



SARVAC HWF

P/T Association Level Standard Operating Procedure (SOP)

Phase 9 - DEMOBILIZATION



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

SUMMARY: Once the RC receives the stand-down request from the AHJ or Indigenous Community, and the On-Site Debrief is completed, the *DEMOBILIZATION Phase* is initiated. The RC should notify the NIST DIR of the stand-down status. The NIST DIR should instruct all (or part thereof) the HWF Responders to prepare for and execute the Demobilization Plan as prepared by the LSM. The *DEMOBILIZATION Phase* ends when all personnel, supplies and equipment are returned to their designated points of origin.

PROCEDURES: The following assumes P/T Associations HWF travel coordination roles remain active.

1. P/T Association DOs should receive a Stand-Down notification from the NIST DIR.

P/T Association DOs should forward the Stand-Down notification to their P/T Association President and Executive, and alert the P/T Association HWF Travel Coordinators of notification and pending HWF Responder travel.

2. P/T Association HWF Coordinators should assist with the Demobilization Travel Logistics Plan.

They should:

- Be provided with the HWF Responders' RETURN TRAVEL PACKETS from the LSM.
- Request their participating HWF Responders' daily status updates.
- Be notified by NIST DIR when HWF Responders have returned to their points of origin.
- Assist the P/T Association DO (or designate) to validate the information in the DMS and to the LMS.
- Update their P/T Association Executive and participating Local GSAR Groups, as required.

This completes the *DEMOBILIZATION Phase* in accordance with the *National Search and Rescue Operations Concept*.