**Missing Runner Search Plan [event]**

**Responsibility**

The Organiser will be responsible for coordinating the search for a missing runner. The Organiser will be assisted by the controller and planner as necessary. The Organiser will keep informed the First Aid team leader and [event] Safety Officer as necessary.

**Missing Runner Search Plan**

This Missing Runner Search Plan is a guide for the Organiser. It has 4 stages:

1. **Pre-event Planning**
2. **Preparing and Initiating the Search**
3. **The Main Search**
4. **The Aftermath**

**1. Pre-event Planning**

1. Read British Orienteering Rules, Appendix E: Event Safety, Version 2.0 Effective January 2011., BOF Incident Report Form, the Casualty Rescue Plan (**Annex F**), Radio Communications Plan (**Annex K**) and this Missing Runner Search Plan (**Annex G**). Check event Risk Assessment is current and reviewed by controller.
2. Discuss the Missing Runner Search Plan with the controller.
3. Identify and brief possible search team people, warning them to bring extra clothes, food, drink, torch, mobile phone etc.
4. Prepare good means of communication and wear a labelled Hi Viz jacket.
5. Divide the orienteering area into potential search sectors, identifying driveable tracks and perimeter roads, access gates (keys?) etc.
6. Have spare maps and copies of all courses to hand.
7. Be prepared to record information of the missing person, details of the search teams etc and events as they happen. Use pen and paper, mini tape recorder etc. You may need this information to write up any report.

**2. Preparing and Initiating the Search**

1. Take details of the missing person (e.g. name, age, experience) and also check the person is really missing. Double check Download, radio controls, start and late start lists, possible name variations, car park (child is easily missed sitting in the car), phone home, food queues, toilets, friends, etc.
2. Reassure relatives/friends if necessary appoint someone to look after them.
3. Organise a preliminary search using teams of 1 or 2 runners to run the course/nearest paths of the missing person. For longer courses, teams could run sections of the course meeting at predetermined points. A car could be helpful here. Record teams, timings and actions, etc.
4. If the missing person is found injured alive, the Organiser will commence the Casualty Rescue Plan (**Annex F**). In case of a suspected fatality, encourage searchers to treat the casualty as alive. An ambulance technician can recognise death but this must be confirmed by a paramedic or medical doctor. All deaths in a public place should be reported to the police immediately. Inform relatives and key personnel.
5. If the missing person is NOT found commence the Main Search remembering to record teams, times and actions. Searchers should be adequately prepared (e.g. maps, food and drink, compass, means of communication, clothing, clear instructions of area to be searched, return time.
6. Keep key officials and relatives informed. Inform the Police that you are searching, as they prefer an early warning, especially if the missing person is a junior.
7. Ideally stay in one location so people know where to find you e.g. Download.

**3. The Main Search**

1. The Organiser can use the search sectors identified in the pre-event planning. Ribbon searching, which covers linear features (e.g. tracks), and land on either side is quickest. Two teams can work in parallel then meet at a prearranged place and time. Team members walk down the feature calling the name of the missing person. Do not use whistles. Cars can be used to carry searchers to search points and to search perimeter roads.
2. If the missing person is found injured and alive, inform the Organiser who will commence the Casualty Rescue Plan.
3. In case of a suspected fatality, encourage searchers to treat any casualty as alive. An ambulance technician can recognise death but this must be confirmed by a paramedic or medical doctor. Inform the Police immediately. Arrange for the relatives to be informed. Inform key personnel and call in search teams.
4. If the missing person is NOT found inform the Police. They may be with you already if a junior is involved. The Police will take over the Search. Keep relatives and key personnel informed.
5. Ensure that all search teams are fully recalled, accounted for and are safe.
6. If the Police have not yet appeared, the Organiser with the controller should continue to direct the search after discussion with the Police, carefully assessing the condition and resources of the search teams.

**4. The Aftermath**

1. Check that all searchers are back safely and can get home.
2. Complete a BOF Incident Report Form if necessary. Send copies of the Incident Report Form to British Orienteering as soon as possible as directed on the form, and to the [event] Safety Officer.
3. A post incident debrief for all involved is strongly recommended.
4. Keep all records of the incident safe.

Annex G-1 provides a checklist to be used by the Organiser in the event of a missing runner.

[name], BKO

[event] Safety Officer

[date]

**Annex G-1 Missing Runner Checklist**

**Emergency and Search Plan**

**[A] Confirm missing**

Not downloaded [ ]

Started (MTR zero/startlist check) [ ]

Check car/other cars/other competitors [ ]

‘phone home/mobile (if possible) [ ]

Are we concerned? No [ ] If No, review situation at.........................

 Yes [ ]

If Yes: Check download [ ] & car [ ] again

 Confer with Controller [ ]

 Make initial contact with police (101) [ ]

 Agree when to contact police for search assistance [ ] (...................)

 Implement search, [B], below

**Emergency contact 🕿 numbers**. Team leader:

**Local Police:** called? YES/NO

|  |  |  |
| --- | --- | --- |
| Name | Mobile 🕿 | Team number |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Information about missing person:**

|  |
| --- |
| Course |
| Name and age |
| Fitness level |
| Time out |
| Any known/perceived medical problems |
| Clothing participant is wearing |
|  |
|  |

**[B] Initial Search recall/return time=.............................(**sunset:............….)

Stop potential help leaving [ ]

Ask 1st aid & caterers to stay [ ]

Stop control collection [ ]

Get full description, **log** on pro-forma [ ]

Keep family member (etc.) in assembly [ ]

Organise car perimeter search\* **& log** [ ]

Organise backwards ribbon search\* **& log** [ ]

Organise forwards ribbon search\* **& log** [ ]

Competitor found [ ] **log & contact police** [ ]

Competitor not found by...........contact police [ ] (**& log**)

\*Searchers need radio, ‘phone, ‘phone list, whistle, (head) torch, map (course/OS), missing person description, agreed recall/return time ***and to leave their own ‘phone number (refer Radio Communications Plan (Annex K))***

**Preparations for search:**

❑ search area defined for each group out?

❑ whistles, torches, first aid kit, Search and Rescue kit, space blanket, water, extra clothing?

❑ briefing details:

1. Don’t touch any effects suspected of belonging to participant but note position and report (should search dogs be used later);
2. Pause frequently, looking ahead, backwards and to the side, calling out the person’s name. Don’t use whistles unless (5) and (6) below;
3. If you find participant and they require further assistance, use normal whistle call for help = 6 1s blasts at 1s intervals, repeat at 1 minute intervals;
4. If search over or called off, 10 short whistle blasts every minute;
5. If participant is found and cannot move, one searcher stays and one goes to base;
6. Return to base by the predetermined time.

|  |  |  |
| --- | --- | --- |
| **Preliminary search** | **Time out:** | **Time in:** |

Team 1: perimeter and/or a main track or ……….

Team 2: sweep of course of missing person in direction of course following likely route choices and other defined possible areas.

Team 3: sweep of course in reverse direction and other defined possible areas.