

U. S. Coast Guard



Mass Rescue Operations Planning Guidance

Passenger Vessel Safety Program

The Passenger Vessel Safety, Joint Mass Rescue Planning Guidance was developed by the U.S. Coast Guard Passenger Vessel Safety Program and is intended purely as a guide. First Edition, 2004

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Introduction

Purpose

In the event of a mass rescue operation (MRO), no single organization is fully equipped to mount an effective response. The success of an MRO is contingent upon the seamless efforts of search and rescue agencies, the company, mutual assistance assets, and Good Samaritans. Success is also contingent upon effective plans and the exercising of those plans.

The purpose of this planning guidance is to assist those in developing plans for mass rescue operations in the maritime or navigable waterway environment. Mass rescues could be the result of a ship, aircraft, rail, roadway or natural disaster incident. In any case, the sequence of priority in major multi-mission incidents must be lifesaving, environmental protection, and then property protection.

The intent of this planning guidance is to also generate consistency, raise awareness, identify stakeholders, and provide continuity between existing emergency plans such as: Federal, State, County, City, Industry (e.g. Involved Party, Salvagers, etc.), Good Samaritan, and Volunteer Organizations.

References

IAMSAR Manual
IMO Circ. 31
National SAR Supplement
CG SAR Addendum
Incident Management Handbook COMDTPUB
P3120.17

Definition

A Mass Rescue Operation (MRO) is a civil search and rescue activity characterized by the need for immediate assistance to a large number of persons in distress, such that the capabilities normally available to search and rescue authorities are inadequate.

Priorities

- I. Lifesaving
- II. Environmental Protection
- III. Property Protection

General Guidance

Mutual Assistance Program

Search and Rescue authorities, such as the Coast Guard, may not be well equipped on their own to handle the evacuation of large numbers of passengers immediately. Serious consideration should be given by companies and search and rescue authorities to develop a mutual aid system. In this type of system, search and rescue authorities can call upon the use of other company vessels to evacuate passengers to or to serve as triage sites, etc. The ferry and dinner cruise industry in the San Francisco Bay Area established the San Francisco Vessel Mutual Assistance Program (SF-VMAP). For details, contact USCG Sector Francisco Bay Planning Department at (415) 399-7328 or 3547

Geographic Areas

Planning considerations should be given to response abilities due to geographic restraints. Resources would decrease and response times increase the farther off shore or the more remote an area an incident occurs. The following general geographic locations should be considered.

- Inland
- Coastal – within state or territorial jurisdiction
- Offshore/High Seas – greater than three miles from shore
- Areas not able to immediately respond (e.g. international waters or remote areas).

SAR Mission Coordinator (SMC) Role

For Mass Rescue Operations the SAR Mission Coordinator (SMC) will initiate action and coordinate the overall SAR response. When the Incident Commander is designated for a large response, the SMC function will be place under the umbrella of the ICS organizational structure. Simply put the SAR Response becomes part of the ICS organizational structure.

General Guidance

**On Scene Coordinator (OSC)
(On Water SAR Group
Supervisor)**

OSC's main duty is coordinating SAR assets and rescue efforts under the SMC's general direction. OSC may be able to handle communications on scene with remote authorities to free the pilot or master to retain the integrity of his or her craft. OSC will normally be designated by an SMC. On Scene responsibilities for safety of passengers and crew will be shared by the OSC and the shipmaster or aircraft pilot in command, with the pilot or master assuming as much of this responsibility as possible before or after the ship or aircraft is abandoned.

**Command, Control &
Communications**

Organizational Structure - National Incident Management System (NIMS) Incident Command System (ICS).

Establish Missions and Objectives:

1. Address safety of passengers and crew.
2. Respond to potential and actual security threats.
3. Mitigate threat of pollution.
4. Manage information.

Details: see Missions Objectives section.

Minimize Communication

Minimize unnecessary communication with the shipmaster or aircraft pilot. Persons or organizations in need of information should be directed to a source ashore (as identified in joint planning) that is prepared to handle potentially large requests (e.g. from assisting agencies, the media, relatives, etc.).

Mission Objectives

1. Ensure Safety of Citizens and Response Personnel

2. Manage a Coordinated Response

- ### 3. Establish Mission Priorities
- Safety of Responders
 - Secondary incident
 - Hazardous Materials
-

- ### 4. Address Safety of Passengers and Crew
- Stabilize the vessel
 - Assess vessel integrity
 - Extinguish fire
 - Initiate damage control
 - Passenger and Crew Management
 - Obtain Crew and Passenger list
 - Account for passengers and crew until they can return home.
 - Evaluate and treat injuries
 - Determine need for evacuation
 - Plan and conduct evacuation, if needed
 - Implement passenger and crew shore side response
 - Quarantine Options for passenger and crew that are landed ashore.
 - Transport passenger and crew that are landed ashore
 - Process and account for passengers and crew landed ashore
 - Provide shore side facilities to care for and house passengers and crew
-

Mission Objectives

5. Respond to Potential and Actual Security Threats

- ❑ Evaluate possible cause of casualty or threat
- ❑ Make timely notifications
- ❑ Mobilize outside security agencies and support
- ❑ Initiate an investigation
- ❑ Limit access and establish a security zone and or restricted air space
 - Secure landing sites and reception centers

6. Mitigate Threat of Pollution

- ❑ Ensure actions are underway to control the source and minimize the total volume of oil or pollutant released
- ❑ Ensure all necessary actions have been taken to protect environmentally sensitive areas, to include minimizing wildlife impacts
- ❑ Ensure effective containment, cleanup, recovery, and disposal of spilled product

7. Manage Information

- Manage Internal Communications
- Immediately establish public information cell and release information ASAP.
- Maintain effective information flow to and from the scene and to the responders
 - Establish effective communications flow between:
 - Command Posts
 - Initial Responders
 - Fire/Rescue/Law Enforcement
 - Military/Civil Assets
 - Involved party (i.e. satellite, cellular, virtual...)

Mission Objectives

7. Manage Information (cont.)

- External communications
 - Provide first and best source of information for:
 - Families (including next of kin), passengers, and crew
 - The media
 - Stakeholders
 - Establish and implement media strategy (JIC)
 - Press Release
 - Pre-established Web site (Ghost)
 - 800 number
 - Public
 - Stakeholders

- Establish methodology for unified command to release common message to avoid confusion.

<p>Suggested Unified / Incident Command Objectives</p>	<ul style="list-style-type: none"> • Minimize risks and control hazards to responders and the public. • Locate, identify, recover and account for all passengers/victims. • Triage, transport and treat injured people. • Maximize public and stakeholder outreach and information sharing. • Secure incident area; preserve evidence and assist with investigation of incident. • Define extent of pollution, protect environmentally sensitive areas and recover oil if possible.
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Quick Start Guides

The following quick start guides were developed to provide an understanding and overview of immediate actions being taken by all involved parties and allow actions to be in concert and complement one another.

- i. Maritime – Large Passenger Vessel/Cruise Ship 7a
- ii. Maritime – Other Passenger VesselsTo Be Developed
- iii. Aircraft – AirlineTo Be Developed
- iv. Highway / Railroad / BridgeTo Be Developed
- v. Natural DisasterTo Be Developed

Multi-Agency Quick Response Guide for Passenger Vessels

USCG Rescue Coordination Center:	Vessel Owner:	USCG Sector Command	Unified Command
<ul style="list-style-type: none"> • Verify information & location. Complete notifications • Reduce comms to ship to extent possible. Contact owners, agents for info to permit Master to address emergency. • Coordinate with company on response plans. • Assume SMC. Initiate Checklist. • Issue UMIB / AMVER • Launch / divert assets. • Designate On Scene Commander (OSC). • Determine status: numbers, injuries, missing, etc. • Assign dedicated communicator and Maintain open line with company/agents as required for rapid info • As needed, establish satellite comms w/ vsi. • Notify Sector/COTP and request safety, security zone • Request SAR Plan of Cooperation (large cruise ships) • Support Master requests assistance. • Request PAX/Crew List from agents, NOA/SANS. • Initiate Passenger Accountability procedures. • Coordinate w/ owner & agents for commercial resources. • Alert local communities resources • Dispatch USCG Liaison officer to company EOC • Contact FAA for temporary airspace restriction • Coordinate with UC for staging and landing areas. • Alert Public Affairs and CBPS. • Complete ICS 201 form for situation brief. 	<ul style="list-style-type: none"> • Activate Crisis Action Team. • Establish comms with ship and USCG RCC. Maintain open line as needed. • Request local USCG Liaison officer at EOC. • Share status information regularly. • Assist Master with stability analysis and supplement decision support system. Share info. • Commence logistics for possible passenger evacuation. • Initiate passenger accountability process. Share information. • Coordinate actions / information with Unified Command. • Contact Flag State, Class, underwriters. • Initiate spill and security plans. • Ensure required state and local notification made. • Activate JIC process w/ USCG – release initial media statement. • Establish 800 number • If no agent, initiate actions below <p>STATE</p> <ul style="list-style-type: none"> • Activate pollution, medical, and law enforcement actions / support as needed. • Provide SOSOC for UC. 	<ul style="list-style-type: none"> • Form & Dispatch Away Team as needed. • Prepare ICP and initiate Unified Command process as needed. • Distribute contact info • Liaison to RCC Juneau & Agents • Execute applicable provisions of Area Maritime Security Plan. • Establish and direct enforcement of safety / security zones. • Direct shore / waterside MHLs patrols. • Evaluate for security threat. • Coordinate terrorism investigation with FBI (if appropriate).. Increase MARSEC level (if appropriate). • Coordinate NOAA SSC • Initiate pollution response • Investigation initiation • Comms with ship thru D17 or company EOC conference type calling • ACP Checklists Reviewed 	<ul style="list-style-type: none"> • Assume command. • Set organization and objectives. Distribute. • Initiate IAP development. "Planning P" • Manage On-scene info flow. Ensure effective information sharing. • Establish effective communications on scene. Complete comms plan and distribute • Coordinate with law enforcement for investigative and security support. • Stand up JIC w/industry. Issue joint release at earliest time. • Maintain comms link to industry EOC for current info and plans. • Assign tasks and responsibilities. • Coordinate Customs Border Protection Service for evacuee clearance • Establish and maintain effective liaison with key stakeholders. • Support passenger accountability process. • Establish secure landing sites: decon, triage, medical transport, Pax. Transport, crowd control. • Monitor/assist evacuee transport. • Set Security for reception center.
Vessel suffers disabling casualty.	IMMEDIATE	WITHIN TWO TO FOUR HOURS	
<p>Ship:</p> <ul style="list-style-type: none"> • Contact CG and company EOC at earliest time. • Assess damage to vessel/stability. • Extinguish/contain fire. • Initiate damage control. • Treat injured personnel. Report to USCG. • Request MEDVACS as required. • Determine need for evacuation. • Evaluate cause of casualty for security threat. • Mitigate possible release of fuel. • Keep passengers informed of situation. • Provide dedicated communicator for reports to EOC & USCG. • Provide regular updates of status and changes • To extent possible, ensure pax and crew have identification prior to evacuation. • Maintain communications with SAR OSC. 	<p>Agents:</p> <ul style="list-style-type: none"> • Establish comms with EOC (owner) & USCG • Arrange for any immediate requests from vessel's Master/ owner. • Send liaison to RCC and Sector Juneau • Update resources dispatched. • Identify and contact all other available commercial assets in region for potential use. • Souls on Board List to EOC ,RCC and reception center. • Logistics for evacuation. Find reception ctr. • Initiate process to activate reception center. • Alert Red Cross / Salvation Army • Locate interpreters. <p>• SAR OSC: Support master, direct rescue resources on scene, serve as single POC for master, recover PIW, establish check in / out for resources, track evacuee numbers and destinations, provide status updates to SMC/Sector.</p>	<p>Port Community</p> <ul style="list-style-type: none"> • City Mgr notified • Activate Shore-side Emergency Plans. • Hospital(s) recall available staff • Harbormaster prepares City-owned port facilities. Assist with landing site ops. • Assist w/ establishment of reception center(s) • Provide triage, medical treatment, patient transport for injured persons landed ashore. • Provide reps for UC. 	<ul style="list-style-type: none"> • Coordinate/supervise special teams support (EOD, Strike Team, CSST, NOAA, FEMA, etc.) • Coordinate marine firefighting support. • Supervise spill response (source control, containment, recovery, protection of sensitive areas, disposal and decontamination). • Evaluate damage survey/ approve salvage plan/supervise salvage operation. • Implement law enforcement requirements for pax. control. • Coordinate requirements for damaged ship transit, port entry. • Locate interpreters

Industry Planning and Response for Mass Rescue Operations

Introduction

SAR authorities should co-ordinate MRO plans with companies that operate aircraft and ships designed to carry large numbers of persons. Such companies should share in preparations to minimize the chances that MROs will be needed, and to ensure success if they are. This Appendix provides guidance on industry roles, and discusses how companies could arrange for use of company field teams and emergency response centers as possible means of carrying out their MRO responsibilities.

Early notification of potential or developing MROs is critical, due to the level of effort required to mount a very large-scale response. It is much better to begin the response process and abort it should it become unnecessary, than to begin it later than necessary should the actual need exist. Pilots and masters should be advised and trained to notify SAR services at the earliest indication of a potential distress situation.

Company Actions

Company response organizations should be able to help SAR services by organizing support, equipment, advice and liaison any of their ships or aircraft.

Companies should be prepared to provide information to preclude the need for multiple sources attempting communications with the aircraft pilot in command or ship captain for information that is unavailable or available from another source. Receiving and handling requests for information aboard the distressed craft can interfere with the pilot's or master's ability to handle the emergency and handle critical on scene leadership needs.

Companies operating large aircraft or ships should be advised to be able to field a coordinated team that can handle emergency response functions around the clock should the need arise. Such a team might include staff as indicated in the following Table.

Typical Cruise Ship Company Field Team

Team Leader: Maintains overview, directs operations and keeps management informed

Communicator: Maintains open (and possibly sole) line of communications to craft in distress

Coordinating Representative: Usually a pilot or master mariner, who co-ordinates with SAR and other emergency response authorities, organizes tugs, looks at itineraries, arranges to position ships or ground facilities that may be able to assist and organizes security and suitable delivery points for

Industry Planning and Response for Mass Rescue Operations

Typical Cruise Ship Company Field Team (cont.)	<p>passengers crew when they are delivered to safety</p> <p>Technical Representative: Maintains contact with regulatory authorities, classification societies, insurers and investigators and provides liaison and advice for firefighting, damage control, repairs and other specialized or technical matters.</p> <p>Environmental Representative: Involved with environmental impact and spill response</p> <p>Medical Representative: Gives medical advice, tracks casualties and arranges medical and identification services for survivors</p> <p>Passenger and Crew Representatives: Provides information and support to whoever is designated to care for next of kin and keep them informed, identifies transportation needs, and may need to deal with various countries, languages and culture.</p> <p>Media Representative: Gathers information, co-ordinates public affairs matters with counterparts in other organizations, prepares press releases, briefs spokespersons and arranges availability of information by phone and web sites</p> <p>Specialists: From within or outside the company who may facilitate some special aspect of the response or follow up</p>
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Company EOCs	The company may operate an Emergency Response Center (ERC) to maintain communications with the craft in distress, remotely monitor onboard sensors if feasible, and keep emergency information readily available. Such information might include passenger and crew data, aircraft or ship details, incident details, and number of survival craft and status of the current situation.
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Passenger Handling Ashore	Transportation companies should have readily available contacts with tour companies, shore excursion companies, airlines and cruise lines, hotels, etc., since such resources can be used to address many problems experienced with landing large numbers of survivors into a community.
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Contingency Planning	Contingency plans for co-operation should be developed between SAR authorities and transportation companies, and these plans should be sufficiently exercised to ensure they would be effective should an actual mass rescue situation arise. Such plans should
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Industry Planning and Response for Mass Rescue Operations

Contingency Planning (cont.)

identify contacts, co-ordination procedures, responsibilities, and information sources that will be applicable for MROs. These plans should be kept up to date and readily available to all concerned.

Respective functions of the ERC and RCC should be covered in coordinated pre-established plans, and refined as appropriate for an actual incident. These centers must maintain close contact throughout the SAR event, coordinating and keeping each other apprised of significant plans and developments.

Preparedness Steps

There are other steps the transportation industry could be urged to undertake to improve preparedness for MROs. The following are some examples:

- Carry SAR plans on board aircraft or ships
 - Provide water and thermal protection for evacuees appropriate for the operating area
 - Provide a means of rescue to bring people from the water to the deck of ships
 - Use preparation checklists provided by SAR authorities
 - Conduct an actual physical exercise in addition to simulations
 - Provide the capability to retrieve fully loaded lifeboats and rafts
 - Enhance lifeboat lifesaving capabilities
 - Provide ways to assist persons in lifeboats that are seasick, injured or weak
 - Provide on-board helicopter landing areas and helicopters
 - Prepare to assist survivors once they have been delivered to a place of safety
 - Have aircraft or ship status and specifications readily available, such as inspection records, design plans, communication capabilities, stability calculations, lifesaving appliances, classification society contacts,
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Industry Planning and Response for Mass Rescue Operations

Preparedness Steps (cont.)

passenger and cargo manifests, etc., so that such information will not need to be obtained directly from a pilot or master

- Work with SAR authorities to develop and be able to rapidly deploy air droppable equipment or supplies for survivors, maintain strategically located caches for this purpose

Acceptance of certain responsibilities by industry demonstrates commitment to passenger safety and can free SAR services to handle critical arrangements relating to SAR resources, co-ordination and communications.

Information Needs & Information Resources – Large Passenger Ships

Need Information	Provider	Needed By	Forward to
Basic Ship Data	SAR Form	RCC/COTP	UC
Location and nature of incident	Master	RCC/Owner EOC	UC
Condition of Passenger and Crew	Master	RCC/Owner EOC	UC
Medical Issues of Passenger and Crew	Master	RCC/Owner EOC	UC
Condition of vessel	Master	RCC/Owner EOC	UC
Fire Fighting Efforts	Master	RCC/Owner EOC	UC
Salvage Efforts	Operator	RCC/Owner EOC	UC
Vessel Plans *(see note below)		Operator	RCC/COTP
Passenger and Crew Lists [Souls on Board]	Local Agent	RCC/Owner EOC	UC
Contacts Information for responders	Each EOC	Each EOC	
On Scene Resources	RCC/OSC	Owner EOC/UC	UC
Availability of Resources not on scene	Agents	RCC/UC	Owner EOC
Availability of Passenger Staging	City or Agents	RCC/UCC	Owner EOC
Airport Status	City	UC	Owner EOC
Medical Services available	City	RCC/UC	Owner EOC
Oil Trajectory/over flight	NOAA/COTP UC	Owner EOC	
Other: List			

*Vessel plans may not be readily available. Not all plans are available for electronic transmission. Requirements for specific plans shall be relayed to vessel owner/operator who will attempt to supply in timely fashion.

Information Needs and Information Resources - Large Passenger Ships

Additionally, the following is a list of plans, checklists or information that responders will need available to them for a rapid smooth and coordinated ramp up.

Industry and Agents	IMT SOP Checklists for EOC Ramp up General spill plan w/ Appendix B General Security Plan Resource database Plan for reception center ramp up Passenger accountability checklist*
USCG RCC	Comms plan MRO/MCC-QRC Command center briefing matrix
USCG COTP	Area Maritime Security Plan Historic preservation programmatic agreement Endangered species Generic IAP Comms plan Incident Management Handbook
State Agencies	Contact your state's emergency service and environmental service agencies
Local Community	Harbor resources spreadsheet GIS / Aerial maps Emergency Operations Plan Landing area charts as available

Standard Procedures for Evacuee Accountability

Passenger Evacuation Procedures	If large numbers of passengers and crew are evacuated from a vessel, the following procedure for accountability is recommended.
1. Master of vessel orders evacuation.	Master notifies USCG SAR Mission Controller (SMC) and responsible industry party of evacuation plan. Notification of impending evacuation is passed as required.
2. USCG SMC designates an On Scene Commander (OSC), if not already assigned.	<ul style="list-style-type: none">• The OSC is responsible to coordinate all on scene rescue assets, to track lifeboats and life rafts, and to manage empty life boats/rafts.• Rescue boats report total number of evacuees on board to OSC.• OSC directs the rescue boats to landing site, and reports departure of each to USCG (RCC) with total count of evacuees. RCC relays information to the industry EOC. <p>Rescue boats report their arrival time at landing site to the OSC, and confirm the total number of persons offloaded. OSC provides additional tasking as required to the rescue boat.</p>
3. Unified Command takes the following action:	<ul style="list-style-type: none">• Implements an evacuee accountability process. [See Items 7 and 8.]• Determines / designates best landing site(s) for rescue boats, and relays information to RCC, OSC and responsible industry party EOC. [See Item 4.]• Designation of landing sites will depend on weather, travel distance, water depth, transportation support, ability to safely discharge passengers from rescue boats, and other local concerns or limiting factors for ground transportation.• <i>If terrorist related incident, landing site(s) shall be inspected for explosive devices prior to the arrival of evacuees, and appropriate actions implemented taken to deter secondary attacks.</i>• Identifies best options for reception center(s) and

Standard Procedures for Evacuee Accountability

**3. Unified Command takes the following action:
(cont.)**

coordinates with responsible industry party for activation. [See Item 9.]

- *If terrorist related incident, reception center(s) shall be inspected for explosive devices prior to the arrival of evacuees, and appropriate actions implemented to deter secondary attacks.*

4. Unified Command activates and secures landing site(s):

- Unified Command designates a Landing Area Manager for each site. The Landing Area Manager is responsible for overall site management, security, safety, and ensuring protocols are followed.
- Responsible industry party , supported by local community resources and USCG, will normally operate the landing sites
- Local, state, or federal law enforcement will secure site and be responsible for site security, crowd and traffic control.
- *If terrorist related incident, landing site(s) shall be inspected for explosive devices prior to the arrival of evacuees, and appropriate actions implemented to deter secondary attacks.*
- Local emergency response services will establish required decontamination and triage areas at landing site.
- Port department or facility owner will clear docks and landing areas to facilitate operations.

5. Unified Command, in consultation with FAA, designates helicopter-landing pads as required.

- Assign helicopter pad manager for each site.

6. Landing Site Transportation

Responsible industry party and local agents arrange transport from landing site(s) to reception center(s) for evacuees not in need of immediate medical attention. [See Item 9 for basic reception center requirements.]

Standard Procedures for Evacuee Accountability

6. Landing Site Transportation (cont.)

- *If terrorist related incident, transport vehicles shall be inspected for explosive devices prior to the arrival of evacuees,, and appropriate actions implemented to deter secondary attacks during transport.*
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7. Evacuee Accountability Branch

Unified Command establishes an Evacuee Accountability Branch at the appropriate command post or reception center to manage passenger and crew tracking. Responsible Industry party and their agents will normally take the lead, but may be assisted with available resources from the USCG, U.S. Customs and Border Protection (CBP), Red Cross or other local agency.

- For a foreign flagged vessel or ship arriving from a foreign country, the US Bureau of Customs and Border Protection may require all passengers and crew to be tracked from landing site to reception center. At the reception center, the Bureau of Customs and Border Protection may implement emergency arrival and screening processes. In certain areas, passengers are usually pre cleared in the port of departure.

If the situation requires evacuees to be cleared by law enforcement prior to final release, the Unified Command shall implement as quickly as possible procedures to contain all evacuees at the landing site, and to process, screen, and as necessary, interview personnel at the reception center.

8. Evacuee Accountability Process & Responsibilities (cont.)

Step 1: MEDEVAC patients from the vessel are tracked by USCG RCC.

- Specific patient information will be gathered at the earliest time not to interfere with the transport or care of patient and reported to RCC.
 - If information is not available prior to the patient being admitted to the hospital, USCG will coordinate with hospital officials for release of patient information necessary for passenger accountability.
 - Patient information will be relayed to check-in
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Standard Procedures for Evacuee Accountability

8. Evacuee Accountability Process & Responsibilities (cont.)

officials at Reception Center(s) and to responsible industry party EOC.

Step 2: Evacuees board rescue vessels.

- Each tender or rescue vessel/aircraft will report to the OSC (or SMC if no OSC) the total number of evacuees being transported. OSC will direct the rescue vessel to the designated landing site.
- An accurate list of passenger names is not vital at this stage because when the rescue vessel reaches the landing site, the group will likely be split up or combined with others for transport to reception center(s). (A tender holds 100+ passengers – a bus holds 45).
- A secure landing site is critical to keep people from walking off prior to accounting.

Step 3: Evacuees arrive at landing site and are transported to reception center(s).

- *If terrorist related incident, landing sites and reception center(s) shall be inspected for explosive devices prior to the arrival of evacuees, and appropriate actions taken to deter secondary attacks.*
 - Evacuees requiring decontamination or medical attention will be decontaminated /triaged by local response personnel. Evacuees in need of immediate medical treatment will be transported by local EMS to medical facilities. If possible, patient identification will be gathered prior to transport and provided to accountability branch. If information is not available prior to the patient being admitted to the hospital, USCG will coordinate with hospital officials for release of patient information necessary for passenger accountability.
 - Evacuees not requiring decontamination / medical treatment will be loaded onto buses or other vehicles for transport to reception center(s). Ideally, a responsible industry party official, or other designated
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Standard Procedures for Evacuee Accountability

8. Evacuee Accountability Process & Responsibilities (cont.)

person, will accompany each transport vehicle. While enroute to the reception center, this official will develop an accurate list of full names (required), cabin numbers (required), and other requested information. If not possible to place a dedicated official on each transport vehicle, the driver, or a reception center official, will collect required information as passengers depart the transport vehicle. At the latest, this tracking information must be taken as evacuees depart the bus or vehicle.

- For ease of data collection and comparison, a standard format for recording information is recommended, but not critical as long as information is legible and accurate.
- Throughout the process, the importance of accountability in the rescue process will be stressed to passengers.

Step 4: Evacuees arrive at the Reception Center(s).

- Passengers and crew are escorted into the reception center. The list of evacuees from Step 3 is delivered to the reception area check in manager. Evacuee names are checked against the “souls on board” manifest provided by the agents.
- Passengers are instructed to stay with their group until processed at the reception area. Accountability is again stressed to evacuees so they do not leave reception area until processed by the accountability team, or as required, by the Customs and Border Protection Service and law enforcement officials.

Note: This is good in practice but difficult to enforce. For US citizens, the cruise lines cannot compel them to stay in one place as this may be construed as illegally detaining a person. In the past, some passengers have gotten fed up with waiting and gone off on their own. If passengers are required to be detained for security or other law enforcement purposes, the lead law enforcement agency must be prepared to educate passenger to the legal requirements and provide provisions to enforce the

Standard Procedures for Evacuee Accountability

8. Evacuee Accountability Process & Responsibilities (cont.)

detainment. To encourage evacuees to voluntarily remain during the accountability process, an efficient and rapid check in process is required. The Unified Command must provide adequate resources to make accountability a smooth process.

- As appropriate, Customs/Border Protection may implement emergency arrival and screening processes.
- If evacuees departed the vessel without proper identification, vessel operators, Customs/Border Protection, and TSA will coordinate on requirements and process to permit clearance and travel. Vessel operators often maintain copies of passports or other identification documents for passengers and crew.
- If available, information sheets are handed out to evacuees.

Step 5: Accountability Reporting.

- An agent appointed by the responsible industry party will consolidate accountability reports from all reception centers. The USCG and Customs may provide resources to assist in this process to speed the flow of information.
- Consolidated passenger and crew accountability information will be transmitted at regular intervals by the most rapid means available to the RCC and responsible industry party EOC. If desired, the RCC and responsible industry party EOC may again compare the information received to their copy of the souls on board list.
- Terminations of rescue efforts will occur only after all passengers and crew are accounted for and determined to be safe.
- Responsible industry party shall maintain accountability of passengers and crew ashore until travel arrangements are completed.

Standard Procedures for Evacuee Accountability

8. Evacuee Accountability Process & Responsibilities (cont.)

Step 6: Accounting for personnel remaining on board vessel.

- As required, once all passengers and non –essential crew are evacuated, the master of the vessel will provide the OSC a list of all personnel remaining on board to continue response efforts. This information will be relayed to USCG(RCC), reception center, and responsible industry party EOC.

9. Reception Center Requirements

- Responsible industry party will coordinate with agents and local community resources to identify, secure, and staff a reception center. (High volume passenger ports are recommended to have pre-designated sites)
- *If terrorist related incident, reception center(s) shall be inspected for explosive devices prior to the arrival of evacuees, and actions taken to deter secondary attacks.*
- As a minimum, reception centers should provide:
 - Registration and check in-out desk
 - Information desk
 - Food / Water (Red Cross / Salvation Army can assist)
 - Rest rooms
 - Security
- The services listed below may be desirable for reception centers if space and resources permit, and they can be provided in time for benefit. In most cases, the cruise lines move the people to hotels or charter planes (busses to planes) to get them home ASAP. If provided, –.. Pre-Planning for the following services should be considered, but not implemented until the need is clear.
 - Communications access: telephone, Internet
 - Medical Services
 - Mental health/stress services
 - Comfort kits: clothing, hygiene items, etc.
 - Rest areas: Cots/blankets
 - Recreation, if possible
 - Message Center
 - Interview rooms
 - Translator services

Standard Procedures for Evacuee Accountability

10. Next of Kin

As necessary, USCG, medical services, and company officials confirm next of kin notification procedures. Morgue services will be provided IAW city/state plans.

Planning Factors

Organizational Structure

Incident Command System (ICS),
National interagency Incident Management System (NIIMS)

Planning Factors

- ID SAR Facilities/Resources, including those not normally used for SAR
 - ID & Coordination of Stakeholder Plans
 - Ability to activate plans immediately
 - ID situations within the Search and Rescue Region (SRR) that could lead to the need for MROs, including scenarios that might involve cascading casualties or outages
 - ID Risks you're planning for
 - Call up procedures for needed personnel;
 - Need for supplemental communications, possibly including the need for interpreters
 - Dispatching of liaison officers
 - Activation of additional staff to augment, replace or sustain needed staffing levels
 - Recovery and transport of large numbers of survivors (and bodies, if necessary)
 - Accounting for survivors potentially having injuries and lack of training, age limitation, hypothermia, etc.
 - Reliable accounting for everyone involved, including responders, survivors, crew, etc.
 - Care, assistance and further transfer of survivors once delivered to a place of safety and further transfer of bodies beyond their initial delivery point
 - Cultural Issues & Considerations - Treatment of Survivors / Deceased
 - Activation of plans for notifying, managing and assisting the media and families in large numbers
 - Control of access to the RCC, Command Post and other sensitive facilities and locations
 - RCC/Command Post backup and relocation plans, as appropriate
 - Availability of plans, checklists and flowcharts to users.
-

Planning Factors

Public and Media Relations

- Establish/Send representatives to Joint Information Center (JIC). Ensures coordinated and unified message;
 - ID Spokesperson(s) and outline message – staying factual;
 - A single spokesperson not directly involved in the incident can be valuable in relieving the IC and SMC of this duty;
 - Ensure media knows who is in charge of coordinating rescue;
 - Provide and control media access. By providing transportation to the scene (for photos/video, etc.) and controlling access, safety and what is reported can be improved and better controlled;
 - Preparations should be made so that large numbers of callers can be accommodated without saturating the phone system or crashing the computer server.
 - Information should be provided to the public on what SAR facilities are being used and, if possible, a web address or list of contact phone numbers should be provided for families, media and others to contact for more information.
 - Pre developed inactive web sites (ghosts) specifically activated for incidents. Web pages by companies and SAR authorities can help in responding to flood information requests. Pages can be quickly posted to provide the general information. Web information should be timely and accurate. Once posted, these pages can be easily updated with incident status including:
 - contact information;
 - basic government or industry facts;
 - industry and SAR definitions;
 - photos & stats of aircraft, ships & SAR facilities;
 - answers to frequently asked questions;
 - links to other key sites;
 - ship/aircraft/vehicle information
 - library footage of emergency drills, inspections etc.
-

Planning Factors

Practical Advice

- Plan and exercise notifications:
 - How any agency receiving notification of an actual or potential mass rescue event can immediately alert and conference call other involved authorities
 - Provide briefings
 - Enable immediate actions to be taken by all concerned. Requires:
 - Identification of 24 hour contacts in each agency
 - Contactees have authority to immediately initiate actions and commit resources
 - Co-ordinate all rescue operations effectively from the very beginning;
 - Begin quickly with a high level of effort, stand down as appropriate rather than begin too late with too little effort;
 - Use more capable resources like cruise ships for taking large numbers of survivors on board;
 - Ensure MRO emergency plans address communications interoperability or inter-linking;
 - Retrieve and protect debris as evidence for follow on investigation;
 - Put security plans in place to limit access to the RCC/Incident command center;
 - Arrange in advance to involve the Red Cross, chaplains, critical incident stress experts and other such support for human needs;
 - Identify senior agency spokespersons to protect the time of workers directly involved in the response and designated a senior official to provide information to families;
 - clearly identify the point at which the SAR response (lifesaving) has ended, and the focus shifts to investigation and recovery;
 - be prepared to use an ICS when appropriate;
-

Planning Factors

Practical Advice (cont.)

- ensure that air traffic and air space can be and is controlled on scene;
- the SMC can often benefit from assigning additional liaison personnel on scene;
- anticipate development and needs and act early;
- ensure that the scopes of SAR plans and other emergency or disaster response plans are coordinated to reduce gaps, overlaps and confusion about who is in charge and what procedures will be followed at various times and places;
- control access to the scene, including access by the media;
- work out in advance how private resources can be appropriately used to supplement other SAR resources;
- ensure that SAR plans provide for logistics support for large numbers of rescuers and survivors, including pre-arranged accommodations, if possible, and availability of food, medical care and transportation;
- consider requesting assistance from airlines and shipping companies other than the one whose aircraft or ship is involved in the incident, and know the types of assistance that such organizations might provide;
- bar coded bracelets can be an effective means of identifying children before, during and after the emergency;
- attempt to reduce the burden on a pilot or master & crews;
- if safe and appropriate to do so, place a marine casualty officer on board to assist the master and SAR personnel;
- share capabilities, expertise and assets among government and industry to take maximum advantage of the strengths of each.

Planning Factors

Investigation/Security of Evidence For responsible agencies, ID responsible agencies

Security

- Of Triage Site
- Facility
- Vessel

Interface / Stakeholder Outreach

- Military Structure vs. ICS Structure
- Cooperative Agreements
- Informal MOUs/MOAs
- USCG – SAR/M Interface
- Plan Overlap/Coordination
- Congressional/Political

Liabilities – Legal definitions

Emergency Doctrine – Black’s Law 7th edition: ‘1. A legal principle exempting a person from the ordinary standard of reasonable care if that person acted instinctively to meet a sudden and urgent need for aid. – Also termed imminent-peril doctrine; sudden emergency doctrine; sudden-peril doctrine. 2. A legal principle by which consent to medical treatment in a dire situation is inferred when neither the patient nor a responsible party can consent but a reasonable person would do so. – Also termed ... emergency-treatment doctrine.’

Good Samaritan Doctrine - Black's Law 7th edition: 'The principle that a person who is injured while attempting to aid another in imminent danger and who then sues the one whose negligence created the danger, will not be charged with contributory negligence unless the rescue attempt is an unreasonable one or the rescuer acts unreasonably in performing the attempted rescue.'

Resources

-
- Public
- Private
- NGO – Non Governmental Organization (e.g. Red Cross)

Search and Rescue Cooperative Plans

Purpose

The International Maritime Organization (IMO) recognized that an effective response to a maritime emergencies relied on the ability of a ship, its company, and SAR services to have a mutual understanding of basic key information. The IMO now requires passenger ship companies to develop Plans for Co-operation between Search and Rescue Services and passenger ships on international voyages. While this is only required of SOLAS passenger ships, other companies can develop similar plans and readily share critical information during emergencies. The SAR cooperative plan framework is provided below and details can be found in IMO MSC Circular 1079.

Plan Content

I. List of Contents

II. Introduction

III. Description of a Plan for Co-operation

IV. The Company

1. name and address
2. contact list
 - a. 24 hour emergency initial and alternative contact arrangements
 - b. further communications arrangements (including direct telephone / fax links to relevant personnel)
3. Chartlet(s) showing details of route(s) and service(s) together with delimitation of relevant search and rescue regions (SRRs)
4. Liaison arrangements between the Company and relevant RCCs
 - a. Provision of relevant incident information how specific information will be exchanged at the time of an incident, including details of persons, cargo and bunkers on board, SAR facilities and specialist support available at the time, etc

Search and Rescue Cooperative Plans

Plan Content (cont.)

- V. The Company (cont.)**
4. b. Provision of liaison officer(s) arrangements for sending Company liaison officer(s) to the RCC, with access to supporting documentation concerning the Company and the ship(s); e.g., copies of fire control & safety plans as required by the flag state
-

- IV. The Ship(s)**
1. basic details of the ship
 - MMSI
 - callsign
 - country of registry
 - type of ship
 - gross tonnage
 - length overall (in meters)
 - maximum permitted draught (in meters)
 - service speed
 - maximum number of persons allowed on board
 - number of crew normally carried
 - medical facilities
 2. communications equipment carried
 3. simple plan of decks and profile of the ship, transmittable by electronic means, and including basic information on
 - lifesaving equipment
 - firefighting equipment
 - plan of helicopter deck / winching area with approach sector
 - helicopter types for which helicopter deck is designed
 - means on board intended to be used to rescue people from the sea or from other vessels and a color picture of the ship
-

Search and Rescue Cooperative Plans

Plan Content (cont.)

VII. The RCC

1. Search and rescue regions along the route
 - chartlet showing SRRs in relevant area of ships. operation
 2. SAR mission co-ordinator (SMC)
 - definition
 - summary of functions
 3. on scene co-ordinator (OSC)
 - definition
 - selection criteria
 - summary of functions
-

VIII. Search and Rescue Facilities

1. RCC/RSCs along the route
 - addresses
 2. Communications
 - equipment
 - frequencies available
 - watch maintained
 - contact list (MMSIs, callsigns, telephone, fax and telex numbers)
 3. General description and availability of designated SAR units (surface and air) and additional facilities along the route, e.g.:
 - fast rescue vessels
 - other vessels
 - heavy / light helicopters
 - long range aircraft
 - fire fighting facilities
 4. Communications plan
 5. Search planning
 6. Medical advice / assistance
 7. Firefighting, chemical hazards, etc
 8. Shore reception arrangements
 9. Informing next-of-kin
 10. Suspension / termination of SAR action
-

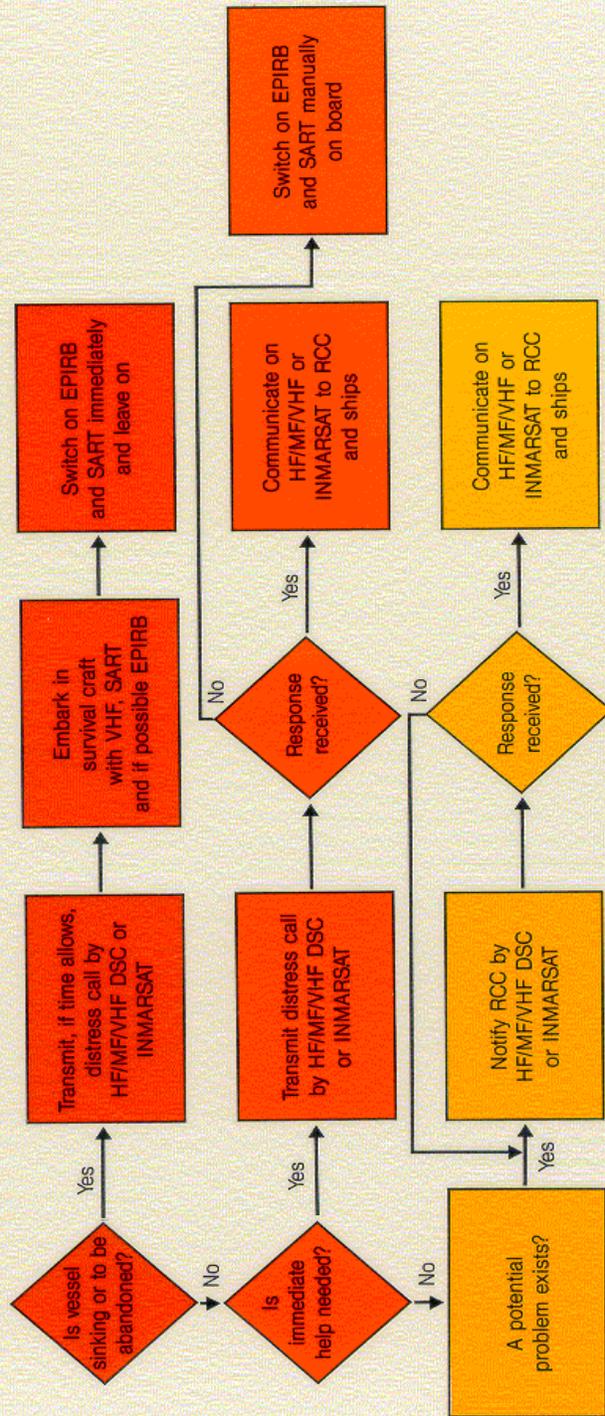
Media Relations

See Planning Factors Media Section

Periodic Exercises

See IMO COMSAR 31

GMDSS OPERATING GUIDANCE FOR MASTERS OF SHIPS IN DISTRESS SITUATIONS



1. EPIRB should float free and activate automatically if it cannot be taken into survival craft.
2. Where necessary, ships should use any appropriate means to alert other ships.
3. Nothing above is intended to preclude the use of any and all available means of distress alerting.

RADIO DISTRESS COMMUNICATIONS

	Digital selective calling (DSC)	Radiotelephone	Radiotelex
VHF	Channel 70	Channel 16	
MF	2187.5 kHz	2182 kHz	2174.5 kHz
HF4	4207.5 kHz	4125 kHz	4177.5 kHz
HF6	6312 kHz	6215 kHz	6268 kHz
HF8	8414.5 kHz	8291 kHz	8376.5 kHz
HF12	12577 kHz	12290 kHz	12520 kHz
HF16	16804.5 kHz	16420 kHz	16695 kHz



International Maritime Organization

United States Coast Guard

Search and Rescue

Coordination Centers and Groups

17th District – RCC Alaska
(907) 463-2000

13th District – RCC (206) 220-7001

Group Seattle, WA, 206-217-6000
 Group Port Angeles, WA 360-457-4404
 Group Astoria, OR 503-861-6220
 Group Portland, OR 503-240-9301
 Group North Bend, OR 541-756-9220

Telephone -- 1(800) 982-8813

VHF-FM radio -- ch. 16 (156.8 MHz.)
 Cell phone *24 & *CG
 (Not all cell phones offer instant access to the Coast Guard. Contact the Coast Guard through the emergency 911 operator.)

11th District - RCC (510) 437-3701

Group Humboldt Bay CA, 707-839-6100
 Group San Francisco CA, 415-399-3400
 Group Los Angeles CA, 800-221-8724
 Activities San Diego CA, 619-683-6320

14th District – RCC (808) 541-2500



8th District – RCC (504) 589-6225

Group Corpus Christi, TX 800-874-2143
 Group Galveston, TX 409-766-5620
 Group Lower Mississippi River (Memphis, TN) 901- 544-0555
 Group Mobile, AL 251-441-6211
 Group New Orleans, LA 504-846-6160
 Group Ohio Valley (Louisville, KY) 1-800-253-7465
 Group Upper Mississippi River (Keokuk, IA) 319-524-7511

RSC San Juan, Puerto Rico
(787) 289-2041

9th District – RCC (216) 902-6117

Group Buffalo, NY 716-843-9527/25
 Group Detroit, MI 313-568-9524
 Group Sault Ste Marie, MI 906-635-3236
 Group Grand Haven, MI 1-800-492-5983

1st District – RCC (617) 223-8555

Group Boston, MA 617-223-3201
 Group Moriches, NY 631-395-4405
 Group Long Island Sound, CT 203-468-4404
 Group Portland, ME 207-767-0303
 Group Southwest Harbor, ME 207-244-4326
 Group Woods Hole, MA 508-457-3211
 Activities, NY 718-354-4119

5th District – RCC, (757) 398-6231

Group Philadelphia PA 215-271-4940
 Activities Baltimore MD 410-576-2525
 Group Atlantic City NJ 609-677-2222
 Group Fort Macon NC 252-247-4547
 Group Hampton Roads VA 757-483-8567
 Group Cape Hatteras NC 252-995-6410
 Group Eastern Shore VA 757-336-6511

7th District - RCC, (305) 415-6800

Group Charleston, SC 843-724-7616/17/18/19
 Group Key West, FL 305-292-8727/29
 Group Mayport, FL 904-247-7311/7312/7318
 Group Miami, FL 305-535-4472
 Group St. Petersburg, FL 727-824-7554

RCC – Rescue Coordination Center
 RSC – Rescue Sub Center
 Group – Local SAR Mission Controller

U. S. COAST GUARD
Mass Rescue Operations Check List – Supplement to Search and Rescue
Checksheets, Appendix G

From the U. S. Coast Guard Addendum to the United States National SAR Supplement
<http://www.uscg.mil/hq/g-o/g-opr/manuals.htm>

The inclusion of this checklist serves to add insight into the type of information SAR services may need or request from involved parties as part of the response effort.

CASE# _____

Controller _____

Date/Time _____

Nature of Distress <i>(Refer to Initial SAR Check Sheet)</i>	Description of Craft <i>(Refer to Initial SAR Check Sheet)</i>

1. Mission Objective Options

<input type="checkbox"/> Rescue PIW _____ _____ _____ <input type="checkbox"/> Rescue persons in life boats/life floats/ life craft _____ _____ _____ <input type="checkbox"/> Evacuation <input type="checkbox"/> Vessel Inshore _____ _____ <input type="checkbox"/> Vessel Off Shore _____ _____ <input type="checkbox"/> Shore Side _____ _____ <input type="checkbox"/> Quarantine Options <i>(per Center for Disease Control & Public Health Service)</i> _____ _____ _____	<input type="checkbox"/> Survivors remain w/ stricken craft _____ _____ <input type="checkbox"/> Consider Rescue & Assist Team _____ _____ <input type="checkbox"/> Consider place of refuge/safe haven _____ _____ <input type="checkbox"/> Proceed to scene, stand off & evaluate further due to potentially hazardous conditions _____ _____ <input type="checkbox"/> Other _____ _____ _____
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

2. Hazardous Condition Considerations

<ul style="list-style-type: none"> Does the facility/craft/environment have any hazardous cargo/conditions that require special considerations? Type: _____ Quantity: _____ 	<input type="checkbox"/> YES <input type="checkbox"/> NO
<ul style="list-style-type: none"> Has the safety of response personnel entering hazardous environment been evaluated? 	<input type="checkbox"/> YES <input type="checkbox"/> NO
<ul style="list-style-type: none"> Is the proper PPE available for use? 	<input type="checkbox"/> YES <input type="checkbox"/> NO

3. Recommended SMC/ICS Actions (Use Operational Risk Management throughout)
<input type="checkbox"/> Maintain comms links necessary for coordination
<input type="checkbox"/> If large P/V involved determine intended action of master (see Annex 1)
<input type="checkbox"/> Assume/Designate SMC
<input type="checkbox"/> Dispatch/ recall high readiness & traditionally used resources as needed
<input type="checkbox"/> Issue UMIB (VHF, MF, NAVTEX, SafetyNET)
<input type="checkbox"/> Brief USCG National Command Center to initiate MRO/Security Forces conference call for outside CG assistance (202) 267-2100
<input type="checkbox"/> Contact capable, available resources as needed to augment high readiness & traditionally used resources (see Annexes 2-5)
<input type="checkbox"/> If Large Passenger Vessel involved refer to pertinent SAR Plan of Cooperation held by District RCC
<input type="checkbox"/> Develop search/response plans
<input type="checkbox"/> Establish safety/security zone
<input type="checkbox"/> Establish flight restriction (land/air)
<input type="checkbox"/> Designate OSC/ ACO(Land/Air) --- Deploy DMB
<input type="checkbox"/> Contact company/ owner of Unit in distress/ obtain POB list(s) (If unknown see Annex 6 for Units at possible risk w/in AOR)
<input type="checkbox"/> Make preparations to accept survivors (see Annex 7) &/or identify options for pick-up & cross decking of survivors
<input type="checkbox"/> Implement ICS in accordance w/CG Incident Management Handbook, COMDTPUB P3120.17 (see Chapter 13, SAR)
<input type="checkbox"/> Select triage/ place of safety sites (see Annex 7)
<input type="checkbox"/> Designate POC to conduct survivor/crew/responder accountability <ul style="list-style-type: none"> <input type="checkbox"/> Deploy CG/ICS Liaison Officer to all sites <input type="checkbox"/> Deploy medical personnel
<input type="checkbox"/> Notify hospitals
<input type="checkbox"/> Identify temporary shelter/messing for survivor/crew/responder <ul style="list-style-type: none"> <input type="checkbox"/> Consider security/privacy issues
<input type="checkbox"/> Engage Public Affairs Officer
<input type="checkbox"/> Select staging area(s)

<input type="checkbox"/> When emergency response in addition to SAR is needed use established Incident Command Post/Unified Command to coordinate overall response in accordance w/ USCG Incident Management Handbook
<input type="checkbox"/> Account for activation of Federal Response Plan if presidential declaration of a major disaster/emergency is announced
<input type="checkbox"/> Provide supplemental comms capability
<input type="checkbox"/> Consider method(s) for keeping track of used/emptied survival craft
<input type="checkbox"/> Deploy Decon Teams
<input type="checkbox"/> Organize Critical Incident Stress Management (CISM) for survivors/families/crew/responders
<input type="checkbox"/> Brief Decedent Affairs Officer
<input type="checkbox"/> Brief Casualty Assistance Call Officer
<input type="checkbox"/> Establish Next of Kin (NOK) notification <input type="checkbox"/> Consider NOK muster location <input type="checkbox"/> Consider security issues
<input type="checkbox"/> Establish mortuary affairs
<input type="checkbox"/> Deploy mobile comms equipment
<input type="checkbox"/> Continue to brief appropriate District Staff and International, Federal, State, Local Agencies, and Private Industry Stakeholders, media
<input type="checkbox"/> Document resources used in case of potential cost reimbursement under Stafford Act
<input type="checkbox"/> After survivors are accounted for establish plan for recovery of evidence & debris <input type="checkbox"/> Log the position/time of each piece of debris or human remains
<input type="checkbox"/> Re- evaluate Search Plan
<input type="checkbox"/> Continue to evaluate PERSTEMPO and OPTEMPO
<input type="checkbox"/> Gather more in-depth craft info i.e. plans, cargo layout, arrangements, MISLE
<input type="checkbox"/> Consider use of interpreters for survivors, NOK
<u>4. Sustained Operations (as needed)</u>
<input type="checkbox"/> Consider Case Suspension/Termination Plan
<input type="checkbox"/> Consider lessons learned/CG SAILS

Safety & Survival Equipment

Communications Equipment

VHF-FM HF DSC Other _____

Cellular: # _____

Frequencies: _____

Survival Equipment

EPIRB Class/Type: _____

VDS/Flares _____

Life floats _____

Life boats _____

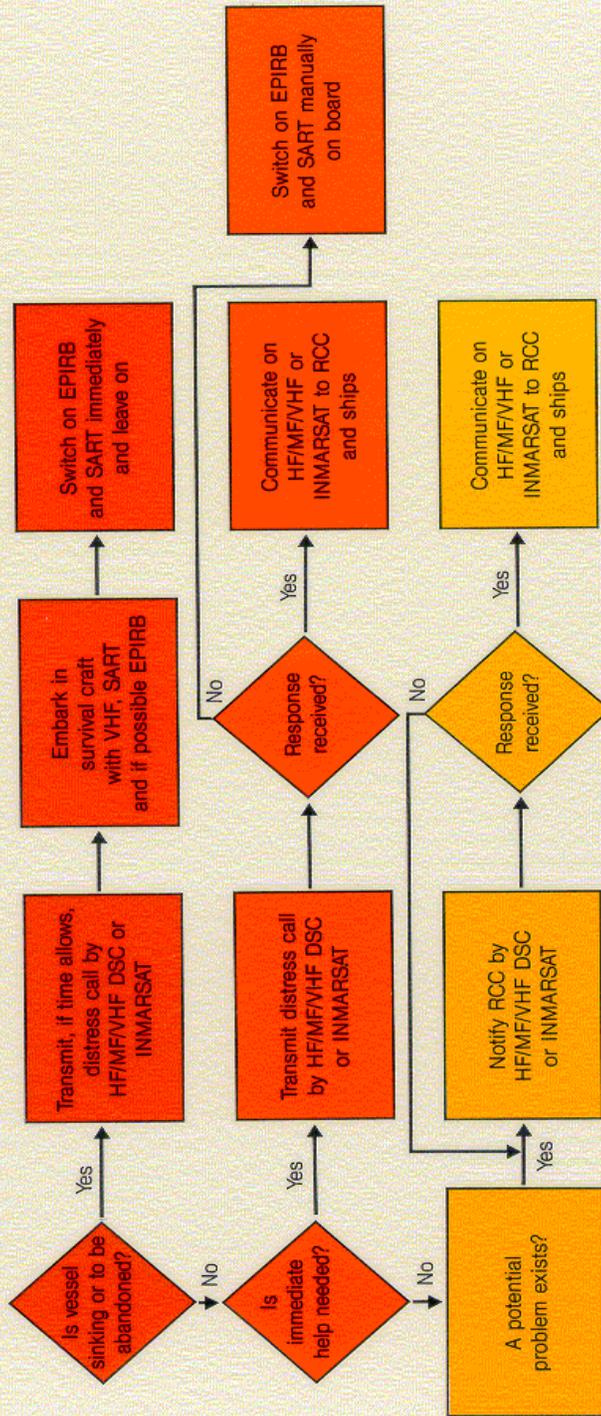
Life raft _____

Dinghy/Skiff _____

Other _____

C o m m s	Communications Schedule		D a t u m M a r k e r	Set and Drift <input type="checkbox"/> Not a factor		
	Start Time	Frequency		Set	Drift	
	Time Interval <input type="checkbox"/> 15 min <input type="checkbox"/> 30 min <input type="checkbox"/> 60 min <input type="checkbox"/> Other			<input type="checkbox"/> T <input type="checkbox"/> M	<input type="checkbox"/> kts <input type="checkbox"/> MPH	
	Remarks			<input type="checkbox"/> DMB	Type	Freq
				DMB	Inserted	Relocation
		Time				
		Position	N	N		
			W	W		

GMDSS OPERATING GUIDANCE FOR MASTERS OF SHIPS IN DISTRESS SITUATIONS



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International Maritime Organization

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HF12	12577 kHz	12290 kHz	12520 kHz
HF16	16804.5 kHz	16420 kHz	16695 kHz

ANNEX (1)
GMDSS Operating Guidance for Masters of Ships in Distress Situations

Mass Rescue Operation Supplemental Checksheet

HELO RESOURCES (Within range, as needed, up to 500 miles)

To augment high readiness and traditionally used resources

Static Data for planning (update/keep current)

FOR THE PORT/ AOR OF:								
OWNER & POC (24 hour Contact #)	NUMBER OF AVAILABLE HELO(s) BY TYPE	RESPONSE TIME	ENDURANCE (hrs)	HOISTING CAPABILITY (Y/N)	OFF-SHORE CAPABILITY (RANGE)	PASSENGER CAPACITY	DATE LAST UPDATED	COMMS FREQs/COMMENTS

**ANNEX (2)
Helicopter Resources**

Mass Rescue Operation Supplemental Checksheet

INSHORE RESOURCES
(i.e. HARBOR PILOT, TUGS, TOUR BOATS, FERRY, STATE, LOCAL, INDUSTRY, COMMERCIAL PROVIDERS)
To augment high readiness and traditionally used resources

Static Data for planning (update/keep current)

FOR THE PORT/ AOR OF:				
WHO & POC (24 hour Contact #)	NUMBER OF RESOURCE(s) BY TYPE	RESPONSE TIME	DATE LAST UPDATED	COMMENTS/ SPECIAL CAPABILITIES

ANNEX (4)
Inshore Resources

Mass Rescue Operation Supplemental Checksheet

OFF SHORE RESOURCES
(i.e. OFFSHORE PLATFORMS, FERRY, NAVY, NOAA, TUGS, COMMERCIAL PROVIDERS)
To augment high readiness and traditionally used resources

Static Data for planning (update/keep current)

FOR THE PORT/ AOR OF:				
WHO & POC (24 hour Contact #)	NUMBER OF RESOURCE(s) BY TYPE	RESPONSE TIME	DATE LAST UPDATED	COMMENTS/ SPECIAL CAPABILITIES

ANNEX (5)
Offshore Resources

Mass Rescue Operation Supplemental Checksheet

**UNIT/FACILITIES AT POTENTIAL RISK IN YOUR AREA OF RESPONSIBILITY
(i.e. CRUISE LINE, FERRY, CASINO BOAT, DINNER CRUISE, AIRLINE, CHEMICAL/ NUCLEAR FACILITIES)**

Static Data for planning (update/keep current)

FOR THE PORT/ AOR OF:					
COMPANY NAME/ ADDRESS/ CONTACT INFORMATION	CRAFT NAME/ MEDICAL & EMERGENCY PERSONNEL CAPABILITY	EMERGENCY MANAGEMENT CENTER POC & CONTACT INFORMATION	HOURS OF OPERATION	DATE LAST UPDATED	COMMENTS

**ANNEX (6)
Potential Risk in Your AOR**

Mass Rescue Operation Supplemental Checksheet

POTENTIAL SURVIVOR TRIAGE/STAGING SITES
(Consider SRU turnaround time back to scene)

Static Data for planning (update/keep current)

FOR THE PORT/ AOR OF:				
DISEMBARK FROM	LOCATION / POC (for further transfer)	LAT/LONG	DATE LAST UPDATED	COMMENTS
Aircraft				
Small Vessel				
Large Deep Draft Vessel				

ANNEX (7)

Potential Survivor Sites

