

SAROM Regulations and Protocol

1. Membership

- Acquired by acceptance of application by majority vote of Organizational Board

Probationary period is for first 4 months. Would be dog handlers must complete field scouting program during this time & will not be allowed to bring a dog until probationary period is over. Exceptions will be made only in the case of new experienced members with credentials from other SAR organizations @ the discretion of the Organizational and / or Operational boards. Annual dues of \$20.00 required per family. Dues are waived for Junior members.

- A. Board Member: an individual with law enforcement or emergency response background voted in place by general members at the annual meeting.
- Active Member: A member of a mission ready status in one or more areas
- Trainee: Individuals training toward their first specialty
- Affiliate: A member who is also a member of an affiliated group (Fire Department, emergency service, etc.). Affiliate members are not expected to meet attendance requirements at SAROM functions; if they are meeting the affiliate group's attendance requirements.
- K-9: dogs of mission ready status.
- K-9 Trainee: A dog in a SAROM training program.
- *Junior member: children (people not of majority age in MI regardless of emancipation status), must have written permission of parent or guardian for membership (as appropriate) Will not be fielded on actual missions except under special circumstances @ the discretion of & with full knowledge of dispatcher, parent/guardian, & the agency making the call-out.*

2. Attendance

- 80% attendances expected of Organizational Board Members at organizational Board meetings.
- 80% attendance is expected of active members, trainees, K-9's
- Affiliate members are expected to meet the affiliate group's attendance requirements.

3. Training

- A. It is not the responsibility of SAROM to train the members though training sessions will often and regularly be provided. The primary function of drills is to monitor members' progress.
- Human members are expected to set up their own practice/ training sessions and record them in a log book. Logs will be checked at every drill.
- Trainees will be required to pass level tests every sixteen weeks until mission ready status is attained.
- If a trainee fails a level test, he or she may retest after thirty days and are required to retest in sixty days.
- Failure of a level test three times is cause for dismissal from the area of specialty.
- After passing level three of the training specialty a member is required to test for certification within sixteen weeks.
- All human members must first certify in scouting before their level one test in any other area (The scouting program has only one level.).

4. Mission Ready Status

- A. To become an active member, a trainee must pass a certification test in one area that he/she would be able to work at in real incidents.
- Members are only considered mission ready in those areas they have successfully tested in.
- Affiliate members will be considered mission ready in those areas that the affiliate group considers them mission ready in. The affiliated group's leader must document approved job descriptions on titles. Such documents must be kept in the member's private portfolio log in our file .
- Mission Ready status can be suspended by the Executive Director or Incident Commander until the next regular Org Board meeting or shorter as a disciplinary action.

5. Discipline

- Written complaint may be filed by any member and given to the training.
- Director or incident commander then put on file.
- More than three complaints in a six month period written about the Same person or by the same person will be presented to the Board Organization .
- The training director or incident commander can opt whether to address a single complaint or not.
- Written reprimand may be issued by the training director, incident commander, Ops Committee, or Organizational Board and given to the Reprimanded member and placed in his/her SAROM file.
- Suspension will be issued in writing to a member and go in SAROM file.
- May be issued for any length of time by the Organizational Board.
- May be issued until the next board meeting by the training director or incident commander.
- Dismissal will be issued in writing by the Org Board

6. Disclaimer

1. Any written forms of communication regarding SAR or dog training must include the disclaimer "Statements are my own opinion and do not necessarily reflect the opinions of SAROM."

7. Health

- All accepted applicants must have a signed health statement (form provided)
- On SAROM file and in personal file before beginning training.
- All accepted applicants must have or have begun the series of vaccinations For the following communicable diseases before completing level one
- Hepatitis, DTP, Tetanus, MMR (short-term exceptions may be made for women pregnant or actively seeking to conceive)
- Medical exam gloves must always be worn when handling human tissue or body fluids, similar training aids, or when such materials are known to be present and near in a real search.

8. Training

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9. Required Equipment

Active Members and Trainees must carry a pack with the following equipment.

- Compass
- Toilet Paper
- Handheld Flare
- 1-4 gal. size zip lock
- 2 pr medical gloves
- Metal cup
- 1/2 oz. saline
- Pepto Bismol tablets
- Notebook
- Bandages/ bandage material 4x4 Ect.
- Medical water proof tape
- Waterproof matches
- Swiss Army Knife
- 1 30 gal. draw string tie garbage bag
- Whistle
- 5' thin rope
- CPR Mask
- Waterproof ink pen
- Diphenhydramine tablets
- Pencil
- Tums or similar tablets
- Water jug
- Rescue heat blanket

A C.E.R.T Kit will contain most of these items and can be found by searching for CERT Pack on [Google](#)

A. Optional equipment

- Folding shovel
- hemostats
- Ear wash (k-9)
- Dog food
- Electrical or waterproof tape
- Steel mirror
- Freeze dried meals
- Dust mask

B. Cadaver specialists must have

- String
- colored tent stakes
- 12 pair medical exam gloves
- string
- Vicks (or similar vapor rub)
- Must have available in vehicle
- Folding shovel
- Metal probing rod
- Extra face mask
- protective glasses

C. Disaster Specialists must have

- A safety helmet with chin strap
- Knee Pads
- Protective glasses
- face mask
- 12 pair of medical exam gloves
- coveralls
- Vicks (or similar vapor rub)

10. Records

- Personal Record: Each member must carry in their vehicle a folder with all pertinent records (current physical exam, vaccinations, certifications, licenses, etc.) for themselves and their K-9 counterparts.
- SAROM Files
- Will be maintained on each individual member, both human and K-9.
- Will contain financial records.
- Will contain minutes of all Organizational Board & Operations Committee meetings and attendance.
- Will contain records of all real searches.
- Will contain files on members of other SAR groups that certified or attempted through SAROM.
- Will contain all other records pertinent to SAROM.

11. Uniforms

- Uniforms will consist of navy blue pants, light blue long or short sleeve shirt, And may include a hat w/ SAROM logo, or approved jacket or vest.
- Uniforms will be worn at all searches. At involved searches that include many days of work, the incident commander may approve wearing SAROM logo clothing such as t-shirts, etc.
- Uniforms will be worn the first day of any seminar.
- Wearing of uniforms at drills is encouraged but not required as is the wearing of other SAROM logo clothes.
- No obscene clothing or clothing with obscene or derogatory pictures or statements will be tolerated.
- Earned patches may be worn on uniform shirts in the following manner.
- SAROM patch on right shoulder.
- Affiliations patch (NASAR, Fire Department, etc.) on left shoulder.
- Name tag on left breast pocket.
- Specialty strips right only or both shoulders under/distal to other

patches.

- Lapel pins: limited to two total and must be smaller than a quarter.

12. Cross-training

- Is prohibited without approval of the Executive Director.
- Will never be allowed until the dog has it's first certified in it's initial area of specialty.

13. Call-out

- SAROM Dispatch will determine who will be called out to a real search and will contact them.
- Do not go to a search you hear of if dispatch does not contact you!
- No SAROM personnel will enter the field until another SAROM member is present and an incident commander is established UNLESS DISPATCH informs you to enter the field with the local law enforcement.