

**BOSNIA AND HERZEGOVINA
DIRECTORATE OF CIVIL AVIATION**

528

Pursuant to Article 61 of the Law on Administration (Official Gazette of BIH 32/02, 102/09 and 72/17) and Article 14 of the Aviation Law of Bosnia and Herzegovina (Official Gazette of BIH 39/09 and 25/18), the acting Director General of the Bosnia and Herzegovina Directorate of Civil Aviation has hereby adopted

**RULEBOOK ON
SEARCH AND RESCUE SERVICES IN THE EVENT
OF AN AIRCRAFT ACCIDENT IN BOSNIA AND
HERZEGOVINA**

I - GENERAL

Article 1

(Subject matter)

- (1) This Rulebook defines the competence, responsibility and actions of the authorities, organisations and institutions in Bosnia and Herzegovina in the implementation of operational procedures during search operations for missing aircraft and rescue operations in case of aircraft accidents.
- (2) This Rulebook has been drawn up in accordance with the Standards and Recommended Practices contained in Annex 12 ("Search and Rescue") of the Convention on International Civil Aviation and in the Manual (Doc. 9731-AN/958) of the International Civil Aviation Organisation (hereinafter: ICAO).

Article 2

(Terms)

The terms used in this Rulebook shall have the following meanings:

- a) **Alert Phase (ALERFA)** – a situation wherein apprehension exists as to the safety of an aircraft and its occupants;
- b) **Air Traffic Services (ATS)** – a generic term meaning variously, the provision of flight information service, alerting service, air traffic advisory service, and air traffic control service (area control service, approach control service, and/or aerodrome control service);
- c) **Service** – means duty, function or services rendered;
- d) **Unit** - an organisation ensuring the rendering of a service;
- e) **Aircraft** – an aircraft of any type or size;
- f) **Distress Phase (DETRESFA)** – a situation wherein there is a reasonable certainty that an aircraft and its occupants are threatened by grave and imminent danger and require immediate assistance;
- g) **Emergency Phase** – a generic term meaning, as the case may be, uncertainty phase, alert phase or distress phase;
- h) **Distress radio beacons** - transmitters used to detect and locate aircraft, ships and people in distress, comprising aeronautical (*Emergency Locator Transmitter, ELT*), nautical (*Emergency Position Indicating Radio Beacon, EPIRB*) and personal (*Personal Locator Beacon, PLB*) radio beacons.

- i) **False Alert** – a situation where the RCC has received information about an aeronautical emergency, and the information is verified to be false;
- j) **Flight Information Region (FIR)** – an airspace of defined dimensions within which flight information service and alerting service are provided;
- k) **Mission Control Centre (MCC)** – a part of the Cospas-Sarsat system which accepts alerting messages from local user terminals and other mission control centres and distributes them among the appropriate RCCs or other search and rescue points of contact;
- l) **On-Scene Co-ordinator (OSC)** – A coordinator of search and rescue operations in a given area;
- m) **Possibility Area** – the smallest area containing all possible survivor or search object locations;
- n) **RCC Operational Plan** – a document containing the operating procedures, measures and procedures implemented by the rescue co-ordination centre in search and rescue operations;
- o) **Rescue** – an operation to retrieve persons in distress, provide for their initial medical or other needs, and deliver them to a place of safety;
- p) **Rescue Co-ordination Centre (RCC)** – a unit responsible for co-ordinating, organising and leading search and rescue operations within a search and rescue area in the event of an aircraft accident;
- r) **Rescue Sub-Centre (RSC)** - a unit subordinate to a rescue co-ordination centre, established to implement measures in accordance with regulations of the responsible authorities;
- s) **Search** – an operation coordinated by a rescue co-ordination centre or rescue sub-centre, using available personnel and facilities to locate persons in distress;
- t) **Search Area** – the area, defined by a rescue co-ordination centre, that is to be searched, and which may be sub-divided in sub-areas for the purpose of using more rationally the units involved in search and rescue operations;
- u) **Search and Rescue Co-ordinator (SRC)** – one or more persons responsible for establishing, ensuring, planning and co-ordinating search and rescue services;
- v) **Search and Rescue Facility** – any mobile and other resources and equipment used to conduct search and rescue operations;
- z) **Search and Rescue Mission Co-ordinator (SMC)** – the official within a rescue coordination centre who is temporarily assigned to launch and co-ordinate search and rescue operations;
- aa) **Search and Rescue Plan** – A general term used to describe documents which exist at the national and international search and rescue structure to define goals and govern procedures in search and rescue services;
- bb) **Search and Rescue Point of Contact (SPOC)** – Rescue-coordination centres and other entities designated by the State, that are responsible for receiving distress alert information from the CASPAS - SARSAT system;
- cc) **Search and Rescue Region (SRR)** – An area of defined dimensions within which search and rescue services are provided;
- dd) **Search and Rescue Service (SAR)** – the performance of distress monitoring, communication, co-ordination and search and rescue functions, the provision of initial medical assistance or medical evacuation, through the use of public and private resources, including co-operating aircraft, vessels and other craft and installations;
- ee) **Search Object or Search Objects** – an aircraft missing or in distress, or survivors or evidence for which a search is being conducted;
- ff) **Search and Rescue Unit (SRU)** – a unit trained and equipped for the efficient conduct of search and rescue operations;
- gg) **Situation report (SITREP)** – a report on a situation and an exchange of information between the Rescue Co-ordination Centre and SAR units on a particular aeronautical emergency or SAR operation;
- hh) **Uncertainty phase (INCERFA)** – a situation wherein uncertainty exists as to the safety of an aircraft and its occupants;
- ii) **Aircraft in distress** – a specific state of an aircraft where there is reasonable certainty that an aircraft and its occupants are threatened by grave and imminent danger and that the aircraft requires immediate assistance, while it remains impossible to establish whether there has been an incident, serious incident or accident.

II – RESPONSIBILITY AND ORGANISATION

Article 3

(Establishment of Search and Rescue Service)

- (1) Search and rescue service (hereinafter: SAR) shall be organised for the purpose of an efficient receipt, confirmation and dissemination of information about aircraft in distress and for the conduct of SAR operations and other SAR-related activities. SAR service shall be organised so as to be available 24 hours a day all year round.
- (2) Enactment of legislation on the manner of establishment of the SAR service in Bosnia and Herzegovina shall be the responsibility of the Council of Ministers of Bosnia and Herzegovina.
- (3) The Ministry of Communications and Transport of Bosnia and Herzegovina shall be responsible for initiating conclusion of SAR agreements with other countries.

Article 4

(Bosnia and Herzegovina Directorate of Civil Aviation)

With regard to the work and organisation of SAR service in Bosnia and Herzegovina, the Bosnia and Herzegovina Directorate of Civil Aviation (hereinafter: BHDCA) shall have the following responsibilities:

- a) development of legislation on SAR service and alerting service;
- b) coordination, oversight and auditing of the quality of work of the SAR service;
- c) monitoring and implementing the provisions of SAR cooperation agreements with neighbouring and other countries;
- d) concluding SAR agreements with organisations and institutions in Bosnia and Herzegovina;
- e) inter-Entity co-ordination in the field of SAR;
- f) international cooperation in the field of SAR;
- g) organising SAR exercises and readiness checks;
- h) defining operational requirements for SAR equipment and facilities;
- i) analysing reports on conducted SAR operations;

- j) maintaining and updating a database of distress radio beacons.

Article 5

(Rescue Co-ordination Centre of BIH)

- (1) The Rescue Co-ordination Centre of BIH (hereinafter: RCC) is an organisational unit within the Bosnia and Herzegovina Air Navigation Services Agency which is responsible for performing tasks ensuring the conduct of search and rescue operations within a search and rescue region (hereinafter: SRR), i.e. in the Sarajevo Flight Information Region (hereinafter: Sarajevo FIR).
- (2) The RCC shall develop detailed plans and procedures for the conduct of SAR operations.
- (3) The RCC shall also develop other necessary operational documents, to be approved by the BHDCA.
- (4) In case of aeronautical emergencies, the RCC shall carry out the following activities:
 - a) receive and assess information on an aircraft in distress;
 - b) decide on the launch of SAR operations;
 - c) operationally manage and co-ordinate SAR operations;
 - d) provide the available information from ATS units (radio-communication records, flight plan elements, radar records) and other relevant information that may impact the conduct of SAR operations;
 - e) regularly keep and update data on the conduct of SAR operations, and notify the authorities, institutions and other entities involved in SAR of any changes to the Plan.
- (5) In the course of conducting and co-ordinating SAR operations, the RCC of BIH may delegate some of its functions to the ATS unit closest to the envisaged search region, which shall then become a Rescue Sub-Centre overseen and instructed by the RCC.
- (6) The RCC shall be the SAR point of contact in Bosnia and Herzegovina.
- (7) The RCC shall be operational 24 hours a day.

Article 6

(Search and Rescue Region - SSR)

- (1) Search and rescue shall be conducted in a defined search and rescue region encompassing Bosnia and Herzegovina, and may also include a territory defined by international treaties binding on Bosnia and Herzegovina.
- (2) In the defined search and rescue region, the search and rescue system shall be implemented in the manner laid down in this Rulebook, as well as in accordance with the international standards and recommended practices of Annex 12 of the Chicago Convention, which are available on official ICAO website.

Article 7

(Participants in Search and Rescue)

- (1) The RCC of BiH, air navigation service providers, airports, aircraft operators and other persons in the field of aviation, members of airport staff or other aviation-related facilities, shall be involved in the conduct of search and rescue operations in accordance with the Law, as well as other entities on the basis of agreements concluded by the BHDCA, which define the human and material resources that, depending on the circumstances, shall be made available to the RCC to conduct SAR operations, as well as to assist in supporting those operations.
- (2) Participants in search and rescue shall be involved in accordance with operating procedures developed by the RCC on the basis of SAR agreements concluded by the BHDCA and line ministries.
- (3) Entities with which agreements have been concluded shall develop their own operating procedures on the basis of the concluded agreements.

Article 8

(Helicopter Rescue Units)

- (1) Helicopter rescue units shall be designed to find and locate crash sites and to rescue casualties whenever technically feasible.
- (2) SAR operations or support to air SAR operations may be carried out by helicopter units from State-level authorities and institutions or from private organisations, under the conditions defined in the concluded SAR cooperation agreements between the BHDCA and these entities.
- (3) Helicopter rescue units shall be on constant standby 24 hours a day, ready to take off within 60 minutes of receiving the alert signal.
- (4) During the conduct of SAR operations, helicopter crews will follow the instructions from the RCC regarding weather, terrain and flight safety.
- (5) The RCC may authorise the involvement of on-duty helicopter units in the event of other accidents as well, upon a written request approved by the Ministry of Defense of Bosnia and Herzegovina, after assessing that such involvement would not jeopardize the readiness of these units to act in aeronautical emergencies.
- (6) The BHDCA may secure the services of helicopter rescue units in SAR operations or air support to SAR operations by means of public calls.

Article 9

(Rescue Units)

Search and rescue units and rescue teams or units established within the authorities, institutions or organisations with which agreements have been concluded on the utilisation of their human and material resources for SAR purposes shall be involved at the invitation of the RCC of BIH.

Article 10

(Civil protection)

- (1) Civil protection units in Bosnia and Herzegovina shall be involved in SAR operations at the invitation of the RCC.
- (2) Depending on the situation and the need, civil protection units shall provide rapid action teams to create conditions for rescuing, providing assistance and retrieving wounded or dead persons, as well as teams for determining whether an area has been laid with mines, and for possible demining and removal of unexploded ordnance.
- (3) In order to regulate the rights, obligations and responsibilities, the BHDCA will conclude agreements with the competent civil protection administrations in which the proceedings and procedures for conducting SAR operations will be defined in more detail.

Article 11

(Armed Forces of Bosnia and Herzegovina)

- (1) The Armed Forces of Bosnia and Herzegovina, in accordance with the competencies established by law, shall participate in conducting search and rescue operations by means of involving organisational units of the line ministry, commands, units, including helicopter units, with available resources.
- (2) The capacity of the required resources, the proceedings, procedures, obligations and responsibilities in conducting SAR operations will be defined by a special agreement concluded between the BHDCA and the Ministry of Defense of Bosnia and Herzegovina.

Article 12

(Police Forces in Bosnia and Herzegovina)

- (1) Police forces in BiH, in accordance with the competencies established by law, participate in conducting search and rescue operations by means of involving intervention teams, helicopter units, operational centres, competent police administrations, as well as by assisting competent units in finding and providing assistance to victims, securing accident sites and protecting the aircraft wreckage, regulating traffic for faster access of rescue vehicles, assistance in relaying requests and information between the RCC and rescue units in the field, as well as

other activities in conducting search and rescue operations to be carried out until the arrival of the Commission for the investigation of the cause of the accident or authorised investigators.

- (2) The activities referred to in paragraph (3) of this Article shall be performed exclusively in coordination with the RCC.
- (3) Members of the Police Force in Bosnia and Herzegovina may participate in joint exercises and readiness checks planned and conducted by the competent SAR authorities.

Article 13

(Bosnia and Herzegovina Mine Action Centre)

- (1) The Bosnia and Herzegovina Mine Action Center (hereinafter: BHMAC) is, in accordance with the concluded cooperation agreement with the BHDCA, responsible for updating the information for the RCC relating to the risk of mines and unexploded ordnance (hereinafter: UXO) at the site of an aeronautical emergency (accident).
- (2) In cases of SAR operations, the BHMAC will, at the request of the RCC, provide updated information on mine and UXO contamination at the site of SAR operations.
- (3) If the area of SAR operations is contaminated with mines and UXO, the BHMAC will assist in the coordination and involvement of other organisations and institutions in mine action and UXO clearance.

Article 14

(Border Police of Bosnia and Herzegovina)

- (1) The Border Police of Bosnia and Herzegovina (hereinafter: BP BiH) will, in accordance with the concluded agreement with the BHDCA, at the invitation of the RCC, provide assistance in SAR operations, by involving the field offices and units in its area of responsibility.
- (2) Based on agreements concluded with the neighboring countries, the BP BiH will make possible for all teams and units from the neighboring countries to cross the state border, as well as for teams and units from BiH to cross over into the neighboring countries, if such involvement is approved by the competent authority.

Article 15

(Health care institutions)

Health care institutions in Bosnia and Herzegovina will, in accordance with the competencies established by law, provide assistance in conducting search and rescue operations, by means of involving available resources, in order to provide emergency medical care and treatment for the injured in the event of an aeronautical emergency.

Article 16

(Aero clubs and other specialised organisations and associations)

- (1) Aero-clubs, mountain rescue services, rescue clubs, Red Cross teams, firefighters' associations, hunting associations, volunteers and other specialised organisations and associations may be involved in SAR operations based on the indicated need.
- (2) Based on the need to involve additional capacities and on its own judgment of the capabilities and capacities, the BHDCA may conclude special agreements with the entities referred to in paragraph (1) of this Article, which would regulate mutual obligations and responsibilities.

Article 17

(Mission Control Centre - MCC Bari)

- (1) MCC Bari is a unit of the *International Cospas-Sarsat* program, a satellite search and rescue system, which detects signals from radio beacons for emergency position detection and transmits available detection information to the RCC

within the SAR BiH Region (SRR BiH) or is stored in the radio beacon database run by the BHDCA. The international *Cospas-Sarsat* program shall provide information relating to the possible type of alert, radio beacon identification and radio beacon coordinates, as well as additional information if the radio beacon is stored in the radio beacon database referred to in paragraph (1) of this Article, or in the *Cospas-Sarsat* radio beacon database.

- (2) The RCC is the designated contact of Bosnia and Herzegovina (SPOC) for obtaining alert information from the MCC and as such has been published in the BiH Aeronautical Information Publication and in relevant international documents.

III – ALERTING SYSTEM

Article 18

(Alerting Sources)

- (1) The competent air traffic service units (ATS units) are the primary source of alert for the possible initiation of search and rescue operations and the collection of the necessary information on aircraft in distress.
- (2) After declaring one of the emergency phases, the ATS units shall inform the Rescue Coordination Center accordingly.
- (3) ATS units shall provide alerting service:
 - a) for all aircraft provided with ATS service;
 - b) in so far as practicable, to all other aircraft having filed a flight plan or otherwise known to the ATS units;
 - c) to any aircraft known or believed to be the subject of unlawful interference.
- (4) Other sources of notifying the RCC of an aeronautical emergency are:
 - a) International *Cospas-Sarsat* programme;
 - b) aircraft crash witnesses;
 - c) crews of other airborne aircraft;
 - d) aircraft operators;
 - e) aerodrome operators;
 - f) aero clubs and other aeronautical organisations;
 - g) administrative and local self-government authorities;
 - h) Armed Forces of Bosnia and Herzegovina;
 - i) providers of other air navigation services;
 - j) rescue co-ordination centres of neighbouring countries;
 - k) families of on-board passengers.

Article 19

(Responsibility to declare alert and initiate search and rescue)

- (1) The declaration of an alert is the responsibility of the RCC or the competent ATS unit, depending on who is able to gather all relevant information and assess the necessity of declaring an alert.
- (2) The competent ATS units shall without delay forward to the RCC any information in the event of an occurrence, serious incident and air accident, or suspicion that an aircraft is in distress.
- (3) After an alert is declared by the competent ATS unit, the rescue co-ordination centre assesses the alert and, if necessary, initiates a search and rescue operation.
- (4) Other alerting sources shall, immediately upon learning that an aircraft is in distress, directly provide information to the RCC through all possible and available means of communication or through the competent authorities (police, civil protection, etc.).

Article 20

(Emergency Phases)

- (1) The emergency phases are: Uncertainty phase (INCERFA), Alert phase (ALERFA) and Distress phase (DETRESFA).

- (2) The declared emergency phase is used in all forms of communication between the entities involved in the search and rescue operation, as a way of informing about the degree of endangering the safety of persons or aircraft in need of assistance.
- (3) The emergency phases referred to in paragraph (1) of this Article need not be declared in the stated order.
- (4) The maximum commencement period for the emergency phases referred to in paragraph (1) of this Article is specified in the Appendix to this Rulebook.

Article 21

(Declaration of Emergency Phases by an ATS Unit)

- (1) The competent ATS unit shall announce the emergency phases in accordance with the regulation governing the provision of air traffic services (air traffic control, flight information and alerting services).
- (2) The RCC shall declare an emergency phase if a navigation signal from a distress radio beacon has been detected via the International *Cospas-Sarsat* Satellite System or if information relating to a crash or possible crash has been received from an alert source referred to in Article 18, paragraph (4) of this Rulebook.
- (3) Depending on the specific circumstances and the development of the situation, the RCC may change the declared emergency phase, of which it shall immediately notify the other entities involved in the search and rescue operation.

IV – SEARCH AND RESCUE OPERATIONS

Article 22

(RCC Operating Procedures)

- (1) Immediately after receiving the information from the competent ATS unit regarding an aircraft in distress, i.e. an aeronautical emergency, the RCC BiH shall evaluate the received information and determine the degree of required action.
- (2) In case of receipt of information on an aeronautical emergency from other sources, the RCC of BiH shall assess the source, perform the relevant verification, determine which emergency phase the given situation applies to and, if necessary, initiate a SAR mission.
- (3) All information, regardless of the alerting source, shall be verified and evaluated by the RCC in accordance with established procedures and against any source of information.
- (4) Any information received about a possible aeronautical emergency will be considered credible by the RCC BiH until otherwise determined.

Article 23

(Operational Measures upon Declaration of Uncertainty Phase (INCERFA))

Upon the declaration of an uncertainty phase (*INCERFA*), the RCC shall take the following measures:

- a) appoint a Search and Rescue Mission Co-ordinator (*SMC*);
- b) verify received information, if necessary;
- c) closely cooperate with the competent ATS units;
- d) collect all relevant data on the aircraft, crew, route, departure and arrival airport, as well as meteorological data;
- e) plot the actual track of the aircraft, as far as it is known, and the intended or estimated track beyond the last known point, making use of all relevant information;
- f) conduct a communication search.

Article 24

(Operational Measures upon Declaration of Alert Phase (ALERFA))

Upon the declaration of an alert phase (*ALERFA*), the RCC shall take the following measures:

- a) continue the necessary actions from the uncertainty phase, i.e. take the measures established for the *INCERFA* phase if it did not precede the declaration of the alert phase;
- b) put on standby all necessary participants for possible involvement in the search and rescue operation;
- c) evaluate the received information and continue collecting additional information from other sources;
- d) maintain liaison with the competent ATS units and, if necessary, request additional information from them;
- e) evaluate new information relating to: aircraft condition, weather, terrain, communication, last known aircraft position, last radio communication, aircraft operator and remaining fuel in the aircraft;
- f) map relevant information to determine the probable position of the aircraft;
- g) begin planning a search and rescue operation;
- h) request assistance from the competent ATS units with:
 - passing instructions and information to the distressed aircraft or to the aircraft reporting the distress;
 - informing aircraft operating in the vicinity of the distress of the nature of the emergency;
 - reporting to the rescue co-ordination centre on any change in the condition of the possibly distressed aircraft.

Article 25

(Operational Measures upon Declaration of Distress Phase)

- (1) Upon the declaration of a distress phase (*DETRESFA*), the RCC shall take the following measures:
 - a) continue the necessary actions from the alert phase, i.e. take the measures established for the *ALERFA* phase if it did not precede the declaration of the alert phase;
 - b) estimate the position of the aircraft, estimate the degree of uncertainty of this position and determine the area to be searched;
 - c) develop and verify in detail a search operation plan and a rescue operation plan for the planned search area;
 - d) initiate a search and rescue operation and pass relevant details of the operation on to:
 - all participants in the search and rescue operation that may contribute to the efficiency of the operation;
 - the competent ATS units, for transmission to the distressed aircraft or to the aircraft reporting the distress;
 - rescue co-ordination centres of the neighbouring countries, if their involvement is necessary;
 - e) if two or more participants are involved in a search and rescue operation on land or in the air, designate one of them as on-scene co-ordinator (*OSC*);
 - f) continue collecting information, and if additional information on the emergency is received from other sources, notify the competent ATS units accordingly;
 - g) verify the implementation of the search and rescue plan and, if necessary, amend the plan;
 - h) notify the competent air accident investigation authority;
 - i) require competent ATS units to make requests to nearby aircraft not participating as rescue aircraft:
 - to monitor the radio frequency of the distressed aircraft and the emergency locator transmitter;

- to provide assistance to the distressed aircraft, if possible;
 - to inform the rescue co-ordination centre about the development of the situation;
 - j) exchange information about the operation with all participants;
 - k) report to other competent entities on the emergency phase;
- (2) The Rescue Co-ordination Centre shall in its operational documents establish in more detail the operational measures it takes in all emergency phases.

Article 26

(Coordination of activities at accident site)

The Director General of the BHDCA will ensure the participation of one or more persons from the structures of the BiH aviation authority in the defined search area or at the scene of distress in order to coordinate activities with on-scene coordinators and other entities involved in SAR operations.

Article 27

(Emergency situation in the vicinity of an aerodrome)

- (1) In cases when an aeronautical emergency - accident occurs within or in the immediate vicinity of an airport (in the area defined by the Airport Security Program), rescue operations shall be carried out according to the airport's Rescue plan.
- (2) The RCC retains responsibility for search operations (if required), as well as for the general coordination of elements not covered by the Airport Security Program.
- (3) All information, as well as requests for the involvement of rescue units not covered by the Airport Security Programme, shall be sent to the RCC through the Airport Operations Centre.
- (4) In all cases of SAR operations in the vicinity of an airport, direct coordination between the airport and the RCC is mandatory.
- (5) In a situation where the RCC deems it safer and more rational, the coordination of air operations in conducting a search shall be entrusted to the local ATC centre.

Article 28

(Informing the public)

- (1) The BHDCA shall inform the public about the course and manner of conducting a search and rescue operation.
- (2) The RCC shall not publish any information on the procedure for the conduct of SAR operations, unless authorised by the Director General of the BHDCA.

Article 29

(Suspension of SAR operations)

- (1) A search and rescue operation may be suspended in cases where:
 - a) all assigned search areas have been thoroughly searched and examined;
 - b) all probable locations have been investigated;
 - c) all reasonable means of obtaining information about the whereabouts of the aircraft or on-board passengers have been exhausted and examined;
 - d) all assumptions and calculations used in a search operation have been reviewed.
- (2) The decision to temporarily suspend a search and rescue operation shall be made by the RCC with the consent of the Director General of the BHDCA.
- (3) The decision referred to in paragraph (2) of this Article shall also determine the time for the continuation of the search and rescue operation.
- (4) The RCC shall immediately notify all participants involved in that operation of the temporary suspension of the search and rescue operation.

Article 30

(Termination of SAR operations)

- (1) A decision on the termination of a search and rescue operation shall be made:
 - a) if information has been received that the aircraft for which the search and rescue operation was initiated is no longer in distress; or
 - b) if information has been received and confirmed that the aircraft for which the search and rescue operation was initiated has been found and assistance has been provided to passengers; or
 - c) if during a distress phase the RCC, in consultation with the participants in the search and rescue operation, determines that there is no likelihood that the passengers and crew survived and that the continuation of the search and rescue operation would be without significant prospects of success.
 - d) In the cases referred to in paragraph (1) items a) and b) of this Article, the decision on the termination of a search and rescue operation shall be made independently by the RCC, and in the case referred to in paragraph (1) item (c) of this Article the decision shall be made with the consent of the BHDCA's Director General.
- (2) The Rescue Coordination Centre shall, without delay, inform all participants involved in a search and rescue operation about the termination of the operation.

Article 31

(Reports and analyses)

- (1) Following any SAR operation, the RCC of BiH shall prepare reports to be analysed by the BHDCA, and based on such analyses, it shall prepare recommendations and proposals for improving the work of SAR services in Bosnia and Herzegovina.
- (2) Recommendations and proposals for improving the work of SAR services shall be submitted by the BHDCA to the SAR Committee of BiH.

Article 32

(Training)

- (1) All participants in search and rescue activities shall regularly provide training to persons involved in search and rescue and shall participate in joint training and exercises to check readiness for search and rescue operations.
- (2) The provision of training and joint and co-ordinated exercises shall be carried out according to a plan and programme adopted by the BHDCA in accordance with the manner in which participants in search and rescue activities are involved and in accordance with international standards and recommended practices in the field of search and rescue.

V – OTHER PROVISIONS

Article 33

(Appendices)

The following appendices form an integral part of this Rulebook:

Appendix 1: Acronyms

Appendix 2: Maximum commencement period for the emergency phases

Appendix 4: Ground-Air visual signals for use by survivors

Appendix 5: Ground-Air signals for use by SAR service

Appendix 6: Reporting forms.

VI – FINAL PROVISIONS

Article 34

(Entry into force)

- (1) This Rulebook shall enter into force on the eighth day from the day of its publication in the Official Gazette of BiH.
- (2) The entry into force of this Rulebook shall repeal the Rulebook on the Work of the Search and Rescue Service in Bosnia and Herzegovina (Official Gazette of BiH 12/06) of 21 February 2006 and the Instruction on Organising Search and Rescue in Bosnia and Herzegovina No: 1964/02 of 22 October 2002.

- (3) This Rulebook shall also be published in the official journals of the Entities and of the Brčko District.
Ref. number: 1-3-02-2-487-1/19
22 July 2019
Banja Luka

Acting Director General
Željko Travar, sgd.

FIS: Flight Information Service
FPL: Flight Plan
GPS: Global Positioning System
ICAO: International Civil Aviation Organisation
IFR: Instrument Flight Rules
IMC: Instrument Meteorological Conditions
MCC: Mission Control Centre
MF: Medium Frequency (300-3000 KHz)
NOTAM: Notice to Airmen
OSC: On-scene Co-ordinator
RCC: Rescue-Coordination Centre
RTF: Radio-Telephony Communication
SAR: Search and Rescue
SARPs: International Standards and Recommended Practices
SITREP: Situation Report
SMC: Search and Rescue Mission Co-ordinator
SPOC: Search and Rescue Point of Contact
SRR: Search and Rescue Region
SRU: Search and Rescue Unit
VFR: Visual Flight Rules
VMC: Visual Meteorological Conditions

APPENDIX 1

A/C: Aircraft
ACC: Area Control Centre
A/D: Aerodrome
AFTN: Aeronautical Fixed Telecommunication Network
AIP: Aeronautical Information Publication
ATC: Air Traffic Control
ATS: Air Traffic Services
COSPAS-SARSAT: A satellite system for detecting signals from alerting radio beacons for emergency position detection and for transmitting signal position information
DF: Direction Finding
ETA: Estimated Time of Arrival
FIC: Flight Information Centre
FIR: Flight Information Region

APPENDIX 2






MAXIMUM COMMENCEMENT TIME FOR EMERGENCY PHASES

		Uncertainty phase INCERFA	Alert phase ALERFA	Distress phase DETRESFA	
FOR	Distress Signal (Mayday - SOS - A7700)	-	-	H+5	
	Urgency Signal (Panne-panne- XXX RDBA)	-	H+5	Depending on the circumstances	
	Unlawful Interference A7500	-	H+5	Depending on the circumstances	
ALL FLIGHTS	Loss of both radio (where required) and radar contact	-	H+5	H+10	
	Loss of radio contact within the aerodrome traffic zone and in the approach phase	-	H+5	H+10	
	Loss of radio contact with aircraft leaving the aerodrome traffic zone	H+10	H+20	H+30	
CONTROLLED FLIGHTS	Loss of radio contact	H+10	H+20	H+30	
Flights in uncontrolled airspace	Flight plans submitted	Loss of radio contact where required	H+30	H+60	H+90
		Delay in arrival	H+30	H+60	H+90
	Flight plans not submitted		Depending on the circumstances		

o The annotation H indicates the time when it was established that there is a threat to the safety of aircraft, or upon receipt of notification at the RCC of BiH.

APPENDIX 3

GROUND-AIR VISUAL SIGNALS FOR USE BY SURVIVORS








No.	Message	Symbol
1.	Require assistance	
2.	Require medical assistance	
3.	No or Negative	
4.	Yes or Affirmative	
5.	Proceeding in this direction	

Instructions:

1. Symbols shall be at least 8 ft / 2.5 m long.
2. Make sure that the symbols are laid down exactly as shown above.
3. Ensure as much contrast as possible between the symbols and the background.
4. Do everything to attract attention by other means, e.g. radio, flags, smoke, light reflection.

APPENDIX 4

GROUND-AIR VISUAL SIGNALS FOR USE BY SAR SERVICE

No.	Message	Symbol
1	Operation completed	
2	We have found all personnel	
3	We have found only some personnel	
4	We are not able to continue. Returning to base.	
5	Have divided into two groups. Each proceeding in direction indicated.	
6	Information received that aircraft is in this direction.	
7	Nothing found. Will continue to search.	

APPENDIX 5**1) Reporting forms****SITREPs- Situation reports**

Situation reports (SITREPs) are used to pass information about a particular SAR incident. The Rescue Co-ordination Centre (RCC of BIH) uses SITREPs to pass information to Rescue Sub-Centres and the competent services in Bosnia and Herzegovina that may be involved in aeronautical emergencies, where involvement or preparation for involvement of such units is requested.

SITREPs are also used as a means of passing information between all units and teams on the ground that are involved in a search and rescue operation, and as a means of informing the competent institutions about developments on the ground.

A SITREP may have a short form and a full form.

SHORT FORM: To pass urgent essential details when requesting assistance **or** to provide the earliest notice of casualty, the following information should be provided:

TRANSMISSION TYPE:	(Enter the type of situation - Distress/Urgency)
DATE AND TIME:	(UTC or local)
FROM:	(Enter the name of the organisation)
TO:	
SAR SITREP (NUMBER):	

- A. IDENTITY OF CASUALTY (A/C) (Name/call sign, State)
- B. POSITION (Location, Coordinates)
- C. SITUATION (Type of distress/urgency)
- D. NUMBER OF PERSONS
- E. ASSISTANCE REQUIRED
- F. CO-ORDINATING ORGANISATION

FULL FORM: To pass amplifying or updating information during SAR operations, the following additional sections are used as part of the SITREP:

- G. DESCRIPTION OF CASUALTY (Physical description, owner/charterer, cargo carried, flight from/to, life-saving equipment)
- H. WEATHER ON SCENE (Wind, air temperature, visibility, cloud cover/ceiling, barometric pressure)
- J. INITIAL ACTIONS TAKEN
- K. SEARCH AREA: (As planned by the RCC of BIH)
- L. ADDITIONAL CO-ORDINATING INSTRUCTIONS
- M. PLANS
- N. ADDITIONAL INFORMATION (Including time SAR operation terminated)

SIGNATURE

APPENDIX 6.

1) Reporting forms

RESCUE CO-ORDINATION CENTRE REPORT ON A SEARCH AND RESCUE OPERATION

(Day/Month/Year)		(Time - UTC)	
1. Emergency phase:	INCERFA	ALERFA	DETRESFA
2. Person or organisation reporting the incident:	Full name / Organisation:		Occupation:
	Telephone No:		
	Home address:		
	Work address:		
	Telephone No:	Fax:	
Witness name and telephone number:			
3. Nature and location of incident:			
Time incident observed:			
Incident observer location:			
4. Essential flight plan information:			

Aircraft registration:		Aircraft type:	
Type of navigation equipment:			
Take-off point:		Take-off time: <i>UTC</i>	
Expected route:			
Cruise speed:		Planned destination:	
Estimated time of arrival: (<i>ETA</i>) <i>UTC</i>			
Alternate aerodrome(s) / possible alternate aerodrome(s):			
Endurance:			
Last known position:	Location:	Time (<i>UTC</i>):	
Emergency Locator Transmitter - <i>ELT</i> (<i>HEX ID</i>):			
Life-saving equipment:			
Colour and distinguishing marks:			
Aircraft owner / operator:			
5. On-board communication aids:			
Last communication at:	<i>RTF</i> : Time (<i>UTC</i>):	<i>SELCAL</i> : Station:	Frequency:
6. Previously undertaken action by local services:			
7. Type and quantity of life-saving supplies that need to be delivered (if required):			

8. Persons on board:	Pilot:		
	Crew:		
	Passenger:		
	Others:		
Uninjured:	Injured:	Casualties:	Total:
9. Weather conditions in the area of the accident			
10. Activities undertaken by RCC after receiving the information:			
Report submitted by:			

3) Reporting forms

RCC BiH PRE-FLIGHT REPORT TO RESCUE AIRCRAFT	
Rescue aircraft:	
Date:	
Aircraft type and number:	Unit: Pilot-in-command:
Description of the nature of the accident or the nature of the alert	
Description of the object of the search	
(1) Aircraft type:	
(2) Aircraft name or number:	
(3) Length:	Width (Wing span):
(4) Number of persons on board:	

(5) Full description of the aircraft, including colours and marks:					
(6) Frequencies that were used by the missing aircraft:					
Assigned search areas:					
Region:					
Search mode:		Altitude/Visibility:			
Mission duration:					
Search commenced at:		and direction (N-S.E-W)			
Frequencies:					
(1) ATS unit:		(2) Aircraft:			
(3) Other:					
Mission progress report:					
Submit to:		every:	hours, with a weather	report every:	hours.
Additional instructions:					

Report submitted by:

APPENDIX 7

4) Reporting forms

REPORT OF RESCUE AIRCRAFT CREW TO THE RCC OF BIH					
Rescue aircraft:			Type and number:		
Date:					
Take-off location:			Landing location:		
Take-off time:		Mission duration:		Landing time:	
Area searched:					
Search method:			Altitude/Visibility:		
Number of observers:					
Weather conditions in search area (altitude, wind speed, cloud ceiling, etc.):					
Search object (located) at the position:					

Number and state of survivors:
Observations and/or reports:
Telecommunications: (specify quality level of communications and/or any changes to the pre-flight report)
Note: (specify actions taken during the operation, and any problems or suggestions...)

Report submitted by: