



**National Defence**  
**Fisheries and Oceans Canada**  
Canadian Coast Guard

**Défense nationale**  
**Pêches et Océans Canada**  
Garde côtière canadienne

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# **CAMSAR I**

## **CANADIAN AERONAUTICAL AND MARITIME SEARCH AND RESCUE MANUAL**

### **Volume I – Organization and Management**

**(ENGLISH)**

**Supplement to the  
IAMSAR Manual, Volume I**



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GENERAL SYSTEM CONCEPT

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**1.01 National SAR Objective**

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The National Search and Rescue (SAR) Objective is to prevent loss of life and injury through SAR alerting, responding and aiding activities that use public and private resources.

Where possible, and directly related thereto, reasonable efforts will be made to minimize damage to or loss of property.

Through prevention measures focused on owners and operators most commonly involved in SAR incidents, the National SAR Program will attempt to reduce the number and severity of SAR incidents.

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**1.01 National SAR Objective**

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**1.02 National SAR Program**

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**General**

**1.02.1** In 1986, the Government of Canada directed the establishment of a National Search and Rescue (SAR) Program. The National SAR Program is a cooperative effort by federal, provincial and municipal governments along with other SAR organizations. The objective of the National SAR Program is to save lives by enhancing SAR prevention and provide effective and affordable SAR services in Canada's SAR areas of responsibility.

**Components**

**1.02.2** The National SAR Program is characterized by the three complementary components of:

- .1 aeronautical SAR;
- .2 maritime SAR; and
- .3 ground SAR.

**1.02.3** Within any component, one of the two following pillars of the National SAR program might exist:

- .a SAR Prevention; and/or
- .b SAR Response.

**Jurisdictions**

**1.02.4** Membership in the National SAR Program does not in any way change existing jurisdictions, responsibilities or authorities, nor requires the mandatory expenditure of resources. Membership does, however, provide a structure and process to produce effective, efficient and economical use of resources.

**1.02.5 Federal** – In Canada, the provision of aeronautical SAR and maritime SAR<sup>1</sup> services is a federal government mandate. The National SAR Program is supported by the Canadian Armed Forces and the Canadian Coast Guard through two areas of activity related to the aeronautical and maritime SAR services:

- .1 SAR operations, aimed at detection, response and rescue; and
- .2 SAR mutual training.

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<sup>1</sup> In waters of federal jurisdiction.

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**1.02 National SAR Program**

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**1.02.6 Provincial/Territorial** – Ground SAR is conducted under the legal authority of the individual provinces and territories. This authority is delegated for operational response to the police service of jurisdiction. At the provincial and territorial level, the Royal Canadian Mounted Police are the operational authority for ground SAR in all Canadian provinces and territories except Ontario, Quebec, Nunavut and parts of Newfoundland and Labrador.

**1.02.7** Although numerous federal, provincial, territorial, municipal, commercial and volunteer groups contribute to the National SAR Program, this manual will focus on the federal responsibility for aeronautical and maritime SAR activity.

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**1.03 International SAR Treaties, Conventions and Agreements**

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**Legal Basis for Services**

**1.03.1 Participation** – Canada participates in a number of international organizations such as the International Civil Aviation Organization (ICAO), the International COSPAS-SARSAT Programme and the International Maritime Organization (IMO), and has agreed to adopt search and rescue (SAR) standards and practices in accordance with the *Convention on International Civil Aviation*, the *International Convention for the Safety of Life at Sea (SOLAS), 1974*, *International Convention on Maritime Search and Rescue, 1979* and the *Agreement on Cooperation on Aeronautical and Maritime Search and Rescue in the Arctic, 2011*. Standardization is also achieved by membership in international military organizations such as the North Atlantic Treaty Organization and the Air Standardization Coordinating Committee. Similarly, the Canadian Coast Guard seeks standardization of maritime SAR procedures through IMO forums such as the Maritime Safety Committee and the Radiocommunications and Search and Rescue Sub-Committee. Finally, agreements between SAR agencies from Canada and bordering countries enhance coordination and mutual support operations adjacent to common borders.

***International Convention for the Safety of Life at Sea, 1974***

**1.03.2 Legislative Support** – The *SOLAS Convention* has the objective of promoting safety of life at sea by the contracting governments, through adoption and pursuance of common laws and regulations and all other steps which may be necessary to ensure, from the point of view of safety of life, that a ship is fit for the service for which it is intended. Each contracting government also undertakes to ensure that necessary arrangements are made for coast watching and for the rescue of the persons in distress at sea and around its coasts. Canada is a signatory to the *SOLAS Convention* and has accepted the obligation to establish the facilities required for coast watching and rescuing persons in distress at sea, along its coasts and off-shore areas for which it has accepted the responsibility.

***International Convention on Maritime Search and Rescue, 1979***

**1.03.3** The main purpose of the *International Convention on Maritime Search and Rescue, 1979*, is to facilitate cooperation between governments and to facilitate cooperation between those participating in SAR operations at sea. In this regard the IMO has established an International SAR Plan and published, in conjunction with ICAO, the *International Aeronautical and Maritime Search and Rescue Manual* to assist governments. The *International Convention on Maritime Search and Rescue, 1979*, has been in effect in Canada since June 22, 1985.

<b>NOTE:</b> Refer to <i>Annex 1 – Excerpts from the International Convention on Maritime Search and Rescue, 1979</i> .
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**1.03 International SAR Treaties, Conventions and Agreements**

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***International COSPAS-SARSAT Programme, 1979***

**1.03.4** *The International COSPAS-SARSAT Programme* (the Programme) began as a joint effort of Canada, France, the United States, and the former Soviet Union in 1979. It was formally constituted as an intergovernmental organisation in 1988 through the International COSPAS-SARSAT Programme Agreement (the Agreement or ICSPA) signed by the four “Parties” to the Agreement: Canada, France, the USA and the former USSR. The Russian Federation replaced the USSR as Party to the Agreement in January 1992. The mission of the Programme is to provide accurate, timely and reliable distress alert and location data to help Search and Rescue (SAR) authorities assist persons in distress. The objective of the COSPAS-SARSAT System is to reduce, as far as possible, delays in the provision of distress alerts to SAR services and the time required to locate a person or persons in distress at sea or on land, directly impacting the probability of survival. To achieve this objective, COSPAS-SARSAT Participants implement, maintain, co-ordinate and operate a satellite system capable of detecting distress alert transmissions from radio beacons that comply with COSPAS-SARSAT specifications and performance standards and determine their position anywhere on the globe. The distress alert and location data is provided by COSPAS-SARSAT Participants to the responsible SAR services. As a Party to the Programme, Canada has committed to providing portions of the satellite system, ground stations, Mission Control Centres, and other equipment and services.

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**1.04 Area of Responsibility for SAR**

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**Federal AOR**

**1.04.1** For aeronautical and maritime search and rescue (SAR) incidents, the Canadian federal area of responsibility (AOR) is as defined under International Civil Aviation Organization (ICAO) agreements for aeronautical SAR, and as defined under International Maritime Organization (IMO) agreements for maritime SAR.

**Search and Rescue Regions**

**1.04.2** In accordance with the IMO SAR Plan and ICAO Regional Air Navigation Plans, the Canadian federal SAR AOR has been divided into three search and rescue regions (SRRs) for maritime and aeronautical SAR coordination. The boundaries of these SRRs, respectively under the responsibility of the Victoria, Trenton and Halifax Joint Rescue Coordination Centres, are defined as follows:

- ❖ **Victoria SRR** – 54°42.5'N 130°36.5'W, along the Alaska/Canada border to the Beaufort Sea, east along the shoreline to the Yukon/North West Territory border, south along the Yukon/North West Territory border to 60°00'N, east along 60°00'N to the British Columbia/Alberta border, south along the British Columbia/Alberta border to the Canada/United States border, west along the Canada/United States border to 48°30'N 124°45'W, 48°30'N 125°00'W, 48°20'N 128°00'W, 48°20'N 145°00'W, 54°40'N 140°00'W, 54°40'N 136°00'W, 54°00'N 136°00'W, 54°13'N 134°57'W, 54°39.45'N 132°41'W and 54°42.5'N 130°36.5'W.
- ❖ **Trenton SRR** – 70°00'N 080°00'W, 64°00'N 080°00'W, 62°00'N 070°00'W, 46°42'N 070°00'W, westerly along the Canada/United States border to the Alberta/British Columbia border, north along the Alberta/British Columbia border to 60°00'N 120°00'W, westerly to 60°00'N 124°00'W, north along the Yukon/North West Territory border to the Beaufort Sea, westerly along the coast to the Canada/Alaska border, north along 141°00'W to the North Pole, south to 82°00'N 060°00'W, 78°00'N 075°00'W, 76°00'N 076°00'W, 70°00'N 066°04'35"W and west to 70°00'N 080°00'W.
- ❖ **Halifax SRR** – 64°00'N 080°00'W, 70°00'N 080°00'W, 70°00'N 066°04'35"W, 65°00'N 057°45'W, 63°00'N 055°40'W, 58°30'N 050°00'W, 58°30'N 030°00'W, 45°00'N 030°00'W, 45°00'N 053°00'W, 43°36'N 060°00'W, 41°52'N 067°00'W, 44°30'N 067°00'W, north to the Canada/United States border, westerly along the Canada/United States border to the 70<sup>th</sup> meridian, north along the 70<sup>th</sup> meridian to 62°00'N 070°00'W and north-west to 64°00'N 080°00'W.

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### 1.04 Area of Responsibility for SAR



**NOTE:** For maritime SAR purposes, the SRRs include all oceanic, coastal<sup>1</sup> and secondary waters<sup>2</sup> but not inland waters<sup>3</sup>, except for the Canadian inland waters of the Great Lakes, St. Lawrence River System<sup>4</sup> and Lake Melville.

<sup>1</sup> Coastal waters include any tributary's estuary.

<sup>2</sup> As defined in the *Canada Shipping Act, 2001*.

<sup>3</sup> As defined in section 2 of the *Customs Act*.

<sup>4</sup> The St. Lawrence River System includes all navigable waters of the Gulf, Estuary and River of St. Lawrence, the St. Lawrence Seaway, and the three main tributaries: the Saguenay River, up to the City of Saguenay; the Richelieu River, up to the Canada/United States border; and the Ottawa River, up to the Carillon Lock.

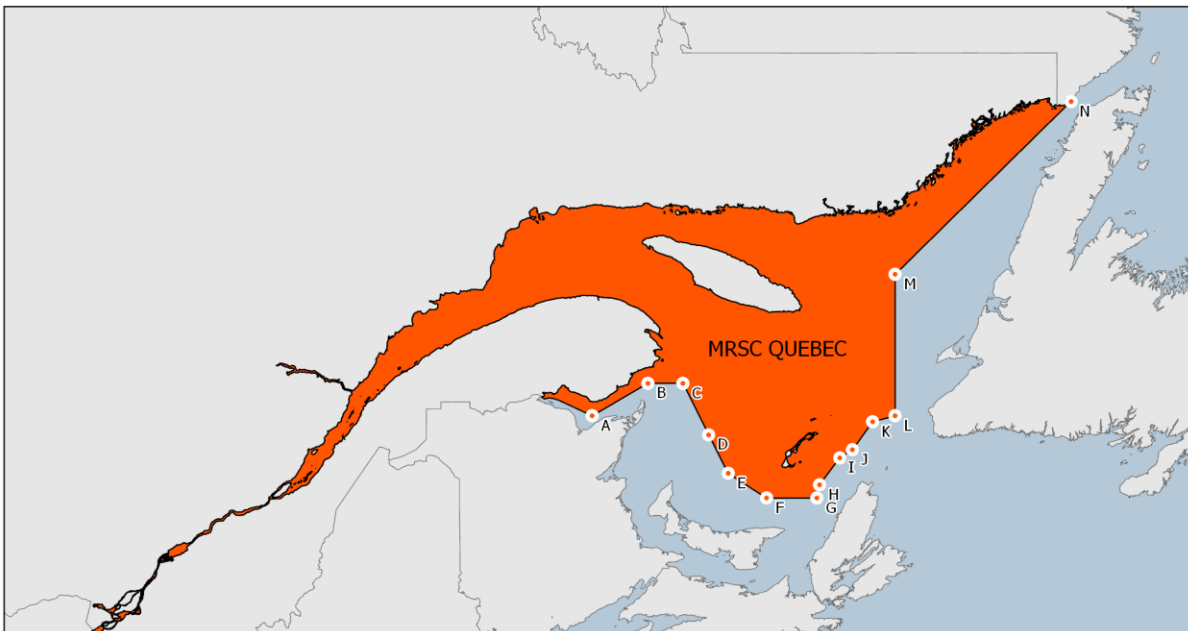
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**1.04 Area of Responsibility for SAR**

**Search and Rescue Sub-regions**

**1.04.3** Maritime rescue sub-centers (MRSCs) have been established at Quebec City, Quebec and St. John’s, Newfoundland and Labrador. Their respective search and rescue regions (SRS) are defined as follows:

- ❖ **Québec SRS** – The Québec SRS includes all waters and major tributaries of the St. Lawrence River east of longitude 74°46’W, and is bounded to the east by a line extending from Dalhousie, New Brunswick, through the points listed below, to Pointe Amour, Newfoundland and Labrador. It also includes the Ottawa River east of the Carillon Lock (74°24’W).



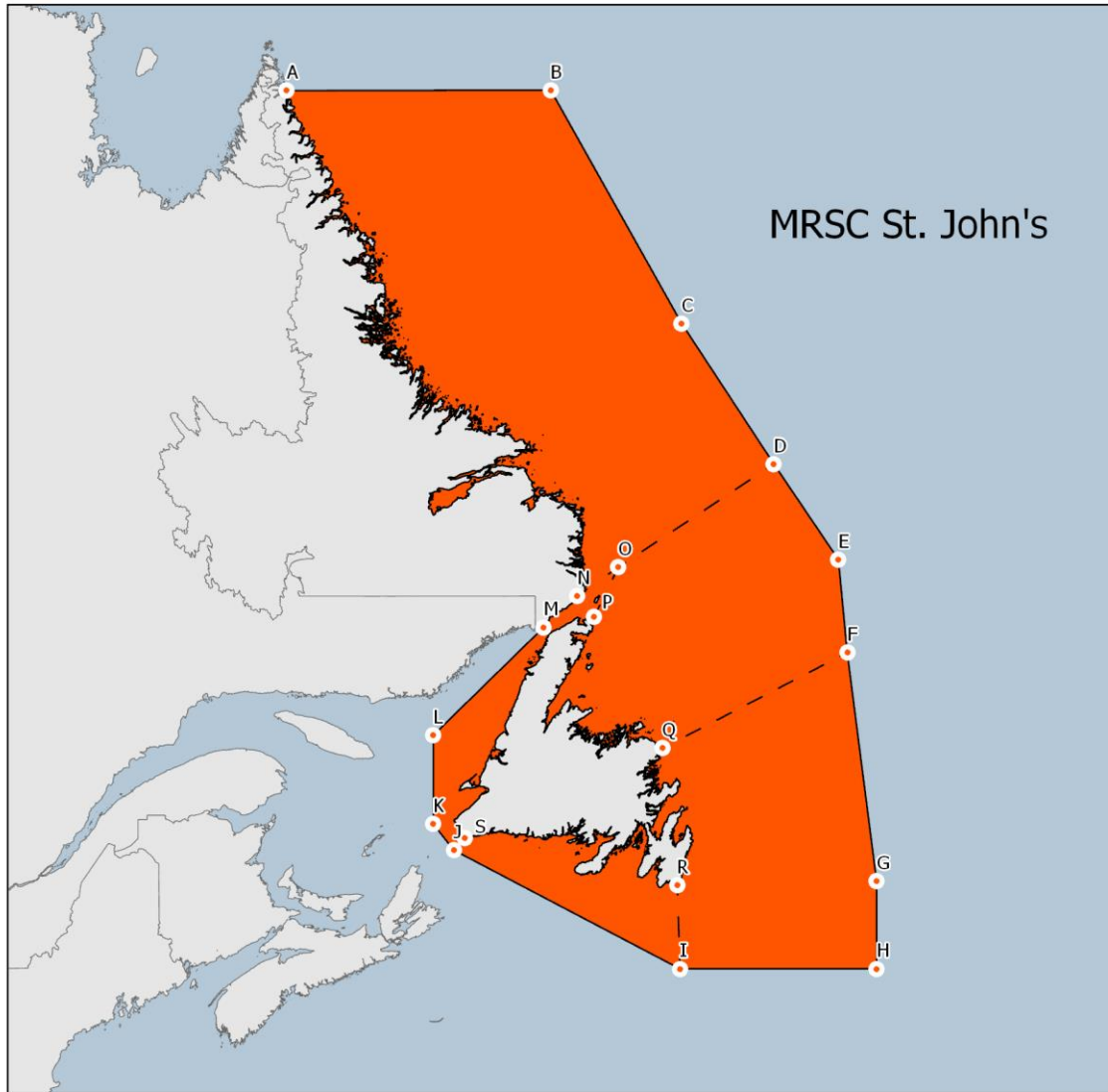
	Latitude	Longitude		Latitude	Longitude
A	47° 50.0' N	65° 25.0' W	H	47° 00.0' N	61° 21.1' W
B	48° 13.3' N	64° 25.4' W	I	47° 19.7' N	60° 59.6' W
C	48° 13.3' N	63° 47.5' W	J	47° 25.4' N	60° 45.8' W
D	47° 36.4' N	63° 19.9' N	K	47° 45.7' N	60° 24.3' W
E	47° 08.4' N	62° 59.2' N	L	47° 50.0' N	60° 00.0' W
F	46° 50.4' N	62° 18.1' N	M	49° 30.0' N	60° 00.0' W
G	46° 50.4' N	61° 24.0' N	N	51° 27.0' N	56° 52.0' W

**NOTE:** The Québec SRS waters west of the 70<sup>th</sup> meridian are within the Trenton SRR; those to the east of the 70<sup>th</sup> meridian are within the Halifax SRR.

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**1.04 Area of Responsibility for SAR**

**St. John's SRS**



	Latitude	Longitude		Latitude	Longitude
A	60° 00.0' N	64° 10.0' W	K	47° 50.0' N	60° 00.0' W
B	60° 00.0' N	56° 40.0' W	L	49° 30.0' N	60° 00.0' W
C	56° 31.0' N	52° 57.0' W	M	51° 27.0' N	56° 52.0' W
D	54° 15.0' N	50° 20.0' N	N	52° 00.0' N	55° 55.0' W
E	52° 38.0' N	48° 30.0' N	O	52° 30.0' N	54° 45.0' W
F	51° 00.0' N	48° 15.0' N	P	51° 38.0' N	55° 26.0' W
G	46° 44.0' N	47° 25.0' N	Q	49° 15.6' N	53° 29.7' W
H	45° 00.0' N	47° 25.0' W	R	46° 39.0' N	53° 04.0' W
I	45° 00.0' N	53° 00.0' W	S	47° 34.0' N	59° 07.0' W
J	47° 20.0' N	59° 25.0' W			



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**1.05 Federal SAR Organization**

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**Lead Minister**

**1.05.1** The Lead Minister for search and rescue is the single spokesperson for the government on overall search and rescue (SAR) matters.

**1.05.2** Within the federal system, the focus on SAR as a distinct integrated activity is maintained through the Interdepartmental Committee on Search and Rescue (ICSAR) and the National Search and Rescue Secretariat (NSS).

**Interdepartmental Committee on Search and Rescue**

**1.05.3** ICSAR is made up of senior federal officials representing departments and central agencies involved in the National SAR Program. This committee is the primary forum for the development of advice for the Lead Minister. ICSAR is responsible for identifying SAR requirements and advising the government on how best to respond to these requirements. ICSAR exists to provide interdepartmental coordination and advice to the ministers in the areas of SAR policy, planning, resources, and effectiveness.

**1.05.4 ICSAR Composition** – ICSAR is chaired by the executive director of the NSS and consists of members from the Department of National Defence (Canadian Armed Forces); the Department of Fisheries and Oceans (Canadian Coast Guard); Transport Canada; Environment Canada (Meteorological Service of Canada); Parks Canada; and Public Safety Canada (Royal Canadian Mounted Police). Additional ICSAR representatives include the Department of Natural Resources; Aboriginal Affairs and Northern Development Canada; the Treasury Board; and the Privy Council Office.

**National Search and Rescue Secretariat**

**1.05.5** Accountable to the LM SAR, NSS is an independent body outside the line authorities of SAR delivery departments. It plays a central managerial support role of the overall SAR objectives of departments. The role of the NSS is to enhance the provision of effective, efficient and economical SAR services in Canada by facilitating the development of the National SAR Program. This includes facilitating the cooperation, communication and coordination among National SAR Program members in the development of policy, resource planning, research and development, analysis and review. The executive director of the NSS has been designated the Chair of ICSAR. Operational departments deliver SAR service and, via ICSAR and/or departmental lines of communication, advise the LM SAR in areas of SAR policy, planning, resources and effectiveness. This management process allows the LM SAR to receive the advice of the departments and the independent advice of the NSS if there is not consensus with which to make program recommendations to Cabinet. The SAR delivery departments thus retain full control of SAR operations and execute their components of the National SAR Program.

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**1.05 Federal SAR Organization**

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**Federal Search and Rescue Operational Governance Committee**

**1.05.6** The Federal Search and Rescue (SAR) Operational Governance Committee (OGC) is the principal oversight body for the effective coordination of aeronautical and maritime SAR operations conducted by the Canadian Coast Guard and the Canadian Armed Forces as part of the federal component of the National SAR Program. The Deputy Commander Continental Canadian Joint Operations Command and the Deputy Commissioner Operations Canadian Coast Guard are designated co-chairs of the Federal SAR OGC. The Committee will ensure that operations for the Canadian Coast Guard and Canadian Armed Forces federal components of the National Search and Rescue Program are delivered through:

- .1 an annual review of the TORs to ensure that the governance structure remains focused on operations oversight;
- .2 oversight of operations and the effective application of the resources controlled by their Departments;
- .3 the development and approval of operational principles, policies, standards and plans that support the SAR corporate program's strategic priorities; and
- .4 the review of exposure to operational risks such as the compliance with acts and regulations and resourcing levels which could affect system integrity.

**1.05.7** The committee shall meet bi-annually but inter-sessional meetings may be called by either Co-chair as circumstances dictate. The Committee will provide as a minimum, two updates to the Commissioner of the Canadian Coast Guard and the Commander of Canadian Joint Operations Command to coincide with scheduled meetings. These updates shall include a summary of discussion and any key recommendations or decisions taken by the Committee. The reports will include an update on key indicators of performance of the federal aeronautical and maritime search and rescue program. The Committee will prepare an annual report on operations for the Commander of Canadian Joint Operations Command and the Commissioner of the Canadian Coast Guard that would form the basis of independent departmental reporting to respective Ministers as required.

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**1.06 National Defence SAR Responsibilities**

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**Canadian Armed Forces**

**1.06.1** The primary responsibility for the provision of aeronautical search and rescue (SAR) services and effective operation of the coordinated aeronautical and maritime SAR system is assigned to the Canadian Armed Forces (CAF). The provision of assistance to aircraft in distress through a federal aeronautical SAR service arises out of Canada's signatory status in 1944 to the *Convention on International Civil Aviation, Article 25*. As well, on June 18, 1947, the Cabinet authorized the Royal Canadian Air Force to establish facilities and equipment to meet this commitment. In 1951, the Cabinet further delegated responsibility for maritime SAR coordination to the Royal Canadian Air Force.

**Commander, Canadian Joint Operations Command**

**1.06.2** The Commander, Canadian Joint Operations Command, is responsible for:

- .1 the coordination, control and conduct of SAR operations in the Canadian area of responsibility (AOR);
- .2 the Operational CAF SAR policy;
- .3 the liaison with other SAR operating departments and agencies, nationally and internationally; and
- .4 the oversight of annual coordinating activities between the CAF and Canadian Coast Guard (CCG) national and regional SAR staffs.

**Commander, Royal Canadian Air Force**

**1.06.3** The Commander of the Air Force is responsible for:

- .1 the strategic CAF SAR policy;
- .2 the CAF SAR unit allocation;
- .3 the liaison with the National Search and Rescue Secretariat; and
- .4 the provision of a CAF Interdepartmental Committee on Search and Rescue (ICSAR) representative responsible for departmental SAR policy coordination.

**Joint Forces Air Component Commander**

**1.06.4** The Commander, 1 Canadian Air Division, (1 CAD) is the Joint Forces Air Component Commander. As such, he is responsible for:

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**1.06 National Defence SAR Responsibilities**

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- .1 the provision of aeronautical SAR Squadrons;
- .2 the staffing and operational oversight of the joint rescue coordination centres (JRCCs) and the Canadian Mission Control Centre (CMCC);
- .3 the provision of ground search in support of aeronautical incidents;
- .4 the interface between the Civil Air Search and Rescue Association (CASARA), and the CAF at the operational level; and
- .5 the implementation and coordination of academic SAR training.

**Commander, Joint Task Force Atlantic**

**1.06.5** The Commander, Joint Task Force (JTF) Atlantic, as Commander of the Halifax Search and Rescue Region (SRR), is accountable for the coordination, control and conduct of CAF SAR operations in the Halifax SRR.

**Commander, 1 Canadian Air Division**

**1.06.6** The Commander, 1 CAD, as Commander of the Trenton SRR, is accountable for the coordination, control and conduct of CAF SAR operations in the Trenton SRR, and the effective operation of the CMCC.

**Commander, Joint Task Force Pacific**

**1.06.7** The Commander, JTF Pacific, as Commander of the Victoria SRR, is accountable for the coordination, control and conduct of CAF SAR operations in the Victoria SRR.

**CAF SAR Activities**

**1.06.8** The SAR activities of the CAF are:

- .1 the efficient operation of the aeronautical and maritime components of the coordinated SAR system;
- .2 the provision and operation of the JRCCs, CMCC and other SAR installations, in conjunction with the CCG;
- .3 the coordination, control, and conduct of aeronautical SAR operations within the Canadian AOR and between Canada and other countries, in accordance with existing agreements;

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**1.06 National Defence SAR Responsibilities**

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- .4 the provision of SAR aircraft in response to aeronautical SAR incidents within the Canadian AOR;
- .5 the setting of priorities pertaining to the allocation of SRUs to SAR operations;
- .6 the provision of ground SAR and humanitarian assistance, as a complementary tasking;
- .7 the formulation and promulgation of SAR policy (in collaboration with ICSAR);
- .8 the establishment of operating standards and the provision of SAR training for the coordinated SAR system in collaboration (when appropriate) with CCG authorities;
- .9 the evaluation of SAR equipment and procedures in collaboration (when appropriate) with CCG authorities;
- .10 the review of SAR services, facilities and SRUs in collaboration (when appropriate) with CCG;
- .11 the evaluation of CASARA capabilities and readiness, and coordination of CASARA operational activities; and
- .12 the efficient operation of the Canadian components of the COSPAS-SARSAT system including CMCC and associated ground stations (local user terminals).

**CAF SAR Tasks****1.06.9 Basic SAR Tasks** – The CAF has the following basic SAR tasks:

- .1 to coordinate, control and conduct SAR operations in relation to aeronautical SAR incidents within the Canadian AOR;
- .2 to provide SRUs in support of the prosecution of maritime SAR operations and to exercise ultimate authority in the allocation of all SRUs during a SAR incident;
- .3 to conduct and/or coordinate ground searches in relation to aeronautical SAR incidents; and
- .4 to provide the resources to operate the Canadian components of the COSPAS-SARSAT system.

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**1.06 National Defence SAR Responsibilities**

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**1.06.10 Complementary SAR Tasks** – The CAF has the following complementary SAR tasks:

- .1 to provide SRUs when and where available, to assist in the prosecution of ground SAR and humanitarian incidents in support of a province or territory which occur within provincial or territorial areas of responsibility; and
- .2 to advise the appropriate agencies of areas of concern identified in SAR operations.

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**1.07 Fisheries and Oceans SAR Responsibilities**

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**Department of Fisheries and Oceans**

**1.07.1 General** – The responsibility for the provision of the maritime component of the federal search and rescue (SAR) program rests with the Department of Fisheries and Oceans (DFO) and the Canadian Coast Guard (CCG). This responsibility is assigned to DFO through the *Oceans Act*.

**1.07.2 History** – In 1948, Canada signed the *Convention for the Safety of Life at Sea*, wherein, under *Chapter 5, Regulation 15*, each contracting state is required to undertake and ensure necessary arrangements for coast watching and for the rescue of persons in distress at sea. In 1958, Canada became a signatory to the *Convention on the High Seas*, wherein, under *Article 12 (2)*, every coastal state is required to maintain an adequate and effective SAR service regarding safety on and over the sea. These responsibilities are further reflected and amplified in subsequent Cabinet decisions, and legislation such as the *Canada Shipping Act, 2001* and the *Oceans Act*. The *International Convention on Maritime Search and Rescue, 1979*, further defines these responsibilities.

<b>NOTE:</b> Refer to <i>Annexes 1, 2 and 3</i> for excerpts from the latter three documents.
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**Canadian Coast Guard**

**1.07.3** The CCG has primary responsibility for the provision of the maritime component of the federal SAR program.

**CCG SAR Activities**

**1.07.4** The SAR activities of the CCG are:

- .1 the provision of and participation in the maritime component of the joint rescue coordination centres (JRCCs) as well as the provision, operation and equipping of the Quebec and St. John's maritime rescue sub-centres (MRSCs) and other SAR installations, in cooperation with the Canadian Armed Forces (CAF);
- .2 in collaboration with the CAF, the coordination, control and conduct of maritime SAR operations within the Canadian area of responsibility (AOR);
- .3 the provision of maritime advice and assistance to the CAF in the coordination of aeronautical SAR and other emergencies which may require the use of maritime facilities;
- .4 the provision of maritime SAR units (SRUs) in response to SAR incidents within the Canadian AOR, the activities of which SRUs are coordinated by JRCCs and MRSCs;

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**1.07 Fisheries and Oceans SAR Responsibilities**

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- .5 the provision of humanitarian assistance, as a secondary task, when such is deemed best provided by CCG SRUs;
- .6 the formulation and promulgation of federal SAR policy (in collaboration with the Interdepartmental Committee on Search and Rescue);
- .7 the establishment of levels of service, performance and operating standards;
- .8 the provision of maritime SAR training for the coordinated SAR system in collaboration (when appropriate) with the CAF;
- .9 the organization, coordination and administration of Canadian Coast Guard Auxiliary activities;
- .10 the evaluation of SAR services, equipment and procedures, in collaboration with the CAF;
- .11 the review of SAR services, installations and units, in collaboration with the CAF; and
- .12 the provision of maritime distress and safety communications and alerting services.

**CCG SAR Tasks**

**1.07.5 Basic SAR Tasks** – The CCG has the following basic SAR tasks:

- .1 to detect maritime incidents and, in collaboration with the CAF, coordinate, control and conduct SAR operations relating to maritime SAR incidents within the Canadian AOR; and
- .2 to provide maritime units and communications in support of the prosecution of aeronautical SAR operations where applicable.

**1.07.6 Complementary SAR Tasks** – The CCG has the following complimentary SAR tasks:

- .1 to provide SRUs, when and where available, to assist in the prosecution of humanitarian incidents; and
- .2 to support Transport Canada (Office of Boating Safety) in SAR prevention through participation in related educational programs and by advising the appropriate agencies of areas of concern identified in SAR operations.



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### 1.08 Other Federal SAR Responsibilities

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#### All Federal Government Departments

**1.08.1** As directed by the Cabinet, aircraft, vessels and other facilities of all departments of the federal government are considered secondary search and rescue (SAR) units and will respond to taskings or calls for SAR assistance whenever possible.

#### Transport Canada

**1.08.2** Transport Canada (TC) is responsible for transportation policies and programs. It ensures that air, marine, road and rail transportation are safe, secure, efficient and environmentally responsible. Through its Safety Programs, TC develops and enforces safety regulations, and works with national and international partners to prevent and manage security risks in all transportation modes.

#### 1.08.3 Aeronautical Safety

- .1 **Prevention** – TC has the primary responsibility for the provision of the Aeronautical Search and Rescue (SAR) Prevention Program, under the authority of the *Aeronautics Act*. This responsibility is met through education programs, regulation and enforcement and is executed in close consultation with the Canadian Armed Forces SAR authorities in an effort to optimize program priorities and effectiveness. Coordination is effected through the Interdepartmental Committee on Search and Rescue.
- .2 **SAR Roles** – TC has the following roles in aeronautical SAR:
  - .a to provide means and methods in respect to civil aircraft in distress in the Canadian area of responsibility to achieve efficiency in alerting the appropriate joint rescue coordination centre to aid in locating distressed aircraft.
  - .b to provide specialized departmental resources and expertise as a functional part of the SAR program; and
  - .c to coordinate, control and conduct a prevention program designed to reduce the number and severity of aeronautical incidents.

#### 1.08.4 Maritime Safety

- .1 **Activities** – TC acts to enforce Canadian legislation and international rules intended to ensure safety of life at sea and protect the maritime environment. Broad areas of maritime safety activity include the following:
  - setting standards for vessel crew, design, equipment and use;
  - monitoring and compliance of Canadian and foreign vessels;

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**1.08 Other Federal SAR Responsibilities**

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- licensing pleasure craft;
- pleasure Craft Operator Competency Requirements;
- pollution prevention and response;
- inspection of dangerous goods containers;
- protecting the navigability of Canada’s waterways;
- cargo handling and ship-port interface;
- navigation and radio communications;
- environmental protection and response systems;
- ship operations and inspection; and
- vessel registration.

.2 **Office of Boating Safety** – The Office of Boating Safety (OBS) delivers prevention-based programs and vital information for users and builders of recreational boats. The Manager OBS, through the Director General, Marine Safety and Security, is the senior officer responsible for the exercise of functional authority and direction in relation to recreational boating safety and SAR prevention activities aimed at reducing risk and at reducing the impact to the environment by pleasure craft. The authority and direction noted include

- .a OBS policy and resource allocation;
- .b safety regulations and standards for all recreational boating activity on all Canadian waters, which includes standards for vessel construction, safety equipment specific to recreational boats, (notably personal flotation devices) and administration of an operator competency program; and
- .c SAR Loss-Of-Life:
  - courtesy examinations;
  - 1-800 information line;
  - demonstrations and lectures; and
  - awareness campaigns.

.3 Canadian Coast Guard Environmental Response – CCG (ER) program mission is to ensure an appropriate level of preparedness and response capability for all ship-source and mystery source pollution incidents in waters under Canadian Jurisdiction. To that end the Coast Guard implements a consistent approach for responding to marine pollution incidents in all regions of Canada.

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**Chapter 1 GENERAL SYSTEM CONCEPT**

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**1.08 Other Federal SAR Responsibilities**

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**Transportation Safety Board**

**1.08.5** The Transportation Safety Board of Canada (TSB) is an independent agency created by the *Canadian Transportation Accident Investigation and Safety Board Act*, which came into force on 29 March 1990. It reports directly to Parliament through the Leader of the Government in the House of Commons. Its mandate is to advance transportation safety through the investigation of occurrences, notably in the maritime and aeronautical modes of transportation.

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**1.08 Other Federal SAR Responsibilities**

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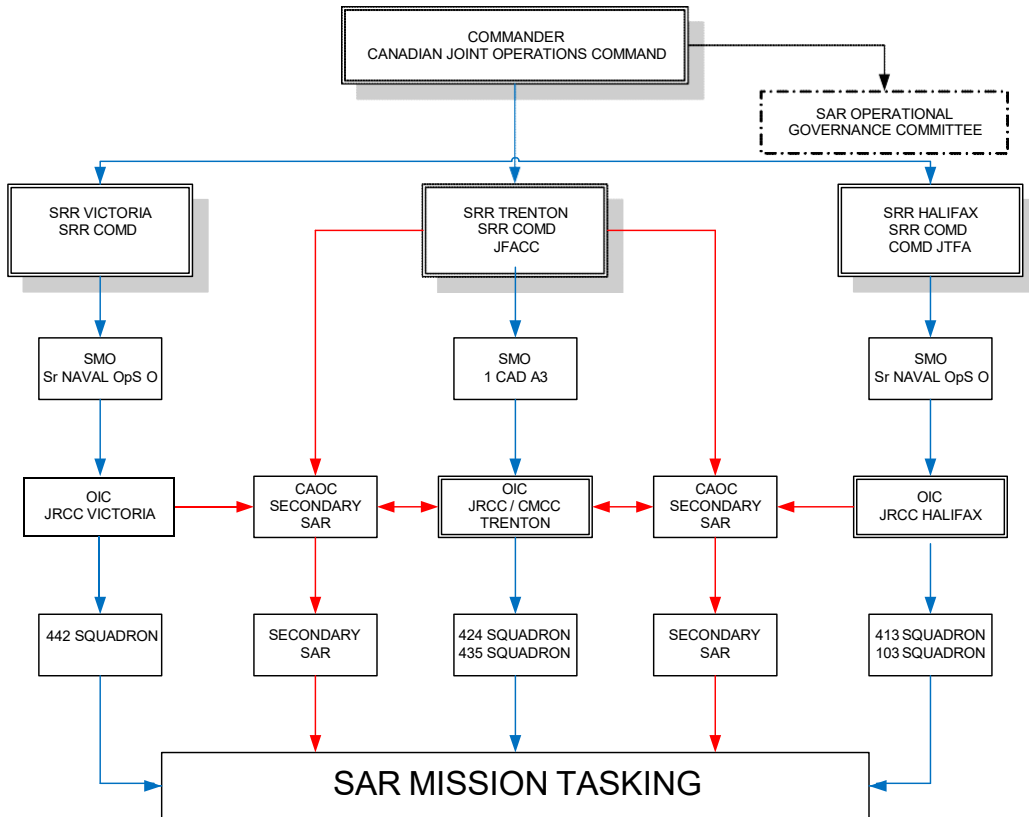
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**2.01 SAR Organization Charts**

**2.01.1 CAF SAR Management Structure**

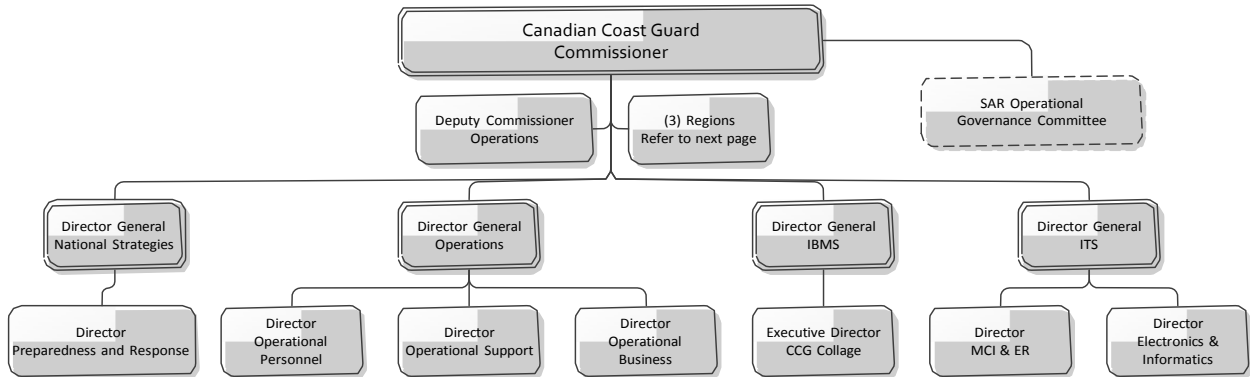


Primary SAR – Blue / Secondary SAR – Red (All RCAF Aircraft are Considered Secondary SAR Assets)

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**2.01 SAR Organization Charts**

**2.01.2 CCG SAR Management Structure** – The Canadian Coast Guard (CCG) is a Special Operating Agency within the Department of Fisheries and Oceans.



The 3 CCG regions are:  
Western, Central & Arctic and Atlantic

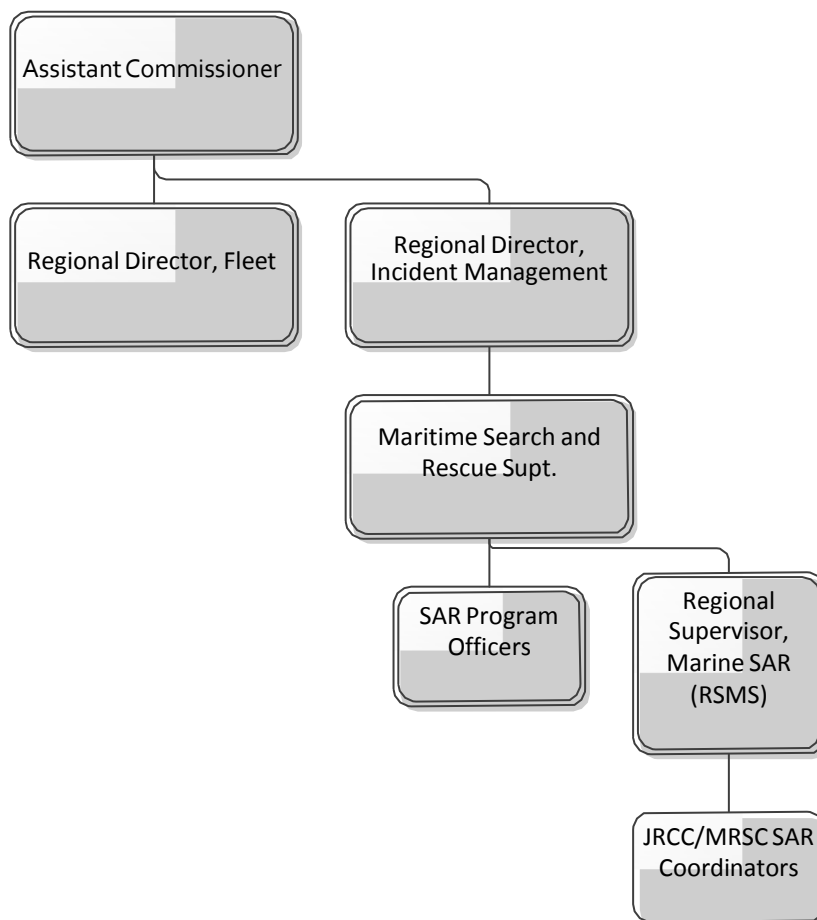
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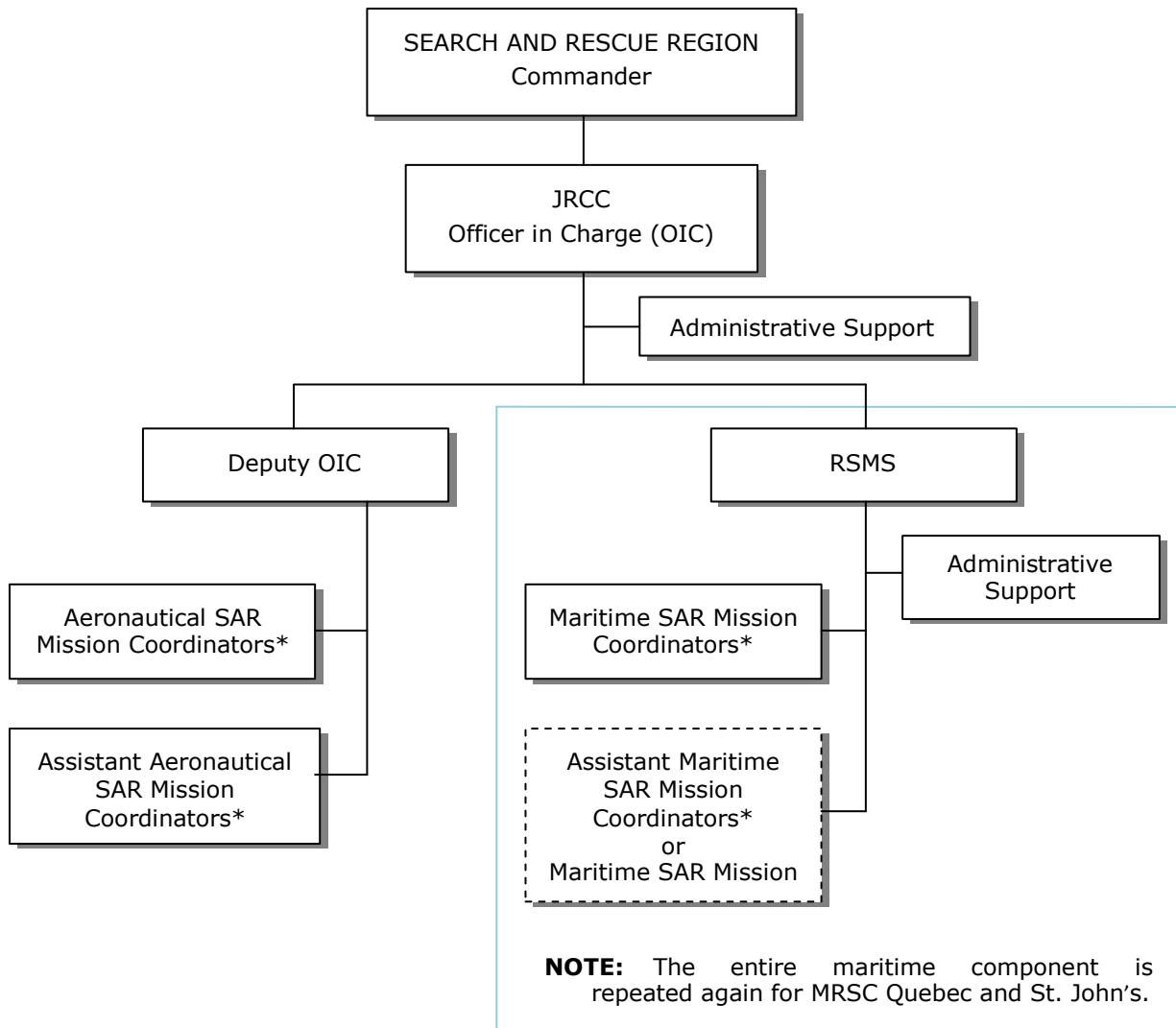


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\* Numbers vary depending on Centre.

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**CHIEF OF STAFF (COS) CJOC HQ**

**2.02.1** The CJOC HQ Chief of Staff (COS) - is a co-chair of the Federal Search and Rescue Operations Governance Committee (FSAROGC). The FSAROGC shall be the principal oversight body for the effective coordination of aeronautical and maritime SAR operations conducted by the Canadian Armed Forces and the Canadian Coast Guard as part of the federal component of the National SAR System.

**CJOC SAR**

**2.02.2** The Canadian Joint Operations Command Search and Rescue (CJOC SAR) staff is responsible to the Commander, CJOC, for:

- .1 the liaison with the Canadian Coast Guard (CCG), the National SAR Secretariat (NSS) and other agencies involved in the National SAR Program;
- .2 the development and promulgation of Operational CAF SAR policy in accordance with ministerial direction;
- .3 the liaison with the Regional Joint Task Forces Headquarters (HQs) on SAR matters;
- .4 the liaison with the 1 Canadian Air Division (1 Cdn Air Div) SSO SAR and the joint rescue coordination centres (JRCCs) on SAR operational and force generation issues;
- .5 the monitoring of major SAR operations;
- .6 the participation in the COSPAS-SARSAT Programme, in conjunction with 1 Cdn Air Div SSOSAR, NSS and the Canadian Mission Control Centre (CMCC);
- .7 the membership in the Interdepartmental Committee on Search and Rescue (ICSAR) Coordination Sub-Committee;
- .8 the provision of Canadian representation on operational level SAR working groups such as the International Civil Aviation Organization/International Maritime Organization (ICAO/IMO) Joint SAR Working Group;
- .9 the co-chairing with the CCG an annual coordination meeting of CAF and CCG HQ SAR staffs with the officers in charge and regional supervisor, maritime SAR, of the JRCCs and maritime rescue sub-centres, to resolve current operational SAR issues and prioritize the next year's program;
- .10 CJOC SAR in collaboration with the CCG will produce the annual Federal SAR Operations Governance Committee report;

- .11 SAR statistical reports to be incorporated into the annual Federal SAR Operations Governance Committee Report produced in collaboration with Canadian Coast Guard;
- .12 the processing of ministerial or other inquiries regarding CAF aspects of the Canadian SAR Program; and
- .13 the Office of Primary Interest duties regarding the *Major Aeronautical Disaster Operation (MAJAID) Plan*.

### **Directorate of Air Requirements**

**2.02.3** The Directorate Air Requirements staff is responsible to the Commander of the Royal Canadian Air Force (RCAF) for:

- .1 the coordination of equipment procurement and other requirements of the CAF SAR system;
- .2 the coordination of all CAF inputs to the New SAR Initiatives Fund; and
- .3 the monitoring of research and development for potential improvements in CAF SAR equipment.

### **Directorate of Air Readiness and Plans**

**2.02.4** The Directorate of Air Readiness and Plans staff is responsible to the Commander RCAF for:

- .1 the development and promulgation of Strategic CAF SAR policy in accordance with ministerial direction;
- .2 the processing of ministerial or other inquiries regarding CAF policy aspects of the Canadian SAR program;
- .3 the provision of information to other NDHQ staffs on matters concerning SAR;
- .4 the coordination of staff support to the Comd RCAF ICSAR representative;
- .5 the provision of Canadian representation for SAR policy matters at the System of Cooperation among the Air Forces of America (SICOFAA) and ICAO; and
- .6 Management of the CASARA and CASARA North program.

### **Senior Staff Officer SAR (SSO SAR)**

**2.02.5** The SSO SAR is responsible to the Commander, 1 Cdn Air Div, for:

- .1 the preparation and publishing of the CAF SAR operational procedures in accordance with current policy;



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**2.02 Canadian Armed Forces**

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- .2 the administration, standardization and determination of readiness levels of CAF SAR formations;
- .3 the operational readiness, by performing regular evaluations of CAF SAR units and facilities, including JRCCs;
- .4 SAR statistical reports to be incorporated into the annual Federal SAR Operations Governance Committee Report produced by CJOC SAR staff;
- .5 the liaison with the Civil Air Search and Rescue Association (CASARA), and the coordination of CASARA activities;
- .6 the provision of staff support to the Trenton SAR Region Commander;
- .7 the provision of operational guidance and support to the JRCCs and CMCC;
- .8 the processing of ministerial or other inquiries related to SAR operational and force generation matters;
- .9 the liaison with the North Atlantic Treaty Organization and the Air Standardization Coordinating Committee;
- .10 the preparation and delivery of the 1 Cdn Air Div Assistant Search master Course, and, in collaboration with the CCG, the coordination of the SAR Mission Coordinator Course;
- .11 the operational oversight of the SAR Mission Management System (SMMS) program;
- .12 in concert with DIMTPS, the development and management of short and long term life cycle management plans for the Canadian components of the COSPAS-SARSAT system, including the CMCC; and
- .13 the management and accountability of all SAR operational funding to the JRCCs through 1 Cdn Air Div business planning process

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### 2.02 Canadian Coast Guard

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#### Deputy Commissioner – Operations

**2.03.1** The Deputy Commissioner – Operations is the co-chair of the Federal Search and Rescue Operations Governance Committee. The Federal Search and Rescue (SAR) Operations Governance Committee shall be the principal oversight body for the effective coordination of aeronautical and maritime SAR operations conducted by the Canadian Coast Guard and the Canadian Armed Forces as part of the federal component of the National SAR System.

#### Director Preparedness and Response (National Strategies)

**2.03.2** The Director Preparedness and Response (National Strategies), sets national direction for emergency preparedness and response in line with Government of Canada strategies and policies on emergency management, and provides strategic oversight of the Environmental Response, maritime Search and Rescue, and Marine Communications and Traffic Services (i.e. the emergency response programs of the CCG). The authority and direction noted include

- .1 the CCG SAR policy, levels of service and performance standards;
- .2 the interface with and coordination of the Canadian Coast Guard Auxiliary's (CCGA) Contribution Agreement renewals;
- .3 the liaison with the National Search and Rescue Secretariat;
- .4 the liaison with and administration of the CCGA and its authorized activities;
- .5 the processing of ministerial or other inquiries regarding CCG aspects of the National SAR Program; and
- .6 the maintenance of international maritime SAR liaison through the International Maritime Organization and other international bodies;

#### Director Operational Support (Operations)

**2.03.3** The Director Incident Management (Operations) is responsible for translating the strategic and policy direction from CCG National Strategies into the delivery of CCG program directives through national operational oversight functions. The authority and direction noted include:

- .1 the co-chairing of an annual coordination meeting of CCG and Canadian Armed Forces (CAF) Headquarters (HQ) SAR staffs with the Officer in Charge (OIC) and Regional Supervisor, Maritime SAR (RSMS) of each joint rescue coordination centre (JRCC) and each maritime sub-centre (MRSC), to resolve current operational SAR Issues;

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- .2 the development and approval by appropriate authority of CCG operational SAR policy and operating standards;
- .3 establishing national operational policy and standards with respect to the training, exercising and delivery of the rescue specialist program and SAR services provided by the Canadian Coast Guard Auxiliary;
- .4 defining the equipment, craft types, infrastructure and other requirements of the maritime SAR system;
- .5 the provision of analysis of operational matters concerning maritime SAR;
- .6 the operational readiness, by development and participation in a National Exercise Program for CCG SAR units (SRUs) and facilities (including JRCCs and MRSCs);
- .7 the conduct and monitoring of research and development for potential improvements in CCG SAR equipment and procedures; and
- .8 the provision of technical and maritime expertise.

**Director Preparedness and Response (National Strategies) and the Director Operational Support (Operations)**

**2.03.4** The Director Preparedness and Response (National Strategies) and the Director Operational Support (Operations) are jointly responsible for:

- .1 the liaison with the CAF and other agencies involved in the National SAR Program;
- .2 the provision of support to the Interdepartmental Committee on Search and Rescue (ICSAR) concerning maritime SAR policy, standards, procedures, planning, resources and program effectiveness; and
- .3 the provision of staff assistance to ICSAR on maritime SAR interests.

**Director Operational Personnel (Operations)**

**2.03.5** The Director Operational Personnel (Operations) is responsible for:

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- .1 the development and maintenance of crewing profiles of CCG SRUs;
- .2 The development and maintenance of work descriptions, competency profile, qualification standards, training standards and training plans for CCG operational personnel involved in maritime SAR. CCG operational personnel includes rescue specialists and maritime SAR Mission Coordinators and other CCG staff working at JRCC and MRSC; and
- .3 analyze lessons learned from the SAR National Exercise Program to determine if amendments to competency profiles, qualifications standards and/or training intervention standards are required.

**Director Operational Business (Operations)**

**2.03.6** The Director Operational Business (Operations) is responsible for:

- .1 the coordination of all CCG inputs to the New SAR Initiative Fund; and
- .2 the management of financial aspects (payments) of the partnership agreement with the Canadian Coast Guard Auxiliary (CCGA).

**Director, Marine and Civil Infrastructure and Director, Electronics and Informatics**

**2.03.7** The Director, Marine and Civil Infrastructure and Director, Electronics and Informatics are responsible for providing adequate telecommunications and electronic facilities to support the detection of SAR incidents and coordination of distress communications in the Canadian area of responsibility (AOR).

**Assistant Commissioners**

**2.03.8** The Assistant Commissioners (ACs), CCG, are designated, on behalf of the Commissioner, as the senior officers responsible to effect, on a regional basis, in collaboration with the appropriate SAR Region (SRR) Commander, implementation of those CCG policies, standards and objectives designed to provide an effective SAR service to the maritime community. CCG ACs are responsible to the Commissioner to ensure, on a daily basis, the adequate provision and disposition of resources within their respective Regions in support of SAR operations.

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**2.03 Canadian Coast Guard**

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**Regional Directors, CCG Programs (or delegate)**

**2.03.9** The Regional Directors, Incident Management (RDIM) (or delegate) are responsible for planning, organizing, and directing the activities of the CCG maritime SAR program, and managing and coordinating the activities of the CCGA for their assigned geographical AOR. The RDIM (or delegate) are responsible to:

- .1 the SRR Commander, through the AC, CCG (or Regional Director, Incident Management), for:
  - .a providing expert maritime advice in matters of CCG policy and procedures concerning maritime SAR;
  - .b ensuring that qualified maritime SAR coordinators are selected and appointed in collaboration with the RSMS and the OIC of the appropriate JRCC(s);
  - .c selecting and appointing a qualified RSMS; and
  - .d ensuring provision of the JRCC/MRSC equipment for which CCG is responsible; and
- .2 the AC, CCG, for:
  - .a implementing CCG SAR policy and ensuring that CCG SAR procedures are followed;
  - .b maintaining liaison with the appropriate branches of CCG to ensure the best possible level of support to the SAR program;
  - .c evaluating effectiveness of SAR programs according to the National Exercise Program through training exercises, and determining the resource requirements;
  - .d developing and maintaining public information and communications programs;
  - .e establishing and maintaining liaison with relevant departments of federal and provincial governments and other groups, public or private, involved in maritime SAR and safety;
  - .f developing and maintaining liaison at an operational level with neighbouring foreign maritime SAR related agencies engaged in maritime SAR coordination;
  - .g the continuous monitoring of international distress and calling frequencies to detect distress situations and ensure speedy resolution of SAR incidents, including the operation of a network of very high

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frequency direction finding equipment to improve SAR response time and reduce associated costs; and

- .h the broadcasting of maritime safety information such as weather bulletins, ice information and notices to shipping concerning dangers to navigation by means of NAVTEX, Continuous Marine Broadcast and other electronic systems.

**Regional Directors, CCG Fleet (or delegate)**

**2.03.10** The Regional Directors, CCG Fleet (RDF) (or delegate) are responsible to the SRR Commander, through the AC, CCG, for:

- .a ensuring adequate deployment of CCG SRUs against current levels of SAR activity and trends; and
- .b ensuring that operationally ready maritime SRUs are available for tasking by the JRCC/MRSC.

**Regional Directors, Incident Management and Regional Directors, CCG Fleet (or delegate)**

**2.03.11** The Regional Directors, Incident Management and Regional Director, CCG Fleet (or their delegates) are responsible for:

- .a developing regional plans to ensure that CCG SAR levels of service, performance and operating standards are met;
- .b administering the maritime SAR program; and
- .c planning and monitoring the CCG maritime SAR coverage.

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**2.03 Canadian Coast Guard**

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### 2.04 Search and Rescue Regions

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#### Coordination of SAR Services

**2.04.1** As summarized in Cabinet Directives, the Canadian Armed Forces (CAF) has overall responsibility for the efficient operation of the coordinated aeronautical and maritime search and rescue (SAR) system. The statutory authority for the coordination of maritime SAR response is assigned to the Minister of Fisheries and Oceans by the *Oceans Act*. Under this authority, the Search and Rescue Region (SRR) Commanders have been designated as Search and Rescue Coordinators (SCs), in accordance with IAMSAR.

**NOTE:** Refer to *Annex 3 – Excerpts from the Oceans Act*

#### SRR Commander

**2.04.2** The SRR Commander is responsible to the Commander, Canadian Joint Operations Command, for:

- .1 authorizing the states of readiness of aeronautical primary SAR Squadrons (*Canada Command Letter 3385-1 [J3SAR] 23 Mar 2009*);

**NOTE:** Refer to *section 2.10 – Aeronautical SAR Squadrons*.

- .2 initiating and coordinating SAR operations, and authorizing the reduction of search operations;

**NOTE:** Refer to *CAMSAR II, section 8.01 – Reduction of Search Operations*.

- .3 formally appointing a searchmaster as required;
- .4 approving the use of CF SRUs for humanitarian incidents; and
- .5 establishing channels of communication to allow the expeditious flow of information between the SRR Commander and the Officer-in-Charge of the joint rescue coordination centre.

#### Senior Military Officer

**2.04.3** A senior military officer may be assigned specific duties and responsibilities by the SRR Commander in respect to the coordinated SAR system.

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**2.04 Search and Rescue Regions**

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**2.05 Joint Rescue Coordination Centres**

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**General**

**2.05.1** A joint rescue coordination centre (JRCC) is an agency established within each search and rescue (SAR) region (SRR) for the purposes of coordinating and controlling aeronautical and maritime SAR operations. In addition, JRCCs will coordinate SAR units (SRUs) response to humanitarian incidents in accordance with national and regional policy and directives. For this, a rescue centre requires:

- .1 trained staff, capable of controlling and coordinating operations;
- .2 a reference library;

<b>NOTE:</b> Refer to <i>section 5.04 – JRCC/MRSC SAR Documentation</i> .
---

- .3 a detailed plan formulating the basis of SAR operations;
- .4 specific plans to meet the SAR demands of the region;
- .5 communications equipment, which will ensure a timely alerting procedure and provide an efficient network for coordinating and monitoring SAR missions and facilities; and
- .6 installations and equipment for the efficient coordination and control of operations to include, as a minimum, wall charts, plotting tables, SAR Mission Management System (SMMS), Electronic monitors with VTMIS, VMS feeds, and other computer aids.

**2.05.2** Within the JRCCs, Canadian Armed Forces (CAF) personnel conduct the coordination and control of aeronautical SAR operations and Canadian Coast Guard (CCG) personnel conduct the coordination and control of maritime SAR operations, all functioning together as a team to ensure that response to distress incidents is coordinated effectively.

<b>NOTE:</b> Administrative procedures that affect or concern both the CAF and the CCG should be published under the joint authority of the Officer in Charge (OIC) of the JRCC and the Regional Supervisor, Maritime SAR (RSMS).
---

**Officer in Charge (OIC)**

**2.05.3** The OIC of a JRCC is responsible:

- .1 to the SRR Commander for:
  - .a coordinating, controlling and conducting SAR operations within the JRCCs SRR;

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**2.05 Joint Rescue Coordination Centres**

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- .b ensuring the effective operation of the coordinated SAR system;
- .c ensuring that the JRCC communications and other equipment is operational, and that appropriate authorities are notified of any deficiencies;
- .d advising on the adequacy and deployment of SRUs to meet operational requirements;
- .e assigning of priorities pertaining to the allocation of aeronautical SRUs, as and if required, in response to multiple and/or simultaneous SAR distress incidents; and delegating this task to a duty SAR coordinator to address those instances in which the OIC JRCC cannot be contacted;
- .f if deemed necessary, transferring or assuming control of a particular SAR incident to or from the maritime rescue sub-centre (MRSC), and delegating this task to a duty SAR coordinator to address those instances in which the OIC JRCC cannot be contacted;

**NOTE:** When deemed necessary, the OIC JRCC may assume control of any SAR incident. Assuming or transferring control of a SAR incident is a formal event and shall be done officially, in accordance with *CAMSAR II, section 2.04, paragraphs 2.04.23 to 2.04.25 – Transferring control of an incident.*

- .g approving requests from the MRSC to charter civilian resources if the accounting base of the JRCC will be held responsible for payment; and delegating this task to a duty SAR coordinator to address those instances in which the OIC JRCC cannot be contacted;
- .h recommending search reduction;
- .i certifying SAR Mission Coordinators (SMCs), in collaboration with the CCG RSMS;
- .j liaising with the RSMSs on the day-to-day operation and deployment of SRUs and on the participation and performance of the staff in the operation of the JRCC/MRSCs;
- .k liaising with the CCG Director, Maritime Services (DMS) (or delegate) on the operations interface between the JRCC and MRSCs, and on the deployment of CCG SRUs;
- .l establishing and maintaining liaison with relevant departments of federal and provincial governments and other groups, public or private, concerning SAR matters;

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### 2.05 Joint Rescue Coordination Centres

- .m coordinating SAR training exercises which involve more than one agency (when appropriate);
- .n coordinating the JRCC input to SAR educational programs, displays and visits within the SRR;
- .o approving all public information releases on aeronautical SAR services and all JRCC/MRSC coordinated SAR incidents;

**NOTE:** Refer to *section 5.05 – Access to Information*.

- .p providing staff assistance in SAR matters;
  - .q preparing reports, returns and records;
  - .r collecting and managing SAR incident statistical information; and
  - .s handling all CAF administrative matters pertaining to the JRCC; and
- .2 to the Commander, 1 Cdn Air Div, through SSO SAR, for:
- .a supervising CAF JRCC personnel; and
  - .b ensuring CAF JRCC personnel are adequately trained to standard and kept informed of current policy and procedures.

#### Regional Supervisor, Maritime SAR

**NOTE:** For the RSMS MRSC, refer to *section 2.06 – Maritime Rescue Sub-Centres*.

**2.05.4** The RSMS of a JRCC is the senior CCG officer assigned to a JRCC to ensure the continuing effectiveness of the maritime SAR system within the SRR, except for those SAR sub-regions (SRSSs) assigned to the MRSC. The RSMS JRCC is responsible:

- .1 to the SRR Commander, through the OIC JRCC, for:
  - .a coordinating, controlling and conducting maritime SAR operations within the JRCC's area of responsibility;
  - .b ensuring the effectiveness of SAR coordination and control duties performed by the CCG component of the JRCC;
  - .c providing expert advice on maritime SAR operations and their coordination for appropriate areas of the SRR;
  - .d providing the maritime expertise necessary to evaluate the adequacy and deployment of SRUs to meet maritime SAR requirements;

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**2.05 Joint Rescue Coordination Centres**

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- .e ensuring that the CCG communications and other equipment within the JRCC is operational and that appropriate CCG authorities are notified of any deficiencies or breakdowns of CCG equipment and communications networks;
  - .f making recommendations to the OIC JRCC on the selection and appointment of SMCs;
  - .g liaising with the OIC JRCC on the day-to-day participation and performance of staff in the operations of the JRCC;
  - .h liaising with the OIC JRCC on the day-to-day operation and deployment of SRUs;
  - .i ensuring that all relevant information pertaining to CCG SAR coordination and control activities in the JRCC are duly recorded in the official log and files designated;
  - .j in collaboration with the OIC JRCC, ensuring that all relevant SAR statistical data are recorded; and
  - .k preparing, in concert with the OIC JRCC, the recommendation for search reduction of maritime SAR operations; and
- .2 to the DMS, (or delegate) for:
- .a supervising JRCC CCG personnel and ensuring they are adequately trained to standard and kept informed of current policy and procedures;
  - .b monitoring the operations of maritime SRUs and prosecution of maritime SAR incidents within the SRR, except for SRSs under MRSC responsibility, and making recommendations designed to achieve improved effectiveness and efficiency;
  - .c making recommendations on the optimum deployment of maritime SRUs for SAR purposes, taking into account the cyclical nature of certain maritime activities;
  - .d ensuring the efficient management, administration, supervision, training and effective performance of the CCG component of the JRCC;
  - .e handling all CCG administrative matters pertaining to the JRCC, including collecting maritime SAR incident statistical information and program management information;
  - .f coordinating the JRCC maritime input into SAR education programs, displays and visits within the CCG Region; and

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**2.05 Joint Rescue Coordination Centres**

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- .g reporting on the general effectiveness of CCG participation in JRCC activities and on purely CCG matters.

**Deputy OIC**

**2.05.5** The duties of the Deputy OIC of a JRCC include:

- .1 acting as OIC JRCC in his/her absence; and
- .2 fulfilling duties as duty aeronautical SAR Mission Coordinator when so employed.

**Aeronautical SAR Mission Coordinator**

**2.05.6** The duty Aeronautical SAR Mission Coordinator of a JRCC is responsible to the OIC JRCC for:

- .1 acting as an SMC by planning, coordinating, controlling and directing the response to aeronautical SAR incidents;
- .2 tasking primary aeronautical SRUs and initiating requests for secondary aeronautical SRUs and other SRUs, as appropriate;
- .3 appointing an on-scene coordinator (OSC) and/or an aircraft coordinator when appropriate and, where necessary, recommending the deployment of an SMC to a location near the incident;
- .4 tasking and coordinating aircraft in support of maritime incidents as requested by the SMC;
- .5 assisting the maritime SAR Mission Coordinator or other SMC as necessary;
- .6 updating logs and case files with pertinent data in a neat, timely, and accurate manner;
- .7 ensuring that all releases to the press or other public agencies are approved by the OIC JRCC in accordance with standard operating procedures (SOPs);
- .8 processing a search reduction recommendation; and
- .9 performing other duties as may be assigned by an SMC or the OIC JRCC.

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## Chapter 2 SYSTEM COMPONENTS

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### 2.05 Joint Rescue Coordination Centres

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#### Maritime SAR Mission Coordinator

**2.05.7** The duty Maritime SAR Mission Coordinator of a JRCC is responsible to the OIC JRCC, through the RSMS of the JRCC for the following:

- .1 acting as SMC by planning, coordinating, controlling and directing the response to maritime SAR incidents;
- .2 tasking primary and secondary maritime SRUs and initiating requests for other SRUs, as required;
- .3 appointing an OSC when appropriate;
- .4 where necessary, tasking and coordinating maritime SRUs in support of aeronautical incidents;
- .5 assisting the aeronautical SAR Mission Coordinator or other SMC as necessary;
- .6 updating logs and case files with pertinent data in a neat, timely, and accurate manner;
- .7 ensuring that all releases related to a SAR incident, to the press or other public agencies, are approved by the OIC JRCC in accordance with SOPs;
- .8 processing a search reduction recommendation; and
- .9 performing other duties as may be assigned by an SMC, the OIC JRCC or the RSMS.

#### Assistant Aeronautical SAR Mission Coordinator

**2.05.8** The Assistant Aeronautical SAR Mission Coordinator of a JRCC is responsible to the OIC JRCC, through the duty aeronautical SAR Mission coordinator, for:

- .1 assisting the duty SAR Mission Coordinators in SAR operations;
- .2 ensuring that the duty SAR Mission Coordinators are kept aware of any actions taken in conjunction with SAR operations;
- .3 updating logs and case files with pertinent data in a neat, timely, and accurate manner; and
- .4 performing other duties as may be assigned.



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**Chapter 2 SYSTEM COMPONENTS**

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**2.05 Joint Rescue Coordination Centres**

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**Assistant Maritime SAR Mission Coordinator**

**2.05.9** The Assistant Maritime SAR Mission Coordinator of a JRCC is responsible to the OIC and the RSMS of the JRCC, through the duty maritime SAR Mission Coordinator, for:

- .1 assisting the duty maritime SAR Mission Coordinator in SAR operations;
- .2 ensuring that the duty SAR Mission Coordinators are kept aware of any actions taken in conjunction with SAR operations;
- .3 updating logs and case files with pertinent data in a neat, timely, and accurate manner; and
- .4 performing other duties and projects as may be assigned.

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**Chapter 2    SYSTEM COMPONENTS**

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**2.05    Joint Rescue Coordination Centres**

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### 2.06 Maritime Rescue Sub-Centre

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#### General

**2.06.1** The Quebec and St. John's maritime rescue sub-centre (MRSCs) exists to enable SAR coordination.

**2.06.2** SAR coordination functions under the authority of the SRR Commander through the joint rescue coordination centre (JRCC). The MRSC must also keep the Assistant Commissioner, Canadian Coast Guard (CCG), informed of activities.

**2.06.3** The responsibilities of an MRSC are similar to those of a JRCC, but on a smaller scale. MRSCs normally coordinate, conduct and control response to maritime SAR incidents which occur within their SRS. They also coordinate maritime SAR units (SRUs) response to humanitarian incidents in their SRS, in accordance with national and regional policy and directives.

<p><b>NOTE:</b> The JRCC aeronautical SAR coordinator must perform the tasking of Canadian Armed Forces (CAF) aeronautical facilities and the coordination of all other aeronautical facilities involved in SAR operations.</p>
---

<p><b>NOTE:</b> Refer to <i>section 2.05 – Joint Rescue Coordination Centres, paragraph 2.05.1</i>, for the MRSC operational requirements.</p>
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#### Regional Supervisor, Maritime SAR

<p><b>NOTE:</b> For the RSMS JRCC, refer to <i>section 2.05 – Joint Rescue Coordination Centres</i>.</p>
--

**2.06.4** The Regional Supervisor, Maritime SAR, (RSMS) of the MRSC is the senior CCG officer assigned to the MRSC to ensure the continuing effectiveness of the maritime SAR system within the SRS. The RSMS is responsible to:

- .1 the SRR Commander, through the Officer in Charge (OIC) of the JRCC, for:
  - .a coordinating, controlling and conducting maritime SAR operations within the MRSC's area of responsibility;
  - .b ensuring the effectiveness of SAR coordination and control duties performed by the personnel of the MRSC;
  - .c providing expert advice on maritime SAR operations and their coordination for the appropriate areas of the SRS;
  - .d providing the maritime expertise necessary to evaluate the adequacy and deployment of SRUs to meet maritime SAR requirements;

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**2.06 Maritime Rescue Sub-Centre**

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- .e ensuring that the MRSC communications and other equipment is operational, and that appropriate authorities are notified of any deficiencies;
  - .f making recommendations to the OIC JRCC on the selection and appointment of SAR Mission Coordinators (SMCs);
  - .g liaising with the OIC of the parent JRCC(s) on the day-to-day operations interface between the MRSC and JRCC;
  - .h liaising with the OIC of the parent JRCC(s) on the day-to-day operation and deployment of CAF SRUs;
  - .i ensuring that all relevant information pertaining to CCG SAR coordination and control activities in the MRSC are duly recorded in official log books and files designated;
  - .j in collaboration with the OIC of the parent JRCC(s), ensuring that all relevant SAR statistical data are recorded;
  - .k ensuring that all releases to the press or other public agencies are approved by the OIC JRCC in accordance with standard operating procedures (SOPs); and
  - .l preparing, in concert with the OIC JRCC, the recommendation for search reduction of SAR operations; and
- .2 the Director, Maritime Services, (or delegate) for:
- .a supervising MRSC personnel and ensuring they are adequately trained to standard and kept informed of current policy and procedures;
  - .b monitoring the operations of SRUs and prosecution of maritime SAR incidents within the SRS and making recommendations designed to achieve improved effectiveness and efficiency;
  - .c making recommendations on the optimum deployment of maritime SRUs for SAR purposes within the SRS, taking into account the cyclical nature of certain maritime activities;
  - .d ensuring the efficient management, administration, supervision, training and effective performance of the MRSC;
  - .e handling all CCG administrative matters pertaining to the MRSC, including collecting maritime SAR incident statistical information and program management information;
  - .f coordinating the MRSC input into SAR education programs, displays and visits within the CCG Region; and

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**2.06 Maritime Rescue Sub-Centre**

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- .g reporting on the general effectiveness of MRSC activities and on purely CCG matters.

**Maritime SAR Mission Coordinator**

**2.06.5** The duty Maritime SAR Mission Coordinator of an MRSC is responsible to the OIC JRCC, through the RSMS MRSC when applicable, for:

- .1 acting as SMC by planning, coordinating, controlling and directing the response to maritime SAR incidents;
- .2 tasking primary and secondary maritime SRUs and initiating requests for other units, as required;
- .3 appointing an on-scene coordinator when appropriate and, where necessary, recommending the deployment of an SMC to a location near the incident;
- .4 where necessary, tasking and coordinating maritime SRUs in support of aeronautical incidents;
- .5 assisting the aeronautical SAR coordinator or other SMC as required;
- .6 updating logs and case files with pertinent data in a neat, timely, and accurate manner;
- .7 ensuring the JRCC is kept fully informed of all MRSC SAR activities and recommending that the JRCC assume control of particular SAR incidents;

<p><b>NOTE:</b> Assuming or transferring control of a SAR incident is to be considered a formal action and is to be completed in conjunction with the communications procedures described in <i>CAMSAR II, section 2.04 – Mission Coordination Communications</i>.</p>
--

- .8 providing local expertise and assistance to the JRCC or the deployed SMC, when any of these have taken over control of the response to a particular SAR incident;
- .9 ensuring that all SAR incident related releases, to the press or other public agencies, are approved by the OIC JRCC in accordance with SOP;
- .10 processing a search reduction recommendation; and
- .11 performing other duties as may be assigned by an SMC, OIC JRCC or the RSMS.

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**2.06 Maritime Rescue Sub-Centre**

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**Assistant Maritime SAR Coordinator**

**2.06.6** The Assistant Maritime SAR Coordinator of an MRSC is responsible to the OIC JRCC and the RSMS MRSC, through the duty maritime SAR coordinator, for:

- .1 assisting the duty maritime SAR coordinator in SAR operations;
- .2 ensuring that the duty SAR coordinators are kept aware of any actions taken in conjunction with SAR operations;
- .3 updating logs and case files with pertinent data in a neat, timely, and accurate manner; and
- .4 performing other duties and projects as may be assigned.

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**Chapter 2 SYSTEM COMPONENTS**

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**2.07 Canadian Mission Control Centre**

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**General**

**2.07.1** The Canadian Mission Control Centre (CMCC) is the focal point in Canada for the receipt of distress beacon messages from national and international sources, the operator of the Canadian Beacon Registry (CBR) and the information technology (IT) and communications support centre for SARNet. In addition, as required by COSPAS-SARSAT, CMCC maintains the capability to provide Mission Control Centre (MCC) services to the United States as a backup to their own MCC. To retain, analyze and distribute alerts and beacon registration data and to maintain the associated SARNet information technology network infrastructure, CMCC requires:

- .1 trained staff, capable of controlling, coordinating and conducting operations;
- .2 trained technicians to develop and maintain the numerous required communications networks;
- .3 trained staff capable of administering the Canadian Beacon Registry (CBR);
- .4 detailed procedures and computer software for the collection and dissemination of distress data;
- .5 communications equipment, which will ensure a timely alerting procedure to joint rescue coordination centres (JRCCs), the maritime rescue sub-centres (MRSCs), other mission control centres (MCCs) and Provincial/Territorial SAR authorities; and
- .6 a customized website and database accessible by the general public, the military and SAR services for the effective operation of the CBR.

**Officer in Charge**

**2.07.2** The OIC CMCC is also in charge of the Search and Rescue Network Operations Control Centre (SARNOCC) and the CBR office. The OIC CMCC is responsible to the Commander, 1 Canadian Air Division, through SSO SAR, for:

- .1 managing and administering CMCC;
- .2 ensuring the effective operation of the Canadian COSPAS-SARSAT ground segment, including local user terminals (LUTs), the CMCC and the related communications interfaces;
- .3 ensuring, through SARNOCC, the effective operation of the SMMS;
- .4 advising SSO SAR, CJOC SAR, and the National Search and Rescue Secretariat (NSS) on policy, operational and technical matters which may affect the Canadian COSPAS-SARSAT ground segment;

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**2.07 Canadian Mission Control Centre**

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- .5 establishing and maintaining liaison with relevant departments of federal and provincial governments and other public or private groups concerning COSPAS-SARSAT matters;
- .6 acting as the SAR Point of Contact (SPOC) for Canada with regard to operational and technical matters pursuant to the COSPAS-SARSAT system;
- .7 providing trained staff and material supplies to support 24/7 operations;
- .8 distributing operational SAR data to Canadian JRCCs/MRSCs, provincial points of contact for SAR and other MCCs in accordance with national and international agreements;
- .9 providing data analysis to support Canadian JRCCs/MRSCs on specific cases;
- .10 serving as a member of the Canadian delegation to COSPAS-SARSAT at international meetings;
- .11 maintaining, as per COSPAS-SARSAT documentation, mutual backup capability with the United States Mission Control Centre (USMCC);
- .12 providing staff to facilitate SAR training courses;
- .13 providing staff to facilitate deployed SAR operations or exercises;
- .14 Collecting and managing SAR incident statistical information; and
- .15 identifying problems.

**Deputy OIC CMCC**

**2.07.3** The Deputy OIC CMCC is responsible to the OIC CMCC for:

- .1 in his absence, the completion of the OIC CMCC duties;
- .2 assisting the OIC with the general operations of CMCC, including management, administration and monitoring of leave;
- .3 monitoring and the administration of the unit budget and the coordination of the yearly Business Plan;
- .4 as required, representing Canada at national and international meetings;
- .5 preparing the unit Annual Historical Report;
- .6 having signing authority in accordance with *sections 32 and 34 of the Financial Administration Act (FAA)*;



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**2.07 Canadian Mission Control Centre**

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- .7 coordinating updates to unit SOPs; and
- .8 performing other duties as assigned by the OIC CMCC.

**Chief Operator**

**2.07.4** The CMCC Chief Operator is responsible to the OIC CMCC for:

- .1 the general operations of the MCC, including the managing, administration and readiness of the MCC section;
- .2 generating the MCC Duty Operator schedule ensuring there is always a qualified operator designated as Duty Operator;
- .3 ensuring operational records are properly maintained;
- .4 ensuring the timely distribution of distress data to Canadian JRCCs, provincial points of contact for SAR and other MCCs in accordance with established national and international procedures;
- .5 coordinating and reporting on upgrades, tests, and maintenance of all operational portions of the Canadian COSPAS-SARSAT ground segment, including local user terminals (LUTs), the MCC, the backup MCC site and the related communications interfaces;
- .6 representing Canada's interests at national and international meetings;
- .7 assigning secondary duties to the section members as appropriate;
- .8 having signing authority in accordance with sections 32 and 34 of the Financial Administration Act (FAA); and
- .9 performing other duties as assigned by the OIC or D/OIC CMC.

**CMCC Duty Operator**

**2.07.5** The Duty Operator of the CMCC is responsible to the OIC CMCC, through the Chief Operator, for:

- .1 monitoring the status of the LUTs, CMCC communications and satellite tracking schedule, and taking corrective actions as applicable;

- .2 ensuring operational distress beacon information is distributed to the JRCCs/MRSCs, provincial points of contact (POC) for SAR and other MCCs in a timely manner;
- .3 conducting detailed analysis of all Canadian alerts and briefing the appropriate JRCC, MCC, and/or provincial/territorial POC as applicable;
- .4 performing all duties as outlined in the CMCC Operator's Checklist;
- .5 conducting CMCC tour briefings, course lectures and course directing staff duties when assigned; and
- .6 performing other duties as assigned by the OIC CMCC or the Chief Operator.

### **CMCC Systems Officer**

**2.07.6** The CMCC Systems Officer is responsible to the OIC CMCC for:

- .1 the managing, administration and readiness of the IT tech-support section: SAR Network Operations Control Centre (SARNOCC);
- .2 managing and administering SMMS and all the IT network connections and all of the components required to support the National SAR Program and objectives;
- .3 managing and administering the CMCC ground segment of the SMMS network to include the CMCC Operations Control Centre (OCC), all LUTs, and any agencies connected to the SAR IT network;
- .4 the operation and administration of the SARNet IT network including user accounts, coordination of upgrades, maintenance and outages, regular backups of operational data and other functions;
- .5 managing the Information Systems Security Officer for the SMMS system;
- .6 performing, in conjunction with the Functional Application Systems Manager (FASM) and the Life Cycle Applications Manager (LCAM) the duties and responsibilities of Life Cycle Material Manager (LCMM) for the SMMS system;
- .7 ensuring the CMCC and JRCC emergency deployment kit software and hardware are kept current and functional;
- .8 representing Canada's interests at national and international meetings;
- .9 having signing authority in accordance with sections 32 and 34 of the FAA; and
- .10 performing other duties as assigned by the OIC CMCC.

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### 2.07 Canadian Mission Control Centre

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#### Canadian Beacon Registry

**2.07.7** The Canadian Beacon Registry is an integral part of COSPAS-SARSAT, the search and rescue satellite system designed to provide distress alert and location data to search and rescue authorities. The Canadian Beacon Registry is co-located with the Canadian Mission Control Centre (CMCC) at Trenton, for use by responders in search and rescue operations.

**2.07.8** When a 406 MHz emergency beacon signal is received, search and rescue authorities at CMCC can retrieve information from the CBR database. This includes beacon owner contact information, emergency contact information, and vessel/aircraft identifying characteristics and equipment. Having this information allows search and rescue services to respond appropriately.

#### CBR Manager

**2.07.9** The CBR Manager is responsible to the OIC CMCC for:

- .1 management and administration of the Canadian Beacon Registry staff;
- .2 operation of the CBR databases and websites, including both the military and civilian databases to ensure maximum registration rates;
- .3 ensuring access to the CBR database by beacon owners through all applicable means including an online website, telephone, postal mail and utilizing these access methods facilitate maximum registration rates;
- .4 liaising with the senior CMCC staff, NSS, and other departments regarding the operation of the CBR databases;
- .5 contacting manufacturers and sales agents for the various beacon types to correct and/or apply any necessary changes or developments as they arise;
- .6 producing all CBR reports as requested;
- .7 representing the CBR at meetings and conferences;
- .8 maintaining industry awareness to keep abreast of the latest developments in beacon technology that impact CBR operations;
- .9 implementing methods, techniques and procedures to maximize registration;
- .10 preparing materials, conducting training of CBR staff and conducting outreach presentations and events; and

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**2.07 Canadian Mission Control Centre**

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.11 performing other duties as assigned by the OIC or D/OIC CMCC.

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**Chapter 2 SYSTEM COMPONENTS**

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**2.08 Alerting Post/  
Canadian Point of Contact for Maritime SAR**

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**Alerting Post**

**2.08.1** In Canada, JRCC Halifax is the designated alerting post for notification of maritime search and rescue (SAR) incidents originating seaward of the Newfoundland and Labrador coasts.

**Canadian Point of Contact for Maritime SAR**

**2.08.2** JRCC Halifax has been designated as the “Canadian Point of Contact for Maritime SAR” for the International community. This means that JRCC Halifax guarantees assistance on request to foreign rescue coordination centres coordinating SAR measures for Canadian vessels in foreign waters.

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**2.08    Alerting Post/  
Canadian Point of Contact for Maritime SAR**

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**2.09 SAR Mission Coordinator/Searchmaster**

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**SAR Mission Coordinator SMC**

**2.09.1** A search and rescue (SAR) mission coordinator (SMC) is appointed or assumes control under the authority of the SAR Region (SRR) Commander, in response to each unique SAR incident. The SMC is responsible to the SRR Commander through the Officer in Charge (OIC) of the joint rescue coordination centre (JRCC) and, for maritime incidents, through the Regional Supervisor, Maritime SAR, (RSMS). The SMC will normally control and coordinate the mission from within the JRCC or the maritime rescue sub-centre (MRSC).

**2.09.2 Assistants** – One or more qualified assistant SMCs may also be appointed to assist the SMC.

**Search Master SM**

**2.09.3** In the Canadian context, a Canadian Armed Forces (CAF) Searchmaster (SM) is an officer appointed as the SMC of an extended aeronautical SAR incident. The SM normally operates from a deployed search headquarters (SHQ).

**2.09.4 Assistants** – Assistant SMs (ASMs) may be deployed in support of a search HQ. ASMs shall assist in the conduct of the search as directed by the SM. Normally, a maritime SAR Mission Coordinator should be included as one of the ASMs where, during an aeronautical search, a portion of the missing aircraft's route occurred over water.

**2.09.5 Detachment Commander** – In SAR operations requiring the deployment of a search HQ, the appointment of a detachment commander may be required. The Detachment Commander is a senior officer normally appointed by the commanding officer of the primary SAR squadron first tasked on the case. The Detachment Commander is responsible to the SM for all administrative, disciplinary and other matters as detailed in the *CAF Searchmaster Handbook*.

**Duties of the SMC/SM**

<b>NOTE:</b> The duties of these temporary positions are defined in the <i>IAMSAR Manual, Volume II, paragraph 1.2.3</i> , and in the <i>CAF Searchmaster Handbook</i> .
--

**2.09.6** Further duties include but are not limited to:

- .1 ensuring that the MRSC is kept informed of the progress of incidents it initially coordinated;
- .2 advising the OIC JRCC and, in the case of a maritime incident, the RSMS, of significant incidents, in accordance with local procedure; and
- .3 ensuring that all releases to the media or other public agencies are approved by the OIC JRCC, in accordance with standard operating procedures.

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**2.09        SAR Mission Coordinator/Searchmaster**

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## Chapter 2 SYSTEM COMPONENTS

### 2.10 Aeronautical SAR Squadrons

#### State of Readiness

**2.10.1 Primary SAR Squadrons** – The Search and Rescue (SAR) Region (SRR) Commander has operational control of the primary SAR standby aircraft and is the approving authority for states of readiness of aeronautical primary Squadrons.

**NOTE:** All Canadian Armed Forces (CAF) aircraft are subject to recall to meet SAR requirements.

**2.10.2** SAR crews shall respond immediately to all SAR taskings and SAR aircraft shall be airborne as soon as safely possible.

**2.10.3** Primary SAR Readiness Posture – Unless otherwise directed by Comd CJOC, requested by the SRR Comd IAW para 2.10.8, or requested by a Squadron CO and approved by the SRR Comd IAW para 2.10.7 (i.e. by SAR Directive or message traffic), primary SAR Squadrons shall hold a Normal Standby Posture.

**2.10.4** Secondary SAR Readiness Posture: IAW SOODO, Annex H, RP12 readiness posture shall apply to designated CAF aircraft and crews capable of responding to a SAR mission and becoming airborne within 12 hours of notification of a tasking. Once TACON is passed to the JRCC from the CAOC, the readiness posture will be according to what the secondary SAR aircraft can provide within approved operations and training limitations.

**2.10.5** The minimum aircraft state of readiness for each rescue squadron shall be:

103 Search and Rescue Squadron, Gander, Newfoundland and Labrador	➤ 1 Rotary Wing
413 Transport and Rescue Squadron, Greenwood, Nova Scotia	➤ 1 Fixed Wing + 1 Rotary Wing
424 Transport and Rescue Squadron, Trenton, Ontario	➤ 1 Fixed Wing + 1 Rotary Wing
435 Transport and Rescue Squadron, Winnipeg, Manitoba	➤ 1 Fixed Wing
442 Transport and Rescue Squadron, Comox, British Columbia	➤ 1 Fixed Wing + 1 Rotary Wing

**2.10.6** When a SAR aircraft is deployed on a SAR operation, the minimum state of readiness for that type of aircraft is waived for the applicable squadron until the aircraft returns to home base. However, should another incident occur which requires the urgent deployment of additional SAR units (SRUs), the commanding officer of the squadron

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**2.10 Aeronautical SAR Squadrons**

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concerned shall make every effort to provide the necessary aircraft and crews. Similarly, if the SAR deployment is for a protracted period or in a location that significantly inhibits the SRR Commander's response capability, then every reasonable effort shall be made to provide a viable SAR coverage until the normal posture is restored.

**2.10.7** Approval from the SRR Commander must be obtained for any other planned changes to normal SAR readiness posture and/or degradation of the minimum aircraft state of readiness.

**2.10.8** For the purpose of optimizing SAR responsiveness, SRR Commanders shall periodically review SAR incident data for their regions. SRR Commanders have the authority to realign SAR readiness postures so that they coincide with periods of greatest SAR activity. RP30 readiness posture shall normally be 40 hours per week. RP30 readiness posture beyond 40 hours per week will require Comd 1 Canadian Air Division approval.

**Royal Family, Governor General and Prime Minister Flights**

**2.10.9** For Royal Family, Governor General and Prime Minister flights, the appropriate SAR authorities shall be notified by the Canadian Forces Integrated Command Centre and the following posture shall be maintained by SAR aircraft:

- .1 **Domestic and Oceanic Flights** – Normal standby posture (30-minutes standby during work hours and 2-hours standby during quiet hours and statutory holidays).
- .2 **Flights North of 60°N** – Winnipeg CC130 to maintain 30-minutes standby while the VIP aircraft is airborne and north of 60°N.

**Duckbutt**

**2.10.10** The CAF has periodic requirements for SAR aircraft to orbit certain positions or fly along specified routes in support of military operations. This airborne escort service is called "Duckbutt".

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**Chapter 2 SYSTEM COMPONENTS**

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**2.11 Maritime SAR Units**

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**State of Readiness**

**2.11.1 Primary SRUs** – Canadian Coast Guard (CCG) primary search and rescue (SAR) units (SRUs), when underway, shall be capable of responding to SAR taskings immediately or shall otherwise maintain a 30-minute standby posture.

**2.11.2** Chartered vessels shall be on similar standby unless specified otherwise in their charter-party agreements.

**2.11.3** The commanding officer of an SRU referred to above shall inform the appropriate joint rescue coordination centre/maritime rescue sub-centre of any change in the unit's state of readiness as may be caused by a reduction in its efficiency or capability. In order to preserve the availability of SAR capability as much as possible, the affected SRU may continue SAR activities upon initial approval by the Director, Maritime Services (or delegate). However, if the SRU is expected to remain affected over a prolonged period, its retention on SAR duties shall be subject to approval by the Regional Superintendent SAR, CCG.

**Assistance to other CCG Programs**

**2.11.4** Subject to SAR priorities, Regional Supervisors, Maritime SAR, shall facilitate the use of CCG primary SRUs to support other CCG programs within their patrol area.

**2.11.5** The Inshore Rescue Boat (IRB) program runs typically from May long weekend to Labour Day and are strategically located in high traffic areas in each region. Details of locations and crew are maintained at each JRCC.

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**2.11 Maritime SAR Units**

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**2.12 Ground Search Parties**

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**Civilian Ground Search Teams**

**2.12.1** Civilian ground search teams may be available through the Royal Canadian Mounted Police, provincial police forces or provincial emergency response organizations.

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**2.12 Ground Search Parties**

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**2.13 Civilian Associations**

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**NOTE:** Procedures pertaining to the hiring, use and carriage of civilians are detailed in *CAMSAR II, section 1.04 – Civilian Agencies and Volunteers*.

**CASARA**

**2.13.1** The Canadian Armed Forces (CAF) assist in the training of the Civil Air Search and Rescue Association (CASARA) volunteers and the operational evaluation of certified members on a regular basis.

**2.13.2 SERABEC** – In the Province of Quebec, the CASARA branch is designated by the acronym SERABEC, for “Sauvetage et recherche aériens du Québec”.

**CCGA**

**2.13.3** The Canadian Coast Guard Auxiliary (CCGA) have contractual agreements to provide members/vessels to augment the existing Canadian Coast Guard (CCG) search and rescue (SAR) capability in SAR operations and to assist the CCG in delivering the National SAR Program.

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**2.13 Civilian Associations**

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## **Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION AND EXERCISES**

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**OIC**

**Deputy OIC**

**Aeronautical SAR Coordinator Assistant**

**Aeronautical SAR Coordinator**

**RSMS**

**Maritime SAR Coordinator Assistant**

**Maritime SAR Coordinator**

**MSSO**

#### **3.02 CMCC/SARNOCC SAR Personnel Qualifications**

**OIC**

**Deputy OIC**

**Duty Operator**

**Systems Officer**

#### **3.03 SMC and SM Qualifications**

**SMC**

**SM**

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**Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION  
AND EXERCISES**

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## Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION AND EXERCISES

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### 3.01 JRCC/MRSC SAR Personnel Qualifications

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#### OIC

**3.01.1** The Officer in Charge (OIC) of a joint rescue coordination centre (JRCC) shall be a 1 Canadian Air Division (1 Cdn Air Div) search and rescue (SAR) pilot or air combat systems officer (ACSO).

**3.01.2** Qualifications shall include the successful completion of the:

- .1 Assistant Searchmaster (ASM) course; and
- .2 SAR Mission Coordinator (SMC) course.

#### Deputy OIC

**3.01.3** The Deputy OIC JRCC shall be a qualified aeronautical SAR Mission Coordinator.

#### Aeronautical SAR Coordinator

**3.01.4** A duty Aeronautical SAR Mission Coordinator of a JRCC shall be a 1 Cdn Air Div SAR pilot or ACSO.

**3.01.5** To certify, candidates require successful completion of the:

- .1 ASM course;
- .2 SMC course; and
- .3 applicable unit on-job-training (OJT).

**3.01.6** The following courses should also be attended and completed successfully:

- .1 Maritime Search Planning (MSP) course; and
- .2 SAR Mobile Facilities/On-scene Coordinator (SMF/OSC) course

<p><b>NOTE:</b> The 1 Cdn Air Div SSOSAR and the appropriate SAR Region (SRR) Commander must approve any exception to the above qualification requirements.</p>
---

#### Assistant Aeronautical SAR Coordinator

**3.01.7** An Assistant Aeronautical SAR Mission Coordinator of a JRCC shall be either an aerospace control operator or a SAR Technician.

**3.01.8** To certify, candidates require successful completion of the applicable unit OJT.

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**Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION  
AND EXERCISES**

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**3.01 JRCC/MRSC SAR Personnel Qualifications**

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**NOTE:** The OIC of the applicable JRCC must approve any exception to the assistant aeronautical SAR coordinator qualification requirements.

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## Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION AND EXERCISES

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### 3.01 JRCC/MRSC SAR Personnel Qualifications

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#### RSMS

**3.01.9** The Regional Supervisor, Maritime SAR (RSMS) of a JRCC/maritime rescue sub-centre (MRSC) shall be an experienced maritime SAR Mission Coordinator.

#### Maritime SAR Mission Coordinator

**3.01.10** A duty Maritime SAR Mission Coordinator of a JRCC/MRSC shall meet the essential qualifications as defined in the national Statement of Merit Criteria. This would encompass all essential qualifications including language profile, education, certification and experience required. To certify, candidates require successful completion of the:

- .1 SMF/OSC course;
- .2 MSP course;
- .3 SMC course; and
- .4 applicable unit OJT.

**3.01.11** The ASM course should also be attended and completed successfully.

<p><b>NOTE:</b> The Director General, Operations and the appropriate SRR Commander must approve any exception to the RSMS and maritime SAR coordinator qualification requirements.</p>
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#### Assistant Maritime SAR Mission Coordinator

**3.01.12** An Assistant Maritime SAR Mission Coordinator of a JRCC/MRSC requires successful completion of the applicable unit OJT.

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**Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION  
AND EXERCISES**

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**3.02 CMCC/SARNOCC SAR Personnel Qualifications**

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**OIC CMCC**

**3.02.1** The Officer in Charge (OIC) of the Canadian Mission Control Centre (CMCC) is responsible to SSO SAR 1 CAD. The position is normally held by a CAF SAR pilot or air combat systems officer (ACSO).

**Deputy OIC CMCC**

**3.02.2** The Deputy OIC CMCC shall be a senior Captain selected by the OIC CMCC on the basis of experience and leadership abilities. Normally, the Deputy OIC will be a qualified CMCC duty operator but may be another senior Captain.

**CMCC Chief Operator**

**3.02.3** The CMCC Chief Operator shall be an experienced and qualified CMCC duty operator appointed by the OIC CMCC.

**CMCC Duty Operator**

**3.02.4** The CMCC Duty Operator shall be an air operations officer with a SAR background. He/she shall be appointed by the OIC CMCC after successful completion of:

- .1 CMCC Duty Operator Course; and
- .2 applicable unit on-job-training.

**CMCC Systems Officer**

**3.02.5** The CMCC Systems Officer shall be an experienced and qualified Air Force Communications and Electronics Engineering Officer (CELE Air).

**CBR Manager**

**3.02.6** The CBR Manager shall be an experienced manager with experience in dealing with the public and possess data processing and data mining skills.



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**Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION  
AND EXERCISES**

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**3.02 CMCC/SARNOCC SAR Personnel Qualifications**

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**Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION  
AND EXERCISES**

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**3.03 SMC and SM Qualifications**

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**3.03.1** In the Canadian context, the responsibilities of the Searchmaster are the same as those established for a search and rescue mission co-ordinator under the IAMSAR.

**SMC**

**3.03.2** The Search and Rescue (SAR) Mission Coordinator (SMC) normally shall be:

- .1 a qualified aeronautical or maritime SAR Mission Coordinator approved by the Officer in Charge of the Joint Rescue Coordination Centre and, for maritime incidents, by the Regional Supervisor, Maritime SAR; or
- .2 A qualified Canadian Armed Forces (CAF) searchmaster (SM) recommended by a SAR Squadron commander.

**SM**

**3.03.3** A CAF qualified SM must

- .1 have successfully completed the Assistant SM (ASM) course;
- .2 have acted as an ASM for at least one major SAR operation or SAR exercise (SAREX);
- .3 be a SAR pilot or a SAR ACSO; and
- .4 be qualified by his/her Commanding Officer.

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**Chapter 3 TRAINING, QUALIFICATION, CERTIFICATION  
AND EXERCISES**

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**3.03 SMC and SM Qualifications**

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**Chapter 4 COMMUNICATIONS**

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**Chapter 4 COMMUNICATIONS**

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**4.01 Forwarding Alerts to a Rescue Centre**

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**4.01.1** The need for the earliest possible alerting of a rescue coordinator to actual or potential aeronautical and maritime incidents cannot be overemphasized. Any installation or facility that detects an alert of an actual or potential incident shall forward to a joint rescue coordination centre (JRCC) or the maritime rescue sub-centre (MRSC), as soon as possible, all related information, including information on any actions taken. Actual or potential incidents include:

- .1 all maritime or aeronautical search and rescue (SAR) incidents;
- .2 any situation, which may develop into a SAR incident; and
- .3 any incident, which may involve or lead to danger to life, the environment or to property, which may require action from the SAR services and/or other authorities.

<b>NOTE:</b> Refer to <i>CAMSAR II, Annex 1 – Excerpts from the MCTS Standards Manual</i> .
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**Chapter 4 COMMUNICATIONS**

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**4.01 Forwarding Alerts to a Rescue Centre**

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## Chapter 4 COMMUNICATIONS

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### 4.02 JRCC/MRSC Communication Systems

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#### Minimum Requirements

**4.02.1** Joint rescue coordination centres (JRCCs) and the maritime rescue sub-centres (MRSCs) are the “hub” of Canada’s search and rescue (SAR) system and shall effectively coordinate multi-agency responses to aeronautical or maritime SAR incidents. To support coordination, the following communications systems shall be provided in each JRCC/MRSC:

- .1 telephone links, including toll-free and regular emergency lines that are widely published, sufficient non-emergency lines, non-sequential and non-published, and lines for the press;
- .2 fax links;
- .3 pre-programmed direct emergency lines to all neighbouring JRCC’s;
- .4 updated phone systems that have pre-programmed contact numbers for all coast guard departments that work with search and rescue;
- .5 long range HF AGA facilities for fixed wing and satellite phones on SAR aircraft;
- .6 Military Messaging System links (JRCCs only);
- .7 internet links;
- .8 e-mail links;
- .9 dedicated data links (as required);
- .10 dedicated voice links (as required);
- .11 INMARSAT-C terminals, for GMDSS A3 sea area SafetyNET monitoring;
- .12 wireless contingency back-up communications links (terrestrial and satellite); and
- .13 contact list of facilities available to support SAR.

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**Chapter 4 COMMUNICATIONS**

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**4.02 JRCC/MRSC Communication Systems**

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**Recording Equipment**

**4.02.2** Operational communications links at JRCCs and MRSCs are to be equipped with recording equipment.

**4.02.3** The policy applied to the custody and operations of the recording equipment is as follows:

- .1 all conversations on JRCC/MRSC operational communications lines shall be recorded;
- .2 electronic recordings shall be kept, numbered and dated;
- .3 electronic recordings shall be impounded by the Officer in Charge (OIC) of the JRCC or by the Regional Supervisor, Maritime SAR, (RSMS) of the MRSC whenever an investigation, judicial inquiry, etc. has been ordered or is anticipated. The OIC JRCC or RSMS MRSC shall be responsible for providing continuity of possession ensuring that the tapes/disks are not recycled;
- .4 requests for recordings and transcripts should be directed to the OIC JRCC or RSMS MRSC in writing; and
- .5 electronic recordings or transcripts are not to be released to other than National Defence/Canadian Armed Forces, Fisheries and Oceans/CCG or Transportation Safety Board personnel, unless approved by the National Defence Headquarters or required by law.

<b>NOTE:</b> Refer to <i>section 5.05 – Access to Information</i> .
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**4.02.4** Instantaneous playback of all operational telephone lines is immediately available and stored electronically.

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## Chapter 5 SYSTEM MANAGEMENT

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## Chapter 5 SYSTEM MANAGEMENT

### 5.01 SAR Agreements with Neighbouring States

#### Cooperation

**5.01.1** In order to work towards a seamless global search and rescue (SAR) system, the *International Convention on Maritime Search and Rescue, 1979*, requires neighbouring states to enter into agreements.

**NOTE:** Refer to *Annex 1 – Excerpts from the International Convention on Maritime SAR, 1979*.

**5.01.2** Canadian SAR procedures should be compatible with those used by nations participating in the International Maritime Organization (IMO), the International Civil Aviation Organization (ICAO), the North Atlantic Treaty Organization (NATO), the Air Standardization and Coordination Committee (ASCC), the System of Cooperation among the Air Forces of America (SICOFAA) and *Agreement on Cooperation on Aeronautical and Maritime Search and Rescue in the Arctic*. This requires a high degree of liaison and the acceptance of mutual agreements, terminology and standards. It is essential, therefore, that close cooperation be maintained between Canadian SAR authorities and those of other nations.

#### SAR Organizations and Agreements

**5.01.3** Canada is a signatory to, or member of, the following agreements or organizations. Copies of these agreements are held at Canadian Joint Operations Command SAR (CJOC SAR) and/or CCG HQ Ottawa

**NOTE:** Each SAR region (SRR) will have regional agreements between local agencies and authorities as necessary to facilitate the coordination and conduct of regional SAR operations. Each joint rescue coordination centre (JRCC) and maritime rescue sub-centre will maintain copies of their relevant agreements.

<b>5.01.3.1</b>	<b>INTERNATIONAL</b>
SAR Organizations and Agreements	
ICAO	
NATO	
ASCC	
IMO	
<i>Convention on International Civil Aviation</i>	
<i>International Convention on Maritime Search and Rescue, 1979</i>	
<i>International COSPAS-SARSAT Programme Agreement, 1979</i>	
<i>International Convention for the Safety of Life at Sea</i>	

## Chapter 5 SYSTEM MANAGEMENT

### 5.01 SAR Agreements with Neighbouring States

*Agreement on Cooperation on Aeronautical and Maritime Search and Rescue in the Arctic 2011*

<b>5.01.3.2 CANADA/USA/UK</b>		
Date	Authorities	Agreement
1999/09/14	CF, CCG, USCG, USAF, UK Maritime and Coast Guard Agency, UK Civil Aviation Division of the Department of Environment, Transport and the Regions, UK Ministry of Defence	MOU defining the respective operational and administrative responsibilities of the agencies in conducting SAR activities and allowing for cooperation on operations, planning, training, and research and development.

<b>5.01.3.3 CANADA/USA</b>		
Date	Authorities	Agreements
1972/04/27	Maritime Forces Pacific (MARPAAC)/ 17th District USCG	Provide for mutual assistance, delineating responsibility and control.
1973/05/18	MARPAAC/13th District USCG	Provide for mutual assistance, delineating responsibility and control.
2003/02/13	Maritime Forces Atlantic/ USCG Atlantic	MOU concerning SAR services involving offshore petroleum exploration.
2008/10/17	CMCC/USMCC	Mutual backup procedures as per C/S A.001 Data Distribution Plan

<b>5.01.3.4 DOMESTIC</b>		
Date	Authorities	Agreements
1987/04/27	CF/Transport Canada (TC)	SAR training.
2010/04/30	CF	Joint sponsorship and cost-sharing of the Civil Air Search and Rescue Association.

#### Canada/USA/UK

**5.01.4 Trilateral Agreement on SAR** – A memorandum of understanding (MOU) for cooperation among SAR service organizations in Canada, the United States of America (US or USA) and the United Kingdom (UK) allows for better collaboration in aeronautical and maritime SAR operations, training, and research and development.



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**Chapter 5 SYSTEM MANAGEMENT**

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**5.01 SAR Agreements with Neighbouring States**

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**Canada/USA**

**5.01.5 Liaison Visits** – To ensure smooth coordination in cross-border SAR operations, periodic liaison visits are required between SAR personnel from Canada and the USA. Visits by personnel of Canadian SAR units (SRUs) to adjacent United States Coast Guard (USCG) and United States Air Force (USAF) installations may be made on the approval of the commander responsible for the particular SRU concerned. Canadian Armed Forces (CAF) personnel shall comply with current visit clearance procedures. Canadian Coast Guard (CCG) personnel shall travel in accordance with guidelines provided in the *Treasury Board Security Policy*. Details including reports of such visits shall be passed to the appropriate headquarters.

**5.01.6 Joint Areas of SAR Responsibility** – The following outline the working arrangements for SAR operations in Canadian territory where Canadian and US SRUs are operating together:

- .1 When a SAR incident occurs in Canadian territory, involving a US aircraft other than military, US SAR forces may be permitted to provide SRUs they consider necessary, but the appropriate Canadian JRCC will be responsible for the search. USAF or USCG SAR forces will inform the Canadian JRCC of action taken or proposed, but all decisions and activity shall be under the control of, and subject to, ratification by the Canadian JRCC;
- .2 When an emergency incident occurs involving a US military aircraft in Canadian territory (for which search participation may become necessary), USAF forces may be permitted to take any action that is necessary, consulting with the appropriate Canadian JRCC as soon as possible. Under such conditions, a USAF SAR mission coordinator (SMC) will be designated as well as a Canadian SAR Liaison Officer, to act as liaison between local Canadian authorities and the US. The US SMC will report details to the Canadian JRCC and the JRCC will be kept informed of developments. However, the SRR Commander may assume control of any search that arises in his area. This power normally will only be exercised when CAF search aircraft are participating or when, in his opinion, the CAF are better qualified to conduct the search. When a USAF SRU gains knowledge of an incident involving a US military aircraft in Canadian territory, immediate notification will be given to the appropriate Canadian JRCC, giving:
  - .a full information on flight plan;
  - .b action taken or being taken;
  - .c safety and environment risk assessment; and
  - .d future plans; and

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**5.01 SAR Agreements with Neighbouring States**

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- .3 Canadian and US SRUs will provide mutual assistance when such assistance is requested and is available.

**5.01.7 SAR Aircraft and Canada Border and Security Agency (CBSA) –** The following procedures are to be employed between JRCCs and CBSA officers in dealing with SAR aircraft of either Canada or the USA crossing the international boundary while engaged in SAR operations:

- .1 when US aircraft are to be employed on a SAR operation in Canada, the JRCC in charge of the search shall obtain from US authorities the number of aircraft participating and the identification markings of the aircraft. This information, along with the additional information of the territory to be searched and the possible duration of the stay of the US aircraft, shall be relayed to the Collector of Customs and the appropriate immigration official for the area involved;
- .2 when Canadian aircraft are to be employed on a SAR operation in the US, the particular Canadian JRCC that is dispatching the aircraft shall pass all pertinent details to the US JRCC in charge of the search, and in addition, shall inform the appropriate Canada Border and Security Agency official of the intended operations giving the following details:
  - .a the territory to be searched;
  - .b the possible duration of the stay of the aircraft;
  - .c the identification markings of each aircraft; and
  - .d the number of persons comprising the crew of each aircraft;
- .3 should an unscheduled landing be made by US aircraft while employed on a SAR mission in Canada, the JRCC in charge of the operation shall notify the appropriate CBSA officials of:
  - .a the name of the airport at which the aircraft landed;
  - .b the identification of the aircraft; and
  - .c the duration of the stay, if known; and

<p><b>NOTE:</b> Should any merchandise, carried in the aircraft in question from one country to the other in the course of SAR operations, remain in the latter country on conclusion of an operation, it will be subject to customs treatment normally accorded to import merchandise.</p>
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- .4 at Canadian locations where there is no CBSA service available, the nearest CBSA office will be notified.

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**Chapter 5 SYSTEM MANAGEMENT**

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**5.02 Major Aeronautical Disaster Contingency Plans**

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**SAR Contingency Planning**

**5.02.1** The Canadian Armed Forces are responsible for preparing the response to a major aeronautical disaster (MAJAID) within Canada's SAR area of responsibility. The specific details are outlined in the Canadian Joint Operations Command Contingency Plan: CONPLAN SOTERIA – CAF Response to a Major Air Disaster (MAJAID) 12 April 2017.

**Implementation**

**5.02.2** The JRCC on behalf of its SRR Comd coordinates the SAR response to a distress case. Response to a confirmed or potential MAJAID situation will be initiated by the JRCC. In addition to launching their own Primary SAR resources and requesting through the CAOC SAR Squadron recalls of personnel and preparation of all serviceable aircraft for launch, the JRCC shall consider requesting resources from the other two SRRs. If the magnitude of the incident warrants, the JRCC will recommend to the SRR Comd that a MAJAID be declared. The SRR Comd will in turn recommend to Comd CJOC that a MAJAID be declared and that the MAJAID CONPLAN be implemented. The JRCC will make recommendations to the SRR Comd regarding proposed location(s) for a FB. Upon declaration of a MAJAID by Comd Canadian Joint Operations Command, Canadian Joint Operations Command CFICC will issue an Implementation Order via the Automated Defence Data Network (ADDN). Telephone calls and e-mail will most likely precede the official order.

**5.02.3** Comd Canadian Joint Operations Command will designate a MAJAID Comd who is normally the SRR Comd of the region in which the incident occurred. The MAJAID Comd will be the Supported Comd and will be given OPCON of all assigned primary SAR resources. The RJTF Comd of the region in which the incident site is located will be appointed as a Supporting Comd. As such, the MAJAID Comd will be assigned OPCON over apportioned CAF resources when OPRED for employment. This includes personnel while travelling on apportioned air resources. RJTF Comd will be assigned OPCON in the redeployment phase. If required, other RJTFs, ECS or Commands may be required to provide resources to support the incident RJTF Comd and MAJAID Comd. The MAJAID Comd will normally set up a MAJAID Command Post at an appropriate location.

**5.02.4** 8 Wing Trenton shall prepare an aircraft with a MAJAID kit for response to the incident regardless of the SRR. Response to a MAJAID shall be limited to contingency planning until a MAJAID has been declared.

**Chapter 5 SYSTEM MANAGEMENT**

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**5.02 Major Aeronautical Disaster Contingency Plans**

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**Chapter 5 SYSTEM MANAGEMENT**

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**5.03 Major Maritime Disaster Contingency Plans**

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**SAR Contingency Planning**

**5.03.1** The response to a major maritime disaster shall be in accordance with contingency plans published by each search and rescue (SAR) region (SRR) commander. These plans are to be developed according to the following guidelines.

**Foreword**

**5.03.2** There is no fundamental distinction between a major maritime disaster and other maritime distress incidents except in scale, and in the scope of the response that is required.

**5.03.3** For the purposes of this plan, the term “major maritime disaster” means a maritime distress incident or other distress incident occurring on the waters of the SRR/sub-region (SRS) for which the joint rescue coordination centre (JRCC)/maritime rescue sub-centre (MRSC) is responsible, and of such scale that the federal SAR system alone can no longer coordinate, control and respond to all aspects of the search for and recovery of survivors, and/or the preservation of life. Normally in a major maritime disaster the number of persons in distress is unusually large and vital support from other agencies not normally party to, or used by, the SAR system is required.

**5.03.4** The purpose of this contingency plan is to provide a framework for the expeditious and effective resolution of a major maritime disaster by means of using all available resources to their full advantage.

**Situation**

**5.03.5** As part of its responsibility for conducting SAR services, the federal government may be required to respond under extremely unfavourable weather and sea conditions to a maritime disaster of such magnitude that augmentation of the normal SAR system may become necessary. Examples of such an event are the mass evacuation of an oil rig or the rescue of survivors of a large passenger vessel in difficulty.

**5.03.6** The SAR system is capable of providing adequate response to most cases but, at some point, a maritime distress could escalate to such a degree that vital support from other agencies is required.

**5.03.7** Because of the necessity for fast reaction when a maritime incident occurs, as much organization as possible must be pre-planned and possible available resources identified beforehand. To accomplish this, formal agreements must be established with outside agencies, which include matters such as single point of contact for SAR and on-scene communication frequencies.

**5.03.8** Contingency plans, particularly those involving outside agencies, must be regularly subjected to formal exercises.

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**Chapter 5 SYSTEM MANAGEMENT**

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**5.03 Major Maritime Disaster Contingency Plans**

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**Mission**

**5.03.9** To ensure the expeditious and effective use of all available resources in the event of a major maritime disaster in the Canadian SAR area of responsibility.

**Execution****5.03.10 Concept of Operation****.1 General**

- .a factors to be considered include the number of persons involved and their needs, the environment, the location of the incident, the resources available and the survivor handling installations;
- .b speed and flexibility of response are essential. Primary SAR units (SRUs) and vessels of opportunity can be expected to provide the initial response, and may provide on-scene coordination and control. Depending on the nature and magnitude of the incident, augmentation of these facilities from other sources may be required. Such response must be pre-planned and be included in the plan in the form of single points of contact, agreed upon tasking/communications procedures, and capabilities;
- .c the main objective is to remove survivors from the distress situation to appropriate medical or other installations in the shortest possible time. If evacuation to such installations is not possible, all available steps must be taken to sustain life until evacuation can be accomplished; and
- .d if the major maritime disaster involves a large number of survivors, the requirement to establish one or more casualty staging areas may arise. From this point casualties will normally be turned over to the appropriate medical authorities; however, further SAR support, in the form of medical evacuations, for example, may be required beyond the casualty staging areas.

**.2 Response**

- .a the initial response to any maritime incident shall be consistent with international conventions and constitute an appropriate first level of response regardless of the subsequent escalation of an incident into a major disaster;
- .b a major maritime disaster will likely require the assistance of agencies not normally part of the SAR system. The plan shall identify such agencies in the SRR/SRS and reflect the development of liaison and

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**Chapter 5 SYSTEM MANAGEMENT**

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**5.03 Major Maritime Disaster Contingency Plans**

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agreements with them through the proper authorities to ensure that necessary assistance will be available and effective when required;

- .c should the augmentation of SAR facilities be required, the JRCC/MRSC shall use all available means to locate and task suitable vessels or aircraft; and
- .d when it becomes apparent that a major maritime incident is in progress, on duty personnel must be authorized to call in additional personnel to meet the requirements of the SAR mission coordinator (SMC) organization until an SMC is appointed. The SRR Commander shall appoint an SMC who shall be responsible for the coordination of the incident until its termination. The SMC along with an appropriate staff may be detached from the JRCC/MRSC to a more suitable location from which to coordinate the extraordinary response that may be called for by the major maritime disaster. JRCC/MRSC standard operating procedures are to establish appropriate procedures.

**.3 Rescue**

- .a depending upon the number of persons involved in a major maritime disaster it may be necessary for the SMC to formulate a detailed plan to allow the appropriate disposition of survivors, and to ensure that adequate medical and other post-rescue care will be available at the proper time and in the correct locations. It will be important to maintain a high degree of flexibility in this respect, as there will be many variables such as the weather, the number and condition of the casualties, the availability of evacuation units and the availability of suitable medical facilities;
- .b to this end, SRR Commanders shall ensure the establishment and maintenance of communication lines between JRCCs/MRSCs and the outside agencies specified in the plan. This includes the regular exercising of the plan;
- .c a successful response to a major maritime disaster will probably result in the recovery of a large number of survivors. These will require evacuation from the scene, possibly through an intermediate location which may not be particularly well suited for handling survivors, to the casualty staging area. Further transportation may be required to deliver the casualties to suitable medical facilities. As soon as it is apparent that a large number of persons are involved, the SMC shall canvass all appropriate authorities that may be able to make suitable units available, so that these units may be tasked when necessary. The location and availability of all such units shall be monitored and updated throughout the incident;

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### 5.03 Major Maritime Disaster Contingency Plans

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- .d because of the number of agencies which may become involved in the rescue and disposition of survivors in a major maritime disaster, and the possible difficulty in assigning responsibility for survivors at different stages of the events, SRR Commanders shall ensure that the advice of authorities such as medical and emergency measures will be readily available to the staff. Prior consultation in this area ensures quick and effective response in situations where the identification of the responsible agency might otherwise not be clear-cut. Agreed procedures, together with the names and locations of key personnel, should be readily available to JRCC/MRSC coordinators, and should be exercised regularly; and
- .e **Readiness** – The Readiness status for primary SRUs applies to major maritime disasters. SRR Commanders will of course make use of all primary or any other units when and if they become needed and available.

#### Support

##### 5.03.11 Concept of Support

- .1 **General** – The response to major maritime disasters will be supported initially by the normal SAR system. As requirements become known, that system will be supported by all available and suitable agencies and resources;
- .2 **Canadian Armed Forces/Canadian Coast Guard** – As in other SAR incidents, Commands or Regions may be requested to provide additional primary or secondary SRUs in the event of a major maritime disaster;
- .3 **Other Departments** – All federal departments, by government direction, are committed to respond to maritime SAR incidents when available and capable. The SRR Commander shall ensure that current lists of key personnel in the appropriate federal and provincial departments are available to the JRCC/MRSC coordinators;
- .4 **Civilian Resources** – There are, in Canada, extensive resources available through civilian authorities, private companies and individuals for possible use in responding to a major maritime disaster. SRR Commanders shall ensure that these are identified to the extent possible, and that adequate liaison is maintained to facilitate their effective participation in an emergency. Lists of key (single point of contact) personnel shall be available in the plan; and
- .5 **Foreign Support** – Resources of other nations, in particular the United States Coast Guard, may be available to assist in a major maritime disaster. The use of these resources shall be in accordance with current SAR agreements.



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**Chapter 5 SYSTEM MANAGEMENT**

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**5.03 Major Maritime Disaster Contingency Plans**

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**5.03.12 SAR Communications** – SAR communication procedures shall be in accordance with regional communications plans. In general, SAR communication procedures must remain flexible and will depend on the capabilities of the resources involved, the nature and location of the incident and the response required. The plan must indicate all agreed upon on-scene frequencies.

**5.03.13 Public Information** – The initial announcement of a potential or actual major maritime disaster should be issued by the Officer in Charge (OIC) of the JRCC, if possible through the appropriate Department of National Defence Public Affairs officer.

**NOTE:** Refer to *CAMSAR II, section 1.06 – Public Relations*.

**5.03.14 Reports and Returns**

- .1 in the case of major maritime incidents, situation reports (SITREPs) shall be issued at least daily throughout the rescue stage; and
- .2 following the *Final SAR SITREP*, the JRCC shall submit a *SAR Operation Report* within 30 days after the conclusion of a major maritime disaster. This report is to be forwarded to the Commander Canadian Joint Operations Command and to the Director Operational Support, Canadian Coast Guard Headquarters, through the appropriate channels.

**NOTE:** Refer to *CAMSAR II, Appendices B.03 – JRCC Final SAR SITREP* and *B.07 – SAR Operation Report*.

**Command**

**5.03.15** The SRR Commander shall command a major maritime disaster SAR response; he will normally appoint an SMC.

**5.03.16** The SMC shall normally report to the SRR Commander through the OIC of the JRCC.

**5.03.17** Because of the urgency associated with a major disaster, tasking is to be accomplished by the most expeditious means available. Where tasking is directed by telephone or other verbal means, efforts should be made to confirm by message or other written form.

**NOTE:** Refer to *CAMSAR II, section 2.04 – Mission Coordination Communications*.

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**Chapter 5 SYSTEM MANAGEMENT**

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**5.03 Major Maritime Disaster Contingency Plans**

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## Chapter 5 SYSTEM MANAGEMENT

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### 5.04 JRCC/MRSC Operational Procedures and SAR Documentation

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#### Reference Library

**5.04.1** To support their functional requirements, joint rescue coordination centres (JRCCs) and maritime rescue sub-centres, (MRSCs) need to maintain a reference library. This library shall include, as a minimum:

- .1 the three volumes of this manual;
- .2 the three volumes of the *International Aeronautical and Maritime Search and Rescue Manual*;
- .3 other related International Maritime Organization (IMO) and International Civil Aviation Organization (ICAO) documents such as the *Global Maritime Distress Safety System Master Plan*;
- .4 the *International Convention for the Safety of Life at Sea*;
- .5 *IMO/ICAO Circulars*;
- .6 *Regional Standard Operating Procedures (SOPs)*; and
- .7 a contact list for search and rescue (SAR) resources.

**5.04.2** In addition, JRCCs will hold:

- .1 *Regional Air Navigation Plans*; and
- .2 the *Transport Canada Aeronautical Information Manual* and the aeronautical information publication *AIP Canada (ICAO)*, published by NAV CANADA.

#### Standard Operating Procedures

**5.04.3** Each JRCC is responsible for preparing a comprehensive document detailing the SOPs for the conduct of SAR in its SAR region (SRR). Local amplification of national policy and procedures must be included where necessary. MRSCs must also have SOPs for the conduct of operations in their SAR sub-regions (SRS), approved by the parent JRCC(s).

**5.04.4** The SOPs must set out the details for the conduct of SAR at the operational levels. They should state precisely which agencies are responsible for activating the SAR facilities, and the methods of communicating with them. They should also indicate by whom, and to what extent, any of these facilities can be requested to participate in an operation, so that no party will be in doubt as to its authority. Further, JRCCs and MRSC must have business continuity and resumption procedures to ensure the delivery of SAR coordination services in the event that equipment, facility or infrastructure are disabled due to a localized failure or larger natural or technical disaster.

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**Chapter 5 SYSTEM MANAGEMENT**

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**5.04 JRCC/MRSC Operational Procedures and SAR Documentation**

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**5.04.5** The SOPs must be brought up to date whenever a change in conditions or experience in actual operations and exercises makes this necessary or advisable. The SOPs should be published regionally and the information therein should be made available to any interested parties.

**5.04.6** SOPs normally include the following information, as applicable:

**.1 General Information**

- .a conduct of joint operations with adjacent JRCCs/MRSCs, including:
  - notification of emergencies between rescue centres;
  - joint use of resources; and
  - coordination of SAR operations.
- .b any special provisions for redeployment of equipment and resources to expedite access to the area of the operation or to avoid or overcome difficulties caused by meteorological disturbances, communication failures, major disaster (both aeronautical and maritime), etc;
- .c methods of alerting mobile facilities (e.g., vessels at sea, aircraft, ground search parties), including broadcast information;
- .d methods of obtaining ship and aircraft position information from various sources;
- .e procedures for assisting aircraft which must ditch and to arrange rendezvous with suitable and available vessels;
- .f procedures for underwater SAR relating to offshore exploration activities including contacts, phone numbers, etc. of agencies having suitable equipment; and
- .g details of agreements of mutual assistance with various other organizations and agencies, such as:
  - police forces;
  - local/provincial emergency planning departments;
  - Marine Communications and Traffic Services;
  - the Civil Air Search and Rescue Association (CASARA);
  - the Canadian Coast Guard Auxiliary (CCGA);
  - the Provincial Emergency Program (PEP) – in British Columbia;
  - EMO and FES in Maritime provinces;
  - private industry aircraft and vessel operations;

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**Chapter 5 SYSTEM MANAGEMENT**

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**5.04 JRCC/MRSC Operational Procedures and SAR Documentation**

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- organizations involved in operations peculiar to the SRR/SRS (e.g., oil and gas, sealing, herring roe, aquaculture);
  - medical installations and agreements in place for providing medical advice;
  - other federal government departments and agencies; and
  - procedures for assisting disoriented vessels.
- .2 **Personnel** – The responsibilities, duties, authority and limitations of personnel assigned to SAR operations and involved in the SRR command structure (i.e. Canadian Armed Forces and Canadian Coast Guard).
- .3 **Resources** – The description of the available resources, including but not limited to:
- .a JRCCs and MRSC;
  - .b alerting posts;
  - .c primary SAR units (SRUs), including inshore rescue boats (IRBs);
  - .d secondary SRUs;
  - .e CASARA; and
  - .f CCGA.
- .4 **Business Continuity and Resumption Procedures** – Procedures must be in place to ensure that SAR can be effectively coordinated in the event of a natural or technical disaster affecting the JRCC/MRSC. These procedures shall include, as a minimum:
- .a a suitable alternate site to relocate to that allows for the re-establishment of full SAR operations within two hours from the time of primary location evacuation;
  - .b stand-alone methods/tools for SAR coordination;
  - .c supplies and installations at the alternate location sufficient to sustain operations for a minimum of 14 days;
  - .d contingency communications equipment and procedures sufficient to permit full operations;
  - .e suitable contingency power supply equipment and procedures; and
  - .f notification and call-out procedures.

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**5.04 JRCC/MRSC Operational Procedures and SAR Documentation**

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- .5 **Information** – Methods of obtaining essential information and accessing databases.
- .6 **Training and Standards**
  - .a a unit training plan;
  - .b arrangements for SAR personnel liaison/familiarization visits to other SAR authorities and agencies; and
  - .c a plan for conducting periodic reviews of case files to ensure that established procedures are followed.

**5.04.7** The above lists are by no means exclusive. Practices and procedures that it is felt would improve the conduct of SAR operations within the SRR/SRS should be included by the JRCC/MRSC.

**SAR Log**

**5.04.8** A SAR log shall be kept in which all JRCC/MRSC actions are recorded, with times entered in coordinated universal time (UTC). All JRCC/MRSC Mission Coordinators shall sign the log at the beginning and end of each shift. SAR logs from SAR Mission Coordinators (SMCs) deployed to a remote location shall be submitted to the JRCC/MRSC at the termination of a search.

**5.04.9 Retention and Storage** – The SARMaster data of each Centre is stored electronically at each respective Centre. A backup copy of this electronic data is stored in the Network Attached Storage within the respective Centre. SARMaster case and log data from all Centres is consolidated, as a means of further backing up data, every few minutes and stored electronically onsite at SARNOCC in Trenton, ON, and is simultaneously transmitted to all Centres and their respective alternate sites. In the event hardcopy documents are used as primary record of a case, they shall be retained in the JRCC/MRSC for one year and then forwarded to the Regional Archives Centre. If files are retained at the centre, the SAR name, date and case number of the retained file(s) shall accompany the applicable records box sent to the Archives.

**SAR Case Files**

**5.04.10** Files shall be kept on individual SAR cases. The case file will be the primary record of a case and shall include all pertinent information on the incident, including all message traffic, records of telephone conversations and, where applicable, such information as coroner's reports and press clippings. Case files from SMCs deployed to a remote location shall be submitted to the JRCC/MRSC at the termination of a search.

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**5.04 JRCC/MRSC Operational Procedures and SAR Documentation**

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**5.04.11 Retention and Storage** – To meet the legal retention period for JRCCs/MRSCs/Canadian Mission Centre (CMCC) data of seven years (*JA Ont: 33385-1, 6 Nov 1995*), and the requirement to store SAR files at the National Archives for historical purposes (*Telecom SO SAR 2/Marsden-Military Archivist, Nov 1995*), case files will be retained and stored in accordance with 5.04.09.

**Statistics**

**5.04.12** JRCCs, MRSCs and CMCC are required to maintain statistical records of SAR activity in addition to operational records (log). These statistics will be shared with other agencies such as Transport Canada, the Transportation Safety Board, the Royal Canadian Mounted Police and the National SAR Secretariat.

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**5.05 Access to Information**

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***Access to Information and Privacy Act Legislation***

**5.05.1** All records, logs and reports created during the resolution of an incident are accessible to the Canadian public and are controlled by the Department of National Defence (DND). Information requests to DND will be forwarded to the Privacy and Access to Information Section of the Joint Task Force (JTF) (Pacific), JTF (Atlantic), or 1 Canadian Air Division, for onward transmission to the appropriate joint rescue coordination centre (JRCC) or maritime rescue sub-centre. If the information request is of a factual nature and does not impinge on the privacy of other individuals then the Officer in Charge (OIC) of the JRCC or OIC CMCC may authorize the release of that information. If the documents to be released contain any information that is contrary to the tenets of the *Access to Information Act* or the *Privacy Act*, this information must be severed in accordance with the applicable section of the aforementioned Acts. Consult the local Access to Information expert if in doubt as to what portion should be severed.

**Release of Documents for the Casualty Investigation**

**5.05.2** To expedite investigations by Coroner Boards of Inquiry, Transportation Safety Board of Canada (TSB) members, Transport Canada (TC) or local police, the OIC JRCC and OIC CMCC are authorized to release copies of pertinent documents and tape transcripts to these authorities.

<p><b>NOTE:</b> Tapes or original documents are not to be released to other than Canadian Armed Forces (CAF), Canadian Coast Guard, TC or TSB personnel unless ordered by the National Defence Headquarters or required by of law.</p>
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**Release of Photographs**

**5.05.3** Search and rescue incident photographs may be provided to the TSB, TC, the Coroner, and the Royal Canadian Mounted Police, who shall request these through the JRCC when it appears that an investigation will take place. Requests from media sources for the release of photographs should be directed to CAF or Department of Fisheries and Oceans Public Affairs, as appropriate, for OIC approval.

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**5.05 Access to Information**

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**5.06 Legal Proceedings**

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**5.06.1** IAW with Treasury Board Policy on Legal Assistance and Indemnification, effective 01 Sep 2008, the Crown will indemnify JRCC/MRSC aeronautical and maritime coordinators as servants of the Crown IAW para 6.1.5 of Treasury Board policy provided the servant:

- .1 acted in good faith;
- .2 did not act against the interests of the Crown; and
- .3 acted within the scope of their duties or course of employment with respect to the acts or omissions giving rise to the request.

**5.06.2** If legal action is commenced against a member of the Canadian Armed Forces (CAF), Canadian Coast Guard (CCG) or other servant of the Crown, they may apply through the chain of command for legal representation at public expense. SAR coordinators are not immune from liability or litigation; they can always be named in a lawsuit and a court can potentially make an adverse finding of liability. However, IAW Treasury Board Policy, the Crown will provide legal representation at public expense and bear the financial responsibility for any settlement or court-ordered payment in relation to such litigation.

**5.06.3** An employee summoned to give evidence at a Coroner's Inquest, Board of Inquiry or other body engaged in the investigation of a search and rescue (SAR) related misadventure is entitled to legal advice. The employee's departmental office of litigation should be contacted according to procedures in force.

**5.06.4** Depending on the nature of the inquiry, where Canadian Coast Guard (CCG) personnel are subpoenaed to testify during formal SAR investigations, there may be a requirement for a CAF legal representative to be present, in recognition of the CAF overall responsibility in SAR coordination. In the case of investigations into incidents having maritime implications, the appropriate CCG SAR expert shall be in attendance to give advice.

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**5.06 Legal Proceedings**

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**6.01 Photographic Libraries**

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**6.01.1** Photographs taken during search and rescue (SAR) operations shall form a photographic library at SAR units. Those photographs shall be used in training crews and spotters and briefing them during future searches. In addition to this, during all active SAR cases, if digital pictures are forwarded to the JRCC, they will be attached electronically and stored within the case database.

**6.01.2** Copies of photographs considered useful for briefing and training purposes shall be forwarded to CJOC SAR and to the Director Operational Support, CCG and /or the CCG National Coordination Centre, as applicable.

**Chapter 6 IMPROVING SERVICES**

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**6.01 Photographic Libraries**

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**Annex 5 SAR Authorities Contact Information**

JRCC Halifax

MRSC Québec

JRCC Trenton

CMCC Trenton

JRCC Victoria

CCG Manager SAR

CJOC SAR

CF SSO SAR

CF Air Operations Centre

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**Annex 1 Excerpts from the *International Convention on Maritime SAR, 1979***

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**ANNEX<sup>1</sup>****CHAPTER 2 – ORGANIZATION AND CO-ORDINATION****2.1 Arrangements for provision and co-ordination of search and rescue services**

**2.1.1** Parties shall, as they are able to do so individually or in co-operation with other States and, as appropriate, with the Organization, participate in the development of search and rescue services to ensure that assistance is rendered to any person in distress at sea. On receiving information that any person is, or appears to be, in distress at sea, the responsible authorities of a Party shall take urgent steps to ensure that the necessary assistance is provided. *The notion of a person in distress at sea also includes persons in need of assistance who have found refuge on a coast in a remote location within an ocean area inaccessible to any rescue facility other than as provided for in the annex.*<sup>2</sup>

**2.1.2** Parties shall, either individually or, if appropriate, in co-operation with other States, establish the following basic elements of a search and rescue service:

- .1 legal framework;
- .2 assignment of a responsible authority;
- .3 organisation of available resources;
- .4 communication facilities;
- .5 co-ordination and operational functions; and
- .6 processes to improve the service including planning, domestic and international cooperative relationships and training.

Parties shall, as far as practicable, follow relevant minimum standards and guidelines developed by the Organization.

**2.1.3** Parties having accepted responsibility to provide search and rescue services for a specified area shall use search and rescue units and other available facilities for providing assistance to a person who is, or appears to be, in distress at sea

**2.1.4** Parties shall ensure that assistance be provided to any person in distress at sea. They shall do so regardless of the nationality or status of such a person or the circumstances in which that person is found.

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<sup>1</sup> As revised by *Resolution MSC.70(69)*, adopted on 18 May 1998 and in force 1 January 2000.

<sup>2</sup> Amended by *Resolution MSC.155(78)*, adopted on 20 May 2004 and in force 1 July 2006.

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**Annex 1 Excerpts from the *International Convention on Maritime SAR, 1979***

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**2.2 Development of national search and rescue services**

**2.2.1** Parties shall establish appropriate national procedures for overall development, co-ordination, and improvement of search and rescue services.

**2.2.2** To support efficient search and rescue operations, Parties shall:

- .1 ensure the co-ordinated use of available facilities; and
- .2 establish close co-operation between services and organizations which may contribute to improve the search and rescue service in areas such as operations, planning, training, exercises and research and development.

**2.3 Establishment of rescue co-ordination centres and rescue sub-centres**

**2.3.1** To meet the requirements of paragraph 2.2, Parties shall individually or in co-operation with other States establish rescue co-ordination centres for their search and rescue services and such rescue sub-centres as they consider appropriate.

**2.3.2** Each rescue co-ordination centre and rescue sub-centre, established in accordance with paragraph 2.3.1, shall arrange for the receipt of distress alerts originating from within its search and rescue region. Every such centre shall also arrange for communications with persons in distress, with search and rescue facilities, and with other rescue co-ordination centres or rescue sub-centres.

**2.3.3** Each rescue co-ordination centre shall be operational on a 24-hour basis and be constantly staffed by trained personnel having a working knowledge of the English language.

**2.4 Co-ordination with aeronautical services**

**2.4.1** Parties shall ensure the closest practicable co-ordination between maritime and aeronautical services so as to provide for the most effective and efficient search and rescue services in and over their search and rescue regions.

**2.4.2** Whenever practicable, each Party should establish joint rescue co-ordination centres and rescue sub-centres to serve both maritime and aeronautical purposes.

**2.4.3** Whenever separate maritime and aeronautical rescue co-ordination centres or rescue sub-centres are established to serve the same area, the Party concerned shall ensure the closest practicable co-ordination between the centres or sub-centres.

**2.4.4** Parties shall ensure as far as is possible the use of common procedures by search and rescue units established for maritime purposes and those established for aeronautical purposes.



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**Annex 1 Excerpts from the *International Convention on Maritime SAR, 1979***

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**2.5 Designation of search and rescue facilities**

Parties shall identify all facilities able to participate in search and rescue operations, and may designate suitable facilities as search and rescue units.

**2.6 Equipment of search and rescue units**

**2.6.1** Each search and rescue unit shall be provided with equipment appropriate to its task.

**CHAPTER 3 – CO-OPERATION BETWEEN STATES****3.1 Co-operation between States**

**3.1.1** Parties shall co-ordinate their search and rescue organizations and should, whenever necessary, co-ordinate search and rescue operations with those of neighbouring States.

**3.1.2** Unless otherwise agreed between the States concerned, a Party should authorize, subject to applicable national laws, rules and regulations, immediate entry into or over its territorial sea or territory of rescue units of other Parties solely for the purpose of searching for the position of maritime casualties and rescuing the survivors of such casualties. In such cases, search and rescue operations shall, as far as practicable, be co-ordinated by the appropriate rescue co-ordination centre of the Party which has authorized entry, or such other authority as has been designated by that Party.

**3.1.3** Unless otherwise agreed between the States concerned, the authorities of a Party which wishes its rescue units to enter into or over the territorial sea or territory of another Party solely for the purpose of searching for the position of maritime casualties and rescuing the survivors of such casualties, shall transmit a request, giving full details of the projected mission and the need for it, to the rescue co-ordination centre of that other Party, or to such other authority as has been designated by that Party.

**3.1.4** The responsible authorities of Parties shall:

- .1 immediately acknowledge the receipt of such a request; and
- .2 as soon as possible indicate the conditions, if any, under which the projected mission may be undertaken.

**3.1.5** Parties should enter into agreements with neighbouring States setting forth the conditions for entry of each other's search and rescue units into or over their respective territorial sea or territory. These agreements should also provide for expediting entry of such units with the least possible formalities.

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**Annex 1 Excerpts from the *International Convention on Maritime SAR, 1979***

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**3.1.6** Each Party should authorize its rescue co-ordination centres:

- .1 to request from other rescue co-ordination centres such assistance, including vessels, aircraft, personnel or equipment, as may be needed;
- .2 to grant any necessary permission for the entry of such vessels, aircraft, personnel or equipment into or over its territorial sea or territory;
- .3 to make the necessary arrangements with the appropriate customs, immigration, health or other authorities with a view to expediting such entry; *and*
- .4 *to make the necessary arrangements in co-operation with other RCCs to identify the most appropriate place(s) for disembarking persons found in distress at sea.*<sup>1</sup>

**3.1.7** Each Party shall ensure that its rescue co-ordination centres provide, when requested, assistance to other rescue co-ordination centres, including assistance in the form of vessels, aircraft, personnel or equipment.

**3.1.8** Parties should enter into agreements with other States, where appropriate, to strengthen search and rescue co-operation and co-ordination. Parties shall authorize their responsible authority to make operational plans and arrangements for search and rescue co-operation and co-ordination with responsible authorities of other States.

**3.1.9** *Parties shall co-ordinate and co-operate to ensure that masters of ships providing assistance by embarking persons in distress at sea are released from their obligations with minimum further deviation from the ships' intended voyage, provided that releasing the master of the ship from these obligations does not further endanger the safety of life at sea. The Party responsible for the search and rescue region in which such assistance is rendered shall exercise primary responsibility for ensuring such co-ordination and co-operation occurs, so that survivors assisted are disembarked from the assisting ship and delivered to a place of safety, taking into account the particular circumstances of the case and guidelines developed by the Organization. In these cases, the relevant Parties shall arrange for such disembarkation to be effected as soon as reasonably practicable.*<sup>2</sup>

## **CHAPTER 4 – OPERATING PROCEDURES**

### **4.1 Preparatory measures**

**4.1.1** Each rescue co-ordination centre and rescue sub-centre shall have available up-to-date information especially concerning search and rescue facilities and available communications relevant to search and rescue operations in its area.

**4.1.2** Each rescue co-ordination centre and rescue sub-centre should have ready access to information regarding the position, course and speed of vessels within its area

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<sup>1</sup> Amended by *Resolution MSC.155(78)*, adopted on 20 May 2004 and in force 1 July 2006.

<sup>2</sup> *Idem.*

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**Annex 1 Excerpts from the *International Convention on Maritime SAR, 1979***

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which may be able to provide assistance to persons, vessels or other craft in distress at sea, and regarding how to contact them. This information should either be kept in the rescue co-ordination centre, or be readily obtainable when necessary.

**4.1.3** Each rescue co-ordination centre and rescue sub-centre shall have detailed plans of operation for the conduct of search and rescue operations. Where appropriate, these plans shall be developed jointly with the representatives of those who may assist in providing, or who may benefit from, the search and rescue services.

**4.1.4** Rescue co-ordination centres or sub-centres shall be kept informed of the state of preparedness of search and rescue units.

**4.2 Information concerning emergencies**

**4.2.1** Parties, either individually or in co-operation with other States shall ensure that they are capable on a 24-hour basis of promptly and reliably receiving distress alerts from equipment used for this purpose within their search and rescue regions. Any alerting post receiving a distress alert shall:

- .1 immediately relay the alert to the appropriate rescue co-ordination centre or sub-centre, and then assist with search and rescue communications as appropriate; and
- .2 if practicable acknowledge the alert.

**4.2.2** Parties shall, where appropriate, ensure that effective arrangements are in place for the registration of communication equipment and for responding to emergencies, to enable any rescue co-ordination centre or sub-centre to access pertinent registration information quickly.

**4.2.3** Any authority or element of the search and rescue service having reason to believe that a person, a vessel or other craft is in a state of emergency shall forward as soon as possible all available information to the rescue co-ordination centre or rescue sub-centre concerned.

**4.2.4** Rescue co-ordination centres and rescue sub-centres shall, immediately upon receipt of information concerning a person, a vessel, or other craft in a state of emergency, evaluate such information and determine the phase of emergency [...] and the extent of operations required.

**4.3 Initial action**

Any search and rescue unit receiving information of a distress incident shall initially take immediate action if in the position to assist and shall, in any case without delay, notify the rescue co-ordination centre or rescue sub-centre in whose area the incident has occurred.

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**Annex 1 Excerpts from the *International Convention on Maritime SAR, 1979***

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**4.7 On-scene co-ordination of search and rescue activities**

**4.7.1** The activities of search and rescue units and other facilities engaged in search and rescue operations shall be co-ordinated on-scene to ensure the most effective results.

**4.7.2** When multiple facilities are about to engage in search and rescue operations, and the rescue co-ordination centre or rescue sub-centre considers it necessary, the most capable person should be designated as on-scene co-ordinator as early as practicable and preferably before the facilities arrive within the specified area of operation. Specific responsibilities shall be assigned to the on-scene co-ordinator taking into account the apparent capabilities of the on-scene co-ordinator and operational requirements.

**4.7.3** If there is no responsible rescue co-ordination centre or, by any reason, the responsible rescue co-ordination centre is unable to co-ordinate the search and rescue mission, the facilities involved should designate an on-scene co-ordinator by mutual agreement.

**4.8 Termination and suspension of search and rescue operations**

**4.8.1** Search and rescue operations shall continue, when practicable, until all reasonable hope of rescuing survivors has passed.

**4.8.2** The responsible rescue co-ordination centre or rescue sub-centre concerned shall normally decide when to discontinue search and rescue operations. If no such centre is involved in co-ordinating the operations, the on-scene co-ordinator may take this decision.

**4.8.3** When a rescue co-ordination centre or rescue sub-centre considers, on the basis of reliable information that a search and rescue operation has been successful, or that the emergency no longer exists, it shall terminate the search and rescue operation and promptly so inform any authority, facility or service which has been activated or notified.

**4.8.4** If a search and rescue operation on-scene becomes impracticable and the rescue co-ordination centre or rescue sub-centre concludes that survivors might still be alive, the centre may temporarily suspend the on-scene activities pending further developments, and shall promptly so inform any authority, facility or service which has been activated or notified. Information subsequently received shall be evaluated and search and rescue operations resumed when justified on the basis of such information.

**4.8.5** *The rescue co-ordination centre or rescue sub-centre concerned shall initiate the process of identifying the most appropriate place(s) for disembarking persons found in distress at sea. It shall inform the ship or ships and other relevant parties concerned thereof.*<sup>1</sup>

Canadian ratification 18 June 1982; entry into force 22 June 1985.

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<sup>1</sup> Amended by *Resolution MSC.155(78)*, adopted on 20 May 2004 and in force 1 July 2006.

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**Annex 2 Excerpts from the *Canada Shipping Act, 2001***

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**PART 5 – NAVIGATION SERVICES**

[in this Part]

“Minister” means the Minister of Fisheries and Oceans.

**Search and Rescue**Designation of rescue coordinators

**130.** (1) The Minister may designate persons as rescue coordinators to organize search and rescue operations.

Power of rescue coordinators

(2) On being informed that a person, a vessel or an aircraft is in distress or is missing in Canadian waters or on the high seas off any of the coasts of Canada under circumstances that indicate that they may be in distress, a rescue coordinator may

- (a) direct all vessels within an area that the rescue coordinator specifies to report their positions;
- (b) direct any vessel to take part in a search for that person, vessel or aircraft or to otherwise render assistance;
- (c) give any other directions that the rescue coordinator considers necessary to carry out search and rescue operations for that person, vessel or aircraft; and
- (d) use any lands if it is necessary to do so for the purpose of saving the life of a shipwrecked person.

<p><b>NOTE:</b> A person, a vessel or an aircraft in distress as described in the Canada Shipping Act, 2001 is interpreted as having a human life at risk.</p>
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Duty to comply

(3) Every vessel or person on board a vessel in Canadian waters and every vessel or person on board a vessel in any waters that has a master who is a qualified person shall comply with a direction given to it or them under subsection (2).

Answering distress signal

**131.** (1) Subject to this section, the master of a vessel in Canadian waters and every qualified person who is the master of a vessel in any waters, on receiving a signal from any source that a person, a vessel or an aircraft is in distress, shall proceed with all speed to render assistance and shall, if possible, inform the persons in distress or the sender of the signal.

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**Annex 2 Excerpts from the *Canada Shipping Act, 2001***

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Distress signal – no assistance

(2) If the master is unable or, in the special circumstances of the case, considers it unreasonable or unnecessary to proceed to the assistance of a person, a vessel or an aircraft in distress, the master is not required to proceed to their assistance and is to enter the reason in the official log book of the vessel.

Ships requisitioned

(3) The master of any vessel in distress may requisition one or more of any vessels that answer the distress call to render assistance. The master of a requisitioned vessel in Canadian waters and every qualified person who is the master of a requisitioned vessel in any waters shall continue to proceed with all speed to render assistance to the vessel in distress.

Release from obligation

(4) The master of a vessel shall be released from the obligation imposed by subsection (1) when the master learns that another vessel is complying with a requisition referred to in subsection (3).

Further release

(5) The master of a vessel shall be released from an obligation imposed by subsection (1) or (3) if the master is informed by the persons in distress or by the master of another vessel that has reached those persons that assistance is no longer necessary.

Assistance

**132.** The master of a vessel in Canadian waters and every qualified person who is the master of a vessel in any waters shall render assistance to every person who is found at sea and in danger of being lost.

Aircraft treated as if vessel

**133.** Sections 130 to 132 apply in respect of aircraft on or over Canadian waters as they apply in respect of vessels in Canadian waters, with any modifications that the circumstances require.

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**Annex 2 Excerpts from the *Canada Shipping Act, 2001***

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**Offences and Punishment**Contravention of Act

- 137.** (1) Every person who, or vessel that, contravenes any of the following commits an offence:
- (a) subsection 131(1) (assist persons in distress);
  - (b) subsection 131(3) (comply with requisition to assist person in distress); or
  - (c) section 132 (assist a person found at sea).

Punishment

- (2) Every person who, or vessel that, commits an offence under subsection (1) is liable on summary conviction to a fine of not more than \$1,000,000 or to imprisonment for a term of not more than 18 months, or to both.

Defence

- (3) No person on board a vessel may be convicted of an offence under paragraph (1)(a), (b) or (c) if they had reasonable grounds to believe that compliance with subsection 131(1) or (3) or section 132, as the case may be, would have imperilled life, the vessel or another vessel.

**PART 6 – INCIDENTS, ACCIDENTS AND CASUALTIES****Salvage**Aircraft treated as if vessel

- 146.** The provisions of this Part with respect to salvage apply in respect of aircraft on or over Canadian waters as they apply in respect of vessels, with any modifications that the circumstances require.

**Rights Not Affected**

- 147.** Compliance with section 130 (direction of rescue coordinator), 131 (distress signals) or 132 (assisting a person found at sea) does not affect the right of a master or of any other person to salvage.

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**Annex 2 Excerpts from the *Canada Shipping Act, 2001***

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**Obligations in Case of Collisions**Duty of masters in collision

**148.** If vessels collide, the master or person in charge of each vessel shall, if and in so far as they can to do so without endangering their vessel, crew or passengers,

- (a) render to the other vessel, its master, crew and passengers the assistance that may be necessary to save them from any danger caused by the collision, and to stay by the other vessel until the master or person has determined that it has no need of further assistance; and
- (b) give the name of their vessel, if any, the name and address of its authorized representative, if any, and any other prescribed information to the master or person in charge of the other vessel.

**Offences and Punishment**Contravention of paragraph 148(a) or the regulations

- 151.** (1) Every person commits an offence who contravenes
- (a) paragraph 148(a) (render assistance after a collision); or
  - (b) a provision of the regulations made under paragraph 150(1)(a).

Punishment

(2) Every person who commits an offence under subsection (1) is liable on summary conviction to a fine of not more than \$1,000,000 or to imprisonment for a term of not more than 18 months, or to both.

Contravention of Act or regulations

- 152.** (1) Every person commits an offence who contravenes
- (a) paragraph 148(b) (failure to provide information after a collision); or
  - (b) a provision of the regulations made under paragraph 150(1)(c) or subsection 150(2).

Punishment

(2) Every person who commits an offence under subsection (1) is liable on summary conviction to a fine of not more than \$10,000.

Royal Assent granted 1 November 2001.



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**Annex 3 Excerpts from the *Oceans Act***

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**Interpretation****2.** In this Act,

“Department” means the Department of Fisheries and Oceans;

“Minister” means the Minister of Fisheries and Oceans.

**Coast Guard Services****41.** (1) As the Minister responsible for coast guard services, the powers, duties and functions of the Minister extend to and include all matters over which Parliament has jurisdiction, not assigned by law to any other department, board or agency of the Government of Canada, relating to

(a) services for the safe, economical and efficient movement of ships in Canadian waters through the provision of

(i) aids to navigation systems and services,

(ii) marine communications and traffic management services,

(iii) ice breaking and ice management services, and

(iv) channel maintenance;

(b) the marine component of the federal search and rescue program;

(c) [Repealed, 2005, c. 29, s. 36]

(d) marine pollution response; and

(e) the support of departments, boards and agencies of the Government of Canada through the provision of ships, aircraft and other marine services.

Royal Assent granted 18 December 1996.

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**Annex 3 Excerpts from the *Oceans Act***

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## **Annex 4 Excerpts from the CCG Policy on Assistance to Disabled Vessels**

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### **1. Policy Statement**

This policy will be followed when a request for assistance from a disabled vessel is received to determine whether, how, and to what extent assistance shall be provided based on the risks involved. All relevant risks will be considered, including those related to persons requiring assistance, the disabled vessel, CCG and its employees.

### **2. Application**

2.1 This policy applies to CCG and will take precedence over all internal CCG policies, directives, procedures, and instructions concerning assistance to non-CCG disabled vessels.

2.2 CCG employees will follow the *Fleet Safety and Security Manual* procedures when a CCG vessel is disabled and requires assistance.

2.3 However, when a CCG SAR resource is on scene and when lives are in immediate danger, i.e., *in extremis*, the Commanding Officer shall take any actions he or she deems necessary to save lives, including towing with persons on board. In this event, and when lives are no longer in immediate danger, Commanding Officers must re-evaluate the risks to determine how to evacuate the persons onboard.

2.4 CCG will follow the *Operational Procedures for Assistance to Disabled Vessel*<sup>1</sup>.

### **3. Guiding Principle**

For vessels in distress, potential distress, capsized vessels or situations in doubt, the first consideration shall always be to save the lives in danger including measures to evacuate all persons from the distressed vessel and recover any persons from the water.

### **4. General**

4.1 Assistance at sea is a mutual service between mariners based on need and isolation. Assistance is typically provided without pause, as the providers know they may need assistance in the future.

4.2 Given the foregoing, it is recognized that the timely provision of technical assistance to, or towing of, disabled vessels can be an effective way of meeting the national search and rescue (SAR) objective of preventing loss of life and injury.

4.3 However, CCG will not assist disabled vessels merely on request and will not compete with commercial or private interests to provide assistance. Some incidents that involve CCG resources or the use of the SAR system are either preventable or unreasonable given limited

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<sup>1</sup> Different excerpts of the CCG *Operational Procedures for Assistance to Disabled Vessels* are shown in CAMSAR II, Annex 4, and in CAMSAR III, Annex 1.

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**Annex 4 Excerpts from the CCG Policy on Assistance to Disabled Vessels**

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resources that are available to respond to more serious incidents. Furthermore, they may place responders in unnecessary danger.

4.4 Resources of CCG will not be tasked nor provide a tow to disabled vessels for the sole purpose of transiting from one place of refuge to another.

4.5 If a disabled vessel requesting assistance refuses commercial or private assistance when available, this shall be considered a cancellation of the initial request for assistance. CCG will notify the master of the disabled vessel accordingly.

4.6 If a disabled vessel refuses to evacuate when the Commanding Officer of the mobile facility responding requires the personnel to evacuate, this shall be considered a cancellation of the initial request for assistance. CCG will notify the master of the disabled vessel accordingly.

4.7 CCG employees involved in the provision of assistance are not personally liable for any death, injury or property damage that could occur as a result of the assistance operation if they exercised due diligence and acted in good faith, within the responsibilities attached to their position, and within the mandate of CCG.

21 December 2010

**NOTE:** The complete text of this document is available on the CCG Intranet web site: <http://ccg-gcc.nrc.dfo-mpo.gc.ca/commissioner-commissaire/policies-eng.html>.

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**Annex 5 SAR Authorities Contact Information**


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<b>CJOC SAR</b> Canadian Joint Operations Command 101 Colonel By Drive Ottawa (Ontario) K1A 0K2	
<b>SSO SAR</b> 1 Canadian Air Division HQ P.O. Box 17000 Stn Forces Winnipeg (Manitoba) R3J 3Y5	
<b>Director General, Operations</b> Canadian Coast Guard Headquarters 200 Kent Street, Ottawa (Ontario) K1A 0E6	
<b>JRCC Victoria</b> Joint Rescue Coordination Centre Canadian Forces Base, Esquimalt P.O. Box 17000 Stn Forces Victoria (British Columbia) V9A 7N2	(All numbers are 24/7) 1-800-567-5111 1-250-413-8933 Fax: 1-250-413-8932 AFTN-CYYJCYX
<b>JRCC Trenton</b> Joint Rescue Coordination Centre Canadian Forces Base, Trenton P.O. Box 810 Trenton (Ontario) K8V 5W6	(All numbers are 24/7) 1-800-267-7270 1-613-965-3870 Fax: 1-613-965-7190 AFTN-CYTRZSYX
<b>JRCC Halifax</b> Joint Rescue Coordination Centre Canadian Forces Base, Halifax P.O. Box 99000 Stn Forces Halifax (Nova Scotia) B3K 5X5	(All numbers are 24/7) 1-800-565-1582 1-902-427-8200 Fax: 1-902-427-2114 AFTN-CYHZCYX
<b>MRSC Québec</b> Centre secondaire de sauvetage maritime Base de la Garde côtière canadienne 101, Boul. Champlain Québec (Québec) G1K 7Y7	(All numbers are 24/7) 1-800-463-4393 1-418-648-3599 Fax: 1-418-648-3614
<b>MRSC St. John's</b> Maritime Rescue Sub-Center Canadian Coast Guard Base 280 Southside Road St. John's, Newfoundland A1C 5X1	(All numbers are 24/7) 1-800-563-2444 1-709-772-5151 Fax: 1-709-772-2224
<b>Canadian Forces Integrated Command Centre (CFICC) (Ottawa)</b>	1-613-945-2702 (24/7)
<b>CMCC Trenton (COSPAS-SARSAT) Ops)</b>	1-613-965-7265 (24/7)
<b>Combined Air Operations Centre (CAOC)</b> (Winnipeg)	1-204-833-2500, extension 2650 (24/7)

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**Annex 5 SAR Authorities Contact Information**

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