| **Search and Rescue Dogs**  **of Ontario Association**        **Personnel Handbook**    *Original - April 2023* |
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The Personnel Handbook was designed to aid in the development of all SARDOA personnel. The handbook will guide members in training by defining objectives and tracking completion. This document covers personnel training expectations in addition to the Standards manual and SOP manual. This handbook was not intended to include canine training.

Specialized training is required for the Water Search Profile and for the Disaster Search Profile. These profiles are not covered in this handbook.

Assessment of personnel will be done throughout the probation period and beyond by qualified trainers. To obtain the minimum requirements, the following will be taken into consideration:

* Time involved to get the training
  + Most members work full-time and have other family commitments
* Time involved in training and testing members
  + Again, most members work full-time and have other family commitments
* Availability of finances to cover the costs of some courses
* Timeframe of when courses are offered
* Availability of testing in conditions such as adverse weather and night
* Location available to demonstrate skills

As a result of the above considerations, not all of the objectives in this document will be covered in weekly training. Therefore, a decision to move someone to active status may be partially based on observations made throughout training, courses taken, and any previous experience the person has acquired.

All SARDOA members will have a Field Tech Evaluation before they become active members. The skills acquired from this handbook will allow any member to act as a Field Tech when needed. The completion of these requirements is expected by the second year of joining the association.

Feedback, as appropriate, should be entered for each objective signed off. If a member does not meet the expectation, enter the feedback and have them try again.

In this document, the word “demonstrate” means to actively show a qualified trainer that the objective is understood and can be carried out.

Once SARDOA personnel become active or complete their handbook, members are encouraged to continue their personal growth by enrolling in other approved courses and attending other activities such as mock searches. The highlighted objectives indicate what will be monitored for active members on a periodic basis.

# TABLE OF CONTENTS

[TABLE OF CONTENTS 3](#_9cascqrrp7hx)

[1 Core Courses 5](#_uxgo1xvumiu1)

[2 Learn About the Canine Handler Team 8](#_x4g14r2r454c)

[2.1 Understand how a canine handler considers scent while working a canine. 9](#_6oea55grsjeu)

[2.2 Understand how a canine handler plans a search strategy. 10](#_lk1emuthrw8i)

[2.3 Demonstrate ability to act as Field Tech for a canine team through forest, mixed vegetation & urban areas. 13](#_n10xp1ngirkq)

[2.4 Demonstrate ability to maintain awareness of location/ areas searched while navigating for a canine team. 14](#_2ilqabp2tzos)

[2.5 Demonstrate a type 1 - hasty search while navigating for a canine team. 15](#_tlfj8ly16uwy)

[2.6 Demonstrate a type 2 - grid search while navigating for a canine team using a COMPASS only. 16](#_4x1jianfein)

[2.7 Demonstrate required skills with a canine team. 16](#_4avuapn0es1s)

[3 Search/Clue Theory 18](#_ny2tv5s5ncqf)

[3.1 Describe a type 3 search GSAR versus what is expected with a canine team. 18](#_vph3lw9rt56k)

[3.2 Describe subject assessment when found. 18](#_ehz3yl2oyh63)

[3.3 Describe evidence handling. 19](#_19y7sdrkjgbs)

[3.4 Describe the main attributes of how to search - day and night. 20](#_5uhi60myoty1)

[3.5 Understand general knowledge of lost person behavior. 21](#_mdvq3f4n5uws)

[4 Search/Clue Practical 22](#_r5dssc1x556t)

[4.1 Demonstrate and know the theory of Type 1 - hasty search (GSAR). 22](#_ys10etxycja0)

[4.2 Demonstrate and know the theory of a type 2 - efficiency search (GSAR). 23](#_wgkava9n3ze0)

[4.3 Demonstrate how to write a search report. 24](#_fzajdx5f3dbx)

[4.4 Demonstrate how to use the radio - transmitting, receiving, rules. 26](#_jftzpjxu0pcz)

[4.5 Demonstrate ability to work in adverse weather conditions. 27](#_qobfel2lmsvm)

[4.6 Demonstrate how to write proper search notes. 28](#_71oxe3bapkh0)

[5 Navigation 30](#_sokutzxa7au)

[5.1 COMPASS – demonstrate how to hold compass and properly select landmarks. 30](#_mef326glj8v7)

[5.2 COMPASS – demonstrate how to select landmarks for bearing given - determine heading. 30](#_ftmv1y70gf8q)

[5.3 COMPASS – demonstrate how to select landmarks to get bearing - determine bearing. 31](#_9sp36drbzu3h)

[5.4 COMPASS – demonstrate how to take readings uphill/downhill. 31](#_xdsap4nkuicp)

[5.5 MAP & COMPASS – demonstrate how to orient a map. 31](#_9t4faxiwwvbv)

[5.6 MAP & COMPASS – demonstrate how to set a heading using a map. 32](#_hwf6mxjgn5m2)

[5.7 GPS – demonstrate some of the unit features. 33](#_15b7hs420dm)

[5.8 GPS -demonstrate how to enter coordinates for UTM and latitude/longitude. 34](#_a7hr575qgdta)

[5.9 GPS – demonstrate mark a waypoint. 34](#_gcf3g2heeqrv)

[5.10 GPS – demonstrate go to a given waypoint. 34](#_465h671svv2a)

[5.11 GPS – demonstrate how to record a track and explain area searched by viewing track saved. 35](#_5w2ne2buvts5)

[5.12 GPS – demonstrate grid pattern accuracy. 35](#_pb4fkcugg5p)

[5.13 GPS – demonstrate use of the tracback feature. 35](#_80x6dtu2e5il)

[5.14 GPS – demonstrate all three applications of projection. 36](#_r9y2tjlnhy45)

[5.15 Demonstrate navigation at night. 36](#_ng27864wnmz1)

[6 Survival/Safety Awareness 37](#_cjlhg5ux14ro)

[6.1 Ensure equipment is ready. 37](#_rrpmb4zh5iy0)

[7 SARDOA Callout – Theory 38](#_qh9ue9r32l5l)

[7.1 Understand how to maintain readiness. 38](#_2odkc30dxq1)

[7.2 Understand how SARDOA receives calls for deployment. 38](#_s54ly5q27vl3)

[7.3 Understand what to do when responding to a callout. 39](#_wt0b73ax99j2)

[7.4 Understand the importance of acting in a professional manner. 39](#_lgjpql1eh8u5)

[7.5 Understand steps when arriving at base and understand briefing. 40](#_w34xq1pg79a4)

[7.6 Understand what to do before leaving the staging area. 40](#_x3b79wdh7x0c)

[7.7 Understand the search. 41](#_cotxlqffjzw5)

[7.8 Understand what to do when finished a segment. 41](#_qfxhivd6vty9)

[7.9 Understand what to do when stood down. 42](#_73w6apyp8qmp)

[8 Field Tech Evaluation 43](#_2l5hai2p75ei)

[FIELD TECH EVALUATION - 2023 46](#_z41yn51sfif5)

[SARDOA – Field Tech Evaluation Breadown 47](#_9pqcjwga5kh7)

# **1** **Core Courses**

**Section 1** is a list of core courses for Search Canine Handlers and Field Tech of SARDOA. These core courses are part of the requirements and must be obtained before advancing to active status. In some cases, exceptions may be considered. In consultation with trainers, the Training Director will make the decision. SARDOA encourages members to further their training by taking any courses that would further their SAR careers and aid in the improvement of SARDOA's personnel.

*Certificates must be provided to SARDOA before sign-off.*

| Done  ⬚ | **1.1** **SAR Basics (within 12 months).**  **Date/Signed off by:** |
| --- | --- |
| Done  ⬚ | **1.2**  **Standard First Aid/CPR (within 3 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.3** **Navigation - map, compass, GPS (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.4** **Scent Theory/Search Theory (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.5** **Scent Theory/Search Theory Human Remains Detection (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.6** **Courtroom Procedure/Evidence Preservation (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.7** **Canadian Restricted Radio-telephone Operator’s License - Land & Air (within 6 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.8** **ICS100 Online –** [**http://apsts.Ontario.ca/online-courses/ics-100**](http://apsts.alberta.ca/online-courses/ics-100) **(within 3 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.9** **K-9 First Aid (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.10** **Report Writing (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.11** **Media Awareness (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.12** **Lost Person Behaviour (within 12 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.13** **Swift Water Awareness (within 8 months).**  **Date/Signed off by:** |
| Done  ⬚ | **1.14** **Structural Collapse Awareness (within 14 months).**  **Date/Signed off by:** |

**Section 2 through 7** are objectives related to the mandatory courses. Courses are mostly theory-based. Taking what is learned in the classroom out in the field helps most members retain and more clearly understand what is expected. Therefore, most of these objectives will need to be demonstrated to show competency in the skills learned in the classroom.

For some of the objectives, the member will show an understanding by answering questions. With the exception of section 5 Navigation (which can be signed off before the course), the following objectives in section 2 through 7 will be signed off once skills are demonstrated in the field. Retention is part of the test.

Members can start practicing objectives at any time under the direction of a trainer and before the course. There is no particular order for when these objectives can be covered, although some will have a logical sequence. The order may be based on the member’s experience, what the member wants to cover and given opportunities during a training exercise. Taking the initiative to work ahead is always encouraged!

Each of these objectives is an important factor for every search and is on the Field Tech Evaluation, hence practising multiple times. None of these objectives replace the courses.

* Section 2 Learning About the Canine Handler Team is learned over time out in the field. It is what SARDOA does in some training exercises and most importantly, any search. It is mostly a demonstration of skills working with an experienced canine handler (or being accompanied by an experienced Field Tech). The theory is initially learned within most of the core courses but can be introduced beforehand during training, including field exercises.
* Section 3 Search/Clue Theory is a theory that further builds on the search knowledge. These skills apply to some training exercises and all searches for SARDOA.
* Section 4 Search/Clue Practical is a demonstration of certain portions of a search
  + 4.1 Hasty GSAR and 4.2 Efficiency GSAR is GSAR only and it is important to understand the differences in how SARDOA searches (compare to 2.5 Hasty with the canine team and 2.6 Grid with the canine team).
* Section 5 Navigation allows members to take initiative and work ahead before the navigation course. Once the member feels that the objective can be performed adequately, the member can request to be observed and get a potential sign-off.
  + Some members may want to challenge some or all of these objectives (section 5 only). They can ask one of the Field Tech trainers. An exercise will be set up to include the objectives to be tested, and potential sign-off will be given to the objective(s) that were performed adequately.
  + Being just comfortable with a map, compass and/or GPS is only the beginning. Each member should understand what is expected of them before requesting to challenge the objective. Also, the objective will be performed in various terrain, some may be in adverse weather conditions.
* Section 6 Survival/Safety Awareness is identifying what equipment SARDOA deems essential. Also includes suggestions for other equipment, depending on the location of the search.
* Section 7 SARDOA Callout - Theory is SARDOA’s call-out procedure, a summary of what is taught in SAR Basics and the Scent/Search Theory courses.

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| **2.1**  **Understand how a canine handler considers scent while working a canine.** **Details *–***  Observed over time and asked questions regarding scent theory.  - Be constantly aware of air currents, check at the canine’s nose level - wind changes direction and so will scent; Starting downwind of the area whenever possible. ~~S~~earch strategy depends on what you are looking for, the condition it may be in, the conditions of when it went missing and the conditions during the search. More porous objects hold the scent longer (fabric vs metal/glass); reading canine’s body language and recognizing when they enter the scent cone; watch for voids and/or pooling scent around various structures, trees, and other objects which may affect air currents.  **Types of air current:**   * **Cross wind** – A wind blowing across one’s direction of travel. * **Chimney effect** – scent straight up and falls several yards away; check around tall objects in the area. * **Thermocline** – significant temperature and humidity differences such as changes between shade and sunny areas –On a warm sunny day, a clearing in the woods, when heated, creates updrafts by pulling cooler air from all directions to replace the air that is moving upward as it is warmed. * **Looping plumes** occurs midday, typical of clear sky or high clouds, rise when it is heated and falls when cooled; the scent may not come directly to the ground as the temperature will warm the scent up once more and it will rise. * **Lofting** – occurs after sunset, the ground is cooling but the air is still warm so scent might linger – have pockets of scent – work the high ground in the evening. * **Fanning** – usually at night, scent holds the same elevation without rise or fall– canine may alert across a ravine. * **Weather conditions may affect a canine’s ability to detect scent** i.e. **thunderstorms** create down drafts which push air out in all directions; on **calm/sunny day** the scent rises upward with convection currents, moderate breeze overcomes convection; **midday convection** can cause looping; **warm subjects or clues** in the cool environment more scent than in hot environment; **cold suibjects or clues** in the cold environment more difficult; **heavy snow** will blanket scent. * **Terrain searching** i.e. **hills daytime** - work ridges heading downhill as warming air currents rise, **hills nighttime/early morning** – work ravines heading uphill as cooler air is moving downward, cold air changes the condition of scent – because there is no warming, scent may notrise in the daytime or flow downward in the nighttime– this means that the canines are to be worked in a more systematic or grid fashion, as you would have to be close to locate; **forests** –wind eddies around trees, logs or thick areas and will disperse scent in many directions; **fields** – dips and drainages may create scent pooling or funneling, type and length of vegetation may cause eddying or scent traps; **urban** – similar to forests, air currents eddy around solid objects, roads and alleys funnel air; **faster moving** **water** – rivers channel wind down, ravines near rivers channel air currents upward, despite wind direction; * **Prevailing winds** are winds that blow predominantly from a single direction.   ***Feedback:***            **Date/Signed off by:** |
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| **2.2** **Understand how a canine handler plans a search strategy.** **Details *–*** Observed over time and answered questions.  **As per the 6-step process (SCORPA):**  - (**S**)ize up the Situation – gather facts during the briefing or from other members, ensure everything is understood about your search sector and what you are searching for, ask about landmarks and street names/numbers, cardinal points to help determine boundaries; take picture of the map given by the agency, if possible - draw in a notebook as a backup;  - Identify (**C**)ontingencies – what are the maybes, what could make things worse;  - Determine Goal and (**O**)bjectives – what’s to be achieved;  - Identify (**R**)esources – sufficient to accomplish the task, is an area too big or terrain too difficult; decide if time constraints an issue; searcher’s limitations and health concerns; canine’s capabilities – alerts, chatter sensitivity? body language, range, commands, distractions;  - Build a (**P**)lan – decide the type of search; factor in hazards, scent conditions, terrain, ground cover, weather, time of day, experience, size of the area, time constraints, abilities, understand subject profile using lost person behaviour; night – depends on potential dangers, enhances scent conditions, less human distraction, takes longer, keeps search going around the clock, lower POD, run hasty to establish boundaries; area to be covered (landmarks, boundaries, map or picture of area); if conditions not  favourable - use a tighter grid; discuss scent conditions for a given area; responsibilities;  - Take (**A**)ction – search and reanalyze during the search.  **Types of searching with a canine team:**  - **Hasty (Type 1) searching -** hasty search techniques are necessary for subjects who are likely to be mobile such as hikers, hunters or despondent. By opening up search patterns rather than staying with a tight pattern, the subject’s location may be identified sooner. To get more coverage when working a hasty search down trails or roads, direct the canine to search left and right of you. Hastily searched areas must be mapped as they will contain holes and missed areas in the coverage.  - **Grid (Type 2) searching -** When working the crosswind pattern, the handler will move in a straight pattern perpendicular to the wind. When moving through an area, feel the wind on one side of your face or the other. The canine will zigzag through the area. The handler changes direction when they have made one complete sweep through the area by moving up into the wind and then changing the direction to work the crosswind back through the area. The space between the first sweep and the next is called critical spacing and will be determined by the speed of wind, terrain and environment and what you are looking for. Environmental conditions may influence this pattern**.**  - **Perimeter searching** to move in a hasty manner around the outside boundary of the search area to establish outside boundaries, giving an idea of size and difficulties. Start on the downwind side if possible. Direct the canine into the wooded area as the handler clears the perimeter.  - **Terrain searching** – divide the area based on terrain features such as fields, woods, buildings or hills; By segmenting up the search area, each segment can be cleared individually, and this may help make navigation easier and faster and can use both grid and hasty, i.e. do paths, do around the lake, etc., i.e. **river** – scent swirling; **hill** – go to top and scan area first, yell out, listen; **odd shape** – may have to plan as you go, look around to determine plan; **dense ground** – tighter grid; **forest** – barriers, critters, people; **fields** – dips  - **Ravine searching** Is first defining the different levels of terrain one will be working through: depending on distance, time of day, wind, steepness, density and what you’re looking for; you may have to divide the area up to conduct your search more safely. Clear easier areas first to eliminate them from your search segment. Slopes may need to be searched in segments such as bottoms than tops**.** A team can move up drainages by staying on the bottom of them. Look for natural switchbacks to aid movement up or down a slope. |
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| **Consider:**  - Wilderness hazards: animals, terrain, weather changes, railway, barriers, i.e. water – lots of swirling scent, cliffs; lack of water; avalanche/mudslide; sparse shelter areas; distance from civilization;  - Urban area hazards: high crime areas; sewer systems may have sharp drop off or lethal gases; traffic; chemical hazards in industrial area; unoccupied buildings; structural integrity such as an old barn; sharps/biohazards; people; noise; garbage; animals; barriers i.e. fences, steep ravines; bikes; walking surfaces; restricted access/private property; weather changes;  - When given options for search sectors by SAR management team, the canine handler’s decision should be based on their capabilities, environmental conditions as per your 6- step process;  - Always be aware of what direction is back in case you get turned around  ***Feedback:***          **Date/Signed off by:** |
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| **2.3** **Demonstrate ability to act as Field Tech for a canine team through forest, mixed vegetation & urban areas.** **Details *–*** must be demonstrated with a canine team through mixed terrain to practice the role of the Field Tech; must have various navigation skills that include map, compass and GPS; not necessary to have a solid understanding of scent theory/search theory.  **During the search:**  - Discussion of search strategy with handler  - Follow instructions from the handler  - Offer suggestions/ keep in mind the handler has the final say  - Ask questions about the canine and handler alternatives i.e. alerts, chatter sensitivity, body language, range, commands, distractions, responsibilities, health concerns, etc.  - Stay downwind as appropriate  - Avoid getting in-between canine and handler  - Stop if handler stops  - canine will typically clear the denser areas so wait  - Be aware of surroundings  - Spread out more in sparse areas but remain visible or within hearing distance  - When handler acknowledges the canine’s alert, document the area with landmarks, compass, GPS waypoint  - Minimize talking to avoid confusing/interrupting the canine so talk quietly when necessary  - Inform handler if they are deviating from the search plan  - Identity to the handler if areas are missed  - Modify route according to conditions i.e. unexpected barrier, new information received, impassable terrain, etc.  - Don’t wander away from the canine handler  **Assist handler:**  - Help to navigate with compass and GPS - use flagging tape as back landmark if having to go around a barrier and should be reasonable size for visibility  - Check main attractions i.e. building, vehicle, fountain, water, etc.  - Watch canine  - Know the commands used for the canine  - Radio communication  - Notes  - Mindful of breaks  - Subject assessment if subject found  ***Feedback:***          **Date/Signed off by:** |
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| **2.4** **Demonstrate ability to maintain awareness of location/ areas searched while navigating for a canine team.** **Details *–*** observed when a member has already demonstrated the role of a Field Tech AND has various navigation skills that include map, compass and GPS; not necessary to have a solid understanding of scent theory/search theory.  - Navigate for canine handler team and keep track of area searched/not searched  - After searching an area, use a map and describe the area searched  - Be able to determine current location at any given time on a map  - Indicate hazards, landmarks/boundaries, impassable terrain, rough areas, features on a map, area not covered  ***Feedback:***            **Date/Signed off by:** |
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| **2.5** **Demonstrate a type 1 - hasty search while navigating for a canine team.** **Details *–*** must be demonstrated with a canine team to ensure understanding on how to navigate for a canine handler for a hasty search; more advanced objective and should be observed once a member has a good understanding how to work with a canine handler team, strategy, scent, navigation  - Speed; establish boundaries and lay of land; usually easier going; check banks, structures, main attractions, drainages – canine handler may direct canine more to detail area; specific locations identified in briefing; do voice checks  - Initially follow trails part way through from outside (part or whole perimeter) – on pass back, detail more, penetrate interior of area  - Trail search (look on either side to note if subject left trail) to supplement canine and direct canine to the left and right; view from high points, check for signals  - Useful when large area to cover with limited resources; more information needed about area – helps define where to search for clues, direction of travel, tracks; limited time to search; area of higher POD (probability of detection) based on wind strength, temperature, terrain and canine team first ones in area; subject assume mobile and responsive - may be within detection range quickly; minimal elapse time; night searching; “path of least resistance”; perimeter check  - Ensure to document area covered, boundaries, hazards, terrain, vegetation, access, areas to cover more in detail  ***Feedback:***              **Date/Signed off by:** |

| **2.6** **Demonstrate a type 2 - grid search while navigating for a canine team using a COMPASS only.** **Details *–*** must be demonstrated with a canine team to ensure understanding on how to navigate for a canine handler for a grid search; more advanced objective and should be observed once a member has a good understanding how to work with a canine handler team, strategy, scent, navigation  - Slower and more systematic than a type 1; regular passes through search area; handler moves in a straight pattern and the canine will zigzag through the area  - Critical spacing is dependent on canine’s ability for the scenting conditions presented and place Field Tech downwind when possible; also, terrain such as dips, hills, valleys, density of bush; wind; temperature; time of day; shape/sizing of area and what is being searched  - Useful when following up clues, area flat, smaller or specific area of search segment, medium to thick bush, no consistent breeze, person may not respond, evidence or HR, lots of canine teams or other resources available  ***Feedback:***              **Date/Signed off by:** |
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| **2.7** **Demonstrate required skills with a canine team.** **Details *–*** Understanding the search process from beginning (arrive at base) to end (depart from base – search completed); gear/clothing ready; asking questions  - Practical application for a Field Tech role that covers most objectives in the Personnel Handbook  - ONLY done when member is proficient with most objectives such as map/compass, GPS, scent/search theory, report writing, radio and basics of a search  - Observed just PRIOR to member ready for a Field Tech Evaluation; evaluator(s) use this objective to determine if member is ready for evaluation  **Continued next page…**  **2.7** **Demonstrate required skills with a canine team.**  - Most objectives in the Personnel Handbook should be signed off  ***Feedback:***          **Date/Signed off by:** |

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# **3** **Search/Clue Theory**

| **3.1** **Describe a type 3 search GSAR versus what is expected with a canine team.** **Details *–*** lines, thorough, evidence  - Thorough, slower, systematic; last resort; this search is destructive to clues and evidence  - With a canine team, more methodical and more direction for canine to detail area  ***Feedback:***        **Date/Signed off by:** |
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| **3.2** **Describe subject assessment when found.** **Details *–*** Most of these skills are learned in detail during the First Aid/CPR course; the member must have a general understanding of the steps to be taken when the subject is found  - Scene survey – is it safe to proceed?  - Notify tasking agency as soon as possible  - Manage canine  - Triage  - Primary survey  - Secondary survey  - Action plan  ***Feedback:***            **Date/Signed off by:** |
| **3.3** **Describe evidence handling.** **Details *–*** Know what to do with evidence before heading out on search   * When something found, notify tasking agency, document: description of item, waypoint or describe location, when, who, what was done with evidence * May have to bag item, use latex gloves, trying not to touch: write name, signature, item, waypoint or description of where found, date, time, tape shut and sign over tape & part of bag; if need to place hole in bag to avoid degradation of evidence, circle/sign hole and comment in notebook * Maintain “chain of custody” also includes not abandoning the evidence, if possible – have someone sign your notebook, including badge number & name, signature, phone number and date & time of transfer   ***Feedback:***              **Date/Signed off by:** |

| **3.4**  **Describe the main attributes of how to search - day and night.** **Details *–*** These skills are learned in SAR Basics; retention of this knowledge is important to be able to perform on a search.   * Skills learned then practiced; avoid forming opinions; avoid determining value * **Elements of success:** *gather information* – quality of briefing given, know the details in what you’re looking for; *understanding subject profile*- effects how a search is planned; *searcher* - knowledge and experience, motivation, energy, speed; *weather*- i.e. too hot or too cold will effect canine’s scenting efficiency; *type of resources used*- i.e. canine team vs ground SAR; *search area* - number of passes, search method, number of hours/time available, size of segments, terrain**,** determine POD (probability of detection) upon completion of search * **Why things are seen:** Noise, color, shine, movement, silhouette, shadow, shape, spacing, position, texture, scale * **Techniques:** use your senses; slow your pace; don’t over-pack; search cube; try to think like subject; look under things; look beyond barriers; look for main attractions like buildings or water; what to look for - clues & subject, odd shapes, flares, flames, flashes, movement; listen for calls, whistles, moans, animal noise; smell, feel, hilly area can use visual aids like smoke, mirror, color to attract subject * **Night searching:** divide areas of vision from knee down & knee to chest & chest to over your head; use red filters to read maps/notes to help protect night vision; subjects may be afraid of light; sound frequency travels better at night; humidity higher so scent enhanced; more focused – less distractions   ***Feedback:***              **Date/Signed off by:** |
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| **3.5** **Understand general knowledge of lost person behavior.** **Details –** Understand how the subject profiles effect how a search will be performed; member will need to understand how it is used in search strategy, for example, an expected unresponsive subject will most likely be a grid search   * Children of various ages, teenagers, Alzheimer, autism, despondent, etc. * Decision points to consider in a search? – subject category hierarchy - external factors such as abduction, aircraft, urban, water, building, were there wheels? mental status, age, activity; when searching area consider the following for decision points - corners, trails not on map, attractions or scenery, having to go around barriers, unclear trails, turning tendencies, switchback cutting or short cuts, terrain (find an easier way), weather if known * Identify strategies that a lost person may utilize to find their way   ***Feedback:***              **Date/Signed off by:** |

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# **4** **Search/Clue Practical**

| **4.1** **Demonstrate and know the theory of Type 1 - hasty search (GSAR).** **Details *–*** It is important to understand the differences in how a canine team will execute a hasty (compare this objective to 2.5 Hasty with a canine team).   * Speed; establish boundaries and lay of land; usually easier going; check banks, structures, main attractions, drainages, specific locations identified in briefing; do voice checks * Initially follow trails part way through from outside– on pass back, detail more, penetrate interior of area; * Trail search (look on either side to note if subject left trail); lookout search (from high point, check for signals); * Common to use canine teams, UTVs, horses, human trackers * Useful when large area to cover with limited resources; more information needed about area – helps define where to search for clues, direction of travel, tracks; limited time to search; area of higher POD (probability of detection); subject assume mobile and responsive - may be within detection range quickly; minimal elapse time; night searching; “path of least resistance”; perimeter check * Ensure to document area covered, boundaries, hazards, terrain, vegetation, access, areas to cover more in detail     ***Feedback:***              **Date/Signed off by:** |
| --- |
| **4.2** **Demonstrate and know the theory of a type 2 - efficiency search (GSAR).** **Details *–*** It is important to understand the differences in how a canine team will execute a hasty (compare this objective to 2.6 Grid with a canine team).  - Fast systematic using sweep methods (open grid) - without trying to actually go through everything, typically done after type 1 but may be used first if dense area, used to follow-up clues, specific area of search segment, wide spacing between members (critical spacing based on testing each member on how close an object is seen), one can walk straight line, others purposeful wandering, contour search (hillside, observe from height looking down at ground).  - Useful when area flat, smaller, light to medium bush, person may not respond, evidence or HR, lots of canine teams or other resources  ***Feedback:***          **Date/Signed off by:** |

| **4.3** **Demonstrate how to write a search report.** **Details *–*** Practice writing a few reports after a training exercise.  - SARDOA's four-part search report form allows the searcher to write their report on site; Searchers will turn in one copy to the search manager, retain one, give Field Tech one and forward the fourth copy to the SARDOA secretary  - Ideally, search reports should be completed and turned in to the team leader at the completion of the search incident before leaving the site. If they are not turned in on site, they must be submitted to the SARDOA secretary within 24 hours of a search; it is important to file reports on time in order to maintain accurate, up-to-date records.  - SARDOA file number i.e. sequence then year (Search #-YY); D4H activity #; agency file number which is given; incident name usually name of missing person(s) – first name then surname (in capitals) or the word “Evidence”, include rank of search manager when applicable, date format is month written out, date, year in full i.e. May 29, 2017; total time is from arrival at base to departure for canine Handler and Field Tech, sector number given, all surnames capitalized, including in description  - Search description: reports create pictures, use chronological order, clear and concise, follow sequence of events and do not speculate, no assumptions, write FACTS only, use good grammar and punctuation, don’t include confidential information, do not repeat missing person’s description, best done right after incident search, diagrams helpful (include not to scale (NTS), legend and orientation), maps can be attached, do not write on back, note file numbers on second and subsequent pages, incident name, add name and signature to each additional page (page \_ of \_); report observations not evaluations/opinions  - Importance is to maintain record of search, follow-up, re-searching areas previously done; write up search details on a report EVEN if subject found – this provides a record of what was completed  **Probability of Detection (POD)**  - is the probability or chance, expressed as a percentage, that a clue or subject would have been detected, if the clue or subject were in the search segment  - To estimate POD: day versus night; lighting i.e. very bright, foggy, drizzly; terrain; what you’re looking for; understanding subject profile; wind advantage; weather; searcher experience, knowledge, motivation, energy; canine’s ability; working with a Field Tech?; subject moving?; time elapsed, number of hours/time available, size of segment, number of passes, distractions, barriers; if any factors change during the search, take this into consideration when estimating and note in your description  - POD still estimated if subject/evidence found in case area is searched again  - POD estimations are for the area searched only. For example, if searching using a perimeter search technique, the POD is estimated on the area that was searched, not on areas that have not been searched  - More than one POD may be given for within the assigned search segment. Within your assigned search segment, you may have to conduct different search techniques to cover the area. If you have different POD’s, make sure in your search report you identify this  - If the terrain varies considerably in the search segment, the description in the search report should include a comment about the various terrains and note what the POD would be in each area of the search segment  ***Feedback:***              **Date/Signed off by:** |
| --- |

| **4.4** **Demonstrate how to use the radio - transmitting, receiving, rules.** **Details *–*** Observed over time and ask member about how to submit a distress call  \*Let’s say you are call sign “delta 1” and base is “command”  - Know how to submit a distress call i.e. MAYDAY; how to acknowledge, relay, silence, cancel  - Know how to submit an urgency call i.e. PANPAN; how to acknowledge, cancel  - Know how to call any station using ALL STATIONS  - Demonstrate a transmission: ensure no one else is transmitting, wait 30 seconds if there is a conversation, to transmit press button for 2 seconds then talk; usually ends in “over”  - Demonstrate how to correct i.e. word “correction” followed by last correct word then corrected version  - Demonstrate a received call i.e. “command, this is delta 1, go ahead”  - Demonstrate radio check i.e. “request radio check, over”, “reading you 5x5”  - How to express time, numbers, whole thousands, letters, decimal (day-see-mal), thousand (tou-sand)  - Using words “go ahead”, “over”, “stand by “x” minutes”, “say again”, “negative”, “out”, “read back”, “disregard”, “roger”, “that is correct”, “wilco”  ***Feedback:***              **Date/Signed off by:** |
| --- |
| **4.5** **Demonstrate ability to work in adverse weather conditions.** **Details *–*** Observed over time  - Always being prepared with rain gear; warm clothing; extra clothing; using some of the equipment/supplies in the rain; prepared for wet forest conditions even if not raining i.e. very wet after a rain, especially with undergrowth! mosquito repellent; sunglasses; suntan lotion; sun hat; extra water/electrolytes when hot  - GPS harder to read in fog, rain because of drops or fogged up; if lighting conditions low, may need flashlight, heavily treed areas interfere with signal  - Layer clothing: inner is wicking; middle is insulation; outer is shell; middle insulation like wool, fleece, pile outer waterproof/breathable (cotton not good in cold); cold: head & neck & face – toque, scarf and balaclava; hot: head & neck & face – cap, insect repellent, sun protection; hands: mitts warmer then gloves, leather good for abrasive but not warm in cold conditions; ensure boots keep warm, keep feet dry, have traction, support ankles  - At night, may have to dress warmer since it’s usually cooler  - ***Feedback:***              **Date/Signed off by:** |

| **4.6** **Demonstrate how to write proper search notes.** **Details *–*** Practice is required to write proper notes.  Search Notebook  - Numbered pages, NOT perforated, lines & margins, protect from elements  Notes  - Write clearly and legibly  - Write completely & comprehensively  - Black or blue ink only  - Date & time notes written (when you started, when you stopped)  - Date & time of event  - No blank spaces (draw a line through any and initial)  - Void blank pages with initials  - You can refer to previous notes by book and page number if you remember something at a later date  - Factual information only. No opinions or feelings on events  - No unrelated information  - No white out or scratching out. Single line through mistake with initials.  - Notes should be written at the time of the incident or immediately after  - Identify in your notes if you change pens for any reason  Notes in Court  - Use rubber bands on your search notebook to separate pertinent notes to the case from everything else  - Request permission from the judge to refer to your notes to refresh your memory  - You will be asked when your notes were written after the incident and if they are in your own handwriting  Logbooks  - In terms of evidence, you may be called up as an ‘expert’ in the field. Your logbooks and other credentials may be called upon to defend your ability to stand as an ‘expert’  - Be consistent from training session to training session  - Be thorough  - Maintain your logbooks. Know where they are and keep them stored properly  - Use books only for training and others only for searching. If you use the same book for both, be very specific in your notebook which is which  - Separating pages with rubber bands is still important if the logbook is used in court  - If using electronic copy, use the blank forms provided. Print pages often and backup the files  ***Feedback:***                    **Date/Signed off by:** |
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# **5** **Navigation**

| **5.1** **COMPASS – demonstrate how to hold compass and properly select landmarks.** **Details *–*** Also ask the member about what to keep in mind when selecting landmarks.  - To hold a compass: eye level, holding level, both eyes open, away from metal, line up with center or lines on compass  - Properly select landmarks: Note direction of sun - be aware if cloudy – sun may re-appear and it’s hard to see into the sun; height, is object moving? distinguished features; terrain like hills, dips, etc. can affect the landmark; when to use people as landmarks; may have trouble with landmarks that are far away, then finding them on the map; also use front and back landmarks  ***Feedback:***          **Date/Signed off by:** |
| --- |
| **5.2** **COMPASS – demonstrate how to select landmarks for bearing given - determine heading.** **Details *–***Set compass to bearing given; select landmark to determine where to travel; ensure declination properly set; follow line of travel  - Go around impassable areas using two methods:  - Use back landmark and realign once around  - Use distance, for example, walk 10m 90 degrees from end point, then 50m again 90 degrees, then 10m 90 degrees, making a 3-sided rectangle  - Demonstrate choice of effective path through woods  ***Feedback:***          **Date/Signed off by:** |
| **5.3** **COMPASS – demonstrate how to select landmarks to get bearing - determine bearing.** **Details *–***Select landmark; find bearing using compass i.e. red in the shed; ensure declination properly set; follow line of travel; demonstrate choice of effective path through woods  ***Feedback:***          **Date/Signed off by:** |
| **5.4** **COMPASS – demonstrate how to take readings uphill/downhill.** **Details *–*** Cord angled up for uphill, down for downhill – help with aligning  ***Feedback:***        **Date/Signed off by:** |

| **5.5** **MAP & COMPASS – demonstrate how to orient a map.** **Details *–*** Align self to map with actual land, set bearing north and place compass on map to face north, orienteering lines and direction-of-travel arrow are parallel with the north-south meridian lines, move with map and compass until “red in the shed”  ***Feedback:***          **Date/Signed off by:** |
| --- |
| **5.6** **MAP & COMPASS – demonstrate how to set a heading using a map.** **Details *–*** Know your position on the map and your destination on the map  - Line up edge of compass to connect these two points; turn dial until orienteering lines are parallel with the north-south meridian lines; your bearing is now set; **\*Note: ensure that the dial of the compass is orientated to the north of the map**  - Another method is using the center of your compass dial – draw a line through the first point to the destination point, making sure the line extends beyond both points; place compass over the first point and line up orientating lines north/south; the bearing is indicated where the line extends past the destination point  - **Note**: you’re heading to a road that has a bridge, purposely set heading to either side – in this way, when you reach the road, you will know that the bridge is on your left or right  ***Feedback:***          **Date/Signed off by:** |

| **5.7** **GPS – demonstrate some of the unit features.** **Details *–*** Shows member’s general understanding on how to use the GPS. The GPS document sent is mostly to help those get familiar with the GPS units. As well, the document provides some tips and identifies what SARDOA expects on training and searches.  - Ensure your GPS is set up to record tracks, proper map datum, choice of position format and so forth  - GPS Page - Main Menu  - Setup: System – normal recommended; Tracks - Log (clear before starting), record method (distance, time, auto), intervals, etc.; units – metric vs imperial; position format - grid, UTM or lat/long and map datum - most common WGS 84, also NAD 27; heading – display format, north reference (declination) usually set to True North, set a pointer, calibrate; routing – type of activity and usually set to direct; reset tracks, waypoints and/or trip data  - Waypoint manager: overall to Search, delete all, select symbol, sort, mark; specific waypoint - delete, average, project, move, find, add to route, etc.  - Route Planner (select waypoints, use a map, addresses, attractions, shopping etc.)  - Track Manager – manages recorded saved tracks, current and archived; can set tracks to different colors and view on map; review a track to see time, distance, area, points, elevation, etc.  - Sight n’ Go – lock a direction of travel and use this feature to navigate  - Area calculation - Walk perimeter then calculate area  - Satellites: turn GPS on; turn south, as most satellites are in that direction; stay stationary for 3-5 minutes until best reading, usually within 3-5 metres  GPS Page - Map  - Visually monitor track log and determine current location  - Change data fields, setup, measure distance  GPS Page - Compass  - Basic navigation information and a compass  GPS Page - Trip Computer  - Change data fields, reset, change dashboard (different data fields, compass, etc.)  ***Feedback:***  **Date/Signed off by:** |
| --- |

| **5.8** **GPS -demonstrate how to enter coordinates for UTM and latitude/longitude.** **Details *–*** There are different datums that can be used; ensure to verify when given coordinates – NAD27, NAD83 and WGS84.  - Know how to switch back and forth between UTM and latitude/longitude  ***Feedback:***        **Date/Signed off by:** |
| --- |
| **5.9** **GPS – demonstrate mark a waypoint.** **Details *–*** Mark a waypoint and later find waypoint using the GPS.  ***Feedback:***        **Date/Signed off by:** |
| **5.10** **GPS – demonstrate go to a given waypoint.** **Details *–*** Ensure member can go through the bush.  - Enter reference and go to the point  ***Feedback:***      **Date/Signed off by:** |
| **5.11** **GPS – demonstrate how to record a track and explain area searched by viewing track saved.** **Details *–*** Ensure member understands how to prepare the GPS before training and searches re: GPS document, the section on setup/reset information and pre-search/pre-training checklist.  - Helps ensure member can read, navigate and understand what is shown on the GPS map screen i.e. in urban area, use only the GPS screen to explain area searched and in wilderness area, use in conjunction with map  - Describe the area searched/not searched using a saved track  ***Feedback:***          **Date/Signed off by:** |
| **5.12** **GPS – demonstrate grid pattern accuracy.** **Details *–*** Use map screen to grid several lines about 15 meters apart  - Try the same exercise with compass screen  - Save and view track to verify proper spacing and accuracy  ***Feedback:***        **Date/Signed off by:** |

| **5.13** **GPS – demonstrate use of the tracback feature.** **Details *–***Make a track then use the tracback feature to return to the start  - Can only be done with the current track (not a saved track)  ***Feedback:***        **Date/Signed off by:** |
| --- |
| **5.14** **GPS – demonstrate all three applications of projection.** **Details *–***Determine a waypoint by obtaining the bearing and estimate distance  - Application 1, you need to get to a location – you know the general direction so you use your compass to get a bearing – estimate the distance you need to travel – the projected waypoint is your location  - Application 2, determine outside border when given a search area general direction and approximate distance – use compass to determine bearing and enter distance – the projected waypoint will be the outside border  - Application 3, determine border between two areas – use your compass on this border to get a bearing – create projected waypoints 20-50 meters apart depending on size of area – team can use the waypoints to determine where the border is located (used instead of flagging tape)  ***Feedback:***                **Date/Signed off by:** |
| **5.15** **Demonstrate navigation at night.** **Details *–*** Demonstrate some objectives of each component of DAY navigation, at minimum, the following:  - Read a map at night – set a heading using the map  - Navigate through bush with a compass  - GPS: clear GPS tracks; mark a waypoint, enter GPS coordinates, goto coordinates entered and view track recorded  ***Feedback:***            **Date/Signed off by:** |

# **6** **Survival/Safety Awareness**

| **6.1** **Ensure equipment is ready.** **Details –** Take appropriate items per call – varies based on location and type of search – 24-hour pack is required for RCMP searches including water or wilderness searches, not necessary for Edmonton searches  - It is fully understood that all personnel may have personal preferences regarding what they would require in their kit; these are only suggestions  - SARDOA Team color is red. SARDOA requires that team personnel going out on a search or taking part in a public function wear the team uniform of a red SARDOA shirt and black pants, or red coveralls.  - Understand how to use gadgets; know the purpose for items; proper clothing  - **Essential:** spare batteries, first aid, snack, water, compass, GPS, notebook, pencil, SAR ID, personal id, appropriate clothing for weather, boots, SARDOA color clothing, radio, light source, flagging tape, knife, leash if canine handler, clock, necessary medication as required i.e. allergy or prescription  - **Recommended:** 3 light sources, 3 fire starters, multi-purpose tool, whistle, watch, insect repellent, sunscreen, canine snacks, sunglasses, electrolyte replacement drink, plastic bags, garbage bag, cell phone, toilet paper, survival blanket - mylar or reusable, any necessary medication - have enough for 72 hours which includes medication for allergies  - **Other items to consider:**  spare glasses, duct tape, personal hygiene kit, mosquito head net, spare compass, metal water bottle, walking stick, bear spray, dye marker, sewing kit, something to measure distance  - **Potential overnight search:** water purification, ceramic filter, sleeping bag, sleeping pad, tent or makeshift shelter, flares, bear spray, bear banger, stove, fuel for stove, 1-2 L pot, oral rehydration solution, sharpening stone, emergency rations, folding bow saw  - **Top 8 critical items (wilderness search)** – clothing, fire, survival knife, whistle, first aid kit, signal mirror, compass and cord  - **Other critical items (wilderness search)** - pot, bow saw, sleeping bag & protective cover, mattress, shelter, waterproof container that contains critical items  **Feedback:**        **Date/Signed off by:** |
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# **7** SARDOA **Callout – Theory**

The member will be asked the details of each step in a search. Practical exercises are covered through various training exercises.

| **7.1** **Understand how to maintain readiness.** **Details *–*** Radio’s/cell/GPS charge - extra batteries in pack, search vest or pack ready, food dates okay, clothing ready/washed, writing material i.e. pens, books, reports, light sources checked - extra batteries & bulbs; vehicle filled with gas and working order  - Input off-call dates into D4H  ***Feedback:***          **Date/Signed off by:** |
| --- |
| **7.2** **Understand how SARDOA receives calls for deployment.** **Details *–*** Original calls from agency to SARDOA cell phone or senior member; NOTE: if you get a call from the public, ask the person to call an agency (usually police) then you report to executive member that you received a call  Receiving call from agency, person on call will:  - Gather information & document, including who/what, how long, location  - Obtain lead/contact name, phone number and rank  - Will have determined type of canines needed and will contact handlers with canines trained for live find or human remains as well as Field Techs required  - Only active members will be contacted  - Active members expected to respond to minimum of 50% of eligible search call outs  - Active canine handlers follow direction of SARDOA’s lead for search  - Phone agency back and give a response time & availability of canine team  ***Feedback:***          **Date/Signed off by:** |
| **7.3** **Understand what to do when responding to a callout.** **Details *–* Information to document from call:** time received call, location of search or meeting place, secondary contact (Search manager or member), type of incident & any details, SARDOA file number  - Give approximate time of arrival at location  - **Before leaving:** note time left; if time, check weather; ensure all necessary gear is packed  ***Feedback:***          **Date/Signed off by:** |

| **7.4** **Understand the importance of acting in a professional manner.** **Details *–*** Be aware that you may be observed/overheard so govern yourself accordingly  - Always conduct yourself in a professional manner; search incidents are serious; avoid laughing and joking  ***Feedback:***          **Date/Signed off by:** |
| --- |
| **7.5** **Understand steps when arriving at base and understand briefing.** **Details *–*** Document time of arrival; SIGN IN for agency  - first person to arrive will start SARDOA sign-in sheet – let members know where it is located – SIGN IN; if you have to leave, hand off responsibility of sign-in sheet to someone else  - Person on-call will create a D4H activity for the incident  - Briefing - canine teams are briefed by command post and relays info to rest of team OR entire team receives briefing  - Obtain and document all information available during briefing as per cheat sheet  - Get map or picture of map; ask about landmarks, street names/numbers, boundaries  ***Feedback:***              **Date/Signed off by:** |
| **7.6** **Understand what to do before leaving the staging area.** **Details *–*** UNDERSTAND information given and UNDERSTAND your search area  - Ensure you have all gear necessary; exercise canine  - Decide on canine Handler/Field Tech teams and remember to ask questions of canine handler and canine  - Check radio communication with other members  - Discuss strategy  ***Feedback:***              **Date/Signed off by:** |

***7 SARDOA Callout (continued)***

| **7.7** **Understand the search.** **Details *–*** Usually conduct radio check when arrived at segment i.e. to another member or to base  - Document start time  - Check communication as required  - Report, document and preserve any clues found  - Document and radio in areas not safe  - If subject located, report immediately, first aid as necessary, preserve scene  - Direct any media to liaison officer or senior SARDOA member  - Take breaks, may need to re-motivate canine  - Work to best of abilities  - NEVER take unnecessary risks!  ***Feedback:***          **Date/Signed off by:** |
| --- |
| **7.8** **Understand what to do when finished a segment.** **Details *–*** Usually phone search manager or radio to base and await further instructions i.e. back to base or be redeployed  - May start search report during any down time  - If you cannot carry on, request to be stood down – inform team leader and search manager  ***Feedback:***          **Date/Signed off by:** |

| **7.9** **Understand what to do when stood down.** **Details *–*** Report to base  ~~-~~ Complete search reports and hand into the management team before leaving command base. Submit reports to the SARDOA Secretary within 24 hours.  - Agency may download GPS tracks and/or copy notes  - **Debriefing:** as necessary – meet with team, usually before leaving to discuss search; IC/SM use information to help make decisions i.e. how well areas searched, findings, problems; also **Critical Incident Stress Management (CISM)** – “First Aid” in mental health; know how to talk to; ways to deal with stress i.e. vent, discuss signs and symptoms of stress response, closure (i.e. resource identification, plan of action & referrals), going over details, counseling, give person educational approach to problem; common attitudes/reactions (i.e. blaming is a phase of the crisis state so be patient, may feel being punished by God, more susceptible to persuasion)  - Make sure team members are safe before leaving  - **SIGN OUT** for SARDOA and agency!  - **Post mission:** expenses to submit? other paperwork? gear i.e. replenish, clean, replace, return borrowed items, obtain what you may have leant; repack and ready for next call  - **Mission critique:** process intended to identify lessons learned; **purpose -** to identify why and how mission occurred; how could it have been prevented; effectiveness and efficiency of mission; what went right/wrong and why; i**ndividual/team critique -** did team SAR plan work? what equipment did I need but didn’t have? callout quicker response? physically okay? what personal skills need improved? what team skills need improved?  ***Feedback:***            **Date/Signed off by:** |
| --- |

# 8 Field Tech Evaluation

The Field Tech Evaluation is designed to ensure a member is ready for call-outs. This “readiness” is defined by the knowledge and experience demonstrated to perform a basic search and rescue. Additional skills are gained to help the Field Tech work with canine handlers and be self-sufficient and comfortable in the wilderness and urban environments.

***Objective*** -For the Field Tech to show they can support the canine team with strategy, communication, navigation, first-aid, evidence handling, proper equipment and clothing, etc. as well as act as an integral part of the canine team.

***Setup*** -

* The evaluator will ensure the team member has appropriate equipment prior to testing
* The evaluator will create a scenario complete with a map and other essential materials for the canine Handler/Field Tech team
* Evaluation area will be approximately 4-8 hectares in size (minimum 200mx200m) containing bush and field
* Clues will be placed prior
* One subject will be hidden after the test is started
* Make clear to the member being tested that they must not make any assumptions; that they must play the role and treat the evaluation as if it is a real search
* Ensure that all aspects of Field Tech objectives are tested as per outlined in the evaluation
* Evaluator is to follow but not interfere with any decisions unless it takes the team into a dangerous situation
* 1 ½ hours minimum

***Briefing***Only the Field Tech will attend the briefing and then communicate the information to the canine Handler. This allows the evaluator to assess the Field Tech skills of gathering and understanding the information.

***Search Strategy***Once the Field Tech has attended the briefing and relayed the information to the canine team, the team will coordinate their search strategy. The canine handler will communicate to the Field Tech how they will work their canine given the environmental conditions, lost person behaviour profile and terrain. The Field Tech will aid in the execution of the strategy and inform the canine handler if a change in strategy is required due to situational changes.

***Navigation***It is the Field Tech’s job to understand the search strategy and aid in the execution. This means they are to navigate according to the plan with a given map and communicate to the handler of any dangers, missed areas, or if they are deviating from the initial strategy.

***Communication***The evaluator will mark the Field Tech on their communication skills using the radio, as well as their communication with the canine team handler.  
  
***Searching***The team involved is to be searching and not just following the canine. The evaluator will be watching how the Field Tech searches using their skills and their use of the Searcher’s Cube.  
  
***Evidence Location***Once a clue is found, the Field Tech will act accordingly to ensure the evidence is handled in the proper manner.

***Subject Location***Once a subject is located, the Field Tech is to aid the subject based on the scenario.

***To successfully complete this test, the Field Tech must be able to –***

* communicate correctly using the radio
* communicate with the canine and handler team
* take direction from the canine handler
* work with the canine and handler team in a respectful and effective manner
* preserve evidence
* navigate using map, compass and GPS
* perform or describe first-aid appropriate to the situation
* write up a correct search report
* receive a total of 33/60 minimum AND a pass on all sections

o the objectives that indicate a minimum score are considered vital to a Field Tech role; if the member cannot perform that objective, more practice is needed in the area before they are field-ready

***\*\* For the Field Tech Evaluation:***

* Similar to OSCE – Objective Structured Clinical Examination

o Basically, it is a weighted system, where some objectives are considered vital to the Field Tech role and must be performed well

o Other objectives are less critical so given a lesser weighted value

* Before an evaluation, ensure:

o Members have demonstrated adequate skills overall

o To do at least one mock search

o Personnel Handbook signed off – some exceptions may apply

o To target common problem areas such as determining strategy, navigating for a canine team through the bush using a compass, search reports, correlating tracks on GPS to map

o Member understands how evaluation is set up, expectations, scoring system

# FIELD TECH EVALUATION - 2023

| ***Name:*** | ***Date:*** |
| --- | --- |
| ***Evaluators:*** | |
| ***Scenario:*** | |
| **⬚Pass ⬚Fail – If so, comments:**          ***Overall Comments of Performance:***              ***Areas of Strength:***              ***Areas for Improvement:***          ***Evaluator’s Signature*:** | |

# SARDOA – Field Tech Evaluation Breadown

| **Min Score** | **Score** | **1 - Objective** | **Comment** |
| --- | --- | --- | --- |
| **1** | /2 | 1a. Maintain readiness/ready for callout - mandatory gear (appropriate clothing & footwear, compass, GPS, radio, notebook, pen, ID, light, knife, flagging tape, batteries, first aid, water, snack); radio charged; vehicle enough gas; D4H updated if not available |  |
| **1** | /2 | 1b. Responding to a call out - document time; info and mileage; ask about SARDOA #; understand info & location; expected time of arrival; gear loaded; contact #; weather |  |
| **2** | /3 | 1c. Arrival and briefing - sign in; ask SARDOA #, Agency # & D4H activity #; make use of cheat sheet; ask appropriate questions |  |
|  | /1 | 1d. canine handler questions – alerts; chatter sen  sitivity; body language; range; commands; distractions; responsibilities; health/physical concerns |  |
| **2** | /4 | 1e. Before leaving staging area - understand info; understand area given including hazards; radio check; understand subject profile; how to handle evidence |  |
| **⬚Pass**  **⬚Fail** | **/12** | ***6/12 or better AND min score achieved for objective(s) indicated to pass*** |  |

| **Min Score** | **Score** | **2 - Objective** | **Comment** |
| --- | --- | --- | --- |
| **2** | /3 | 2a. How to cover area based on conditions – weather; time elapse; abilities; experience; time constraint; time of day; scent conditions; hazards; odd shape; size; groundcover; terrain; landmarks; barriers |  |
| **1** | /2 | 2b. Help plan strategy - decide on type of search i.e. hasty, perimeter, grid, terrain (hasty or perimeter AND grid will have to be done at minimum); gathering facts; spacing based on conditions; ask questions |  |
| **⬚Pass**  **⬚Fail** | **/5** | ***3/5 or better AND min score achieved for objective(s) indicated to pass*** |  |

| **Min Score** | **Score** | **3 - Objective** | **Comment** |
| --- | --- | --- | --- |
| **1** | /1 | 3a. Use of compass - – bearing; heading |  |
| **1** | /2 | 3b. Use of GPS – waypoints; change units; follow to point |  |
| **1** | /1 | 3c. Pinpoint location on a map |  |
| **1** | /2 | 3d. Position with canine handler perpendicular into the wind; stay downwind as appropriate; not in-between handler and canine; not just following; spread out more in open areas; stop if handler stops; mindful of breaks |  |
| **1** | /2 | 3e. Searcher’s Cube - main attractions; look beyond barriers; keep the subject profile in mind; communicate items of interest |  |
| **2** | /4 | 3f. Evidence handling - document; waypoint or describe location; desc of the item; time; what was done with evidence; call in if needed; 3 pictures; hand off to agency: record date & time of handoff, signature, badge #, name, phone |  |

***Proposed - Search & Rescue Dog Association of Ontario – Field Tech Evaluation***

| **Min Score** | **Score** | **3 - Objective - continued** | **Comment** |
| --- | --- | --- | --- |
| **2** | /3 | 3g. Subject found scene survey (safe?); call in; manage canine; triage; primary; secondary; action plan |  |
| **1** | /2 | 3h. Radio etiquette |  |
| **1** | /2 | 3i. Aid in the execution of search strategy - ask questions; make suggestions; be mindful of changing factors such as hazards, barriers, terrain, attractions, etc., re-evaluate conditions and/or new information received |  |
| **1** | /2 | 3j. Show understanding of scent theory – pooling; dips; weather; structures; voids; time of day; prevailing winds; water; humidity |  |
| **1** | /2 | 3k. Kept canine handler on track? |  |
| **1** | /1 | 3l. Comfortable with their abilities? |  |
| **1** | /2 | 3m. Proper navigation for a canine handler with a compass and other |  |
| **⬚Pass**  **⬚Fail** | **/26** | ***15/26 or better AND min score achieved for objective(s) indicated to pass*** |  |

| **Min Score** | **Score** | **4 - Objective** | **Comment** |
| --- | --- | --- | --- |
| **2** | /3 | 4a. Search Report – areas covered/not covered and search description (WORTH 2 POINTS - MUST BE CLEAR AND ACCURATE); proper date format, times & names; search description; how was POD calculated; map with legend, NTS and orientation |  |
|  | /2 | 4b. What happens when the sector is done - report back before leaving the area (maybe redeployed); start report while waiting. |  |
| **1** | /2 | 4c. Using a map, verbally describe the area searched - use landmarks; direction; map orientation; hazards; barriers; etc. |  |
| **2** | /3 | 4d. GPS – marked base location; start of the segment; other; track set to on: ask to show & read tracks on GPS |  |
| **2** | /4 | 4e. Note taking - document start time; hazards; findings; proper format |  |
| **2** | /3 | 4f. Debriefing and why is it necessary - meeting with the team to discuss search; IC/SM use info to help make decisions, i.e. how well areas searched, findings, problems; first aid in mental health; de-stress; vent; ensure members okay; assess team and individual skills |  |
| **⬚Pass**  **⬚Fail** | **/17** | ***9/17 or better AND min score achieved for objective(s) indicated to pass*** |  |

| /60 |
| --- |