

GN Policies, Procedures and Guidelines

Policy Section: Committees and External Organizations

Subsection: Field Trip Committee

Topic: Objectives and Operations

Status: Approved by GN Board

Date: 5 November 2013

Policy Statement

1. The Field Trip Committee arranges GN sponsored outdoor activities and events led by a designated and appropriate, informed person(s).

Guidelines

1. The committee's arranged activities and events should be conducted according to the Waiver Form liability with specified safety and inherent risk.

2. When carpooling is used for field trips, the leader should announce to the participants the suggested rates to help compensate the driver(s) for expenses:

- a) City area trips: \$5
- b) Trips of ½ hour one way (example to Elkwater): \$10 (return)
- c) Trips of 1 hour one way (example to Brooks): \$15 (return)
- d) Trips of 2 hours one way (example to Lethbridge): \$20 (return)
- e) Longer trips (example to Waterton or Crownest Pass): \$25+ (return).

3. Announcements of field trips should be provided to the Chair of the Communications committee.

4. The committee should determine and announce the level of severity of the field trip prior to the activity so participants know and can prepare appropriate equipment and personal clothing and footwear. When the field trip involves water travel/excursion, all participants are responsible for having the necessary government-approved safety devices such as lifejackets.

5. GN Members participating in field trips are responsible for signing the waiver form when joining GN or when renewing their membership. Blank waiver forms should be available for GN members or guests who have not yet signed the waiver form.

6. The following items are recommended for each field trip:

- First aid kit,
- Cell Phone,
- GPS.