

SEARCH & RESCUE PROCEDURES

INITIAL ASSESSMENT

A building assessment will be conducted by the Building Inspection Operation before Search & Rescue Teams will be authorized to enter.

SEARCH AND RESCUE

Heavily Damaged Buildings

Buildings with “heavy” damage will be secured by Campus Safety personnel. *No one will enter these buildings.* We will rely on professional help to search these buildings.

Mark the building’s doors with an “X” inside of a box, indicating that they are too dangerous to enter. (See attached figure for guidance.)

Moderately Damaged Buildings

Buildings with “moderate” damage shall be entered cautiously by a minimum number of rescuers. Rescue teams assigned to search moderately damaged buildings must have a leader specifically trained in emergency search and rescue.

The mission for moderately damaged buildings is to locate, stabilize, and immediately evacuate victims to a safe area while minimizing the number of rescuers inside the building. Moderately damaged buildings will be searched before lightly damaged buildings in order to rescue trapped individuals before further damage occurs. Additional damage may cause the building to be too unstable to enter.

Lightly Damaged Buildings

Buildings with “light” damage shall be entered with one or more search and rescue teams.

The mission for lightly damaged buildings is to locate, triage, and prioritize removal of victims to designated treatment areas by the medical operation teams.

DEPLOYMENT

Search & rescue efforts will be prioritized by the Emergency Management Team. Search & Rescue teams will be dispatched by the Search & Rescue Branch Director. Team members should report to Facilities Management and wait for an assignment. Once given an assignment, obtain equipment and sign in.

Initially all search and rescue teams will be deployed to search moderately damaged buildings. Response teams will be split into shifts as soon as the rescue from moderately

damaged buildings is complete. Individuals who show signs of exhaustion or trauma before this time shall immediately be given a rest period to ensure their safety.

Because the work may be very intense and exhausting, shifts shall be no longer than four hours. Those who are off shift must eat, drink and sleep to prepare themselves for the next shift.

PERSONNEL

Search & Rescue leads, personnel, and teams should be defined before an emergency to facilitate training, exercises, and team development.

The lead person **MUST** have technical skills/training in search & rescue, buildings and structures, and safe work practices in risky environments. In addition, leads must have natural leadership ability and be able to remain calm under stressful conditions.

Teams will consist of 3-4 people. The team, as a whole, must also possess the abilities to effectively use a fire extinguisher, perform first aid, and carry victims.

TOOLS

Each team will be issued a search & rescue kit from Logistics. It will include:

4	Hard hat with head lamp
4	Full protection anti-fog goggles
12	Dust Masks or Particulate Respirators
4	Whistles
8	Leather Work Gloves
3	Lights
5	Grease pencils for marking entry
1	Fire Extinguisher – pick up from one of the buildings
1	Emergency First Aid Kit
2	50 feet piece of rope
1	Leveraging tool
2	Pens –writing tools
1	Clipboard
	Flagging tape
1	Radio (provided by PLU) or cell phone (provided by responder)

The Search & Rescue Branch Director will also issue each team a copy of the floor plan for the building(s) that they will be searching. PLU will develop building floor plans will to include utility shut-off locations, fire suppression system locations, hazardous areas. *Team members should be sure they are briefed and aware of hazards and safety systems in the building before entering.*

SEARCH PROCEDURE

1. **YOU Are Most Important.** The most important person in the search and rescue effort is you. **Do not** endanger yourself by entering unsafe areas, leaving your team members, or over-exerting yourself.
2. **Entry Marking.** Mark the door of the building you are entering with one diagonal slash before you enter the building. This will tell others that there is already a team in the building. (See attached figure.)
3. **Call Out.** Upon entering the building or area of the building, call out to victims, *“If anyone can hear my voice, come here.”* When victims respond, assist them in exiting safely. Ask evacuees for information about the location of other victims or the condition of the building.
4. **Systematic Search.** Begin systematically searching the building by moving from the lowest to the uppermost floors and along the right wall of the building or room that you are searching. When visibility is poor, use the wall as a lifeline by keeping your right side to the wall and following the wall in a continuous pattern to search the entire building. If you become disoriented, reverse your steps, staying close to the wall until you get back to the entry. Use rope trail in areas of darkness or where there is a lot of debris.
5. **Leader’s Responsibility.** The lead person’s primary job is to look for obstacles or hazards and lead the team safely through the building, including squelching small fires with the fire extinguisher. It is the leader’s responsibility to determine the strategy, with the help of his or her team members, to solve a search and rescue problem, e.g. how to reach a trapped person. The leader must also assess the condition of the structure and communicate the information to the recorder.

This person will also document in written and pictorial form, when possible, information about the number of victim’s removed and still trapped, severity of injuries, and the condition of the building.

6. **Medically Trained Team Member’s Responsibility.** The medically trained team member’s primary job is to stabilize and triage all victims. Triage will be accomplished by tying various colored flagging tape to the victim’s arm or leg.

Red – Immediate treatment required (airway, bleeding, or shock)

Yellow – Delayed (Non life threatening)

Black – Dead (No respiration after two attempts)

7. **Search & Rescue Trained Team Member’s Responsibility.** Once the initial assessment and triage is completed, then this person will begin rescue efforts, with the help of team members, using techniques such as leveraging and cribbing. Victims

with head or spinal injuries should be stabilized in place and not removed unless the hazard of further injury is greater when not removed.

8. **Exit Marking.** Upon completing the search of the building, cross the entry mark with another slash creating an “X”. In each quadrant of the “X”, mark the:
 - Time/date the inspection was completed
 - The search team i.d.
 - Personal hazards present, such as a gas leak
 - Number of victims still in the building

Please refer to the attached figure for guidance.

9. Exit the building through the same passage that you entered. Mark all the exit doors with the information listed in step 8.

EOC PROCEDURES

The EOC Search & Rescue Branch Director shall record:

- The number of teams and unique team identity for each team working the incident
- The names of the members on each team
- The building (name) assigned to each team
- The time each team begins and ends its search
- Listing of all people recovered, with description of injuries, deaths, etc.
- Record building hazards that are encountered.
- Record S & R team shift changes