

Incident response plan

<https://nzcanyoningassociation.org/events/makarora-festival-2024/>

If someone is overdue or in need of urgent assistance

- Work down the contact list, phoning until you speak to someone who can help.
- **If you have already called the Police**, then send them the link to this plan.
- **If you are called by the Rescue Coordination Centre New Zealand**, because someone has activated their personal locator beacon, tell them that the person is canyoning at a club event, with canyon specialist LandSAR volunteers. Then send them the link to this plan.

Festival emergency contact list

NZCA Festival organisers

- Lee Den Haan 021 0282 6177
- Dan Clearwater 021 215 7059
- Rachel Jones 027 595 6347

Canyon SAR team coordinators at the event

- Roy Bailey 0274 386 838
- Grant Prattley 027 241 9948
- Oli Polson 027 573 8049
- Keith Riley 027 291 0440
- Warren Fitzgerald 027 511 1599

Wanaka River/Canyon SAR team leaders who are not at the event

- Luke Faed 027 254 6248
- Rachel Moore 021 0225 2497
- Scotty Bewley 021 837 4251
- Davie Robinson 021 909 315
- Craig Adams 022 077 2330

Other relevant contact information

Wanaka River/Canyon SAR Incident Management Team leader: Jean Kenney 021 0488 698

(If uncontactable, call Wanaka River / Canyon SAR team leaders not at event, and ask them to find a Wanaka SAR IMT person to volunteer.)

Wanaka Police SAR Coordinator: Alan Lee 021 190 8231

Festival participants with advanced medical training:

- Lee Den Haan (paramedic) 021 0282 6177
- Alex Pethrick, (Advanced first aid tutor) 027 766 0028
- Dave Lundin (ski patrol) 0276561642
- Antony Alford (retired anesthesiologist) 0275346468

Information discipline

No one involved in the festival or the SAR operation should post or share information including opinions/speculation about a SAR operation in progress.

- This has the potential to be hurtful for any family members and confusing to search managers.
- Reporters may be monitoring social media, leading to distractions and unhelpful speculation.
- If you have any information which might be helpful for the operation, give it in person at the top lodge, or call the SAR team leader who has taken responsibility as On Scene Commander.

Enquiries

Next of kin enquiries

- During an active incident response, all inquiries by next of kin should be referred to the police.

Media enquiries

- During an active incident response, all inquiries by media should be referred to the police.
- Once police are satisfied the response is complete, any comment from the NZCA should be made by the NZCA president, in consultation with the police and the event manager.

NZ Canyoning Festival event details

Event dates: 2-4 March 2024 **Event HQ location:** Wonderland lodge, State highway 6, Makarora, Otago.

Event information: A detailed list of event information, including program, activity locations and canyon information is available online: <https://nzcanyoningassociation.org/events/makarora-festival-2024/>

Preparation & roles

Event manager preparation

- This plan has been adjusted to suit the 2024 Canyoning Festival.
- It must be read in conjunction with the NZCA Safety Management Plan.
- Participants should be made aware that this plan exists and is available online.
- The local CanyonSAR team and Police SAR coordinator are aware of the event and this plan.

Participant preparation

- Tell your next of kin and/or the emergency contacts listed on your personal locator beacon registration the dates you are at the festival.
- Give them the link to this plan and ask them to read it if they have any concerns or in an emergency.

Response Coordinator

- Whomever receives a call for help or determines a party is overdue becomes the Response Coordinator.
- They are responsible for ensuring that the SAR coordinating authority (NZ Police or RCCNZ) are aware of all the details of the incident and the SAR human resources available at the event.
- The Initial Response Coordinator begins the local preparations to respond, until they hand over responsibility to a Canyon SAR team leader, who becomes the On Scene Coordinator.

Coordinating Authority & Incident Management Team (IMT)

- As per the LandSAR Canyon Safety Standard, "all CanyonSAR deployments must be supported by an IMT".
- Wanaka SAR is the first group to call for supplying a local IMT.

Response coordinator procedures – initial actions

Overdue party or receiving a request for help

- If an overdue party cannot be contacted, or you receive a request for help, the response coordinator should call Alan Lee, Wanaka Police SAR coordinator. 021 190 8231
- If Alan can't be reached, inform the Police by calling 111.
 - Ask them to inform the duty SAR Coordinator for Wanaka.
 - Provide the party intentions information, the location of the event HQ
 - Inform the operator that there are up to 40 canyon specialist LandSAR volunteers in Makarora.
 - Before finishing the call, get the name and number of the appointed Police SAR coordinator.
 - Tell them to expect a call from a CanyonSAR team leader soon.

If a personal locator beacon is activated

- Whomever receives the call from the Rescue Coordination Centre New Zealand (RCCNZ) should:
 - Inform RCCNZ that there are up to 40 canyon specialist LandSAR volunteers in Makarora.
 - Get the name and number of the contact person at RCCNZ.
 - Ask RCCNZ to keep you informed of any developments
 - Tell them to expect a call from a CanyonSAR team leader soon.

Response coordinator procedures – next actions

- Alert CanyonSAR personnel at the festival via the [Whatsapp group](#) using the templates below.

****SAR response needed: Beacon activation* or *SAR response needed: Overdue party ****

The first SAR team leader to read this message, please reply that you are taking the initial role of On Scene Coordinator, then phone the Police officer [name] or RCCNZ officer [name] on [phone number]

All available SAR team leaders to meet at top lodge briefing room to assist OSC.

SAR team members get your gear ready and await further instructions.

No festival chat is permitted until the SAR response is over.

- Contact Wanaka SAR IMT and ensure they have made contact with RCCNZ/Police SAR coordinator.
- Liaise with the Police/RCCNZ until a clear handover of responsibility is made from yourself to the On Scene Coordinator.
- Prepare to assist the responders by gathering any relevant information that may be useful for the Police and/or responders:
 - Canyon Topos
 - Activity (intention) sheets.
 - Participant next of kin details/medical information.

Local Incident Management Team support

- As per the LandSAR Canyon Safety Standard, “all CanyonSAR deployments must be supported by an IMT”.
- Wanaka SAR is the first group to call for supplying a local IMT.

Helicopter landing zone

For responses requiring a helicopter, the designated landing zone **H** for Aspiring Helicopters is the paddock beside the Wilkin River Jets Boat launch area.

Aspiring Helicopters 03 443 7152 / 0274 746 073 would only be called by RCCNZ, Police or the local IMT depending on the situation.

