



# Tonto Rim Search and Rescue (TRSAR) Training and Qualification Policy

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## SECTION I. PURPOSE:

This policy provides the guidelines pertaining to the skill, knowledge, qualification and training requirements for TRSAR members.

## SECTION II. QUALIFICATION:

- A. Active, reserve and associate TRSAR squad members must complete the next scheduled SAR Academy after becoming a TRSAR member.
- B. Active, reserve and associate TRSAR members should receive general training in:
  1. Navigation (use of maps, compass and GPS's),
  2. Basic tracking and clue awareness
  3. Basic command and control
  4. Legal aspects of search and rescue
  5. Search theory and management
  6. Communication standards
  7. Operational tactics
  8. Personal safety
  9. Basic personal and safety equipment
  10. TRSAR by-laws, policies, procedures and guidelines
- C. Active, reserve and associate TRSAR members must complete the following FEMA NIMS training:
  1. ICS-100 Introduction to Incident Command System
  2. ICS-700 Introduction to National Incident Management System
- D. Active, reserve and associate TRSAR members are encouraged to attend the Arizona Search and Rescue Conference and attend as many of the training courses provided at the conference as possible
- E. TRSAR members are eligible to become certified in any specialty teams, i.e. Rope team, Swift Water team, Dog team, and Horse team.

- F. Active, reserve and associate TRSAR members are encouraged to become certified/proficient in the following area;
  - 1. CPR/First Aid and/or Wilderness and Remote First Aid
  - 2. Navigation (Maps, Compass & GPS)
  - 3. Tracking
  - 4. Helicopter protocols (safety, entry, egress, landing)
  - 5. Basic ATV safety
  - 6. Survival skills
  
- G. Members are responsible to meet all established training requirements and maintain their skill and proficiency.

### **SECTION III: TRAINING STANDARDS:**

- A. TRSAR members training shall be provided by TRSAR, GCSO and/or any outside organizations approved by the TRSAR Board.
  
- B. Training sessions for squad members should normally be held once a month.
  - 1. Training may be held as a standalone training session, part of the general meeting, or after the general meeting.
  - 2. Members may volunteer and/or be appointed as instructors for a training subject.
  
- C. Authorized guests, members of other SAR agencies and/or other supporting agencies may attend any TRSAR training, providing they have approval from their agency/organization, approval of the instructor, and complete a liability waiver.
  - 1. Guests attending training are required to wear all required safety equipment.
  - 2. Guests must agree that attending a training is at their own risk, and that TRSAR or the GCSO have no liability for them.
  - 3. Non TRSAR personal must complete a liability waiver. ( see attached)
  
- D Training instructors are responsible for:
  - 1. Contacting the GCSO representative for a training/mission number.
    - a. A training/mission number is required for any outside training that has a risk of injury or death. (i.e. Rope, Swift Water, Horse)
  - 2. Notifying the Training Officer of the type of training, the date, time and location of the training. (Provide directions if needed)
  - 3. Having a GCSO sign-in sheet, completing the sign-in sheet and having all attendee's sign-in and out.
  - 4. Ensuring that all proper equipment and safety gear is used.
  - 5. Notifying members of training cancellation.

- E. Activities performed by squad members and/or guests during a training session shall be limited to their abilities and capabilities and under the supervision of a qualified instructor.
- F. Specialized training shall normally be held once a quarter.
  - 1. Specialized training includes, but is not limited to:
    - a. CPR/First Aid and/or Wilderness and Remote first aid.
    - b. Technical Rope Rescue.
    - c. Swift Water Rescue.
    - d. Dog Team.
- G. Specialized Team leaders are responsible for:
  - 1. Scheduling their specialty training
  - 2. Contacting the GCSO representative for a training/mission number.
  - 3. Notifying the Training Officer of the type of training, the date, time and location of the training. (Provide directions if needed)
  - 4. Having a GCSO sign-in sheet, completing the sign-in sheet and having all attendee's sign-in and out.
  - 5. Overseeing that proper equipment and safety gear is used.
  - 6. Assigning a Safety Officer (Rope & Swift Water)
  - 7. Notifying members of training cancellation.
- H. Specialized training must be conducted by a qualified instructor.
- I. Specialized instructors and specialized team leaders should ensure:
  - 1. Material and instruction are current, and meet established certification standards.
  - 2. Procedures, guidelines and/or checklists are established for the teams.
  - 3. That if participants receive documented certification, they need to provide a copy to the Data Management Officer for record keeping.
- J. Specialized team leaders should:
  - 1. Know which members are certified and when their certification expires.
  - 2. Know if members have any TRSAR specialized equipment.
  - 3. Facilitate members to maintain their proficiency.

#### **SECTION IV: TRAINING EXPENSES:**

- A. TRSAR members shall bear expenses related to obtaining and/or maintaining the required training and/or certification requirements for membership with TRSAR.
  - 1. The TRSAR Board may authorize payment for any general subject and/or specific training.

2. The TRSAR Board may authorize payment for travel and/or lodging for any training.
  3. A member shall not commit the squad to any payment for training without prior Board authorization.
  4. For specialized training the member must be recommended by the team leader.
- B. Members shall bear expenses for their personal and safety equipment required for the training.
1. TRSAR equipment may be available for use for the training.
    - a. Members may temporarily sign-out the squad equipment for their use.
    - b. Squad equipment may be issued to the member to use during their membership within TRSAR.
- C. The TRSAR Board may establish specific requirements for members to meet, before the board will authorize a member to:
1. Attend a general, specialized or a specific type training.
  2. Receive reimbursement/payment for a training.
  3. Receive reimbursement/payment for travel or lodging for a training.
- D. Members may be held responsible for any payment for training and/or payment for travel and/or lodging that the squad has paid for if the member fails to attend and/or complete the training.