

GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 5 November 2013 08:09
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: SAR Chapter update, Police Manual,

Many thanks [REDACTED]. I have included much or what [REDACTED] (and many others) said in the revision.

The SAR chapter applies to the whole of police and most Districts have not had 'advisors' (as in the historic term) for some time.

What I have done, based on the CTV and Pike inquiries in particular, is strengthen the requirement to seek expert advice early. This seems to cover both camps.

Hope this makes sense, happy to discuss.

I am awaiting the official LandSAR feedback. I'm off from 8-22 November, then working on this from home.

Joe Green
Inspector
Manager Arms Control and Relieving Manager Emergency Management

From: [REDACTED]
Sent: Thursday, 19 September 2013 14:48
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: SAR Chapter update, Police Manual,

Hi Joe,

[REDACTED] has published his submission on the Police Manual review, on behalf of the Management Committee of LandSAR Wellington, and I expect you will have by now received a copy. He acknowledges there was no consultation with LandSAR Wellington members, but on the whole I think it is pretty good. The Police Manual is clearly quite out-of-date and needs attention to suit the needs of 2013 and beyond. I support most of what he has submitted, with the exception of the sections on SAR Advisory Committees and SAR Advisers. [REDACTED] has long had a mission to get rid of SAR Advisers, although I've never been able to get my head around his reasoning.

The Land Search and Rescue Advisory Committee, in my 20 years as an Adviser, has merely been the collective term for the Wellington SAR Advisers. It did, over the years, include specialists from AREC, Air, Caving, Dogs, etc, and so was widely representative of the groups with whom Police needed to liaise in order to have a strong SAR capability. But, in essence, it was not a group specifically for liaison between organisations, but more of a group of "wise heads" respected and trusted by the Police to advise on SAR matters.

At the time, the group was responsible for not only providing advice to the Police before the instigation of a SAROP, and then to assist during the operation. It also had a significant non-operational role ensuring the region maintained suitably trained and resourced personnel to respond when the call went out for SAR help.

With the adoption of CIMS, the operational role of SAR Advisers has been taken over by CIMS roles. And with the more recent set up of local SAR Management Committees (which has greatly relieved the workload of the SAR Adviser), it seems to people like [REDACTED] that there is no longer a need for SAR Advisers.

However, the fact remains that there is still a need for a trusted group of "wise heads" who the Police can talk to for pre-operational advice (ie, to determine whether or not a SAR response is necessary. Because this is pre-operational, it does not come under the CIMS umbrella. There is also a need for strategic advice to the Police, and to the local Management Committee, to provide a wise overview of SAR matters, based on many years of experience. This experience is not a guaranteed component of management committees, who are merely volunteers elected at an AGM, often by members who are lacking in experience and long SAR knowledge.

In my opinion, the need for SAR Advisers, and therefore their collective Advisory Committee, is still valid. Their experience and wisdom provides stability and consistency to SAR organisations and their ability to respond effectively to SAR incidents. It is irrelevant that there is no place in CIMS for SAR Advisers (although, inevitably, many SAR Advisers are likely to have the SAR management skills to allow them to be appointed to an IMT when a SAR response is required).

I see the modern role of the SAR Advisory Committee to be akin to a Board, providing strategic direction and overview, while the Management Committee gets on with the day to day business of the SAR group. I think the relevant sections of the Police Manual could be rewritten to describe a strategic role for Advisers and Advisory Committees, as distinct from CIMS roles and SAR Group management roles. The Manual should also outline criteria for the appointment of SAR Advisers.

Appointment of SAR Advisers should start with an invitation by Police to appropriate bodies (LandSAR Group, AREC, LandSAR Dogs, etc) to nominate members for the Advisory Committee. Following nominations, Police decline or appoint nominated people to be SAR Advisers, according to criteria they have set to meet their specific needs. It is up to Police to determine the term of the appointment, and the process of termination or continuation. A key factor in continuing appointment will be mutual trust and ability to work together, and effective performance that meets Police needs.

I look forward to seeing the outcome of the Manual update.

Cheers,

[REDACTED]

[REDACTED]

GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 22 October 2013 13:13
To: [REDACTED]
Subject: RE: Police SAR Manual

Many thanks [REDACTED]

The document has now been sent for formal partner agency consultation.

Joe Green
Inspector
Manager Arms Control and Relieving Manager Emergency Management

From: [REDACTED]
Sent: Monday, 30 September 2013 13:05
To: GREEN, Joseph (Joe)
Subject: Re: Police SAR Manual

Thanks Joe

I'd be interested in seeing the clean re-write once you've had a chance to get that out of the way.

I think fundamentally there are some underlying issues in how Police transition from a Police-only operation, to a multi-agency one. Things like who the person that manages the on-scene aspects of a rescue for instance - LandSAR and Police jointly developed the Incident Management Guide that operates as the doctrinal publication for land-based search and rescue management. That document specifically examined how the old 'rescue controller' was dealt with (a carry-over from the days of the advisor/field controller model). The resolution to that debate was to use the CIMS position of Sector Supervisor. I'm not aware of any agreement to amend that joint document, and I believe it should still be referred to as the authoritative primary document operationally, just as the MOU sets the framework on the administrative front.

Problems start to occur when Police are accustomed to using their own distinct terminology in a multi-agency operation. I think that's where care needs to be taken in the manual to stipulate a difference between Police-only operations, and multi-agency ones. In practice, people revert to what they know, and I think Police need to take the opportunity to commit to the CIMS principle of common terminology.

Relating to this manual, that means specifically

1) Specifying that "Rescue Coordinator" is a Police-only term, and that where the incident is multi-agency (ie LandSAR) that agreed multi-agency terminology be used (Sector Supervisor). If there is an insistence to keep using the term, specifically explaining how the role works in relation to the the Operations Manager, Sector Supervisor (if appointed) and the On-Scene Team Leaders (who have responsibility for managing the patient/victim when they locate them).

2) Similarly for the "On Scene Coordinator" - that's a term specific to Category 2 operations, driven by internationally treaty compliance. There is no such position in CIMS, and to try to use it in a multi-agency operation creates huge confusion about role and task accountability (which I've seen first-hand on several occasions). I think using such a term outside of it's intended definition is opening a huge can of worms, and will ultimately cause problems for Police. Having said that, if there is a perception that the role is required,

specifying exactly what the function of the role is, and how it relates to the rest of the CIMS structure and the incident action planing cycle.

It's really good to see progress in these areas. I'm especially pleased there will be action on 'the advisor issue' - some of this stuff has been hanging around for years unresolved and it's great that someone in Police finally made a decision!

Regards

On Tue, Sep 24, 2013 at 2:44 PM, GREEN, Joseph (Joe) <Joseph.Green@police.govt.nz> wrote:

█, many thanks for this submission.

Nearly all of the issues raised have come up in district consultation. Some key points:

- This is the the SAR chapter of the Policing Manual. I am responsible for content, style belongs to our corporate instruments group.
- LandSAR are one of a number of volunteer partners in SAR. I have removed reference to 'civilians' throughout the document and clarified it as 'volunteers'
- I have also strengthened that volunteers are drawn, generally, from the sector they provide a service back to. This helps clarify the whole costs, claims thing.
- wherever possible I have used links to the authoritative document. So I have created a link to the LandSAR field guide for example.
- 'Advisor' has been removed from the document, and I have strengthened the requirements for partnership, inclusion in SAREX planning, etc..
- On scene coordinator is a term used in many Cat I SAROPs, especially marine. They are the IC eyes and ears on the water so to speak.
- family liaison is strengthened
- rescue controller is now 'rescue coordinator' - the person at the scene who coordinates the rescue - this is police practice.
- search party deleted.
- your item 4.4 all addressed.
- health and safety clarified - remembering we have the NZSAR HSE work also. I have clarified that the notification of death or injury to a volunteer is to align requirements with those applying to police employees.
- in terms of terminations - this is for when no IAP is possible because search scenarios are exhausted. It is modeled on the RCCNZ process (which works).
- communications procedures clarified.
- reimbursement for lost wages clarified (that is, needs to be disclosed before deployment, preference to deploy volunteer).

- have separated SAREX expenses from SAROP expenses - makes more sense.

Many thanks for taking the time and effort to make your submission.

The next step is a clean rewrite (over the next two weeks), then to LandSAR (Harry), NZSAR and RCCNZ for a formal review.

Cheers

Joe

From: [REDACTED]
Sent: Wednesday, 18 September 2013 14:50
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: Re: Police SAR Manual

Afternoon Joe

Please find attached LandSAR Wellington's submission on the Police SAR Chapter. Please note that this submission represents the views of the Management Committee based on our own experience. Other groups and the National Office may have different perspectives.

Grateful for any feedback you may have. If you could keep us updated as to the next steps we'd appreciate it.

Regards

[REDACTED]
Chairman

LandSAR Wellington
[REDACTED]



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GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Thursday, 26 September 2013 08:14
To: [REDACTED]
Subject: RE: Revised SAR chapter of the policing manual - SAR partners

Certainly, the draft is back with the writer so when we go to external consultation make sure we address that.

Joe

From: [REDACTED]
Sent: Wednesday, 25 September 2013 16:19
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: RE: Revised SAR chapter of the policing manual - SAR partners

Hi Joe – not sure if it has come up in other chapters or even mentioned in the manual but Police used to provide other consumables such as torch and GPS batteries – particularly for the protracted ops – but since Police budgets have tightened up this hasn't been occurring in some areas – something else to consider I guess

Cheers

[REDACTED]



SEARCH & RESCUE
LAND SAR
NEW ZEALAND



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Facebook

From: GREEN, Joseph (Joe) [<mailto:Joseph.Green@police.govt.nz>]
Sent: Wednesday, September 25, 2013 2:13 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Revised SAR chapter of the policing manual - SAR partners

Thankx [REDACTED] appreciate the quick turn around.

Joe

From: [REDACTED]
Sent: Wednesday, 25 September 2013 09:48
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: Re: Revised SAR chapter of the policing manual - SAR partners

Hi Joe

I'm on the road so have to keep this brief - but generally I think the revised version is more correct. Suggest that LandSAR provision themselves for the initial response (which resolves 93% or thereabouts of all SAROPS) and Police

as the lead agency are responsible for catering thereafter - meaning the wording should reflect this, changing 'may' to 'shall'. Most, if not all field teams, deploying under normal SAROP conditions should be capable of sustaining themselves for at least 24 hrs.

I hope that helps.

Cheers

Sent from my iPhone

On 25/09/2013, at 7:27, "GREEN, Joseph (Joe)" <Joseph.Green@police.govt.nz> wrote:

I would appreciate your view on the following.

In the consultation draft we had:

Civilian provisions

Civilian volunteers usually provide their services in SAR operations without reimbursement and as a gesture of appreciation; District Commanders may consider the provision of refreshments at Police expense on appropriate occasions, such as debriefs, or at the end of a protracted search.

Whenever possible, civilians should supply their own rations for the initial stages of the operation. However, rations packets or meals for civilians may be purchased during a SAROP or exercise.

Claims for rations supplied personally may be made in accordance with the General Expense Claims policy, which says that reasonable costs must be met by Police for a Category I operation. Payment for Category II SAROP expenses is the responsibility of RCCNZ.

As a result of feedback from Wellington LandSAR I have attempted to clarify this as follows:

Volunteer provisions

Search and rescue volunteers are usually drawn from the sector to which they are offering their service (outdoor recreation sector, marine recreation sector and the such).

Whenever possible, volunteers should supply their own rations for the initial stages of the operation. However, rations packets or meals for volunteers may be purchased during a SAROP or exercise. District Commanders may consider the provision of refreshments to volunteers at Police expense on appropriate occasions, such as debriefs, or at the end of a protracted search.

Claims for rations supplied personally may be made in accordance with the General Expense Claims policy, which says that reasonable costs must be met by Police for a Category I operation. Payment for Category II SAROP expenses is the responsibility of RCCNZ.

What I am trying to convey is that volunteers (I liked Wellington's suggestion of getting rid of 'civilian') are offering a service back to their communities, as well as to Police. Do I understand correctly that SAR volunteers provide their own food, however if the SAROP is protracted Police provision them?

Comment by day's end would be helpful.

Thanx

Joe

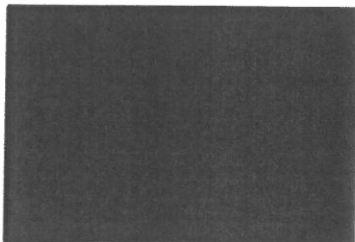
From: [REDACTED]
Sent: Tuesday, 24 September 2013 16:42
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: RE: Revised SAR chapter of the policing manual - SAR partners

Thanks Joe

Can you pse cc [REDACTED] to the ongoing emails on this. [REDACTED] will look after any further consideration on behalf of LandSAR.

Good luck for your op!

Cheers



Rescue Inc
540

From: GREEN, Joseph (Joe) [<mailto:Joseph.Green@police.govt.nz>]
Sent: Tuesday, 24 September 2013 1:11 p.m.
To: [REDACTED]
Cc: [REDACTED]
Subject: Revised SAR chapter of the policing manual - SAR partners

Good afternoon.

I have now met with many police SAR people and the SAR chapter is much changed. I plan on having the revisions to Horst (the writer) by tomorrow afternoon.

I go on leave on Friday, returning 14 October. I plan on sending the clean chapter out to you on Monday 14th.

I have a hip replacement coming up and think you might get 4-5 weeks to review and make comment back to me.

Cheers

Joe

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GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 24 September 2013 14:48
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Review of SAR Chapter of Police Manual

[REDACTED] many thanks for your submission.

I have been through and addressed each one.

I have asked the national coordinator SAR to review the section on NZDF - we have contradictory points in the draft.

We have linked to the LandSAR message format.

Advisors as a requirement have been removed, partnerships (which may be advisors) strengthened. It's the active partnerships that I am focussing on.

the next step is a clean draft, then out to NZSAR, LandSAR and RCCNZ for a final review before putting up to the police exec.

Cheers

Joe

From: [REDACTED]
Sent: Friday, 20 September 2013 07:51
To: GREEN, Joseph (Joe)
Subject: FW: Review of SAR Chapter of Police Manual

Inspector Joe Green

SEARCH AND RESCUE OPERATIONS CHAPTER OF POLICE MANUAL

Thank you for the opportunity for members of Land SAR New Zealand to comment on the draft of the new SAR Operations chapter of the Police manual.

I am a member of Wellington LandSAR. I am one of Wellington Region's SAR advisors. I currently work as an operations research analyst following 25 years Regular and Territorial service in the NZ Army.

My comments will not cover the formatting of the chapter as I think the comments from the members of the Wellington Committee cover those well. Neither will they cover parts of the chapter that deal with Police

requirements, eg responsibilities of the District Commander. As noted in the Wellington Committee submission, their submission does not represent the views of the Wellington membership. Therefore I thought I should provide my comments as a member of LandSAR Wellington. I do not represent anyone else from LandSAR.

Operational Roles and Responsibilities

Page 10. The section on Rescue Coordinator is confusing. Is the Operations Manager (OPSM) the person appointed by the Incident Controller under the CIMS model or someone else? If it is an appointment under the CIMS model then the Rescue Coordinator function, who reports to the OPSM, is doing functions outside of operations. For example- assessing the patient, obtaining and accounting for equipment.

Support Services

Air Search Advisors are specifically mentioned in page 14. This section does not mention Land Search Advisors who are also suitably qualified people to provide information and advice on local conditions during searches for missing people on land.

I suggest Land Search Advisors as included within the support services section. Within the Wellington district, following a call from the comms centre to the duty Police SAR Officer that someone is missing, the Officer will discuss with one of the local Land Search Advisors: local conditions, possible routes/intentions of missing parties, possible vulnerabilities in the area and appropriate Land SAR responses, including initiating the callout of volunteers.

New Zealand Defence Force. This section needs review. Ministry of Defence do not have facilities, NZDF do. Requests for support should go to the Watch Keeper at Joint Force Headquarters not local units.

Volunteers. I assume the comment that SAR volunteers are usually well equipped applies to all volunteers not just Land SAR ones.

Communications Procedures

Format of messages. LandSAR NZ has published recommended message formats. It is suggested that for land searches these formats are used. These LandSAR formats also closely align with Army message

formats, on which they were based. Using the LandSAR formats aids in establishing interoperability between Police and LandSAR and Defence search teams.

Rations

Yes, civilian volunteers usually provide their services without reimbursement. However with increasing costs to civilians of attending searches and getting time away from work it would not be unappreciated if Police offered to replace rations consumed during a search.

Administration

SAR Advisory Committees. Wellington Region makes extensive use of SAR Advisors. The committee consists of suitably qualified people to provide information and advice on local conditions during searches for missing people on land. In addition the committee contains experts who can provide advice on communications matters and the employment of search dogs.

Most of the work undertaken by the Committee and SAR advisors occurs prior to the call out of volunteers, it is therefore not covered by the CIMS model. However once a callout is initiated, the advisors often take on roles consistent with the CIMS model, eg OPSM, P and I or Log.

Advisors should not necessarily be recommended by NZLANDSAR. They should be people that Police trust to experts in their field, can make sensible decisions and provide useful advice to the Police SAR Coordinator. There are a number of organisations other than LandSAR that could provide suitable people. In Wellington for example the Upper Hutt Community Rescue could also provide suitable people, as could the local branch of Mountain Safety Council.

Reviews of advisors should be regular however I think annually is too frequent. Every 5 years would provide a balance between administrative burden and ensuring quality advisors.

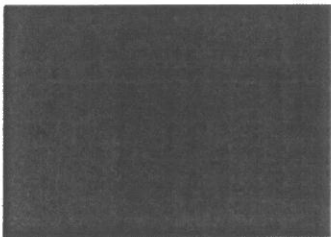
Wellington advisors are often consulted during the planning of SAREXs as well as conducting evaluation of participants and activities.

SAR Expenses

If you want to retain volunteers then the ability of volunteers to claim expenses should not be written out in the manual. It is becoming harder to keep people involved in SAR. Most people within the Wellington Group have less than 4 years experience in SAR. Many have less than two years experience. We are competing for their interest with many other activities. It may be appropriate to offer to meet ration expenses as a gesture of appreciation.

Health and Safety Requirements

The manual should have a section on the health and safety obligations as they relate to using volunteers to assist Police operations.



GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 24 September 2013 14:44
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Police SAR Manual

[REDACTED] many thanks for this submission.

Nearly all of the issues raised have come up in district consultation. Some key points:

- This is the the SAR chapter of the Policing Manual. I am responsible for content, style belongs to our corporate instruments group.
- LandSAR are one of a number of volunteer partners in SAR. I have removed reference to 'civilians' throughout the document and clarified it as 'volunteers'
- I have also strengthened that volunteers are drawn, generally, from the sector they provide a service back to. This helps clarify the whole costs, claims thing.
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Many thanks for taking the time and effort to make your submission.

The next step is a clean rewrite (over the next two weeks), then to LandSAR (Harry), NZSAR and RCCNZ for a formal review.

Cheers

Joe

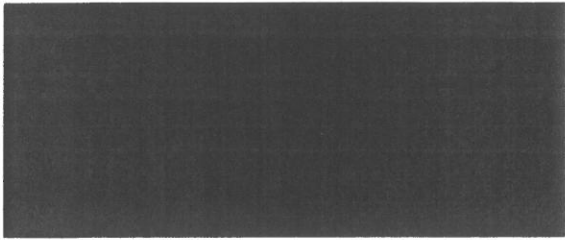
From: [REDACTED]
Sent: Wednesday, 18 September 2013 14:50
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: Re: Police SAR Manual

Afternoon Joe

Please find attached LandSAR Wellington's submission on the Police SAR Chapter. Please note that this submission represents the views of the Management Committee based on our own experience. Other groups and the National Office may have different perspectives.

Grateful for any feedback you may have. If you could keep us updated as to the next steps we'd appreciate it.

Regards



GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 17 September 2013 11:44
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: SAR chpt of police instructions

Many thanks for the feedback. In terms of 'advisors', following consultation round the country, and a chat with [REDACTED], the term 'advisor' will not be in the chapter, instead Police will have subject matter experts to consult.

We have also covered off work done by SAR squads which are not SAROPs.

I am out of Wellington at the moment and will print and consider the info below when I get back.

Joe

From: [REDACTED]
Sent: Monday, 16 September 2013 10:25
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: SAR chpt of police instructions

Hi Joe

Thanks for the opportunity to comment on the SAR chpt of the Police instructions

I have 3 comments. These comments are personal comments and are not necessarily views of other WLSAR advisors, the Committee or members. They are from the perspective of a long standing advisor with 30 years experience in SAR

1. The need for SAR advisors

Im glad to see the doc refers to the need to have SAR advisors including Land SAR advisors. This is however a point of contention with some who consider that there shouldn't be SAR advisors (i don't understand this perspective). I strongly support the need for SAR advisors (land, marine and air)

Some points where i think there could be some changes to the instructions

- i. I don't think that Land SAR advisors should be confined to members of NZLSAR. While this is likely to be the case 99% of the time it should not be exclusive. The appointment process should be same as for marine advisors but views of local SAR groups should be sought as part of this appointment process. I note marine SAR advisors don't have to be members of Coastguard – this is good – local fishermen and others can bring lots of advice/knowledge. Similarly in land SAR – park rangers and others could also be a good source of advice. It should be up to local police to decide who they need as advisors and the skills they need. I think the need for advisors is based on local area knowledge, SAR expertise, and being respected person by local police, sar members and other emergency response groups. A person who is a SAR advisor in one geographical area is no good as a SAR advisor in other area. Think its good to have such persons that the police can call upon for advice prior to an op being commenced – once it starts SAR advisors may or may not be in IMT (depends on police requirements and they are just like the rest of the potential IMT or field members). The police can also use advisors for advice on other non operational matters but this is no different from seeking advice from any other SAR member. Local committees have a valued role and are the representative body that manages local sar resources in a non operational role but whether individual groups have committees is up to local groups to sort out and isn't a police matter.
- ii.

iii. ii. There is a need for a reappointment process – i would suggest it should be every 5 years and who is reappointed should be the sole the decision of the local Police area commander/ police sar coordinator. They can off course seek advice from whoever they choose as to who should be appointed/reappointed. Annual reappointments are not likely to happen but five yearly would. SAR advisors should not hold their position for life – they should only continue when they are regarded as being valuable by local police. We only volunteer for these roles to help the police and help find people – if we are not good in these roles then its great if there are better persons out there to do these roles

iv.

2. Police SAR squads

It is good that the doc refers to police sar squads and their role. I think Police SAR sqds are very essential to local SAR groups (and with civilian volunteers can make for a strong local SAR response). They offer a source of personnel who have a range of experience and skills that are valuable to local SAR response. They can also often respond more quickly to SAR ops (particularly the police SAR dog teams and often a police SAR dog handler, supplemented with other police sar sqd members, can respond using lights and siren can get to a location and resolve it before an operation gets worked up into a large event). This is great. They are also valuable members of IMT (can think about the criminal side of scenarios more than civilians) and when an op drags on into several working days it is good to have to greater personnel available for these operations. Police SAR are also particularly valuable for safety of teams in urban ops where a lot of door knocking property searches take place (which are quite a few of our ops in Wn). The one thing i do note is that can be hard to get some police sar personnel released from other duties – i would like to see an expectation that they were releasable say 50% of the time and the nr of responses is monitored – if they are not turning out then the gear that they get issued (and the wear-out rate) is very very generous.

3. Debriefs

I think guidance for when debrief is held seems fine (ie greater than 300 hours of time committed or as directed by local police commander). But good to try to capture lessons from smaller ops by perhaps a less structured process (such as we tend to do via emails etc and 'hot debriefs' as people come out of the field). While more debriefs would be great i cant see people turning up to them hence having guidance as to when debriefs are held is a very good idea

Thanks

[Redacted signature]

[Redacted contact information]

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GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Wednesday, 11 September 2013 07:41
To: [REDACTED]
Subject: RE: revised SAR chapter of the policing manual

Many thanks for this. I have had two consultative meetings (MOH/ACC and Auckland) and already this is changing shape.

Joe

From: [REDACTED]
Sent: Monday, 9 September 2013 10:41
To: GREEN, Joseph (Joe)
Subject: FW: revised SAR chapter of the policing manual

Morning Joe - Feedback from Taupo attached

[REDACTED]

Safer Communities Together

From: [REDACTED]
Sent: Tuesday, 3 September 2013 21:51
To: [REDACTED]
Subject: RE: revised SAR chapter of the policing manual

[REDACTED]

My comments...



[REDACTED]

Safer Communities Together

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From: [REDACTED]
Sent: Tuesday, 27 August 2013 15:23
To: [REDACTED]
Subject: FW: revised SAR chapter of the policing manual

Good afternoon all,

Here is your opportunity to make comment on the draft SAROPS document, which is on top of the consultative meeting that Barry is attending.

Please have to me for collation before Friday 20 Sept.

Thanks

[REDACTED]

Safer Communities Together

From: GREEN, Joseph (Joe)
Sent: Tuesday, 27 August 2013 11:40

[REDACTED];

Subject: revised SAR chapter of the policing manual

Please find attached the consultation draft of the revised SAR chapter of the policing manual. I have also attached the documents that this links to.

A basic principle I have followed is not including anything that can better be provided elsewhere. So for example you will see links to NZSAR to provide the description of the SAR system in NZ.

[REDACTED] you will receive a copy from [REDACTED]. I have covered off the template that you provided.

[REDACTED], you will see I have left in the training path for Police in SAR, we need to discuss and complete this so it dovetails nicely with the wider umbrella plan.

Feedback is now invited and most welcome. Please comment on content, style is the responsibility of our corporate instruments group.

Tell me what needs improving, what's missing and needs to be included. If you really like something tell me that too please.

Please track any suggested changes.

I am holding a number of consultative meetings in District and would prefer that feedback was consolidated. Where people are not part of the chat fest then obviously individual feedback.

Feedback needs to be with me no later than **Friday 20 September 2013**. This gives me time to pull it together before I go on leave for 3 weeks on 27 September 2013.

Cheers, and many thanks.

Joe Green

Inspector

B.A. (Hons), Dip.Bus.Stud., T.T.C

Diploma in Outdoor Leadership

Relieving Manager: Emergency Management

GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Thursday, 5 September 2013 10:03
To: [REDACTED]
Subject: RE: Police SAR Manual

So long as we are clear it's a draft.

I would welcome good and practical feedback.

Joe

From: [REDACTED]
Sent: Thursday, 5 September 2013 09:53
To: GREEN, Joseph (Joe)
Subject: Re: Police SAR Manual

Thanks

I wanted to touch base with how wide we can go for feedback - are you happy if we share the chapter within our group (obviously bearing in mind that with 60 people we don't have much control over it once its shared), or would you prefer if we keep it a bit tighter than that?

On Tue, Sep 3, 2013 at 7:27 AM, GREEN, Joseph (Joe) <Joseph.Green@police.govt.nz> wrote:

I was hoping by 20 September.

That gives me that week to get changes to the writer before I go on leave for 2 and half weeks on the 27th.

Joe

From: [REDACTED]
Sent: Monday, 2 September 2013 15:23
To: GREEN, Joseph (Joe)
Subject: Re: Police SAR Manual

Thanks Joe

I've forwarded it on the [REDACTED]. What's your timeline for gathering up responses?

On Mon, Sep 2, 2013 at 9:15 AM, GREEN, Joseph (Joe) <Joseph.Green@police.govt.nz> wrote:

No problem [REDACTED] would welcome your input.

Can you also share with your national office, I am getting it bounced back.

Joe Green

Inspector

B.A. (Hons), Dip.Bus.Stud., T.T.C

Diploma in Outdoor Leadership

Relieving Manager: Emergency Management

From: [REDACTED]
Sent: Friday, 30 August 2013 07:59
To: GREEN, Joseph (Joe)
Subject: Police SAR Manual

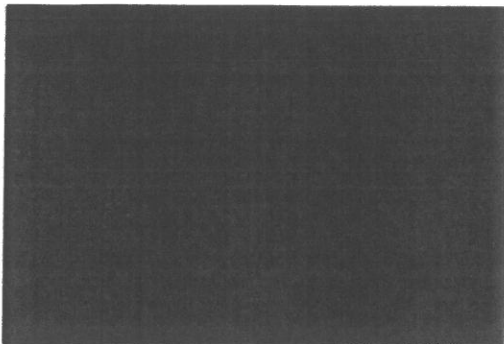
Good morning Joe

I think we met at the airport a few years ago when I ran in to you and [REDACTED]

I attended the Wairarapa SAR meeting last night. One of the Police present said that you were currently in the process of updating the SAR Chapter of the Police Manual, and had asked for comments/submissions.

Would you please send through a copy of the draft document that has been circulated? My group would like to offer some thoughts about a couple of aspects of the manual that relate to LandSAR.

Regarrds



www.facebook.com/landsarwellington

=====

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GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Wednesday, 21 August 2013 08:11
To: [REDACTED]
Subject: RE: SAR chapter of the policing manual

See you then. Its all booked for Mechanics Bay.

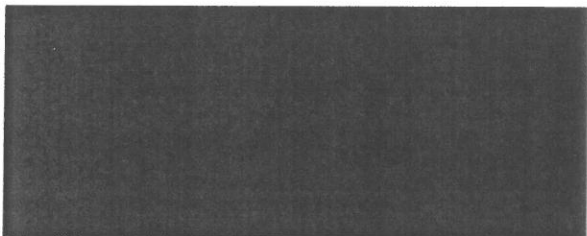
I will leave it to you and [REDACTED] to get right people there.

Joe

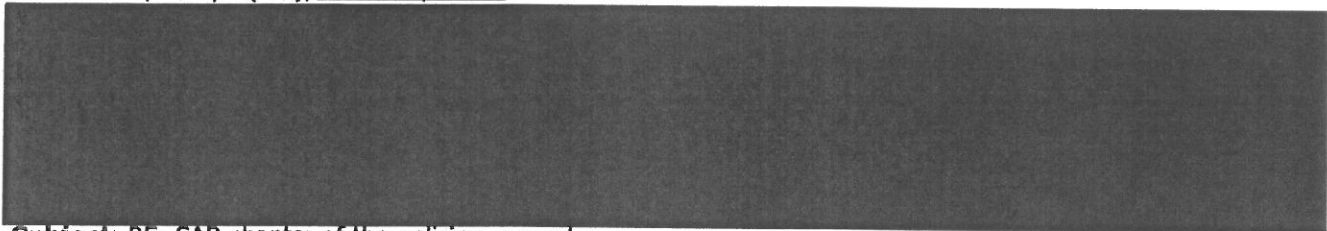
From: [REDACTED]
Sent: Tuesday, 20 August 2013 15:19
To: GREEN, Joseph (Joe)
Subject: RE: SAR chapter of the policing manual

Joe

Sorry for the late reply the 10th is good for me



From: GREEN, Joseph (Joe)
Sent: Thursday, 15 August 2013 08:37
To: GREEN, Joseph (Joe); [REDACTED]



Subject: RE: SAR chapter of the policing manual

Good morning, we are nearly ready to consult the revised SAR chapter of the Policing Manual.

I propose:

Copies of the rewrite made available as soon as we can.

People read through, make suggestions for change, reinforce what they think looks good.

If possible attend a consultative meeting as follows (and if cannot attend make notes available to me - tracking changes):

Auckland	10 Sept	8:45-11:30
Palm Nth	5 Sept	9-12:00
Wellington	6 Sept	(afternoon)
Nelson	6 Sept	(morning)
Christchurch	17 Sept	9-12:00
Dunedin	16 Sept	13:00 - 15:30

I would be reliant on you making a venue available.

Are these dates OK - let me know if they are not - I plan on booking flights on Monday 19 August.

Cheers

Joe

From: GREEN, Joseph (Joe)

Sent: Wednesday, 14 August 2013 10:13

Subject: NZSAR Council self assessment (draft)

Please find attached the self assessment with Police comment enclosed. I have canvassed Districts and transcribed into single comment against factors.

Key points for Police:

- SAR chapter of Policing Manual is with the writer and consultation with Districts to be scheduled for September.
- District structures: this is the responsibility of the District Commander, however the current allocation (full time/part time folio) isn't too far out of wack with the scatter diagram of SAR events (structure and deployment aligned with risks).
- Mass rescue template with Districts. This should address any mass transport event, on or off an airport.
- There is a need for nationally consistent capability to track air and water assets ([redacted] put in your bring up please for when permanent appointment made to this position).
- Districts to revise financial approvals process for the urgent deployment of assets (should be as close to operational front as possible).
- SAR members to be aware of generic PD and to have skills included in their performance appraisal.
- SAR training pathway will be in the revised SAR chapter. SAR members should complete a CIMS4 course - approved through [redacted] and NZSAR and free!
- Ensure access to marine radio and that radio protocols are followed.
- Note that Police has engaged in the development of the Wander strategy.
- Developing letter of agreement with ambulance, MOH and ACC re the deployment and hand over of helicopter assets (draft previously submitted).
- While no Districts reported difficulty with information flow probably a good idea to revisit this from time to time.

Joe Green

Inspector

B.A. (Hons), Dip.Bus.Stud., T.T.C

Diploma in Outdoor Leadership

Relieving Manager: Emergency Management

GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Wednesday, 31 July 2013 14:55
To: [REDACTED]
Subject: SAR chapter
Attachments: Search and Rescue operations-v1-JoeGreen amends.doc; LandSAR CIMS for SAR.pdf; LandSAR Field Guide.pdf; NZSAR Guidelines-Evaluation FINAL.pdf; NZSAR Guidelines-Readiness Planning FINAL.pdf; operational_framework_for_the_new_zealand_search_and_rescue_region[1].pdf; SAR member competencies land.pdf

Attached is the document with tracked changes, and the pdfs for linking.

It has been through HR, Finance, Wellness (equipment) and NASO (ambulance coordinators at MOH).

I think it is now ready to be groomed into the revised chapter for wider consultation. I am waiting one graphic (training pathway).

We also need to amend the NFB1 form by deleting "a signed tax form IR12 is attached for completion" and replacing that with "An invoice is attached".

In terms of the Ambulance and Emergency Air Ambulance costs etc, this restates what is in the document we have been discussing. I am left wondering if we need that document and will discuss with the working group.

Joe

GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 30 July 2013 11:46
To: [REDACTED]
Subject: RE: SAR Chapter of police manual - revised: financial matters - first level of consultation

Thanks [REDACTED] will have a look and come back to you.

Joe

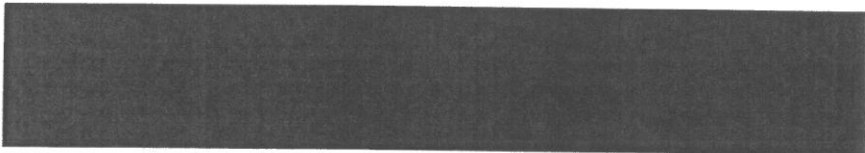
From: [REDACTED]
Sent: Friday, 19 July 2013 13:25
To: GREEN, Joseph (Joe)
Subject: RE: SAR Chapter of police manual - revised: financial matters - first level of consultation

Hi Joe,

Apologies for the delay – we had extremely tight time pressures for our financial year end.

I have review the SAR chapter and there are a few things that will need to be looked at. My initial thoughts are on the attached document, but will discuss them with you when you return.

Regards



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From: GREEN, Joseph (Joe)
Sent: Wednesday, 17 July 2013 07:28
To: [REDACTED]
Subject: RE: SAR Chapter of police manual - revised: financial matters - first level of consultation

That would be great. I haven't changed anything but our HR and finance processes may have moved on!

I am away from Friday until Monday 29th. Available to chat outside that.

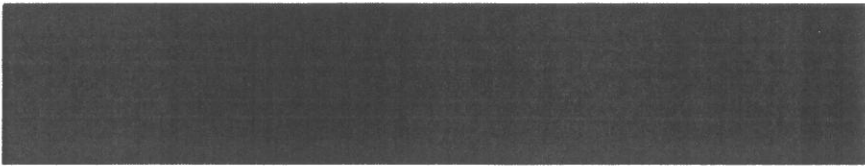
Joe

From: [REDACTED]
Sent: Tuesday, 16 July 2013 13:50
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: RE: SAR Chapter of police manual - revised: financial matters - first level of consultation

Hi Joe,

I will review this for you. I am tied up at the moment with our year end close, so will probably towards the end of next week.

Regards



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From: [REDACTED]
Sent: Tuesday, 16 July 2013 13:44
To: [REDACTED]
Cc: GREEN, Joseph (Joe); [REDACTED]
Subject: FW: SAR Chapter of police manual - revised: financial matters - first level of consultation

Hi [REDACTED]

Are you able to assist Joe with this request?

Thanks



From: GREEN, Joseph (Joe)
Sent: Tuesday, 16 July 2013 11:07
To: [REDACTED]
Subject: SAR Chapter of police manual - revised: financial matters - first level of consultation

I am revising the SAR chapter of the Police Manual. The material below has financial implications and I need to make sure that the information is current before I send the revision out for wider consultation. Could you please review the information, or have someone else review it and advise me - by 29 July would be great.

Many thanks

Joe

When civilian volunteers are called upon to assist in an operation, and, with the approval of Police use their own vehicle for transport to and from the area of operation or assembly point, they may be paid mileage allowance at the rate as prescribed in the Police Collective Agreement for employees holding the Office of Constable 4.9.2. Claims for payment of motor vehicle allowance must be in the form set out in District Forms Folder (NFB2).

Civilian provisions

Civilian volunteers usually provide their services in SAR operations without reimbursement and as a gesture of appreciation; district commanders may consider the provision of refreshments at Police expense on appropriate occasions, such as debriefs, or at the end of a protracted search.

Whenever possible, civilians should supply their own rations for the initial stages of the operation. However, rations packets or meals for civilians may be purchased during a SAROP or exercise.

Claims for rations supplied personally may be made in accordance with the General Expense Claims policy, which says that reasonable costs will be met by Police for a category I operation. Payment for category II SAROP expenses is the responsibility of RCCNZ.

These claims must also not exceed the meal allowance provided by "Travelling and Relieving Expenses", calculated per employee per day.

For details on civilian rations in a training exercise see "SAREX - Search and Rescue exercises".

Expenses

The District Commander or other authorised officer approves:

- accounts for goods or services
- claims for loss or damage to property

incurred during a SAREX. Claims are dealt with in terms of finance policy that deals with ex-gratia payments; that is, payments that Police may settle for the sake of equity, even though they are not legally obliged to.

Provision for volunteers

For the initial stages of a SAREX, volunteers should bring their own food and equipment. For later stages, the police should supply all meals. Financial provision should be made for this in the exercise directive.

Civilians take part in a SAREX on a voluntary basis and are not, therefore, entitled to claim for rations or loss of wages.

Claims for property loss or damage, however, may be submitted on the Expenses Claim Form (NFB2) form.

Operational Expenses

Costs of category 1 operations are usually met by Police. The District Commander or other authorised officer will approve:

- accounts for goods or services
- claims concerning loss or damage to property.

Claims for category II operations are usually met by the RCCNZ in accordance with Treasury instructions. When an operation begins as a category I and is transferred to a category II, claims are dealt with by the RCCNZ.

Compensation for volunteers

Claims for out-of-pocket expenses (including meals) must be made on NFB2.

Claims for loss of, or damage to, personal property that are not covered by ACC must be made on NFB2. Follow these steps when dealing with claims'

Step	Action
1	Do not acknowledge liability, either verbally or in writing.
2	Where practicable, retain damaged articles for inspection.
3	Forward all claims to the District Commander with a report of the circumstances relating to the loss or damage.

4	Follow the policy on ex gratia payments; that is, payments that the police may settle for the sake of equity, even though they are not legally obliged to.
---	--

SAR general expense claims

Public Service departments (government departments) will bear their own expenses when participating in SAR operations.

Government trading departments and state owned enterprises will lodge claims for reasonable expenses in category 1 operations with Police, and in category 2 operations with the Rescue Coordination Centre New Zealand.

Other claims for reasonable expenses incurred in category I operations will be met by Police. Where an operation is a category II, or subsequently steps up to a category II, claims will be dealt with by the Rescue Coordination Centre New Zealand.

Any claims received by Police for payment by the Rescue Coordination Centre of New Zealand are to be passed on through the District Commander to the National Manager: Operations.

Loss of wages by volunteers

Employers are encouraged to grant paid leave for SAR purposes. If they refuse, Police will cover wages for category I operations and the RCCNZ for category II.

When dealing with claims follow these steps.

Step	Action
1	Treat the claimant as a wage-worker and arrange to have the claim paid through the district accounting office, coded to the SAR operational vote for the district concerned.
2	If several claimants have the same employer, it may be easier to reimburse the employer for the gross amount, rather than treat each claimant separately.
3	A claim for a loss of wages must be submitted with a tax certificate (IR12) plus details of: <ul style="list-style-type: none"> • usual weekly wage • usual tax code • wage paid during pay period in question • amount of wage lost.

Note: Claims must be made on the Loss of Wages Claim Form (NFB1), which includes the employer's certificate.

Death of or injury to volunteers

The Accident Rehabilitation and Compensation Insurance Act 1992 covers civilian volunteers killed or injured while travelling to, from or participating in a SAR operation or exercise.

Where a civilian volunteer is killed or seriously injured during a SAR operation or training, the District Commander must report the facts to the National Manager: Operations as soon as practicable.

Claims for injury or death for civilian volunteers involved in an accident in the course of a SAR operation or exercise must be made direct to the Accident Rehabilitation and Compensation Insurance Corporation (ACC).

Payment for the first week's income

ACC covers claims for death or injury during an operation, but does not pay the first week's income. If the employer refuses to pay it, Police will meet the cost in accordance with the policy loss of wages by civilians. Claims under this section must be made on NFB1.

GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 16 July 2013 10:44
To: [REDACTED]
Subject: RCCNZ in Sar chapter of police manual - first level consultation.

Good morning. I have completed a first draft of the revised SAR chapter. Below you will find those sections relating to RCCNZ. I have also included the drafted terminating/suspending SAROP section. It draws heavily on your material.

Can you please look at these and provide feedback. By Monday 29 July would be most useful.

Thanx

Joe

The Rescue Coordination Centre New Zealand

Maritime New Zealand maintains and operates the RCCNZ which is the co-ordinating authority for category II SAROPs, and for managing beacon (PLB) activations

The RCCNZ, must be advised of all marine SAR operations as soon as possible and are available for advice in category I operations. It must be specified what advice is sought (e.g. Search Area Determination).

When a category II SAROP is initiated and is of such scale that the PNCC or National Crises Management Centre is activated a Police Liaison Officer may be assigned to RCCNZ. Alternatively RCCNZ may request a Police Liaison Operator for a category II incident. The request will be made through the COMMS Centre who will allocate the resource.

The Police Liaison Officer at the RCCNZ provides the link between RCCNZ and the PNCC or NCMC, and:

- obtains information on the vessel, aircraft and its passengers or missing party as requested by the RCCNZ SAR mission co-ordinator
- obtains information from the public through media appeals
- liaises with district commanders
- liaises with the land search advisor at the RCCNZ about the organisation of ground parties
- keeps next of kin advised
- keeps Police and the RCCNZ informed of each other's actions
- provides regular SITREPS to the Manager: Operations PNHQ and to district commanders involved.

When an operation reaches the stage where only Police-controlled tasks remain and the RCCNZ is no longer required, the Police representative continues to liaise with the district involved and the RCCNZ SAR Mission Co-ordinator.

RCCNZ SAR Mission Co-ordinator (SMC/Incident controller)

The RCCNZ SMC:

- in a category II operation, provides communications and directs how they should be used
- advises the Director CAA/ Maritime NZ when to suspend/terminate a category II operation (they should consult Police on the decision taking into account Police action yet to be taken). **Note:** The chances of survival in adverse weather conditions are much greater than most people realise)
- retains overall responsibility until the missing party is found, the SAROP is suspended or it has been determined coordination will be transferred to Police (e.g. for a body recovery)
- are available 24/7 to advise Police on request on marine SAR planning methods, and provide specialist marine advice.

Terminating/suspending a SAROP

When all avenues of SAR investigation and search have been exhausted the IC, having consulted with the IMT and specialist advisors (as to factors such as person profile, likely behaviours, survivability, risk to searchers) may recommend terminating or suspending a search.

All aspects of the SAR investigation and operation will be documented and collated by the IC. This will be peer reviewed by a Police SAR Coordinator not involved in the SAROP (who may establish an IMT to assist in this review).

The Coroner will be consulted.

The recommendation to terminate or suspend a search shall be referred to the District Commander for a decision.

Factors to be addressed:

- distress position
- drift/movement factors
- intelligence
- search decisions
- assumptions
- scenarios
- search areas/plans
- coverage of search areas
- likelihood the missing party would be found in area (probability of detection for marine)
- time searched (air/marine/ground teams)
- survivability assessment (elapsed time, environmental factors including weather, physical condition of potential survivors, survival times)

Operational roles and responsibilities

Initial reports to Communications Centre and local Police

Many missing person's cases will first be reported to a Communications Centre and others to local Police. This table details the responsibilities in each case.

If the case is first reported to:	then...
a Communications Centre,	<p>The Communications Centre must take initial command and control of the situation in accordance with the provisions of Master Standard Operating Procedures (MSOPs) and District Mobilisation Plans (DMPs) until local command and control is established.</p> <p>The Communications Centre's supervising team leader must immediately inform senior district field supervisors of the situation and the area's on call SAR IC as per DMPs.</p> <p>For any marine incident, the RCCNZ must be notified promptly as per the MSOP. RCCNZ are available to give on request specialist advice for any incident</p>
local Police (either on patrol or at the Police station),	The report taker must immediately notify the senior district field supervisor of the situation, the area's on call SAR IC as per DMPs and their Communications Centre.

Global Maritime Distress and Safety System

The Global Maritime Distress and Safety System is run from the Maritime Operations Centre situated at Kordia's offices in Avalon Television Studios in Lower Hutt. Operators monitor marine VHF and HF calling and distress channels on a 24-hour basis by receiving and re-directing calls for assistance to respective SAR agencies. For 'all ships' broadcasts during marine SAROPs, the service can be contacted on:

- (tel) 04 619 0628 or 04 619 0642 (restricted to Police, coastguards and helicopter operators), or
- (tel) 04 619 0623 (limited confidentiality), or

- (fax) 04 619 0844 (general use).

Other local agencies such as the Royal New Zealand Coastguard Federation, Harbour Radio and Fisherman's Radio may also be able to assist with all ships broadcasts. Their contact numbers should be in your local marine SAR plan.

GREEN, Joseph (Joe)

From: GREEN, Joseph (Joe)
Sent: Tuesday, 16 July 2013 10:29
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Costs - SAR

We also need to include the following:

Air Ambulance Service

The Air Ambulance Service is used to transport severely injured or critically ill people whose lives are in immediate danger and who cannot be transported by other means. Obtain medical advice before transporting any critically ill or injured person by air. In appropriate cases medical assistance should be taken to the scene.

In some areas, usually those with a dedicated rescue or emergency helicopter service, regional ambulance services have arrangements with District Health Boards and the ACC covering air ambulance attendance at remote locations or serious injuries. For injury and illness, contact the regional Ambulance Communications Centre as soon as it is established the matter may be an accident/ACC matter.

Where there is no dedicated rescue or emergency helicopter service:

- for illness, obtain authorisation from the nearest Crown Health Enterprise Air Ambulance requisitioning officer who is responsible for subsequent payment
- for injury sustained in an accident, arrange to hire an aircraft if immediate action is required to save life.

Note: For more details, see "[Responsibility for aircraft costs](#)".

From: [REDACTED]
Sent: Tuesday, 16 July 2013 09:12
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: RE: Costs - SAR

Hi Joe,
[REDACTED] and I could do 10 am tomorrow morning.
[REDACTED]

NASO
National Ambulance Sector Office

 Think environment before you print

From: "GREEN, Joseph (Joe)" <Joseph.Green@police.govt.nz>
To: [REDACTED]
Cc: [REDACTED]
Date: 16/07/2013 09:08 a.m.
Subject: RE: Costs - SAR

Certainly - tomorrow morning? I have a meeting at 11 down town.

From: [REDACTED]
Sent: Monday, 15 July 2013 16:07
To: GREEN, Joseph (Joe)
Cc: [REDACTED]
Subject: Re: Costs - SAR

Hi Joe,
No, it's not completely correct.

It would be worth meeting with Joy and myself to discuss as there are a few things to clarify.
Regards,

NASO
National Ambulance Sector Office

 Think environment before you print

From: "GREEN, Joseph (Joe)" <Joseph.Green@police.govt.nz>
To: [REDACTED]
Date: 15/07/2013 03:14 p.m.
Subject: Costs - SAR

This is what we have in the SAR chapter at the moment. I need to confirm that this is correct.

I thought I might link it to the MOU.

Your thoughts?

Joe
Responsibility for aircraft costs
Police meet the costs when:

- as part of a SAROP, and when deployed by Police, an aircraft is used to transport injured or ill persons whose recovery by other means would be uneconomic
- a deceased person is transported from the scene (this applies even if the person was not known to be deceased at the time of hire).

The ACC meets the costs when notification is given as soon as practicable to the Ambulance Communications Centre for ACC defined accidents and when:

- the scene of the accident is inaccessible to other forms of transport in a timely manner
- an accidentally injured person is transported to the nearest road head, medical centre or hospital for treatment.

Note: Where practicable, injured people transported by air should be advised to make an ACC claim.

Responsibility for Air Ambulance costs

The Police district involved pays the account for search activity and seeks reimbursement, if appropriate, from the nearest ACC office or Crown Health Enterprise for rescue activity. The correct procedure can be obtained from the National Co-ordinator: SAR at PNHQ.

If reimbursement sought from the local ACC or Crown Health Enterprise is refused, the account must be sent, with a summary of the incident and the patient's name and address, to the O/C Operations Support Group (National Co-ordinator: SAR at PNHQ).

=====

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