



Applicant Information & Membership Requirements

Thank you for your interest in joining **Heartland Forensic Search & Recovery (HFSAR)**. Before completing your application, please review the following information regarding our application process, screening requirements, training, attendance, and membership dues.

Application & Screening Process

At the end of the application, applicants will be required to sign a Waiver of Liability. Please read the waiver carefully before signing.

As part of the application process:

- A local background check will be conducted.
- An HFSAR member will conduct an applicant interview, either in person or via Zoom.
- Following the interview and successful completion of the local background check, the applicant will be required to obtain an FBI fingerprint-based background check at their own expense.
- The FBI fingerprint-based background check must be completed and the results provided to HFSAR within 30 days of submitting the application.
- The applicant is responsible for all costs associated with obtaining the FBI fingerprint-based background check.

Completion of the application and background screening does not guarantee membership. Final membership approval is subject to HFSAR review.

Attendance & Training Requirements

HFSAR training is generally held on the second Saturday of each month and typically lasts approximately 4–6 hours. Some training sessions may be longer depending on the subject matter, operational needs, and training requirements.

New members:

During the initial 180-day probationary period, members are required to maintain a minimum 90% training attendance. This period is designed to ensure new members become familiar with HFSAR policies, procedures, standards, safety requirements, and search methods.

After the 180-day probationary period:

Members are required to maintain a minimum 75% attendance at regularly scheduled training. Members are also expected to participate in 1–2 team events throughout the year, which may include community outreach, National Night Out, fundraising events, or other HFSAR-approved activities.

Members are expected to remain current with required training and operational standards.

Membership Dues

- **First-year membership:** \$25.00
- **After the first year:** \$50.00 annually

First-year membership dues are due upon successful completion of the applicant's 180-day probationary period.

HFSAR Handbook

Upon becoming a member, you will receive an HFSAR Member Handbook, provided either in printed book format or electronically for download.

The handbook contains important information regarding HFSAR policies, procedures, expectations, standards, and operational guidelines. Members are responsible for reviewing and following the information contained within the handbook.

Required Mobile Applications

Members will be required to have the following applications installed on their mobile device for team communication, training, mapping, and/or mission operations:

- SAR21
- CalTopo

Additional applications may be required as operational needs, technology, or HFSAR procedures change.

Commitment to HFSAR

Membership with HFSAR is a commitment to professionalism, teamwork, training, safety, confidentiality, and service to the community. All members are expected to represent HFSAR in a professional manner and follow all applicable HFSAR policies and procedures.