


**Louisiana US & R Task Force
STANDARD OPERATING GUIDELINES**

SOP Number TF01-002-19	Revision 02	Replaces N/A	Effective Date 22 Oct, 2017	Page 1 of 7
----------------------------------	-----------------------	------------------------	---------------------------------------	-----------------------

Title
Operations

Approvals

Ruel Douvillier 
State US & R Coordinator (Print / Sign)

15 Jan 19
Date

Table of Contents

<u>Section</u>	<u>Page</u>
1.0 Purpose	2
2.0 Scope	2
3.0 Responsibility	2
4.0 Safety	3
5.0 Associated Documentation	4
6.0 Definitions	4
7.0 Procedure.....	6

OP Number TF01-002-19	Revision 02	Replaces New	Page 2 of 7
Title Operations			

1.0 PURPOSE

- 1.1 This SOG is intended to provide guidelines for personnel conducting USAR structural collapse operations. It is intended to be a guide and not to replace training, experience, or common sense. The equipment assigned to the LA US & R Task Force shall be maintained in a state of readiness to be deployed with the Task Force when called upon.

2.0 SCOPE

- 2.1 This SOG shall be utilized whenever Task Force personnel conduct operations at a structural collapse scene. It shall provide guidance for all Task Force members operating in the Hot Zone or in a command or administrative function.

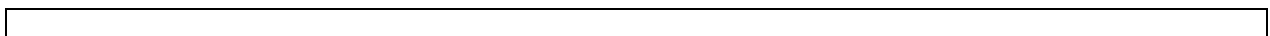
3.0 RESPONSIBILITY

- 3.1 The Task Force Leader is responsible for ensuring that this SOG is carried out and that all Task Force members are trained to this standard. The Task Force Leader is responsible for coordinating operations between the Task Force and outside agencies.
- 3.2 The Planning Manager is responsible for updating and disseminating this SOG as needed.
- 3.3 The Search and Rescue Managers are responsible for overseeing all Task Force Hot Zone operations and ensuring that those operations are carried out in accordance with this SOG. The Search and Rescue Managers shall act as the go-between for the Task Force Leader and the Search and Rescue Teams. The Search and Rescue Managers shall report all significant events that occur during the operation to the Task Force Leader.
- 3.4 The Safety Officer is responsible for ensuring that all Task Force operations are conducted safely. The Safety Officer shall closely coordinate his/her operations with the Search and Rescue Managers. The Safety Officer is authorized to halt Task Force operations at any time.
- 3.5 The Search and Rescue Managers are responsible for supervising the operations conducted by the Search and Rescue Teams assigned to them. The Search and Rescue Managers are responsible for ensuring that all operations conducted under their command are carried out safely. The Search and Rescue Managers shall report all significant events that occur during operations conducted by teams under their control to the Task Force Leader.
- 3.6 The Search and Rescue Team Leaders are responsible for supervising the actions of Task Force members assigned to their team. They are responsible for the actions of their team members in the Hot Zone, in Staging, Rehab, and the Base of Operations.
- 3.7 All Task Force leadership personnel are responsible for the accountability of the units under their command. All Task Force leadership personnel are responsible for ensuring that the appropriate documentation for their units are completed and turned in to the Plans Team in a timely manner.
- 3.8 All Task Force members are responsible for ensuring that the tasks assigned to them are carried out in a safe and efficient manner.

OP Number TF01-002-19	Revision 02	Replaces New	Page 3 of 7
Title Operations			

4.0 SAFETY

- 4.1 The Task Force Safety Officer shall conduct a Safety Briefing prior to the beginning of any Task Force operation.
- 4.2 As many Assistant Safety Officers shall be appointed as necessary to safely conduct the assigned operation.
- 4.3 The Safety Officer shall ensure that all personnel in the Hot Zone are operating their equipment safely, that all PPE is worn correctly at all times and that LCES is maintained by personnel operating in the Hot Zone at all times.
- 4.4 The Search and Rescue Managers shall ensure that personnel working in the Hot Zone are rotated to the Rehab Site as appropriate to the work load and environmental conditions.
- 4.5 A PAR shall be conducted based on the work load and environmental conditions during all Task Force operations. The Search and Rescue Managers shall initiate the PAR.
- 4.6 All Task Force personnel and all outside personnel assigned to the Task Force shall be accounted for by the Task Force leadership personnel responsible for them. A check-in/check-out roster shall be maintained for all personnel assigned to the Task Force.
- 4.7 The Search and Rescue Managers shall establish as many RICs as they feel are necessary to support the operation. These teams shall be located by the Search and Rescue Managers.
- 4.8 Any Task Force member who feels that he or she is in danger of injury or death shall announce "Mayday" three times. This may be done over the radio or verbally, whichever is considered most efficient by the individual in danger.
- 4.9 Once a "Mayday" has been announced, the Search and Rescue Manager shall conduct a PAR and direct the appropriate RIC(s) and the Safety Officer to report to the Search and Rescue Manager in control of the "Mayday". The Search and Rescue Manager shall assume control of these elements and bring them to the site of the "Mayday". The Search and Rescue Manager shall direct the operations of all elements being used to resolve the "Mayday".
- 4.10 The "Mayday" victim shall be medically treated in accordance with the LA US & R TF Medical SOG.
- 4.11 Any Task Force member can call for an evacuation of the Hot Zone when he/she recognizes a dangerous situation.
- 4.12 All Task Force leadership personnel shall carry an air horn for announcing evacuations. The signal for evacuation of the Hot Zone shall be 3 three second blasts on the air horn.
- 4.13 Once the evacuation signal has been given all teams working in the Hot Zone shall report to their respective Staging Areas.
- 4.14 Once the evacuation signal has been given the Task Force Leader shall initiate a Roll Call. The Search and Rescue Manager, Plans Manager, Logistics Manager, and Medical Manager shall report the results of their Roll Call to the Task Force Leader.
- 4.15 Upon completion of the Roll Call the Task Force Leader shall form a Reentry Team to determine the conditions necessary to reenter the Hot Zone and resume operations. This team shall include the Search and Rescue Manager and Safety Officer at a minimum and



OP Number TF01-002-19	Revision 02	Replaces New	Page 4 of 7
Title Operations			

the Search and Rescue Managers, Structures Specialist, and HazMat Specialist as necessary.

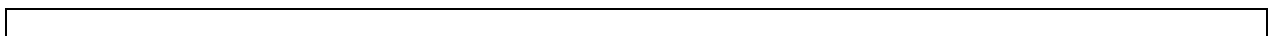
- 4.16 The signal for reentering the Hot Zone and resuming operations shall be a verbal message from the Task Force Leader. This message may be transmitted either in person or via telecommunications.

5.0 ASSOCIATED DOCUMENTATION

- 5.1 TF01-001-19 Activation SOG
- 5.2 TF01-003-19 Logistics SOG
- 5.3 TF01-004-19 Administrative SOG
- 5.4 TF01-005-19 Training SOG
- 5.5 TF01-006-19 Uniform SOG
- 5.6 TF01-007-19 Medical SOG
- 5.7 CFR Title 44, Chapter I, Subchapter D, Part 208, Subpart D
- 5.8 NFPA Standard 1006, 2017 Edition
- 5.9 NIMS Resource Typing Definitions for Mass Search and Rescue Operations; US & R Incident Support Team
- 5.10 9356.2 PR FEMA Urban Search and Rescue Incident Support Team Operations Manual

6.0 DEFINITIONS

- 6.1 **Base of Operations (BOO)**-An area where out of service personnel may go to rest and prepare prior to the next operational period.
- 6.2 **Breaching Operations**-Those activities conducted by the Task Force to remove obstacles preventing Task Force personnel from accessing trapped victims.
- 6.3 **Forward Operating Base**-A designated, marked area where Task Force personnel that are ready for assignment shall wait to enter the Hot Zone. Teams entering the Hot Zone shall receive operational and safety briefings in this area. Tools and equipment designated as necessary to perform operations in the Hot Zone will be placed in this area.
- 6.4 **Hot Zone**-The area in which mitigation operations are conducted.
- 6.5 **Personal Protective Equipment (PPE)**-Specialized clothing or equipment worn by employees for protection against health and safety hazards.
- 6.6 **Reconnaissance Operations**-Those activities conducted by the Task Force to establish operating sectors, Base of Operations and Rehab, Staging, and Hot Zone sites, and to determine general hazards in the Task Force's operating area.
- 6.7 **Rehab Sector**-An area where Task Force personnel shall be directed to physically and mentally rest and recover prior to resuming active operations.



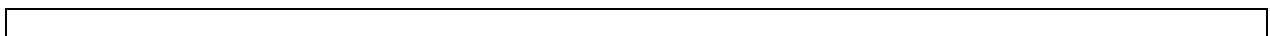
OP Number TF01-002-19	Revision 02	Replaces New	Page 5 of 7
Title Operations			

- 6.8 **Rescue Operations**-Those activities conducted by the Task Force to remove trapped victims.
- 6.9 **Search Operations**-Those activities conducted by the Task Force to determine the location of victims within the Task Force operating area.
- 6.10 **Shoring Operations**-Those activities conducted by the Task Force to ensure that structures within the Task Force operating area are safe to enter.
- 6.11 **Structural Triage Operations**-Those activities conducted by the Task Force to determine specific hazards within each structure, the potential for secondary collapse and potential for viable victims for those structures.
- 6.12 **Victim Stabilization Operations**-Those activities conducted by the Task Force to medically ensure patient survival to definitive treatment.

OP Number TF01-002-19	Revision 02	Replaces New	Page 6 of 7
Title Operations			

7.0 PROCEDURE

- 7.1 Upon activation, all Task Force personnel shall report to the designated Point of Departure (POD) for in-processing. Task Force personnel shall in-process administratively and medically. Anyone whose medical condition is outside the limits established in the Task Force Medical SOG shall not be allowed to deploy. As Task Force personnel in-process they shall be organized into Search and Rescue Teams and assigned a Team Leader. The Task Force members shall remain in their teams under the control of their Team Leaders until assigned a task by the Search and Rescue Managers.
- 7.2 The Task Force Leader shall organize a Tactical Planning Team consisting of the Task Force Leader, the Plans Manager, the Logistics Manager, the Medical Manager, a Communications Specialist and any other Task Force members he/she feels necessary. The Tactical Planning Team shall report to a location designated by the Task Force Leader and await the results of the reconnaissance.
- 7.3 The Task Force Leader shall organize one or two teams to conduct reconnaissance operations. Each Reconnaissance Team shall consist of one Search and one Rescue Manager, a Technical Information Specialists, a Hazmat Specialists and a Medical Specialist. If one Reconnaissance Team is used the Search and Rescue Managers and Safety Officer shall accompany that team. If two teams are used the Search and Rescue Managers and Safety Officer shall decide which team they shall accompany.
- 7.4 The Reconnaissance Team(s) shall conduct an occupant interview (when available), perform structural triage on all structures in their assigned area, shall identify all hazards in their assigned area, mark all structures appropriately in accordance with FEMA practices, map and photograph the site, and conduct a rapid search of the area for surface victims.
- 7.5 Each Reconnaissance Team shall carry the following equipment at a minimum;
- Binoculars
 - Thermal imaging camera
 - Search camera
 - Listening device
 - Bullhorn
 - Radio
 - Portable lighting
 - Light sticks
 - Digital camera
 - GPS
 - Operations maps
 - Medical jump bag



OP Number TF01-002-19	Revision 02	Replaces New	Page 7 of 7
Title Operations			

- Monitors deemed necessary by the Hazmat Specialist
- 7.6 Upon completion of the reconnaissance the Search and Rescue Managers, the Structures Specialist, the Hazmat Specialist, the Safety Officer, and the Technical Information Specialist shall report to the Tactical Planning Team to assist in preparing the Tactical Action Plan.
- 7.7 Once the Base of Operations has been fully established, the Search and Rescue Managers shall bring all Task Force operational personnel to a staging site previously designated by the Task Force Leader to await the Tactical Planning Briefing. Once the Tactical Action Plan has been formulated the Tactical Planning Team shall brief Task Force Personnel on the following subjects at a minimum;
- Task Force objectives
 - Unit assignments
 - Locations of Command Post, Logistics site, cut table, Staging Areas, Rehabilitation Site, Medical Site, Hot Zones, Cold Zones, and Warm Zones.
 - Medical plan
 - Communications plan
 - Safety briefing
- 7.8 The Search and Rescue Managers shall task organize the Search and Rescue Teams to conduct hazard mitigation, technical, canine, and physical searches, and victim extrication operations as necessary. All operations shall be carried out in accordance with the safety considerations outlined in Section 4 of this SOG. All significant events shall be reported through the chain of command to the Task Force Leader. All personnel shall be accounted for by the Task Force leader to whom they are assigned at all times.
- 7.9 At the end of an operational period all Task Force leadership personnel shall report to the Command Post to document the day's operation. Temporary Team Leaders shall be designated and they shall supervise the return to "ready state" of all Task Force equipment. Once this has been accomplished, all Task Force personnel shall report to an area designated by the Task Force Leader to conduct a quick hot wash of the day's operation.
- 7.10 At the end of the Task Force mission all Task Force leadership shall report to the Command Post to document the day's operation and to ensure that all of the Task Force's operations have been correctly documented. Temporary Team Leaders shall be designated to supervise the return to "ready state" of all Task Force equipment and to demobilize to Base of Operations. Once this has been accomplished the Task Force shall be organized by the Search and Rescue Managers and the Logistics Manager into teams for return to home station.