

Which SMS Form Do I Use?

Event type\Role	SAROP Incident Controller or Safety Officer	SAREX/Training Event Organiser	IMT – Operations Manager	Team Leader (pre-deployment)	Team Leader (in the field or during activity when required ₃)
Large ₁ SAROPs, SAREXs	LandSAR Safety Plan https://www.landsar.org.nz/wp-content/uploads/LandSAR-Safety-Plan-V4-2.docx	LandSAR Safety Plan https://www.landsar.org.nz/wp-content/uploads/LandSAR-Safety-Plan-V4-2.docx	Page 1 of Team Tasking and Safety Assessment Form https://www.landsar.org.nz/wp-content/uploads/Team-Tasking-and-Safety-Assessment-V4.docx	Page 2 of Team Tasking and Safety Assessment Form https://www.landsar.org.nz/wp-content/uploads/Team-Tasking-and-Safety-Assessment-V4.docx	Take Five Field Safety Checks
Large ₁ training events		LandSAR Safety Plan https://www.landsar.org.nz/wp-content/uploads/LandSAR-Safety-Plan-V4-2.docx	Page 1 of Team Tasking and Safety Assessment Form https://www.landsar.org.nz/wp-content/uploads/Team-Tasking-and-Safety-Assessment-V4.docx	Page 2 of Team Tasking and Safety Assessment Form https://www.landsar.org.nz/wp-content/uploads/Team-Tasking-and-Safety-Assessment-V4.docx	Take Five Field Safety Checks
Initial response SAROP ₂	Page 1 of Team Tasking and Safety Assessment Form https://www.landsar.org.nz/wp-content/uploads/Team-Tasking-and-Safety-Assessment-V4.docx			Page 2 of Team Tasking and Safety Assessment Form https://www.landsar.org.nz/wp-content/uploads/Team-Tasking-and-Safety-Assessment-V4.docx	Take Five Field Safety Checks
Single team training eg. local group training session		Page 1 of Team Tasking and Safety Assessment Form https://www.landsar.org.nz/wp-content/uploads/Team-Tasking-and-Safety-Assessment-V4.docx			Take Five Field Safety Checks
Informal training undertaken by individual members				Take Five Field Safety Checks	Take Five Field Safety Checks

Notes:

- ₁ A 'Large' event for SMS purposes is any SAROP, SAREX or training event that lasts for more than 4 hours and involves more than one team
- ₂ If, during an urgent initial response, time or resources (eg. availability of forms) do not allow a Team Tasking and Safety Assessment Form to be completed prior to deployment, a Take Five Field Safety Check can be used instead
- ₃ Take Five Field Safety Checks do not need to be carried out immediately upon deployment if a Team Tasking and Safety Assessment Form and team briefing have just been prepared and delivered. Take Five Field Safety Checks should be undertaken at appropriate intervals during all activities and whenever circumstances or conditions change significantly of the activity/task