

Training, Attendance & Search Response Requirements for NEK-9 SAR Members & Trainees:

Since its founding, NEK-9 SAR has required that all team members meet specific levels of participation – attend 80% of each year's monthly unit trainings and respond to 60% of searches for which they are called.

To maintain high attendance and search response the following policies and procedures were accepted by membership vote on 2/6/03. (Search response & training attendance will be recorded by the Training Committee Chair.)

Definitions:

NEK9 SAR calendar year is February 1 to January 31

Unit Training: 12 meetings on the 3rd Saturday of each month. Some years an alternate date will be set in advance for special programs.

80% attendance at unit trainings: every team member must attend a minimum of 10 monthly unit trainings in a 12 meeting NEK9 calendar year or 80% of however many unit trainings are held in a year.

60% response to search callouts: every qualified team member has said they agreed to respond to 60% of the searches they have been contacted about. Note: not all team members will be called for all searches. The decision regarding which teams are appropriately trained for the search task resides with the OL.

Search Callout and Response: 60% response to callout is based on the following search callout procedure:

- Each team member is responsible for letting the OL (operational leader) know in advance if they are unavailable for a search. Any search that occurs during the period of being offline is not part of their search response record.
- Each team member is responsible for providing the OL with their phone/pager contacts for searches.
- A positive callout response occurs when the dispatch service indicates it has made contact with at least one of your contact numbers.
- A negative callout response occurs when an online team member does not respond to the search callout.

Attendance at Unit Trainings:

Unless notified in advance NEK9 SAR holds their monthly unit trainings on the 3rd Saturday of every month. Team members must attend 80% of these unit trainings.

To offer members some flexibility regarding Saturday unit trainings, the executive committee proposes that any team member may substitute one of either of the following for **ONE** of the monthly unit trainings required to meet 80% attendance:

1. One specialty skills training session (cadaver, water, avalanche) which includes other NEK9 SAR subgroup members
2. One seminar or workshop covering skills that will enhance the general good of NEK9 SAR by the team member's attendance (Wilderness medical or skill training, dog training, etc.)

Any request to make a training or workshop substitution must be sent to the vice president. The request does not have to precede the training for which you wish to make a substitution. The substitution must document the date, the nature of the training, &

who participated or instructed. Any team member falling below the 80% attendance will be put on probation for 6 months. They will be required to meet the 80% unit training attendance for the next 6 months at which time probation will be lifted. If attendance remains below 80% during the probation period, the team member will be removed from the search callout list at the end of the probation period and the executive board will review their membership status. Any team member who can't attend 80% of unit trainings yearly for medical, family, or work related reasons may seek a waiver of the requirement for specified period of time. This request must include an explanation of the need for the waiver and a specific date when the team member will return to full participation. The executive board will authorize this request.

Any team member who doesn't respond positively to 60% of their search callouts in a NEK-9 SAR business year (February 1 – January 31) will be put on probation. They will be required to meet the 60% positive search response for the next 6 months at which time probation will be lifted. If their response remains below 60% at the end of the probation period, the team member will be removed from the callout list and the executive board will review their membership status. Any team member who can't meet the 60% search response requirement may request a waiver of the requirement for specified period of time. This request must include an explanation of the need for the waiver and a specific date when the team member will return to full participation. The executive board will authorize this request.