s). In addition, the Operations Section Chief, (Operations Leader), will notify the organization of which said individual is a member, and the Incident Commander (Officer in Charge) who will take any additional action necessary.

In the event of an avalanche or winter SAR incident in the Pass areas, the Ski Patrol Rescue Team Leader, or the Ski Patrol Leader of the ski area where the initial report of the avalanche accident or SAR is received, will coordinate all initial action by assuming the responsibilities of the Operations Section Chief (Operations Leader) until so relieved by the Incident Commander or an Operations Section Chief (OL) appointed by the Incident Commander. See “First Person”, Page 7 of the main section of the plan, for immediate action guidelines. (Revised Nov 2010)
In weekday situations that are not quickly resolved by on scene personnel, SPART leadership and personnel are available from town upon request, along with other volunteer resources though the KCSO SAR Coordinator.

In some circumstances a Unified Command system may be established under ICS as determined by the Incident Commander in consultation with supporting agencies.

**IMMEDIATE ACTION GUIDELINES**

A. Notify the County Sheriff’s office in which the accident victim(s) is believed to be located. (See Key Person Call Lists for names and phone numbers.)

   **NOTE!** Avalanche SAR is an emergency where time is of the essence. In that situation, it may be necessary to complete the following steps B through E before contacting the County Sheriff, step A of this guideline, in order to get rescue parties into the field in the least amount of time. The objective is to contact the Sheriff as soon as it can be practically accomplished, and still initiate the rescue process without delay.

B. Contact the Ski Patrol Rescue Team (SPART) leader, or the Pro/Volunteer Ski Patrol leader and place them on alert, requesting a response to a SAR or Avalanche rescue situation. (See Key Person Call Lists for names, phone numbers and radio frequencies.)

C. Place SPART members and/or Ski Patrol members on alert status.

D. Establish and staff a base of operations with adequate communications. (Refer to Organization Chart, Page 18.

E. Organize, equip and dispatch a Stage I immediate action team (Immediate Action Task Force), making sure it is made up of qualified personnel.

F. Notify the Sheriff if additional support is required, and to satisfy step A above if a delay in contact was necessary. And confirm that a Search & Rescue Mission Number with the State of Washington is being obtained.

G. Organize, equip and dispatch Stage II Field Teams (Task Forces/Strike Teams) with an appointed Rescue Group Supervisor (Accident Site Commander) who will take full command of all field operations. In the absence of a qualified SPART member, or qualified Pro Patrol member, a qualified volunteer Ski Patroller or Mountain Rescue member may be appointed Rescue Group Supervisor (Accident Site Commander). (See qualifications for Rescue Group Supervisor on Page 23.)

(Revised Nov 2010)
SELECTION OF SAR PERSONNEL

When selecting personnel for SAR field teams, (Immediate Action Task Force & Stage II Task Force/Strike Teams), and Staff positions, the Operations Section Chief (Operations Leader) will consider technical and physical qualifications and ascertain that all participants are registered Emergency Services Workers with a local County Office of Emergency Services/Management. It is particularly important that the Rescue Group Supervisor (Accident Site Commander), Team Leaders, and Stage I and Stage II team members have the highest possible qualifications since the success of the mission usually depends on their judgment, technical skill and physical stamina. And, the safety of rescue personnel requires qualified leadership.

While Stage I is usually manned from in-area SPART personnel, Pro Ski Patrollers or B.A.R.K., follow-up and support teams may be manned from SPART members, Ski Patrollers, B.A.R.K. and Mountain Rescue members called in from town or other ski areas.

WARNING: No volunteer organization, nor individual not registered as qualified winter SAR personnel with the Sheriff’s Departments of either King, Chelan or Kittitas Counties will take any independent action in SAR emergencies occurring in these Counties without being specifically directed to do so by the responsible Sheriff’s Department in each individual case., This, however, shall not preclude taking immediate action in the case of avalanche emergency under the direction of Volunteer or Pro Ski Patrol leaders.

Note! In an emergency it may be necessary to use qualified temporary workers not registered as SAR volunteers such as Volunteer and Pro Ski Patrollers. In such an instance these individuals can be used under Temporary Emergency Worker status if the Operations Section Chief (OL) requests and is given permission to do so from the Incident Commander (Officer-in-Charge). Obtain names of individual workers, their contact information, and have them sign in on a roster as temporary emergency workers.

OPERATIONS SECTION CHIEF (OPERATIONS LEADER) RESPONSIBILITY

Operations Section Chief (Operations Leader) responsibility shall rest with one of the following individuals as specifically approved by the Sheriff’s office of the County in which the emergency is located:

- Sheriff’s Deputy
- SPART Duty Operations Leader,
- Ski Patrol leader or
- Other qualified person(s), designated by the County Sheriff.

(Revised Nov 2010)
COMMAND POST COMMUNICATIONS RESPONSIBILITY

Adequate radio communications are essential with field team operations. The Incident Command Post can be located in a Ski Patrol building or the Sheriff’s Office/Cache at Snoqualmie Pass, or a vehicle with adequate communications capacity and working room. Radio relays may be needed to maintain contact with the field teams. In cases where remoteness of the emergency requires establishment of a Mobile Command Post, positive communications shall be maintained with the Ski Patrol Building or Fixed Command Post. Reliable communications including radio contact with field teams, and telephone in-town Sheriff’s Offices, or cell phone with SAR Duty Officers in route to the scene are of utmost importance to a successful, well organized SAR mission.

NOTE! – SPART/KCSARA (155.295 MHz) and SMR (155.205 MHz) have a cross band repeaters at the top of Alpental at Snoqualmie Pass on selected frequencies for back country situations which are controllable from the Summit Sheriff’s Office/SPART Cache. A Stevens Pass Ski Patrol repeater (TX 159.720, RX 151.865) is available at Stevens Pass.

STAGE I, (AVALANCHE SAR)

Stage I, an Immediate Action Task Force (1st Team), is made up of up to six people and should be dispatched within 10 minutes after the report of an avalanche incident has been received, accompanied by the eye witness if possible. Stage I is an immediate action team and will usually consist of SPART members and/or Pro Ski Patrol or BARK members, headed up by a capable, experienced team leader designated by the Operations Section Chief (OL). The team Leader should be a qualified NSP Level II Avalanche or National Avalanche School designee (or the equivalent).

The objective of Stage I is to get to the scene of the accident fast, mark the best and safest route to the accident, make an immediate search and if victims are found, administer first aid and resuscitation. Stage I also establishes a radio communications link with the Command Post.

Whenever possible, a Ski Patrol Doctor should accompany Stage I. Advanced First Aid, NSP Outdoor Emergency Care (OEC) or EMT training is mandatory for members of Stage I. Similarly, certified avalanche dog and handler teams should be dispatched to accompany Stage I whenever possible.

Stage I, Immediate Action Task Force, travels lightly equipped, with speed the first consideration. Upon reaching the scene of the accident, the first Team Leader will post an “Avalanche Guard” in a safe location, equipped with a portable radio transceiver to provide warning in case of additional avalanche activity or other hazardous exposures to personnel. The remaining team members, under the direction of the Team Leader, (with the assistance of the eye witness whenever possible), will locate the point last seen and mark this point. From this point, the team makes a immediate search down hill of the slide surface for the victim or any part of his/her clothing or equipment, while at the

(Revised Nov 2010)
same time monitoring for Avalanche Transceiver transmissions. Probing and/or shoveling should begin in the vicinity of any such “find” or transceiver location. Limit contamination as appropriate while not compromising the scuff search, recognizing that if people are buried without an Avalanche Beacon, an avalanche dog search is their best chance. The above presents an outline procedure only. It should not preempt prescribed SAR procedures being used by Stage I members.

**NOTE!** The Immediate Action Task Force (1st Team) Leader will assume the position of Rescue Group Supervisor (Accident Site Commander) once on the scene of the incident – unless or until relieved from that position by the Operations Section Chief (OL) or the Incident Commander.

If the victim is found, administer First Aid and resuscitation. Treat for suffocation and cardiac arrest as indicated, as well as shock and other injuries. If avalanche danger exists, it may be necessary to move the victim to a safer location using OEC/EMT and CPR/AED protocols. Unless an urgent situation precludes it, initially take a photo of the victim in-situ as soon as they are uncovered, and before moving them.

Progress of Stage I, operations and conditions at the scene, condition of the victim, status of rescuers, and any other pertinent information shall be relayed to the Operations Section Chief (OL) at the Incident Command Post via radio by the Rescue Group Supervisor (Accident Site Commander) or the Avalanche Guard at intervals not to exceed 15 to 30 minutes. A fresh, confidential “death code” should be established prior to sending the teams into the field using language all can understand to guarantee the confidential nature of such transmissions from the media, and to protect family and loved ones. Avoid code words/phrases that would be patently obvious to observers listening in.

When possible, radio contact between field operations and the Incident Command Post shall be established at pre-arranged time intervals.

**STAGE II, (AVALANCHE SAR)**

Stage II made up of 10 to 20 trained people (same qualifications as Stage I) grouped in teams of 5 to 6 individuals who will be dispatched by the Operations Section Chief (Operations Leader) as Strike Teams/Task Force within 20 minutes. The leader of Stage II will function as the Rescue Group Supervisor (Accident Site Commander) as designated by the Operations Section Chief (OL). Upon arrival at the scene of the accident, the Rescue Group Supervisor (Accident Site Commander) assumes leadership responsibility over the entire rescue operation at the accident site. All participants, regardless of affiliation, will follow his direction. He has full authority over field operations, and may rearrange field teams into new configurations for operational purposes. This also includes the authority to suspend operations if conditions are deemed to be too hazardous for rescue personnel.

The objective of Stage II is to respond to the scene of the accident as quickly as possible and provide additional manpower and equipment to the Stage I operation. Standard avalanche SAR procedures shall be followed; i.e., organized

(Revised Nov 2010)
probing and transceiver search under the direction of the Rescue Group Supervisor (Accident Site Commander). As soon as there are sufficient personnel, a Scribe should be appointed at the accident site to record information not easily communicated to the Incident Command Post.

Stage II shall follow the communications procedure established for Stage I while in route. The Operations Section Chief (OL) will coordinate any follow-up action from the Command Post. The Operations Section Chief (OL) will provide relief crews as needed, request support from other volunteer organizations, (i.e., BARK, Mountain Rescue, 4X4, Communications, ESAR Advanced, KSAR Dogs etc.) and civil agencies as needed, and plan further action if the SAR operation becomes an extended effort. Requests for additional resources should be done through, in consultation with, and with the concurrence of the Incident Commander (Officer in Charge).

Evacuation of the victim will normally be accomplished by members of Stage II. If the victim is deceased, instructions must be obtained from the county coroner or the medical examiner through the Sheriff, prior to moving the remains. Photos should be taken prior to removal of a deceased victim. Use the pre-established code word for radio transmission to maintain confidentiality prior to notification of the next of kin.

Under certain circumstances, the Rescue Group Supervisor (Accident Site Commander) may request a Stage III be dispatched for the purpose of effecting evacuation of the victim and/or for additional support at the scene of the accident. Consider requesting helicopter support if the weather conditions permit, to speed up the evacuation of the injured (such request must be placed through the Sheriff’s Officer in Charge (Incident Commander.)

**STAGE III, (AVALANCHE SAR)**

Stage III, if needed should be dispatched within one hour and be made up of between 10 and 20 people in teams of 5 or 6 individuals. It will be dispatched to the scene of the accident in groups of 6 to 7 persons, each led by a qualified Strike Team/Task Force Leader designated by the Operations Section Chief (Operations Leader). They will carry additional supplies, food, tents, sleeping bags, heaters, lighting etc and specialized equipment. They will report to the Rescue Group Supervisor (Accident Site Commander), and be prepared to stay at the scene of the accident until there is no hope of finding the victim alive, or until recalled to Base by the Operations Section Chief (OL).
COMMUNICATIONS

As noted under Command Post Communications, the Communications Center (radio) will normally be located in the Ski Patrol Building or rescue cache. Consideration must be given to possible problems arising from geographic features such as mountains that block positive radio communications.

Until further revision, the following basic procedures shall be followed during all SAR emergencies involving SPART and all responsible parties.

A. SPART and Ski Patrol radios and/or frequencies will be used on all missions with an operational base located at the appropriate Pass.

B. The Communications Coordinator assigned by the Operations Section Chief (OL) shall establish radio contact with all Ski Patrol locations, by use of telephone if necessary, and request them to monitor the Rescue throughout the mission.

C. The call sign of the Command Post will be used by all other patrol locations as well as portable units in the field.
II. SAR RESOURCES

KCSARA:

The following volunteer Search & Rescue units are members of the King County Search and Rescue Association (KCSARA). They are included in this plan as a resource reference available to the Operations Section Chief (Operations Leader) and the Incident Commander (Officer in Charge). These units compromise only a portion of KCSARA’s member units and are available through the King County Sheriff’s Search & Rescue Unit for winter SAR response. They are on call by a paging system through the King County Sheriff’s SAR Duty Officer due to their qualifications in winter avalanche situations.

ESAR Advanced Team, KC4X4, SAR IST, KCSD, Rescue One, SMR, SPART

In addition, B.A.R.K. teams (Backcountry Avalanche Rescue K-9s) made up of Pro Ski Patrollers and their dogs are resident at the two passes throughout the ski season. **B.A.R.K. should be considered a primary resource in avalanche situations** and access can be obtained by contacting King or Chelan County’s Sheriff’s Search & Rescue units, and more urgently, by contacting the respective Pro Ski Patrols at the Alpental or Stevens Pass ski areas.

King County Sheriff’s Office:

- 8 current units (R1 victim of budget cuts, but will incorporate them with other units)
- NWHSAR: pack animals (gear, bodies)
- PNWT: physical evidence tracking
- SMR: technical alpine rigging
- ESAR: larger unit of ground pounders, rope rescue,
- SAR IST: administrative, logistics, and communication support. Will be redefined with ICS incorporation
- 4x4: transportation of people and gear, base security, radio relays
- KCSD: cadaver, trailing, air scent dogs.
- SPART: (mentioned above)
- Soup Ladies
- EMTs: over 80
- Command vehicles:
  - 1 40’ tri-county response w/ interoperability radios, downlink to air support, huge mobile office
  - 1 SAR van with 4 wheel drive and 1 Command vehicle (not 4 wheel drive)
  - Guardian 2 – avalanche transceiver, hoist capability, night hoist capability
  - Bell 407 (tri county response): huge, powerful, no hoist

(Revised Dec 2009)
Explorer Search & Rescue (ESAR) – Advanced Team

Founded in 1954 as the first youth based search and rescue team in the nation, ESAR is the country’s primary ground search and non-technical rescue unit, and responds to over 60 missions a year in both King County and around the State of Washington.

All field qualified King County ESAR members have been rigorously trained in wilderness navigation, map and compass, outdoor survival, evidence search, and mountain first aid skills. In addition to providing a team for basic ground search and rescue, King County ESAR also maintains an ESAR Advanced technical high angle rescue team, a mountain bike search team, and a group of county and state certified Emergency Medical Technicians. Members also are quite active in the multi-unit Emergency Locator Transmitter (ELT) team and the seasonal Rapid Alpine Deployment (RAD) team.

Web: http://www.kcesar.org  Phone: 206-748-1300

ESAR Advanced Team members are proficient in the following activities:

1. High angle and technical rope rescue and recovery
2. Searching and traveling in mountainous terrain year around
3. Avalanche search and recovery
King County 4 X 4 Search & Rescue (4X4)

Active in King County since 1954. 4X4 currently has over 100 members that are mission ready. The unit’s primary mission is to provide transportation to other search & rescue units through the use of all-wheel terrain vehicles that are capable of negotiating terrain that would not be passable by conventional vehicles. The unit is capable of conducting night road searches, traffic control, radio relay, and a helicopter support team.

Members are highly skilled in using electronic equipment to locate downed aircraft in KCSARA’s ELT team, in wilderness and off-road navigation and in radio communications, and respond to community disasters by providing transportation and communications services.

Web: http://www.kc4x4sar.org

4x4 is proficient in the following activities:

1. Transportation of people, equipment and supplies
2. Land navigation, topography and map formats, including computerized mapping systems, and Global Positioning Systems (GPS)
3. Mapping of roads and terrain
4. Base camp procedures, support, logistics, control and security in
5. Driving skills to include vehicle recovery techniques, towing, driving all road and weather conditions, vehicle maintenance & safety.
6. Provide and operate an auxiliary Command & Control Vehicle
7. Helibase and Helispot (Landing Zone – Helicopter) set-up, control and safety.
8. Mission site support includes road searches, containment, road blocking, traffic control/direction and dog/search team escort.
9. Vehicles equipped with VHF-Lo, VHF-Hi and UHF radios allowing communication with other units or agencies to facilitate radio operations.
10. Establishing radio relay locations in support of SAR teams that are beyond direct radio contact with base camp

(Revised Dec 2009)
Search and Rescue Incident Support Team  (SAR IST)

King County Search & Rescue Operations (SAR IST) provides timely and quality support services to the King County Sheriff’s Special Operations, and other units of KCSARA. The team is a group of highly motivated volunteers skilled in communications, navigation and base camp operations, making those operations as efficient and effective as possible.

SAR IST assists King County and other SAR units with:
- Communications – including remote radio relay
- Event Logs
- Team Debriefings
- Logistics

Web: http://www.kcsarops.org

SAR IST is proficient in the following activities:

1. Tracking of Mission Personnel as requested
2. Coordinating radio frequencies for the Incident Command Post
3. Maintaining
   - Status Boards
   - Mission Log
4. Coordinating information with the Incident Commander and the Operations Section Chief (OL)
5. Radio Communications
6. Inventory of equipment issued and supplies used from County SAR Vans.
7. Mission Mapping
8. Feeding services
9. Other duties as assigned by the Incident Commander.

(Revised Dec 2009)
King County Search Dogs (KCSD)

King County Search Dogs provides canine search services. All handlers are volunteers and provide their own dogs and outdoor equipment. Each team trains in primary area, either air search (to locate any human within the team’s search area) or tracking/trailing (following the scent path of a specific individual). Teams also train in specialty search areas such as evidence search, water search, disaster or avalanche search.

Web: http://kcsearchdogs.org

KCSD is proficient in the following activities:

1. Provides K-9 search teams to assist in locating missing persons in Urban, Suburban and Wilderness areas
2. Trains in several disciplines
   a. Airscent teams to search in general area to locate a person in that area
   b. Trailing teams to follow the scent of a specific person
   c. Cadaver teams to locate remains of deceased persons
   d. Water teams to locate deceased humans under water
   e. Avalanche teams to locate persons buried in snow avalanches.
3. KCSD is able to provide certified teams to other counties in Washington State to assist with locating missing persons.

(Revised Dec 2009)
Seattle Mountain Rescue (SMR)

Seattle Mountain Rescue (SMR) is a volunteer organization of more than 100 mountain climbers dedicated to saving lives through back-country search and rescue and mountain safety education. They specialize in “high angle” and “high hazard” operations, and also have a wealth of experience in winter operations as well as all phases of low country search and rescue.

Web: http://seattlemountainrescue.org

SMR is proficient in the following activities:

1. Back country search and rescue
2. High angle and high hazard operations
3. Avalanche rescue and winter operations
4. All phases of low country SAR
5. Snowmobiles
Ski Patrol Rescue Team (SPART)

Ski Patrol Rescue Team (SPART) provides emergency medical/trauma care in wilderness environments year around. In addition it specializes in low angle winter search and rescue and avalanche SAR. We support our members by maintaining two equipment caches stocked with safety and rescue gear in our rescue truck, and at our cache at Snoqualmie Pass.

Web: http://Spart820.org

E-mail: spart@douglasburchard.com
OL Cell Phone Number 206-289-0457

SPART is proficient in the following activities:

1. SPART provides members trained and experienced in **prolonged**
2. **pre-hospital outdoor emergency care** at or above the EMT level
3. Members are also proficient in the following activities:
   a. Providing advanced medical care in remote wilderness areas including in winter conditions
   b. Wilderness and winter rescues and evacuations
   c. **Avalanche safety, avoidance, search and recovery**
   d. Searching for lost persons in wilderness areas
   e. Providing medical support for non-wilderness areas
4. SPART also maintains an assigned O/L, and field teams weekends on Snoqualmie Pass during the winter ski season
   a. Saturday 0800 hrs though Sunday, 1800 hrs
   b. Normally late November through mid April (depending on ski area operations)
5. An assigned SPART OL is on duty 24/7 year around from town, and is accessible through the KCSO SAR Coordinator
6. Equipment SPART members carry
   a. 24 hour pack.
   b. Avalanche Bacons.
   c. Shovel.
   d. Probe.
7. Some of the Equipment maintained in the Cache at Snoqualmie Pass
   a. 12' fixed probes.
   b. 20 Avalanche beacons.
   c. 30 shovels.
   d. 30 pair snow shoes.
   e. Portable medical equipment (FA room).
   f. Rope kits.
   g. Rigging kits.
   h. Heat pack re-warming gear.
   i. Avalanche flags (about 1000 of each color)
   j. Toboggans
8. Wealth of avalanche experience – approx 10 Avalanche instructors (NSP certified). Teach Level 1 and Level 2 courses for volunteers.

(Revised Dec 2009)
SAR RESOURCES OTHER THAN KCSARA

Backcountry Avalanche Rescue K-9s (B.A.R.K.)

B.A.R.K. is an organized avalanche SAR dog group consisting of pro ski patrollers and their dogs located at Snoqualmie Pass, Stevens Pass and Crystal Mountain ski areas.

In addition to their SAR dog capacities in avalanche rescue, the handlers are also a resource for avalanche hazard assessment and avalanche mitigation with explosives.

Certified Handler Skill Set

1. Dog handler
2. Expert Alpine skier in steep avalanche terrain
3. Advanced FA: EMT, Wilderness First Responder
4. Registered Washington State Emergency Worker
5. Helicopter trained with dog
6. Washington State Licensed blaster

Qualified for

1. Immediate Action (First Team) leader
2. Scene evaluation & control
3. Avalanche hazard assessment
4. Avalanche mitigation by use of ski cut, explosives or other interventions
5. Provide advise and/or support to local decision makers (Incident Commander/Operations Section Chief) for further phases of search & rescue
6. Physically conditioned for aggressive searching

NOTE! In addition to BARK, other members the Alpental, Stevens and Crystal Pass Pro Ski Patrols can be useful as a resource for avalanche hazard assessment and avalanche mitigation.

See the following page for B.A.R.K call out lists for Snoqualmie & Stevens Passes.

(Revised Dec 2009)
B.A.R.K. Avalanche Call Out Lists (for Stevens & Snoqualmie Passes):

**Snoqualmie Pass B.A.R.K.**

In case of an avalanche emergency call (425) 434-7669 X5551 and speak with:

- Rob Gibson, Patrol Director, cell # (425) 281-1961
- Jay Wiseman, Alpental Patrol Manager, cell # (206) 351-6772
- Bram Thrift, Avalanche Forecaster, cell # (509) 899-4422

Rob, Jay or Bram will then initiate a call out based on need and resource:

**Qualified Dog Teams and Incident Command:**

Certified:          Operational:

- Aaron Opp & Tipi          Kevin Ward & Haas
- Kevin Huggett & Bazuka    Kevin Marston & Gretta
- Kevin Huggett & Porter
- Katie Fitch & Betty
- Bob Gibson & Kuri

**Stevens Pass B.A.R.K.**

In case of an avalanche emergency during Ski Area operations, call (206) 812-4510 X4339

- Ski Patrol Dispatch Direct 360-973-2029
- Patrol Supervisors Office 206-812-4355
- Patrol Director (PD) 206-812-7388
- Stevens Pass Ski Area Operator 206-812-4510
- Ski Patrol Extension 4339

**Stevens Pass Certified Dog Handlers - contact when Ski Area not operating:**

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<tr>
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<td>206-375-0958</td>
<td>509-470-6503</td>
</tr>
<tr>
<td>Ryan Forbes</td>
<td>206-914-6495</td>
<td>509-548-2375</td>
</tr>
<tr>
<td>Mike Duffield</td>
<td>206-794-4994</td>
<td></td>
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<tr>
<td>Chris Hunter</td>
<td>509-393-4195</td>
<td>509-548-2375</td>
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</thead>
<tbody>
<tr>
<td>Clay Peterson</td>
<td>509-548-2375</td>
<td></td>
</tr>
</tbody>
</table>

(Revised Nov 2010)
OTHER RESOURCE SUMMARIES:

DOT at Hyak:
- Radio room is 24 x 7 in winter
- Avalanche is 2 shifts (6:00AM – midnight)
- Avalanche assessment, and if necessary control
- 6 personnel, all climbers, all AT gear, beacons, probes, and shovels, radios and cell phones
- CAT with blade on 4X4 truck, 6 man cab and rear cargo deck
- Can help with traffic control.
- Can pick people up – 15 passenger van
- High and low angle rescue gear
- 1000’ continuous section capable for low angle (commercial fishing quality)
- Portable generators (2 x 5000 watt)
- Explosives and Heli-blasting
- All pass highway maintenance personnel are assigned beacons

Stevens Pass DOT
- 2 snow cats (10 passenger with medium cargo; 15 passenger)
- State patrol has another snow cat that could be used
- Large amounts of explosives
- Portable Avalauncher
- 4 technicians, 2 rotate daily, plus a couple of others that can be called in
- Everyone has their own beacons, trained and experienced
- RECCO (R9)
- 2 snow mobiles
- Aerial blasting licensed (and explosives)
- Landing zone (1 small and 1 medium) at Berne Snow camp
- Facility for 40 bunking, plus kitchen (Milepost 72.5 SR2)
- Programmable radios
- Snow shoes, rescue beacons, probes
- One certified Avalanche Rescue Dog. (509-670-7428

(Revised Nov 2010)
Forest Service on West side:

**Snoqualmie Ranger District**
- 2 law enforcement officers: Jeff on E, Ian at North Bend
- Compound available to store equipment in the winter
- Communications: will be opening visitor’s center in January
- 407 helicopter is considered certified – so FS personnel can ride in it (but not Guardian)
- 4 snow mobiles (Stored in the Enumclaw area
  Skykomish Ranger District
- 1 law enforcement officer: Brad
- 20 person bunkhouse (available in winter)
- Large conference building available at district office
- 20 programmable king radios available for use

State Patrol:
- Need an identification system for state patrol to allow you past blocked highway
- Have beacons, and trained, but nothing off the highway
- Motor Home – can be used, but not far off the road (typically DUI unit)
- No longer a detachment in North Bend, but always at least 20 people available (weather dependent)
- Support for SAR, but they don’t do SAR
- Prefer to be part of Command Post

Steven’s Pass Ski Patrol:
- All pro patrollers, either OEC or WFA/WEMT
- Excellent back country knowledge
- About 55 patrollers
- Some docs available during weekends and holidays
- All lifts have rescue caches with heavy shovels, heavy probes, flags (including green for dog alerts, too)
- Closed Tues and Wed nights. Open 7 days a week during the day
  night shifts vary thru-out season, some night closures. Always open Fri & Sat
  nights
- Do have RECCO capabilities (don’t have new one yet ????)
  RECCO is a reflector sewn in gear.
  Somewhat limited with orientation and moisture
  Arc’teryx, North Face etc. sewing these in more and more gear
  Must have a skilled operator to make this search tool effective
  Most ski areas have RECCO units
  New unit will have transceiver built in to it to pick up on 457 frequency
- Area has qualified avalanche instructors … would love to integrate with other agencies

Stevens Pass BARK:
- Stevens Pass: 4 fully certified ski patrol members (pro patrollers)
- Avalanche assessment and rescue work
- Overnight ready

(Revised Nov 2010)
Summit at Snoqualmie Ski Area:
- Volunteers on weekends, Pro on week days
- Good local knowledge by staff (including surrounding terrain)
- Technical rescue capabilities (professional staff)
- OEC standard, but do have a number of EMTs
- MD available
- Trained to travel in avalanche terrain and do assessment
- Can provide explosives, as needed (if coordinated with proper authorities)
- Has NSP avalanche instructors
- RECCO capable, waiting on new machine
- Caches a little light at the moment, but are addressing winter 09-10
- Generally hasty rescue until other agencies can get there
- Local non-profit trying to supplement the resources (buying backpacks equipped with shovels, probes, transceivers) that can be used as additional resources
- Canine: (below)
- Explosives and heli-blasting (Avy control)
- All Alpental patrollers carry probes, shovels, beacons

Alpental BARK ***
- 5 handlers, 6 canines
- 2 members live in Kittitas Co (the rest live at the pass)
- Certified blasters, Professional patrollers
- Most are rondenee
- Have a few American Institute for Avalanche certified instructors (will provide education)
- 4 EMTs and rest OEC Techs
- Most dogs have had exposure to helos and chair lift lowers, would be interested in additional training with KC Air Support
- RECCO can go off any diode (cell phone can work too) – just bounces off, doesn’t need to be turned on.

*** All BARK units work together to have consistent standard of training. Modeling after Canada’s standardized training, able for national or international response

Snoqualmie Pass Fire & Rescue
- 20 volunteer EMTs
- 2 pumpers, class A – one engine can be used as anchor system
- Can use both trucks to do Z pull
- 2 aid cars
- 1/3 are ski patrollers
- 7 experienced BARK members
- Working with DOT Highway Traffic Control
- Technical rescue capability (NFTA level) – foot bridge, etc. about 10 members
- 2 snowmobiles, one with sled
- Will incorporate with ESFR and DOT
- Landing zones – used heavily for Airlift NW
- 154.190 frequencies, also F2, F3
- Emergency power (generator) at fire station
- 4 X 4 Truck

(Revised Nov 2010)
Kittitas County:
- 150 EW (comm van operators, radio, searchers, etc.)
- 30 volunteers trained in avalanche
- Any snow workers required to have Avalanche 1 certification
- 2 canines (under 1 handler)
- 20 back country snow mobile operators (very well trained)
- Mobile CP with radios
- Very active ARES/RACES group
- Field programmable or van programmable radios
- Portable repeater system off of State SAR (12 hand held radios to go with it)
- 1/3 volunteers are EMTs or above – always send in 1 or 2 EMTs with back country teams
- Wireless internet
- 25’ snow mobile trailer, 5 sleds (plus volunteer sleds)
- 25 sets of snow shoes and ski poles
- All volunteers have personal gear (shovels, probes, snow shoes)

Chelan County:
- 6 snow machines
- 3 cargo sleds
- 6 rescue sled
- 3 snowmobiling groups (volunteer) – about 15 people w/ equipment
- 10 SAR deputies, snow shoe and avy experience
- 15 back country MR members
- RECCO (old)
- 2 helo – OH58, don’t carry much (limited availability due to pilot schedule)
- Rope rescue team (deputies)
- 4x4 comm van w/ HAM, high band and low frequency
- Cook bus
- Portable repeaters w/ own SAR frequency (completely programmable in the field)

Cascade Back Country Ski Patrol:
- Works in cooperation with Forest Service
- Hwy 2 and I-90 back country (plus Blewett and North Cascades Hwy., once Hwy is open)
- Mountain travel skills and techniques
- Level 2 or beyond avalanche skills
- Radios with most frequencies programmed in, including forest service frequencies
- Weekends, typically. 6-8 out at a time, typically alone and spread out.
- Most SPART members, too
- About 30 members
- Typically use 155.295 frequency when out in the field (SPART) channel
- Very high area knowledge and back country travel experience

(Revised Nov 2010)
III. SAR REPORT FORMS

The following forms are to be filled out by the Operations Section Chief (Operations Leader) with input from the Mission Staff and Incident Commander. These forms are used during the mission and become part of the entire Post Mission Report filed at the local Law Enforcement Office and the State Division of Emergency Management. The official police reports, mission log, witness statements, operation map, news releases and copies of individual notes are to accompany these forms upon delivery to the Officer in Charge.

Extra copies of these forms are stored at the Sheriff’s Office and Command Posts on Snoqualmie and Stevens Passes, and in the King County SAR Mobile Command Post vehicle.

For King County, Mission information should be entered into the King County Sheriff Database as the first option as this saves time from having to enter the data at a later time. Laptops with the database program are located in each of the KCSO SAR vans. Hard copies of forms are to be filled out a second option.

The following forms are included, following this page in the plan.

1. Search and Rescue Mission Data Sheet (State of WA/King Co.)
2. King County SAR Field Team Assignment Information
3. King County Search & Rescue Unit Roster - for each unit deployed on the mission.

Additional SAR forms that may be used in particular law enforcement jurisdictions are available from local County or WSP SAR officers. In addition the following forms are available through the Emergency Management Division, Washington Military Department through their web site at www.emd.wa.gov Click on Search & Rescue and on Forms for the following forms in PDF format.

Emergency Worker Registration Card:
- EMD-024 Emergency Worker Registration Card “A”
- EMD-024 Emergency Worker Registration Card “B” (rear)

Emergency Worker Identification Card:
- EMD-025 Emergency Worker Identification Card “A”
- EMD-025 Emergency Worker Identification Card “B” (rear)

Evidence Search Mission Request Form:
- Evidence Search Mission Request Form

Mission and Training Forms:
- EMD-077 Search & Rescue Mission Data Sheet
- EMD-078 Emergency Worker Daily Activity Report
- EMD-079 Training Mission Request Form

SAR Claims Forms:
- EMD-036 Fuel, Toll & Ferry Reimbursable Expenses Claim Form
- EMD-084 Medical Expenses Claim Form
- EMD-086 Property Loss or Damage Claim Form
- EMD-089 Extraordinary Expense Claim Form

(Revised Nov 2010)
STATE OF WASHINGTON / KING COUNTY
SEARCH AND RESCUE MISSION DATA SHEET

(Send this completed form and other mission information within 15 working days in accordance with WAC 118.04 to:
Washington State Emergency Management, Attn.: SAR Coordinator, Post Office Box 48346, Olympia, Washington 98504-8346)

RESPONSIBLE AGENCY: King County Sheriff's Office
MISSION COORDINATOR: Deputy
PHONE: 206-296-3854

DATE OF MISSION: ____________ TIME: ____________ MISSION NUMBER: ____________
BASE LOCATION: ____________

KCSO MISSION NOTIFICATIONS:
OPENED
Supervisor: Date/Time /
SAR Coordinator: Date/Time /
Captain: Date/Time /
FIO: Date/Time /
Chief Duty Officer: Date/Time /

CLOSED
Supervisor: Date/Time /
SAR Coordinator: Date/Time /
State DEM: Date/Time /

SUBJECT INFORMATION

Place Injured / Point Last Seen: UMS - Grid: SEA _____ Lat. _____ N., Long. _____ W., T _____ R _____ S _____
UTM: _____ Location Common Name: _____

Category:
☐ Aircraft ☐ Deceased ☐ Horseback ☐ Motorcycle ☐ Rafter ☐ Vehicle
☐ Alzheimer ☐ Despondent ☐ Hunter ☐ Mountain Bike ☐ Mentally Handicapped ☐ Walkway
☐ Boater ☐ Elderly ☐ Injured ☐ Overdue ☐ Downhill Skier ☐ XC Skier
☐ Camper ☐ Fisherman ☐ Intentional ☐ Photographer ☐ Snowmobile ☐ Other
☐ Child ☐ Physically Handicapped ☐ Lost ☐ Picker ☐ Swimmer
☐ Climber ☐ Hiker ☐ ELT False Alarm

Cause:
☐ Alcohol ☐ Drugs ☐ Got Lost ☐ Poor Equipment ☐ Unknown
☐ Change/Weather ☐ Equipment Failed ☐ Inexperience ☐ Poor Fitness ☐ Weather
☐ Darkness ☐ Fall ☐ Injury ☐ Poor Supervision ☐ Other
☐ Despondent ☐ Falling Object ☐ Mental ☐ Separation

Behavior:
☐ Built Fire ☐ Followed Terrain ☐ Moved During Night ☐ Stayed Put ☐ Unknown
☐ Constructed Shelter ☐ Headed to Civilization ☐ Moved Uphill ☐ Stayed on Road ☐ Wandered
☐ Did Nothing ☐ Moved During Day ☐ Panicked ☐ Stayed on Trail ☐ X-Country
☐ Discarded Gear ☐ Moved Downhill ☐ Signaled for Help ☐ Used Travel Aids

Subject(s):

1. Name: _____ Address: _____ Other: _____ Sex: _____ Age: _____
   Phone #: Home ____ Work: _____
2. Name: _____ Address: _____ Other: _____ Sex: _____ Age: _____
   Phone #: Home ____ Work: _____
3. Name: _____ Address: _____ Other: _____ Sex: _____ Age: _____
   Phone #: Home ____ Work: _____
4. Name: _____ Address: _____ Other: _____ Sex: _____ Age: _____
   Phone #: Home ____ Work: _____

Subject Realized Lost Date: _____ Time (24-hr): _____ Time Subject Found Date: _____ Time (24-hr): _____
Subject Reported Missing Date: _____ Time (24-hr): _____ Total Search Time Days: _____ Hours: _____
Call-Out Initiated Date: _____ Time (24-hr): _____ Total Time Lost Days: _____ Hours: _____
Resources Arrival at PLS Date: _____ Time (24-hr): _____

SEARCH AREA INFORMATION

Weather:
☐ Clear ☐ Fog ☐ Overcast ☐ Partly Cloudy ☐ Stormy
☐ Temperature ☐ Wind/mph ☐ Rain ☐ Snow ☐ Depth
   High _____ High _____ 0 0
   Low _____ Low _____ Occasional ☐ Occasional

ATTACH COPY OF MAP AND ROSTER OF RESPONDERS

2/15/07

Page 1 of 3
SEARCH AND RESCUE MISSION DATA SHEET (Continued) (State Mission # _____)

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**RESPONSE**

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<td>Confinement</td>
<td>Diver</td>
<td>Fixed Wing</td>
<td>Ground Scent Dog</td>
<td>Closed Grid - 30</td>
</tr>
<tr>
<td>Rescue</td>
<td>Helicopter</td>
<td>Horseback</td>
<td>Motorcycle</td>
<td>Mountain Bike</td>
<td>Open Grid +30</td>
</tr>
<tr>
<td>Recovery</td>
<td>Raft</td>
<td>Road Search</td>
<td>Snowmobile</td>
<td>Sweep</td>
<td>ELT Team</td>
</tr>
</tbody>
</table>

**Clues Found By:**

<table>
<thead>
<tr>
<th>Clue Source</th>
<th>Air Scent Dog</th>
<th>Attraction</th>
<th>ATV</th>
<th>Behavioral Data</th>
<th>Boat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Closed Grid - 30</td>
<td>Confinement</td>
<td>Diver</td>
<td>Fixed Wing</td>
<td>Ground Scent Dog</td>
<td>Closed Grid - 30</td>
</tr>
<tr>
<td>Hasty Team</td>
<td>Helicopter</td>
<td>Horseback</td>
<td>Interview</td>
<td>Motorcycle</td>
<td></td>
</tr>
<tr>
<td>Mountain Bike</td>
<td>Open Grid +30</td>
<td>Raft</td>
<td>Repeat Search</td>
<td>Snowmobile</td>
<td></td>
</tr>
<tr>
<td>Sweep</td>
<td>Statistical Data</td>
<td>Trackers</td>
<td>Vehicle</td>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

**Subject Found By:**

<table>
<thead>
<tr>
<th>Subject Type</th>
<th>Air Scent Dog</th>
<th>Attraction</th>
<th>ATV</th>
<th>Behavioral Data</th>
<th>Boat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Confinement</td>
<td>Diver</td>
<td>Fixed Wing</td>
<td>Friends</td>
<td>Ground Scent Dog</td>
<td>Closed Grid - 30</td>
</tr>
<tr>
<td>Hasty Search</td>
<td>Helicopter</td>
<td>Horseback</td>
<td>Interview</td>
<td>Motorcycle</td>
<td></td>
</tr>
<tr>
<td>Non SAR Personnel</td>
<td>Open Grid +30</td>
<td>Raft</td>
<td>Repeat Search</td>
<td>Snowmobile</td>
<td></td>
</tr>
<tr>
<td>Sweep</td>
<td>Statistical Data</td>
<td>Trackers</td>
<td>Vehicle</td>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

**MISSION TERMINATION**

<table>
<thead>
<tr>
<th>Reason:</th>
<th>Area to Large</th>
<th>False Report</th>
<th>Hazards/Searchers</th>
<th>Lack of Resources</th>
<th>Lack of Clues</th>
<th>Subject Found</th>
<th>Subject Found:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Authority Decision</td>
<td>Family</td>
<td>Hypothermia</td>
<td>Major Injuries</td>
<td>Minor Injuries</td>
<td>Weather</td>
<td>Deceased</td>
</tr>
<tr>
<td></td>
<td>Deceased</td>
<td>Hypothermia</td>
<td>Major Injuries</td>
<td>Minor Injuries</td>
<td>Other</td>
<td>Subject Found:</td>
<td></td>
</tr>
</tbody>
</table>

**Subject Found:**

- Deceased
- Hypothermia
- Major Injuries
- Minor Injuries
- Well

**Distance from Point Last Seen:** Miles _____, Tenths _____

**Elevation difference from Point Last Seen:** ft. to ft.

**MISSION DEBRIEF CONDUCTED?**  □ YES  □ NO  □ CISD REQUIRED?  □ YES  □ NO

**REMARKS**

Comments, Observations, Problems:

---

**Equipment Lost, Damaged / Extraordinary Expense**

---

Report Prepared By: ______  Title: Deputy ______

Signature: ______  Date: ______

Agency: King County Sheriff’s Office
RESOURCES USED

WERE ALL UNIT ROSTERS COMPLETED AND TURNED IN?  [ ] YES  [ ] NO

<table>
<thead>
<tr>
<th>UNIT</th>
<th>VOL/CREW</th>
<th>HOURS</th>
<th># VEHICLES</th>
<th>MILES</th>
<th># AIR-CRAFT</th>
<th>AIR HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>4X4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EOC BASE</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>ESAR</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>HORSE SAR</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESCUE 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAR DOGS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SMR</td>
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<tr>
<td>SPART</td>
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</tr>
<tr>
<td>TRACKERS</td>
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<tr>
<td>MAST</td>
<td></td>
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</tr>
<tr>
<td>RED CROSS</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>SAL ARMY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAR PILOTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KCSO REG</td>
<td></td>
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<td></td>
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<td></td>
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</tr>
<tr>
<td>KCSO O/T</td>
<td></td>
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<tr>
<td>KCSO AIR REG</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>KCSO AIR O/T</td>
<td></td>
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</tr>
</tbody>
</table>

TOTALS

KCSO DEPUTIES INVOLVED:

1. 6. 11.
2. 7. 12.
3. 8. 13.
5. 10. 15.
Search and Rescue
MISSION ROSTER

King County

Mission/Location: ________________________________

Date: _______ Mission #: ____________ KCSO Case#: ____________

<table>
<thead>
<tr>
<th>NAME</th>
<th>Unit</th>
<th>DEM #</th>
<th>DATE IN</th>
<th>DATE OUT</th>
<th>TOTAL HOURS</th>
<th>Round Trip Mileage (DRIVERS ONLY)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>IN</td>
<td>OUT</td>
<td>IN</td>
<td>OUT</td>
</tr>
</tbody>
</table>

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30.

I certify that these people did participate on this search and rescue mission:

REPORT SUBMITTED BY: ________________________________ DATE: ____________
<table>
<thead>
<tr>
<th>STATE MISSION #</th>
<th>KCSO CASE #</th>
<th>DATE(S):</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEARCH &amp; RESCUE UNIT:</td>
<td>BASE LOCATION:</td>
<td></td>
</tr>
</tbody>
</table>

**TEAM #________**

Team Leader/Unit: / Radio Frequency(s): 

**Team Member/Unit:**

<table>
<thead>
<tr>
<th>1.</th>
<th>2.</th>
<th>3.</th>
<th>4.</th>
<th>5.</th>
<th>6.</th>
<th>7.</th>
<th>8.</th>
<th>9.</th>
<th>10.</th>
</tr>
</thead>
</table>

Comments:

---

**TEAM #________**

Team Leader/Unit: / Radio Frequency(s): 

**Team Member/Unit:**

<table>
<thead>
<tr>
<th>1.</th>
<th>2.</th>
<th>3.</th>
<th>4.</th>
<th>5.</th>
<th>6.</th>
<th>7.</th>
<th>8.</th>
<th>9.</th>
<th>10.</th>
</tr>
</thead>
</table>

Comments:

---
OPERATIONS SECTION CHIEF
(Operations Leader)

Job Description - Operations Section Chief (Operations Leader)

The Operations Section Chief (OL) is appointed by the Incident Commander (Officer in Charge) and is to be proficient in avalanche rescue and a highly trained SAR volunteer (SPART Duty Operations Leader). He/she is required to know the Incident Action Plan for Winter Rescue, its Annexes and Tabs.

1. The Operations Section Chief (OL) should immediately establish an Incident Command Post and appoint a staff of assistants including a Scribe, Communications Coordinator, and Dispatcher (Logistics Coordinator).

2. Appoint a Map Plotter and a Planner if the mission indicates they will be needed.

3. Interview witnesses, review the Mission Log during the process of the mission, and have a Scribe maintain the Mission Log until the conclusion of the mission.

4. Maintain communications with the Incident Commander (Officer in Charge) and coordinate requests for additional SAR resources with the Officer in Charge.

5. Be cognizant of the safety, health and welfare of all personnel involved and arrange or their feeding, comfort and relief if needed.

The normal step-by-step responsibilities and actions of the Operations Section Chief are listed on the Operations Section Chief (OL) Checklists (pages Tab 1-2 through Tab 1-6).

The Checklists and the Mission Log (pages Tab 1-7 through Tab 1-10) are key elements in ensuring the Operations Section Chief (OL) does not overlook important steps in the Incident Action Plan for Winter Rescue.
# CHECKLIST FOR OPERATIONS SECTION CHIEF

(Operations Leader)  Date: _____/_____/_____

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 –</td>
<td><strong>You are Operations Section Chief (OL) &amp; have the responsibility to conduct the SAR Mission unless you are relieved by the Incident Commander (Officer in Charge)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 –</td>
<td><strong>Notify ski patrollers &amp; experienced rescue personnel by radio &amp;/or telephone to report to the Ski Patrol bldg, Cache or Command Post. Hold some patrollers at top of lifts if needed.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 –</td>
<td><strong>Establish Incident Command Post w/ adequate communications capabilities, preferably at the rescue cache location.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 –</td>
<td><strong>Appoint a Scribe, Communications Coordinator, &amp; a Dispatcher (Logistics). Give them envelopes with job descriptions (from cache) and put them to work immediately</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 –</td>
<td><strong>Interview witness (with Scribe recording in Mission Log). Find out as much information as possible before the Immediate Team is dispatched. Give witness hot drink and energy food if possible.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 –</td>
<td><strong>Notify the appropriate County Sheriff (See Key Person Call List, Pages 9 &amp; 12.) Explain incident &amp; coordinate with Officer in Charge (Incident Commander). Request a State Mission Number, and request any additional resources needed from town.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 –</td>
<td><strong>Under no circumstances will anyone other than Law Enforcement agency in charge of the operation make news releases unless specifically requested to do so by the appropriate Law Enforcement Agency.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 –</td>
<td><strong>Inform Management of the affected Ski Area of the status of the rescue; particularly if area patrollers will be members of Field Teams. (See Key Person Call Lists, Pages 9 &amp; 12 for ski area phone numbers.)</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 9 –  | **Dispatch Stage I Teams (Immediate Action Task Force).**  
   a) Each team must have a qualified leader. Ability to recognize avalanche hazards & maintain safety of rescuers is vital.  
   b) Each team leader is given an envelope of instructions, (located in rescue caches with the rescue plan in each area)  
   c) Immediate Action Task Force envelope contains instructions applying to rescue activity at the rescue site, (pending arrival of an assigned Rescue Group Supervisor [Accident Site Commander].)  
   d) Give each team good directions to the accident scene. (Send witness w/ Immediate Action Task Force if possible.)** |      |       |

**Objective:**
Dispatch within 10 minutes of receiving first call.

(Revised Nov 2010)
CHECKLIST FOR OPERATIONS SECTION CHIEF
(Operations Leader)  Date:_____/_____/_____

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>e)</td>
<td>Task Force marks route for others to follow. (Wands/Tape)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f)</td>
<td>Arrange a &quot;Death Code&quot; word or phrase with the Immediate Team Task Force Leader before sending into the field.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| g) | The Immediate Team should travel light for speed.  
1) Pack (including personal survival gear & water)  
2) First Aid kit - fanny pack.  
3) Resuscitation equipment  
4) Shovels & Probes  
5) Radios / GPS / Camera  
6) Avalanche Transceiver for each team member set on 'Transmit'  
7) Spare Batteries for Head Lamps (in Pack)  
8) Rope  
9) RECCO Unit | | (See Equipment List, Pages 28 & 29 for locations of caches and available equipment in Incident Action Plan) |
| 10 – | Request Avalanche Dog response from BARK through Pros. If possible send out with First Team (Task Force) | | |
| 11 – | Call for additional volunteers to assemble at Ski Patrol Building, Lodge or Rescue Cache. Designate time & location to gather. | | |
| 12 – | Obtain additional radios from Ski Patrol if needed. Send at least one radio on mission operating frequency with each team. | | |
| 13 – | Appoint an Rescue Group Supervisor (Accident Site Commander). Give envelope with instructions. Confirm Death Code word or phrase. | | |
| 14 – | Dispatch additional Stage I Teams as needed. They should be equipped the same as the initial Immediate Action Task Force | | |
| 15 – | Dispatch Stage II under appropriate leadership. Include a physician when possible. This group should take other necessary equipment such as blankets, sleeping bags, first aid gear, resuscitation & warming equipment, rescue toboggans), medical equipment for doctor, etc. (See recommended Stage II equipment Page 27 of Incident Action Plan for Winter Rescue.) | | |
| 16 – | Arrange for transportation of injured persons. | | |

Objective: 
Dispatch within 20 minutes of receiving first call.

(Revised Nov 2010)
<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>If necessary, dispatch <strong>Stage III</strong> in accordance with the instructions for Stage III response.</td>
<td></td>
<td><strong>Objective:</strong> Generally within one hour of first call.</td>
</tr>
<tr>
<td>19</td>
<td>Make a preliminary assessment of additional people/resources which may be required. If indicated, request in town &quot;standby&quot; or &quot;callout&quot;. Coordinate with Incident Commander (Officer in Charge)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Coordinate with Incident Commander (Officer in Charge), check weather, and notify ski area management and/or USFS before initiating any request for a helicopter which would land in or near a ski area, or in any designated &quot;Wilderness&quot; area.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>If avalanche hazard requires control with explosives, hold or pull teams to safe area and contact Incident Commander</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>You have the authority to close down field operations and move all personnel to a safe location if the danger is perceived to be too great</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td><strong>Heli Pads</strong> - A designee of the Incident Commander will establish the coordinates and control of any Heli Pads.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### CHECKLIST FOR OPERATIONS SECTION CHIEF

**Operations Leader**

**DISPATCH OF STAGE III TEAMS (IF NEEDED)**

Date: _____/_____/_____

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 –</td>
<td>Coordinate with Incident Commander for additional manpower if needed. Have additional personnel report to Ski Patrol Building or Command Post</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 –</td>
<td>Procure additional radios from Ski Patrols or through Incident Commander if needed.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 –</td>
<td>Procure additional equipment from other Ski Patrols (as listed on Cache Equipment (Pages 28 &amp; 29), or through the Incident Commander if needed.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 -</td>
<td>Procure food and hot drinks through the Incident Commander (Officer in Charge)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 –</td>
<td>Appoint a Stage III Leader. He/she will direct the distribution and packing of food, water and equipment from the staging area in conjunction with the Dispatcher (Logistics) Coordinator.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 –</td>
<td>Give the Stage III Leader accurate directions for reaching the accident site.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 –</td>
<td>Send manpower and any specialized equipment as requested by the Accident Site Commander with Stage III Teams.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 –</td>
<td>If adjacent to the ski area, in coordination with the Incident Commander, determine if the ski area can assist in the transport of equipment &amp; supplies closer to the accident with Tracked Snow Vehicles if the situation warrants.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
CHECKLIST FOR OPERATIONS SECTION CHIEF
(Operations Leader)

SECURING AVALANCHE OPERATIONS
Date:______/_____/_____

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Operations Section Chief (OL) should ensure that the Rescue Group Supervisor (Accident Site Commander) has taken care of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) Rescue Group Supervisor must make sure all members of Field Teams are Accounted for before leaving the emergency site.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>b) Rescue Group Supervisor should be sure all issued equipment is picked up for return to the Command Post before leaving the emergency site. All trail markers should be pick up on the return trip.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>OPERATIONS SECTION CHIEF (OL) MUST MAKE SURE ALL RESCUERS RETURNED AND HAVE SIGNED IN AT THE END OF OPERATIONS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Operations Section Chief (OL) should notify the appropriate Law Enforcement agency(s) that the avalanche rescue or accident site operations have ceased. (By reporting to the Incident Commander.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Upon return to Command Post, all issued equipment or borrowed equipment shall be returned to a central location designated by the Operations Section Chief (OL) or Dispatch/Logistics Coord.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>All equipment borrowed from other areas, caches or groups will be placed in separate stacks, and the Dispatch Coordinator will make arrangements for their return.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>All forms and notes should be turned in to the Operations Section Chief upon arrival of Field Teams at the Command Post. Anyone who has written information should turn this over to the Operations Section Chief before leaving the area.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Any missing or damaged personal equipment should be reported and recorded BEFORE the Operations Section Chief and Incident Commander leave the Command Post.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>The Operations Section Chief should make out all final reports as soon as possible using all forms in Annex B, and turn them in to the Incident Commander.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Revised Nov 2010)
WINTER RESCUE MISSION LOG

The Mission Log is normally maintained by the Scribe. Use "notes" section and additional sheets as required to keep a complete log of all conversations and actions by the Operations Section Chief (OL) and field teams. A similar log should be kept at the accident site by a Scribe assigned by the Rescue Group Supervisor (Accident Site Commander) for communications and actions taken there that haven’t been communicated to the Command Post during the course of operations due to time and operational constraints, or for confidentiality reasons.

A. Time Accident Reported: __________________________   Date: ________________________
B. Reported by: ____________________________ ___________________ (Hold Witness!)
   Address: ____________________________ City/State ________________ Zip
   Phone: ____________________________
C. Location of Accident: ____________________________________________________________
D. Time Accident Occurred: __________________________________________________________
E. Description of Accident: __________________________________________________________
   ______________________________________________________________________________________
   __________________________________________________________
   ______________________________________________________________________________________
   __________________________________________________________
F. Victims - Number: _______________________ Names: ____________________________ Ages: ____________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
G. Notified County Sheriff: ________ County: ____________________ Time: ______________
   State SAR Mission Number: __________
H. Highway Department Notified (Road Slide) ________________________ Time: ______________
I. Stage I (Immediate Action Task Force) Dispatch Time: __________________
   Team 1 (Immediate Action Task Force) Time Dispatched: __________________
   Name ____________________________ DEM Number ________________
   Leader: ____________________________ __________________________
   Members: ____________________________ __________________________
   ____________________________ __________________________
   ____________________________ __________________________
   ____________________________ __________________________
   Avalanche Dogs ; __________________________________
J. Rescue Group Supervisor (Accident Site Commander) - Appointed by Operations Section Chief (OL):
   Name ____________________________ DEM number: ____________________________
   ____________________________ __________________________
(Revised Nov 2010)
### MISSION LOG (Cont.)

**K. Equipment (Stage I):** Dispatcher will maintain an inventory of all equipment distributed from, and returned to the rescue base.

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Dispatched</th>
<th>Number</th>
<th>Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Probes</td>
<td></td>
<td></td>
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<tr>
<td>2. Shovels</td>
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<td>3. Headlamps</td>
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<td>4. Snowshoes</td>
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<td><strong>5. Rope</strong></td>
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<tr>
<td>6. Transceivers</td>
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<tr>
<td>7. Radios/GPS</td>
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<td>8. O2,BVM,AED</td>
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<tr>
<td>9. Camera</td>
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<tr>
<td>10. RECCO</td>
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<tr>
<td>11. Other:</td>
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**L. STAGE II Strike Team/Task Force**

**Team 2 (Strike Team)**

<table>
<thead>
<tr>
<th>Name</th>
<th>DEM Number</th>
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<tbody>
<tr>
<td>Leader:</td>
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<td>Members:</td>
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**Team 3 (Strike Team)**

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<td>Members:</td>
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**Team 4 (Strike Team)**

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<th>Name</th>
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<td>Members:</td>
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Tab 1-8
M. STAGE II Strike Team

Team # ______

Name | DEM Number
---|---
Leader: _____________________________________ | ________________
Members: ___________________________________ | _________
___________________________________ | ________________
___________________________________ | ________________
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___________________________________ | ________________
___________________________________ | ________________

(Time Dispatched: ________________________

(Attach more sheets for additional teams dispatched)

N. STAGE II Equipment:

<table>
<thead>
<tr>
<th>Dispatched</th>
<th>Number</th>
<th>Returned</th>
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<tbody>
<tr>
<td>1. Avalanche Transceivers</td>
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<td>2. Shovels</td>
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<td>4. Snowshoes</td>
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<td>5. Rope</td>
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<td>6. Headlamps</td>
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<td>7. Radios/GPS</td>
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<td>8. O2,BVM,AED</td>
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<td>9. Physician Kit</td>
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<td>10. Toboggan</td>
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<td>11. Tent(s)</td>
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<td>12. Warming Equip</td>
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<td>13. Disposable Camera</td>
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<td>14. Megaphone</td>
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<td>15. Camera</td>
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<td>16. RECCO</td>
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<tr>
<td>17. Other:</td>
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</tbody>
</table>

O. STAGE III Strike Team

Team # ______

Name | DEM Number
---|---
Leader: _____________________________________ | ________________
Members: ___________________________________ | ________________
___________________________________ | ________________
___________________________________ | ________________
___________________________________ | ________________
___________________________________ | ________________
___________________________________ | ________________
___________________________________ | ________________
___________________________________ | ________________
___________________________________ | ________________

(Time Dispatched: ________________________

(Attach more sheets for additional teams dispatched)
MISSION LOG - (Cont.)

P. Equipment Dispatched with Stage III

________________________________________________________________
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Q. OPERATIONS SECURED: Time ______________

1. All SAR personnel accounted for: ________________________________
2. All equipment accounted for: _________________________________

R. SAR MISSION STAFF PERSONNEL:

Incident Commander: ____________________________________________
Operations Section Chief (OL): __________________________________
Scribe: _________________________________________________________
Communications Coord: __________________________________________
Dispatcher (Logistics): ___________________________________________
Map Plotter: ____________________________________________________
Planner: _________________________________________________________
Rescue Group Supervisor: _________________________________________
Other: __________________________________________________________

S. Notes: Use as many extra pages as necessary to log all official conversations, times, and major actions of the Operations Section Chief (OL), Incident Commander (Officer in Charge), & field operations.

(Revised Nov 2010)
MINOR SAR REPORT - MISSING PERSONS REPORT

Ski Area: ________________________________ Date: __________________________

1. Missing Person: _______________________________________________________

   Name: __________________ ; Age: ______ ; Sex: ______ ; Ht ______ ; Wt ______ ;
   Color Hair_________ ; Eyes _______ ; Build____________;

   Clothing (Describe): _____________________________________________________
   _____________________________________________________
   _____________________________________________________
   _____________________________________________________
   _____________________________________________________

   Known Medical Problems: ________________________________________________

   Skiing___________; Boarding ____________; Sledding___________; Walking ____________;
   Snowshoeing ___________; Playing ____________.

   Last seen by: Name _______________________________ Relationship _______________

   Last Seen Point: __________________________________ Time: ____________________

2. Reported by: Name: _______________________ Time: ____________ Date: _____________

   Address: ________________________________________ Phone: ________________

3. Report received by: _______________________ Time:  _____________Date: ____________

4. WA State Dept of Transportation notified by: __________________________ Time: ____________

5. King County Sheriff notified by: ____________________________ Time: ____________

5A. Chelan County Sheriff notified by: _____________________________ Time: ____________

5b. Kittitas County Sheriff notified by: ______________________________ Time: ____________


7. Pass Area Ski Patrol alerted: __________________________________ Time: ____________

8. SPART alerted by: __________________________________________ Time: ____________

9. Search Coordinator: ______________________ Affiliation: ______________________

10. Personnel Dispatched on Search: (Attach Roster)

11. Lost person found:   Time: ___________________ by: ______________________________

   Location:______________________________________________________________

   Condition:_____________________________________________________________ 

   Circumstances:__________________________________________________________

Tab 1-11
**Job Description - Scribe**

The Scribe is an Incident Command Post person appointed by the Operations Section Chief (OL) to maintain a complete and accurate Mission Log (See Pages Tag 1-7 to Tab 1-10).

a. The Scribe should stay close to the Operations Section Chief and should fill in appropriate sections of the Mission Log with names, times, conversations and actions taken by the Operations Section Chief (OL), the Incident Commander (Officer in Charge), the Rescue Group Supervisor (Accident Site Commander), and Field Team Leaders.

b. Monitor and record actions and conversations noted at the base, as well as those noted from radio transmission during the course of the mission.

c. Write neatly as this log will be used by the Operations Section Chief (OL) and Incident Commander when filling out post-mission forms and reports.

**Accident Site Scribe**

The Rescue Group Supervisor (Accident Site Commander) should appoint a separate Accident Site Scribe to record conversations and activity at that location that isn't or can't be transmitted to the Base due to time and confidentiality constraints.

In addition the Accident Site Scribe should:

1. Prepare and maintain a Site Map of the accident site using GPS references if available, including delineating areas probed or searched. This should include obtaining photographs showing markings or flagging of those activities.

2. Photograph the site before and after placement of marking flags

Use the Notes section of the Mission Log and as many extra pages as necessary to make a complete record.

**NOTE:** Mission Log (Tab 1-7 to Tab 1-10) will be attached to and be considered part of part of Tab 2 - Scribe.

(Revised Nov 2010)
The Mission Log is normally maintained by the Scribe. Use "notes" section and additional sheets as required to keep a complete log of all conversations and actions by the Operations Section Chief (Operations Leader), Incident Commander (Officer in Charge), and Rescue Group Supervisor (Accident Site Commander) and Field Teams

A. Time Accident Reported: ____________________________ Date: __________________

B. Reported by: ____________________________________ (Hold Witness!)
   Address: _____________________________________ City/State __________ Zip
   Phone: _______________________________________

C. Location of Accident: ______________________________
   ________________________________
   ________________________________

D. Time Accident Occurred: ___________________________

E. Description of Accident: ______________________________
   ________________________________
   ________________________________
   ________________________________

F. Victims - Number: ____________________________
   Names: __________________________ Ages: ___________
   __________________________
   __________________________
   __________________________
   __________________________

G. Notified County Sheriff: __________ County: ____________ Time: __________
   State SAR Mission Number: __________________

H. Highway Department Notified (Road Slide) ____________ Time: __________

I. Stage I (Task Force)
   Team 1 (Task Force) Time Dispatched: __________
   Name DEM Number
   Leader: ____________________________ ______________
   Members: ____________________________ ______________
   ____________________________ ______________
   ____________________________ ______________
   ____________________________ ______________
   ____________________________ ______________
   ____________________________ ______________
   ____________________________ ______________
   ____________________________ ______________
   Avalanche Dogs: ____________________________ ______________

J. Rescue Group Supervisor (Accident Site Commander) - Appointed by Operations Section Chief:
   Name ____________________________ DEM number: ______________

(Revised Nov 2010)
**MISSION LOG (Cont.)**

K. Equipment (Stage I): Dispatcher will maintain an inventory of all equipment distributed from, and returned to the rescue base.

<table>
<thead>
<tr>
<th>Dispatched</th>
<th>Number</th>
<th>Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Avalanche Transceivers</td>
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<td></td>
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<tr>
<td>2. Probes</td>
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<td></td>
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<tr>
<td>3. Shovels</td>
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<td></td>
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<tr>
<td>4. Snowshoes</td>
<td></td>
<td></td>
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<tr>
<td>5. Rope</td>
<td></td>
<td></td>
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<tr>
<td>6. Headlamps</td>
<td></td>
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<tr>
<td>7. Radios/GPS</td>
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<td>8. O2,BVM,AED</td>
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<td></td>
</tr>
<tr>
<td>9. RECCO Unit</td>
<td></td>
<td></td>
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<tr>
<td>10. Camera</td>
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<tr>
<td>11. Other:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

L. STAGE II Strike Team/Task Force

Team 2 (Strike Team)  
Time Dispatched:  
Name | Dispatched | DEM Number  
Leader: | |  
Members: | |  
| | |  
| | |  
| | |  
| | |  
| | |  

Team 3 (Strike Team)  
Time Dispatched:  
Name | Dispatched | DEM Number  
Leader: | |  
Members: | |  
| | |  
| | |  

Team 4 (Strike Team)  
Time Dispatched:  
Name | Dispatched | DEM Number  
Leader: | |  
Members: | |  
| | |  
| | |  

Tab 2-3
### MISSION LOG (Cont.)

**M. STAGE II Strike Team**

<table>
<thead>
<tr>
<th>Team # ______</th>
<th>Name</th>
<th>DEM Number</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

**Time Dispatched: ________________________**

**Leader:** _____________________________________

**Members:** ___________________________________

___________________________________

___________________________________

___________________________________

___________________________________

___________________________________

(Attach more sheets for additional teams dispatched)

---

**N. STAGE II Equipment:**

<table>
<thead>
<tr>
<th>Dispatched</th>
<th>Number</th>
<th>Returned</th>
</tr>
</thead>
</table>

1. Avalanche Transceivers________________       _______________          ________________

2. Shovels                                            _______________          ________________

3. Probes                                             _______________          ________________

4. Snowshoes                                          _______________          ________________

5. Rope                                               _______________          ________________

6. Headlamps                                          _______________          ________________

7. Radios/GPS                                         _______________          ________________

8. O2,BVM,AED                                         _______________          ________________

9. Physician Kit                                      _______________          ________________

10. Toboggan                                          _______________          ________________

11. Tent(s)                                           _______________          ________________

12. Warming Equip                                     _______________          ________________

13. Disposable Camera                                 _______________          ________________

14. Megaphone                                         _______________          ________________

15. Camera                                            _______________          ________________

16. RECCO                                             _______________          ________________

17. Other: _______                                     _______________          ________________

O. STAGE III Strike Team

<table>
<thead>
<tr>
<th>Team # ______</th>
<th>Name</th>
<th>DEM Number</th>
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**Time Dispatched: ________________________**

**Leader:** _____________________________________

**Members:** ___________________________________

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(Attach more sheets for additional teams dispatched)

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Tab 2-4
MISSION LOG - (Cont.)

P. Equipment Dispatched with Stage III
________________________________________________________________
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________________________________________________________________
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________________________________________________________________
________________________________________________________________
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________________________________________________________________

Q. OPERATIONS SECURED: Time __________________
   1. All SAR personnel accounted for: _____________________________________
   2. All equipment accounted for: ___________________________________________

R. SAR MISSION STAFF PERSONNEL:

   Incident Commander: ______________________________________________________
   Operations Section Chief: ________________________________________________
   Scribe: _________________________________________________________________
   Communications Coord: __________________________________________________
   Dispatcher (Logistics): __________________________________________________
   Map Plotter: _____________________________________________________________
   Planner: ________________________________________________________________
   Rescue Group Supervisor: ________________________________________________
   Other: _________________________________________________________________

S. Notes: Use as many extra pages as necessary to log all official conversations, times, and major actions of the Operations Section Chief (OL), Incident Commander (Officer in Charge), & field Teams.
**TAB 3**
**COMMUNICATIONS COORDINATOR**

**Job Description - Communications Coordinator**

The Communications Coordinator is an Incident Command Post support person appointed by the Operations Section Chief (OL) to handle telephone and radio calls, & maintain a complete Communications Log (Tab 3-2). The Communications Coordinator should be proficient in use of radio equipment and should know what additional communications resources are available. May report to Dispatcher (Logistics) Coord. in a larger or more complex mission.

a. Ensure that sufficient working radios on frequencies 155.160 (SAR), or 155.295 (SPART) are available. (Or other frequencies specific to the Stevens Pass area.)

   NOTE! For the safety of SAR personnel, all field radios at avalanche rescue site should be on the same frequency to enable warning of additional slides.

b. Assign one radio to each Field Team Leader on an as needed basis, (Task Force or Strike Team), advising their call sign is their Team Number.

c. Record the radio's number/serial # in the Communications Log along with the Team Leader and the name of the person issued to.

d. Request/obtain additional radios from other sources if needed.

e. Establish a command net for communications between the Operations Section Chief (OL) and the Incident Commander (Officer in Charge) separate from the operations net used for field operations.

f. Assist the Operations Section Chief (OL) in formulating alternate communications plans, such as relays to maintain quality communications with the field.

g. Establish Cell phone contact with the Rescue Group Supervisor (Accident Site Commander)

h. Ensure all radios are returned to the Communications Coord at mission conclusion

i. Return all radios to the group or agency they were obtained from at the conclusion of the mission, or when no longer needed.

The Communications Coordinator must be familiar with the various frequencies available on portable radios and repeaters owned by agencies, ski patrols and "Registered SAR Volunteer" groups: (NOTE! Common Frequencies for interagency / group coordination are in Bold)

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Tone</th>
<th>Agency / Group</th>
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<tr>
<td>155.160 MHz</td>
<td></td>
<td>State SAR, (KCSO F4)</td>
</tr>
<tr>
<td>155.295 MHz</td>
<td></td>
<td>Ski Patrol Rescue Team (SPART)</td>
</tr>
<tr>
<td>155.205 MHz</td>
<td>103.5</td>
<td>Seattle Mountain Rescue (SMR)</td>
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<td>153.755 MHz</td>
<td>100.0</td>
<td>King County Sheriff (F-3)</td>
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<td>153.995/154.965 MHz</td>
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<td>King County Sheriff (F-2)</td>
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<td>155.370 MHz</td>
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<td>Law Enforcement Radio Net (LERN)</td>
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<tr>
<td>156.135 MHZ</td>
<td></td>
<td>OSCAR, WSP (On scene coordination)</td>
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<tr>
<td>144.510/145.110 MHz</td>
<td>103.3</td>
<td>KCSARA Ham Repeater</td>
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<tr>
<td>159.720/151.865 MHz</td>
<td>162.2</td>
<td>Stevens Pass Ski Patrol</td>
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<td>154.190 MHz</td>
<td>107.2</td>
<td>King Co. Fire, North (Eastside Fire)</td>
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<td>154.250 MHz</td>
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<td>King Co. Fire, South</td>
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<td>155.340 MHz</td>
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<td>Hospital Emergency Admin Radio (HEAR)</td>
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<td>155.655 MHz</td>
<td>141.3</td>
<td>Kittitas County Sheriff</td>
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<td>156.060 MHz (SAR)</td>
<td>192.8</td>
<td>Chelan County Sheriff</td>
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<td>406.000 MHz</td>
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<td>Personal Locator Beacons</td>
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*Note, SPART Cross Band Repeater control is in SPART/KCSO Cache Office.

(Revised Nov 2010)
# Communications Log

**DATE**: ___/___/___  
**MISSION #**: ________________  
**PAGE**: __________

<table>
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<tr>
<th>Time</th>
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<th>Message (be brief)</th>
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TAB 4
DISPATCHER (Logistics Coordinator)

Job Description - Dispatcher (Logistics Coordinator)

The Dispatcher (Logistics/Equipment Coordinator) is an Incident Command Post support person appointed by the Operations Section Chief (OL) to supervise, dispatch and maintain accurate records of all field rescue equipment (except for radios for which the Communications Coordinator has responsibility).

a. Acquire and dispatch equipment to teams using an equipment sign-out log, recording the time and the Person / Team dispatched to.
   Stage 1 Task Force should go light:
   1. Avalanche Transceivers
   2. Shovels
   3. Probes / Guideon Cord
   4. Radio(s)
   5. First Aid Kit
   6. Headlamps w/ extra batt.
   7. Snowshoes/Skis Poles
   8. Rope
   9. Resuscitation gear (BVM, AED, O2)
   10. Wands
   11. Flagging/Perimeter Tape
   12. Map/Compass
   13. Flares
   14. RECCO Unit
   15. GPS
   16. Camera

b. If a RECCO unit available, dispatch Stage 1 (1st Team) Task Force

c. Confirm with Operations Section Chief (OL) whether Avalanche Dogs are requested

d. Inventory and note the ownership of equipment arriving at the Incident Command Post that is dispatched to teams and/or the accident site.

e. Collect all equipment after use/mission, checking against inventory and return to the original owners or cache from which it came.

f. Equipment on loan from other areas, agencies or volunteer SAR organizations must be placed in separate piles, and the Dispatcher must make arrangements for its return.

g. All used headlamp batteries shall be replaced immediately with fresh batteries.

h. Note all equipment that is missing, has been damaged, or is unserviceable, and supplies that have been expended, and notify the appropriate owner/organization.

i. Collect, inventory and photograph all personal property of the injured/deceased subject(s) prior to releasing same to the Operations Section Chief (OL), Incident Commander, or County Medical Examiner.
   a. Complete an Evidence Chain of Custody Form, and give it to the Operations Section Chief (OL) or Incident Commander (Officer in Charge).
   (Form can be obtained from Incident Commander)

j. May appoint an assistant(s), particularly early in the mission as field teams are being dispatched from the Rescue Cache or Incident Command Post.

(Revised Nov 2010)
<table>
<thead>
<tr>
<th>Equipment ITEM</th>
<th>Item Count</th>
<th>Team #</th>
<th>Name</th>
<th>Returned</th>
<th>Damaged/Missing</th>
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<tr>
<td>Avalanche Transceivers</td>
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<tr>
<td>Probes</td>
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<tr>
<td>Radio(s) &amp; GPS</td>
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<td>Headlamps &amp; batteries</td>
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<td>Guideon Cord</td>
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<td>RECCO Unit</td>
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<td>Camera</td>
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<tr>
<td>Avalanche Dogs</td>
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<td><strong>STAGE II (Strike Teams)</strong></td>
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<td>Shovels</td>
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<tr>
<td>Probes/ Guideon Cord</td>
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<tr>
<td>Snowshoes</td>
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<td>Radio(s) &amp; GPS</td>
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<td>Other:</td>
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<tr>
<td>RECCO Unit</td>
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<tr>
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<tr>
<td><strong>STAGE III (Strike Teams)</strong></td>
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</tbody>
</table>
Job Description - Map Plotter

The Map Plotter is an Incident Command Post support person appointed by the Operations Section Chief (OL) to maintain accurate map locations of field teams, and to plot the location of the accident site. Should be very knowledgeable in map and compass and map systems used in SAR.

a. Coordinate with all mission staff personnel the appropriate map(s) to be used and assure all agencies & SAR groups are using the same map.
b. Listen to all radio transmissions and should plot team locations accordingly.
c. Plot routes to and from the emergency site and the assignment location of SAR teams.
d. Plot and mark terrain searched by teams in order to assist management of search effort.
e. Analyze maps to identify hazardous avalanche terrain and report the hazard areas.
f. Post an operations map at the Incident Command Post and submit said map to the Operations Section Chief (OL) at mission termination.
g. Verify that Accident Site Scribe is creating and maintaining a Site Map, including searched areas, marked or flagged areas, clues locations and equipment storage. Include GPS coordinates of mapped features whenever possible.
h. Verify photos taken before & after placement of marking flags at site.
i. The Snoqualmie Pass and Stevens Pass maps, pages 11 & 14, show the general area addressed by the Incident Action Plan For Winter Rescue to be used with UTM or Lat/Long with 7.5 minute Green Trails or USGS Topo maps for those areas. Bold horizontal & vert. lines mark boundaries of 7.5 minute Topo maps.
Job Description - Planner

The Planner is an Incident Command Post support person appointed by the Operations Section Chief (OL) to provide planning and logistics advice for difficult or complicated SAR missions. The Planner should be an experienced rescue person with a broad range of knowledge in SAR.

The Planner may be asked to: Plan safe access routes, plan or check rescue strategy, study / determine additional manpower and equipment resources which can be made available, or respond to any other requests made by the Operations Section Chief (OL).

1. Have qualifications equal to that of the Operations Section Chief (Operations Leader) in all types of SAR.
2. Provide the Operations Section Chief (OL) with advice on solutions and alternate solutions to the emergency mission, & plan strategies far ahead of the time needed in the operation.
3. May be a key person in planning for mission demobilization.
4. May appoint an assistant(s) with similar experience to the Planner, if needed.
5. Position may be upgraded to Planning Section Chief (PSF) in situations where multiple SAR units or agencies are involved, or the search period is extended.
INSTRUCTIONS - IMMEDIATE ACTION TASK FORCE LEADER

INSTRUCTIONS - IMMEDIATE ACTION TASK FORCE (First Team) LEADER

You are in charge of the immediate action search. With emphasis on speed and safety, proceed as follows:

1. Screen out volunteers who seem unfit for the operation. All volunteers must have a Emergency Workers Registration Card or be cleared as a Temporary Emergency Worker

2. Equip each team member with:
   a. Avalanche Transceiver  
   b. Probe  
   c. Shovel

3. Team should also have the following:
   a. Wands  
   c. Guideon Cord  
   e. Camera & GPS
   b. Perimeter Tape  
   d. Headlamps / Light sticks / Flares

4. Take additional equipment assigned by Operations Section Chief (OL) or Dispatcher

5. Request that Avalanche Dog Team(s) join, or follow your team As Soon As Possible.

6. Write down names and Emergency Workers registration numbers of your team members and report to the Operations Leader (Operations Section Chief) for instructions

7. Confirm "Death Code" with Operations Section Chief (OL).

8. Proceed to the accident site after discussing planning with the OL.
   - Take the witness with you if available and able, assigning one team member to take care of and stay with the witness at all times.
   - Flag the trail for teams that follow
   - Enroute, and at the accident site, evaluate existing hazards and formulate escape routes. - Escape routes must be known by ALL personnel
   - Safety is paramount. Pull all personnel to a safe area if hazards are too great.

9. At the accident site:
   - Conduct visual search (look, yell, listen)
   - Establish emergency escape plan & safety zone
   - Post Avalanche Guard - (Safety person)
   - Make rapid surface search of slide area.
   - doing a transceiver search in the process, & a RECCO & Dog search if available
   - Mark: - CROSSED MARKERS; Point of entry into slide path, & last seen point/area.
     - YELLOW: Accident site perimeter
     - BLUE: Any clues, articles of clothing/equipment found
     - RED: Areas searched
     - GREEN: Dog search areas
     - Determine most likely burial area(s)
     - spot probing high probability areas
     - scuff search last seen area
     - Begin a probe line at the most likely burial location, working up hill
     - Using a standard 50 cm spacing between probes
     - Reevaluate after each clue or victim is found, and as conditions change

10. Brief additional Stage I Strike Teams as they arrive, integrating manpower into larger probe lines, and in other likely burial locations if appropriate.

11. Avoid contaminating area for possible Search Dogs

12. Retain leadership at the accident site until the assigned Rescue Group Supervisor (Accident Site Commander) arrives.

13. Brief Rescue Group Supervisor (Accident Site Commander) upon arrival

14. Give Rescue Group Supervisor a copy of on-site personnel roster, including team numbers, team leaders, and all team members. (Plus a copy of the site map you created)
## TEAM ROSTER

**Team 1 (Task Force)**

<table>
<thead>
<tr>
<th>Names</th>
<th>Emergency worker #</th>
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<tbody>
<tr>
<td>1</td>
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</table>
TAB 8
RESCUE GROUP SUPERVISOR
(ACCIDENT SITE COMMANDER)

Job Description - Rescue Group Supervisor (Accident Site Commander)

The Rescue Group Supervisor (Accident Site Commander) is appointed by the Operations Section Chief (OL) and must be experienced and well trained in SAR procedures and avalanche rescue techniques.

1. Confirm death code with the Operations Section Chief (OL) before leaving Base.
2. Maintain constant communications with the Operations Section Chief (OL), reporting the status of ongoing operations, and requests additional resources and equipment if needed.
3. Determine if Avalanche Dogs & RECCO unit have been dispatched, and request if not.
4. Upon reaching the Accident Site:
   a. Collect copy of manpower forms for all field teams at the site.
   b. From Task Force Leader, obtain a briefing on:
      - Rescue plan & initial site map or diagram
      - Avalanche guard/spotter's location
      - Escape routes
      - What accomplished so far
      - Etc.
   c. Provide direction and control for all field personnel at the emergency site.
   d. Reevaluate after each clue or victim is found, and as conditions such as weather change
5. Use Wands or Flags as markers for scene management, mapping and to enable re-engagement if rescuers must return to the scene at later time or date.
   e. Yellow: for marking avalanche perimeter
   f. Red: to mark probed areas & between probe passes
   g. Blue: to mark clues, objects such as tracks in and out, skis, poles, hats etc.
   h. "Two Crossed Markers" to mark the last-seen area
   i. Green: to mark dog searched areas
      (Take photos before & after placing marking flags)
6. Appoint an Accident Site Scribe to take photos, maintain a site map, and a log of communications, events, actions and reactions at the accident site.
   (This position is not intended to replace the Scribe reporting to the Operations Sections Chief. It's needed because the accident site is a busy place making it difficult to provide ongoing documentation of what is transpiring to the Incident Command Post.)
   (Use GPS coordinates of features on map if possible)
7. Do not allow accident/avalanche site to be contaminated by searchers/probers more than operations require, as search dogs may be brought in to assist in locating victims.
8. You must provide for the SAFETY OF ALL FIELD PERSONNEL as a primary goal, in addition to rescuing the injured or missing person(s). You have the authority to close down field operations if conditions are perceived as too hazardous to rescue personnel. (Notify the Operations Section Chief (OL) ASAP if you do.)
9. If there is an indication there was criminal activity, avoid any activity that could impact evidence, secure the scene and request direction from the Incident Commander.

(Revised Nov 2010)
10. If deceased person(s) found, notify base using the death code and await instructions.
11. If avalanche hazards indicate that explosives are needed for safety & avalanche mitigation, move teams into a safe area and contact the Operations Section Chief (OL).
12. Take photos of the scene in cases that may involve criminal activity or a diseased person.

**NOTE!** For safety, unnecessary radios at the accident site should be turned off. In addition, all radios should be on the same frequency to enable warning in case of additional slides - except as with the Rescue Group Supervisor (Accident Site Commander).
# CHECKLIST
## RESCUE GROUP SUPERVISOR

### A. Location of Accident:

_________________________________________________________________________________

### B. Witness:

Name: __________________________________________________________

_________________________________________________________________________________

### C. Party Members:

1. ______________________________________ (Survivor)
2. 
3. 
4. 
5. 
6. 
7. 
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9. 
10.
11. 
12. 

### E. Recovered by Party:

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<tr>
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<th>Time</th>
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### D. Number Missing:

___________

### E. Surface Search:

Time: ________________

### Transceiver Search:

Time: ________________

### Avalanche Dog Search:

Time: ________________

### RECCO Search:

Time: ________________

### Site Map:

Time: ________________

### Photos:

Time: ________________

### F. Arrival time of Stage I Teams:

1. ________________
2. ________________
3. ________________
4. ________________

### G. Probe Lines Established:

Time: ________________

### H. Other Victims Found:

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<tr>
<th>Name</th>
<th>Time</th>
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### I. Arrival Time of Stage II Team(s):

_________________________________________________________________________________

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TAB 8-3
TAB 9
RESCUE GROUP SUPERVISOR

Instructions - Add’l Team Leaders - [Other than Immediate Action Task Force]

With emphasis on speed and safety, proceed as follows:

1. Screen out volunteers who seem unfit for the operation.
2. Equip each team member with:
   a. Avalanche Transceiver  
   b. Shovel  
   c. Probe
3. Each team should also have:
   a. Wands  
   b. Perimeter Tape  
   c. Guideon Cord  
   d. Headlamp / flares / light sticks
4. Take additional equipment assigned by the Operations Section Chief (OL) or Dispatcher.
5. Write down names and Emergency Workers Registration Number of members in your team.
6. Follow the established route to the accident
7. Improve trail markings if necessary
8. If member becomes incapacitated or exhausted enroute, do not leave him/her or send back alone.
9. Upon arrival at the accident site, report to the Accident Site Commander and receive instructions
10. Turn over list of your team personnel to the Accident Site Commander.

NOTE! The Rescue Group Supervisor (Accident Site Commander) may reorganize personnel into new working groups to facilitate operations at the accident site. At the conclusion of operations, ensure your team members are accounted for and return them safely to Base.

------------------------------------------------------------------------------------------------------------------

(Revised Nov 2010)
Instructions - Additional Team Leaders (Cont.)

TEAM ROSTER

Team # ___________

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<thead>
<tr>
<th>Names</th>
<th>Emergency worker #</th>
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</tbody>
</table>
Instructions - Probe Line Leader

The Probe Line Leader is appointed by, and takes direction from, the Immediate Action Task Force Leader or Rescue Group Supervisor (Accident Site Commander) and is experienced in avalanche rescue.

1. Assemble group - generally at the lower edge of the area to be probed equipped with; probes, guideon cord, marking wands and shovels.
2. Give instructions to probe line members
3. Appoint shovelers and guideon cord holders
   - Instruct shoveler to mark probed area with wands or branches
4. Remind members to maintain silence, and probing discipline on your command.
5. Initially probe slowly until rhythm attained, then speed up tempo
6. Use arm commands if possible
7. Scan line of inserted probes. If one stands high, investigate.
8. When victim "hit" suspected:
   - prober leaves probe in place
   - receives "spare" probe from shoveler and continues in the line
   - Notify Rescue Group Supervisor (Accident Site Commander)
9. Shovelers confirm "hit" site with a few extra probes, digging out site from the downhill side carefully.
10. Perform emergency care as indicated
11. As probers tire, rotate with shoveler and guideon positions.
12. As additional probers arrive on scene, set up new probe lines over lapping existing probe areas, unless other high probability areas are indicated.
13. Mark each pass of a probed area with RED wands or flags for probing accuracy and to for offset for subsequent passes. Request photos before & after from Scribe.

(Revised Nov 2010)
INCIDENT ACTION PLAN
FOR
WINTER RESCUE

____________

ANNEX C

HIGHWAY I-90
FRANKLIN FALLS BRIDGE
(Map & Layout)

SNOQUALMIE PASS

King County Sheriff’s Department
Special Operations Section
Search & Rescue Unit

December 2007
FIGURE 2: FRANKLIN FALLS BRIDGE, PLAN VIEW

FIGURE 3: FRANKLIN FALLS BRIDGE, SUPPORT PILLARS BY NUMBER

FIGURE 4: FRANKLIN FALLS BRIDGE, ELEVATION VIEW
INCIDENT ACTION PLAN
FOR
WINTER RESCUE
SNOQUALMIE AND STEVENS PASS AREAS

________

ANNEX – D

WSDOT
HAZARD AREA MARKERS
I-90 & US 2

King County Sheriff’s Department
Special Operations Section
Search & Rescue Unit

December 2007
The following pages are included in the *Incident Action Plan for Winter Rescue* as reference material for rescue personnel who may be called upon by the Washington State Patrol (WSP) or the WS DOT Highway Maintenance Division to assist in avalanche rescues on Snoqualmie or Stevens Passes.

These pages include safety information, photos and hazard marker location information for highway personnel related to Avalanche Hazard Markers and zones on the two passes. This information is available for highway maintenance and rescue use only, and isn’t intended for distribution otherwise. (Additional Safety information is included in Annex A, *Highway Rescue*.)

The following recaps the purpose and use of Avalanche Hazard Area Markers (HAM).

**WSDOT Hazard Area Markers (HAM)**

Snoqualmie and Stevens Pass WSDOT and its Avalanche Control Teams have a program that marks Hazard Areas for avalanche affected areas on highways I-90 and SR 2. These markers consist of snow poles with Red or Green taping and reflectors on them, and are meant for the use of rescue personnel.

**NOTE !**
- Red Striped Taping with Red Reflector poles signify *entering an avalanche hazard area* and means move to the Green Tape / Reflector area.
- Green Striped Taping and Reflector poles signify *leaving an avalanche hazard area*.
- The area after passing Green poles is *safe or safer*.
- The area after Red poles and before reaching the next Green pole is the *danger area*. 
WHAT DO THESE GUIDE POLES MEAN?

Green Striped pole with green reflectors are used to indicate that you have left a hazard zone. Avalanche paths do not affect the areas beyond the green markers under most conditions.

Red Striped pole with red reflectors are used to indicate a hazard zone. Avalanche paths affect the areas between the red marker and the next green marker. These areas are unsafe during periods of avalanche control and high avalanche hazard.

WHAT TO DO IF THERE IS AN AVALANCHE.

If avalanche activity is observed, either next to or blocking the highway, there is danger of another avalanche hitting the same area. Highway personnel (WSP, WSDOT, etc.) need to contact dispatch immediately to notify the avalanche crew. Every effort should be made to maintain the safety of those in the red zone. Travelers should be evacuated or told to remain in their vehicles.

Information relating to the location and size of the avalanche and whether any vehicles or people are involved needs to be given to dispatch as well.

Remember the Markers! Move to a location outside the red zone. Your safety is important.

AVALANCHE HAZARD AREA MARKERS

SNOQUALMIE PASS

AVALANCHE FORECASTING & CONTROL

Washington State Department of Transportation
I-90 SNOQUALMIE PASS- AVALANCHE HAZARD AREAS

HAZARD AREA LOCATIONS
All milepost references are approximate.

East Bound

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<th>Milepost Range</th>
<th>Location</th>
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<tr>
<td>MP 57.9-58.3</td>
<td>East Snow Shed</td>
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<td>MP 58.8-59.1</td>
<td>Slide Curve</td>
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West Bound

<table>
<thead>
<tr>
<th>Milepost Range</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>MP 59.1-58.7</td>
<td>Slide Curve</td>
</tr>
<tr>
<td>MP 58.3-57.9</td>
<td>East Snow Shed</td>
</tr>
<tr>
<td>MP 51.7-51.3</td>
<td>Denny Mtn.</td>
</tr>
<tr>
<td>MP 50.5-49.9</td>
<td>Granite Mtn.</td>
</tr>
</tbody>
</table>
Why does WSDOT close Snoqualmie Pass for Avalanche Control?

Safety of the traveling public is the first concern and the foremost reason for road closures. Winter storms, accidents and avalanches pose the greatest threats to public safety on Interstate 90. In order to perform avalanche control, Snoqualmie Pass must be closed.

*This vehicle was caught in the avalanche, swept off the highway, and over the bank. This has not occurred on Snoqualmie Pass, thanks to the efforts of the WSDOT Avalanche Crew.*
INCIDENT ACTION PLAN FOR WINTER RESCUE

SNOQUALMIE & STEVENS PASS AREAS

ANNEX – E

INCIDENT COMMAND SYSTEM
(Basic Outline, Terms & Definitions)

King County Sheriffs Department
Special Operation Section
Search & Rescue Unit

December 2007
AREA COMMAND. Set up to oversee two or more IC operations. Most useful in large incidents that overlap jurisdictions, public health emergencies or other incidents that are not site specific, not immediately identifiable, or are geographically dispersed and evolve over time.

BASE. Primary logistics location may be co-located with the ICP.

BRANCH. Subordinate unit to a general staff position.

CAMP. Location to provide food, water, sanitation, and sleeping.

COMMAND STAFF POSITIONS. These three (3) positions comprise the command staff: the Information Officer, the Safety Officer, and the Liaison Officer.

COMMUNICATIONS UNIT. Assigned under the Service Branch of Logistics. Responsibilities include:
1. develop plans for effective use of incident communications.
2. installing and testing communications equipment.
3. staffing and managing incident communications center.
4. distribution of communication equipment to personnel.
5. maintenance and repair of communications equipment.

COMPENSATION CLAIMS UNIT. Assigned under Finance.

RESPONSIBILITIES include:
1. establishes and operates compensation for injury and claims function.
2. coordinate with Safety Officer and Medical Unit, when necessary.

COST UNIT. Assigned under Finance.

RESPONSIBILITIES include:
1. collects all cost data.
2. performs cost effectiveness analysis.
3. provides cost estimates and cost saving recommendations.

DEMOLITION UNIT. Assigned under Planning.

RESPONSIBILITIES include:
1. preparation of the Demobilization Plan.
2. assisting incident sections/units in ensuring that an orderly, safe, and cost effective movement of personnel and equipment is accomplished.

DIVISION, GEOGRAPHICAL. Sectioning based on geographic features, manmade or natural, and according to the physical capabilities of assigned resources. Assigned under General Staff of Branch positions (supervisor).

DOCUMENTATION UNIT. Assigned under Planning.

RESPONSIBILITIES include:
1. maintain accurate and complete incident files.
2. providing duplication services to incident personnel.
3. pack and store incident files for legal, analytical, and historical purposes.

FACILITIES UNIT. Assigned under the Support Branch of Logistics.

RESPONSIBILITIES include:
1. responsible for layout and activation of incident facilities.
2. providing sleeping and sanitation facilities.
3. manages base and camp operations.

FINANCE/ADMINISTRATION. The general staff position which is responsible for all financial and cost analysis aspects of the incident. Subordinate finance functions may include the Time Unit, Procurement Unit, Compensation Claims Unit, and the Cost Unit (Chief).

FOOD UNIT. Assigned under the Service Branch of Logistics.

RESPONSIBILITIES include:
1. determining feeding requirements of all incident facilities.
2. menu planning.
3. determining cooking facilities required.
4. food preparation and serving.
5. providing potable water.
6. general maintenance of food service areas.

GENERAL STAFF POSITIONS. This command area has four (4) functional areas: Finance, Logistics, Operations and Planning (Chief).

GROUP. Functional area under a General Staff or Branch position (supervisor).

INCIDENT COMMANDER (IC). The person responsible for incident activities, including the development and implementation of strategic decisions and approving the ordering and releasing of resources.

INCIDENT ACTION PLAN (IAP). Contains strategic goals, tactical objectives, and support activities for the incident that can be easily communicated. The IAP may be oral for small operations but should be written for larger incidents. The IAPs are developed for operations that usually last longer than 12 hours.

INCIDENT COMMAND POST (ICP). Location designated by the IC, only one per incident.

INFORMATION OFFICER (IO). Responsible for the formulation and release of information about the incident to the news media and other appropriate agencies.

INTELLIGENCE. Coordinates intelligence information collection, evaluation, and dissemination. May be located as a General Staff Position, Command Staff Position, Under Operations Chief, or most often under the Planning Chief.

LIAISON OFFICER. Is the point of contact for the assisting and cooperating agency representatives.

LOG OFFICER/Scribe. Details the events and activities of the incident, including the arrival, completion, and personnel involved.

LOGISTICS. The general staff position which is responsible for providing facilities, services, and materials to support the incident. Subordinate logistics functions may include the service and support branches (Chief).

MEDICAL UNIT. Assigned under the Service Branch of Logistics.

RESPONSIBILITIES include:
1. develop Medical Emergency Plan.
2. obtaining medical aid and transportation for injured and ill personnel assigned to the incident.
3. may be assigned to assist Operations in developing medical care and assistance to civilian casualties.

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS). Command/Mgmt, preparedness, resource mgmt, comm and info mgmt, supporting technologies, ongoing mgmt and maintenance.

OPERATIONS. The general staff position which is responsible for the management of all operations directly applicable to the primary mission activities and supervises organizational elements in accordance with the action plan and directs its execution.

PLANNING. The general staff position which is responsible for the collection, evaluation, dissemination, and use of information about the development of the incident and status of resources. Subordinate planning functions may include the Resources Unit, Documentation Unit, Demobilization Unit, and Technical Specialists.

PROCUREMENT UNIT. Assigned under Finance.

RESPONSIBILITIES include:
1. administers all financial matters pertaining to vendor contracts.
2. maintains equipment time records.

REHABILITATION (REHAB). Rest, hydration, food, units/area and medical evaluation prior to redeployment (Supervisor).

RESOURCES UNIT. Assigned under Planning.

RESPONSIBILITIES include:
1. establishes check-in procedures.
2. prepares and processes resource status changes.
3. prepares and maintains displays, charts, and lists which reflect the current status and location of resources.
4. maintains master check-in list of resources committed to the incident.

SAFETY OFFICER. Responsible for monitoring and assessing hazardous and unsafe situations and developing measures for ensuring personnel safety. The Safety Officer will correct unsafe acts or conditions through the regular line of authority, although the Safety Officer may exercise emergency authority to stop or prevent unsafe acts when immediate action is required.

SECTION. These are the areas of the General Staff positions.

SECURITY OFFICER. Provides entry security for CP, staff, branch or staging area.

SINGLE RESOURCES. Individuals, piece of equipment and its crew, crew/vehicle and a supervisor.

SITUATION UNIT. Assigned under Planning.

RESPONSIBILITIES include:
1. collection and organization of incident status and situation information.
2. evaluation, analysis, and display of the information.

STAGING AREA. Usually under operations. Resource marshalling area - ready for immediate deployment (Supervisor).

STRIKE TEAM. A group of the same kind/type of resources with common communications and a leader.

SUPPLY UNIT. Assigned under the Support Branch of Logistics.

RESPONSIBILITIES include:
1. ordering, personnel, equipment, and supplies.
2. maintaining an inventory of supplies.
3. servicing non-expendable supplies and equipment.

TASK FORCE. A group of mixed resources with common communications and a leader, temporarily assembled for a specific mission.

TECHNICAL SPECIALISTS. Assigned under Planning. These are individuals with special skills or knowledge needed to support incident operations. They may report to the Planning functions, function with an existing unit, form a separate unit, or be reassigned to other parts of the organization.

TIME UNIT. Assigned under Finance.

RESPONSIBILITIES include:
1. personnel time recording.

UNIFIED INCIDENT COMMAND (UIC). Small group of managers or supervisors from different agencies/disciplines that act and make decisions as the incident leaders - a group that replaces the IC. In some UIC operations they will identify an IC from the lead agency.
INCIDENT ACTION PLAN FOR WINTER RESCUE
ANNEX Z
DISTRIBUTION LIST

County Departments
County Sheriffs, Emergency Services / Management &
Road Depts
Chelan County
King County
Kittitas County
Pierce County
Snohomish County

Washington State Departments
Emergency Management Division, Olympia
Parks Commission, Olympia
Washington State Patrol, Olympia
   Everett District
   Bellevue District
   Wenatchee District
   Yakima District
Department of Transportation, Olympia
   Aeronautics Division
   Highway Maintenance Division
      Snoqualmie Pass, Hyak
      Stevens Pass, Berne Snow Camp

Federal Agencies
U.S. Forest Service, Mt Baker-Snoqualmie National Forest
   Snoqualmie Ranger District
   Skykomish Ranger District
U.S. Forest Service, Okanogan-Wenatchee National Forest
   Cle Elum Ranger District
   Wenatchee River Ranger District

Fire Departments
   Snoqualmie Pass Fire & Rescue
   Eastside Fire & Rescue, Issaquah
   Skykomish Fire
   Bellevue Fire
   Gold Bar Fire

Ski Areas / Outdoor Groups
Snoqualmie Pass
   Summit at Snoqualmie – Management
      Alpental – Pro Ski Patrol
      Summit West – Pro Ski Patrol
      Summit Central – Pro Ski Patrol
      Summit East – Pro Ski Patrol
   Sahallie Ski Club
   Seattle Mountaineers
   Washington Alpine Club
   Stevens Pass
      Stevens Pass, Inc.
      Ski Patrol

SAR Volunteers
King County Search & Rescue Association (KCSARA)
   National Ski Patrol
      Northwest Region
      SPART
   B.A.R.K.
      Snoqualmie Pass
      Stevens Pass

(Revised Dec 2009)