

American Working Dog Association

Bylaws

AWDA National Headquarters
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Article 1. This organization is called American Working Dog Association and will henceforth be referred to as AWDA.

Article 2. Objectives.

Assist all Law Enforcement, SAR, Private Security/Detection (Licensed) and private working dog teams attain a superior level of training and certification.

Improve the working k9 in what ever function it may be utilized.

Improve Police, Search & Rescue, Arson, Private Security and Private Detection K9 teams with a high Level certification program.

Provide education through seminars, training materials and email correspondence.

Establish standards to improve the credibility of Trainers, Handlers, Decoys and Administrators.

Article 3 Regular Membership

Section 1

All members must have completed the necessary applications and be approved by the National Administrator or the Board of Directors.

Section 2

Regular Members shall be Law Enforcement, Corrections, SAR, Fire Fighters, Military (Retired or Active duty) Private Security, Private Detection and Private Working Dog handlers/trainers. Regular members can remain members as long as current dues are paid and are in good standing with the board of directors. If any dues are paid by a Law Enforcement agencies or K9 organization they may dictate as to whom the membership is directed and assigned but All members must have an active application on file with the AWDA. Regular memberships will be good for one year from the date of the application. Regular members are entitled to regular member advantages which will be explained in the regular membership packages. At anytime the Board of Directors has the right to refuse any applicant membership into the AWDA.

****AWDA shall not discriminate in any manner on the basis of race, color, religion, age, sex or national ethnic origin.

Section 3

Decoy memberships will be a lifetime one time membership fee, but all decoys must keep a current updated membership on file semi annually. If decoys fail to update files they must recertify and re file memberships and dues with the Board of Directors. All decoys must meet the minimum requirements set fourth on the application before it will be reviewed by the National Decoy Director, he/she will have the final review of all applications.

Section 4

Certifying members are based on a lifetime application. Each certifier must keep and updated application every 5 years. If a certifying member fails to renew his/her application they will have to pay the certifier dues to rejoin and pass the National Administrator or Board of Directors review. Certifying members are members that can administer and evaluate member certifications

Section 5

Requirements of Certifying Members

Applicants must be a certified or sworn law enforcement officer. (or)

Applicants must have been a sworn law enforcement officer in the past.

Applicants must have had a minimum of 5 years law enforcement experience. (or)

Applicants must have had a minimum of 5 years K-9 experience or K-9 training experience.

Applicant must be recognize by the board of directors of the American Working Dog Association, base on his or her credentials, experience, knowledge, accomplishments, and on his or her ability to train a police k-9, working dog or SAR dog.

Applicants must currently be appointed and or approved by the National Administrator or the Board of Directors of the American Working Dog Association .

The applicant will be reviewed by the executive board or National Administrator and researched if deemed necessary. The executive board will make the decision based on credentials within 30 days. The decision of executive board shall be on unanimous decision and all decisions are final. A current Criminal history must be provided by each applicant. Any future amendments to this standard must be met by all current trainers/certifiers of the AWDA.

Section 4

Duties of Directors

No officer, director or member serving on a committee shall receive compensation for his or her contribution to the Association. If any out of pocket expenses are occurred then the individual must present receipts to the AWDA for compensation. Any reimbursed expenditures over \$100 dollars must be approved by the National Administrator.

The Executive Board consist of appointed officials. The appointments are for 2 years running from November 1996. Each elected official is appointed by the current board of directors by unanimous decision.

Article 4

Certifier Compensation

Certifiers shall be compensated anytime they are utilized at any AWDA certification seminar,. Compensation will be meals, hotels, travel expenses and normal fees for time invested usually \$100 per day. Fees will be evaluated on a per certification/ seminar situation activity. Anytime a certifier sponsors a new paid membership he or she is entitled to 10% of each new membership.

Article 5

The President

Shall be in charge of calling any and all meetings of the executive board. He/She shall see that all bylaws and rules and regulations are respected and obeyed . He/She shall appoint committees on grievances, membership, news letters, and all advertisement and public information must meet his/her final approval.

The Vice President

Shall assist the President in all functions and also in the absence of the President hold a final deciding vote in board of directors meeting. He shall be responsible for any day to day activities or areas of concern for the AWDA. He shall be required to attend with the President any committee meeting, public relations or hearings where the interests of the members of the association are in question.

The Secretary

Shall be responsible for all recordings of votes and meetings of the Board of Directors. He /she will document all attendees of any Board of Directors meeting. He/she shall be responsible for outside public relations as it pertains to the AWDA. He/She will collect monies in absence of the National Administrator. He/she will not have a vote on the board of directors unless one member of the board delegates his/her vote to the position.

The National Administrator

Shall be responsible for all monies collected from memberships and certifications. He/she shall account for all issuances of certifications . He/she will approve for all monies spent by the AWDA, upon initial approval by the Board of Directors. The records of accounting are open to the Board of Directors at all times. At National conferences the treasury will be reported to the Board of Directors for review.

National SAR Director

He/she will be in charge of all functions of the AWDA in areas of SAR. He/She will also hold a position on the Board of Directors as a voting member. He/she will review any changes made to all SAR standards. As well this board member will review all applications of new SAR certifiers, All applications must meet his final approval to certifier status.

Director of Decoys

He/she will be responsible for reviewing the standards for decoy testing once yearly. The Director of decoys is not a Board of Director member. When there is a certification of decoys , his review of the application(s) is mandatory discrepancies will be brought before the board for review and a vote on eligibility. When possible certified decoys should be used at work shops or certifications. If not available the Director of Decoys shall make suggestions and recommendations, the final decision rests with the Board of Directors.

Article 6

Meetings

Meetings will be called by the President at least two times a year. All meetings will need a majority of the Board of Directors attending. These meetings can be by conference call or physical meeting. Meeting places will be set by the Board of Directors by a majority vote. Once a year the President will schedule a general membership meeting. At that time all business of the AWDA will be open for discussion and review by the members.

Article 7

Bylaws

Bylaws can be amended upon direction of the Board of Directors. All amendments must be sent to all members of the board for vote and approval. The board will render a decision on the amendment in no less than 90 days from the date of presentation. The board will need a majority vote to amend bylaws.

Article 8

Dues

*Dues for certifiers/ decoys are a one time fee of \$125.00.

*Membership applications must be renewed each year. Certifiers applications must be renewed every 5 years and Decoys must renew their application semi annually. If renewing of any certifier or decoy is missed a renewal fee of \$125.00 will be charged.

*Certifying K9 teams will be charged a fee indicative of the certification awarded.

*Single purpose teams (Narcotics) will be charged a certification fee of \$75 per year.

*Single purpose (Explosives) \$100 per year.

*Dual Purpose Narcotics will be \$125.00 per year.

*Dual Purpose Explosives will be \$150.00 per year.

*SAR will be \$75.00 per year.

In the event any team fails at the time of certification that team has a minimum of 6 months to contact the original AWDA certifier to retest, in the event the original certifier is unavailable a copy of the original paper work and notes must be supplied to the new certifier. Both certifiers must be aware of the original problems for failure in the original test. Training corrections must be supplied before retesting. If the team fails to certify at that time, the fees will be paid again to retest. Associate members will be charged a yearly fee of \$75.00 these members will receive special rates on seminars, and work shops as well as voting power on issues for the general membership.

Article 9

Code of Ethics

Section A.

All members, certifiers and decoys, will abide by the by laws and rules adopted by the AWDA Board of Directors. He/she also agrees to abide by the code of ethics. Code of conduct or ethics violations will be brought before the Board of Directors for evaluation. Any certifier deemed in violation of ethics or common codes of conduct will be removed from the AWDA for a minimum of one(1) year, and not allowed to rejoin until such time as the AWDA Board of Directors vote on the applicants case. No Certifier shall certify his or her own dog or a dog that they have personally trained.. If a certifier is asked to judge

such dogs in future seminars or work shops he must have a second non associated certifier as a witness to the certification

Section B.

Members will be expected to be supportive towards the Association and will act in the best interest of the Association. No member will falsify records of certification or membership application. All certifiers and members alike will behave in the finest sense of sportsmanship and fair play. No member will falsify records in connection with any sale of a dog.

Section C.

Any member may bring charges against another member for ethics violation. All charges must be presented in writing for a review by the Board of Directors. If deemed necessary the complainant must be able to produce all facts and evidence to support the ethics violation. All rulings by the board is final.

Section D.

Actions taken by the Board of Directors for disciplinary measures must be a majority vote. Actions may include suspension of membership, revocation of applications or permanent impeachment of membership or any other appropriate action deemed appropriate by the Board of Directors.

Section E.

If a member takes disciplinary action against another member and found to be false or malicious in anyway the Board of Directors can take action against the member that filed the accusations. No action will be taken against a member (accused or complainant) until he or she has the chance to present his or her side to the Board of Directors.

Section F.

A members appeal of any decision made by the Board of Directors must be filed within 30 days of written notification from the Vice President of the AWDA. All members will be presumed innocent until proven guilty by the evidence.

These by laws where adopted and reviewed by the Board of Directors on March 15th 2007