

**Paranormal Investigations
Of Rockland County**

Non-Members Handbook for Attending Investigations



Document Intent

The purpose of this document is to cover non-member participation on any investigation whether it is residential, urban or a paid event. The term 'Member' behavior will be used for the purpose of consistency and to demonstrate what is expected of all in attendance.

Mission Statement – Non Member

We at PIRC are a non-profit investigation team. Our services and events are provided to our members and their family and friends. No member should charge or attempt to charge for admittance to any PIRC event. Event costs are established by the Founder/Director of Pirc.

We promise to treat all calls, clientele, team members and residences, including event locations with respect.

Our approach to each investigation is to gather evidence to support or explain any claims. We must always look first for alternative explanations to what may present itself as a paranormal event. PIRC's approach is to use scientific means and tools to collect evidence and explain events. It is important to scrutinize and carefully evaluate all evidence with an analytical eye to ensure the integrity and confidence of any evidence we deem paranormal in nature. Many events that appear paranormal in nature have logical, scientific explanations and we must remain skeptical in our approach to maintain a high standard and reassure ourselves that we have exhausted all possible explanations for the events occurring.

It is our goal to try to understand what is occurring and educate ourselves in the paranormal field. We use events for this purpose in addition to entertaining ourselves. It is not our intent to make believers of people but to provide a situation where people may experience a situation that is unexplainable, hence paranormal and to expand their experiences.

While we go to Pirc events as entertainment, No investigation should be treated as a fun, self indulged evidence seeking event. Safety is paramount.

No member or guest will contact an event representing PIRC unless that authority has been given to them by the Director.

We will not damage, deface or steal from any location.

All in attendance will conduct themselves with the highest integrity at all times.

Privacy

Pirc has a strict policy concerning privacy.

Evidence collected on any investigation is handled in accordance with that locations policies and any waivers signed. No guest may use personal recording devices during any Event investigations without the approval of the Director.

Evidence will never be released from an investigation without the Director's approval. This is partly due to any confidentiality agreements we may have with a particular vendor/owner.

All members and those in attendance must adhere to the concept that all evidence collected on any investigation is the property of Pirc whether it is residential, business or an event. Personal devices such as smart phones, digital recorders, cameras etc. may not be used without the expressed consent of the Lead Investigator. Any evidence collected must be turned over to Pirc unless prior arrangements are made.

No evidence may be transmitted, reproduced or shared with any person(s) outside of Pirc without expressed written consent. It cannot be uploaded to YouTube, Face Book, Twitter or any other social media or website.

Investigations

There are 3 main types of investigations. To be considered for any investigation Pirc members must have completed the requirements outlined in this document and have an Active¹ status. Guest members must have read the rules and requirements and must be signed off accepting said requirements.

- 1. Residential Investigations (includes businesses):** These are investigations acquired as a result of being contacted by a perspective client.
- 2. Urban Investigations:** These are investigations that do not have a direct client. These can be graveyards, woodland areas, vacant property or a historical location.
- 3. Paid Event Investigations:** These are investigations scheduled that require a member to fully fund the costs associated with the investigation. This includes but is not limited to admission, tolls, gas and lodging. To attend a paid event you cannot be an inactive member or on probation. New members in their

¹ See member handbook for detailed explanations of status and their requirements.

probationary period or guest members will be allowed to attend on an individual basis.

There is no alcohol or other substance use allowed on any investigation. This would apply to a minimal of 8 hours before an investigation. If you are suspected of substance use or have the smell of alcohol on you, you will be asked to leave. This is a zero tolerance policy.

Roles and Responsibilities

Director/Lead Investigator - Barbara

The director has the responsibility to:

- Screen prospective clients and non-member attendance.
- Assign roles and responsibilities
- Determine whether use of personal devices are acceptable for an investigation

Tech Managers – Kelly & Jason

Meetings will be held with tech managers prior to investigation to discuss approach and potential location for equipment however the tech managers are ultimately responsible for making sure we have good coverage during an investigation and for ensuring the setup and placement of any equipment.

Tech managers' responsibilities:

- Camera position and placement
- Audio recorder placement
- Unique equipment placement and usage
- Directing other member during setup and tear down

Investigators

Pirc Investigators responsibilities:

Pirc investigators are required to utilize skills as appropriate during an investigation and to take directions. All investigators should have gone through the equipment orientation and know how and when to utilize a variety of equipment.

Pirc Investigators are required to assist non-members during the investigation. They should explain their actions; use their normal voices during the investigative process. Whispering should be avoided as much as possible. Investigators should identify themselves when entering and leaving a room, tag noises and periodically provide time stamps. Some other responsibilities include but are not limited to:

- Setup and tear down
- Employ investigative techniques during investigation such as tagging
- Review at base station

If you have an issue with person's behavior that you consider dangerous please bring it to the attention of the director or lead investigator asap.

Never misrepresent yourself as Pirc unless you are on a Pirc sanctioned investigation.

Non-member Investigators responsibilities:

- Non-members are required to be with a Pirc member at all times.
- Take direction from Pirc members
- Conduct themselves in the same manner as Pirc members

Behaviors and Expectations

The following outlines behaviors and expectations for investigations.

1. All members and non- members should bring with them proper ID for identification purposes. Remember you are responsible for your assigned non-members or guest's behavior. This includes ensuring that they adhere to the *no substance use* policy.
2. Waivers must be in place for all in attendance. This includes the Pirc waiver and any waiver required by the event location.
3. Persons under the age of 18 must have a signed permission slip and waiver from a parent or guardian.
4. Absolutely no horseplay. All members and guests present represent Pirc on this investigation. We take what we do seriously and ask that all act professionally. We want all present to enjoy themselves but fooling around is not only disrespectful it is dangerous and will not be tolerated.
5. We do not expect guests to be full blown believers. Being skeptical is a good thing, however being disrespectful or discourteous to those members who do believe will not be tolerated. Please instruct your guests that we have members who are

sensitive and that they may see those members act or say things they do not believe. We respect their right to not believe but they are guests of Pirc and as such must respect our rights to believe.

- 6.** Be respectful of the location, other team members, the hosts or guides and our unseen residents.
- 7.** NO Challenging or Provoking.
- 8.** To avoid confusion members should travel in tandem to an event. It is highly recommended that all members arrive on location at the same time. Members should make travel arrangements with others to reduce costs whenever possible. Sometimes timing is crucial to admittance so unless otherwise arranged the group should plan on traveling together.
- 9.** Group equipment is there for the investigation. Most of the gear is expensive and should be treated with respect. If you damage a piece of PIRC equipment you will be expected to pay for it. The gear cases are there for Pirc gear and not personal belongings. Make arrangements for your personal belongings elsewhere.
- 10.** Pirc members are responsible for any equipment assigned to your group and non-member usage within your group.
- 11.** Cell phones should be turned off or put on silence. If your cell phone rings, chirps, dings etc during an investigation it must be turned off immediately. If it happens a second time you risk either being ejected or having your cell phone confiscated.
- 12.** We are adults here. Act like one. This is a group event and everyone has the right to enjoy themselves in their own way. Please respect each other.
- 13.** If you are responsible for a minor in your group ensure they adhere to the rules and conduct themselves appropriately.
- 14.** Failure to adhere to the rules of conduct outlined may result in being removed from the investigation and location.

Basic Rules of Investigation

- 1.** Always say prayers of protection before and after an investigation. This as much for the group as for yourself. If you are non-religious there is non-denominational protection you can say. Please ask in advance for this.
- 2.** Do not show fear. Fear is a powerful emotion and can power spirits and feed negativity.
- 3.** Never investigate alone. Never leave a team mate alone. It is dangerous. Remember there is strength in numbers.
- 4.** No provoking or challenging.
- 5.** Look for the obvious answers or solutions to the situation. Don't jump to conclusions.
- 6.** Speak in a normal tone and avoid whispering whenever possible. Tag whenever possible.

7. Know how to use the equipment. Make sure you have back up batteries with you to avoid an interruption in the investigation.
8. Be respectful.
9. No fooling around or horseplay.
10. No smoking, drugs or alcohol allowed during an investigation.
11. Use your common sense and instincts. If something doesn't feel right don't be a hero.
12. Stay grounded and positive. If you feel you are having a negative reaction during an investigation remove yourself. If you feel sick, light headed, have a headache or have general malaise better to be safe than sorry. Take a break. Tell the director or lead investigator.
13. Wear comfortable clothing and shoes. If you have long hair, tie it back. Secure anything that has hanging straps, ties, jewelry etc. that could get hung up or caught on anything. Safety first.
14. Never break or damage anything on a location. If you are on an urban hunt never, never break into a location.
15. Remember to take in the moment. Every investigation is a rare experience. Savor it.
16. Be professional. You represent Pirc whether you are a member or non-member and we want a positive image.

Pirc Non-Member Handbook Acceptance and Sign Off:

I have read the above handbook rules and guidelines and fully understand the roles, expectations and rules explained herein.

I understand what is expected of me and agree to terms and conditions.

Tee Shirt Size: S M L XL XXL XXXL

Email: _____

Name

Date

Parent or Guardian acceptance (for minor attendees)

Name

Date