

Check List – DEBRIEFING – Ground Team

MISSION #: _____

SORTIE #: _____

Ground Team : _____

License #: _____

- 1. Are all Ground Team Members present?
- 2. Review CAPF 109. Side two completed:
 - Was the vehicle refueled? If so, then attach the fuel slip to the CAPF 109.
 - Be sure the mission number and sortie number are on the fuel slip. Is the fuel quantity correct (gal/price)?
 - Every line must be completed even if NA.
 - Terrain and cover are to be listed in percentages with ea category totaling 100%.
 - The enroute, to and from, and search time are added for the Total Hours.
 - If not refueled, WRITE at the top on the front of the CAPF 109, "NOT REFUELED".
- 3. Mission Results – Choice one (1)
 - TARGET ----- FIND
 - Were there any survivors? Specify the coordinates and any description. Who was notified?
 - Draw a diagram of how they flew the sortie; i.e., how they entered the grid, route of search, any sightings, landmarks, etc.
 - Show the route of travel.
 - Who saw it first?
 - Is there access to the sight. Draw the access and who/what can access it (Ground Team or helicopter?)
 - Did you search TO and FROM the area assigned?
 - TARGET ----- NO FIND
 - Draw a diagram of how they drove the grid; i.e., how they entered the assigned area, route of search, any sightings, landmarks, etc.
 - Did you cover the entire area as assigned?
 - What did you see that didn't belong?
 - What did you see that you didn't understand?
 - What did you circle?
 - Did you search TO and FROM the area assigned?
 - TARGET ----- ELT
 - Did you locate the ELT?
 - Where did you find the ELT? Latitude / longitude coordinates needed.
 - Draw a diagram of how they drove the to area; i.e., how they entered the assigned area, route of search, any sightings, landmarks, etc.
 - What action did you take when you heard the ELT?
 - Where and at what time did you first hear the ELT signal?

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- 4. Review all radio messages.
- 5. Review any other messages.
- 6. What are the Ground Team's comments and recommendations about the assignment?
- 7. Any safety issues, hazards you saw or anything to help with the next Ground Team should be noted and told to the Incident Commander?
- 8. Did I (the briefer) write down everything correctly?
- 9. Does the Ground Team want another sortie?
- 10. Will they be taking a lunch break / rest break before the next sortie?
- 11. Any questions or concerns?
- 12. If Ground Team is not taking another sortie and are doing an outbound only, a new CAPF 109 must be completed. A sortie number will be issued for the "outbound" drive.
- 13. The completed CAPF 109 must be signed by the Debriefing Officer at the bottom of the CAPF 109. Print name and then sign.
- 14. Give one (1) copy of the CAPF 109 to the Grund Team Leader to attach the fuel slip.
- 15. If Ground Team is not be returning to mission base but will recover at their home base, the Ground Team Leader must contact mission base either via the FM or via land line to report their ATA, mileage, and be debriefed if a sortie was on the way to home base.

Debriefing Officer's Signature

Ground Team Leader's Signature