**State Rescue Board of NSW (SRB)**

**Rescue Unit Unavailable/Available Notification Form**

When an accredited rescue unit is unavailable for tasking, the responsible agency must immediately notify the NSW Police Force Radio Operations Group (NSWPF ROG), so that Rescue Coordinators (RCOs) have visibility of the status of all rescue units throughout the state. The NSWPF ROG must also be notified once the rescue unit is again available.

The agency or person responsible for each action should tick the boxes corresponding to the action once it has been completed. This form should be used for all notifications regarding the unavailable/available status of all rescue units, with the exception of Marine Rescue units which are coordinated via NSW Police Force Marine Area Command (NSWPF MAC).

Information on this form is used for operational purposes. Please complete the Rescue Unit Unavailable/Available Notification Form by following the protocol outlined below.

**Notification Protocol**

|  |  |  |
| --- | --- | --- |
| **Action** | **Responsible** | **Completed?** |
| 1. Complete the Rescue Unit Unavailable/Available Notification Form | Rescue unit/agency |  |
| 1. Submit the form to organisation’s regional command | Rescue agency |  |
| 1. Email the form to:  * NSWPF ROG - [rogrescue@police.nsw.gov.au](mailto:rogrescue@police.nsw.gov.au) * SRB Secretariat - [srb@resilience.nsw.gov.au](mailto:srb@resilience.nsw.gov.au) * Relevant Regional Emergency Management Officer (REMO) | Rescue agency |  |
| 1. Email the form to:  * Region Rescue Committee members * Relevant Local Emergency Operations Controller (LEOCON) | REMO |  |
| 1. When the rescue unit is again available, complete Section 5 of this form (Available Details) and resubmit the form following steps 2 to 4. | As above |  |

1. **Unit Details**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Organisation:** | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | NSWPF | FRNSW | NSWA | NSW SES | NSW VRA | NSW RFS | Other | | | |
| **Unit name:** |  | **Contact Name:** |  |
| **Unit address:** |  | **Phone:** |  |
| **Email:** |  |
| **NSWPF Computer Aided Dispatch (CAD) system call sign if known.** | | |  |

1. **Emergency Management Region**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Region:** | |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Central West | Far West | Hunter Central Coast | Illawarra South Coast | New England | North Coast | North West Metro | Riverina Murray | | South Eastern | South West Metro | Sydney Metro |  | | | | | |
| **REMO contact details:** |  |

1. **Reason for unavailable status**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Reason for unavailability:** | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Operator Availability | Training | Maintenance | | | | | Vehicle | Vessel | Equipment | Other (please specify) | |

1. **Unavailable Details**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Accreditation unavailable for:** | |  |  |  |  |  | | --- | --- | --- | --- | --- | | General Land Rescue  ☐ | Road Crash Rescue  ☐ | Vertical Rescue  ☐ | Flood Rescue  ☐ On Water  ☐ In water | Other (please specify)  ☐ | | | |
| **Unavailable date:** (backdate if required) |  | **Expected available date:** |  |
| **Unavailable time:** |  | **Expected available time:** |  |

1. **Available Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time and Date:** |  | **Confirmation sent to** [rogrescue@police.nsw.gov.au](mailto:rogrescue@police.nsw.gov.au) |  |