**Recovery Procedures: Initial System Recovery**

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| **Situation** | **Procedure** |
| Lands < 3 miles from nearest road | Likely send a team out to walk and retrieve the system. This team should be equipped with plenty of water, food, sunscreen, etc. All members should be comfortable with walking this distance. Be very cautious of wildlife. Do NOT send the team if they cannot travel at a reasonable pace to retrieve the system and return before dark. |
| Lands > 3 miles from nearest road | Depending on the time of day and distance from the road, the recovery officer should discuss with the team: Is it reasonable to send a team to walk? If so, < 3 mile landing procedure applies. If not, consider other options? Possible option: Contact someone with an off-road vehicle. |
| Lands in a residential area or near a home | The recovery officer and ambassador approach the homeowner and explain the situation. No one else should exit the vehicle. DO NOT go to get the system until you gain permission from the homeowner. If the homeowner does not want anyone on his/her property ask if they can bring the system to you.  If they do not want us on their property, ask if they can bring the system to you. If it is on top of the house, let the owner know, then call a local roofing business. |
| Lands in a tree or bush | If possible, retrieve the system. It is up to the discretion of the recovery officer if it is safe to climb, use a pole, etc to retrieve the system. If it is NOT possible, call one of the numbers below for landscapers, or any other local landscaper |
| Lands near wildlife | Never approach an animal. Wait for it to leave. If it does not leave in a reasonable amount of time, refer to a wildlife management phone number. |
| Lands on a road | Never approach the system with any oncoming traffic. If the road is completely clear the recovery officer should determine if the system can safely be recovered (ensure to wear bright vests). If the road is too dangerous consider contacting highway management for assistance. |

**Recovery Procedures: Individual System Recovery**

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| **System** | **Procedure** |
| All Payloads | Document any missing payloads. Document all damage sustained to payloads. Documentation should include pictures and detailed explanation of the damage. Turn off all payloads and safely transfer them to the vehicle. |
| Camera | Unplug both batteries. Make sure to check antennas for damage. |
| Cutdown | Document if the cutdown system successfully cut the payload line, and if the LED is blinking or not (determines if the cutdown received the command) |
| Physics payloads | Will not be attached to main system. Turn off payload as usual. |