



# SARVAC HWF

## P/T Association Level Standard Operating Procedure (SOP)

### Phase 8 - ON-SITE DEBRIEF



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**PURPOSE:** The purpose of this document is to provide a P/T Association level SOP for the *ON-SITE DEBRIEF Phase* of SARVAC's HWF Program.

**SUMMARY:** The *ON-SITE DEBRIEF Phase* occurs prior to demobilizing and returning home. All HWF Responders should participate in an On-Site Debrief exercise, which should provide an opportunity to discuss experiences from the incident, decompress, and share content for the After-Action Report. Documentation of the On-Site Debrief should be sent to the NIST DIR for review, collation, and distribution to stakeholders.

#### **PROCEDURE:**

**1. P/T Associations HWF Coordinators and DO should be actively involved in the Debrief process.**

They should:

- Be included in remote Debriefs with the NIST, NIST DIR, Mission Team, RC, and any HWF Responders that could not attend the On-Site Debrief.
- Distribute the Debrief meeting minutes to their Local GSAR Groups and HWF Responders once received from the NIST DIR.
- Review the On-Site Debrief(s) and share internally with their P/T Association President. Any comments and/or questions concerning the On-Site Debrief(s) should be sent to the NIST DIR.

**2. P/T Associations should ensure that all HWF Responders receive CISM counselling if it is requested.**

- CISM resources should either be available on-site, or be accessible through external sources.
- P/T Associations should assist with CISM resource requests from HWF Responders.

This completes the *ON-SITE DEBRIEF Phase* in accordance with the *National Search and Rescue Operations Concept*.