

WANOSCG FIELD TRIP PROCEDURES for Members

FIELD TRIP PROCEDURE: MEMBERS

- Contact Field Trip Co-ordinator (FTC) or Field Trip Leader (FTL) if you want to attend a field trip, as per instructions in the Bulletin.
 - Please give them your contact details, preferably a mobile phone number and an emergency contact number for family or a friend not on the trip.
 - Registered Members have priority for filling the spots on a field trip.
 - Guests are always welcome, especially if potential to become a member, but permission to attend has to come from the FTC or the FTL before they attend.
- If later you are unable to attend, notify the FTC/FTL ASAP.
- Notify a friend or family member of location/itinerary and expected return date/time
- What to bring on the field trip
 - Suitable bush-walking attire including
 - Hat, insect repellent, high visibility gear, whistle.
 - Water and food (e.g. snacks, lunch etc depending on the trip).
 - Hand held 2-way CB radio (UHF channel 13). If no Radio let FTC or FTL know they may be able to organise loan radio.
 - A spray bottle of 70% methylated spirits/30% water for dieback protection. Use this to spray your boots, camera bag and anything else that comes in contact with the soil before and after walking in the bush.
 - Advisable equipment;
 - WANOSCG car sticker to help identification in a convoy.
 - GPS tracking device is advisable for personal safety.
 - Personal first aid kit (the FTL has a WANOSCG first aid kit in their vehicle).
 - On more remote trips, a Personal Locator Beacon with GPS or similar.
(<http://beacons.amsa.gov.au/about/beacon-types.asp>)
 - Dogs are not allowed on WANOSCG field trips.
 - **Your Safety is Your Responsibility**

ON ARRIVAL AT MEETING PLACE (notified by Field Trip Co-ordinator/Leader prior to trip)

- Register with FTL and sign attendance sheet, including an emergency contact.
- Notify FTL of any health issues or concerns you may have.
- Wait for instructions before leaving meeting place.
- Spray boots and equipment with meth/water mix.

CONVOY PROCEDURE (when travelling with the group to locations)

The road safety of your vehicle is of prime importance.

Follow this convoy procedure if and when it is safe to do so.

- Note registration and make of the car in front of you.
- Keep the car behind you in view at all times where possible.
- Slow down or stop if the car behind is not visible, until it is.
- At a turn off, ensure the car behind you is indicating before you turn the corner.
- Use two-way radios on UHF Channel 13 to communicate with others (in convoy and out in the field).
- Use WANOSCG car sticker to assist with vehicle identification.

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DURING FIELD TRIP

- Follow directions of FTL to ensure protection of habitat and orchids.
- Try to split groups into smaller numbers to minimise time for access to Orchid finds and taking of photographs.
- Follow trails and walk carefully through the bush to minimise habitat damage.
- Watch out for hazards and snakes; be mindful and careful where you walk.
- Look for orchids along tracks and roadsides.
- Do not collect plant material or orchids unless you have a licence from DBCA, and it is deemed necessary in order to record a new location for a species.
- Avoid disturbing soil where possible, especially in wet areas or creek lines.
- Share orchid finds and keep in contact with others via two-way radios (Channel 13).
- Keep other attendees in view at all times, where possible.
- Proceed to orchids in an orderly manner and wait your turn to see/photograph them.
- Do not damage protecting shrubs to get a better photo, ask for help to hold them away.
- Tag an orchid if necessary so that others may see it, but remove tag before leaving the area.
- Monitor time at each location and return to the cars as instructed by FTL.
- Report any safety concerns or issues to the Trip Leader.

ON COMPLETION OF THE FIELD TRIP

- Return to the meeting point/cars:
 - at the time designated by FTL; or
 - when asked to return by the FTL; or
 - you hear short successive blasts of a car horn.
- Notify the FTL when you are leaving the trip, especially if it is earlier than others.
- Spray boots and equipment that touched the ground with the Metho / Water mix, especially if you have been in a known dieback or susceptible area.

FIELD TRIP REPORT

- Person designated to record orchids seen compiles a list or spreadsheet and sends it to the person designated to write the report.
- Person designated to write the report uses the orchid list and own experiences to write a report for the WANOSCG Bulletin and sends it to the Bulletin Editor, along with photos.
- Data from the field trip to be sent to the Registrar for inclusion in database, using the Database input spreadsheet (newmann@bigpond.net.au).

OTHER NOTES

- Your mobile phone contact number is useful in case we have to contact you with a change of plans, or if you are late arriving or get lost during the trip.
- The FTC or FTL will contact you via email with details of meeting time and place the week before the trip.
- Participating in field trips gives you great opportunities to learn about orchids, find new areas to explore and to get to know other WANOSCG members...and it is fun!

PERSONAL FIELD TRIPS

- Note the above 'During the Field Trip' procedures.
- Record what you see with photos and a list, using books and field guides to help with ID.
- Send data to Registrar (as above) to add to the database.
- Notify other members of your finds at meetings, via WANOSCG Facebook site or via an article in the Bulletin, if you want to – noting that threatened species locations should be kept confidential.
- Bring photos to meetings or post on the WANOSCG Face book site for help with ID if you need to.