

# Arizona SAR II Task Book

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## AZ SAR-II

Rev: Oct. 2017

### Task Book Assigned To:

Candidate's Name/Unit #: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Task Book Initiated By:

Official's Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Date Initiated: \_\_\_\_\_

# Arizona SAR II Task Book

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## **ASARCA Task book for the position of: AZ SAR II**

### **Task Book Overview**

The AZ SAR II Task Book is designed as a recommended standard for continuing training for the dedicated volunteers of Arizona Search & Rescue. It is meant to further the training of the individual through a series of goal oriented courses of study and evaluations.

Upon completion of this task book, the candidate will be awarded the AZ SAR II status, signifying the training level of the individual.

Tasks within the Position Task Book (PTB) are numbered sequentially; however, the numbering does NOT indicate the order in which the tasks need to be performed or evaluated.

The bullets under each numbered task are examples or indicators of items or actions related to the task, or minimum requirements for the course to be qualifying to meet standards. The purpose of the bullets is to assist the evaluator in evaluating the candidate, or as a reference for the candidate to adhere to the suggested course standards. The bullets are not all-inclusive. Evaluate and initial ONLY the numbered tasks. DO NOT evaluate and initial each individual bullet.

## **INSTRUCTIONS FOR THE POSITION TASK BOOK EVALUATION RECORD**

### **Evaluation Record #**

Each evaluator/instructor will need to generate an evaluation record for each event/incident/training where tasks are being signed off. The evaluation records should be numbered sequentially. One or more tasks may be signed off by an evaluator/instructor for a given evaluation record and corresponding event/incident/training. ASARCA approved evaluators/instructors only shall complete the next open box on the evaluation record page and write the corresponding record #, date, and location and instructor information in the appropriate columns of the PTB. Only tasks completed in a satisfactory manner will be given an evaluation record and signed off. Those tasks not completed in a satisfactory manner will be referred to the agency coordinator for re-evaluation.

### **Final Evaluators Verification**

Upon satisfactory completion of all tasks in the PTB the candidate can submit it to their agency SAR coordinator. The SAR coordinator will then complete the Final Evaluator's Verification page and submit the PTB to the ASARCA Standards Committee.

# Arizona SAR II Task Book

Task	Eval Record # / Certificate	Date Completed	Location & Instructor Info
<b>Continuing Education to be Completed:</b>			
<b>1. Successfully complete the AZ SAR III Standards Workbook provided through the ASARCA with documentation</b>			
<b>2. Successfully complete an ASARCA approved Search Tactics course of instruction which includes the following minimum disciplines in SAR:</b> <ul style="list-style-type: none"> <li>• Clue Awareness</li> <li>• Sign Cutting/Tracking</li> <li>• Determining POD</li> <li>• Documentation of search efforts/debriefing</li> <li>• Reviewing an IAP</li> </ul>			
<b>3. Successfully complete an ASARCA approved land navigation course of study to include a minimum of the following:</b> <ul style="list-style-type: none"> <li>• GPS navigation to the ASTM F3071 standard</li> <li>• Plotting coordinates using map &amp; compass</li> <li>• Converting coordinates / plotting UTM</li> <li>• Orienteering</li> <li>• Demonstrate knowledge of different GPS formats</li> </ul>			
<b>4. Successfully complete an ASARCA approved Helicopter Safety course of instruction to include a minimum of the following:</b> <ul style="list-style-type: none"> <li>• Limitations of helicopters in both search and rescue situations</li> <li>• Helicopter safety</li> <li>• Ingress/Egress of personnel</li> <li>• Field training exercise to demonstrate skill</li> </ul>			
<b>5. Successfully complete and maintain an ASARCA approved first aid course (or higher level of care) of instruction, including current CPR certification</b>			
<b>6. Successfully complete a course of instruction on low angle rescue to include:</b> <ul style="list-style-type: none"> <li>• Patient packaging</li> <li>• Proper litter carry techniques</li> <li>• Mitigating risk through team cooperation</li> <li>• Demonstration of knowledge through field training exercise</li> </ul>			
<b>7. Successfully complete an ASARCA approved wilderness survival course</b>			
<b>Evaluation Courses To Demonstrate Skills</b>			
<b>8. Demonstrate compliance with the ASARCA suggested minimum standard of fitness</b> <ul style="list-style-type: none"> <li>• Adopted standard in the “spirit” of the Wildland Fire Pack Test at the Moderate level for Wildland Firefighters (with time added for completion)</li> <li>• Requires a 2 mile hike to be completed in 60 minutes with a 25 pound pack</li> </ul>			

## Arizona SAR II Task Book

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<ul style="list-style-type: none"> <li>• Controlled “field test” only</li> </ul>			
<p><b>9. Complete an evaluation course on land navigation in controlled environment</b></p> <ul style="list-style-type: none"> <li>• Course to be predetermined and documented by the evaluator and must be completed by the candidate individually</li> <li>• Course may not exceed one (1) mile of travel</li> <li>• Course may not be combined with another field evaluation</li> <li>• Candidate must locate a minimum of three predetermined markings through navigation skills</li> <li>• Candidate must correctly plot their location on a “hard copy” map</li> </ul>			
<p><b>10. Present 24-hour search pack (see Attachment 1). Pack should address:</b></p> <ul style="list-style-type: none"> <li>• Survival</li> <li>• First Aid</li> <li>• Navigation</li> <li>• SAR</li> <li>• Personal needs</li> </ul>			
<p><b>11. Minimum Required Mission Deployment:</b></p> <ul style="list-style-type: none"> <li>• Respond to three missions requiring field work</li> <li>• Missions can be cold case searches, training (mock) mission, or actual missions requiring deployment</li> </ul>			

**Notes: Re-evaluation to demonstrate skills (sections 8, 9, 10, and 11) is recommended to be completed at a minimum of every three years.**

# Arizona SAR II Task Book

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**Evaluation Record # \_\_\_\_\_ Evaluator/Instructor Name: \_\_\_\_\_**

Evaluator/Instructor Home Agency: \_\_\_\_\_

Incident/Event: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: \_\_\_\_\_

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Notes: \_\_\_\_\_

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# Arizona SAR II Task Book

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## Verification/Certification of Completed Task Book for the Position of:

**AZ SAR II**

### Final Evaluator's Verification

*To be completed **ONLY** when you are recommending the candidate for certification.*

I verify that (candidate name) \_\_\_\_\_ has successfully performed as a candidate by demonstrating all tasks for the position listed above and should be considered for certification in this position. All tasks are documented with appropriate initials.

Final Evaluator's Signature: \_\_\_\_\_

Final Evaluator's Printed Name/Unit #: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

### Agency Certification

I certify that (candidate name) \_\_\_\_\_ has met all requirements for qualification in the above position and that such qualification has been issued.

Certifying Official's Signature: \_\_\_\_\_

Certifying Official's Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

(Initial only one line as appropriate)

\_\_\_ 1) The Candidate has successfully performed all tasks in the PTB for the position. I recommend the Candidate be considered for qualification of the position.

\_\_\_ 2) The Candidate did not complete certain tasks in the PTB in a satisfactory manner and additional training, guidance, or experience is recommended.

\_\_\_ 3) The individual is severely deficient in the performance of tasks in the PTB for the position and additional training, guidance, or experience is recommended prior to another training assignment.

# Arizona SAR II Task Book

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## Attachment 1-Recommended Personal Equipment List

The following is a list of equipment that are recommended to be carried in a 24-hour SAR pack. This type of pack is meant to allow the searcher to function effectively for 24 hours out in the field. Items may be on the person or in a backpack. This list is not all-inclusive, however, it is very extensive. Each SAR team leader or coordinator should identify items that are required equipment for their search areas and types of missions.

### First Aid-for personal use by crew members

10-Acetaminophen or aspirin tablets	1-Splinter forceps, tweezers
10-Antacid tablets	1-Scissors, multi-purpose
10-Antihistamine, 25mg Benadryl or equivalent	1-Thermal Space Blanket
6-Antiseptic cleansing pads	4-Sterile dressings (4x4 gauze pads)
1-Antiseptic ointment	10-Water purification tabs or purifier
1-Moleskin	2-Pair of latex gloves
4-Roller bandage	

### Survival Items

1-Candle, long burning	\$10 in coins and small bills
4-Cotton swabs	1-Razor blade, single edge
5-10 ft-Duct Tape	4-Safety pins, large
2-Leaf bags, Large	2-Towelette or hand wipes
16-Matches in waterproof container	1-Whistle
1-Plastic bag, zip lock, qt. size to contain kit	

### Personal Equipment

4-Plastic Bags, Zip lock, various sizes	1-Metal cup or pot
1-Bandana, handkerchief	1-Mirror, small
1-Cap or other headgear	50 ft-twine, sm. rope, or 550 paracord

## Arizona SAR II Task Book

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2-Carabiner, locking gate	1-Pace counter
1-Clothes bag, waterproof	1-Backpack to carry all equipment
1-Clothing appropriate for climate	1-Pad and pencil
1-Clothing, extra set appropriate for climate	2-Prusik cords (6 & 8 mm-6ft long)
1-Compass	1-Rainwear-durable
2-Flagging tape, roll	1-SAR personal identification
2-Flashlight or lantern	1-Safety Rope 75 ft. (one rescuer life line)
1-Extra batteries for flashlight/lantern	1-Shelter material, 8'x10'
1-Footwear, sturdy	1-Sterno or stove
1-Grid reader (UTM)	1-Socks, extra pair
1-Gloves, leather palm	1-Sunscreen, lotion or spray
1-Insect repellent	1-Tissue Paper
1-Knife, multi-purpose	1-Tracking stick
1-Lip balm with sunscreen	1-Watch
1-Measuring device, 18 in. minimum	2-Water container, at least 1 liter
1-Webbing, 20 ft. length of 1" tubular	1-Wire, 5-10 ft., 14 ga. Steel

### **Optional SAR items**

1-Altimeter	1-Rain cover, pack
1-Binoculars	1-Food, snacks
1-Foam pad	1-Protractor
1-Gaiters	1-Hand held GPS
1-Clear glasses or goggles	Tracking stick/Hiking pole(s)
Hi-viz flagging tape	Drinking water