



K9 SEARCH
OKLAHOMA

K9 SEARCH OK

Membership Policy

Updated September 2019

I. Introduction

The purpose of this policy is to augment and amplify the By-Laws of K9 Search OK, Inc. This policy does not supersede anything contained in the By-Laws.

This policy outlines the specific requirements a member must meet and maintain to be considered an Active Voting Member.

II. Active Member Status

- A. To maintain this membership status the member must not violate the Standard Operating Procedures and is expected that each Active member shall maintain a minimum of 20 hours per quarter of Unified Team Training, as defined in the Standard Operating Procedures. In addition to the minimum 20 hours per quarter, each Active member shall attend at least two exercises per quarter, provided that there are at least three planned exercises for the given quarter.

III. Member Documentation Requirements

- A. All members shall complete a Liability Waiver prepared and provided by the Membership Committee.
- B. A Criminal History Record Information Request form shall be submitted to the Oklahoma State Bureau of Investigation (OSBI) for all candidate members and any existing member for which records have not been requested. The request shall be for "Name Based", "Sex Offender", and "Mary Rippy Violent Offender" search. Any fees assessed by the OSBI shall be paid by the member/candidate member. The records provided by OSBI shall be reviewed in confidence by the Membership Committee and will not be released to other members.

Social Media

IV. Definitions

For this policy, the following definitions will apply:

- "Social media" will be defined as including but not limited to, Facebook, Twitter, Snap Chat, YouTube, and Tumblr.
- "Shall" will be defined as a requirement.
- "Should" will be defined as a recommendation.

The purpose of the Social Media Policy is to protect and help ensure the integrity of K9 Search OK's reputation.

- Posts made on the team’s social media accounts and team members personal accounts will reflect on the individual and the team. No matter how “walled off” accounts are, eventually someone may tie an individual to the team.
- Anything posted online, including private posts/messages, can and will be used against the team member and the team in the court of law.

The Social Media Policy is also to help raise awareness of K9 Search OK and what the team is and does. Examples of ways to increase team awareness include but are not limited to:

- Community Involvement
 - Hug-A-Tree Program
 - Camp Bandage
 - Dog Days at Bass Pro
 - Other Public Relations events
 - Working with Boy Scouts
- Human Searchers/Ground Pounders
 - Not limited to just dog work
- Planning & executing searches
 - For live missing individuals
 - For cold cases
- FUNSAR Classes
- NASAR Tech Evaluators

V. Social Media Accounts

K9 Search OK will maintain a social media presence on Facebook. Individual team members may discuss K9 Search OK activities on other social media platforms, but only if they abide by the rules and guidelines of the Social Media Policy.

VI. What Can and Cannot Be Posted

- A. The team social media accounts shall only be used to promote K9 Search OK activities. Other search team’s activities/training/searches shall not be posted or re-posted on team accounts.
- B. No search information shall be posted on the K9 Search OK social media or team member’s personal social media accounts. This includes the names/identifying information regarding missing individuals or law enforcement agencies the team may be working with or has worked with in the past.

- C. No specific training information, to include but not limited to: times, location, collaborating teams and activities shall be posted on the K9 Search OK social media or team member's personal social media accounts, until after the training has concluded. If posting training information about K9 Search OK teams, the posting shall be inclusive of the activity being a "team" activity and not the activity of one individual.
- D. Information that the team or team member does not want splashed across the public media, should not be posted. Always consider if you want your post/information "above the fold" of the front page of the newspaper before you post online.
- E. Dishonorable content such as racial, ethnic, sexual, religious, and physical disability slurs are not tolerated and will result in dismissal from the team.
- F. Confidential and private information regarding team members shall never be posted on any social media. Team members may request what information they will allow to be released, to include but not limited to: photos and name. The following team member information shall never be released/posted on social media: employer, phone number, home address and email address; posting of such information will result in immediate removal from the team.
- G. Photos that can be used to identify children at K9 Search OK events shall not be posted without written parental or custodial permission.

VII. Social Media Account Responsibility

Any online questions regarding K9 Search OK should be directed to the appropriate Committee or the Board. They will deem if the question would be better answered by another team member and will forward as appropriate.

VIII. Online Manners

Principles of integrity, professionalism and privacy should be observed by team members when posting online.

Members shall always be polite and agreeable when posting on social media, when referencing K9 Search OK members or activities. If there is a disagreement, the team member shall agree to disagree. Disagreements can quickly blow up and out of proportion and go viral. Members should show respect for others' opinions.

Members should not cuss or name-call on social media; doing such reflects negatively on the team member and the team.

Uniforms

This portion of the policy outlines the specific requirements a member must conform to regarding the use of uniforms and items containing logos, patches, slogans, and trade or service marks considered to be the property of the Organization.

Upon separation from the organization, it is expected that the now former member will no longer use, display, or promote the organization using items purchased through the team that contain the

organization's logo, patch, or other designated trademarks. The organization retains the right to request such items from any member, former or active, at any time, with the understanding that depreciated value may be paid for the item.

IX. Official Artwork

- A. **Logo:** The logo, as shown below, is described as an image in the general shape of the state of Oklahoma with a canine paw inset. The main field being orange is offset by a dark blue border and the canine paw in white or transparent. To the right of the image are the letters "K9 SEARCH" in dark blue in upper case format written in a font named Lato Bold. Below those letters are the letters "OKLAHOMA" in dark blue in upper case format written in a font named Lato. Variations to this standard design, but in compliance with this policy, may include the elimination of the blue border around the shape of the state of Oklahoma.



- B. **Patch:** The patch, as shown below, is described as an image in the general shape of the state of Oklahoma with a canine paw inset. The main field being orange is offset by the canine paw in white. Surrounding the image is a ring in dark blue. Within the upper half of the ring's path are the letters "K9 SEARCH" in white in upper case format written in a font named Lato Bold. Below those letters are the letters "OKLAHOMA" in white in upper case format written in a font named Lato. Variations to this standard design, but in compliance with this policy, may include an addition to the blue ring of a white border on the inside and outside. Other variations might include the field around the shape of the state of Oklahoma being transparent.



X. Uniform Dress Code

- A. The standard uniform to be worn by members, while representing professionalism, should be functional and appropriate for the utility required for the task assigned.
- B. Acceptable uniform for mission work and public relations events shall consist of tan pants of a shade commonly referred to as desert tan or coyote tan. Additionally, a shirt, purchased through the organization's uniform manager, shall be worn while on mission and public relations events. There are multiple shirt options available. While a member should feel free to wear clothes that are comfortable, the chosen team lead for the

mission may dictate that a specific style of uniform be worn for a given mission. Additionally, the AHJ may dictate that only plain clothes be worn for a mission.

- C. While plain clothes may be worn for most training events, if a member chooses to wear a uniform, they are expected to represent the team in a professional manner. From time to time the Training Officer or Incident Commander may dictate that a specific uniform be worn for a specific event.
- D. Uniforms, or any clothing containing the logo, patch, or other trademarks, shall not be worn, unless on an organization sanctioned event or traveling to or from said event. Additionally, while in uniform members are expected to not consume alcoholic beverages except in small quantities during meals.

XI. Business Cards

- A. All active members may order and carry business cards, which shall include their name, personal phone number, and the member's team email address ending in "@k9searchok.com". The cards shall also include team call out contact information.
- B. Cards shall be ordered by the organization's supplies manager and are of a standard design.

Consequences

XII. Consequences

Team members will self-monitor themselves and other team members. Any suspected deviations of this policy shall be brought to the attention of the Board.

Any deviation of the rules and guidelines set forth in this Policy may include actions up to and including dismissal from the team. Decisions of consequences will be made by a vote by all active voting team members.