

Emergency Response and SAR

For COFC Gliders

These procedures were originally developed by Roy Edwards for use at GNZ gliding competitions. They have been slightly modified to recognise the nature of flying the COFC glider pilots do from Alexandra. In general these procedures may be of use in any aviation accident. For comments and suggestions contact the club's gliding CFI.

To use this document follow the process detailed overleaf for your relevant scenario.

Important phone numbers

111 All emergencies involving injury or fire. Works on cell phones too

0508 472 269	(0508 4 RCCNZ)	Missing aircraft
0508 222 433	(0508 ACCIDENT)	CAA accident reporting
0508 472 338	(0508 4SAFETY)	CAA report safety concerns

Other useful contacts

Club gliding CFI (John Robinson)	4487863 or 0210 637616
Club President (Russell Anderson)	4486200 or 0272379668
GNZ President (George Rogers)	04 297 1833 or 0274 474 443

Glider frequencies used

119.1 General unattended airfield (Alexandra, winch Ops)
133.550 Glider chat ("133", often busy with Omarama pilots)
134.450 Glider chat (Alex pilots prefer this if "133" is too busy!)

Remember to tell someone where you intend flying!

1. Accident on site.

- a) If injury obvious dial 111 for Ambulance(fatality requires police as well)
- b) If reasonable remove occupants from wreckage administer first aid
- c) Extinguish any fire.
- d) DO NOT move wreckage
- e) Advise Accident on 0508 222 433
- f) For major crash secure wreckage from public access (to help investigators)
- g) Photograph or sketch crash site wreck/crash scars etc
- h) Obtain names contact details of witnesses who observed/recorded accident.
- i) Advise GNZ Regional Ops officer and GNZ President of accident
- j) Advise site operator(ie Local Council)
- k) If fatality
 - i. Check with police before moving bodies
 - ii. Minimise any disturbance of wreckage
 - iii. Do NOT attempt to restore disturbed wreckage to original state
 - iv. Do Not release wreckage or any part of wreckage other than to official investigators/police.
- l) Media
 - i. Appoint local media liaison person-major media comment from CAA/Police media representatives.
 - ii. Do not release names (this must be done by police) to protect families
 - iii. Do NOT speculate on cause of crash to media.
 - iv. Facts only. Crashed on takeoff, crashed on landing etc, cause as yet unknown.
- m) Mental Trauma. Advise those affected(witnesses/Relatives), of Victim Support services.

Information that will be required both initially and subsequently.

Date & Time of Accident

Aircraft Type & Registration

Name of owner/operator

Location of Accident and access details

Name of Pilot (and passenger if relevant)

Type of operation ie Competition task/local flying

Description of weather at time of accident

Description of damage and injuries.

Who is in charge of the scene and their contact details

Witness names and contact details

Relevant persons names & contact details

2. Accident off site.

- a) If significant injury obvious dial 111 for Ambulance and police
If remote give lats & longs and request Helicopter.
- b) If other aircraft airborne in the area can they provide assistance (ie land next to nearest farmhouse) direct rescue vehicles.
- c) Despatch responsible persons to accident site to assist police or pilot.
- d) DO NOT move wreckage
- e) Advise Accident on 0508 222 433
- f) For major crash secure wreckage from public access (to help investigators)
- g) Photograph or sketch crash site wreck/crash scars etc
- h) Obtain names contact details of witnesses who observed/recorded accident.
- i) Advise GNZ Regional Ops officer and GNZ President of accident
- j) If fatality
 - i. Check with police before moving bodies
 - ii. Minimise any disturbance of wreckage
 - iii. Do NOT attempt to restore disturbed wreckage to original state
 - iv. Do Not release wreckage or any part of wreckage other than to official investigators/police.
- k) Media
 - i. For major accidents appoint local media liaison person- major media comment from CAA/Police media representatives.
 - ii. Fatalities/serious injuries. Do not release names (this must be done by police) to protect families
 - iii. Do NOT speculate on cause of crash to media.
 - iv. Facts only. Crashed on takeoff, crashed on landing etc, cause as yet unknown.

Information that will be required both initially and subsequently.

Date & Time of Accident

Aircraft Type & Registration

Name of owner/operator

Location of Accident and access details

Name of Pilot (and passenger if relevant)

Type of operation ie Competition task/local flying

Description of weather at time of accident

Description of damage and injuries.

Who is in charge of the scene and their contact details

Witness names and contact details

Relevant persons names & contact details

This may include instructor/Contest Director etc

3. Overdue/Lost Aircraft.

1. This procedure is invoked when
 - a) Competition is more than 60 minutes overdue. Ie more than 60 minutes since last Ops Normal.
 - b) During Normal Cross Country Flying activities when aircraft is considered to be overdue by responsible person eg Operator, Club CFI etc.
2. Initial Actions
 - a. Alert Search and Rescue Centre by phone **0508 472 269**
 - b. Initiate RTF transmissions via other aircraft in the area
 - c. Mobile phone call to pilot and their crew (in case they have landed out)
 - d. Alert members of SAR team (if known)
 - e. Contact all pilots to ascertain any sightings of missing aircraft
 - f. Establish area of probability of aircraft.
3. Aircraft Declared Overdue
 - a. Advise SAR Centre
 - b. Assemble Local SAR Team
 - i. Appoint local SAR Manager
 - ii. Appoint aircraft co-ordinator Planner
 - iii. Appoint Data Manager/Recorder
 - iv. Establish search Room and facilities – see appendix
 - c. Assemble all pilots and support crew available to gather information on flying conditions, skill sets available. Etc
 - d. Establish what search resources are available (aircraft/pilots/spotters)
- 4 Identify 1st Response Unit.
- 5 Contact Land owners in area of probability
- 6 Analyse resources available
 - a. Aircraft, fixed wing, high or low wing, transit speed, capacity
 - b. Aircraft Helicopters capabilities
 - c. Pilots experienced in flying the task area
 - d. People who can act as intelligent observers (see briefing)
 - e. Obtain weather briefing for search area
 - f. Consult with local gliding "experts" who is around?
- 7 Task Initial sorties of reconnaissance aircraft
 - a. High Wings looking lower in valleys
 - b. Low wings looking at hilltops
 - c. Checking strips and remote landout areas
 - d. Task high speed aircraft to furthest places

e. Record each aircrafts endurance and departure time

8 Brief Pilots and spotters

- a. Provide each crew with map with boundaries marked
- b. Ask crews to mark maps with areas looked at
- c. Remind spotters of possible sighting profiles(see brief)
- d. Pilots not to put themselves at risk in the search
- e. Radio contact with search base every ? 30 minutes
- f. Brief on RT phrases to use on open radio to indicate aircraft, survivors etc
- g. Record all tasks and personnel involved on whiteboard
- h. Establish radio relays if required
- i. Debrief crews on return and update master charts of searched areas.

9 Ground and ancillary Activities

- a. If relevant despatch ground search parties after they receive a briefing(similar to pilots/crew)
- b. Appoint local media contact
 - i. They are not to release details without authority
 - ii. They are to co-ordinate with SCC or police media
 - iii. They provide interface between local ops and local onsite media only. All other media enquiries to SCC or Police.
- c. Organise someone to handle phone contacts (ie sightings etc etc) not media enquiries. Also to handle next of kin enquiries.

Alexandra Resource List- Equipment

(list possible aircraft/owners/pilots who may be asked to assist)

1. Fixed wing

Type/Capacity/endurance	Owner/Operator	Contact
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2. Helicopter

Type/Capacity/endurance Medivac? Winch?	Owner/Operator	Contact
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Alexandra Resource List- Search Room

It is suggested you use the clubrooms as they provide much of the following. However it may be more practical to work out of someones house, especially after dark.

1. Large table with search area maps
2. Comfortable chairs – plenty of them
3. Telephone landline (no landline in Clubrooms, have good cell phone(s)!
4. Internet access/fax
5. Large whiteboard
6. New set of whiteboard markers – cleaning gear
7. Paper /pads pens(multiple colours)
8. Spare maps
9. Drinks(water? Coffee?)
10. Permanent markers-thick nib for marking maps
11. Some manilla folders for filing
12. A4 exercise book to use as event log.
13. Aviation radio. 119.1 and 133.550 MHz

Spotter Briefing.

1. No more than 3 or 4 hours spotting.
2. Change focus continuously inside and outside aircraft – do not stare at a point.
3. Keep head moving scan from side to side,(60 degrees)
Up and down (20-40 degrees)
Not continuous sweep but 20 degree “blocks”
4. Target may not look like a white glider
5. Look for anything “unusual”.
6. Clean windscreen before you leave (wipe vertically not horizontally)
7. Do not take your eyes off a contact until pilot has found it.