



Handbook

*Build new relationships,
Discover new skills and techniques and
Explore new areas*

Challenge Manager:
Kalgoorlie Unit Fax:
Challenge Email:

Angela MacQuibban 0490 132 498
08 9093 1020
goldfieldschallenge@bigpond.com



Contents

Message from the Challenge Manager	3
Location	4
Dates / Times	4
Weather Conditions.....	4
Attendance	5
Assessors / Assistants / Other Staff	5
Nomination & Medical Forms	5
Fees	6
Amenities	6
Welfare	6
Refreshments.....	7
Presentation and Trophies.....	7
Schedule	8
Skills to be assessed.....	8
Dates to Remember	8
Equipment List	9
Team Nomination Form 2015.....	10
Confidential Medical Information Form 2015	10
Challenge Staff Register 2015.....	12
Appendix 1: CHALLENGE RULES	13
Appendix 2: TOBACCO, ALCOHOL & DRUG POLICY.....	14



Message from the Challenge Manager

Welcome to the 2015 Goldfields SES Challenge.

Due to Briony Burt & Shayne Becker leaving Kalgoorlie-Boulder, I have stepped in to take on the position of Challenge Manager.

2014 saw us try a different approach to the Challenge by holding half of the stands at Cruickshank Arena. With the event being held on a long weekend, we were competing against a number of established annual events across the Goldfields and therefore we had a disappointing turnout from the Kalgoorlie-Boulder public.

Our review of the event and the feedback we received from our participants in 2014 was valuable in providing the Challenge with a clear direction – you want it in the bush and we have listened!

The new elements we added in terms of the rogaining and trivia night were well received and will see a return again in 2015.

This weekend would also not be possible without the Challenge Committee who I will work with to bring this year's Challenge together - Felix van Gelderen, Kathy Noyce, Tim O'Donnell, Aaron Hall, Daniel Nissen and Amie Jeapes. - Thank you for your dedication. Also I would like to acknowledge and thank Briony Burt & Shayne Becker for their efforts over the past 6 months to get the planning to where it was when I took over as Challenge Manager.

To the assessors, assistants and other personnel who contribute to the 2015 Challenge also thank you. Your knowledge, skills and leadership are greatly appreciated.

Lastly, I would like to extend an invitation to all SES personnel, new and old to come and join us at Lake Douglas for the 2015 Goldfields Challenge. Your support of this event is what makes it such a great weekend.

On behalf of Kalgoorlie-Boulder SES we would love to see you all!

Angela MacQuibban
Manager
Goldfields SES Challenge 2015



Location

The 2015 Goldfields SES Challenge camp is at Lake Douglas, approximately 27km east of Coolgardie (15km west of Kalgoorlie). SES signs will be placed both sides of the turn off.

This is a public camping and recreational area with suitable access for caravans/buses and 2WD vehicles.

There is good mobile network coverage.

Dates / Times

This event will commence at 0645hrs Saturday 30 May 2015 and conclude approximately 1100hrs Monday 1 June 2015.

Teams are recommended to arrive by midnight on Friday 29 May 2015 as briefings will commence at 0645hrs Saturday morning. Please contact the Challenge Manager if you have concerns regarding arrival time or if you are delayed due to mechanical failure.

Weather Conditions

The daytime weather in June will vary between 16^oC - 25^oC with night time temperatures dropping to 5^oC to minus 3^oC. Rain can also be expected.

Please ensure you bring adequate warm clothing, wet weather gear and plenty of warm blankets. If you haven't attended a Challenge before, better to bring more, than not enough. We recommend a minimum of 3 thick blankets.

WARNING: We have had members requiring first aid for hyperthermia and hypothermia with further treatment required at hospital. *DON'T THINK IT WON'T HAPPEN TO YOU!*



Attendance

All personnel attending the Challenge must sign in on arrival to site. By signing in you agree to abide by the Challenge Rules (appendix 1) and the drug and alcohol policy (appendix 2) document. Anyone refusing to abide by these rules and policy will be asked to leave the Challenge event.

Personnel under 18 wishing to attend the Goldfields Challenge must have the following:

- ✓ Written permission from a parent / legal guardian
- ✓ Written permission from their Unit Local Manager
- ✓ Appointed guardian from their unit who is attending the Challenge

For insurance and medical purposes all personnel must sign in on arrival and sign out on departure. It is recommended that you contact Local Manager and advise them of your departure from your unit and arrival back at your unit.

Assessors / Assistants / Other Staff

This event cannot be run without assistance from other units. Anyone who is able to assess or assist in any way, please complete the Challenge Staff Register and return to the Challenge Manager as soon as possible so roles can be delegated.

Nomination & Medical Forms

All teams must complete a nomination form. This enables us to plan the number of scenarios, assists with final scheduling and catering requirements. **Acceptance of team nominations are subject to payment being received by the 15 May 2015.**

All personnel attending the Goldfields Challenge must submit a confidential medical form. This form will only be used for catering and dietary requirements and in the case of an emergency.

Team nomination forms and **all** medical forms (team members, assessors, and other staff including children) are to be submitted by **30 April 2015**.

Late forms will only be accepted at the discretion of the Challenge Manager.

Send completed Nomination and Medical forms to:

EMAIL: goldfieldschallenge@bigpond.com (preferred option)
FAX: 08 9093 1020
POST: Goldfields SES Challenge, PO Box 2135, Boulder WA 6432





Fees

The Kalgoorlie-Boulder SES incurs most if not all of the expenses associated with the Goldfields Challenge. The unit does receive sponsorship through in-kind use of equipment but little financial sponsorship from the community is received.

To enable us to continue to provide this great event and participation t-shirts, our fees for 2015 are:

Team Entry Fees	\$450.00 per team (6-7 members)
Assessors/Assistants	\$30.00 per person
Children (0 to 16 years)	\$20.00 per person

Payment of all fees must be made by 15 May 2015 as payment will not be accepted during the Challenge event. Payment can be made by direct deposit or cheque. *Please make cheques payable to Kalgoorlie-Boulder State Emergency Service.*

Direct deposit details are:

Account Name: Kalgoorlie-Boulder State Emergency Service
BSB: 306-039 A/C 0393054.
Please use your unit name as the reference

A tax invoice will be emailed once team / staff nominations have been received.

Amenities

Toilet and shower facilities will be available on site at Lake Douglas. Toilet facilities however during the day's activities may be limited due to location.

Welfare

Catering will be provided for:

Breakfast	Saturday, Sunday & Monday
Morning Tea	Saturday, Sunday & Monday
Lunch	Saturday, Sunday & Monday
Afternoon Tea	Saturday & Sunday
Dinner	Saturday & Sunday





Friday meals are BYO with a BBQ available for use for personnel arriving early.

Assessors and staff arriving prior to Friday lunch to assist with setup of scenario stands will have meals provided.

All personnel attending the Challenge must complete a medical form indicating any special dietary requirements such as food allergies. Due care is taken to cater to all requirements (if known to us)

Water and Quik Stik (hydrolite) will be available all weekend. Water will be provided. **It is recommended that you bring a camel pack with you.** Soft drinks and alcohol are not provided.

Refreshments

Alcoholic beverages and soft drinks are not provided during this event. Persons under 18 must not consume alcohol in accordance to the event rules, the drug and alcohol policy and State laws. Anyone caught providing alcohol to an underage person will be sent home from this event.

No alcohol is to be consumed by anyone until after the day's activities are concluded as per the direction of the Challenge Manager.

Please note: Personnel will not be allowed to leave the Challenge camp site for resupply of any kind once the day's activities are concluded. Teams arriving back at camp late from the daily events may have points deducted.

Presentation and Trophies

DVD highlights will be presented on Sunday night along with the momentous moments awards and certificates of appreciation.

Trophies and certificates will be presented on Monday morning.

NOTE: Presentations will not commence until the entire camp is packed away. All personnel are required to assist with camp pack up otherwise points will be deducted or places forfeited.

We understand you may be travelling a long way home but we also have a lot of equipment that needs to be packed up, returned and restocked too. Plus some of us will have been on site from Wednesday or Thursday setting up.



Schedule

The Challenge will commence Saturday 30 May at 0645hrs and official activities will end at 1830hrs with dinner approximately 1900hrs. Sunday will commence at 0645hrs with scenarios finishing at 1830hrs with dinner approx. 1930hrs. Sunday will conclude with presentation of certificates and the showing of the highlight DVD. Monday breakfast will be served between 0745hrs and 0830hrs with trophy presentations at the conclusion of packup. Note: All personnel are required to assist with the pack-up of all equipment.

Skills to be assessed

Skills which **may** assist you to complete stands include:

- General Rescue
- Chainsaw
- First Aid
- Field Equipment/Communications
- 4WD Recovery
- Storm Damage Techniques
- Land Search
- Cliff Rescue
- AIIMS
- Camp Duties
- Trivia Night
- Rogaining

Dates to Remember

<i>Staff Registration Form due</i>	<i>As soon as possible</i>
<i>Assessors Scenario, judging form & equipment list due</i>	<i>15 January 2015</i>
<i>Nomination Form due</i>	<i>30 April 2015</i>
<i>Medical Form Due</i>	<i>30 April 2015</i>
<i>Fees Payable by</i>	<i>15 May 2015</i>
<i>Goldfields SES Challenge event</i>	<i>30 May – 1 June 2015</i>



Equipment List

Team

1 x UHF handheld radio
 1 x Spare radio battery
 1 x Radio charger
 1 x Compass
 1 x GPS set to WGS 84, UTM
 1 x digital camera
 Sleeping Tent/s
 Camp chairs for each member
 Food for Friday night
1 x vehicle which will legally carry your team or 2 vehicles

Per Team Member

PPE: 2 x Overalls/pants and jacket
 2 x SES issue boots or spare pair of joggers
 1 x Wide brim hat
 1 x Safety glasses/goggles
 1 x Leather gloves
 1 x Latex gloves
 1 x Wet weather gear
 1 x Hard helmet
 1 x Towel for showers
 1 x Toiletries
 1 x Mattress/Swag
 3 x Extra blankets
 1 x Torch
 1 x Notebook
 1 x Pen/pencil
 1 x Water container (ie camel pack)
 1 x Sunscreen
 1 x Insect repellent
 1 x Back pack or similar type carry bag
 Extra socks (in case of wet feet)
 Casual Warm Clothes
 1 x Thick jacket
 Drinks & Snacks for night time



Team Nomination Form 2015

Nomination and Medical forms must be returned by 30th April 2015
Payment due 15th May 2015

Unit Contact Details

Unit		Team Name	
Contact Person			
Phone No		Mobile No	
Email Address			
Contact Person in Transit		Contact Mobile No	
Vehicle Radio Channel		Approx arrival time to site	

Attendee Names

Team member details - Maximum 7 per team

Name	Email Address
1.	
2.	
3.	
4.	
5.	
6.	
7.	

Assessors / Assistants / Catering / Casualties

Name	Name
1.	3.
2.	4.

Send completed Nomination and Medical forms to:

EMAIL: goldfieldschallenge@bigpond.com (preferred option)

POST: Goldfields SES Challenge, PO Box 2135, Boulder WA 6432

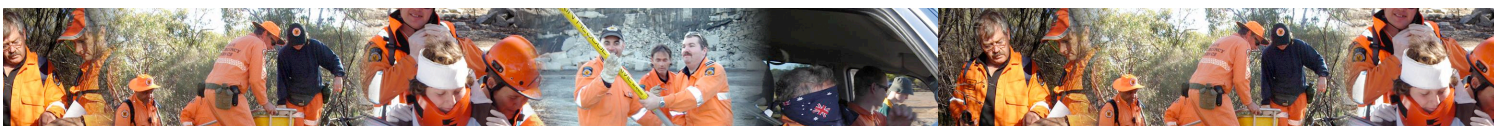
FAX: 08 9093 1020

For more information please contact Briony Burt on 0438 565 478

Team accepted & entered

Medical forms received

Payment



Confidential Medical Information Form 2015

Must be completed by all attendees – Medical Form must be returned by 30th April 2015

The information contained in this form will enable event organisers to provide health care for you in the case of an emergency. Event staff will provide immediate first aid and contact an ambulance if required.

Name		Date of Birth	
Address			
Email Address			
Phone:			

Next of Kin Details (in case of an emergency reasonable attempts will be made to contact your next of kin)

Name			
Relationship		Contact No	

Dietary Requirements:

Gluten Free Vegetarian Lactose Free Other (please provide details)

Allergies

Are you allergic to any of the following (please tick and provide details)

Food Medications Other

Medications

Are you currently taking any medication (prescription or over the counter)? YES NO

If yes, please list medication name and dosage

Medication	Dosage/Instructions

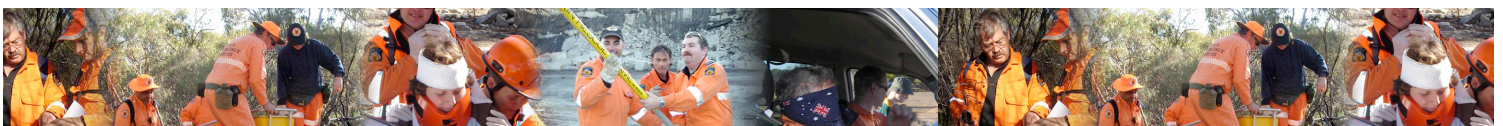
Event Consent

I, _____, give consent for event staff involved in the Goldfields Challenge to provide basic first aid as required, contact an ambulance, who will determine any additional emergency response required. I understand that all reasonable attempts will be made to contact my next of kin in the event of an emergency.

Signature of Member: _____ Date: _____

First Aid Officer Checked

Catering Co-ordinator Checked



Challenge Staff Register 2015

Personal Details:

Name	
Unit	
Phone number	Mobile
Email address	

Positions available (tick your preference)

- | | |
|---|--|
| <input type="checkbox"/> Stand Assessor
<input type="checkbox"/> Catering
<input type="checkbox"/> Communications Officer
<input type="checkbox"/> Moulage | <input type="checkbox"/> Photographer / Paparazzi
<input type="checkbox"/> Casualty
<input type="checkbox"/> First Aid Officer |
|---|--|

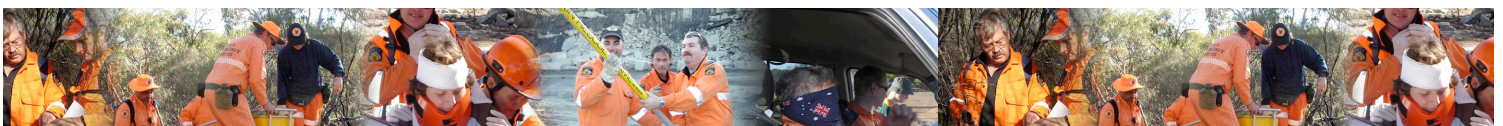
If stand assessor, please indicate your preference(s) (you may select more than one)

Tick	Stand	Date of qualification	Are you a Trainer/Assessor?
	Communications / Field Equipment		
	Navigate Urban & Rural Environments (NURE)		
	Storm Damage Techniques		
	Chainsaw		
	Land Search		
	General Rescue		
	Cliff Rescue		
	4WD Techniques / 4WD Recovery		
	First Aid		
	AIIMS (Intro to AIIMS or AIIMS 3)		N/A

Send completed form to:

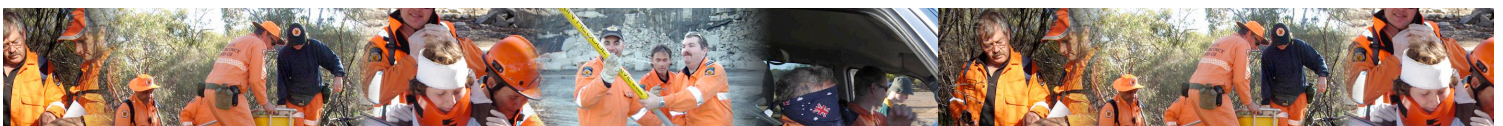
EMAIL: goldfieldschallenge@bigpond.com (preferred option)
 POST: Goldfields SES Challenge, PO Box 2135, Boulder WA 6432
 FAX: 08 9093 1020

For more information please contact Briony Burt on 0438 565 478



Appendix 1: CHALLENGE RULES

1. All lawful directions from Challenge staff must be followed
2. No leaving camp without Challenge Manager's consultation and sign out
3. Members must be in standard SES PPE whilst participating in stands unless otherwise instructed by management
4. Mobile phones are not permitted to be used during activities
Automatic deduction of 10 points per occurrence.
5. All rubbish must be placed into the bins provided including cigarette butts and cans – **NO RUBBISH ON THE FIRE**
6. All dishes you use are to be cleaned and returned to catering area. Toilets and showers are to be kept clean and tidy.
7. No alcohol is to be consumed until after the end of the official proceedings for the day as directed by Challenge Management
8. All persons must drink responsibly – anyone deemed to be excessively intoxicated may be withdrawn from the Challenge. There will be no alcohol runs
9. You must uphold the DFES SES values during this event and adhere to DFES policies
10. All members must adhere to the Challenge's tobacco, alcohol and drug policy
11. Misconduct may result in member(s) being removed from site and excluded from future Goldfields SES Challenge events
12. All members must sign a register acknowledging that you have read, understand and agree to adhere to the above rules



Appendix 2: TOBACCO, ALCOHOL & DRUG POLICY

This policy is to be read in conjunction with the Goldfields Challenge Rules.

SES recognises the harmful effects of tobacco and discourages smoking.

During the Goldfields Challenge:

- Any alcohol will be consumed in a socially responsible manner
- Lower strength and non-alcoholic beverages are encouraged
- Alcohol will be consumed in accordance with the requirements set out in the Liquor Licensing Act 1988. This includes no alcohol being provided to or consumed by persons under the age of 18 years or to intoxicated persons
- Excessive or rapid consumption of alcohol is not permitted
- The use of alcohol for rewards and prizes will not occur
- The use of illicit or performance enhancing drugs will not be tolerated
- Participants known to be intoxicated due to alcohol and/or other drugs will not be permitted to participate in competition or training

SES will not fund or subsidise the use of the above-mentioned items.

NOTE: Water will be readily available

Safe transport options will be promoted

Any participant in the Goldfields SES Challenge who engages in an activity outside of the above guidelines or in disregard of the above-mentioned does so at their own risk. All participants should understand their personal duty of care.

SES does not act as guarantor of intoxicate persons.

