

# **AUSTRALIAN 3 DAYS ORIENTEERING CARNIVAL**

## **3,4,5 & 6 April, 2015**

### **Safety & Emergencies Plan**

#### **Water:**

Water points have been established on the basis of 600 competitors and a late morning to mid-day temperature of 16 – 30 degrees C.

#### **Mobile Phones:**

Coverage in the event area is poor to non-existent. A satellite phone will be available at Registration for emergency calls.

#### **Police**

The nearest police are stationed at Jamestown. Phone: 8664 1037 or 131 444

#### **Hospital**

The nearest hospital is at Jamestown. Phone: 8664 1406

#### **Ambulance**

The nearest ambulance station is at Jamestown Hospital Phone: 000

#### **First Aid**

A first aid kit will be held at Registration.

Ambulance officers will attend the carnival from Saturday to Monday.

#### **Critical Event Information**

This will be displayed on an information board at Registration.

#### **Incident Management**

A risk assessment of this event indicates a reasonable possibility of two types of incident

- (a) An injury to a competitor caused by a trip, fall or penetration by tree branch.
- (b) A lost competitor who does not return by close of course.

In the event of either of the above, the Event Organiser will take charge of the management of the incident in accordance with Orienteering SA Policy and Guidelines for Event Safety.

# Australian 3 Days Orienteering Carnival

## 3 - 6 April, 2015

### Safety Management Plan

#### Responsibility

Both organising personnel and participants are responsible for safety.

**At each event, the event controller has final responsibility for ensuring the safe conduct of the event.**

All event organisers, course planners and event controllers are to be aware of these guidelines prior event planning.

#### Course/Event Planning

- Consider the suitability of the assembly area for access in bad weather (eg wet weather and flooding, access in potential fire danger conditions);
- Identify any hazards in the area which will affect courses (e.g. busy roads, dangerous cliffs, mine shafts, electric fences). Mark these features with flagging tape on the ground as required;
- Plan adequate water controls for the expected weather conditions (200ml per entrant every 20mins if temperature likely to be above 20°C, otherwise every 30mins, with disposable cups)
- Determine access to the area which can be used if a competitor is injured or lost.
- Determine the signage required, eg directional with adequate warning information prior to turn-offs, and other safety signs (eg Runners on Road).

Ensure that:

- A complete set of all course maps and a map of all controls is available at the finish to be used to assist a search;
- A satellite phone is available in the Assembly Area;
- At least three UHF radios are available for communication in the field. (Ensure batteries are charged.)

#### Other Considerations

- Be aware of potential trip hazards e.g. holes in finish chute, tent guy ropes, power cords;
- Ensure that electrical equipment, including power cords and generators are used in a safe manner.
- Observe fire safety requirements, especially at times of high fire risk and with the refuelling of generators.

#### Medical and First Aid

- A suitable, fully stocked first aid kit must be available at all of the events.
- Contact information for medical and other emergency services relevant to the event area will be prominently displayed at Registration.

## **Event Information to be made available to participants**

Essential safety information for participants will be displayed prominently at Registration.

This will cover:

- Safety bearing
- Course Closure
- Event specific information such as hazards on courses, out of bounds areas and designated crossing points.

## **Incident Management**

Emergency action will be required if a competitor has not returned to the finish by course closure time or another participant reports that a competitor has been injured and requires assistance.

For injured participants, the event organiser/first aid personnel should complete an "Assistance Required Report Form" or similar. Ambulance services should be contacted depending on the nature of injury, and retrieval of injured competitor should be done in consultation with ambulance staff.

The following information will be displayed prominently at the events:

### **Safety Information for Events**

- Have a drink before you start a course, and if possible take a drink bottle.
- Water is provided on longer courses and this is indicated in control descriptions, but taking your own enables you to have a drink when you need it
- Easy and very easy courses almost always follow linear features such as roads, tracks, fences, major creeks
- Always report to the finish table even if you haven't finished your course
- Where competitors enter as a group, they should stay together for the duration of a course
- Note the course closure time.
- You must return to the finish by this time irrespective of whether you have finished your course
- Safety bearings are provided with the course/event information, and are the direction to a prominent feature on the map e.g. main road. Use this when lost if confident to do so, otherwise remain in one place on a track as these are always searched first, or if you locate a control, stay by the control, as these will be visited by control collectors.
- Carrying whistles is recommended. These are used to attract attention of others if injured. Distress signal is: 6 short blasts, wait ten seconds then repeat for as long as necessary. If in doubt just blow.
- Where applicable follow normal traffic rules (e.g. crossing roads)
- Orienteers who encounter an injured person must abandon their course and offer assistance.

## ***Emergency and Search Procedures***

It is essential that ONE person coordinate a search.

A specific Search & Rescue Coordinator has been appointed for the carnival.

### **When to commence a search**

If a competitor is reported overdue, the Search Coordinator shall decide, in view of the course length, weather conditions, time overdue and particularly the age and experience of the competitor, if a search should commence. It is important that Finish officials monitor overdue competitors and to inform the Search Coordinator of any concern at the earliest reasonable time.

A search must be commenced no later than ONE HOUR after the nominated time for control pick-up/course closure, though a shorter time must be considered for a late starting event, cold wet conditions, overcast etc.

### **Initial Procedure**

If the Search Coordinator has determined that a search commence, they must:

- Ensure that sufficient experienced persons remain at the event to assist;
- Advise people designated to collect controls of any people known to be still out after course closure.
- Ascertain and check that the participant has not returned, and a search is warranted by:
  - 1. Double checking start lists with finish lists
  - 2. Checking with family, friends and colleagues
  - 3. Calling participant's phone/mobile phone if available
  - 4. Checking whether car has gone
- Gather as much information as possible about the participant and collate an "Assistance Required Report Form".
- Obtain a copy of the course and compare actual completion times and estimated completion time for the participant. Ensure sufficient maps are available for searchers.
- Narrow the possible search area by asking if anyone has seen the participant while competing.
- Consider likely errors/hazards and estimate likely distance travelled.  
Consider likely perimeter bordering roads, tracks etc. that the participant might have made their way to, if lost-
- If SportIdent is being used, it is possible to establish from the SI units which controls on a course were last visited.  
Retain the services of an SI expert to carry out this task once SI stations have been collected.
- Consider daylight remaining.
- Commence "Search and Rescue Log"

## **Essential Preparations for Search**

- Designate a search base to which all searchers will report. Plan the search.
- Identify and assemble searchers (preferably six)
- Appoint search team leaders (preferably three).
- Brief leaders and other search personnel.
- Record names of all searchers.
- Provide Control Collectors with all relevant information about the search.
- If mobile phone reception is available, set up a mobile network (swap numbers) between the search base and as many of the search teams as possible.
- Ensure search base remains staffed.
- Record all search actions on "Search and Rescue Log"

## **Briefing**

Details to be covered:

- Information relevant to the missing person – name, age, gender, clothing, fitness, medical conditions, time out on course, experience
- Area to be searched – have maps prepared.
- Recommended search pattern.
- Allocated time for initial search.
- Command and communication system.
- Any special instructions.
- Searchers to be advised that any effects found and suspected of belonging to the lost participant must not be touched or relocated but their position carefully noted and reported (should search dogs be used at a later stage).
- Searchers to be instructed to pause frequently, looking ahead, back and side to side while using voice, calling out person's name. Searchers are not to use whistles to avoid confusion except as directed in the two points below.
- Instruct teams that, in the event of finding a participant and requiring further assistance, use normal whistle call for help: 6 one second whistle blasts at one second intervals; repeated at one minute intervals.
- If search is over, or called off, then use 10 short whistle blasts every minute.  
Each team must carry water, an emergency first aid kit and extra clothing or space blanket, and possibly a torch in winter.
- If participant is found and cannot be moved, at least one searcher remains with participant, and one reports to the search base.
- All searchers must return to the search base by the predetermined time.
- The recommended signal for searchers to return to base is 10 short blasts of a car horn every 1 to 2 minutes.
- The search procedure remains in place until the lost participant is accounted for and all searchers have reported back.

## **Extension of Search**

The Search Co-ordinator shall take the following into consideration when determining when to contact the police:

1. Daylight remaining
2. Amount of time search has taken so far.
3. If the participant has been found and is injured.

If the Event Search Co-ordinator decides to take this step, (s)he shall:

1. Notify the police that a search is required.
2. Notify an available emergency contact for the missing participant (eg. home telephone number)
3. Ensure that all information is on hand and up to date for the briefing of the police
4. Support the search as required by the police.

# Orienteering South Australia Search and Rescue Log

Event: \_\_\_\_\_

Date: \_\_\_\_\_ Emergency Type : \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Search Coordinator: \_\_\_\_\_

**Time**

**Action Taken**

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**Personnel Involved – Names**

**Role**

**Outcome:**

Orienteering South Australia

## ASSISTANCE REQUIRED REPORT FORM

NAME OF COMPETITOR: \_\_\_\_\_

NUMBER: \_\_\_\_\_ Gender: \_\_\_\_\_ CLASS/COURSE: \_\_\_\_\_

START TIME: \_\_\_\_\_

LOCATION IF KNOWN: \_\_\_\_\_

\_\_\_\_\_

REPORTED BY: \_\_\_\_\_

TIME OF SIGHTING(INJURED COMPETITOR): \_\_\_\_\_

LAST KNOWN LOCATION (LOST COMPETITOR): \_\_\_\_\_

\_\_\_\_\_

CLOTHING WORN: \_\_\_\_\_

\_\_\_\_\_

NATURE OF INCIDENT/INJURY: \_\_\_\_\_

\_\_\_\_\_

ASSISTANCE REQUIRED: \_\_\_\_\_

\_\_\_\_\_

CONTACT (FAMILY, CLUB, LOCAL ADDRESS, etc.):

\_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

\_\_\_\_\_ PHONE: \_\_\_\_\_

TIME: \_\_\_\_\_

INFORMATION RECORDED

BY: \_\_\_\_\_