

Burnaby Outdoor Club

Guidelines for Situations Involving Lost Hikers

In theory, there should not ever be any lost hikers because each hiker should always be within earshot or sight of the whole group. The fast hikers should slow down or stop and wait from time to time, and the slow hikers should *try* to speed up. If this is not possible, the hike leader should consider splitting the group in two, with an experienced leader in each group.

The lead hiker should always stop at any marked or unmarked trail branches to ensure everyone in the group proceeds along the same trail.

Instructions for all hike leaders

1) Immediately before the hike, the leader needs to communicate clearly to the group that "The hikers have to keep together and not break up." The same rule is valid for situations where hikers are divided into fast and slow groups. The hikers in each group are to stay within earshot of each other, and wait for the group to re-assemble at forks, junctions, etc. To avoid ambiguity, the leader should set firm hike plans, explaining and discussing the plans with the group before and during the hike.

2) During a hike, if any members of the group are not seen or heard from for 15 minutes (i.e., wait for 10-15 minutes after they are suspected to be missing), notify the rest of the group and search for the missing hikers along the trail, in groups of 2 or more. Arrange to meet again, specifying details such as time, location, etc.

3) At the end of a hike, if any members of the group do not show up after 45 minutes, (especially in the fall or winter, possibly a bit longer in the spring or summer), consider contacting Search and Rescue (SAR, dial 911). Try to do it as soon as possible, preferably with at least 2 hours of daylight left. Do not leave the trailhead until the SAR people arrive! They will organize the search based on the information you provide.

If you are lost..

1) Try not to panic. Keep calm. Try to keep dry and warm. Ration your food and water.

2) Stay in your general area, but try to find an open space where you can be seen from the air. You should be carrying an orange flag of some sort. (For example, a plastic garbage bag which can be used as a rain poncho as well as a marker.)

3) Make noise to attract the attention of people who might be in the area. (Are you carrying a whistle?)

4) Use your cell phone if within range.

Remember, information is essential! Share as much as possible.

November 9, 2015

April 5, 2016 Rev. 1

Burnaby Outdoor Club

Guidelines for Situations Involving Injured Hikers

- 1) The hike leader is authorized by the BOC to make the necessary decisions in case of injured hikers. If the injured person is assisted by someone else, the leader must be informed.
- 2) The hike leader is to assess the situation, and have people familiar with first aid assist the injured person as much as possible in the circumstances.
- 3) Depending on the injured hiker's condition and circumstances, the hike leader can decide to:
 - continue the hike with the injured hiker. (Assuming the injury is minor and the person wants to continue.)
 - abort the hike and arrange to assist the injured hiker back to the trailhead then home (or medical care).
 - split the group and send the injured hiker back to the trailhead then home (or medical care) with one or more group members who have volunteered to assist.
- 4) In situations where the hiking group cannot provide adequate care to the injured person, Search and Rescue should be contacted. (dial 911)

Remember, information is essential! Share as much as possible.

Guidelines for Situations Involving Difficult Hikers

The hike leader should first request the difficult hiker to cooperate. Pointing out any risks to the safety of the individual or group caused by the person's behavior may help convince him or her of the need to follow the leader's instructions. If no cooperation is obtained, the group should return to the trailhead with the difficult hiker, if possible. The issue should be brought to the attention of the BOC Executive who may decide to rescind the membership of the difficult hiker.

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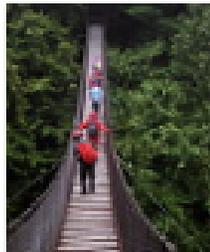
Submitting Trip Photos and Reports for BOC Website

Please follow the guidelines listed below when e-mailing your trip photos for uploading to the Burnaby Outdoor Club website and/or for monthly newsletters.

1. Save your photos in JPG format.
2. Resize the photos:
 - For horizontal images (landscape): 800 horizontal by 600 vertical pixels.
 - For vertical images (portrait): 450 horizontal by 600 vertical pixels.

The above dimensions are suitable for the website and will keep them presentable and consistent with photos uploaded previously. There are many photo editing programs available for cropping, white balance, resizing etc. One of the most popular one is Picasa (free download from Google). There is also a simple program for resizing only, that I use, called Image Resizer for Windows that can be also downloaded for free.

3. Rename the photo with image number and name of the hike/trip (e.g. "01-Lynn Creek & Seymour River" and "02-Lynn Creek & Seymour River"). Attached are two examples of resized horizontal and vertical images including the suggested photo filenames.
4. Include the name of the hike and the date in the subject line of your e-mail (e.g. Trip Photos and Report for Lynn Creek & Seymour River Hike on March 12, 2013)
5. E-mail your trip photos and/or report to bocwebmaster@gmail.com .



01-Lynn Creek &
Seymour River
(dimensions
450x600)



02-Lynn Creek &
Seymour River
(dimensions
800x600)

How to Plan and Execute a BOC Event

Planning a Trip

If you are interested in planning a trip, you should contact the Trip Coordinator before the mid-month deadline. Trips are planned on a monthly basis, and you should work with the Trip Coordinator so that a balanced schedule can be put together for the following month.

Planning Unusual Events

If you would like to plan an unusual event or a weekend trip, you should call the BOC President so that it can be discussed at an executive meeting. This is necessary because of insurance and safety considerations.

New Trip Planners

If you have never planned an event for the BOC before, you should talk to one of the executive members first. If you would like to plan your first event with someone who has done this particular trip before, please mention this to the member and they will find a person to guide you.

Trip Preparation

Once you have committed to planning an event, there are a number of things that you should do before you can advise participants of the details.

- 1 Find out information on the area you will be visiting. For example, you will need to know the travel time from city hall to the trail head or event location, total hiking distance, any elevation gain, estimated time of return, etc. Information can be obtained from books, maps and the internet. See Useful Website Links at end of this document.
- 2 Make sure you know what regular and special equipment and supplies (such as crampons or admission fees) are required for the trip.
- 3 Prepare some information for yourself and the participants about the various event locations, including trail maps and directions to trail head or meeting place.
- 4 Use an Activity Attendance Form (available on the BOC website) to record the list of participants and contact information. Get the participants to sign the form at the parking lot before forming car pools and departing to meeting points. After the event, send the completed attendance form to the BOC Vice President. (Scan or photograph the form and send by email, or as a last resort, send via Canada Post.)
- 5 Advise a friend or relative not involved in the event as to where you are going and when you will return. This is very important for long trips.

Advise Participants

Following preparation, you should be ready to pass the information on to your participants when they call.

- 1 Inform participants of the meeting location and car pool fees (\$7 in town, \$10 or more out of town). Note that Bridge tolls may have to be added to the car pool fees. See the guidelines in the newsletter.
- 2 If the participant is new to you, ask questions about previous experience to judge if the person can keep up with the group. Also ask if they have suitable equipment such as hiking boots, rain suit, back pack, hiking poles, snowshoes, crampons, skis, warm clothing etc. If you think that they may not be able to keep up on the hike, recommend a lower level hike on the schedule to help them get started with the club. Note that you should refuse to take them on the trip if they do not have proper equipment. This is a safety issue.
- 3 Ask if they have a vehicle to offer for car pooling.
- 4 Verify that they are members. If not, remind them that they may take one trip with the club before deciding if they want to join.
- 5 If the group gets to be larger than 12, put the extra people on a waiting list. Try to find a second hike leader so that the group can be split into two with a minimum of 3 and a maximum of 12 in each. Remind participants of alternate plans if the hiking conditions at the destination are not suitable. (Heavy rain, avalanche risk, overflowing creeks in spring, access road problems, forest closures, etc.)

Meeting at Burnaby City Hall Parking Lot

- 1 Ask all participants to sign the Activity Attendance Form (available on the BOC website).
- 2 Wait up to 10 minutes past the meeting time to allow late participants to arrive.
- 3 Have a brief discussion to create car pools, determine meeting points at the trail head and washroom stops. Provide maps and/or instructions to car pool drivers.

Upon arrival at trail head, review the following:

- 1 The group must be kept together in eye sight range to prevent the possibility of a member or members getting lost. If there is a mixture of fast and slow paced hikers the group could be split into as long as a person that is familiar with the trail is leading each group. A plan should be made for the two groups to meet again further up the trail, and as an

- alterative, back at the vehicles at a specified time.
- 2 Remind the person at the head of the group to stop at any intersection with another trail or road to allow all people to catch up and proceed on the same path together.
 - 3 Remind people to request a rest break when required.
 - 4 If the trail conditions are found to be poor or unsafe, (excessive rain, deep soft snow, avalanche risk, creeks too deep to cross safely, etc.), the leader should make the decision to return to the vehicles.

Follow-up

- 1 Forward the completed Activity Attendance Form to the Vice President.
- 2 Encourage participants to submit a trip report and/or photos to the BOC website and Newsletter Editor.

Additional Considerations

Injured Hikers

The hike leader must make necessary decisions to deal with injured hikers. All participants must help to protect the safety of the injured hiker, i.e. apply first aid, assess the condition of the hiker, and consider how to deal with the situation. In the case of minor injuries, the hike may be continued provided the injured hiker feels well and wants to continue. In cases of serious injury, Search and Rescue may have to be contacted.

Lost Hikers

One of the most important duties of a hike leader is to prevent the possibility of hikers getting separated and lost. Every reasonable effort must be made to find the lost hiker. Depending on the specific situation, Search and Rescue may have to be called.

Uncooperative Hikers

Fortunately, this has been a very rare situation, but if it occurs, the hike leader should request the difficult person to cooperate, and point out any risks to safety of the individual or group. If no cooperation is obtained, the group should return to the parking lot with the difficult hiker, if possible. The issue should be brought to the BOC Executive who may decide to rescind the membership of the difficult hiker.

For more details about dealing with injured, lost or uncooperative hikers, see documents on BOC Website under FORMS section, Trip Leader's Tool Box

Useful Website Links

For an hourly weather forecast for the next day:

<http://www.theweathernetwork.com/ca>

For snow conditions:

<http://www.snow-forecast.com/resorts/Mount-Seymour/6day/bot>

https://www.grousemountain.com/current_conditions

<http://cypressmountain.com/new-conditions.asp>

<http://www.mountseymour.com/conditions>

<http://www.whistlerblackcomb.com/mountain-info/snow-report>

<http://www.avalanche.ca>

For information about hiking trails:

<http://www.clubtread.com>

<http://www.trailpeak.com>

For trail maps:

<https://www.openstreetmap.org>

<https://www.gaiagps.com/>

<http://www.env.gov.bc.ca/bcparks/>