



HQ, Maryland Wing Civil Air Patrol
 USAF Auxiliary
 Woodstock, Maryland 21163
 R123004MAY2018

Operations Plan – OPLAN 18-01A: Search and Rescue

Time Zone Used – Eastern Daylight Time (EDT)

- I. SITUATION:** The Maryland Wing Civil Air Patrol (MDWG) personnel and resources are trained and postured to conduct one of CAP's principal missions; emergency services, in response to taskings from the Air Force Rescue and Recovery Center (AFRRC), Northern Command (NORCOM), or headquarters 1st Air Force, CAP's National Operations Center (NOC), and approved requests from external civil or government authorities.
- II. MISSION:** Under the authority of the MDWG Commander, a MDWG-designated Incident Commander (IC) assumes operational control of MDWG personnel and resources in order to conduct air and ground search operations in response to taskings from the one of the above requesting agencies. Operations may be conducted from a single or multiple operational locations utilizing fixed or mobile Incident Command Post(s).
- III. EXECUTION:**
- A. Commander's Intent.** Upon acceptance of any authorized Search and Rescue (SAR) mission, we must remember that lives may be at risk. We will strive to assemble and field our emergency services resources as rapidly and safely as possible. While our call ups and deployments shall be based upon the responsible IC's initial mission analysis, the IC and his staff must constantly review whether available resources are adequate to meet the demands imposed by the specific circumstances of the current mission. Group and Unit commanders should immediately bring non-deployed personnel and equipment to a heightened state of readiness in order to permit us to rapidly enhance our deployable capabilities over extended periods. As always, safety in all operations must remain paramount.
- B. Concept of Operation.** This operation shall be conducted in four phases:
1. Phase I - Pre-deployment: Groups/Units receive alert notification from MDWG/CC, IC, or designee. Notify and assemble personnel and resources and conduct pre-deployment activities. Appropriate Incident Command Staff (ICS) may be designated at this time as required and shall immediately assume incident management responsibilities.
 2. Phase II – Deployment: On Order (O/O) of the IC, personnel and equipment are OPCON to the IC. Both ground and air assets shall be prepared to receive en-route mission taskings.
 3. Phase III – Employment: O/O of the IC, conduct ES operations
 4. Phase IV –Redeployment: O/O of the IC, personnel and equipment return to home stations.
- C. Coordinating Instructions**
1. Phase I - Pre-deployment

- A. Typically via the Alert system, a request for an available IC is electronically transmitted. Once accepted, that IC shall call the AFRCC/NOC for Mission Information. IF no IC is immediately available, an “on call” IC must respond and accept the mission. Notification via the Alert system shall be made upon acceptance of the mission.
 - B. IC or designee alerts Group CCs.
 - C. IC assumes mission responsibility and operational control of deployable MDWG personnel and resources; the IC designates the initial operational location(s).
 - D. The IC or designee issues a Fragmentary Order (FRAGO) or a Warning Order (WARNO) activating this OPLAN and providing mission specific guidance. Anticipate an Operations Order (OPORD) to be issued by the Incident Command Staff.
 - E. Group CC’s or designee shall report availability of personnel and resources including aircraft, vehicles, ground teams, and available Incident Command Staff to the IC.
2. Phase II – Deployment
- A. The IC and IC staff deploy to, establish, and activate the Incident Command Post (ICP) as necessary, and determine initial mission resource requirements
 - B. Authority for release of aircraft and ground teams from home station and for mission tasking resides with the IC. The IC may delegate this authority to a subordinate staff element as appropriate to specific incident circumstances.
 - 1. Air.
 - a. When designated by the IC, the Operations Section Chief (OSC)/Air Operations Branch Director (AOBD) or designee assumes flight release authority for all mission related sorties. Aircrew shall enter WMIRS sorties only when requested by IC Staff.
 - 2. Ground.
 - a. When designated by the IC, the OSC/Ground Operations Branch Director (GOBD) or designee assumes release authority for all mission related sorties; GTs will not depart home stations without a CAPF 109, a sortie-specific ORM, and a sortie-specific mission briefing issued by the IC/OSC/GOBD or designee.
 - 3. Incident Command Staff.
 - a. Incident Command Staff shall be alerted by the IC or designee, requesting staffing appropriate for the response at that time. The IC or designee shall determine if an Incident Command Post (ICP) is required, and what the location of that ICP shall be.
3. Phase III – Employment
- A. The initial operational period shall be determined by the assigned IC. Additional operational periods shall be determined by the IC or Planning Section Chief, as required. Typical operational period are scheduled as 12 hours in length, but may be amended or modified as deemed necessary by the IC.
 - B. IC shall conduct a mission analysis, task organize available resources, and assign mission tasks. IC shall determine the adequacy of mission resources and make or task additional resource requests as necessary.
 - C. Personnel and resource sign-ins and sign-outs shall be made utilizing the WMIRS system, unless otherwise authorized by the IC or designee. Any paper forms utilized shall be scanned and uploaded into the appropriate mission files folder in WMIRS each operational period.

- D. Mission Base and/or IC contact information shall be posted either via WARNO, a FRAGO, or an OPOD as appropriate. This information is For Official Use Only (FOUO) and should not be distributed without IC or assigned PIO consent.
4. Phase IV – Redeployment
- A. O/O of the IC, IC designated staff shall develop and execute a redeployment plan.
 - B. Upon return to home station, all elements will submit closing reports as established by the IC.
 - C. MDWG shall schedule an after-action review, no later than 14 days after the close of the mission.
 - D. All resources and equipment will be returned to an operationally "ready" status as soon as possible; Group CCs shall report recovery status to the MDWG/CC within seven days following the close of the mission.

IV. SERVICE SUPPORT:

A. Administration and Personnel:

1. IC designated staff shall establish sign-in procedures to assure 100% accountability of participating personnel and mission resources; WMIRS is the primary method of choice, however a secondary method is usually required in the case of power loss, internet outage, or other unforeseen event at the ICP. Aircrews and Ground Team Leaders may ask the appropriate IC Staff to sign-in their crews prior to or during mission briefing.
2. CAPF-108s will be submitted to the MDWG Finance Officer for mission reimbursable expenses as soon as possible, but no longer than 7 days of the mission's conclusion.
3. Wear of duty appropriate uniforms IAW CAPR 39-1 and applicable MDWG Supplements is required of all mission participants.
4. The MDWG Chaplain will coordinate with the IC to permit deployed members an opportunity to participate in religious services, as mission priorities allow.

B. Logistics

1. Corporate aircraft and aircrews: Corporate aircraft and aircrews should plan for a 24 hour deployment. Aircraft may land after sortie at a location other than home station, and aircraft may be redeployed by other aircrew. Aircrews are responsible for their own food for the first 24 hour operational period. Please plan accordingly. Aircraft chocks and portable tie-downs shall be on-board the aircraft prior to departing home station.
2. Ground teams will deploy with all mandatory individual (appropriate to individual mission qualifications) and team equipment; food is an individual/team responsibility.
3. Facilities and Personal Services.
 - A. Squadron CC of the designated mission base shall assume initial responsibilities as Staging Area Manager (SAM), or, in coordination with the IC, designate another officer to serve in that capacity. The designated SAM shall also make sure all necessary Mission Base supporting assets, such as printers, copiers, internet access, and any airport/gate access codes are available and operational or posted as required.
 - B. SAM shall designate a Base/bivouac area for utilization by ground team personnel within the Staging Area, or coordinate with the Logistics Section Chief (LSC) to obtain access to a suitable location, if a staging area is required or designated by the IC.

- C. The MDWG A4 shall coordinate initially with the SAM to identify service (rental) requirements (port-a-johns, tentage, etc.) and assist in obtaining these requirements utilizing MDWG funding, unless or until a Logistics Section Chief (LSC) is assigned and designated by the IC.
- D. The LSC or designee shall make accommodations for meal service at the staging area, the ICP, or coordinate transportation to food service facilities for ICP staff and aircrews.
- C. Security. IC shall establish appropriate security measures to restrict access to Corporate aircraft only to aircrew members with a verified CAPF-104 and CAPID, or credentialed IC staff; entry into the ICP will be limited to credentialed personnel and others with immediate operational requirements with the approval of a member of the incident command and staff as assigned.
- D. Information Management.
 - 1. MDWG PAO/PIO shall provide the IC initial guidance for participating member interactions with the media and public. Once a PIO has been assigned by the IC, that PIO is the Information Officer of record and is the primary authority for mission information management and media/public relations.
 - 2. Aircrews, ground teams and staff are encouraged to bring digital cameras to record mission activities. Imagery obtained during the mission may be reviewed during the mission debriefings. Some images may be appropriate for public release (Information Officer), or for release to customers (Incident Commander). No member owned pictures taken during the mission shall be made public without IC approval.

V. COMMAND AND SIGNAL:

A. COMMAND:

- 1. Phase I - Traditional Command structure remains in effect
- 2. Phase II-III - Deploying personnel and resources OPCON to the IC.
- 3. Phase IV - Upon return to home station and rendering of final reports to the ICS staff, previously deployed elements are returned to parent command control.

B. SIGNAL:

- 1. IC: TBD; per FRAGO/WARNO's as required.
- 2. ICP: TBD; per FRAGO/WARNO's as required.

- C. SAFETY: Safety is paramount, both to corporate assets as well as personnel. Emphasis is on "common sense" procedures are required as part of the overall sortie ORM, mission, and safety briefings. Assume no unnecessary risk.

//Signed//

Joseph R. Winter, Colonel, CAP
Commander

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