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WELCOME

LET'S GET YOU READY....

For many New Zealand organisations, the involvement of volunteers makes the difference between being able to achieve mission and objectives, and not achieving them. You've just made a life-changing decision to join LandSAR, a decision we take very seriously. We want to make sure you are 'match ready' when you join your new LandSAR group, so have a read through the following.



Harry Maher

THE JOINING PROCESS

Volunteers are a very precious resource. We want you to have the best possible start to your time with LandSAR. First there are a few things you need to know before we can get things going...

Before you join your local LandSAR group, there are a number of processes you and LandSAR need to go through before giving you the 'thumbs up' to join.

Each group manages their own induction process. You can get more information from their specific websites.

You need to be 18 years of age before you can join LandSAR. You need to bring your birth certificate/driver's licence/passport along to prove this.

Local LandSAR groups are located all around New Zealand. If you are interested in joining LandSAR then you should contact your local Group. A handy map of the location and contact details for all out Groups can be found at www.landsar.org.nz

BACKGROUND

New Zealand Land Search and Rescue (LandSAR) is the volunteer organisation that supports the New Zealand Police and Rescue Coordination Centre (RCCNZ) with land based search and rescue expertise throughout New Zealand. Our volunteers operate in suburban, urban, wilderness and rural areas including regional and forest parks, shorelines and caves.

LandSAR has over 3,000 trained Search and Rescue volunteers who are members of 61 local Land Search and Rescue Groups and 18 Specialist Teams such as Search Dogs, Alpine Cliff Rescue and CaveSAR.

In 2013—14 LandSAR volunteers undertook 236 Search & Rescue operations for the NZ Police and RCC, rescuing 160 persons and saving 38 lives.

Apart from maintaining a reasonable level of personal fitness and owning appropriate quality outdoor equipment and clothing, LandSAR members need to commit to train regularly and attend SAR operations, often at short notice.

Comprehensive training is given to each volunteer on skills such as search methods and tracking techniques, bush craft and outdoor skills, map and compass navigation, survival skills, river crossing and water travel, first aid, communications and technology, helicopter operations and safety issues, ropes and weather patterns and effects.

Local LandSAR Groups are located all around New Zealand. If you are interested in joining LandSAR then you should contact your local Group. A handy map of the location and contact details for all out Groups can be found at landsar.org.nz

3,000

**VOLUNTEERS THROUGHOUT
NEW ZEALAND**

61

**LANDSAR GROUPS THROUGHOUT
NEW ZEALAND**

18

**SPECIALIST LANDSAR TEAMS
THROUGHOUT NEW ZEALAND**

66,000

**HOURS SPENT PER YEAR IN TRAINING
BY LANDSAR VOLUNTEERS**

**Volunteers are seen as a central
part of the organisation.
It is recognised that without their
contribution, the organisation
would not achieve its goals.**

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SEARCH & RESCUE
LAND SAR
NEW ZEALAND

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ORGANISATION OVERVIEW

WHO ARE WE?

LandSAR NZ practitioners form the backbone of land-based search and rescue in New Zealand. LandSAR supports the two search and rescue co-ordinating authorities—the Police and the Rescue Co-ordination Centre of NZ.



HISTORY

Our history as a volunteer Search and Rescue (SAR) organisation began in the 1930's after two large searches in the Taranaki Ranges. In 1934 NZLSAR began operating with local search and rescue groups and advisers appointed by the New Zealand Police. Funding was made available from a government grant that was channelled through the Police.

NZLSAR operated under this structure for some 70 years until 1994 when New Zealand Land Search and Rescue became a separate, incorporated society. Management of NZLSAR was carried out by a national committee made up of a chairman, treasurer, seven regional representatives, chairs of five standing subcommittees, a Police representative, a FMC representative and a DOC representative. Seven regions of volunteers and one representative each from Police, the Department of Conservation (DOC), the New Zealand Mountain Safety Council, the Federated Mountain Clubs (FMC) and the New Zealand Speleological Society formed the membership base. Subcommittees and working groups included Communications and Technology, Search & Rescue Dogs, Specialist, Training and Underground, Aviation, Medical, Swiftwater SAR and Vertical Rescue. Funding was increased and a fulltime administrative staff member was employed. The Police provided office space and facilities at Police National Headquarters, sitting alongside the Police national SAR coordinator.

In 2005 the national committee was replaced by a board of directors and a chief executive employed. In 2009 ownership of the organisation was vested in the grass root membership of approximately 2,500 volunteers. The original five institutional members became associate members.

The LandSAR Board is the governance body of the organisation and comprises of independent and elected Directors. The Board appoints the Chief Executive who delivers an annual management plan to support the Board's strategies. He is supported by a small team of salaried National Office Staff.

Here is the link for their contact details

www.landsar.org/contact-us/our-people



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HOW A SEARCH IS CONDUCTED

Access to the outdoors is an important aspect of the quality of life for many New Zealanders and part of the country's tourism appeal. The assurance that rescue services can be readily mobilised in emergencies enhances the quality of that access

HOW A SEARCH IS CONDUCTED

A frantic mother phones the Police; her four year old twins have found a hole in the garden fence and disappeared into the surrounding bush. Initial searches by neighbours and friends are of no avail. What happens next?

She should phone 111 immediately.

The New Zealand Police (Police) coordinate **Category One searches** and the Rescue Coordination Centre (RCCNZ) coordinates **Category Two searches**.

Category One searches are coordinated by Police at a local level. They usually involve local resources and people who are familiar with the area. These searches include land searches, subterranean searches (for missing cavers), river, lake and inland waterway searches and close-to-shore marine searches — usually within New Zealand territorial waters (12 nautical miles).

Officers in each police district are trained as search and rescue (SAR) coordinators. They work with volunteer groups such as New Zealand Land Search and Rescue, Coastguard New Zealand, New Zealand Defence Force, Amateur Radio Emergency Corps and local rescue helicopters. Police manages nearly 2,000 land and marine search and rescue incidents each year.

www.police.govt.nz

Category Two searches are coordinated by the Rescue Coordination Centre based in Lower Hutt. These searches are coordinated at a national level and typically involve searches for missing aircraft or aircraft in distress, off-shore marine searches within New Zealand's search and rescue region and searches for emergency locator beacons that have been activated.

They usually require the use of national or international resources and may involve coordination with other countries. RCCNZ

respond to approximately 800 SAR incidents each year.

www.maritimenz.govt.nz/About-us/RCCNZ-profile.asp

LandSAR New Zealand Land Search and Rescue provides volunteer land search and rescue services including search parties with SAR specialist field skills, communications personnel and incident management members. New LandSAR members are trained in SAR specific skills such as modern search techniques, outdoor first aid and tracking. This, together with regular revision and practice, ensures that effective trained people who have a strong commitment to LandSAR are put into the field on operations.

Probationary Field Team Member competencies

Operational Field Team Member competencies

Team Leader competencies

Containment Team Member

DF Tracking Team Member

Wander Search Team Member

Alpine Cliff Rescue Team Member

River SAR Team Member

Search Dog Team Member

Tracking Team Member

Sector Supervisor

Operations Manager Competencies

Safety Advisor Competencies

Intelligence Unit Member

Situation/Planning Unit Member

Planning and Intelligence Manager

Communication Unit Member

Resources Unit Member

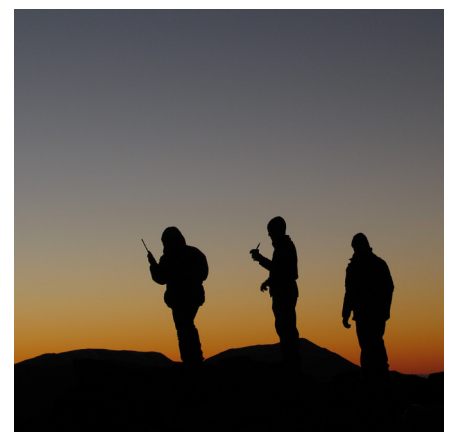
Medical Unit Member

Field First Aider

Administration Unit Member

Logistics Manager

Urban Search and Rescue falls primarily within the domain of the New Zealand Fire Service.



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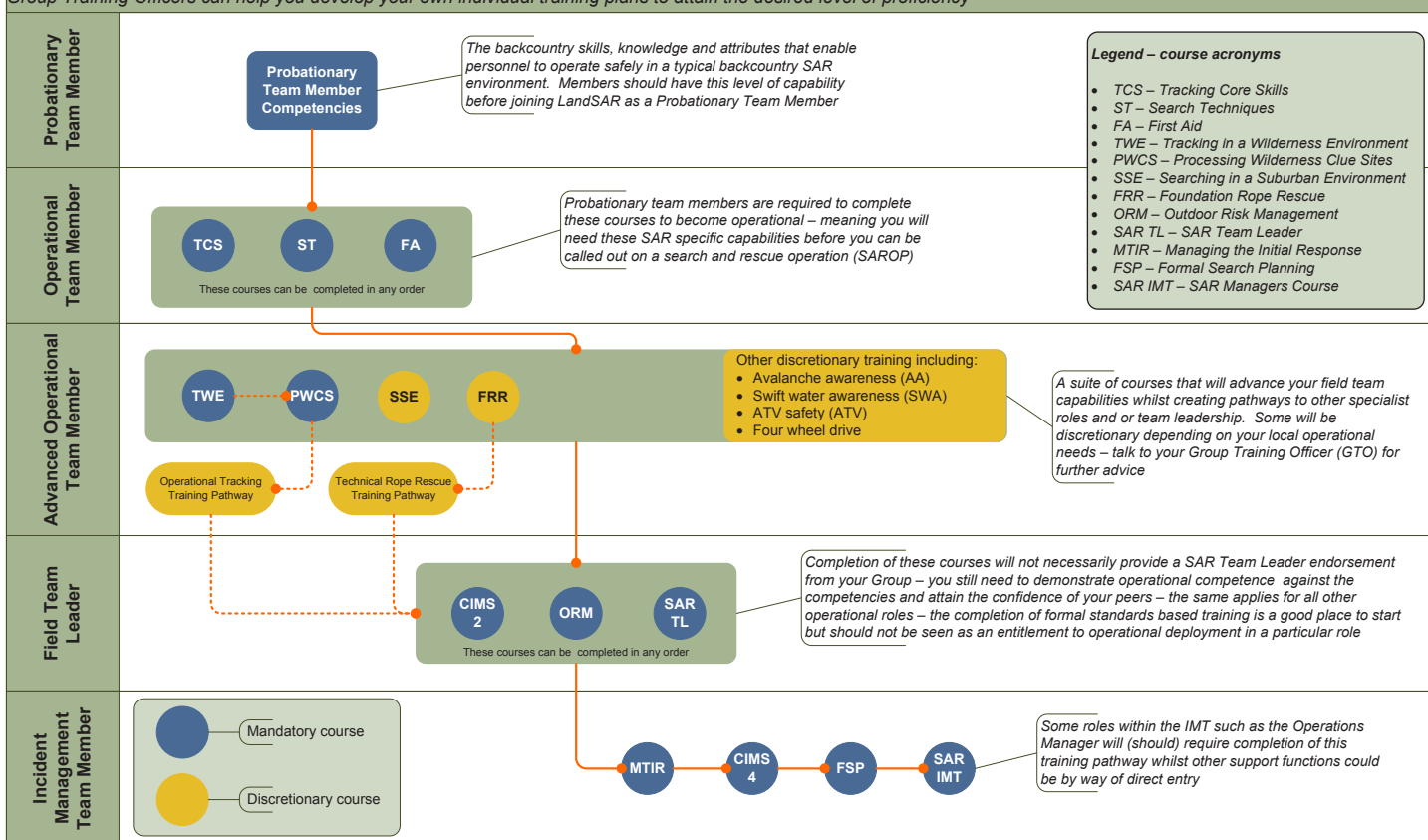
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YOUR LANDSAR TRAINING PATHWAY

All LandSAR members are required to attend and successfully complete a wide range of training activities to both attain and maintain the skills and knowledge required to competently undertake tasks safely in the often harsh environments into which they are deployed.

LandSAR Core Training Pathway – a guide to formal standards based training for field team members

Supplemented by operational experience and other forms of training.
Group Training Officers can help you develop your own individual training plans to attain the desired level of proficiency



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WHAT WE WILL GIVE YOU

It's a two-way street in LandSAR. You will have high expectations for us in terms of training, equipment and support and we will expect commitment, dedication and responsibility from you. Put the two together and you will have the best land search and rescue team in the country.

LandSAR provides Land Search & Rescue Services by maintaining a trained volunteer organisation.

Comprehensive training is given to each volunteer on skills such as search methods and tracking techniques, bush craft and outdoor skills, map and compass navigation, survival skills, river crossing & water travel, first aid, communications & technology, helicopter operations and safety issues, ropes and weather patterns and effects.

Training is conducted both at the local group level and at the national level by professional tutors such as those from The Search and Rescue Institute New Zealand (SARINZ), Tai Poutini Polytechnic (TPP) and Triple One Care.

Once you have joined LandSAR and have been given details you can access the **'Members' Only'** section of our website. Here you can check out the full details of our comprehensive training programme.

FIELD GUIDE

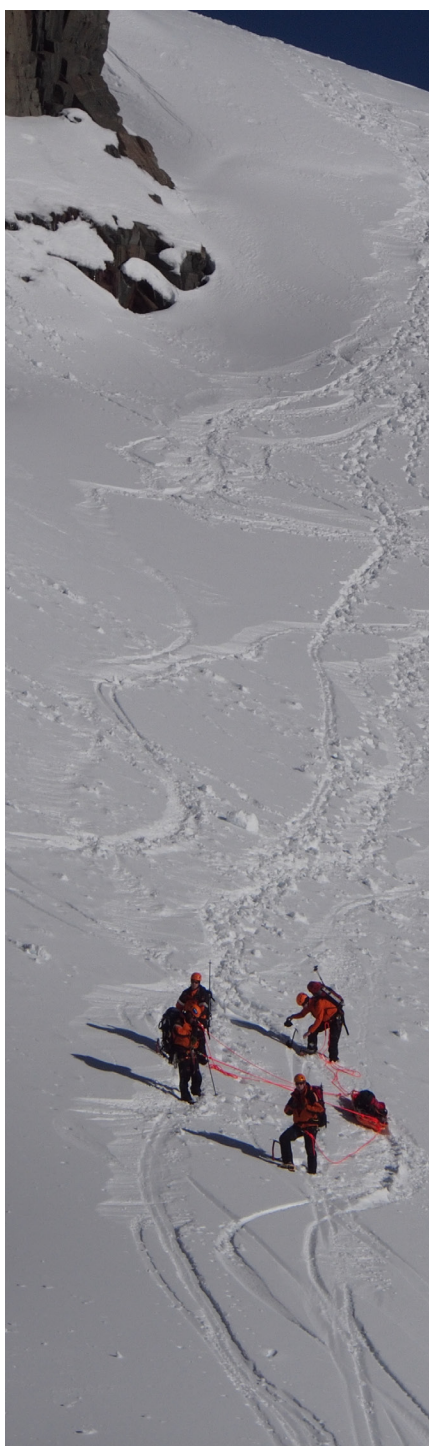
Each LandSAR member is entitled to a copy of the Field Guide. This will provide new volunteers with a wealth of practical information.

UNIFORM

In many cases your local group will help outfit you with appropriate outdoor gear for search and rescues operations (SAROPs).

ID CARD

Once you are a full member of LandSAR your local group will organise an ID card for you. You may need to show this when you are on search and rescue operations (SAROPs). In addition it will entitle you to shopping discounts at Macpac and other retailers



The best way to not feel hopeless
is to get up and do something.
Don't wait for good things to
happen to you. If you go out and
make some good things happen,
you will fill the world with hope,
you will fill yourself with hope.

Barack Obama

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WHAT WE EXPECT FROM YOU

Like many organisations, LandSAR seek volunteers with enthusiasm and the ability to put in long, hard hours. Someone with great back country skills would be a good applicant, however we ensure you are fully trained before

WHAT IS EXPECTED OF A LANDSAR VOLUNTEER

COMMITMENT

First response group members are expected to maintain their skill levels by attending 50% of our training exercises and 50% of SAR (search & rescue) call-outs per year.

This amounts to about 3-4 one-day training courses and 1-2 weekends per year, plus 2-3 days on searches. You should also spend enough time in the hills to maintain your fitness and bush craft skills.

A potential volunteer should have the appropriate backcountry skills and a commitment to learn. We can train you from there. All LandSAR volunteers undergo training and maintain a training programme to ensure LandSAR groups possess the range of professional skills, local knowledge of terrain and conditions, and experience for search and rescue incidents in their locality and region.

To be useful on a typical bush SAR operation, you need to be fit enough to keep moving in rough country for 8 hours at a time. Stamina rather than speed is a pre-requisite. Some search tasks, however, require only low levels of fitness so don't be put off if you think you are not fit enough. When you apply to join SAR, we will ask you to disclose any medical conditions that you present with and any medication that you are taking. Please be honest because we ask these questions for your safety, and for the safety of those around you. Examples of common medical conditions among SAR volunteers include asthma, allergies, diabetes, and impaired vision. If we need more information, we will consult with you and seek medical or pharmacological advice. You can ask your GP if you are unsure.

EQUIPMENT

Volunteers must provide food, clothing and equipment for their own personal needs. In addition to the usual outdoor clothing, footwear, storm gear, gloves and headwear, LandSAR volunteers should pack enough food/drink for at least 24 hours. Volunteers should also be prepared to stay out overnight and are expected to liaise with fellow team members about tents/flys/bivvy bags.

Generally members must be able to either get themselves to the designated assembly area or a transport pick-up point. Volunteers may also be able to make arrangements to share transport with other members.

EMPLOYMENT

Make sure you discuss joining SAR with your employer before signing up. Some work places allow special leave for SAR operations, others may require you to use your own leave. Discuss the process for notifying your boss when you are called out on a search.

As a member of a LandSAR Group, you are affiliated to New Zealand Land Search and Rescue Incorporated and are entitled to a range of benefits such local and national training, participation in SAR exercises and operational field days, insurance cover while on Police authorised operations or exercises and discounts with our suppliers and sponsors. You'll also enjoy the camaraderie of fellow volunteers, informative SAR newsletters and land search and rescue conferences. Once a registered member you are issued with a unique member ID which gives you access to the **'Members' Only'** pages of this website.

LANDSAR ROLES

Probationary Field Team Member
Operational Field Team Member
Team Leader
Containment Team Member
DF Tracking Team Member
Wander Search Team Member
Alpine Cliff Rescue Team Member
River SAR Team Member
Search Dog Team Member
Tracking Team Member
Sector Supervisor
Operations Manager Competencies
Safety Advisor Competencies
Intelligence Unit Member
Situation/Planning Unit Member
Planning and Intelligence Manager
Communication Unit Member
Resources Unit Member
Medical Unit Member
Field First Aider
Administration Unit Member
Logistics Manager

WHAT'S IT LIKE TO SAVE A LIFE

There's a particular camaraderie that belongs only to those who've shared in a challenge to save the life of a fellow human being. It's an experience that Search and Rescue volunteers know and value. You'll find yourself stretched, sometimes physically, sometimes mentally. You may find a powerful new meaning to your life as an active contributor in your local community.

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FAQS

Some of your questions answered.

First response group members are expected to maintain their skill levels by attending 50% of our training exercises and 50% of SAR call-outs per year. This amounts to about 3-4 one-day training courses and 1-2 weekends per year, plus 2-3 days on searches. You should also spend enough time in the hills to maintain your fitness and bushcraft skills.

There is no duty roster for LandSAR members. The Police will call on volunteers through LandSAR advisors who will work through contacts to the LandSAR groups in their area. Different LandSAR regions and groups have different systems for activating members; these may include phone, pager, eTXT, or even email.

Let your contact person know as quickly as you can. Let them know what periods you are unavailable, and when you will next be available. This information is useful if the search continues over a few days.

WHAT TRANSPORT WOULD I NEED TO GET TO A SEARCH?

Generally, members must be able to either get themselves to the designated assembly area, or to a transport pick-up point. Volunteers may also be able to make arrangements to share transport with other members.

WILL I BE REIMBURSED FOR DRIVING TO A SEARCH?

The NZ Police may pay you a mileage allowance if you have been called on to assist in an operation. Reasonable car pooling is expected. You will need to submit a Police claims form NFB2 to your team leader or SAR coordinator.

SAR volunteers can generally expect to be transported in a helicopter or in off-road 4 wheel-drive vehicles. This question is relevant for insurance purposes – you must disclose your SAR activities if you already have insurance and are joining SAR, or if you intend to take out an income protection or life insurance policy.

DO I HAVE TO STAY OUT OVERNIGHT IN THE BUSH?

It depends on the type of search. Sometimes teams will be tasked to search through the night. Sometimes teams will rest overnight in the bush before resuming searching the following day.



WHAT OTHER ORGANISATIONS DOES SAR WORK TOGETHER WITH?

SAR itself is composed of many organisations. As a volunteer, you will probably work together with rescue helicopter services, the Police, the Air Force, 4 wheel-drive clubs, Amateur Radio Emergency Communications, the Red Cross, DOC, Paramedics, and the Coastguard.

This will be explained in detail during your induction with your group. Generally SAREX is a Search And Rescue Exercise (training) and a SAROP is a Search and Rescue Operation (the real thing). Other acronyms you will learn are in the glossary. See section 9.

Yes. After you have attended a LandSAR authorised training course you may submit an expense claim for mileage. Forms are available in the **'Members' Section'** of the website. The current rate is 60c per kilometre and is limited to \$300 per event.

**Research has shown
that people who volunteer
often live longer.**

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FAQS

SAFETY MANAGEMENT SYSTEM

The LandSAR Safety Management System (SMS) covers safety management for the training, SAREX, operational and other activities of LandSAR volunteers and staff



The Safety Management System (SMS) provides risk management processes, procedures and forms for SAR volunteers that keep everyone as safe as possible. SAR is not without its inherent risks and we need to control our own management of risk by having the best possible safety management system.

Details of the individual components of the SMS can be found on the website and include:

- ✓ The Guidelines, principles and procedures that explain how the SMS operates and which forms to use when
- ✓ An 'event level' Safety Plan form
- ✓ A 'task level' Field Safety Assessment and Briefing form
- ✓ A 'task level' combined Team Tasking and Field Safety Assessment form
- ✓ A simplified 'Take Five' safety briefing form for field teams
- ✓ Accident-Register-Form

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GLOSSARY

Acronyms and all things LandSAR....

Affiliated Group	Groups which have affiliated to LandSAR NZ for the purposes of being part of the National Organisation.
AREC	Amateur Radio Emergency Communications
CIMS	Co-ordinated Incident Management Systems
GPT	Group Planning Tool
IAP	Incident Action Plan
IC	Incident Controller
ICP	Incident Control Point
IMT	Incident Management Team
IMTEX	Incident Management Team Exercise
IR	Immobile Responsive
IU	Immobile Unresponsive
LandSAR NZ	New Zealand Land Search and Rescue Incorporated (previously known as NZLSAR)
LOGM	Logistics Manager
MLSO	Managing Land Search Operations
MOU	Memorandum of Understanding (with entities such as Police and RCCNZ)
MR	Mobile Responsive
MU	Mobile Unresponsive
NZSAR	New Zealand Search and Rescue (The SAR Council)
OPSM	Operations Manager
OSC	Outdoor Safety Committee (of the New Zealand Lottery Grants Board)
PIM	Planning/Intelligence Manager
POA	Probability of Area
POD	Probability of Detection
POLF	Probability of Live Find
POS	Probability of Success
RAP	Rescue Action Plan

RCCNZ	The Rescue Co-ordination Centre of New Zealand
SAR	Search and Rescue
SAREX	Search and Rescue Exercise
SAROP	Search and Rescue Operation
SLA	Service Level Agreement with NZSAR



Volunteers are not paid—
not because they are worthless,
but because they are priceless.

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SPECIALIST GROUPS

Search Dogs

Tasman Swift Water

Cave Search and Rescue

Auckland
Hamilton/Waitomo
Manawatu
Wellington
Canterbury
Coast Cave
Nelson

Youth Search and Rescue—Tauranga

Alpine Cliff Rescue

Christchurch
Ruapehu (RARO)
Tasman
Wakatipu Aoraki/Mt Cook
Taranaki
Wanaka

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