

**CASARA EXERCISE  
WESTERN CANADA SAREX 2007  
Operations Order**

1. **SITUATION**

Members of the four Western Provinces, American CAP, Military 435 Squadron, Northwest Territories, and Yukon CASARA organizations will participate in a multi-jurisdictional simulated search & rescue exercise. This exercise is to take place at Prince Albert Airport (Glass Field) between the hours of 1900 hrs August 10, 2007, and 2300 hours August 12, 2007. All times Zulu.

2. **MISSION**

- a. To provide an opportunity for Western and Northern CASARA Units, plus American CAP and Military 435 Squadron, to practice working together in a simulated search exercise involving a large number of search aircraft.
- b. To provide an opportunity for selected air search teams of all eight Saskatchewan Zones to compete with selected air search teams of the other western provinces and territories plus American Cap, in a series of search skill related events.
- c. To provide an opportunity for those Saskatchewan staff members selected to act as Search Headquarters staff to practice these functions during the exercise.
- d. To provide an opportunity for additional Saskatchewan crews and aircraft to act as standby crews and to carry out navigation exercises.
- e. To provide other CASARASASK members who may be on site an opportunity to observe a SAREX and if assigned, assist in ground operations and other duties.

3. **CONCEPT OF OPERATIONS**

- a. Saskatchewan CASARA will organize and staff a simulated multi-task search exercise and competitions for this event.
- b. The organization used for the search headquarters will be a modified version of the military search headquarters establishment.
- c. This modified search headquarters will be established at the Glass Field TransWest, NavCanada, and Municipal Terminal Airport facilities, Prince Albert Airport.
- d. These will consist of five scenarios and re-taskings involving all Standard CASARA Search Patterns as per the CASARA Handbook, a SPARK (small Pack Aerial Rescue Kit) Drop demonstration, and the C130 Hercules and Crew in their normal roles.  
Ground Homing Exercises will be scheduled for all Air Crews.  
Night Flying (10<sup>th</sup>) if enough desire indicated prior to that time.

4. **EXECUTION**

a. General

This exercise will be carried out at the Provincial level with the Saskatchewan Zone 4 Commander, Bill Brown, acting as the Exercise Commander. The following personnel will be assigned the following positions to assist him:

- i. Ass't to Exercise Commander - Tom Hislop
- ii. Search Coordinator - Ron Burrows
- iii. Ass't Search Coordinator - Adrian Glasgow
- iv. Chief Pilot - Kobus Steyn
- v. Chief Navigator - Sandra Jewell
- vi. Safety Officer - Ray Sass
- vii. Expense Controller - Don Bernier
- viii. Chief Ground Operations - Aircraft support - Brent Phillipow
- ix. Chief Ground Operations - Service Support - Bernie Lynn
- x. Chief Communications Officer - Dave Russell
- xi. Chief Exercise Security/First Aid Officer - George Bihun
- xii. Chief In-Flight Communications, Weather and NOTAMS - Les Wilson
- xiii. Information Officer & Media - Frank Schuurmans, Provincial President

Short job descriptions for each of the above positions are attached to the copies of this operations order as distributed to SAREX staff only.

b. Timings: All times Zulu.

All participants are to notify the Exercise Commander via e-mail at [wmbrown@sasktel.net](mailto:wmbrown@sasktel.net) **no later than July 20, 2007** of their intent to participate in the exercise.

The SAREX activities will commence at 1900 hrs August 10, 2007 and end 2300 hrs August 12, 2007. Activities on August 10, 2007 prior to 1900 apply to SAREX staff only.

All SAREX staff will muster at the Search Headquarters, TransWest Air, Prince Albert, at 1900 hrs Thursday August 9, 2007. The purpose of this briefing is to review operational preparations and to finalize the Search Headquarters and Search Strategy.

All participants and guests will muster at the Travelodge Ball Room, Prince Albert, for a meet and greet between 2330 hrs and 2400 hrs Friday August 10, 2007, followed by a Buffet Lunch, same location - 2400 hrs to 0100. Registration and general support briefing materials will be provided on arrival.

All pilots, navigators and spotters of participating crews will muster at the Travelodge Coronet Room at 0100 hrs Friday August 10, 2007 to receive a search briefing and to prepare flight materials for a 1300 hrs departure August 11, 2007. The briefing will end at 0200 hrs. All navigation and search preparation work to be completed by 0300 hrs. The order of departure for search crews will be drawn up at 0300 hrs and all crews notified at that time.

The first scheduled search team will be picked up at their accommodations at 1200 hours and transported to TransWest Air, Prince Albert Airport. Early breakfast will be available at the Travelodge Cafeteria.

All other crews and participants will be picked up and transported from their accommodations to Prince Albert Airport at 1230 hrs on August 11, 2007.

The first scheduled search team will muster at the Search Headquarters - TransWest at 1300 hrs Saturday August 11, 2007 to be ready for a 1400 hrs departure. Subsequent teams will muster by individual team at the Search Headquarters one hour prior to their scheduled launch times. Launches will take place 15 minutes apart until all crews have been launched.

The Municipal Terminal Waiting Room will serve as a crew lounge for crews waiting to launch or be tasked to the ground homing event, or for Hercules Training.

Crews who have drawn a later launch time will be scheduled into the ground homing event and will be tasked to complete this event while waiting for their launch time.

All crews must muster at the Search Headquarters one hour prior to their appointed launch time. Van service will be available for transport between the General Aviation Aircraft Parking and Search Headquarters.

5. **SERVICE SUPPORT**

a. Transportation

All transportation arrangements are the responsibility of the Chief Ground Operations Officer-Service Support. All arriving crews will be met by the staff of the Chief Ground Operations Officer-Service Support. Crews will be briefed at this time on all ground transport arrangements, aircraft services and parking, meals and other operational detail including leisure activities and tours and operation scrub alternatives. The crew commanders will be handed a copy of this operations order if they have not already received one. A briefing package will be handed out following the general briefing. Bus transportation will be arranged between hotel accommodation and TransWest and Vice-Versa. Two 15-passenger Vans will be available for other shuttle services.

b. Accommodations

All facility requirements are the responsibility of the Chief Ground Operations Officer-Service Support. There are a total of 64 hotel rooms booked at the Travelodge in Prince Albert. These rooms are booked in anticipation of double occupancy. Exercise participants desiring single occupancy or other special accommodation arrangements can make them in advance by contacting Marvin Erickson at [mj.erickson@shaw.ca](mailto:mj.erickson@shaw.ca), or the Exercise Commander at [wmbrown@sasktel.net](mailto:wmbrown@sasktel.net). Any additional costs for these arrangements will be the responsibility of the participant. All participants will be responsible for paying for their rooms.

c. Rations

All ration requirements will be arranged by the Chief Ground Operations Officer-Service Support. There will be a requirement for a "meet & greet" with food and refreshments on Friday, August 10<sup>th</sup> at the Travelodge Banquet room Prince Albert. There will be a requirement for two hot breakfasts (one on each of August 11<sup>th</sup> and 12<sup>th</sup> at the Travelodge Cafeteria and two come and go buffet style catered lunches to be served on August 11<sup>th</sup> and 12<sup>th</sup> at the TransWest Cafeteria. There is a requirement for a catered banquet to be held in The Travelodge Banquet Room (Coronet Room) on the evening of August 11, 2007.

There will be a \$70.00 per person charge covering all meals, prorated where required. Follow regular claim procedures to recover the costs.

d. Equipment

All primary search equipment is to be arranged by the Ass't Search Coordinator, and delivered onsite to Search Headquarters - TransWest, Prince Albert Airport. All other equipment required for the exercise but not directly connected to the Search to be arranged by the Chief of Ground Operations - Service Support.

All Search Headquarters equipment and services other than Primary Search resources are to be arranged for by the Chief Communications Officer.

f. Dress

**All personnel are required to wear suitable environmental clothing for the weather and their duties in the exercise. Flight crews are to be suitably dressed for any in flight emergency including overnights in a remote site. Crews will be checked to see if proper dress is worn.**

**All participating crew members and all other participating CASARA personnel are required to have official CASARA ID tags for entry to the Search Headquarters and to the air side of the Prince Albert Airport. These tags must also be available on request at all meals and messing events. Temporary ID tags will be issued to media and other civilian officials at the sole discretion of the Search Coordinator. These tags are to be worn at all times during the exercise and will provide entry to certain areas only on a "need to enter" basis. Failure to wear a tag or a lost tag could result in being escorted off site or to a non-secure area. In addition, a special Western SAREX ID tag will be issued to all participants and can serve as official ID for those crew members and guests not yet issued with official CASARA ID tags.**

g. First Aid & Survival

All aircraft are to be equipped with first aid and survival equipment. Emergency first aid attendants will be available at search headquarters.

6. COMMAND AND SIGNALS

a. Communications

Communications during the exercise will be through the cell phone number at Prince Albert Airport - **306-981-2857**  
Radio Communications are to be arranged for by the Chief Communications officer.

- Emergency numbers are:**
- Emergency - 911**
- Prince Albert Mobile Crisis - 764-1011**
- Hospital - 765-6000**
- Police - 953-4222**
- Ambulance - 953-4804**
- Fire - 953-4200**

In the event of an emergency all personnel on site at the air side or in Search Headquarters will be confined to the TransWest Hangar or the tarmac nearby. All personnel on site but not on the air side will be confined to TransWest Cafeteria.

In the event of an air emergency all pilots will follow emergency procedures as directed by the on-site commander (CAP Aircraft Commander or Chief Pilot as designated) or the Search Coordinator.

b. Reports and Returns

The Chief Communications Officer will arrange for all Reports and Returns using the regular resources of the Zone 4 CASARA unit and/ or resources arranged by him. There is a requirement for a base station with back up at the Airport Pilot Shack, handheld communications at some target sites and a site radio network at TransWest at the Prince Albert Airport.

c. Discipline and Regulations

The Exercise Commander has overall command of operations and personnel from 1900 hrs August 10, 2007 until 2300 hrs August 12, 2007 except for those operations and personnel who have entered the air side of the airport through Search Headquarters and/or are actively involved in the search exercise and competitions. These personnel are under the sole control and direction of the Search Coordinator unless or until they are stood down by him or his staff and removed to the land side of the airport.

The Search Coordinator is in overall command of the search exercise and competition. The Assistant Search Coordinator is deputized to act in his absence or unavailability.

The Safety Officer for this exercise will be the Ray Sass or the person designated by him. All aircraft commanders will follow his directions regarding safe in-flight operations, flight preparation, aircraft equipment and crew briefing.

The Chief Ground Operations Officer-Service Support is responsible for the safety, good order and discipline of all other personnel on the ground, including standby flight crews.

In the interest of safety, good order and discipline there will be no exceptions to this section.

d. Targets and Search Objects

The setting out and recovery of all targets and search objects will be arranged for by the Search Coordinator assisted by Derril Rogerson.

e. Aircraft Direction, Parking, Refueling and Repair

The reception, marshalling and refueling and emergency repair of aircraft will be the responsibility of the Chief Ground Operations Officer-Aircraft Support.

f. Media and Public Relations

All personnel are to refer all media and civilian personnel to the attention of the Chief Security Officer who will, after determining the nature of their business escort them either to the designated SAREX Media person, Frank Schuurmans, or to the Exercise Commander. **Under no circumstances are any other personnel to answer questions from the media or other civilian personnel unless participating in a media interview under the direction of the designated Media person and or the Exercise Commander.**

g. Daily Routine Orders, SITREPS, Weather and NOTAMS

Daily Routine Orders, SITREPS, Weather and NOTAMS will be prepared by the Chief Communications Officer and his staff.

W.C. (Bill) Brown  
Exercise Commander

Annex A

Exercise job descriptions will be handed or sent to Exercise staff when they come available.

## DISTRIBUTION LIST

Action

Ass't to Exercise Commander

Search Coordinator

Ass't Search Coordinator

Chief Pilot

Chief Navigator

Chief Ground Operations Officer- Aircraft Support

Chief Ground Operations - Service Support

Chief Communications Officer

Chief Exercise Security/First Aid Officer

Chief In-Flight Communications, Weather and NOTAMS

Information

Provincial President

All Aircraft Commanders

Exercise Bulletin &amp; DRO board

CASARASASK Website