

**Open Climb
Safety Management Plan**

The Taranaki Alpine Club came in to being on February 11th, 1930, when a meeting in New Plymouth attended by about 60 persons agreed to form a club under the captaincy of L.V.Bryant, skilful and enthusiastic mountaineer, who five years later was a member of Shipton's Everest reconnaissance expedition. With its incorporation in April 1930, the new club began an active programme.

The first need was a high level hut on Egmont's northern slopes for use by both climbers and skiers. A hut site was chosen at the 1600m level near Humphries Castle and the route to the summit. All material had to be carried to the site. Tahurangi Hut was officially opened on June 2nd, 1935, by the club patron, Mr. Walter C Weston, who was then chairman of the Egmont Park Board. It was named after the legendary Maori who lit a fire on the summit to proclaim his tribe's possession of the mountain known to his race as Taranaki.

Our club constitution details a number of objectives of the club.

- To encourage walking, climbing, skiing and mountaineering
- To open up and develop resorts and arrange facilities in connection therewith, and in particular to popularise Mount Egmont as a tourist and health resort:
- To protect native flora and fauna and the natural features of the country:
- To arrange trips to or up Mount Egmont, the Kaitake and Pouakai Ranges and other districts

More detail on the Club and its activities can be found in our club Constitution and Policy available from our club website.



Amendment Register

Date	Version	Amendment
01-Nov-2008	1	P Andrews Various sections. Audit approved changes
Aug-12-2012	2	P Andrews All sections. Review and General update
Aug-22-2012	3	M Penn Updated links to external forms and documents
Dec-14-2012	4	M Penn Updated Table of Contents to list other components of Safety Management System
Jul-31-2013	5	M Penn All Open Climb SMP documents incorporated into a single document. Sections 2.1, 2.8
Jul-20-2014	6	M Penn Sections 1, 3.1, 4.1, 4.2, 4.6, 5.3, 6.1.1, 6.2.1, 6.2.11, 6.2.12, 6.3, 6.4, 11.1, 11.2, 11.5, 11.6, 11.7, 11.8, 11.9, 11.10, 11.11, 11.12, 12.1, 12.2, 12.3, 12.4,
Oct-22-2015	7	M Penn Sections 1, 2.1, 2.2, 2.5, 4.4, 5.2, 5.4, 6.1, 6.2, 6.3, 6.5, 7.3, 8, 10, 11.2, 11.4, 11.5, 11.6, 11.7, 11.8, 11.10, 11.12, 11.13, 11.14, 12.1, 12.2, 12.3, 12.4 All references to Party Leader have been amended to Party Leader Section 5.4 has been added with new specific conditions for weather Section 11.13 Rover has been added Section 11.14 Auditor has been added Figure 1 has been added
Dec-08-2015	8	M Penn Sections Amended following external audit
Sept-09-2018	9	G Hodges Sections 1, 2.1, 2.5, 2.7, 3, 3.1, 4.3, 4.4, 4.6, 6.1, 6.2, 6.3, 7.2, 8, 11.1, 11.2, 11.5, 11.6, 11.8, 11.9, 11.10, 11.11, 11.12, 12.1, 12.2, 12.3, 12.4 Section 4.4 Collection of participant information Section 11.11 Crater Assistant added Section 11.13 Track Marshall added Section 11.17 Administrator added Section 13 Upper Mountain Team Safety added Updates for External Audit



Open Climb

Safety Management Plan

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1 Safety Management System

The safety management system for the Taranaki Alpine Club's ("TAC") annual Open Climb ("OC") comprises of a series of documents and forms, tabled below.

The overarching document for the open climb is the document titled "Open Climb Safety Management Plan" ("the Plan") which contains hazard and risk assessments, health and safety, operating procedures, action plans, contingency plans, records etc.

The scope and boundaries of the SMS are located in clause 1.2 of the Plan.

A complete list of all of the forms and components is found in the table below.

Document	Document Title
T04	Open Climb Safety Management System
F003	Public Information Form/Publicity Brochure
F005	Form of Register of Incident
F006	Injury Register
F007	Induction checklist for New Volunteers
F008	Club Member Experience form
F009	After Action Review Form (AARF) – The President's summary of the Open Climb
F019	Open Climb Party List
F020	Open Climb – Lodge Supplies
F041	Open Climb – Staff Monitoring
F042	Open Climb – Staff Assessment
F043	Open Climb – COMMS Log
F044	Open Climb – Event Notification Checklist
F045	Open Climb – Incident Investigation
F020	Open Climb – Lodge Supplies
F073	Injury Record
F074	Open Climb Locker Inventory
F079	Open Climb – Weather Observations
T02	Procedure

The Executive Committee of the Taranaki Alpine Club review the SMS on an annual basis.

Reviewed and approved by the Executive Committee of the Taranaki Alpine Club

.....
President

.....
Date



2 Introduction and Background

2.1 Definition of terms

AAR	After Action Review
Club	Taranaki Alpine Club
DOC	Department of Conservation
HSE	Health and Safety in Employment
Mountain	Taranaki / Mt Egmont
MSC	Mountain Safety Council
OCC	Open Climb Controller
Open Climb	Event where the general public is “guided” to the top of the Mountain as public service.
OSH	Occupational Safety and Health
RAMS	Risk Assessment and Management System
SAR	Search and Rescue
SMS	Safety Management System
TAC	Taranaki Alpine Club
TACR	Taranaki Alpine & Cliff Rescue Inc.
UMT	Upper Mountain Team
The plan	This safety Management plan

2.2 Scope

The scope of this safety plan relates to the running of an “Open Climb” on Taranaki / Mt Egmont for the purpose of taking members of the General Public to the summit and return.

Open Climbs are held during the summer months, usually January to March.

Open climbs use the “Summit Route” starting from either North Egmont or Stratford Plateau as a standard route, but may be varied on the day as needed by the Open Climb Controller.

2.3 Main Activity

The Guiding groups of the general public to the summit of the mountain, and return. No other activities are the subject of this safety plan.

2.4 Background

The TAC has been holding regular Open Climbs since 1934. Open Climbs are held as a public service, not as a commercial enterprise. Fees are accepted as a means of offsetting expenses associated with running the Open Climb and Tahurangi Lodge.

The Open Climbs have become a popular yearly event, with participants coming from outside the Taranaki province, and some from overseas.



2.5 Organisation of Open Climb

The open Climb event is organised and conducted by volunteer members of the Taranaki Alpine Club Inc. All “Guides” are suitably experienced members of the T.A.C. who meet the relevant competency requirements as outlined in this plan.

The TAC has an Open Climb committee convened by the President for the purposes of organising, appointing Club members to roles and ensuring the requirements of this Safety plan are complied with. This includes conducting an AAR and ensuring outcomes from the AAR are actioned.

Open climb participants are required to register prior to the event, detailing their experience and fitness level and relevant medical information. Our website provides our public information form detailing the clothing and equipment they are required to take on the event, and other relevant information, including a link to our Facebook gallery of the nature of the terrain they will encounter. Participants are required to make their own way to North Egmont or the Stratford Plateau where they are directed to Tahurangi Lodge. At the Lodge they are formed into parties of approximately 20 participants to be guided to the summit, and return.

Each party has a Party Leader and Tail person, as a minimum, to ensure a guiding ratio of 10:1 is maintained.

A third party guide may also be included if volunteer numbers allow. The “third” position can also be used by new volunteers to gain experience with Open Climbs.

One or more “Floating Parties” are used during the Open Climb. They do not have any participants assigned to them, but have a Party Leader and Tail person and often have a New Volunteer or first aid person. The Floating party “collects” slow or other participants requiring special attention, from other parties.

2.5.1 Participant Feedback

Our club website for the event has a dedicated email address for Participant feedback regarding any and all activities around the event.

This is also provided during the registration process.

After the event, our booking system automatically sends an event assessment form to all participants for their feedback.

This is an anonymous service and emailed to the club by the booking system on behalf of the participant; they may choose to identify themselves.

This feedback is summarised and incorporated in reviews on this Safety Plan.

2.6 Development of, and Responsibility for Safety Plan

This Safety plan represents the accumulated knowledge of Club members who have conducted previous Open Climbs. The Club President assisted by the Open Climb committee has overall responsibility for the running of the Open Climb, and ensuring the requirements of the safety Plan are met.

2.7 Approval of this Safety Plan

This Safety plan is a part of the TAC’s Safety Management System which is endorsed and approved by the Clubs executive committee each time the plan is revised.

Once signed off by the President, this copy shall be held by the Secretary, and both PDF and Word copies are stored on the TAC Outlook Onedrive. The current version number is recorded on TAC’s F001 Document Control Register.



2.8 Distribution of this Safety Plan

This Safety plan is made available to participants by having a copy available at time of registration. All members of the Organising committee are required to read the Safety Plan each year, as are the Club members involved with the Open Climb. The OCC shall ensure there are copies of this plan available at Tahurangi Lodge on the day of the Open Climb for both members & Public to view. A copy of the plan shall also be available from the club website during registration by participants. The entire document, the Open Climb Plan' shall be provided. Additional forms are held only by the club for member use.



3 Commitment and accountability

The TAC is committed to providing this service in the safest manner possible to all involved in the event; crew, participants and public.

Mountaineering in general and Open Climbs specifically will always involve an element of risk. The TAC is committed to managing this risk, by minimising or eliminating or eliminating parts of this risk, where possible.

The Club is committed to continuous improvement of safety. It has set targets which are reviewed yearly, the results of which are included in the safety plan review.

The Taranaki Alpine Club Inc. is committed to complying with relevant Legislative and regulatory requirements pertaining to the holding of this event, specifically, The Conservation Act, Crimes Act, the Health and Safety at Work Act 2015, and the Health and Safety at Work (Adventure Activities) Regulations 2016.

TAC will ensure during each annual review that the SMS is current against pertinent legislation.

3.1 Communications

Radio equipment hired for the event can be hired from Mills Chapman Communications or can be sourced through the local Search & Rescue groups. Radios should allow good function on the mountain, and allow for multiple channels to be used during the Event. Radios should be available from the Friday morning through to Sunday evening at least.

Radio List

1	Party 1
2	Party 2
3	Party 3
4	Party 4
5	Party 5
6	Party 6
7	Party 7
8	Party 8
9	Party 9
10	Party 10
11	Tahurangi Base
12	Tahurangi Comms
13	Rover 1
14	Rover 2
15	Rover 3
16	Medic 1
17	Medic 2
18	Medic 3
19	Crater Marshall
20	Crater Assistant
21	Crater Medic
22	Summit Assistant
23	Summit Controller



4 Hazard identification and control

4.1 General

The basic method of hazard management & risk reduction is detailed in the following steps:

- Identify activities
- Identify and list hazards
- Assess risk
- Based on risk assessment, decide whether activity (or part thereof) should be undertaken, implement risk reduction strategy, and provide and install control measures.
- Develop emergency action plan.
- Update this safety plan accordingly.

The Club uses a hazard identification matrix to identify hazards, and to list control actions where the risk assessment requires it. The matrix also details emergency actions should the situation escalate. To assess risk of an event occurring, a risk assessment matrix is also used. The risk rating is included in the hazard matrix.

In order to adequately manage participants, and provide adequate levels of safety, participants are taken to the summit in groups of around 20, with a minimum of two guides per group, and 3 guides where numbers of club members allow.

Specialist teams are used to “capture” slow participants from other parties, or those requiring first aid or special attention.

4.2 Dissemination of information to the public

The TAC’s management of risks and hazards starts with the information given out when public participants register for the Open Climb.

The information pack includes the following information:

- A statement as to risks encountered in attempting a summit climb.
- Fitness training and medical requirements
- Personal equipment required
- Food and drink required
- Suitable footwear, walking aids
- How to get additional information, including Safety Plan, commitment policies.

During the course of the open climb, safety briefings are given to the public at specific locations as dictated by the requirements of the climb. Topics covered at each location are given in F003.

4.3 Collection of participant information

Open Climb participants are required to supply information to the Taranaki Alpine Club at the time of registration. The following information is collated by the Open Climb Administrator from entries:

- Full name
- Age / Date of birth
- Contact details (address and phone number)
- Next of kin and contact details
- Medical Conditions
- Fitness Level (as judged by participant)



If the Administrator has any concerns about the participants ability to take part in the Open Climb the Administrator will contact the participant to confirm participation or not.

4.4 First Aid Equipment

Equipment to be carried by each party

- Basic first aid kit – sufficient to treat blisters and minor abrasions
- Either two way radio or cell phone as prime communication method
- 1L extra water
- sunscreen
- Ground insulation (i.e. foam mat)
- body insulation (i.e. extra thermal clothing)
- emergency shelter (i.e. survival blanket or pack liner)

Equipment to be carried by designated first aiders

- first aid kit – sufficient to treat blisters, minor abrasions, and dress larger injuries, sprains
- extra water 2L,
- sunscreen, re hydration agents,
- pain relief such as panadol
- emergency shelter materials such as exposure blanket or pack liner
- Ground insulation (i.e. foam mat)
- body insulation (i.e. extra thermal clothing)

The Crater Base located in the crater shall have in addition to the above:

- TAC Group First Aid Kit
- sleeping bag
- small tent or suitable shelter
- cooker to provide warm drink



4.5 Hazard Management Form

In the following RAMS form, those risks with a risk factor in the blue zone from the following risk assessment matrix are not considered to be of sufficient risk to warrant specific control measures. Those in the yellow zone require some form of mitigation action, and those in the red zone should be avoided altogether, or have specific control measures and / or recovery plan as appropriate. The Risk assessment factor is the most likely consequence of the event occurring given the context of the event, not the worst possible case.

Control actions / responsibilities:

OCC	Open Climb controller decision
PD	Advise in publicity document
RE	Check at road end
TL	Check at Tahurangi Lodge
B1	Advised during briefing given at Lodge
B2	Advised during briefings given during climb
PL	Party Leader and tail/third to monitor and take appropriate action
FA	First Aider to render assistance
CM	Crater Marshall to control
FT	Floating Team to assist
SC	Summit Controller to control
UMT	Upper Mountain Team to planning, control, monitor, & take appropriate action
RP	Registration and Personal Details forms.



Risks (potential losses)	Risk Source	Casual Factors (lemons)	Risk Factor	Risk Reduction Strategies	Control Action (mitigation)	Emergency procedures (Recovery plan)
Personal Injuries (other than heat and cold injuries, they are covered below)	People	Falling / sliding	D3	Appropriate route selection – avoid snow slopes	OCC	EP1
			E3	Speed restriction on scree	B2	EP1
				Advise gloves be worn descending scree	PD,B2	EP1
				Recommend use of walking poles in info packs	PD, B2	EP1
			B9	Hand Line through summer entrance to prevent fall	CM, UMT	EP3
				Rope across top of crater valley to prevent slide	CM, UMT	
		Insufficient fitness	E3	Advertise appropriately	PD	EP1
				Monitor individuals’ progress	PL	
				Set pace appropriate for group	PL	
				Lighten load if necessary	PL	
				Support team to assist those down who turn back	PL,FT	
		Sprains	D3	Adequate footwear	PD RE, TL	EP1
				Safe pace of travel	TL	
				Advises required fitness level	PD	
				Recommend use of walking poles	PD	
		Underlying medical condition	C5	Ask participants if they have any medical conditions which may affect participation	RP	
	Equipment	Blisters / poor fitting footwear		E3	Treat symptoms early, have tape	FA
			Screen footwear at start		RE,TL	EP1
	Environment	Rock fall	C5	Route selection	OCC, SC	
				Warning signals (vocal and whistle)	B1,B2	EP5
				Awareness of danger	B1,B2	
				Crater to Summit: two separate routes	CM, UMT	
				Crater to Summit: angled routes so not climbing above others	CM, UMT	
				Rest stop in safest place	PL	
				Minimize time in highest risk area	PL, CM, CA	
				Falling / Rock fall in Crater Entrance	C5	Movement through Crater entrance controlled by Crater Marshall, Summit Assistant, and Crater Assistant



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Risks (potential losses)	Risk Source	Casual Factors (lemons)	Risk Factor	Risk Reduction Strategies	Control Action (mitigation)	Emergency procedures (Recovery plan)
		Falling / Rock fall in crater below summit	C6	Movement through the crater and to the summit controlled by Crater Assistant, Summit Assistant. Have separate routes up and down marked by coloured string	SA, CA	
				Position crater tent(s) for UMT overnight stay and Crater Base away from rock fall zones	UMT	
		UV overexposure	E2	Sunscreen, sunglasses, protective clothing used	PD,B1	
	Fire at Lodge		B4	Evacuate to safe location (next to TV Translator)	OCC	EP111
	Volcanic eruption		A10	Evacuate to nearest safe road end	OCC	EP111
Heat Injuries	People	Climbing too fast	C4	Leaders to set sensible pace	PL	EP2
		Inadequate fluid intake	C4	Ensure sufficient fluid carried and consumed		
	Equipment	Inappropriate clothing	C3	Adequate re-hydration / rest stops	PL	
				Avoid over dressing		
		Burns (Cooking & Snow Melting)	B6	Ensure participants have suitable clothing	RE TL	EP3
				Employ Gas stoves only. Cook & Melt in sheltered location. Use appropriate pot holders & funnels.	UMT	
	Environment	Heat stroke	B3	Maintain liquid intake		EP2
				Head cover		
Cold Injuries	People	Adequate rest stops				
		Monitor group				
		Insufficient food	C3	Ensure sufficient food taken	PD, UMT	EP3
		Inactivity	C3	Avoid long periods of inactivity	PL, UMT	
		Group moving too slowly	C3	Maintain appropriate pace	PL	
				Re-group slower participants	PL	



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Risks (potential losses)	Risk Source	Casual Factors (lemons)	Risk Factor	Risk Reduction Strategies	Control Action (mitigation)	Emergency procedures (Recovery plan)
	Equipment	Inappropriate clothing	C5	Ensure participants and crew have suitable clothing	RE,TL,B1, UMT	
		Inappropriate camping and sleeping equip	C7	UMT member experience and appropriate equipment for adverse conditions	UMT	
	Environment	Adverse weather	C5	Respond to weather changes	OCC, PL	
				Plan event for suitable weather	OCC, Open Climb Committee	
Property Loss	People	Dropping gear	D1	Check rest areas	PL	None
	Environment	Wind blowing clothing away	D1	Avoid leaving gear in exposed situations		
Lost	People	Navigation error	C5	Select appropriate leaders	OCC, Open Climb Committee	EPL
			C5	Use agreed/marked route	PL	
		Separation of group	B5	Have leader and a tail	OCC	
				Head-count at rest stops	PL	
		Un controlled Separation	B5	Keep lists of climb participants in each party, one copy held by OCC, and one copy by PL. Advise OCC of any "Party hopping" and participants being assisted by Floating party.	OCC, PL	
				Check names of participants as they arrive back at Lodge	OCC	
	Environment	Poor visibility	D5	Keep group tightly together. Maintain visual contact each other	PL	



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Risks (potential losses)	Risk Source	Casual Factors (lemons)	Risk Factor	Risk Reduction Strategies	Control Action (mitigation)	Emergency procedures (Recovery plan)
Delayed return	People	Travelling too slow	C5	Form slow group to go down	PL, FT	EP4
	Environment	Adverse weather	C5	Cancel summit climb/bring parties down	SC, PL, OCC	EP6

4.6 Risk Matrix

Severity Rating	Group Descriptor	Consequences				Increasing Likelihood				
		Description of injury	Description of illness	Environment	Reputation	A. Rare Theoretically possible, but unheard of	B. Unlikely Heard of in the Industry, not at this location	C. Moderate Has happened in this location previously.	D. Likely Has with this event in previous 5 yrs	E. Often Happens regularly on this event, >= once per yr.
0		No Injury or Health Effect	No Damage	No effect No environmental damage	No impact No public awareness	A0	B0	C0	D0	E0
1	Minor or short term impact on individual(s) that doesn't have large effect on their participation	Splinters, insect bites, stings	Minor irritant	Littering		A1	B1	C1	D1	E1
2		Sunburn, scrapes, bruises, minor cut	Minor cold, infection	Minor damage to environment that will quickly recover		A2	B2	C2	D2	E2
3		Blisters, mild hypo/hyperthermia, minor sprain, minor dislocation	Minor asthma, cold, upset stomach, etc	Scorched campsite, plant damage		A3	B3	C3	D3	E3



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4	Medium impact on individual(s) that may prevent participation in the program for a day or two	Lacerations, frostnip, minor burns, mild concussion	Mild flu, migraine	Burnt shrubs, cut life branches to burn, washed group dishes in stream, etc		A4	B4	C4	D4	E4
5		Sprains & hyperextensions, mod hypo/hyperthermia, minor fracture	Flu, gastroenteritis, vomiting	Walked through sensitive ecological area destroying some plant life		A5	B5	C5	D5	E5
6	Major impact on individual(s) that would mean they were unable to continue with large parts of the program	Fractures, dislocations, frostbite, major burn	Serious asthma attack, serious infection, medical treatment required	Destroyed/killed some example of flora/fauna		A6	B6	C6	D6	E6
7		Arterial bleeding, severe hypo/hyperthermia	Infection or illness causing loss of consciousness, serious medical emergency	Killed, destroyed or polluted small area of environment		A7	B7	C7	D7	E7
8	Life changing effect on individual(s) or death	Spinal damage, concussion	Major illness requiring hospitalisation	Killed example of protected species		A8	B8	C8	D8	E8
9		Single death	Single Death	Fire or pollution etc resulting in area of wilderness being destroyed		A9	B9	C9	D9	E9
10		Multiple fatality	Multiple fatality	Major fire or pollution causing serious loss of environment or life		A10	B10	C10	D10	E10

Blue zone

Yellow Zone

Red Zone

Insignificant risk

Low- Medium Risk

High Risk

considered sufficiently low risk that no specifically targeted preventative actions or recovery plans needed

Preventative actions, recovery plan, or public awareness / education required as appropriate to situation

Special Control measures required, or Consider not attempting Activity.

This risk matrix adapted and expanded from the following sources:

“Exploring the Myths: Analysis of incidents and accidents in professional outdoor education in New Zealand, 1996 – 2000” – G Davidson



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4.7 Targets and Improvement

HSE targets:

Report all minor incidents, treat all minor injuries, and learn from all minor incidents.

To have no serious harm incidents on an Open Climb. (<1 serious harm incident /yr).

To have no Open Climb participant Leave Tahurangi Lodge later than 8:00am.

To have no Open Climb participant Leave Tahurangi Lodge inadequately equipped.

These targets are monitored by reviewing the incident register with the After Action Review record and Internal Audit Report during the annual review. Results are reported to the Club executive committee.



5 Emergency procedures

5.1 General

This section details actions to be taken in the event of a member of the public requiring assistance either from accident, illness or some other event.

5.2 General procedure

The following is a list of actions taken to deal with a situation, not listed in the hazard register, escalating in level of action required.

- Problem dealt with by Party Leader, first aid administered if required.
- Assistance sought from “Floating party”, person dealt with by the Floating Party. More first aid administered by Floating party. OCC Co-ordinates
- Person assisted back down to Tahurangi Lodge, and back to car park if required. OCC Co-ordinates
- Alert Police and request medical evacuation. By OCC
- Request urgent assistance from Police, including medical. By OCC

5.3 Emergency Shutdown Response

This event takes place at the whim of the elements.

The event also needs to consider the impact people and their actions play on operations.

Any of the Open Climb crew can respond to these factors at any time during the event, and initiate an emergency shut procedure.

In any scenario, the crew member shall immediately advise the Open Climb Controller or the Assistant of the issue.

This communication shall take precedent over any other active communications, and all crew members shall immediately hold and await further instructions.

If the decision is made for an emergency shutdown, the Open Climb Controller will announce over the radio “Open Climb Return to Base” three times. “All parties to return to Tahurangi Base”.

At Tahurangi Base, all participants will either be released under their own recognisance to make their way to North Egmont, or they will be guided by Crew members.



5.4 Specific Actions in Response to Weather

Weather reports should be considered against their risk in the tables in Section 5.4.1 and 5.4.2 where Low and Medium risks may be able to be managed. High risk conditions should be immediately assessed by the OCC and their decision recorded on the Comms Log.

Results from the weather checklist, F079, for the Crater Team is called in to Taurangi Base and recorded on the Comms Log.

5.4.1 Lower Mountain

Factor	Low	Medium	High
Wind	10 km/h L1	20 km/h L1	35 km/h L1
Wind & Rain	10 km/h L1	15 km/h L1	20 km/h L1
Others	P1	P2	

5.4.2 Upper Mountain

Factor	Low	Medium	High
Wind	15 km/h L1	25 km/h S1Hr	40 km/h S1Hr
Wind & Rain	15 km/h S1Hr	20 km/h S1Hr	25 km/h S1Hr
Others	P1	P2	P3

L1 = Showing no sign of lessening

S1Hr = Over the past hour and showing no signs of lessening

P1 = An incident affecting a whole party

P2 = An incident affecting multiple parties on or above the Lizard

P3 = An incident affecting flow through Summer Entrance or other parties descending

Wind & Rain - Sustained heavy rain affecting visibility and safe footing and showing no sign of lessening



5.5 Specific actions for events listed in hazard register

Procedure number	First line action	Action if situation escalates
EP1	Minor Medical. Administer 1 st Aid as necessary and continue. Advise OCC.	EP2
EP2	Minor Medical. Administer 1 st Aid as necessary and prepare patient to descend with Floating party. Advise OCC.	EP3
EP3	Medical. Administer 1 st Aid as necessary. Patient unable to Continue. Ask for assistance and wait. Monitor group Advise OCC.	OCC to Call Police for evacuation.
EP4	Send assistance	
EP5	Shout Warning	
EP6	Advise all parties to return to Lodge	Call Police and advise assistance required
EP111	Call 111, request assistance	
EPL	Send search party	call police if necessary to escalate search

5.6 Practicing Emergency Procedures

Many club members assisting on the Open Climb, are also members of Taranaki Alpine & Cliff Rescue Inc. who hold regular SAR exercises and hold records of training.

It is not seen as necessary therefore, to repeat this training specifically for the Open Climb.

These emergency procedures are based on the actions TACR would initiate.

For the same reasons, it is not necessary to practice calling for police (SAR & TACR) assistance.

During the pre-event briefing, simulations and scenario's may be presented to the Crew with the Club procedures outlined for each, or incidents from the immediate past or previous Open Climbs may be run-through including the results from any investigations.



6 Staffing, Information, Training and Supervision

6.1 General

The Club does not have sufficient professional guiding resources to draw upon, however the volunteers involved with the OC do have many years of experience conducting Open Climbs' and many are also members of the Taranaki Alpine & Cliff Rescue Team, have relevant experience and skills gained from outside of the Club, the following reflects the "Learned experience" from previous events.

6.1.1 Party and Organisation Structure

During planning, the skill levels and experience of Crew should be taken into consideration against participant abilities.

Highly skilled and experienced leaders may be necessary for the first party groups who will most likely be fit and keen participants. This crew, by the nature of arriving back first at Tahurangi, may also be the groups required to head back onto the mountain.

Similarly, the same traits may be necessary for tailing parties for those participants arriving later in the morning as these groups may well spend some time on the mountain during the day if they move a little more slowly.

A 'layer' approach for crews should be implemented where possible such that zones are created for:

- the Crater and Summit
- Upper Lizard (Medic Station – Roving Medic Team 1)
- Lower Lizard (Medic Station – Roving Medic Team 2)
- Bottom of the Lizard to Drinking Rock (Rover Team 1)
- Drinking Rock to Top of Hongi's stairs (Rover Team 2)
- Hongi's to Tahurangi (Rover Team 3)



Taranaki Alpine Club Open Climb

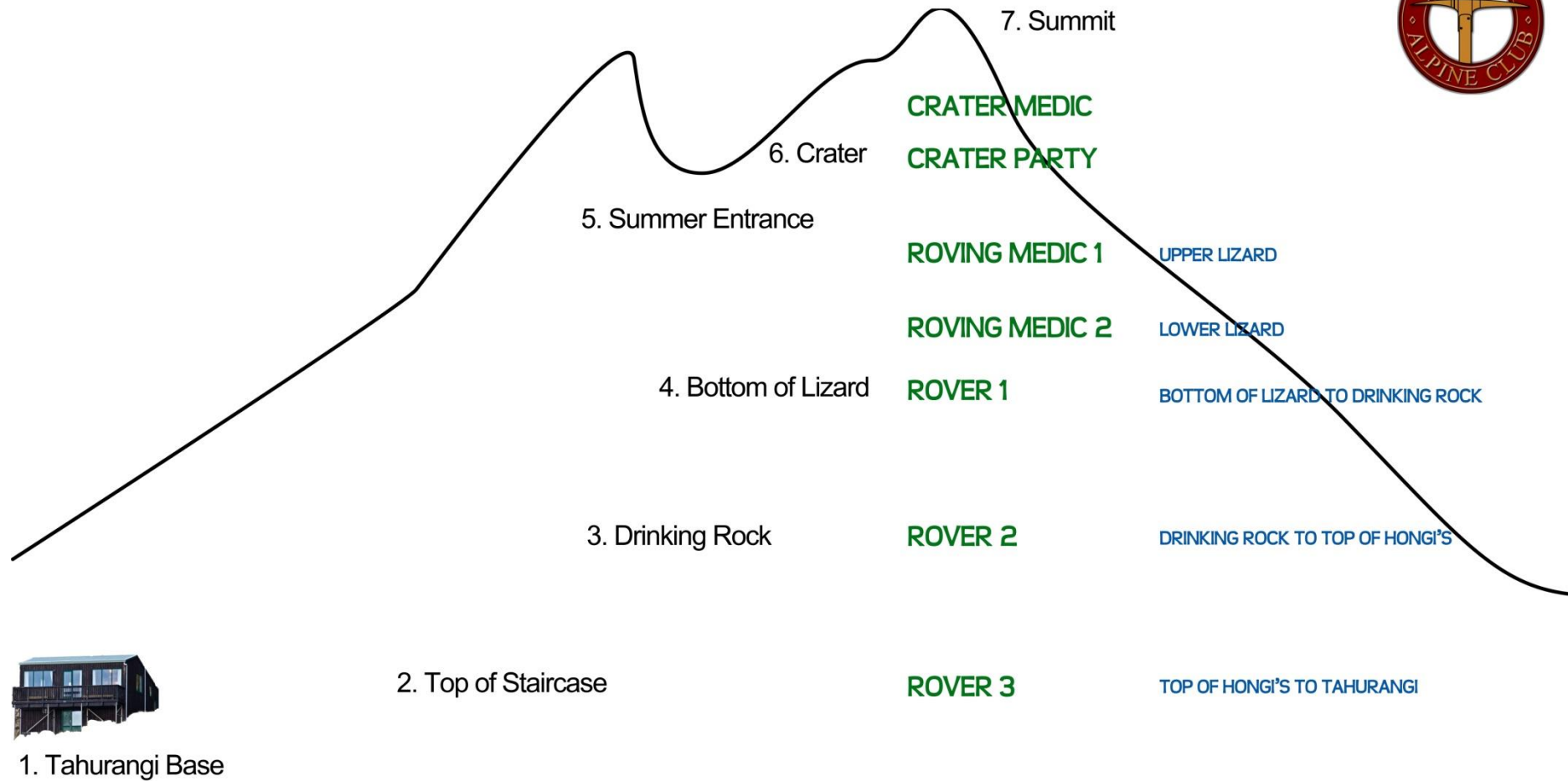


Figure 1 | Open Climb Crew Layers



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6.2 Roles and responsibilities

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



The identified roles associated with running the Open Climb with respect to Safety management.

<u>Role</u>	<u>Responsibilities</u>
6.2.1 Open Climb committee	<p>Organises open climb</p> <p>Ensures:</p> <ul style="list-style-type: none"> • Compliance with safety plan. • Open Climb Controller appointed. • Crater marshal appointed. • Road end marshals appointed. • Party Leaders appointed at least 4 weeks in advance of Open Climb. • Appointed Party Leaders familiarised with Safety Plan (Read and acknowledged) prior to Open Climb. • Inductions for new volunteers are carried out. • Records kept of: <ul style="list-style-type: none"> Appointments, and acknowledgements appointees are familiar with this plan Inductions of new OC Volunteers • Other agencies (SAR, Ambulance etc) advised of OC date • Minimum competency / experience levels met • HSE policy and requirements met. • AAR is conducted by OCC or other suitable person, and actions resulting from AAR are enacted upon. • Safety Plan is reviewed, revised if necessary after Open Climb. • Actions arising from AAR's or incident investigations are carried out. • Minute Open Climb committee proceedings and actions • Ensure all actions or instructions are carried out
6.2.2 Open Climb controller	<ul style="list-style-type: none"> • Conducts Open climb. • Calls off Open Climb if Weather conditions unsuitable • Directs operations in event of emergency • Liaises with emergency services <p>Ensures:</p> <ul style="list-style-type: none"> • Compliance with safety plan. • Minimum competency / experience levels met • Briefings given to all others with roles as per this list, with specific reference to the role each Club member has, as per briefing documents in Appendices'. • HSE policy and requirements met. • Supervises and monitors Party Leaders during O.C. and gives feed back during de brief / AAR session afterward. • All participants are accounted for on return to Tahurangi Lodge. • Initiates search if required. • Conducts AAR (After Action Review) both informally on day of OC with Party Leaders, and a more formal review with the Open Climb committee.



	<u>Role</u>	<u>Responsibilities</u>
6.2.3	Open Climb Controller Assistant	Assists OCC and work at their direction Conducts briefings as necessary on day of Open Climb Manages paperwork on day of OC: <ul style="list-style-type: none"> • Makes sure party lists are maintained, records movement between parties, • All forms relating to Accidents / incidents/ first aid are completed • Checks and advises OCC all participants are accounted for at end of day.
6.2.4	Comms person	Party Leaders familiar with comms equipment being used, Cell phone numbers recorded, contact kept throughout climb Checks Radios function properly before issue to party leaders and other roles. Records party locations at key reporting points (same as public briefing locations)
6.2.5	Party Leader	Responsible for welfare of party. Leads party at reasonable pace, administers first aid. Performs head count and checks names against party list at regular intervals. Advises changes to OCC. Performs final head count on return to Tahurangi Lodge, and advises OCC of any discrepancy Calls for assistance from Floating party or OCC if required.
6.2.6	Party Tail	Assists Party Leader Carries an additional litre of water for participants.
6.2.7	Party Middle / New volunteer	Assists Party Leader and Tail Carries an additional litre of water for participants.
6.2.8	Roving Medic & Crater Medic	Administers First aid beyond the ability of the Party Leader, carries extra First aid supplies. One First Aider to be positioned in Crater during the Open Climb, and follows last party down.
6.2.9	Summit controller, and assistant, & Crater assistant	Determines safest route from crater to summit, marks route. Ensures orderly flow of people to/ from Summit. Ensures parties keep to designated routes.
6.2.10	Crater marshal	Plans, organises and manages the Upper Mountain Team. Positions themselves for best view of parties entering summer entrance, and controls traffic in / out of crater so conflict of traffic is minimised.
6.2.11	Rover	Station at pre-determined zones in layers along the route Works with Party Leaders and OCC to transfer participants from one party to another Aids in spotting participants who are moving slowly through areas and informing Crew in the party



OPEN CLIMB PLAN

	Role	Responsibilities
6.2.12	Road End Marshalls	<p>Meets / greets public at North Egmont car park, and directs public up translator road.</p> <p>Meets / greets public at Stratford Plateau car park, and directs public up to the Stratford Plateau and the round the mountain track.</p> <p>Performs cursory visual check of public with respect to footwear & clothing, and any obvious problems.</p> <p>Advises individuals not to proceed if there is a problem.</p> <p>Turns public back if Open Climb called off</p> <p>Collects and installs the Open Climb sign at Kaimiro Hall</p> <p>Note: Has authority to refuse participation in open climb of any person ill equipped or otherwise unsuitable.</p>
6.2.13	Track Marshall(s)	<p>Ensures participants follow correct tracks from the Stratford Plateau to Tahurangi Lodge, and provides encouragement and reports on slow participants to OCC.</p>
6.2.14	Registrar	<p>Assigns climbers into Parties as they arrive, and supplies the Party Leader with their Climber list.</p> <p>Check Party participants off list on return to Tahurangi Lodge, compares result with Party Leader.</p>
6.2.15	Administrator	<p>Responsible for the preparation of all paperwork for use on the day of the climb. Collects registration list from booking agent.</p> <p>Updates website/Facebook.</p>
6.2.16	Auditor	<p>Review the Clubs SMS and Safety plan as per guidelines set out in section 8.0</p>



6.3 Minimum Competency / Experience

Open Climb Controller (OCC)

Senior Club member with suitable experience.

Has been involved with Open Climbs previously.

Has leadership skills suitable for position.

With at least one of the following:

- 5yrs outdoor experience locally, has been to the summit at least 10 times previously, at least once in the last 18 months, has training in risk management, either industry based or as a component of a MSC or other acceptable course,
- Trained as part of Search And Rescue management team (CIMS - Coordinated Incident Management System) in at least one of the following roles: incident controller, operations manager, logistics manager, safety officer, response coordinator
- Hold a recognised Guiding qualification
- Hold Suitable Outdoor Education qualification

Party Leader

Has first aid skills, appropriate fitness and leadership skills to manage group. Competent with comms.

Knowledge of route.

Has suitable communication skills to engage with participants.

In addition to the above, **at least one** of the following must apply:

- 3yrs general outdoor experience, has been to the summit at least 10 times previously, at least once in the last 18 months
- Has recognised guiding qualification
- Has outdoor education qualification

Party Tail Person

Has first aid skills, appropriate fitness and leadership skills to manage group. Competent with comms.

Knowledge of route.

Has suitable communication skills to engage with participants.

Can take charge if Party Leader incapacitated

3yrs general outdoor experience, has been to the summit at least 3 times previously, at least once in the last 18 months

Party Middle Person

Suitably fit. Has knowledge of route.



New Volunteer

Suitably fit. Has knowledge of route.

Supervised by Party Leader/Tail person.

Note : Supervision continues each Open Climb until New Volunteer is deemed competent.

Roving Medic

5yrs general outdoor experience,

Be qualified and current with any of the following :

- Medical doctorate
- Paramedic
- Nursing qualification
- Industrial medic
- Pre hospital emergency care (PHEC)
- Industry advanced first aid
- Outdoor First aid (MSC) or equivalent

Comms Person

Be familiar with comms equipment (Two way radio, cell phones) used on the Open Climb.

Have appreciation of the terrain, be familiar with the landmarks (reporting points), be familiar with the safety plan and emergency response procedures.

Crater Marshall

Senior Club member with suitable experience.

Has been involved with Open Climbs previously.

Has leadership skills suitable for position.

Meets Party Leader requirements.

Has current knowledge of route and summit area. Competent with comms.

Meets UMT requirements (section 13.1)

Summit Controller and Assistant

Meets Party Leader requirements, plus has current knowledge of route and summit area.

Competent with comms.

Meets UMT requirements (section 13.1)

Crater Assistant

Meets Party Leader requirements, plus has current knowledge of route and summit area.

Competent with comms.

Meets UMT requirements (section 13.1)

Crater Medic and Assistant

5yrs general outdoor experience,

Be qualified and current with any of the following:

- Medical doctorate
- Paramedic
- Nursing qualification
- Pre hospital emergency care (PHEC)



Meets UMT requirements (section 13.1)

Road End Marshal

Has suitable communication skill to engage with participants, and offer advice.

One of the following must apply:

- 3yrs general outdoor experience, has been to the summit in the last 2 years.
- Has recognised guiding qualification
- Has outdoor education qualification

Registrar (2 or more)

Have suitable administration skills.

Administrator

Has suitable administration skills.



6.4 Training

There is no specific training available or given for Club members conducting an Open Climb, however the OCC shall ensure the Competence and experience requirements are adhered to.

All Club members assisting with an Open Climb are required to attend a general briefing, plus a briefing specific to the role they are assigned and familiarise themselves with this plan. Feed back and interaction from the Participants is sought during briefing.

Briefings are conducted in the days leading up to an Open Climb, with an Event Briefing on the morning of the Open Climb.

All active members of the Open Climb Management are to be familiar with this plan and emergency response procedures.

6.5 Crew Monitoring and appraisal

Due to the nature of the Open Climb there is only a once a year opportunity to assess and appraise Club members acting as guides.

During the course of the Open Climb, the OCC will be monitoring the progress of each party and monitoring the radio traffic.

At the end of the day during the de-brief / AAR session, the OCC will give feedback on the performance of guides and other field personnel, and seek feedback as well, on the performance of all personnel including themselves.

It should be noted that during the Open Climb no party is isolated. There are other parties in close proximity, and "Floating" parties are also on the Mountain.

If the OCC determines there is a problem with a Party Leader, they have the option of replacing the Party Leader with a person from a floating party or combining two parties together.

6.6 Competence assessment

Having a once a year event means there is limited opportunity for assessing personnel in the field.

At the time appointments to various positions are made by the **Open Climb** committee, the appointee's competence is assessed by personal knowledge, and by discussion with the appointee on their experience and any qualifications / certificates they may hold.

6.7 Induction of new Guides / Volunteers

Prior to any new volunteers being used as guides, an induction will be given, generally by the OCC.

Topics to be covered are listed in 12.4 Party Member Briefing below. The organising committee will keep record of inductions.



7 Accident reporting, Recording and Investigation

For the purposes of this document, “accident” shall also refer to “incidents” where no actual harm was done, but could have.

7.1 Accident / Incident reporting

Accidents / incidents are reported to the OCC who coordinates appropriate response, and ensures incident forms are filled out and filed in the incident register.

All forms that are filled out shall be filed in a folder which shall have a summary sheet known as the “Incident register”

These forms will be referred to during the AAR and plan review.

7.2 Forms

F005 Serious harm report form has been taken from the National incident database.

Investigation and Minor First aid report sheet has been taken from the OSH website.

Any death as a result of the open climb must be reported to Worksafe immediately on 0800030040 (24/7)

Any serious harm incident must be notified to WorkSafe as soon as practicably possible using their online notification. Form F005 is to be completed to communicate incident information.



7.3 Incident reporting / Investigation flowpath

Accident / incident reporting flow path

<u>ACTION</u>	<u>Timing</u>
Accident / Near Miss occurs	
First aid / emergency actions dealt with by Party Leader or OCC	On Day of open Climb
OCC or assistant records accident details in register	On Day of open Climb
Carry out investigation, determine root cause using F045. Conducted by Senior Club Member with input from OCC, and other suitably qualified persons at discretion of Club President.	Within 4 weeks of Open Climb being held
Inform authorities of findings where required	Within 1 week of investigation completion.
Where there has been a serious harm incident: Inform WorkSafe using online notification system.	As soon as possible Within 7 days
Where there has been a serious harm incident, or Near miss incident Review Safety Plan with input from OCC, Party Leaders, and invite participation from authorities involved. Invite review of SAFETY PLAN by a Local qualified guide or other suitably qualified person. Review investigation(s) on F045 and update plan where necessary. <i>Ensure all incidents on the register have been considered.</i>	Within six months Post Open Climb
In post Open Climb review, update safety plan hazard register, emergency procedures as required. By OCC with input from Club members	Within 6 months Post Open Climb
Publish updated safety plan to distribution list. Club president responsibility.	Within six months Post Open Climb



8 Review and Updating of plan

The safety plan is reviewed within 6 months after every Open Climb, and after any accident investigations have been completed. Updates are then made to the plan, hazard register updated and risks assessed. The Safety plan is then published and disseminated according to the distribution list within 8 months of each Open Climb. At a maximum of every three years the Safety Plan shall be reviewed by a suitably qualified external entity.

As part of the Concession update under which Open Climbs are held, this safety plan shall be audited by a DOC approved auditor prior to Concession renewal.

After each OC, one or more AAR's shall be conducted. An informal AAR is conducted on the day of the OC via a group discussion of Party Leaders and other field personnel with the OCC. A record shall be kept of this discussion – see F009

During the annual review, a check shall also be made for any changes to legislation as listed in section 2, changes in requirements from DOC, and a check with FMC for any relevant changes.



9 Independent Review

An independent review shall take place of the plan every two years.

A suitable person, possibly a senior Club member, not involved with running the Open Climb, or someone with suitable industry experience shall be appointed to conduct the review.

The scope of the review shall include:

- the approach the Club takes to managing the Open Climb
- the approach taken to safety management
- the contents of the safety plan and SMS,
- the adherence to the safety plan, and SMS by the Club.

The reviewer shall report back to the Open Climb committee, who shall in turn report to the Club executive committee, and shall initiate any safety plan or SMS reviews.



10 Open Climb Records

Documents specific to each Open Climb.

- Registration list compiled by the Open Climb team to produce a master participant list.
- Party Lists. Are created by the Registrar's from the registration list as participants arrive and are placed in parties, are used by Party Leaders during the climb and returned to the registrar's upon reaching Tahurangi Lodge.

All records used for the management and operations of the event are kept confidential and privacy of individuals respected at all times.

Incident Register and incident/ Accident reporting and investigation forms.

Are kept as permanent Club records by the Club Secretary. Are used when reviewing Open Climb safety plan



11 Standard Operating Procedures

11.1 Open Climb Committee.

Purpose: To Detail the timeline and tasks performed by the Open Climb Committee

Applies to: The members of the Open Climb committee

Composition: TAC President, Current or proposed OCC, Current or proposed Assistant OCC, Current or proposed Crater Marshal, Other suitably experienced Open Climb volunteers

Procedure:

Hold initial meeting in August or September each year to:

- Set date for Open Climb
- Advise Hut booking officer of Open Climb date.
- Review Open Climb Safety plan, Publicity Documents, and Procedures
- Appoint OCC
- Appoint Crater Marshal
- Appoint Reviewer
- Consider List of candidates for Open Climb positions
- Determine method for accommodating full Open Climb Crew and communicate options with the Crew. Whether Taurangi and Tents will be used as a base, or if Taurangi will be base for Lodge Crew and Parties 1-3, and remaining crew will overnight at Manganui Lodge.
- The maximum number of participants shall be set ensuring the ratio in Section 2.5 is able to be met.

Hold additional Meetings Prior to Open Climb as required to:

- Contact candidates for positions, and determine their availability.
- Appoint Open Climb positions and ensure each appointee has been sent a copy of the safety plan and has acknowledged they have read and accept their role and responsibilities. To be completed before Open Climb.
- Consult with DOC Open Climb date acceptable.
- Advise other organisations (SAR Ambulance) date of Open Climb.
- Ensure there are sufficient supplies at Taurangi Lodge.
- Ensure there are sufficient Ascent certificates at Lodge.
- Two-way radios are booked from the hire company, and are suitable for the task.

After Open Climb meet to:

- Consider feedback from AAR conducted by OCC on day of Open Climb
- Hold additional AAR's if required.
- Review incidents / accidents and review Safety plan & SMS.
- Issue updated plan, SMS.
- Ensure all action points from AAR / safety plan review are carried out.
- Ensure open climb report sent to DOC as required by concession.
- Report back to Club Executive committee.
- Publish AAR actions in club newsletter and website



11.2 Open Climb Controller.

Purpose: To Detail the timeline and tasks performed by the Open Climb controller.

Applies to: Open Climb Controller.

Procedure:

Before Open Climb: (Actions may be delegated to Assistant Controller)

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures.
- Send acknowledgement to Open Climb committee.
- Review weather patterns leading up to the Open Climb.
- Ensure copies of Safety plan and forms printed for use at Lodge
- Ensure there is sufficient stationery supplies at Lodge for self, radio operator, and Registrar / cashiers.
- Ensure there are sufficient other supplies at Lodge. See F020 for lodge supplies list.
- Ensure Copies of Safety Plan at Lodge.
- Ensure two way radio's collected and transported to Lodge
- Be familiar with emergency procedures and contact numbers.
- Carry out inductions of new volunteers.

Ensure the website is updated with the 'Decision' pending notification for the Open Climb

Day before Open Climb: (Actions may be delegated to Assistant Controller)

- Organise facilities at Lodge.
- Send off Crater Crew by cut-off time (approx. 1:30pm)

On Morning / day of Open Climb: (Actions may be delegated to Assistant Controller)

- Be at Lodge on afternoon of previous day.
- At 5am, receive crater weather update from Crater Marshal, consult with senior club members and decide if Open Climb will be held.
- Advise Club personnel present and Road end marshal. Change phone message if being used. Organise Road sign to be put out if required.
- Ensure club Facebook is updated to inform participants of event status
- Conduct Event Briefing of club members at 6:30am
- Organise Club members present to re – configure Lodge – Tables outside, tea making facilities etc.
- Record on whiteboard parties, Party Leaders, tail persons incl. floating parties, crater parties, medic personnel and contact details.
- Issue first aid kits to Party Leaders.
- Refuse participation to anyone arriving ill prepared for the open climb.
- Monitor progress of parties via times recorded on white board or on party lists.
- Monitor progress and performance of Party Leaders via communications traffic.
- In event of emergency, take control and issue instructions to club members to effect best outcome in accordance with emergency procedures in Section 4.0
- Sign ascent certificates
- As parties return, ensure all members accounted for (Registrar & OCC assistant will assist by comparing party lists and reconciling any changes).
- Conduct AAR once all parties returned
- Give appraisal feedback to club members.
- Fill out paperwork (AAR forms, first aid, incident forms etc.)



11.3 Open Climb Controller Assistant.

Purpose: To Detail the timeline and tasks performed by the Open Climb controller Assistant.

Applies to: Open Climb Controller Assistant.

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Carry out tasks delegated from OCC.

Day before of Open Climb:

- Carry out tasks delegated from OCC.

On Morning / day of Open Climb:

- Be at Lodge on afternoon of previous day.
- At 5am, consult with OCC and decide if Open Climb will be held.
- Carry out tasks delegated from OCC.
- Collect party lists from registrar; record all changes and any movement between parties.
- On return to Lodge of parties, collect party lists from Registrar / cashier and compare lists with respect to any changes during day and accounts for all persons on party lists.
- Advise OCC of each parties return any discrepancies in party members.
- Take part in AAR



11.4 Comms Person.

Purpose: To Detail the timeline and tasks performed by the Communications Person.

Applies to: Communications Person.

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Collect radios from hire company, check function and sufficient batteries
- Organise transport of Radios to Lodge.

On day of Open Climb:

- Check function of each radio and batteries.
- Give instructions to Party Leaders on use of radio and which channels to be used.
- Record on party lists which radio issued to each party.
- Keep communications log
- Record times each party reach each reporting point
- Keep OCC informed of party progress.
- Collect radios from Party Leader on return to Lodge & record any defects.
- Ensure arrangements are made to transport Radio's back to Hire company
- Take part in AAR



11.5 Party Leader.

Applies to: Party Leaders.

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures, Briefing in 12.4 Party Member Briefing below.
- Send acknowledgement to Open Climb committee.
- Attend pre Open Climb briefing sessions.
- Ensure adequate clothing, equipment, food and drink for self.

On day of Open Climb:

- Arrive at lodge by 6:30pm the night before, or for the 6:45 am Event Briefing
- Report to OCC and advise arrival.
- Check whiteboard for party assignments.
- Check with Tail person they are aware of their assignment.
- Collect first aid kit.
- Take part in briefing.
- Contact comms person, advise of phone number, collect radio, and make sure its operational
- When called, collect party list, collect party and assemble them on track above lodge. Check names and all accounted for.
- Give briefings to party as detailed in appendices.
- Report progress to comms person per common briefing.
- Communicate weather and conditions as the party moves up the mountain.
- Manage party, set easy pace.
- Monitor party members and Crew for speed, sun exposure, or any difficulties.
- Have stops at each reporting point, and more if required. Judgement call.
- Talk to party members and have a good time.
- In event of anyone having difficulties, give aid, advise OCC, and follow OCC instructions. May transfer members to floating party.
- Head count at each reporting point.
- In event of emergency, follow instructions from OCC or delegate.
- On return to Lodge, thank everyone, conduct head count & tick off party list.
- Hand party list to registrar.
- Collect ascent certificates, sign and give to party members. Use this as a final check all party members accounted for.
- Take part in AAR

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.6 Party Tail & Party Middle

Applies to: Party Tail & Middle.

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Ensure adequate clothing, equipment, food and drink for self.

On day of Open Climb:

- Arrive at lodge by 6:30pm the night before, or for the 6:45 am Event Briefing
- Report to OCC and advise arrival.
- Check whiteboard for party assignments.
- Check with Party Leader.
- Take part in briefing.
- Perform any tasks as delegated from Party Leader
- Monitor party members for speed, sun exposure, or any difficulties.
- Take part in AAR
- Provides additional water to participants if needed. Advises Crater medic if replacement water is required when entering the crater. This may be collected when leaving the Crater from the Summit.

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.7 Roving Medic

Applies to: Roving Medic (First Aider).

Procedure:

Before Open Climb:

1. Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
2. Send acknowledgement to Open Climb committee.
3. Attend any briefing sessions necessary.
4. Ensure adequate clothing, equipment, food and drink for self.
5. Ensure First aid pack issued to self. Check contents adequate for Open Climb.
6. Ensure some form of shelter to be carried by self or others who will be in crater.

On day of Open Climb:

1. Arrive at lodge by 6:30pm the night before, or for the 6:45 am Event Briefing
2. Report to OCC and advise arrival.
3. Contact comms person, advise of ph. No, collect radio, and make sure its operational
4. Meet each party and be ready to give assistance as required.
5. Monitor radio traffic for anyone requiring assistance, and give advice if required.
6. In event of emergency, be prepared to move to attend person in difficulty. Liaise with OCC or delegate.
7. Follow last party back to Lodge
8. Complete first aid forms, incident forms and hand to OCC
9. Take part in AAR

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.8 Crater Marshall

Applies to: Crater Marshall.

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Select the Upper Mountain Team (UMT) consisting of the Summit controller, Summit assistant, Crater assistant, 2 x Crater medic.
- Prepare and communicate a plan to all UMT members
- Assemble all equipment & resources required by the UMT
- Ensure adequate clothing, equipment, food and drink for self.

On the day before the Open Climb:

- Ensuring all upper mountain team equipment and resources are driven or carried to Tahurangi Lodge.
- Ensure by visual inspection that all UMT equipment irrespective of ownership is of sufficient quality, and fit for its intended use as part of the Open Climb.
- Allocate all equipment items to UMT individuals.
- Set off to the Summit by 2pm with the one or more other members of the UMT that will be overnighing in the crater.
- Establish the crater over night camp.
- Report to OCC and advise arrival.
- Communicate weather during the evening before the Open Climb with Tahurangi Base.

On day of Open Climb:

- Communicate weather conditions in the crater area at 5am to the OCC.
- Ensuring all other UMT members arrive at the crater when required
- Assist other members of the UMT to set up the crater to summit string lines routes, position the Crater Base tent appropriately, install the summer entrance and crater valley safety ropes, ensure adequate steps exist between summer entrance and the up-route to the summit.
- Get into suitable position to be able to see parties approaching crater entrance. Be in radio contact with Summit controller, Summit Assistant, and Crater Assistant.
- Control all traffic through summer entrance by giving instructions to Party Leaders when it is safe for them to negotiate summer entrance and managing the public.
- After the last party has left crater, with other UMT members remove all route markers, ropes, anchors, tents, and equipment.
- Follow last party back to Lodge with Medic, be prepared to give assistance to any persons struggling with descent.
- Complete first aid forms, incident forms and hand to OCC
- Take part in AAR

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.9 Crater Medic x 2

Applies to: Crater Medic

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Ensure adequate clothing, equipment, food and drink for self.
- Ensure a group First aid kit issued to self. Check contents adequate for Open Climb.

On day of Open Climb:

- Meet each party and be ready to give assistance as required.
- Monitor radio traffic for anyone requiring assistance, and give advice if required.
- In event of emergency, be prepared to offer guidance by radio. Liaise with OCC or delegate.
- Collection or melting of water
- After the last party has left crater, with other UMT members remove all route markers, ropes, anchors, tents, and equipment.
- Follow last party back to Lodge
- Complete first aid forms, incident forms and hand to OCC
- Take part in AAR

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.10 Summit Controller and Assistant

Applies to: Summit Controller & Summit Assistant

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Ensure adequate clothing, equipment, food and drink for self.

On day of Open Climb:

- Select separate up and down routes from crater to summit, and mark with route markers. Ensure good separation between routes, specifically checking for rock fall hazards.
- Assist other members of the UMT to set up the string lines routes between the crater and the summit area, the summer entrance and crater valley safety ropes, and the Crater Base tent.
- The Summit Controller welcomes teams to the summit area, controls the duration of their stay in the area of the summit, (10 to 15 min maximum), directs teams to the correct descent route, and communicates to Tahurangi Base when each party is departing the summit area.
- The Summit Assistant takes up a position to over-watch traffic through the summit entrance and the crater, and communicates with the Crater Marshal and the Crater Assistant when the passage is free for teams to enter or exit.
- After the last party has left crater, with other UMT members remove all route markers, ropes, anchors, tents, and equipment.
- Follow last party back to Lodge with Medic, be prepared to give assistance to any persons struggling with descent.
- Complete first aid forms, incident forms and hand to OCC
- Take part in AAR

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.11 Crater Assistant

Applies to: Crater Assistant

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Ensure adequate clothing, equipment, food and drink for self.

On day of Open Climb:

- Assist other members of the UMT to set up the string lines routes between the crater and the summit area, establish the summer entrance and crater valley safety ropes, and position the Crater Base tent.
- Ensure adequate steps are cut in the snow/ice leading to the up-track.
- Direct teams and members of the public from the base of crater entrance to the correct up-track.
- Police, and instruct Teams Leaders and members of the public when it is appropriate and safe to begin their descent from the crater. Approval to begin ascent is to be granted by the Crater Marshal.
- After the last party has left crater, with other UMT members remove all route markers, ropes, anchors, tents, and equipment.
- Follow last party back to Lodge with the UMT, be prepared to give assistance to any persons struggling with descent.
- Complete first aid forms, incident forms and hand to OCC
- Take part in AAR

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.12 Road End Marshall

Applies to: Road End Marshall

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions with OCC as necessary.
- Advise OCC & Comms of contact number.
- Collect track markers, road signage.
- Ensure adequate clothing for self.

On day of Open Climb:

- Arrive at North Egmont by 5:50 am. Arrive at Stratford Plateau by 4:30 am.
- Phone Lodge & make contact with OCC.
- Deploy track markers (usually glow sticks) to start of Translator road, and Manganui Ski Field road.
- Position self at road end gate and direct participants to Translator road, and Manganui Ski Field road.
- Count numbers heading up road, give regular reports to comms.
- Make visual assessment of participants preparedness, and be prepared to stop anyone and discuss their preparedness.
- Advise anyone obviously ill prepared the TAC will not be responsible for them, and they should go no further.
NOTE: We do not have authority to stop anyone walking in a National Park on their own volition.
- If Open Climb is called off, turn people back, deploy cancellation / postponement sign.
- Advise OCC via comms of final numbers and any problem participants.
- Report own climb numbers as they arrive

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.13 Track Marshall

Applies to: Track Marshall

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions with OCC as necessary.
- Advise OCC & Comms of contact number.
- Ensure adequate clothing for self. Ensure a torch is carried.

On day of Open Climb:

- Make own way along the RTM (Round the Mountain) to the appointed location
- Locations may include:
 - In Manganui Gorge at the point where the track turns towards the ski field. The Track Marshal for this location should be in position by 5:00 am.
 - On the ski field at the point where the RTM starts (below the T-Bar tow) The Track Marshal for this location should be in position by 5:00 am.
 - On RTM between Stratford Plateau and Tahurangi Lodge below Warwicks Castle (grid reference 16-93-909E 56-49-972N). The Track Marshal for this location should be in position by 5:30 am.
- Welcome Open Climb participants as they pass by. Direct participants as required. Answer any questions. Provide any assistance required.
- Participate in any other allocated role as part of the Open Climb
- Complete first aid forms, incident forms and hand to OCC
- Take part in AAR



11.14 Registrar

Applies to: Registrar

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Ensure adequate clothing, equipment, food and drink for self.

On day of Open Climb:

- Arrive at lodge by 6:15am
- Report to OCC and advise arrival.
- Set up tables / chairs at front of Lodge.
- Collect Party List forms, carbon paper, pens etc from OCC.
- As participants arrive at Lodge, welcome them
- Organise participants into parties of 20 max, and record names on Party lists.
- Print Party List for Party Leader
- Update party list spreadsheet to OCC or OCC assistant.
- During day, record names onto ascent certificates, and sort into party lots.
- As parties return, hand ascent certificates to Party Leaders for signing and handing out to participants.
- Collect party forms from Party Leaders and hand to OCC or assistant and reconcile numbers with original list and known changes.
- Take part in AAR



11.15 Rover

Applies to: Roving Teams

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Ensure adequate clothing, equipment, food and drink for self.

On day of Open Climb:

- Arrive at lodge by 6:15am
- Report to OCC and advise arrival.
- Contact comms person, collect radio, and make sure its operational
- Leave as directed by OCC to designated layer.
- Monitor radio traffic for anyone requiring assistance, and give advice if required.
- In event of emergency, be prepared to move to attend person in difficulty. Liaise with OCC or delegate.
- Return to Lodge as directed by OCC
- Complete first aid forms, incident forms and hand to OCC
- Take part in AAR

Refer to Figure 1 for Open Climb Layer Zones.

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.16 Auditor

Applies to: Event Auditor

Procedure:

Before Open Climb:

- Familiarise self with Safety plan, Roles and Responsibilities, emergency procedures
- Send acknowledgement to Open Climb committee.
- Attend any briefing sessions necessary.
- Ensure adequate clothing, equipment, food and drink for self.
- Familiarise self with Internal Audit Checksheet for Open Climb
- Follow up on previous audit report findings
- Determine scope for the audit
 - a. Specific sections
 - b. Response to request from Executive Committee
 - c. Guided by findings from the previous audit
- Advise the Executive Committee and OCC of audit scope

On day of Open Climb:

- Arrive at lodge by 6:15am
- Report to OCC and advise arrival
- Conduct interviews in a respectful manner, ensuring that the safety of the event or participants is put first. Questions can be conducted at the AAR or briefed after the event when needed
- Take part in AAR

Refer to Figure 1 for Open Climb Layer Zones.

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



11.17 Administrator

Applies to: Administrator

Procedure:

Before Open Climb:

- Collate participants information
- Contact any participants if their ability to undertake the Open Climb is questioned due to age, fitness level, or medical conditions. The participation or not then can be agreed by contacting them directly.
- Print off and collate all the required paperwork for the event (SMS, forms, lists etc)
- Source computer and printer for use on the event
- Gain access to all digital portals to be used to provide updates for the event, update as directed by OCC

Open Climb Day

- Provide administrative support to ensure event runs smoothly
- Update digital portals as required.
- Take part in AAR



12 Briefings for Club Members

12.1 Common Briefing

Audience

- To be presented to everyone helping with the Open Climb, prior to the Open Climb.
- People with specialist jobs/rolls will receive an additional briefing specific to their jobs.
- There will be an Event Briefing for everyone at the Lodge the night before the Open Climb.

Key Personnel and Positions

Open Climb Controller

Radio Operator

Crater Marshall (in charge of the Crater Entrance, Crater, & Summit)

Summit Controller & Assistant Reports to Crater Marshall

Crater Assistant Reports to Crater Marshall

Crater Medic Reports to Crater Marshall

Communications

- Radios will be primary means of communications with mobile phones as a backup.
- Mobile phone numbers are available on the 'party list'. Keep your mobile phone turned on.
- Party Leaders will carry and operate the radio, not the Tails.
- Party Leaders to get a radio from Radio Operator.
- Use nominated channel.
- Parties will be known by their party number, e.g. "Party Two". "Tahurangi", "Crater Marshall" and "Summit Controller" will be their respective calling names.
- Radio communications can be problematic from the Crater and Summit areas to Tahurangi Lodge. You can get through from the Surrey Entrance. Or maybe relay through the Crater Marshall.
- Mandatory reporting points are:

1		Radio check at Lodge	9	Descent	Leaving Summit
2	Ascent	Departing Lodge	10	Descent	Leaving Crater
3	Ascent	Top of staircase	11	Descent	Below Summer Entrance
4	Ascent	Drinking Rock	12	Descent	Bottom of Lizard
5	Ascent	Bottom of Lizard	13	Descent	Drinking Rock
6	Ascent	Below Summer Entrance	14	Descent	Top of staircase
7	Ascent	Inside Crater	15	Descent	Arrival at Lodge
8	Ascent	Arriving Summit			

All Open Climb crew have the power to, at any time, and in their best judgement communicate that events are occurring in a nature, or in a number that are impeding on the safe operation of the event.

They should immediately make contact with the Open Climb Controller or Open Climb Controller Assistant to communicate these concerns and take appropriate action.



Parties

1. The Registrar will assemble parties and when assembled the Party Briefer will group the party away from the lodge.
2. Party Briefer will introduce groups to their **Leader**, Tail and Third if any.
3. Party Briefer will give party briefing then hand party over to **Leader**.
4. Party **Leader** will check the party list for any highlighted participants and note why, probably medical.
5. Party Leaders must ensure Party Tails are the last person in the party.
6. **Leaders** and Tails will always remain with their group.
7. Keep your group together, you want be able to see and have voice communications (by yelling) with everyone in your group.
8. In the event of a participant refusing to remain with your party and decides to leave, advise the Open Climb Controller immediately.
9. Do a regular head count, not less than one at every mandatory Briefing / call point.
10. Maintain a pace that doesn't over tax participants. Remember that some participant's fitness level will be a lot less than yours. Getting to the top is only half the climb, participants must have enough energy left to get themselves down.
11. Leaders and Tails must be vigilant of participant's physical state. Leaders are responsible for deciding when and what action should be taken if a participant is struggling (in the **Leaders** view).
 - 11.1. Slow your group pace to accommodate them.
 - 11.2. Lighten their load.
 - 11.3. If you decide they are too slow, or they elect to return, contact the OC Controller and he/she will arrange for the participant's transfer to another party. There will be empty parties for slow participants and extra members to take participants down. The OC Controller will arrange this, not **Leaders**. The participant must remain with your party until the designated party or person take over responsibility for them. Supply the OC Controller with the participant's name.
12. Medical Problems. **Leaders** are responsible for deciding when and what action should be taken.
 - 12.1. You must be carrying a first aid kit in the party.
 - 12.2. Monitor participants for blisters, carry tape and treat early.
 - 12.3. Contact the OC Controller immediately and administer first aid.
 - 12.4. If the participant needs to leave your party, follow the procedure above (11.3).
 - 12.5. There are members amongst the other parties with medical skills; they can be sent to your party. Ask for help if necessary.
 - 12.6. A medic is stationed in the Crater. Roving Medics are stationed along the Lizard
13. Ensure participants are suitably clothed, hydrated, feed and protected from the sun's UV rays.
14. Reiterate safety warnings at appropriate times/places. Especially rock fall warnings and responses – ensure all participants are aware of rock fall danger on the summit.
15. No running down the scree. Keep your party together. Wear gloves.
16. If participants are using walking poles, remind them to keep their hands out of the wrist slings on descent.
17. Snow slopes. Keep off any slope where a slip or fall could result in injury. If it is necessary to cross snow slopes, a hand line will be provided. Remind participants of dangers when near snow.
18. Report any deteriorating weather conditions to OC Controller.
19. Make sure your party removes all their rubbish and takes care of the environment.
20. Check that no personal belongings have been left behind at rest stops.
21. Report to OC Controller details of any problems and/or concerns you have.
22. Make sure all members of your party, including you, check out on returning to lodge.
23. Sign certificates for your party members.



Route

1. Standard North Ridge route will be used. If an alternate is nominated, it will be announced by the OCC and communicated to all crew.
2. Because of the higher rock fall danger below Summer Entrance, the highest rest stop on the Lizard will be at the designated rest spot. From this point parties should minimise the time they spend in this area and so long as it is possible, not stop moving until they are in the crater. The area just below Summer entrance is a likely source of easily dislodged loose rocks. It should be stressed to Parties not to dislodge rocks and the dangers of rock falls before entering this region.
3. Liase with the Crater Marshall before going through the Summer Entrance, up and down.
4. Liase with the Summit Controller before going up to the summit. There will be a designated up route and another down route between the Crater bottom and summit which will be actively controlled by the club.
5. Crater Valley will not be used on the standard route.

Crew

1. Ensure you have adequate personal gear for the entire event. This must be fit for purpose ensuring it functions correctly and complies with any legislative requirements to do so.
 - 1.1. Sun protection (sunglasses, hats, sunscreen, 'glacier' shirts)
 - 1.2. Sufficient fluids for hydration
 - 1.3. High energy foods
 - 1.4. Wind protection (wind stopper jacket, softshell, gloves)
2. Anyone deemed to be not in a fit state to complete the climb is to be notified to their Party Leader or Open Climb Controller immediately. Reasons causing concern about an individual's ability include:
 - 2.1. Pre-existing medical conditions
 - 2.2. Developing medical conditions
 - 2.3. Alcohol, drug or other substance related impairments affecting their ability
 - 2.4. Emotional and/or physical demonstrations of distress
 - 2.5. Any state impacting on the individual's ability, or that may impact on their group or Crew's ability to operate effectively
3. Key check points for participants of concern:
 - 3.1. Road End
 - 3.2. Tahurangi Lodge registration
 - 3.3. Briefer and hand-over to Party Leader
 - 3.4. Party Leader's check

This is a good opportunity to cover emergency procedures for the day, provide some basic advice/training for first aid, radios etc.



12.2 Event Briefing

Audience

- To be presented to all crew at the commencement of the Open Climb.

Key Personnel and Positions

Open Climb Controller

Radio Operator

Event Control

1. All Crew arrive for Event Briefing at 6:30am on the day of the Open Climb
2. Emergency Procedure confirmed
3. Media and all External Communications by the President only
 - 3.1. All official correspondence will be via Media Release. Photographs remain the property of the photographer and the club require photo credits
4. Open Climb structure is posted on the Maintenance Door at the bottom of the stairs in the lodge
5. All Open Climb Crew to stay until the last of the climbers are at the lodge
6. Debrief and drinks and the After Action Review will be held
7. Alternate Route, options and announced by OCC if required
8. Cut-off time at the Lizard

Event Briefing

1. All crew to wear Hi-Vis vests; these are in the bin at the Party Leader Briefing station
 - 1.1. Orange = Party Crew
 - 1.2. Yellow = Roving Crew
 - 1.3. Yellow = Upper Mountain Team
2. Name tags for crew at the Party Leader Briefing station
3. First Aid kits for each party are at the Party Leader Briefing station – return to the Registrar upon your return
4. Zone System – stay in your zone unless directed by the OCC
5. We need to focus on moving our Party Groups. Any individuals struggling need to be passed through the Roving teams to subsequent parties, or returned to Tahurangi Base



12.3 Crater Party Briefing

Audience

- Summit Controller and Summit Assistant, reports to Crater Marshall
- Crater Medics, reports to Crater Marshall.
- Crater Assistant, report to Crater Marshall.
- The Crater party must receive the Common Briefing before this briefing.

Responsibilities

- The Upper Mountain Team is responsible for setting the route from just below Summer Entrance to the Summit and return.
 - Do not use Crater Valley, unless a new route is directed by the OCC.
 - Cut steps in snow if necessary.
 - Do not cross snow where a fall or slip could result in injury.
 - Establish up route and down route from the summit.
 - Two separate routes to minimise danger from rock fall. One must not be below the other.
 - Two different coloured strings.
 - Routes to be actively managed, public and parties to use the same route
- The Upper Mountain Team is responsible for marshalling parties through this area and participants safety.
 - Crater Marshall controls traffic through Summer Entrance.
 - Minimize the time parties spend waiting below Summer Entrance because of the rock-fall danger.
 - To reduce the delays to ascending parties, make sure descending parties are tightly grouped and all ready to descend before letting them down through Summer Entrance.
 - Inform Party Leaders which route (colour string) to use going up and which to use going down.
 - Summit Controller
 - Select safe rest/lunch area.
 - Keep participants away from cliff edge and steep snow slopes.
 - Crater Medic
 - Electrolytes available for participants
 - Water, stove to melt snow
 - Sleeping bag, sleeping mat, tent.
- Radio communication is problematic from the Crater and Summit area, position yourself so you have radio contact with Tahurangi Base and can see parties moving through Summer Entrance. Crater Marshall must be prepared to relay messages from parties in the Crater to Tahurangi Base.
- Radio / cell phone in any weather changes.
- Last to leave Crater. Check for participants, gear and rubbish left behind.
- Stay in proximity with the last party descending unless instructed by Open Climb Controller to do otherwise.



12.4 Party Member Briefing

During the course of the open climb, safety briefings are given to the public by the Party Leader at specific locations as dictated by the requirements of the climb.

Topics covered at each location as follows:

1. At Lodge –
 - Introduce yourself.
 - Introduce Party Leader, Tail and Middle if any.
 - Heed their instructions, ask if in doubt.
 - Got all the right stuff?
 - Drink and food.
 - Clothes.
 - Footwear.
 - Sun protection. Use it because ... Don't forget the backs of your legs.
 - If you have any medical conditions that may potentially affect you today, and you haven't told us yet, please let your Party Leader know before leaving here.
 - First Aiders available.
 - Detail route to drinking rock and hazards along the way, walking over rocks
 - Environmental Care (rubbish removal, walking on moss etc)
 - Warning signals (shouting "Rock" / blowing whistle)
 - Will be travelling at a steady pace, hardest part is coming down.
 - Tired, can't make it, turning back, slow party available.
 - Stay with your party and between **Leader** and Tail.
 - Do not leave party
 - Check out on your return to Lodge. Not checking out will result in a Search and Rescue operation.
 - No toilets above here so please go now if necessary.
 - ROCKS, HYDRATION, PACE
2. At Drinking Rock- walking on loose scree, place feet and transfer weight.
3. At Lizard, ascending lava flow covered with loose rock, shouting to warn others of falling rock
Rock-fall procedure.
 - Don't dislodge rocks
 - Yell "ROCK!" to people below.
4. At Summer Entrance – narrow entrance to crater, walking on snow, staying away from edge.
Rock-fall
5. Crater Entry- staying to specified route to summit rock and back to crater floor. Rock-fall
6. Crater Exit- Descending Lizard – loose rocks, important to place feet carefully. Wear gloves to reduce hand injury. If you are using poles, don't descend with the wrist straps on.
7. Top of Scree – control speed of descent- small steps, stop often.
8. Drinking rock – stay together until reaching Tahurangi Lodge. Caution when descending steps which may be covered with loose scree.
9. Tahurangi Lodge – care when descending translator road to car park, especially steep section known as "The Puffer". Watch out for loose material covering concrete culverts.



13 Upper Mountain Team Safety

The Upper Mountain Team (UMT) will spend between 8 and 24 hours in the crater as part of the Open Climb. Additional organisational and safety requirements exist to for this activity.

13.1 UMT Selection and Pre-Open Climb Briefing

- The Crater Marshal is responsible for selecting the UMT
- Team selection should occur in December from club members that have indicated that they are available.
- UMT members should
 - be 'team-players', have proven winter mountaineering skills, and be self-sufficient in this environment
 - if possible have participated previously as part of an UMT
- The Crater Marshal shall email an UMT Briefing to team members in January outlining the team, key group and individual responsibilities, and a preliminary order of activities.

13.2 Overnight Stay In The Crater

Overnight Night Team

- The overnight team shall comprise of a minimum of two members of the UMT
- The UMT has experienced a range of weather conditions while overnighing in the crater in previous years. Team members should have adequate alpine camping experience and be equipped for adverse weather conditions
- The decision to depart Tahurangi Lodge for the crater on the afternoon before the open climb rests with the members of the overnight team

Positioning of then Over Night Camp

- The over night camp needs to be sufficiently sheltered from wind and also avoid exposure to rock fall from both the crater rim and the main summit block.
- Recommended locations include:
 - On snow inside the crater below Surrey Road Entrance. The tent should be located on a snow/ice platform approximately half way between the crater floor and Surrey Road Entrance. Communication to Tahurangi Base is relatively easy from this location (either from the tent or by walking up to Surrey Road Entrance). This location however is not safe due to crater rim rock fall when snow levels are very low.
 - On gravel below South Entrance. This location is very safe from rock fall and some rock wind-protection walls exist there.

13.3 Open Climb Day Activities

Positioning of Crater Base Tent for the Open Climb Day

- It is recommend that this be positioned inside the crater below Surrey Road Entrance to minimise exposure to crater rim rock fall.
- Adequate snow for snow melting exists in this area.



Water Supply

- The Crater Medics are required to supply Open Climb participants and crew with additional water if required
- Two water sources exist:
 - Melting snow/ice with a gas cooker
 - On occasions clean water that has melted from the snow field on the southern side of the crater can be collected in the depression near South Entrance. This however may not be an option some years.
- All water that that been melted or collected needs to be treated with Chlorine based treatment tablets. These tablets require a 30-minute contact time before the water can be consumed.

General Safety Precautions

- The UMT members need to maintain adequate hydration and food intake during their time in the crater. Individual's need to be aware of their personal requirements.
- Adequate clothing is required for the range of weather conditions that may be experienced.
- The requirement for all UMT members to carry ice axe and crampons will be dictated by the amount of snow/ice that exists in the crater. This will be agreed by UMT members before the Open Climb.

13.4 Recommended UMT Equipment

- The below tables lists recommended team items of equipment that are required to establish the Crater Base and enable the UMT to for fill it's responsibilities.
- Before the Open Climb the Crater Marshal (or delegate) should identify all items that will be required, assemble all items from club or individual ownership, and ensure all items are taken to Taurangi Lodge on the day before the open climb
- All items should be allocated to individual UMT members to ensure all equipment reaches the crater when required

UMT Group Equipment Item	Equipment Origin/Ownership	UMT member responsible to carry to Crater
Radio & spare battery	Hire	Crater Marshal
Radio & spare battery	Hire	Summit Controller
Radio & spare battery	Hire	Summit Assistant
Radio & spare battery	Hire	Crater Assistant
Radio & spare battery	Hire	Crater Medic x1
Tent (s) (4 Season, Lightweight)	Personal	
Snow Stakes (x 4 MSR T) - to secure tent to snow or gravel	TAC or Personal	
Snow Stakes (2 to 3 MSR T) - for Summer Entrance & Crater Valley	TAC	
Ice Axe (x 2) – for step cutting in crater	Personal	
Hammer or Ice Hammer for Snow Stakes	TAC or Personal	
Snow Shovel 1	TAC or Personal	
Snow Shovel 2	TAC or Personal	
Lightweight Stove (e.g. Jet Boil) – over night use	Personal	
Rope (10mm x 50 – 60m) – for Summer Entrance	TAC	



OPEN CLIMB PLAN

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Rope (7mm x 30m) – for top of Crater Valley	TAC or Personal	
Slings (x 3 : 60, 120, & 240 cm) – for Summer Entrance rope fixing	TAC	
Carabiners (12 screw gate) – for Summer Entrance & Crater Valley	TAC	
Wired Nuts 1 set (8 – 10) – for Summer Entrance	TAC or Personal	
Gas Stove for Snow Melting	TAC	
Gas Canisters for Snow Melting (2 x 227g)	TAC Supply	
1 x 5L container for water storage	TAC	
Water treatment tablets (Chlorine based)	TAC	
Electrolytes for water	TAC	
Pot for Snow Melting (3 – 4L) with heat exchanger. Include Pot holder	TAC	
Water Funnel	TAC	
Plastic Snow Board for stove and pot	TAC	
String for Crater to Summit Up-Track - Yellow/Green	TAC	
String for Summit to Crater Down-Track - Red/Orange	TAC	
TAC Group First Aid Kit	TAC	Crater Medic
Foam Pad (1 or 2) and Sleeping bag for camp use and in case of medical emergency	Personal	
Yellow Vests	TAC	All

