



Summit to Sound

DOGS Group

Standard Operation Guidelines

1. Members

All DOGS members must be a member of Summit to Sound Search and Rescue and adhere to all Summit to Sound Search and Rescue policies and procedures.

2. Attendance

Attendance: All members are asked to meet attendance requirements: 80% of Sunday (Saturday) trainings, 100% of general meetings, 60% call-out response. Attendance will be tracked quarterly. If attendance requirements have not been met, probationary members may be asked to leave the dog group and non-probationary member's status will be reviewed by the steering committee.

3. New members

- a. New members are welcome to join the dog team after successfully completing the application process to Summit to Sound Search and Rescue.
- b. As a new member you will be on probation for the first year.
- c. A probationary member with a dog will attend training months one through three without their dog. At four months SAR training with your dog will begin. Exceptions may be made for experienced certified SAR dogs and handlers by the approval of the steering committee.
- d. At the end of the one year probation a vote will be held to decide if team/member will continue with DOGS. Voting will include all non-probationary members; no proxy votes will be accepted. The majority of all members attending this meeting must vote in favor of accepting the team or member. In the event of a tie vote the steering committee shall decide.

4. Governing body

STEERING COMMITTEE

- a. Sets standard operating guidelines
- b. Sets agendas and schedules of business
- c. Develops yearly training calendar
- d. Supports members growth and development

GROUP LEADER

- a. A non-probationary member elected by the majority of the DOGS group yearly.
- b. Must be field level or higher.
- c. Will be a member of the STS Board of Directors.
- d. Liaison to outside agencies
- e. Communicates to STS training officer
- f. Sets up trainings
- g. Delegates assignments to team members as needed
- h. A member may only be group leader a maximum of two consecutive years.

5. Certifications

- a. The certification process begins with a pre-test. In order to proceed to certifications teams must pass a pre-test.
- b. Teams re-certify bi-annually in each discipline they hold.
- c. DOGS team certifications/standards available upon request.

6. Field Ready Dogs

For dogs to become field ready they must:

- a. First pass their modified FEMA obedience and/or Canine Good Citizen.
- b. Be certified in one or more disciplines.
- c. Certified handlers/dog teams are deployed to missions, within their certification. However, the group leader may deploy a handler/dog team that has successfully completed a pre-test.

7. Training

Team trainings will be held every other, Saturday or Sunday as determined by the steering committee. Training days that fall on a national Holiday may be held the following Saturday or Sunday. Supplementary trainings may be held on Wednesday, set up by the group leader. All team trainings are covered by a DEM training mission number issued by the state.

8. Group Size

- a. The DOGS group will be limited to a maximum of 10 handlers and 10 dogs.
- b. The maximum number of support personnel will be 10.
- c. If the cap has been met and additional candidates are interested in joining, it will be brought before the steering committee for review.

9. Documentation

- a. Each member is responsible for the following documentation:
 - 1) Sign in and out of trainings and searches
 - 2) Dog handlers are required to keep a log of all dog trainings
 - 3) Recording and turning in hours above and beyond Sunday (Saturday) trainings
 - 4) Complete and file debriefing forms for each mission
 - 5) Filing promptly any injury sustained during training or mission
 - 6) Filing promptly any lost or damaged equipment during training or mission.