



# QUEENSLAND BUSHWALKERS CLUB Inc.

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## Walk Leader Notes

Amended February 2005

### Introduction

What does a leader do? To a newcomer a leader is the person who knows the way, who can find their way to a given destination and back out again. This is actually only part of what a leader does. In fact, in some cases the leader may not know the track but relies on someone else to find the way. Every leader has his/her own style of organizing a walk.

The Club encourages members to become walk leaders. The more leaders there are, the easier it is for all leaders and the more enjoyable it is for walkers. Nobody likes being involved in large groups where some people find progress too slow and others have trouble keeping up. The more walks on the program, the more likely there will be a walk and a date suited to a particular person.

The Club has notes available for potential leaders on what to do and some helpful advice in case of any problems. Also the Club has brochures, maps and notes on walks which are available to prospective leaders.

### Planning The Walk

If you are thinking of leading a walk here are some helpful hints.

Take note when on other people's walks of where they go and how the walk is managed in order to help you plan what to do, and avoid doing, on your walks.

Do not be too ambitious. Start by leading walks with a small limit and no navigational problems - you can expand as your experience grows. The most popular walks on the club calendar are 10-15km with some track and some off-track. Not too easy but not too hard. It is advisable to limit numbers to less than 15 and stick to track walks for the first few walks that you lead.

Decide on a location. Most people start by leading a walk identical to or very similar to one they have already been on, then branch out later.

Choose a date carefully, with consideration of your own commitments and other walks programmed.

Decide on a grade early, as this, plus location etc, determines likely numbers, starting times etc.

Consider alternative routes to cope with any weather changes and delays which may occur.

Consider the size of the party you are prepared to lead. Limits on numbers and any other restrictions (e.g. fit or experienced members only) should be publicized.

Determine map(s) appropriate to your walk. If several different scales exist, decide which to take. The larger scale maps (usually 1:25 000) are usually better but you need more of them.

Consider access routes. If crossing private land, you MUST seek permission beforehand, preferably by telephone or letter rather than just turning up and hoping to see the farmer. There may be no one at home, and even the friendliest farmers may have good reasons to refuse access at particular times.

Work out distances and times required to intermediate checkpoints. Often you will find that your walk must be modified from your original ideas to be feasible. Having a checklist of expected progress will help to determine whether there is sufficient time to complete the walk as planned from that point.

Measure or estimate the drive distance from the Brisbane GPO to the start of the walk so the petrol donation by passengers can be calculated.

Consider whether you need to do a pre-outing if you have not done the walk before. The Committee will reimburse leaders for any reasonable costs involved in planning and preparing the walk. An experienced walker may be available to do the pre-outing with you.

Freely ask for assistance on any aspect of the walk. Many new leaders would like to have an experienced walker on their first walk to help if difficulties should occur, and the Outings Secretary will help arrange this if requested. The Outings Secretary and other experienced people can help in the planning of the walk.

Above all, if in any doubt, seek advice and help from "old hands" you trust... but beware that an experienced leader may often do things that a beginner should not - seek advice, rather than blindly following examples set by others!

### Listing the Walk

Get your walk details to the Outings Secretary early. This simplifies the building of a balanced program. The Outings Secretary may not accept a walk if it clashes with walks already programmed or an important Club function. Provide the Outings Secretary with alternative dates if possible.

Attend Walk Planning days so that you have a choice of walks and dates to choose from if you are not sure of which walk to lead.

### Presenting the Walk

At the Club Meeting prior to the walk be prepared to give a short talk. If you are unable to be there personally, pass on the notes to some one who will be there.

Give a brief description of walk including information such as where to meet, time to meet and approximate finishing time.

Make it clear if participants need to bring any special gear, e.g. gloves, lilos, extra water, waterproof bag if swim involved etc.

Publicize any limit on numbers, if members need to nominate by a certain date and whether the walk is suitable for beginners or only for experienced members.

### Accepting Nominations

The Outings Secretary or yourself should put out the Nomination Form at the Club Meeting. Members have an obligation to write legibly on the form.

Consider when to close bookings. If you decide to close the list before the traditional 9pm Wednesday, make sure this is publicized in the walk preview.

Consider how you wish to be contacted e.g. by phone or another person takes the nominations.

Question anyone wishing to attend whom you do not know to see if they understand what is involved and that they are capable of completing the walk (unless your walk is other than very easy). If in doubt seek the names of leaders of any other club walks they have been on and check with them.

If still in doubt, don't accept the person. Most people find this difficult to do and it should be done politely and tactfully, but it is better to reject someone than risk causing physical distress, embarrassment and possible risk to someone who is not capable of completing the walk. Try and offer alternatives to people - point to easier walks on the program.

The leader of a walk has the final say on whether a person can come on a walk. Members and newcomers should be aware of this and accept it.

## Facilitating Transport

Arrange transport by the Wednesday or Thursday evening prior to the walk. Contact the drivers that night so they can contact their passengers. Don't forget to give drivers any special instructions to pass on.

Consider where to meet. Make sure all drivers are sure of the time and place of meeting. Ensure they have your telephone number in case they need to contact you regarding any problems that arise.

An easy arrangement is to contact drivers who in turn contact their passengers. It is however essential that all new walkers talk to an experienced walker before the trip so they can be told about any special arrangements, equipment, and so on. You may thus choose to ring some walkers yourself or ring an experienced walker who in turn contacts an inexperienced walker.

Try to minimise the amount of traveling which needs to be done by drivers. Many passengers have means of getting to the driver's place or to some other convenient point. If possible, try not to use drivers who take their cars every week.

## Emergency Officer Contact System

Leaders should be aware of the Emergency Officer contact system. All members on the QBW committee are Emergency Officers who can be contacted by the leader in case of an emergency or if a walk will return unexpectedly late. The Emergency Officer may also be someone else specifically named by the leader. The Club has a printed sheet on the duties that an Emergency Officer has and the list of phone numbers to ring.

The Committee Member list is printed on the back of each Walks Calendar. A participant in a walk can leave this with someone at home so that anyone concerned knows who to call if worried. A friend or relative should not ring though before 9.00pm usually. Fortunately the Club has a good record and delays are very uncommon.

A leader can carry the walks Calendar with him/her during the walk. A mobile phone carried by the leader or one of the participants is very handy if there is reception available. Note that the leader may need to ring and try a few numbers as members of the committee may be away on a walk!

The Emergency Officer/Committee member has a list of phone numbers to ring for advice if he/she is contacted by a leader about a problem. The leader can also opt to ring the Police directly. The emergency number in Australia is 000. In some areas with bad reception and where 000 does not work, you can try 112. However mobile phones should not be relied on entirely as reception can be patchy.

## EPIRB's

The Club has purchased an EPIRB and it is available to any member of the Club at no charge for use on weekend or weekday walks. However the borrower will need to pick up the EPIRB personally, sign the sign-out book and return the EPIRB by the next weekend.

The EPIRB would be most useful for remote walks where there may not be any mobile phone coverage or on pre-outings where there may be only two to three people on the walk.

A handout on how to use the EPIRB is available. The EPIRB will also be brought to the Club meetings. If you would like to take the EPIRB on a walk, ring 3341 7509 on where to pick up and return the EPIRB.

## Weather Conditions

Extremes in weather conditions may make it prudent to cancel, defer or change the walk planned. Also if there is a fire risk in the area to be walked in, it might again be prudent to cancel the walk.

If conditions are known far enough in advance, the leader should let participants know before the walk. Otherwise the leader should let the participants know at the meeting area about possible changes.

## Nomination Forms

The leader should have the Nomination form with him. In some circumstances such as an extended or weekend long trip, it may be a good idea to have a copy of the Nomination Form to leave at home with someone else for extra safety. If there is no one to leave it with, a practical way is to leave it in your own letterbox.

At the start of the walk the leader should have all the participants sign the Nomination Form. The signature of the participant is not only important for safety and legal reasons but also in the future if any accident/injury claim is made then there is a record of who actually attended the walk. Also collect any monies for membership or other fees and note it on the back of the nomination Form. This Nomination Form can be left in the car at the start of the walk

Make sure the Nomination Form, including telephone numbers, is legible. Names, not just numbers, are required as they provide clues in case of searching for delayed parties, and are needed if relatives are to be contacted.

## Walk Objectives

Remember the objectives of the walk and their priority. It is suggested that they should be something like (in order):

All participants should return uninjured and not excessively exhausted or otherwise distressed. Safety for all is paramount.

All participants should return by the time expected.

All participants should receive maximum enjoyment from the walk.

The walk should achieve its walking objectives, as modified by the above and by any other changes in circumstances before or during the walk. Objectives are those of the party, not just the leader.

Note that the last objective ranks a long way behind the others, but be aware that most people go on specific walks because of the published walking objective, so they should not be lightly changed without consultation with the party.

## Just Before the Walk Starts

Make absolutely sure you know how many people are on the walk - count people and check against names on the list. This sounds trivial, but mistakes have occurred! Beware of a tendency for people to "go behind a tree" after the drive and before walking, just when you are counting!

Make sure all members of the party are fully aware of what is planned. The leader should spread out the map and show the route planned, expected highlights and checkpoints, and campsite if appropriate. Explain the significance of the route (e.g. "We go up this steep hill shown here..") to any inexperienced walkers.

Make sure everyone "knows" each other. Normal tradition is to stand in a circle and introduce yourself in turn. This is a good chance to count heads and make sure everyone is ready to go.

Nominate a 'tail-end-Charlie' to be at the rear of the group. A good rule of thumb is to have a tail end Charlie if there are eight or more people on the walk. This is even more important on walks off-track where there may be thick vegetation with poor visibility.

Explain any rules you would like group to adhere to e.g.: toilet stops, keep person behind you in sight, people in the lead to stop every 15 minutes for tail to catch up, and stop at any track junctions to regroup, etc.

Arrange any car shuffles before the walk starts (usually). Make sure everyone knows what is happening and can put changes of clothing etc into the appropriate cars. For car swaps, where two parties start at different places and walk to the other's starting point, it is much easier to exchange cars BEFORE the walk so at the end people can just go home. Never rely on meeting midway to exchange keys - it's MUCH safer to use duplicates or prearranged hiding places!

Do not start until everyone is ready to leave, and check soon after leaving that everyone IS there. It is a good idea to provide a pause soon after the start of the day's walking (about 5-10 mins) to provide an opportunity to adjust shoelaces, remove pullovers, re-shape uncomfortable packs...

## Constant Vigilance Necessary

As the leader, you should keep a constant eye out for people having trouble coping, whether due to lack of fitness, inadequate equipment, or whatever. You should pace the walk and time breaks to meet the needs of the weakest members of the group, not the speedsters and definitely not to meet some planned objective.

It is better to rest early than to risk pushing someone into collapse, and to change objectives rather than risk becoming stranded. Try to avoid stating that you are waiting for a specific person - they usually feel bad enough already without being publicly singled out.

## Navigation

This topic seems to be the one which most new leaders worry most, but in practice it is not normally a problem. Here are some points to consider:

Pick easy areas on early walks - easy in a navigational sense, that is. Many walks can be arranged at all degrees of walking difficulty but requiring little or no navigational skill.

Study the map before the walk so you know broadly the terrain to be encountered and the route to take.

Most experienced leaders navigate much of the time by following the terrain, not a map or compass. Use these to decide which ridge to follow, mountain to aim at, etc.

Use "safety" navigation principles. For example, deliberately head to one side of the spot on the road where your cars are, so you know which way to turn when you strike an empty stretch of road. Pick possibly longer routes rather than those relying on a difficult to find feature such as a small break in a long scrubby cliff line.

In difficult conditions - fog, darkness, thick scrub etc - it is often useful to have someone in front picking the way through rocks etc while the navigator concentrates on overall direction.

Do not trust fire trails and other man made object shown on maps. They are notoriously unreliable. Similarly, cliff lines are frequently inaccurately marked.

Although most people THINK they have a good sense of direction, in practice almost nobody actually has when deprived of the sun by fog, bad weather, etc.

GPS's are more and more used on walks now by bushwalkers. This does NOT mean that you can do without a map and compass. A GPS is invaluable in locating your position accurately but it relies on batteries and enough view of the sky to allow it to see at least 4 satellites.

GPS's may not give a position in thick rainforest, in a gully or close to a cliff line. You should know how to use a map and compass first and use a GPS as an aide.

## Party Unity

A basic principle is that you should know at all times where everyone in your party is. This does not require that you can actually see everyone at all times. A few guidelines:

It is the responsibility of the faster, stronger members of the party to keep with the others. Faster people can slow down but others may not be able to speed up. You may need to remind the faster walkers of this. If you allow faster members of the party to go on ahead, make sure clearly understood waiting places or times are established, and adhered to.

Do NOT allow people to become widely scattered. Reduce the risk of splits occurring by regrouping at likely branch points - splits in the ridge or track, side creeks, and so on.

In heavy scrub, bad weather or other difficult conditions, make sure the party keeps together and in contact. In easy conditions such as walking along fire trails greater scattering can be acceptable, but be careful. Do not assume people will pick the correct turn and do not rely on arrows on the ground or even signposts etc unless such indicators have been clearly agreed upon beforehand.

It is useful to have another walker assist in looking after the back (or front) of the party if there are eight or more in the party. Such action does NOT require that the person stay right at that end, only that he/she is able to see and maintain two-way communication with the end person. The leader should be able to see that other person, the so-called "Tail End Charlie", so that any problems or delays can be quickly ascertained. As a general rule, every person should be responsible for the person behind them. If you lose contact, stop immediately.

## Splitting the Party

There can sometimes be good reasons for splitting a party. For example - to form more manageable groups; to allow fitter members to undertake more ambitious options; to cope with some problem etc. These notes provide some guidelines:

If a split is to occur it must be with the agreement of all concerned, not as an ad hoc result of scattering, a procedure which is highly likely to lose individuals by assuming they are in the other group. Both groups must clearly understand who is in each group and the duration of the split. This implies that the party must be together when the split is made.

Both parties must remain fully viable as a self-contained unit. This includes allocation of tents and other equipment and transport home, plus skills and experience to cope with any difficulties which may arise.

Beware of the situation where the strongest members go off to do something but leave the rest of the party without sufficient experience or skills to properly cope with conditions that arise. This can be particularly unnerving to a new leader who was relying on the support of the stronger members of the party.

The split must allow for the possibility of not rejoining. Make sure that a designated leader exists for each party, and that if they do not rejoin, even at the cars, then both groups are to report their return (plus the fact of the split) to the emergency officer.

In summary, split only if it is to the advantage of BOTH groups.

## Campsites

When planning weekend or longer walks, do not forget to think about where to spend the night. For most walks this is not a problem, but in many cases it is a limiting factor - walking along dry ridges, in rugged gorges, in bad weather, in swampy country, in heavily used areas. When you have to you can camp almost anywhere, but it is much more enjoyable if you have all or most of the basics of water, firewood, flat dry clear ground and shelter!

## Environmental Issues

Leaders should consider environmental issues throughout the walk. This includes limiting party size in sensitive areas, responsible selection of campsites and fireplaces and their rehabilitation after use, education and supervision of newcomers in littering, hygiene and other factors and so on. A number of documents regarding do's and don'ts for environmentally responsible walkers are available.

## Other

The leader is often the Club "authority" to new members and non-members. You should be able to answer basic questions on the Club or refer enquiries to the appropriate committee member.

The Club has a suggested petrol donation by the passenger to the driver for each walk on the Walks Calendar. However this should mainly be something to be settled between the driver and passenger. Allowances for car shuffles, abnormal vehicle loadings, bad roads, size of vehicle, simplicity of collection, etc can be made.

Leaders should try to have a few Membership Application forms available if there are non-members on the walk in case some of them wish to join.

The leader should also note on the back of the Nomination Form any relevant information regarding access to areas, any updates to the register of property holders, problems which occurred and could recur, etc. All forms should be handed back to a member of the committee.

# Common (and Uncommon) Problems

## You Do Not Get Enough Participants

For safety reasons, the minimal number on a Club walk is four people. It can be very disappointing if you do not get enough nominations but it does happen occasionally. If it happens to you, remember that you have contributed by providing an alternative.

### What to do

Talk to the Outings Secretary. Usually the walk can become a success if programmed at another time. Most of us can cite cancelled walks which have later taken place with large numbers of participants, and most leaders with regular 'hardy annuals' can cite years when for no apparent reason, their normally fully booked walk attracts no one.

Check with other leaders. It is not uncommon for several walks to be affected by a common cause, and a combined walk may become viable whereas each would otherwise be cancelled.

If the walk attracted one or two people, try to tell them early that the walk is cancelled so they can make other arrangements - perhaps contact other leaders to see if they can take people from your walk.

## People Ringing After the Closing of Bookings

This is annoying but common and not always avoidable. Remember that you are under NO obligation to cater for latecomers. It is suggested that you agree to their participation ONLY if convenient to you - they should provide their own transport or fit in with existing arrangements without reshuffling, etc.

## You Cannot Lead or Go On Your Own Walk

Contact the Outings Secretary as soon as you can. In general, try, with their help, to get another leader rather than cancel or move the walk. This is disappointing for you, but normally is less inconvenient to others who were planning to be on the walk. If it is a "special" walk to an area only you (at most!) are familiar with this may not be practicable.

## Someone On The Walk Is Injured/Sick/Unfit

The main points to remember are: There is normally plenty of help available; serious incidents are EXTREMELY rare; a gram of prevention is worth kilograms of cure; and "be prepared".

An important principle is to BE CONSERVATIVE. Do NOT rely on the condition improving. Act early - a sick or unfit person often appears only slightly slow at first but deteriorates suddenly as a result of pushing themselves to avoid holding up others. In cases of hypothermia and exhaustion ASSUME that others may be nearing the same state.

Safety comes first! Any walking objectives MUST be subjugated to the need to look after the casualty. Depending on circumstances, a large number of options exist:

Can the walk be shortened or otherwise made easier?

Can lightening their pack help the person?

Can the walk be rearranged to advantage? For example, on a weekend walk where the victim is temporarily incapacitated a hard first day and a slack second day may be reversed to allow recovery.

Can the party be split to advantage? In other than very small parties there are many ways this can be useful - to retrieve a car while allowing the group with the casualty to follow a shorter or easier route to a rendezvous; to ensure that most of the party, and word of the problem, gets out that day; to obtain water and allow the casualty group to camp at an otherwise unsuitable spot; to raise the alarm and seek help.

Under (almost) no circumstances should a sick or injured person be left alone in the bush.

What skills and resources are available in the party? Ascertain this as soon as possible and use whatever there is. One easily overlooked point on splitting a party is to ensure that tents etc are matched to needs and food is distributed according to anticipated

needs. A basic rule in ANY emergency situation in the bush is that all food and equipment becomes communal.

In cases of crisis, a decisive and authoritative leadership style is usually best. Do not be afraid to ask for help from any suitable member of the party, but ensure that either you remain "in charge" or someone else clearly takes over. There is no disgrace in handing over to someone better equipped to handle the situation.

Finally, treat assurances from an injured or ill casualty that they are fit to continue with suspicion. It is quite common for people to 'crack hardy' to try and avoid inconveniencing the party. Allow for your own bias in favour of believing them in order to avoid disrupting the walk.

## You Are Unsure Of Your Location

This is often known as "lost", but that term more correctly covers the much rarer case where you also don't know how to get to somewhere known. Thus, the first question to ask yourself is "does it really matter?!" Newcomers may get upset but it may be of no consequence if it is known that if you go in a particular direction you will end up at a known location.

The party must keep together. There often is a tendency for people to rush off in what they think is the right direction. "It is better to be all wrong than half right"

Options should be discussed in a calm and reasoned manner. Recovery action should be based on systematic elimination of possibilities. Don't use "lets try this way". Instead use "if we go there, either we will reach ...", or "we will be at ... in which case we then."

The conventional advice of "if lost wait until rescued" applied to individuals is not appropriate to a party unless there are complications such as severe injury or the "lost" is actually "trapped by floods".

Finally, learn from the experience and consider whether you should change your approach to reduce the chance of a recurrence. Pass on any recommendations if you think they are generally applicable.

You should always carry a map of the area and a compass for off track walks. A national park track map usually suffices for track walks.

## Someone Has Become Separated

This is a situation best handled by avoiding it! However, it does happen despite all reasonable care (people have got lost going to the toilet from a campsite or a hut!). It is difficult to generalize given the range of circumstances and people, but a few points.

Watch for potential separations at the start of the day and after extended stops - experience indicates that this is a danger period as people stop to adjust clothing or equipment, and the "pattern" of the walk is not yet established so the route is less obvious.

Check back to where the person was last seen with the party. Many people, upon realizing that they are separated, will return to a known spot.

Try and imagine what that particular person would do, based on their experience, terrain, vegetation, weather, time of day, etc. Experience shows that your chances of correctly anticipating another person's actions are small, but you can usually eliminate some possibilities.

Give several solid shouts or whistle blows and, MOST IMPORTANTLY, stop and listen for a reply. It is difficult to hear much if moving through scrub. Try several times - the separated person may also be moving.

Do not assume that because you cannot hear the other person that they cannot hear you - and vice versa. Sound often is "one way" in the bush as a result of wind or terrain.

Investigate likely wrong routes - splits in the ridge or track, side creeks, and so on.

If you decide to split the party to go searching, obey all principles for party splitting, and arrange to meet at a particular place and

time regardless of the search results. Generally, your prime responsibility is to the main party - let other experienced people lead search groups.

Note that probably the most common place to find a separated person is at the cars, frequently waiting several hours for the party looking for them! By the way, a car horn is a far-reaching signal.

If the person has not been found by the end of the walk you should urgently advise one of the Club committee members by telephone from as close to the end of the walk as possible. A list of phone numbers of committee members is on the back of the Walks Calendar. You should normally ensure that someone waits at the end point of the walk with food and first aid equipment in case the person makes his or her way out later.

When the missing person is found, a "prodigal son" approach is normally appropriate. No matter how they were separated, anger and recriminations serve no purpose.

In summary, the situation is possibly the most worrying one a leader can experience. You should work hard to avoid separations. Remember to count heads often!

### **An Unplanned Night Out**

On weekend or longer walks this is not a significant problem in itself as the party is equipped with camping equipment - lack of food for a day or so is damaging to morale etc but not physical well-being. The main concerns are any sick/injured people involved, and worried friends and relatives. On day walks, particularly in cold or wet weather the problem is a little greater, but still not too severe. Thus:

If it becomes apparent that the party will not be able to get back, stop early enough to find as suitable a spot as possible in the circumstances. For day parties in particular, light a fire if conditions allow and make use of available shelter. If conditions are extreme, utilize shared body heat for warmth.

It is better to spend a controlled night out allowing rest and recovery rather than risk worsening the situation by swimming flooded rivers, scrub bashing in the dark among cliffs...

If at all possible (for example, when the delay is for an injured person) send some or most of the party out to notify the Emergency Officer of the circumstances and seek help if needed. Make sure those who go out have a list of names and phone numbers of those who don't. It is usually better to have someone else contact relatives rather than exhausted and possibly shocked walk members.

Obviously, when you do get out, take urgent steps to call off any search, which may have started.

### **Bad Weather**

In cases of bad weather avoid the tendency to press ahead with walks because you think the party will be disappointed. Consider all the circumstances. If there is a good chance that the weather will improve for most of the walk you may continue. However, you should make sure firstly that everyone is fully equipped and secondly that no one feels pressured into continuing.

During a walk you should modify the walk to suit conditions. Most actions are slowed, some made impracticable or too dangerous (eg. tricky rock scrambling), some pointless (eg. climbing a hill for the view), some speeded up (eg. a long slog on a fire trail!) by wet conditions.

You must be particularly careful to watch out for signs of distress in the party and insist on use of hats and other warm clothing if necessary. In bad weather differences in individual's speed and fitness are often amplified. It is also necessary to keep a close watch on the faster members of the party - they commonly suffer from the cold as they spend long periods waiting for the back of the party. For this reason, and to simplify implementation of any decision to revise the walk, it is important that the party be kept close together in bad weather.

In summary, modify the walk (including cancel it) if necessary to improve safety and enjoyment.

## **What is a Club Walk?**

### **Club Walks**

To assist leaders and clarify to all members what a Club walk is, the committee has decided the following constitutes a Club walk.

- 1) The walk is approved by the Outings Secretary. If the Outings Secretary is not available, then it is to be approved by another member of the committee.
- 2) The walk is advertised in the Club calendar or on the Club web site as soon as practical.
- 3) In fairness to all members, vacancies on the walk must exist at the time of notification for listing as a Club walk.
- 4) There is a minimum number of 4 people on the walk.
- 5) The nominated walk with the nominated leader is the official walk. Any member not starting the walk with the nominated leader or not intending to do the nominated walk is not on the Club walk.
- 6) The nominated walk may be changed on the day of the walk by the leader due to safety concerns, weather, lack of numbers or other reason. The leader is to notify the Outings Secretary about the change as soon as practical but does not need to do so before the walk commences.
- 7) The nominated walk may be cancelled by the leader due to lack of numbers by the cut-off point, weather, fire bans, safety or other reason. The leader is to notify the Outings Secretary about the cancellation as soon as practical.

(For campsite monitoring, if there are less than 4 people then pre-outing rules as below apply.)

### **Club Pre Outings**

Pre-outings are covered by our Insurance Policy and many of our members are doing them in preparation for a future walk. These requirements must be met however.

- 1) The Outings Secretary is to be notified of the intended pre-outing not more than a month prior to the pre outing.
- 2) The Outings Secretary will make a note of the approximate date of the pre outing and the leader's name.
- 3) Minimum numbers for a pre-outing are:
  - One member, but only if there is no significant walking, but just to check campsite, road conditions, mileage etc.
  - 2 members for a maintained graded track pre-outing.
  - A minimum of 2 experienced members for walking off a maintained graded track. However if only 2 or 3 members are on a pre-outing off a maintained graded track then an EPIRB must be taken. If 4 or more members, then an EPIRB is optional.

In all cases it is expected that a relative or friend is aware that the pre-outing is on and will contact a committee member in case of any delay in return.

*(These notes were initially compiled by members of the Canberra Bushwalking Club and have been modified to meet our particular requirements.)*

### **Any Suggestions?**

This document will always be a work in progress. Times change and knowledge increases. Any suggestion on how these notes may be improved would be greatly appreciated. Suggestions may be given to any Committee member. Please feel free to write any notes below.