

APPALACHIAN SEARCH AND RESCUE CONFERENCE, INCORPORATED
Allegheny Mountain Rescue Group

SEARCHER ALERT FORM (SAF)

I. CONTACT

A. DO - Dispatch Officer (Name, Phone) _____

B. MC - Mission Coordinator (Name) _____

C. QRL - Quick Response Leader (Name) _____

II. SITUATION

A. Problem Type _____

B. Location _____

Distance

C. Weather and Terrain _____

D. Special Problems or Special Equipment Required _____

III. Dispatch Instructions

- I. Keep your SAF's and Callout Roster near the phone, and have your gear ready to go at all times.
- II. When you get a call for a mission, copy the information down on a BAF.
- III. If you have any questions, call the Dispatch Officer, not the Mission Coordinator.

IV. STATUS EXPLANATIONS:

- A. **CALLOUT** - We are sending out a team as soon as possible. If you can go, grab your gear and proceed to the assigned assembly point.
- B. **STANDBY** - We may be sending a team out in the next few hours. If you are available, ready yourself and your gear and be at one of your listed phone numbers until the time the standby expires. If you will be at some other phone, make sure the Dispatch Officer knows. If no stand-down time is specified, you may go off standby 12 hours after you were called.
- C. **ALERT** - There is a small possibility we will be called for a mission. This is primarily for your information, should you want to keep in close touch. No availability information is collected, and there is no need to change your plans so as to be available.

V. ASSEMBLY POINTS

VI. To assist the Dispatch Officer:

- A. Get an assignment of names to call; call in order down the list, calling all listed phone numbers for a callout or standby, and all except emergency only numbers for an alert, until you reach the member.
- B. Leave the phone on the hook for 30 seconds between each call to allow for incoming calls.
- C. Leave the phone on the hook for 3 minutes before and after the hour to allow the DO to call you if he needs to.
- D. When you reach a member for an alert, relay the information about the mission to him, using the SAF format. When you reach a member for a callout or standby:
 1. Ascertain the member's availability for the first and second 24 hour periods of the mission. If he is unavailable for either, give him a one-sentence summary of the mission and the name and phone of the DO, and politely but quickly hang up.
 2. If he is available for either, so note on the roster, and give him the full SAF information; if he has a car listed, ask if it is available.
 3. If the member isn't home but someone else answers, leave a message to call the DO.
 4. After calling all your assigned section of the Roster, report back to the DO with the following for each member you called:
NO ANSWER
LEFT MESSAGE TO CALL DISPATCH OFFICER
NOT AVAILABLE
AVAILABLE (1st 24 hours? 2nd 24 hours? car available??)

or
or
or

VII. EXPLANATION OF ROSTER ORGANIZATION:

AVAIL. (Availability) is for use in marking down a member's availability for a mission; the top block is for the first 24 hours, the bottom for the 2nd 24. See the previous items for alert and callout instructions.

CONTACT INFORMATION lists the member's name, phone numbers, and Amateur Radio ("Ham") Callsign, if any. The phone numbers are (1) home phone (2) work phone and (3) other phone.

QUALIFICATIONS list the following:

1. Type of membership: Basic; Trainee; Associate; Associate with the right to vote (Associate/V), Associate with the right to wear the ASRC Uniform (Associate/U), or both (Associate/V/U); or Auxiliary.
2. Mission Coordination qualifications: Mission Coordinator (NASAR Managing the Search Function or National SAR School graduate with extensive ASRC mission staff experience), Mission Staff (NASAR Managing the Search Function or National SAR School graduate, OR extensive mission staff experience, preferably with the ASRC), or none.
3. Cave Rescue training: Eastern Region National Cave Rescue Commission Orientation or equivalent; NCRRC Rescuer week-long course; or NCRRC Coordinator for cave rescues.
4. Medical qualifications: physician (MD or DO), Registered Nurse (RN), EMT w/ advanced life support training (EMT+), EMT, First Responder, Advanced First Aid, Standard First Aid, or none.
5. Communications specialty qualifications: ability to serve as communications net control and technical communications specialist for a large search (Commo Officer), experienced Radio Operator with ability to manage technical problems, or none.

EQPT. list the member's mission-related equipment:

1. Car: C = car, F = four-wheel drive vehicle; the number specifies the number of people with gear the car can carry (including the driver); CB means the car has a mobile CB radio.
2. Winter means the member has winter-suitable boots, sleeping bag, pad, and tent, and instep crampons or "creepers."
3. Climbing means the member has a climbing (non-static) rope and a rack of protection (chocks, carabiners, etc.)
4. Caving: (reserved)
5. Radios: VHF means the member has handheld or mobile ASRC VHF capability, 2 means handheld or mobile 2 meter Ham capability, and HF means mobile Ham HF capability.

ADMINISTRATIVE INFO lists the member's color code, address, and membership expiration date.