

## TOWN OF ANNAPOLIS ROYAL

### POLICY

Title: <b>Policy on Project Lifesaver Procedures</b>	
Policy No: <b>2014-6</b>	Supersedes: ---
Effective Date : <b>November 17, 2014</b>	Date approved by Council Resolution: <b>November 17, 2014</b>

#### **Scope:**

This policy outlines operational procedure in the event of involvement with Ground Search and Rescue in Project Lifesaver.

#### **1. General**

- 1.1 Project Lifesaver (PL) is a non-profit organization dedicated to assisting and responding to the challenge of caregivers, in finding wandering or displaced loved ones who may suffer from Alzheimer's disease, Autism or other cognitive issues that cause wandering or any other special needs requirements. PL equips and trains provincial Ground Search and Rescue teams to help locate wandering persons by providing an electronic locating device that cannot be easily removed from the person's body.
- 1.2 Emergency Management Section (EMS), EMO Nova Scotia, Project Lifesaver of Nova Scotia (PLANS) and the provincial Ground Search and Rescue (GSAR) Committee have introduced Project Lifesaver within and throughout Nova Scotia.
- 1.3 Clients of Project Lifesaver have a specially configured wrist band that transmits a unique signal that can be located by the equipment used by the GSAR teams. The signal may be detected in thick foliage, under water and in buildings.
- 1.4 All GSAR teams in Nova Scotia are PL trained and have equipment to locate individuals enrolled in the PL program. The coverage area for teams accepting clients can be viewed on the Project Lifesaver Nova Scotia website.
- 1.5 EMO-NS provides electronic locating equipment to the Ground Search and Rescue teams. Every team has the equipment.
- 1.6 Client data will be stored in the PL Management database. Client information may, in the event of a missing person, be accessed by the RCMP by calling Valley Communications at 902-678-2100. This information includes: photograph, description, and important medical information.
- 1.7 Clients are advised to contact 911 in the event of a missing person who is included in the database. In the event of a missing person the complainant/care giver will call the 911 operator and advise the missing person is a client of Project Lifesaver. The 911 operator will then direct the complainant to the RCMP or local Police Service.

**2. Operational Communication Center**

- 2.1 The Operational Communication Center (OCC) dispatcher will gather all necessary information from the complainant/care giver in relation to the missing person, full description, and last known location, past history involving this type of activity, their address and how long they have been missing.
- 2.2 The OCC will contact Valley Communication to obtain the missing persons locator frequency and a subject profile. This information will be provided to the investigating member and the Ground Search and Rescue members dispatched to locate the missing person.
- 2.3 The GSAR dispatcher will then advise the detachment jurisdiction and the Ground Search and Rescue Project Lifesaver. They will ensure both parties contacted are given each other's name and phone numbers, as well as a subject profile and locator frequency.
- 2.4 The GSAR team in jurisdiction is not deployed at this time.
- 2.5 The deployment of the GSAR Project Locator volunteer does not require RCMP or GSAR Incident Commander, unless a full GSAR call out is required.

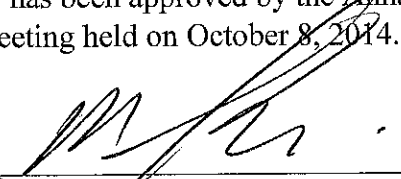
**3. Ground Search and Rescue - Project Lifesaver Contact**

- 3.1 Ground Search and Rescue team – PL contact will notify and deploy PL members only, who will begin searching for the missing person with the PL equipment utilizing the frequency information of their Personal Locator Unit as provided by the Operational Command Center and as obtained from Valley Communications.
- 3.2 This person will remain in contact with the RCMP or local Police Service member of jurisdiction and will update them in relation to their search.
- 3.3 If the missing person becomes lost outside their area of registration, the GSAR PL contact will advise the PL team in that area of the information concerning the registered client.

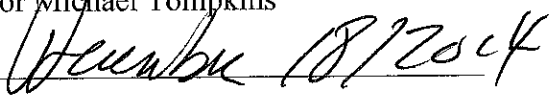
**4. Member**

- 4.1 The Member will initiate an investigation in relation to a missing person and in accordance with Operational Policy.
- 4.2 If a search is required by a local GSAR team, it will be deployed through normal protocols.
- 4.3 Local Ground Search and Rescue team will not be activated without a trained RCMP GSAR Incident Commander on site and in charge of the search.
- 4.4

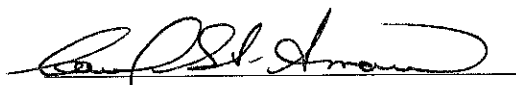
This policy has been approved by the Annapolis Royal Board of Police Commissioners at its regular monthly meeting held on October 8, 2014.



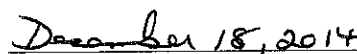
Mayor Michael Tompkins



Date



CAO Carol St-Amour



Date