

Orienteering S A.

Event Safety Policy and Guidelines

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Change History:

Date	Comment
12 th January 2004	Version to replace several existing documents
28 th April 2004	Minor modifications after April OASA Council meeting
24 May 2008	Updated First Aid Section
9 Aug 2008	Update to refer to "Cancellation of Events and Management of Events under Hot Weather" & use of UHF radios
Feb 2015	Major update to add and extend some content

Section 1: Management of Safety at Orienteering Events

Introduction

The Orienteering SA (OSA) is responsible for providing guidelines to be used at all OSA sanctioned events, including those organised by affiliated clubs, in order to ensure the safety of participants and those involved in event organisation.

The purpose of these guidelines is to

- Ensure that event organising personnel are aware of processes necessary to manage event safety
- Hazards are recognised and removed or managed at the event planning stage as far as practical
- All participants are made aware of potential hazards as far as practical
- Participants know what to do if they get lost or have an accident
- Organising personnel know what to do in case of an accident or participant becoming lost

Responsibility

Both organising personnel and participants are responsible for safety.

At the event planning stage, the event organiser and course planner are responsible for implementation of all safety procedures. At events for which a controller has been appointed, the controller has final responsibility.

All event organisers, course planners and event controllers shall be made aware of these guidelines prior to commencing event planning. For OSA managed events, OSA is responsible for distributing guidelines to appropriate personnel. For club managed events, the relevant club should distribute to all relevant personnel.

Course/Event Planning

The following need to be considered during the course and event planning stage

- Consult with landowners regarding any hazards of which they are aware
- 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 eg busy roads, dangerous cliffs, mine shafts, electric fences. Mark features with flagging tape on the ground as required
- Plan adequate water controls for the expected weather conditions– for more details see below
- Consider under what conditions the event would be cancelled, either in total, or some courses or part there-of (events are generally to be cancelled if a total fire ban is declared, landowner withdraws access permission, other inclement weather conditions)
- Check mobile phone coverage of event area
- Obtain emergency contact information relevant to event area
- Determine access to the area which can be used if a competitor is injured or lost, this may require obtaining keys from landowners to locked gates.
- Determine the signage required, eg directional with adequate warning information prior to turn-offs, and other safety signs (eg Runners on Road)

As part of the event preparation the following should always be available at any event to assist the search –

1. Complete set of all course maps and a map of all controls available at the finish to be used to assist a search
2. Mobile phones if the area has mobile phone coverage (consider Telstra Next-G coverage especially for the assembly area)
3. UHF radios where mobile phone coverage is limited or not available – at least 3 radios. Ensure batteries are charged.

When planning courses, the following need to be considered in regard to competitor safety:

- Consider the needs of competitors on Very Easy and Easy courses first, as it is sometimes difficult to find areas of a map with sufficient linear features for those courses.
- Courses other than Hard should have collecting features near the control to minimise risk of competitors moving too far from their course. This particularly applies for controls on legs near the edge of the map.
- Animal control fences can prove difficult and dangerous for some competitors to cross so unnecessary fence crossings should be kept to a minimum, or crossing points provided.
- “Straight is great” is a common competitive catchcry so course planners should be wary of setting legs which may encourage competitors to do careless things such as tackle a cliff descent.
- Planners should avoid setting controls very close to the edge of the map – particularly where the boundary features are not very distinct and for Very Easy, Easy and Moderate courses.
- Sometimes controls may need to be used, for example, to funnel runners around dangerous areas.

There are standard symbols that course planners can use to mark dangerous features:

Policies & Guidelines: Section 2.5

- Out of bounds areas – if not otherwise shown on the map, show by purple vertical lines Forbidden line feature – mark purple crosses along route, e.g. a railway line, busy road.
- Compulsory crossing points in a forbidden line feature – shown by two purple arcs } {
- Dangerous areas – show in purple cross hatching; on a sprint map use an out of bounds symbol. Dangerous areas that are difficult to see shall be taped.
- Where possible, the line between controls should be moved from a straight line to highlight the above features.

Safety of Officials during Event Planning

The course planner (and controller) needs to be cognisant of their own safety whilst field checking courses. This should include the following

- Undertake your activities in a manner appropriate for the weather conditions (consider both hot and cold weather)
- Take a whistle and compass, mobile phone where there is coverage
- If working alone, leave a map with a responsible person indicating where you will be, plus expected time of return
- If available, take a satellite phone or arrange regular contact events when working in areas for extended periods with no mobile phone coverage
- If working with others, know where each other will be working, expected time to meet etc

Drinking Water

The following is based on the Orienteering Australia Foot Orienteering Rules.

If the estimated winning time is more than 30 minutes, or for a score event longer than 45 minutes, refreshments shall be available at least every 25 minutes at the estimated speed of the winner. Course Planners and Organisers also need to consider the slower competitors when planning water controls.

Drinks shall be located at controls or compulsory crossing points. At events where water is required, competitors shall receive basic information about its location or lack of availability before they go to the start. For example, the event information could say "Water will be provided at a control approximately half-way around each course and at the finish. The start is only 5 minutes walk from registration, so water is not provided at the start"

- At least pure water of suitable temperature shall be offered as refreshment. If different refreshments are offered, they shall be clearly labelled.
- The volume of water provided should allow for 200-300 ml per competitor passing through a drinks point.
- The sharing of drink containers should not occur and competitors should not be able to immerse their hands in water supplied for drinking. To this end, water at events must not be supplied in open containers such as garbage containers. Refreshments at events should be supplied in sealable containers, preferably with taps.
- Refreshments shall be dispensed in disposable cups. The cups should be discarded after use so that they cannot be reused and in such a way as to pose no environmental problems.
- Competitors may be encouraged to carry their own water supply or cups on courses, but this in no way diminishes the responsibility of organisers in

supplying enough drinking water and disposable cups for all competitors passing through the drinks point.

- For those events where the expected temperature is expected to exceed 20°C, organisers should provide refreshments at more frequent intervals appropriate to the expected event temperature.

Traffic

Traffic is a significant safety issue in most urban foot events and some non-urban foot events.

Traffic and children

Attention needs to be given to courses planned for competitors under 16.

Urban courses for M/W14 classes and below should avoid traffic if speed limits are above 40km/h or above 30km/h when there is kerb-side parking. Traffic is avoided if traffic marshals or time out controls are used for road crossings. Where urban courses do not avoid traffic, organisers should refuse entries where they consider the children too young to participate without adult supervision. If organisers of non-urban events expect competitors for these age groups to encounter traffic, similar considerations apply.

Organisers or series co-ordinators should issue a specific risk warning, where appropriate, along the lines of "Competitors are likely to encounter traffic and are responsible for obeying all road traffic rules."

Travelling to and from the event

The approach and exit routes of all vehicles should be assessed. There is the need to get vehicles in efficiently and parked safely. Measures must be in place to ensure turning orienteers' vehicles do not stop dangerously on main country roads whilst waiting to turn, traffic does not 'back up' onto main roads or block junctions. Bush and farm tracks should be safe to drive on.

Car parks need to be sufficient to get all vehicles parked and leave room for emergency vehicle ingress and egress. The layout may include an empty lane every X number of cars. As much space as possible should be left between vehicles, particularly campervans, in case of fire.

Traffic in competition area

Course planners and controllers must bear traffic conditions in mind when setting courses. Actions can include:

- setting up 'time-out' SI units to allow the deduction of the time the competitor takes to cross the road;
- avoiding legs where competitors will go along the access roads to the assembly area, in particular at MTBO events;
- crossing roads at an angle (i.e. controls are set to allow competitors to run alongside the road until there is a safe break in traffic);
- where competitors cross roads in the bush, setting up signs warning drivers of runners; marking pedestrian crossings on the map (e.g. with a crossing point symbol).

Particular attention needs to be given to courses planned for competitors under 16 or over 55 years of age.

Extreme Weather Issues

Hot Weather

OASA has adopted the Sport Medicines Australia – SA Branch “Guidelines for Cancelling or Modifying Sporting events during Hot Weather” to apply to orienteering events run by OASA and its affiliated clubs. Further copies can be obtained from Sports Medicine Australia, phone 8234 6369.

For event cancellation policy in hot weather and for other circumstances refer to “Cancellation of Events and Management of Events under Hot Weather” – adopted 17 June 2008.

The main points to note in these guidelines are:

- Young children (<13), older participants (>40) and those with predisposed medical conditions, are less able to cope with exercise in hot conditions
- Adequate water needs to be consumed, before, during and after any sporting activity. In particular during the event, water should be available at no greater than 15-20 minute intervals, and this time should relate to slower participants not the faster
- Participants should be encouraged to reduce the intensity of their effort
- Both the temperature and humidity need to be considered (see reference to Wet-Bulb Globe Temperature in brochure)

As a result of these guidelines, OASA has recommended that if the temperature during the event will be > 35° C, then the event may continue but will become non-competitive. This means that there will be no timing, and mass starts, which encourage competition, should not occur. In addition course lengths can be reduced and planned longer courses may be cancelled. More water points may need to be provided.

Information on expected temperature and other weather information eg Wet-Bulb Globe Temperature, can be obtained from the Bureau of Meteorology, phone 8366 2696, or use their METFAX details of which are in the guideline brochure.

Fire Bans

Hot weather may also result in fire bans in the event area, if so the event should be cancelled. When planning events in the fire ban season (November – April) in forest areas, possible evacuation routes should be considered in planning assembly areas eg avoid location on north sides and tops of ridges, have more than one possible evacuation route, don't use dead end locations for assembly areas.

Cold Weather

During very cold weather, the impact on a person of them becoming lost and/or injured may result in hypothermia. Competitors should act responsibly and wear appropriate clothing e.g. thermal tops, and organisers could highlight the need for appropriate clothing to competitors (eg in event notices). Space blankets should be included in first aid kits.

Other

Organisers may need to consider other weather events and take appropriate actions (e.g. cancelling or deferring start times):

1. Heavy Rain

Policies & Guidelines: Section 2.5

- a. Access routes are impassable
- b. Creek/river crossings on courses are difficult or dangerous
2. Thunderstorms and Lightning
 - a. Such storms are generally of short duration
 - b. Direct people to take appropriate shelter and delay event until the storm has passed
3. Forecast High Winds
 - a. Consider competitor safety of winds are forecast to be >75 km/h or strong enough to be dangerous (e.g. likely to fell trees and branches)
 - b. Event may need to be cancelled or modified depending on the location

Medical and First Aid

A suitable first aid kit should be available at all events, and organisers should ensure it is fully stocked. Ensure that any items used are recorded and replaced.

Organisers should obtain contact information for medical and other emergency services relevant to the event area, and make themselves aware of members with first aid/medical qualifications.

The following are recommended minimum requirements for all foot orienteering events and are the MANDATORY minimum requirement for Mountain Bike Orienteering events:

- A fully stocked first aid kit (MANDATORY for ALL events)
- A designated and qualified first aid person
- Access to all areas that have vehicle access (keys or combinations to locked gates)
- A designated vehicle capable of negotiating all access tracks that can be used for retrieving injured competitors
- Plans regarding transport of injured people to relevant medical services
- Adequate communication links to relevant medical services

Suitably trained first aid officer (St John Ambulance with an ambulance vehicle) should be available at major events. For Foot events “major” is considered to be events as part of a national carnival (e.g. Australian Championship or National League events). For Mountain Bike Orienteering events, “major” is also considered to be events as part of a national carnival (e.g. Australian Championship). However all organisers should seriously consider if St Johns and an ambulance should be in attendance at other events, in particular where the time taken for medical attendance to an event assembly area would be significant, or if other high risk issues apply.

Assembly Area Planning – Additional Issues

Electricity

Equipment which is designed for external use is designed to be safe provided that it is used appropriately and by suitably experienced people. There is a danger that domestic equipment used outside is not suitable for such an environment. If in any doubt, seek qualified advice.

The use of generators to support event systems requires careful consideration to ensure that safety is maintained. For example, they must be sited away from main thoroughfares, cordoned off and spare fuel stored appropriately.

The use of computers, printers and other hardware to support event systems needs consideration with regard to the weather, electrical safety, generator support, cable

runs, etc. Cable runs and connections must be suitably protected from the weather (e.g. rain). Cables must be of the correct rating for their function, and joints must be protected. There should be protection from all traffic going over them – vehicle and pedestrian. Any cables at head height, e.g. travelling between tents and buildings, must be securely supported.

Other risks

Particular care should be taken with:

- tent guy ropes – which can be a trip hazard, especially near the finish download;
- Star pickets - consider use of caps
- gas barbeques; and
- hidden holes, especially in the finish chute.

Competitor Information

Pre-event Information

The event website shall include any safety information that the competitor needs to be aware of

- *in travelling to the event e.g. driving conditions on gravel roads, safety required when turning off main roads*
- *Specifics of the event to enable them to plan adequately in advance e.g. expected weather conditions*

The above shall be made available on the event web site and distributed with any event information in the ENews letter (maybe via links to the web site event information)

Event Information to be Made Available to Participants at the Event

Event notices and course maps should provide all necessary safety information to participants. This should cover the following

- Safety bearing
- Course Closure
- Event specific information

Please ensure that the details of the latter are also displayed at all events. In particular, if your event has features about which the competitor should be notified eg areas with mineshafts and how they are identified, marked crossing points which they should use, forbidden routes, please display this in event information and mark appropriately on master maps when competitors are marking their own maps or on pre-marked maps where these are used.

Note that the standard symbols for marking these features are

- Out of bounds areas – if not printed on map, show by purple vertical lines, note that routes should not be shown crossing out of bounds areas
- Compulsory crossing points – shown by two purple arcs } {
- Dangerous areas – show in purple cross hatching
- Forbidden route – mark purple crosses along route eg a railway line

The “Safety Information for Events” sheet included as Appendix 1, shall be displayed at all events. Course closure time can be modified as required for the particular event.

Safety Information at Start

If required, display additional safety information at the start to reinforce required information.

Starters may communicate additional information if required eg streamered sections for easier courses.

Registration Information

Risk Warnings and Waivers Statements

Refer to Appendix 2 and OSA Policies and Guidelines Section 2.17 “Risk Statement”

At <http://www.sa.orienteering.asn.au/admin/OASAGuidelinesPolicies/>

Competitor Information

Safety information must be collected for all competitors at all events as below.

Enter on the Day Events

Hard copy control cards are filled in by competitors at events which have either Enter on the Day entrants only, or are Pre-entry events with Enter on the Day entries permitted, and the start slips retained at registration/start/finish. These should have the following filled in at a minimum

- Name, Course, approximate start time, SI card number where used, vehicle registration number, mobile phone number if available

Registration and start officials should ensure that this information is filled in by competitors. Please encourage non-members to fill in address information for future reference.

Hard copy cards represent an essential backup in the case of missing competitors. These cards should be the standard control cards where full SPORTident is not used, or the SI Entry Form cards for full SPORTident events. Copies of both can be obtained from the OSA treasurer.

Pre-Entry Events

Pre-entry events will record the same personal details with each person's entry (based on Eventor person details) and this is generally imported into the Event Software and hence is available at the event.

The starters and registration officials shall hold a hard copy list of all entrants. All non-starters shall be recorded and provided to the finish officials to ensure that all participants have finished or are recorded as DNFs as required.

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.

Determining competitors who have not returned depends on the event

1. Events using OE software – reports on Missing Competitors

2. Manually timed events by reference to Registration and returned Control Cards

To determine if the competitor is actually missing as some people do not report to the finish before leaving the event, the following may assist – talk to other people who attended the event with them, check if their car is still present, contact a provided mobile phone number if possible.

For injured participants, the event organiser/first aid personnel should complete an “Assistance Required report Form” or similar. Ambulance services should be contacted according to nature of injury, and in this instance retrieval of injured competitor should be done in consultation with ambulance staff. Otherwise retrieval should be undertaken in consultation with members with first aid/medical knowledge at the event.

Reporting Significant Incidents

An [Incident/Accident Report Form](#) must be completed and submitted to Orienteering SA, in the event of any significant incident. If you are in doubt about the need to submit the Form, please do so – the reports help OSA to reduce possible future incidents and accidents.

Form is available in Policies and Guidelines – Item 2.5C.

In the event of a major incident (e.g. one which involves serious injury or death, a police search or is otherwise likely to attract substantial outside attention from the media or elsewhere), the OSA President and Orienteering Australia (or appropriate substitutes) should be informed as soon as possible (see websites for contact details).

Lost Competitor

The Emergency and Search Procedures which follow as Section 2 of this policy, shall be used.

References

Competition Rules for Orienteering Australia Foot Orienteering Events

Appendix 2: Principles for Course Planning
Appendix 4: Health and Safety Guidelines
Appendix 7: Environmental Code of Practice

Orienteering Australia: Risk Management Policy – Operational Manual 4.8

Appendix 1:

The following information is to be displayed prominently at events

Safety Information for Events

- Fill in car registration number and phone number (mobile preferred) on entry card, this helps organisers confirm which competitors are still on courses. Newcomers also please fill in address details so we can contact you later about forthcoming 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, this is stated with the course/event information for the day. You must return to the finish by this time irrespective of whether you have finished your course
- Safety bearings should be provided with the course/event information, and are the direction to a prominent feature on the map eg main road, railway line. 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 for bush events, these are used to attract attention of others if injured. Distress signal is a 6 short blasts, wait ten seconds then repeat for as long as necessary. If in doubt just blow.
- Where applicable follow normal traffic rules eg crossing roads
- Take note of any other safety information provided at events and if any essential information is not provided eg course closure time or safety bearings, please ask about this before you begin your course
- Orienteers who encounter an injured person must abandon their course and offer assistance

Appendix 2: Risk Waivers

Pre-entry

Any event where pre-entry is offered requires the entrant to accept the Risk statement before their entry is accepted

Enter on the Day

Risk statement shall be displayed with registration cards where these do not have the statement printed on them. OSA policy is that any new registration cards printed shall include the Risk Statement (Feb 2014) as follows:

- On the back of any enter on the day card with a place for a signature of agreement on the back or front.

Risk Statement

The risk statement is available at

http://sa.orienteering.asn.au/gfolder/admin/OASAGuidelinesPolicies/17_Risk%20Statement.pdf

Section 2: Emergency and Search Procedures

A copy of these procedures should be laminated and made available at all events (eg clubs should maintain a copy with equipment and each event organiser should ensure they have a copy).

It is essential that ONE person coordinate a search. If there is no pre-determined “search coordinator” the Event Organiser, Controller and/or Course Planner should designate one as soon as the possible requirement is recognised.

When to Commence a Search

If a competitor (especially an early starter) 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 an early search should commence. The Search Coordinator will be particularly influenced in this decision if the number of competitors on the course is low, or if the report is made after 12.30 pm (or last start time) and no further competitors are going out on the course. In this regard it is important for Finish officials to monitor overdue competitors and to inform the Search Coordinator of any concern at the earliest reasonable time.

A search must, at the latest, be commenced 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. Typically, this will be 3 PM or 2.30 PM, under poor conditions. It should be understood that the mounting of a search then has priority over the normal closure of an event eg. removal of tents etc.

Initial Procedure

If the Search Coordinator has determined a search must commence before course closure, or if any participants have not returned when it is nearly course closure time, they must

- Ensure that sufficient experienced persons remain at the event should a search be required.
- 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 on “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 available for searchers.
- Narrow the possible search area by asking if anyone has seen the participant while competing.
- Consider likely points of error/hazards and estimate likely distance travelled.

- Consider likely perimeters that the participant might have made their way to if lost-bordering roads, tracks etc.
- If SportIdent is being used, it is possible to establish from the SI units on their course which controls were last visited. Retain the services of a 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

- Locate a search base (eg. event tent, vehicle) to which all searchers will report.
- Plan search (See Preliminary Search Section).
- Search personnel identified and assembled (preferably six).
- Appoint search team leaders (preferably three).
- Brief leaders and other search personnel. (see Briefing section)
- Record names of all searchers.
- Control Collectors who are not working in search area should also be provided with all relevant information and their names and planned locations also recorded
- 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 base remains staffed.
- Record all search actions on “Search and Rescue Log”
- Event organiser to provide emergency contact information to search coordinator

Preliminary Search

Suggested search pattern:

Team 1: Perimeter and road search (by vehicle) - maintained until an agreed time unless advised. Divide map into sectors and allot vehicles to accessible tracks in each sector.

Team 2: Sweep of the course of missing person in direction of course following likely route choices and 'possible' areas, or on basis of any reported sightings. Report back to search base on completion.

Team 3: Sweep of course of missing person in reverse direction and 'probable' areas. Report back to search base on completion.

If the event is using full SportIdent the information on the control units can be used to determine the last control that the lost person(s) visited.

Briefing

Details to be covered:

- Information relevant to the missing person –name, age, sex, 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 must 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 should be instructed to pause frequently, looking ahead, back and side to side while using voice, calling out person's name. Searchers should not 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, and an emergency first aid kit (at least a compression bandage), 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.

Termination of Search

The search will be terminated on the recovery of the missing person. If the initial search fails to locate the missing person, the search co-ordinator must re-assess the situation and decide to extend the initial search and/or inform the police.

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.

Police Search

1. On arrival of the police, the Search Co-ordinator provides all recorded information and gives a verbal report to the police.
2. Police assume full control of search from that point.
3. Co-ordinator co-operates with police, and if requested helps organise search personnel and resources from orienteering members.

Contact Numbers

In the case of serious injury or the need to organise a police search the following phone numbers are used.

For serious injury or life threatening situation: **Dial 000**

You will be directed to the emergency service you require. Be ready to provide VERY CLEAR directions on how to get to the area. Consider arranging for an experienced Orienteer to meet emergency service personnel at an easy place to find if there is any possible confusion where they should go.

For police assistance: **131 444**

OR

Emergency contact phone numbers relevant to the map area determined by the event organiser prior to the event.

Aftermath

As soon as possible after the search, the Search Coordinator shall prepare a report detailing procedures actually undertaken, reasons for extraordinary actions taken and any other considered relevant information. This report must be submitted to organising body (club or OASA)

If applicable, after consideration by the responsible club, the report should be provided to the OASA Executive Committee.

Orienteering Association of South Australia

Search and Rescue Log

Event: _____

Date: _____ **Emergency Type :** _____

Description: _____

Search Coordinator: _____

Time	Action Taken

Personnel Involved – Names	Role

Outcome:

Orienteering Association of South Australia

ASSISTANCE REQUIRED REPORT FORM

NAME OF COMPETITOR: _____

NUMBER: _____ SEX: _____ 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: _____

INFORMATION RECORDED BY: _____

TIME: _____