

Kanawha Putnam Emergency Management Plan  
Functional Annex

**Search and Rescue**  
Revised December 2015; Reviewed Annually

**A21**

<b>NRP Coordination:</b>	
<b>Primary Agency:</b>	Law enforcement agency of jurisdiction
<b>Support Agencies:</b>	<ul style="list-style-type: none"><li>▪ Local Fire Department.</li><li>▪ Local Law Enforcement</li><li>▪ Local Emergency Medical Services</li><li>▪ Office of Emergency Management</li></ul>

## I. Introduction

In the context of this plan, the terminology search and rescue (SAR) primarily addresses the search function.

## II. Authority

WV Code Chapter 15

## III. Purpose

The purpose of this annex is to outline operational concepts and tasks and to assign responsibilities for preparing and responding to situations where search and rescue operations are needed.

## **IV. Situation and Assumptions**

- A. The Kanawha/Putnam Metro area is diverse in that the area is largely rural terrain with areas of urban and suburban development and population.
- B. Kanawha and Putnam Counties area must be prepared to respond to search and rescue emergencies for the safety of its citizens and visitors.
- C. Effective search and rescue must be carried out in every part of Kanawha and Putnam Counties.
- D. Search and rescue emergencies may reach such magnitude as to require resources from adjacent jurisdictions, states, private organizations or the federal government. Catastrophic disaster or emergency within the state, or adjacent states could result in rescue problems of such an extent as to require utilization of all rescue resources within the state and the exchange of resources between states via mutual aid.
- E. Search and rescue operations frequently occur within the state as a result of accidents that occur as a result of recreational activities, i.e. boating, hiking, hunting, etc.
- F. When an individual, adult or child, has been reported lost or missing in f Kanawha and Putnam Counties and it has been determined that usual law enforcement procedures have not located the individual in a timely manner a search effort may be activated to search for the individual.
- G. All search and rescue operations will be conducted using NIMS principles.
- H. Self-activation may be a problem in a SAR mission.

## **V. Scope of Work**

- A. For the purposes of this annex the following shall be within the responsibility of the Emergency Management Director to be notified and if necessary, participate in the decision making with regards to searches for the following:
  - 1. Attempting to locate an adult or child who is missing and unable to return without assistance.
  - 2. Attempting to assist an adult or child who is trapped and or injured and unable to escape without assistance.

3. Attempting to locate an adult who has voluntarily left home, if the adult is of such an age or condition so as to be considered unable to seek help to return home.
  4. Attempting to locate a minor who has voluntarily left home if the child is of such an age or condition so as to be considered unable to seek help to return home.
- B. For the purposes of this annex the following activities are not intended to be covered by this annex. These incidents are considered to be criminal law enforcement matters and normally would not require the activation of support agencies:
1. Attempting to locate a fugitive from justice.
  2. Attempting to locate an escaped prisoner.
  3. Attempting to locate an absconder from probation or parole.
- C. In the event that a determination has been made that further search is not warranted, the search may be terminated or continued using limited resources. A full scale search may be reinitiated at any time the lead law enforcement agency or the Emergency Management Director determines that it may be beneficial.
- D. A search may be discontinued or suspended for several reasons including but not limited to:
1. Weather conditions.
  2. Safety concerns.
  3. Lack of or new evidence.

## **VI. Concept of Operations**

- A. If a search for a missing individual, by the initial law enforcement agency, has been unsuccessfully conducted for a period greater than two hours and/or that agency determines that additional resources are required, the Emergency Management Director will be contacted.
- B. The Emergency Management Director will coordinate the request for additional resources.
- C. The Emergency Management Director may activate the Emergency Operation Center.
- D. When multiple agencies are involved they will operate using a unified command system.
- E. This annex is to include the use of volunteer or other government or private resources and the coordination of those resources.
  - 1. Amber Alert (see [Hazard Annex - B15](#))
  - 2. National Center for Missing or Exploited Children
  - 3. W.A.R.N. system (see [Functional Annex - A02](#))
  - 4. West Virginia K-9 Search and Rescue
  - 5. Civil Air Patrol
  - 6. West Virginia State Police, Aviation Division (see [Appendix 1](#))

## **VII. Direction and Control**

- A. Direction and control will be provided through the incident command system at each level of government (local, state, and federal) as defined and designated within this plan.

- B. The incident commander will designate a command post location.
- C. The Incident Commander will serve as the SAR coordinator directing and controlling SAR operations involving ground, lake and river areas within the political subdivision. National and state forest areas, state parks, waters, lakes and dams controlled by the US Army Corps of Engineers in which concurrent political jurisdiction presently exists will be coordinated with a jurisdictional representative. The US Forest Service, the State Services and the US Army Corps of Engineers personnel will function as SAR supporting agencies unless otherwise tasked within this plan. State, federal, and volunteer organizations function as supporting agencies answering to mission type assignments. Direct coordination between agencies is authorized and designated within this plan or as negotiated in mutual aid agreements with surrounding cities and counties.
- D. The U.S. Coast Guard may exercise jurisdiction over search and rescue operations on navigable waterways in West Virginia.
- E. Search and rescue missions involving downed military aircraft, commercial air carriers and Electronic Locator Transmitter (ELT) searches, will be under the operational control of the Air Force Rescue Coordination Center (AFRCC) (see [Appendix 2](#)).
- F. The Emergency Management Director will be the link to the WV Division of Homeland Security and Emergency Management if state resources are needed.
- G. The Director of WV Division of Homeland Security and Emergency Management will be the link to federal agencies if such resources are needed.
- H. The fire department having jurisdiction will be the coordinating agency when traditional and or technical rescue operations are needed.
- I. The EMS agency having jurisdiction will be the coordinating agency for all EMS operations.
- J. Any search conducted in a hazardous atmosphere will be coordinated by the fire department having jurisdiction.
- K. The incident commander will ensure that proper documentation is made of the search including resources and procedures used, and any resolution or findings of the search.

## **VIII. ANNEX A21**

### **Search And Rescue**

#### **Appendix 1**

#### **JOINT STATEMENT, TO DESIGNATE DUTIES, RESPONSIBILITIES AND RELATIONSHIP IN PREPARATION FOR AND DURING AN EMERGENCY BY AND BETWEEN WEST VIRGINIA WING, CIVIL AIR PATROL AND WEST VIRGINIA OFFICE OF EMERGENCY SERVICES**

One of the purposes of the Civil Air Patrol, as outlined by an Act of Congress, is to provide an organization of private citizens with adequate facilities to assist in meeting local, State and National emergencies.

Cooperation between the West Virginia Wing, Civil Air Patrol, and the West Virginia Office of Emergency Services is within the powers and duties of these organizations to insure that the preparation of the State will be adequate to deal with man-made and natural disasters.

During or under the imminent threat of an emergency and upon request of the Director of the West Virginia Office of Emergency Services, the West Virginia Wing, Civil Air Patrol, will employ its facilities, personnel, and equipment to support the rescue and recovery effort consistent with its other missions as a volunteer civilian auxiliary of the United States Air Force. The manner in which Civil Air Patrol personnel, property, and equipment will be utilized as organized units in local Emergency Service organizations will be determined by the Commander of the West Virginia wing, Civil Air Patrol.

Units of the West Virginia Wing, Civil Air Patrol, will be available and prepare to perform all or part of the following missions.

- Search and Rescue Operations
- Damage Assessment
- Communications
- Transportation of Medical Personnel, Equipment and Supplies
- Transportation of Key Officials
- Aerial Radiological Monitoring
- Other Services within the capabilities of CAP.

Subordinate units of the West Virginia Wing, Civil Air Patrol, located within the jurisdiction of a local Emergency Services organization will support the local Office of Emergency Services as a unit with specific functions as outlined above.

Members of the West Virginia Wing, Civil Air Patrol, will be furnished official Emergency Services Identification Cards as requested by the Unit Commanders. Civil Air Patrol members participating in Emergency Services as individuals will serve under the direction of the local Director/Coordinator of Emergency Services.

The provisions of Chapter 15, Article 5, Section 11 of the West Virginia Code shall be extended to members of Civil Air Patrol while operating under the terms of this agreement. This Section defines the Immunities and Exemptions of duly qualified Emergency Services workers.

State and locally owned Emergency Services property, equipment and supplies may be loaned and/or issued to Civil Air Patrol units on a memorandum receipt. Title to property, equipment and supplies will be retained by the State or local Emergency Services organization. Property, equipment and supplies will be used and/or operated in accordance with written agreements executed at time property, equipment and supplies are loaned and/or issued to Civil Air Patrol units. Civil Air Patrol units will be responsible to the appropriate Emergency Services organization for items for which they have signed memorandum receipts.

**Annex A21  
Search and Rescue  
Appendix 2**

**SEARCH AND RESCUE AGREEMENT BETWEEN**

**THE STATE OF WEST VIRGINIA AND  
THE AEROSPACE RESCUE AND RECOVERY SERVICE  
IN SUPPORT OF THE NATIONAL SEARCH AND RESCUE PLAN**

**I. PURPOSE**

To insure the effective of all available facilities in all types of Search and Rescue (SAR) missions.

**II. SCOPE**

This agreement is the basis for mutual coordination and cooperation for direction of search and rescue operations by the State of West Virginia and the Aerospace Rescue and Recovery Service (ARRS).

**III. GENERAL**

- A. The National Search and Rescue Plan designates the United States Air Force as the federal agency responsible for coordination of search and rescue operations in the Inland SAR Region.
- B. The Inland SAR Region is defined 4n the National SAR Plan as the Inland area of the Continental United States except waters under the jurisdiction of the United States (the U.S. Coast Guard has primary responsibility for these waters).
- C. The Chief of Staff of the United States Air Force has designated the Commander, Aerospace Rescue and Recovery Service, as the Executive Agent to implement the National SAR Plan in the United States. Within the Aerospace Rescue and Recovery Service, the Air Force Rescue Coordination Center (AFRCC) has been established to act for the SAR Coordinator in the Inland Region. Therefore, the AFRCC, located at Scott AFB, Illinois, is the agency responsible for coordinating federal SAR activities in the Inland Region.
- D. The National Search and Rescue Plan recognizes the desires of State and local agencies to direct and control their own rescue organizations in SAR missions resulting from local or intrastate emergencies. Therefore, any plans or



agreements, including this one, in support of the National SAR Plan will not in any way contravene the responsibilities or authority of local or State governments.

- E. The AFRCC is responsible for organizing all search and rescue agencies, both federal and non-federal, into a cooperative, national network. Appropriate agreements may be made between the AFRCC and respective states, federal agencies, and other organizations to accomplish this end.
- F. Agreements will provide for federal search and rescue assistance, when needed, through the AFRCC, to local or State agencies conducting search and rescue missions. Also, State and local agencies through such agreements should recognize the responsibilities of the AFRCC and provide support to the AFRCC on missions, when requested.
- G. The Civil Air Patrol (CAP) is a corporation created by federal statute and is established by law as a voluntary, civilian auxiliary of the United States Air Force. The prosecution of search and rescue missions for the Air Force is one of the tasks performed by CAP.
- H. This agreement is general in scope and is designed to be the initial document from which additional specific agreements and plans may be written. These additional agreements and plans will provide for specific mission procedures, means of communications, points of contact, listing of search and rescue agencies, etc. All such future plans and agreements will refer to this basic agreement.
- I. The West Virginia Wing-CAP is the agency that has established the State Air Search and Rescue organization and has responsibility for conducting air search and rescue missions in the State of West Virginia. Aerial search and rescue for civil incidents shall continue to be under the direct supervision of this agency in accordance with this agreement and the National Search and Rescue Plan.
- J. Ground searches shall be the responsibility of the Sheriff within each of the counties. The County Emergency Services Director shall coordinate ground searches with the AFRCC, County Sheriffs, other law enforcement agencies, or any private or public search and rescue group.

#### **IV. AGREEMENT**

- A. This Agreement is in four categories: Military Incidents, Civil Incidents, Scheduled Air Carrier and Missions of National Concern, and Civil Interstate Incidents.
  - 1. Military Incidents

- a) A search and rescue mission to aid distressed military personnel.
- b) All military incidents will be under the complete operational control of the AFRCC
- c) All search and rescue efforts by assisting agencies will be coordinated through the AFRCC.
- d) All press releases will be made by the AFRCC or its representative and will give proportional mention to all assisting agencies.
- e) The AFRCC will advise the State of West Virginia when a military incident has occurred within the boundaries of the State. Notification will include a statement as to whether or not assistance is requested. The AFRCC will keep the State of West Virginia informed on the status and/or termination of a search.

2. Civil Incidents

- a) A civil incident is a search and rescue mission to aid distressed civilian persons when such incidents occur within the boundaries of the State of West Virginia, except scheduled air carrier incidents and missions of national concern (subparagraph 3).
- b) All civil incidents will normally be under the complete operational control of the State of West Virginia; however, this agreement will not preclude the State from requesting that the AFRCC assume full control of a civil incident.
- c) The AFRCC will be notified if federal or Civil Air Patrol assistance is desired by the State of West Virginia.
- d) The State of West Virginia will advise the AFRCC upon notification of a civil incident within the State. Notification will include a request for assistance, if desired. The State will keep the AFRCC informed on the status and/or termination of a search.

3. Scheduled Air Carrier Incidents and Missions of National Concern

The AFRCC will control all search and rescue efforts for scheduled air carriers, incidents involving persons of national or international importance, and aircraft operating under provisions of International Civil Aviation Organization (ICAO) agreement.

4. Civil Interstate Flight Incidents

Searches for civil aircraft on interstate flights will be coordinated by the AFRCC. The State of West Virginia may control that portion of the search conducted in the State of West Virginia.

- B. Direct communication and liaison is authorized between the State of West Virginia and the AFRCC staff for the initiation of this plan, and to coordinate mission activity.

- C. The State of West Virginia and the AFRCC may request assistance from each other in the conduct of search and rescue missions. Provision of such assistance is subject to the availability of facilities at the time of the request.
- D. This agreement does not encompass SAR for such activities as: emergencies affecting public welfare occurring as a result of civil disturbances, earthquake, fire, flood, or other public disasters or equivalent emergencies which endanger life and property or disrupt the usual process of government. However, the SAR organization and its facilities may be used to the maximum extent feasible in connection with the above activities.
- E. Direct or indirect expenses incident to search and rescue operations are not reimbursable through federally appropriated funds.
- F. No provision of this agreement is to be construed as an obligation to prompt and effective action by the State, Command, or individual to relieve distress wherever and whenever found.
- G. This agreement shall become effective upon date of final signature and will remain in effect unless modified by mutual written agreement or terminated by either party with sixty-day advance written notice.