Inyo County Search and Rescue
Policies and Procedures
2018

The purpose of these policies is to define our expectations of conduct and professionalism, and to help guide our decisions while operating as Inyo SAR. These policies may be changed by a team vote at a regular meeting.

I. Membership and Administration

A. Membership

1. Member levels and requirements are enumerated in the Inyo SAR Member Packet.
2. Onboarding
    a) Those interested in joining Inyo SAR must complete an application packet and fingerprints, to be reviewed by the team's new member coordinator and a Sheriff's Office coordinator. To become a candidate an applicant must be sworn in by a coordinator.
    b) After being sworn in, candidates can request to be added to the mission call-out list.
    c) Each sworn-in candidate will be paired with a mentor from the team's membership. Mentors and candidates will have an initial informal meeting to discuss mutual expectations, the candidate's experience and interests, and any questions.
    d) Approximately halfway through the candidacy process, mentors will report to the board about the candidate's progress and suitability for full membership. When a candidate has completed the requirements for full membership, the board will evaluate their candidacy in an executive session. Following this evaluation, the board will either recommend the candidate to the full membership for a confirmation vote, or extend the candidacy period and identify additional actions that must be completed or competencies demonstrated within a specified time frame before the candidate is eligible for a membership vote.
    e) The board can reject a candidate's application at any time.
3. Conduct
    a) Involvement with Inyo SAR at any level requires appropriate professional conduct.
    b) While representing Inyo SAR, personnel will refrain from public criticisms of fellow members, subjects, other responding agencies, other search teams, and public officials. This includes personal online and electronic communications.

c) Personnel will not misrepresent their intentions, certifications, or capabilities with respect to their SAR activities.

4. Evaluation and Discipline
    a) Candidacy or team membership is an implied agreement to receive feedback on SAR-related conduct and activities.
    b) Team leaders and the board will provide constructive, specific, non-threatening, and timely feedback on conduct of personnel as necessary.
    c) Recklessness and safety violations that place personnel or subjects in undue danger will not be tolerated.
    d) Team leaders are responsible for identifying and addressing breaches in policy when they occur. Team leaders also have the ability to veto the participation of a candidate or member in a mission or training.
    e) In the event of an incident where a candidate or member is believed to have committed a serious breach of policy or made a serious error in judgement affecting himself or herself or the team, a committee will be formed to investigate the incident. The committee will investigate as it sees fit, preparing a final recommendation as soon as possible.
5. Confidentiality
    a) Personnel must maintain appropriate confidentiality of subject information at all times, protecting subject's personal identifying information, medical information, and any other information designated as personal, privileged, sensitive, confidential, or otherwise related to any aspect of our subjects.
6. Team Leaders
    a) Team leaders are members of the team who have been active for a minimum of two years and are consistently present at meetings, trainings, and missions. Team leaders are chosen by the board each year, and updated when necessary.
    b) Team leaders need not be expert rescuers in all disciplines, but are able to assess the needs of a mission and inform the coordinators as to what skills are needed for the mission. Team leaders are familiar enough with the current membership of the team to know what each person has to offer and their limitations. Team leaders understand the different disciplines in which Inyo SAR operates, how missions unfold, and the resources needed for different kinds of missions. Team leaders don't have to know everything—in fact it essential that they know their own limitations—but they should know whom to call to answer any important questions.
    c) A current list of team leaders is posted next to the sign-in binder at the hut.
7. Uniforms

a) The Inyo SAR uniform consists of an orange Inyo SAR t-shirt, which candidates receive after being sworn in by a coordinator. After being voted onto the team, members will also receive an Inyo SAR ball cap and sticker. Inyo SAR jackets are checked out during missions and trainings and returned after each operation.
b) Inyo SAR uniforms should be worn on missions. Uniform use at trainings is encouraged. In addition to the Inyo SAR uniform, participants must wear footwear and layers appropriate to each mission or training.
c) Inyo SAR uniforms are for use only on sanctioned and pre-approved trainings, missions, or events.
d) Personnel must conduct themselves professionally while wearing Inyo SAR uniforms.
e) Personnel must not drink alcohol while in uniform or while participating in official team functions (meetings, missions, trainings, etc.).

B. Anti-Harassment Policy

Inyo SAR is committed to providing an environment free of harassment, disrespectful, or unprofessional conduct. Team policy prohibits conduct that is disrespectful or unprofessional as well as harassment based on sex (including pregnancy, childbirth, breastfeeding or related medical conditions), race, religion (including religious dress and grooming practices), color, gender (including gender identity and gender expression), national origin or ancestry, physical or mental disability, medical condition, genetic information, marital status, registered domestic partner status, age, sexual orientation, military and veteran status, or any other basis protected by federal, state, or local law, ordinance, or regulation. All such conduct violates team policy. The team's anti-harassment policy applies to all people involved in the operation of the team and prohibits harassment and disrespectful or unprofessional conduct by any team personnel. It also prohibits harassment and disrespectful or unprofessional conduct based on the perception that anyone has any of the above characteristics, or is associated with a person who has or is perceived as having any of those characteristics.

1. Prohibited harassment, disrespectful or unprofessional conduct includes, but is not limited to, the following behavior:
    a. Verbal conduct such as epithets, derogatory jokes or comments, slurs, or unwanted sexual advances, invitations, or comments;
    b. Visual displays such as derogatory and/or sexually-oriented posters, photography, cartoons, drawings, or gestures;
    c. Physical conduct including assault, unwanted touching, intentionally blocking normal movement, or interfering with work because of sex, race, or any other protected basis;
    d. Threats and demands to submit to sexual requests as a condition of continued participation or to avoid some other loss, and offers of benefits in return for sexual favors;

    e. Retaliation for reporting or threatening to report harassment; and
    f. Communication via electronic media of any type that includes any conduct that is prohibited by state and/or federal law, or by team policy.
2. Sexual harassment does not need to be motivated by sexual desire to be unlawful or to violate this policy. For example, hostile acts toward a team member or candidate because of his/her gender can amount to sexual harassment, regardless of whether the treatment is motivated by any sexual desire.
3. If you believe that you have been the subject of harassment or other prohibited conduct, bring your complaint to a board member as soon as possible after the incident. You will be asked to provide details of the incident or incidents, names of individuals involved, and names of any witnesses. It would be best to communicate your complaint in writing, but this is not mandatory. Board members will refer all complaints involving harassment or other prohibited conduct to the full board. The board will immediately undertake an effective, thorough, and objective investigation of the allegations.
4. If the board determines that harassment or other prohibited conduct has occurred, effective remedial action will be taken in accordance with the circumstances involved. The board may consult with the Sheriff's Office as necessary and appropriate. Any personnel determined by the board to be responsible for harassment or other prohibited conduct will be subject to appropriate disciplinary action, up to and including removal from the team. A board representative will advise all parties concerned of the results of the investigation. The board will not retaliate against you for filing a complaint and will not tolerate or permit retaliation by team personnel.
5. The team encourages all personnel to report any incidents of harassment or other conduct forbidden by this policy immediately so that complaints can be quickly and fairly resolved.
6. Any team member or candidate who deliberately makes a false claim or charge of unlawful harassment will likewise be subject to disciplinary action up to and including removal from the team.

C. Non-Profit Policies and Procedures

1. The treasurer shall maintain and file timely documents required by the IRS, the Franchise Tax Board, the Board of Equalization, and our accountants to maintain the organization's 501(c)3 non-profit charitable designation.

D. Money

1. Spending Levels
    a) Board members can purchase gear up to $200 in value for team reimbursement without a board vote. Team members should get pre-approval from the board before purchasing gear. As per the

bylaws, the board must obtain a majority vote from the voting membership for purchases over $2,000.

2. Reimbursements
    a) Reimbursement for relevant trainings (e.g. medical certifications) for team members will be approved at the discretion of the board. It is recommended that team members obtain pre-approval before paying for or attending a training.
    b) Having paid out-of-pocket for a training or other expense, team members may ask the board for reimbursement. The treasurer will provide reimbursements after proper reimbursement forms have been submitted and approved by the board. Training and expense reimbursement forms are available on the Members section of the website.
    c) Reimbursement for travel expenses to trainings and events out of the area will be considered by the board but is not guaranteed. Pre-approval is highly recommended. The board will consider the following questions in determining eligibility for reimbursement:
        (1) Could the training could have been done closer to home?
        (2) Did the member attempt to reduce expenses as much as possible?
        (3) How does the training/event benefit the team?
    d) Purchase by team members of equipment or supplies must be pre-approved by the board. Food for trainings or missions must be approved by the board or training leader.
    e) Reasonable reimbursement for personal gear damaged on missions or trainings may be provided at the discretion of the board.
3. Meal Tickets
    a) The Sheriff's Office will provide meal tickets to personnel who respond to mission call-outs. Personnel must follow the meal ticket regulations, such as refraining from purchasing alcohol with meal ticket funds.
4. Awards
    a) Team awards (such as rescue member status or the captain's award) can be presented at the annual dinner. The board has the discretion to provide team award recipients a reasonable gift to show the team's appreciation. Rescue member status will be determined by the board. The captain's award recipient will be determined by the captain.
5. Donations
    a) Members of the public contacted on a search and rescue mission should be encouraged to donate directly to the team, and not to individual team members. Cash or gifts received as a result of Inyo SAR operations must be passed on to the team.

E. Media

1. Media Inquiries
    a) Do not speak to the media regarding specific missions unless specifically tasked to do so by a team leader, board member, or the Sheriff's Office Public Information Officer (PIO). Direct all media inquiries to the PIO.
2. Trainings
    a) Information about and photos of trainings can be posted by SAR members without approval by the Sheriff's Office, unless the Sheriff's Office hosted the training.
3. Missions
    a) All media related to missions is the property of the Sheriff's Office. If personnel want to post photos taken during a mission, they must walk a very cautious line. Never post or share confidential mission details or pictures of victims or patients (even with permission). When posting about a mission, it is usually acceptable to share photos of landscapes, helicopters, and group photos of the team.
    b) Personnel are encouraged to email the PIO any photos taken during a mission for posting on the official Sheriff's Office Facebook account or in press releases. Photos will be attributed to Inyo SAR, not to an individual.

F. Public Outreach, Development, and Fundraising

1. All personnel have a role to play in development and fundraising and can participate by volunteering at a fundraiser or other promotional event, or handing out business cards following missions.
2. During public outreach (PSAR, volunteering at a fundraising event, or otherwise representing Inyo SAR), personnel must conduct themselves in a manner consistent with the rest of these policies.
3. Any outreach/marketing/fundraising effort on behalf of the team must be approved by the board.
4. All necessary permits and approvals must be obtained for any outreach/marketing/fundraising effort or event.
5. Any marketing (poster, pamphlet, newsletter, etc.) should generally include the Inyo SAR mission statement.
6. Marketing materials should always include an approved Inyo SAR logo.
7. Marketing materials should have as little text as possible to get the message across.
8. Marketing materials should be as clean, neat, and uncluttered as possible.
9. Typefaces should only include the use of approved fonts (refer to the Inyo SAR style guide), and should follow these conventions:
    a) No fancy effects such as outlining, highlighting, emboss, glow, etc;
    b) No more than four fonts used in one document including all type, sizes, and styling;
    c) Use of all or small caps only in headlines or headings; and

d) Black text as a rule; orange or white only when necessary.

10. Photographs should attributed to Inyo SAR if taken by SAR personnel. Photographs taken by non-SAR personnel should be attributed to the photographer.
11. All marketing materials intended for a broad audience or for the public must be approved by two members of the board or a marketing committee prior to release.

G. Vehicles

Driving to and from missions presents a considerable safety risk. As a team, we need to recognize the risks of highway and offroad driving and work to mitigate them. Serious and/or repeated violations of the following motor vehicle policies will result in the suspension of driving privileges or removal from the team.

1. Fueling
   a. Always return SAR vehicles with a full tank of gas after a training or a mission. Once the vehicles are returned to the hut, trash and personal items must be removed, windows rolled up, radio turned off, and battery switches disconnected on vehicles so equipped.
2. 4WD and Vehicle Operations
   a. Off-road driving is a technical skill that requires practice and experience, and can present a hazard to a rescuer. Avoid driving in unsafe conditions such as deep sand, moving water, and steep or off-camber slopes. It is much better to park and hike than to risk your personal safety.
   b. Despite having 4WD, some vehicles are limited in their off-road capability. Consider the size, weight, and condition of the vehicle when using 4WD. For extreme roads and trails, coordinate with the Sheriff's Office for a ride on an OHV.
   c. Use engine braking when possible to maintain the life of our vehicles' brake pads.
3. Safety
   a. Drivers should always travel at a safe speed for the conditions when traveling to a mission or training.
   b. Drivers must never talk on the phone or text while driving. It is recommended that drivers avoid operating the vehicle radio while driving if possible.
   c. When operating a vehicle with lights and sirens, do not use them unless specifically told to do so by the Sheriff's Office.
   d. Drowsy driving can be deadly! On the way back from a late mission, work to mitigate the risks of tired driving with rest breaks, driver switches, naps, and caffeine. Team leaders or the Sheriff's Office can arrange to have drivers pick up tired personnel after long missions.
   e. Seat belts are mandatory whenever a SAR vehicle is moving.
   f. Any vehicle problems, safety hazards, or maintenance issues must be reported immediately. The issue should be written on the

whiteboard closest to the kitchen and reported to the current vehicle czar.

g. The team policy regarding use of personal vehicles is under development.

H. Gear

1. Care
    a) Team gear used for missions or trainings must be thoroughly inspected after each use. Damaged or worn gear must be removed and replaced.
    b) Any gear removed from the vehicles or the hut and not immediately replaced must be noted on the whiteboard closest to the kitchen, and an email alert must be sent out to the team if the gear is mission-critical.
    c) Team ropes used on missions or trainings must be logged in the rope logs in the gear room.
    d) If team gear is damaged during trainings or missions, the board or gear manager must be notified immediately so gear can be replaced.
    e) Personnel must be on the alert for damaged gear that may be dangerous during trainings or missions.
    f) Med kits must be restocked immediately after missions when items from them are used.
    g) O2 bottles must be refilled immediately after missions when they are used.
2. Borrowing
    a) Team members are welcome to borrow team gear for team and personal trainings, as well as for missions.
    b) Team gear should not be used for personal recreational use.
    c) Team gear should be signed out on the whiteboard or operation sign-in form and returned in a timely fashion to the correct location. Mission-critical gear should not be borrowed. Gear that needs recharging must be plugged in.
    d) Team GORE-TEX jackets live in the medical closet. They are only for use on approved team trainings or missions, and should not be kept at team members' houses.

I. Trainings

1. All sworn-in members are eligible to participate in team trainings, at the discretion of the training leader.
2. Disaster Service Workers' coverage for injuries during trainings requires the following documentation:
    a) Training leaders are responsible for obtaining pre-authorization from a coordinator for every training, particularly those that take place in the field. Written training pre-authorization requests must include the date, expected start and end time, location, event name, objectives, and training leader's name.

b) Sign-in sheets for trainings must include training leader’s name, event name, and date.
c) All participating members must sign in for every training with their name, time in, and time out.

II. Operations

A. Mission Management and Response

1. In-County Missions
    a) A team leader must be identified before any vehicles leave the hut.
    b) A coordinator and a team leader will work together to come up with a plan for the mission. The team leader advocates for the team’s needs and informs the coordinator how Inyo SAR will respond to the mission and what resources the team will require.
    c) Candidates will not be deployed on missions without approval from a team leader. Team leaders have the ability to veto the participation of any team member or candidate in any mission.
    d) In order to track and account for participants, all responding personnel must be listed in one place, either on the hut sign-in sheet or in a single text message or email to coordinator. Personnel responding from South County must be added to the sign-in sheet by the team leader or someone delegated to do so.
    e) Any handoff of team leader responsibilities must be clearly communicated to the coordinator and all responding personnel.
    f) The team leader must fully understand the assignment before accepting. The team leader will turn down the assignment if it is not an appropriate fit for the team.
    g) Any team member who does not feel comfortable with his or her assignment should make that known to the team leader immediately.
    h) The team leader may send email updates to the team with brief details about the mission, a list of responding personnel, and any updates as the mission progresses.
2. In-County Mutual Aid Missions
    a) A team leader (responsible for Inyo SAR personnel in the field) must be identified before field teams are deployed.
    b) An incident commander (responsible for coordination of out-of-county response) must be identified and their jurisdiction verbalized before out-of-county teams are given assignments. The coordinator should help with communicating IC and jurisdiction to out-of-county team leaders.
    c) Out-of-county personnel must sign in with name and agency before being deployed.
    d) ICS will be used for all in-county mutual aid missions.

3. Out-of-County Mutual Aid Missions
    a) A team leader must be identified before any vehicle leaves the hut.
    b) A board member or team leader must review the list of responding personnel and officially turn down anyone who does not have the appropriate skills or experience.
    c) The team leader must identify himself or herself at the host command post upon arrival, and be the point of contact between the host team and the Inyo SAR response team. The entire Inyo SAR response team should not enter the CP and overwhelm it.
    d) The team leader must fully understand the assignment before accepting. The team leader will turn down the assignment if it is not an appropriate fit for the team.
    e) Any team member who does not feel comfortable with his or her assignment should make that known to the team leader immediately.
    f) The team leader must ensure that all Inyo SAR personnel are signed in and being tracked by the host team's CP. The team leader must also maintain awareness of where all Inyo SAR personnel are.
    g) No candidates will be assigned to a field team without an Inyo SAR team leader.
4. Incident Command System (ICS)
    a) ICS must be initiated no later than when more than one SAR team is involved in mission response.
    b) ICS must be initiated no later than when a mission goes into a second operational period.
    c) ICS must be employed during mutual aid missions.
5. Call-out Procedures
    a) Call-out Timeline
        (1) The coordinator initiates a call-out, or contacts a team leader to make the call-out.
        (2) Available personnel respond as requested in the call-out and go to the hut, unless directed otherwise.
        (3) One responding member (preferably a team leader) receives a full briefing from the coordinator either in person or by phone. That member then passes this information to the rest of the responding team.
        (4) Responding personnel leave mission details and contact information on the hut whiteboard for personnel who may respond later.
        (5) Responding personnel designate a team leader(s) before leaving the hut.
    b) Coordinator Requirements

(1) Coordinators will notify the team of pending missions as soon as possible.
(2) Coordinators will use Calling Post to initiate call-outs.
(3) Coordinators will either field call-out responses from team personnel or provide contact information for a team leader who is available to field responses.
(4) Coordinators are encouraged to go to the hut to brief responding personnel in person if possible.

c) Team Leader Requirements

(1) A team leader should be consulted before anyone is sent out in the field for any mission. The team leader is responsible for evaluating the situation, helping to decide what other resources are needed, and determining who can go on the mission and in what capacity. The team leader should be available for continued input as the mission develops.
(2) Coordinators and team personnel must have a list of contact information for team leaders. The current list will be posted next to the sign-in binder.

d) Team Member Requirements

(1) The board will update and maintain the Calling Post call-out list.
(2) Personnel will respond to the coordinator or designated contact with a text message only if they are available, and provide their ETA at the hut. Personnel are discouraged from contacting the coordinator regarding an active mission if they are not responding.
(3) One responding member (preferably the team leader) will receive a full briefing from the coordinator, and pass the information on to additional responding personnel.
(4) Responding personnel will designate a team leader as soon as reasonable, and before leaving the hut. If no approved team leader is available to respond, the responding personnel and the coordinator must consult a team leader via phone, and a field team leader must be designated from among the responding personnel. The coordinator must be informed of who the field team leader is for the mission.
(5) There are instances when a hasty team might leave the hut before other personnel. A detailed travel and operations plan as well as a communications plan must be left at the hut or with a team leader or coordinator for responding personnel not on the hasty team.
(6) Personnel must sign in and out of service upon arrival and departure from the hut.

B. Radios

1. Radio traffic must be kept to a minimum to keep airways clear.
2. Radio traffic must be polite and professional. Remember that radio communications are rarely private.
3. MRA (in the radio bank as SAR) is the default channel used for all trainings and missions. Other line-of-sight channels may be used as needed. Check with coordinators before using any other official channels.
4. Radio traffic must avoid sharing sensitive information about a patient or deceased subject. Whenever possible, use a cell phone, satellite phone, or inReach to communicate sensitive information. If no other form of communication is available, use the code "10-36" to denote confidential information.

C. Technical Rescue

1. Policy Intent
    a) The team's policy is to perform technical rescues safely, efficiently, and competently. Technical rescue is defined as those rescue operations and trainings that require the use of skills and equipment to move rescue personnel and rescue subjects through terrain with significant fall potential. Technical rescue is a specialized skill requiring strong leadership, specialized training, good judgment, and team cooperation. A universal principle applicable in all rescue situations is that the safety of team members is paramount.
2. Operational Guidance
    a) The team uses a combination of methods laid out in *The Technical Rescue Riggers Guide* by Conterra Press, *CMC Rescue Manual*, *NPS Technical Rescue Handbook*, and materials prepared by Rigging For Rescue, LLC, as well as internal team trainings, external trainings led by specialists from outside the team, and other sources as appropriate. Our expectation is that team members conduct themselves in a manner consistent with the skills and techniques practiced during team trainings and identified by these resources. The wide variety of terrain, weather, and subjects within Inyo County results in a wide range of potential technical rescue mission profiles, and we recognize that there is no "one best way" of doing things that is applicable to every situation. The team endeavors to document a core set of technical rescue methods that serve as a common skill set for members to practice; however, these methods may be deviated from as necessary to address the specific needs of the problem at hand.
3. Team Leader Requirements
    a) Technical rescue team leaders are responsible for leading team trainings, knowing the capabilities of team members, checking that team members are appropriately equipped, planning how to access, package, and transport rescue subjects, being

knowledgeable and practiced in a variety of packaging and rescue methods, being able to assess pros and cons of various rescue choices, applying appropriate techniques for a given problem, being receptive to the opinions and observations of their team members, and identifying and mitigating hazards.

4. Team Member Requirements
    a) Personnel participating in technical rescue must attend team trainings, be knowledgeable in and appropriately apply team and personal equipment, be knowledgeable about and practiced in technical rescue methods, and be capable of working as a cohesive and cooperative team.
5. Equipment
    a) All technical rescue team members should have and know how to use the following personal equipment:

        -Helmet
        -Climbing harness
        -Belay gloves
        -Belay/rappel device
        -Personal tether (e.g., Purcell prusiks)
        -Equipment to ascend a rope (e.g., set of Purcell prusiks)
        -Equipment to back up a rappel (e.g., autoblock)
        -Chest harness or materials to construct one
        -10m of 8mm accessory cord
        -Knife
        -Other equipment required for specific missions, as determined by team leader(s) (e.g. crampons and ice axe)

D. Ice and Snow Travel

1. Policy Intent
    a) The team's policy is to perform rescues and trainings involving snow and ice terrain safely, efficiently, and competently. Choosing to enter avalanche terrain for a mission is a decision that should not be made lightly. Absence of sufficient personnel with appropriate levels of avalanche training may result in the mission being a no-go. When responding to a mission on snow, the first question should be, "Is there, or may there be, avalanche hazard?"
2. Operational Guidance
    a) Operation on snow and ice terrain will be based on techniques and information presented in internal and external trainings. Organization of each operation will vary depending on the unique circumstances of the mission or training.
3. Team Leader Requirements
    a) Assessment of avalanche hazard and go/no-go decision is the responsibility of team leaders with at least Level II avalanche training (or SAR team-determined equivalent training and

experience). If no team leader with Level II training is available, either a person from the community with such training will be consulted, or the mission may be a no-go. Team leaders are expected to consult informational resources such as weather and avalanche forecasts, weather and snowfall data sources, reports of recent avalanche activity, and terrain information such as maps and aerial imagery to assess avalanche hazard.

4. Team Member Requirements
   a) Personnel in areas of avalanche hazard must have taken a SAR-provided snow and avalanche hazard training within the past three years and must be equipped with avalanche beacon, avalanche probe, and shovel. Personnel should convey relevant, timely, and concise information and observations to team leaders when in avalanche terrain.
5. Equipment
   a) Personnel operating in areas of alpine snow and ice terrain are required to use crampons, ice axe, and belays on ice and snow at the discretion of team leaders. In addition, all personnel operating in snow and ice terrain must have and know how to use the following personal equipment: helmet, ice axe, crampons, and appropriate footwear.

E. Helicopter Operations

1. Policy Intent
   a) The team's policy is to maintain a safe working environment when helicopters are used for search and rescue operations.
2. Operational Guidance
   a) The foremost source of guidance during a helicopter operation is the helicopter flight crew. Further guidance and information is available from trainings that the team may conduct with visiting helicopter flight crews and from instructional materials pertaining to helicopter rescue offered by the MRA. We use helicopter resources from various agencies, each of which may have different operational capabilities, protocols, equipment standards, and familiarity with high mountain flying.
3. Team Leader Requirements
   a) Team leaders are expected to advise and remind personnel of how to conduct helicopter operations as they arise in the field. Team leaders are responsible for assessing the helicopter experience of responding personnel and providing or coordinating a safety briefing for inexperienced personnel. Team leaders should anticipate the needs that may arise during helicopter operations, such as preparing safe landing zones, advising rescue subjects what will be expected of them during a helicopter operation, coordinating communication with the flight crew, and

relaying pertinent information to the flight crew (e.g. wind speed and direction or landing zone condition).

4. Team Member Requirements
    a) Personnel must follow the instructions of the helicopter flight crew at all times. Personnel must conduct themselves in a manner consistent with their training and standard practices as identified by the MRA instructional materials, unless otherwise instructed by the flight crew. Because the team works with a variety of helicopters, it is important that plans, protocols, and expectations be clearly communicated and understood prior to flight operations. Personnel should seek clarification concerning any matters about which they are uncertain.
5. Equipment
    a) For all helicopter flights, personnel must have a helmet, eye protection, and ear protection. Some helicopters may require additional personal equipment such as climbing harnesses, personal tethers, flight suits, gloves, leather boots, etc. Team members must follow the personal equipment requirements of the flight crew.