

ORGT GENERAL POLICIES

- ◆ No alcohol or illicit substances will be used in conjunction with ORGT activities, ORGT gear or GT vans.
- ◆ Novices' (persons new to the sport) first trip must be with a TL (in that sport). Novices must be on an official trip in order to be given a skill ("qual") level.
- ◆ Official trips have first priority for gear. Exceptions must be approved by the subcommittee.
- ◆ GT students have first priority for all ORGT services.
- ◆ Persons wishing to rent ORGT gear for longer than one week need subcommittee approval.
- ◆ When using a van (official trips have priority)
 - Only ORGT authorized drivers are to drive
 - All policies and procedures in the Van Training Manual will be followed.

OFFICIAL TRIPS

Official Trips are scheduled trips led by an ORGT trip leader in accordance with ORGT policies. They are instructional in nature. Trip leaders have primary decision-making authority.

Official trips

- ◆ Are advertised, posted, or announced and have a sign-up
- ◆ Are open to all qualified individuals, space permitting
- ◆ Have GT students as their first priority when there are space limitations
- ◆ Contain a safety briefing, which all participants hear
- ◆ Have at least one WFA certified person on the trip
- ◆ Have first aid kits, medical cards/info, and safety/rescue gear
- ◆ Have a 1: 4 instructor (or instructor-in-training) to student ratio (exceptions made for backpacking day hikes)
- ◆ Have event reports and trip rosters on file at ORGT
- ◆ Adhere to general and sport specific safety policies

GEAR DAMAGE/LOSS

For loss or irreparable damage, the individual responsible will pay for the depreciated value of the gear (on a yearly increment), and no less than the price divided by its life expectancy. Exceptions must be approved by the subcommittee.

For repairable damage, the individual will be responsible for the cost and execution of repairs

ORGT TRAINING PROGRESSION

ORGT has specific stipulations regarding eligibility to use our gear. These are generally based on two things:

Affiliation with ORGT: (IE GT student, ORGT volunteer, instructor, trip leader, alumnus, etc.)

Skill and experience level in the sport: (IE vertical caver, lead climber, etc.) ORGT keeps documentation of instructional progressions and skill / experience levels of our participants. **These levels are not meant to “certify” that an individual is ready for a certain challenge** (that must always be a personal choice). **Rather, the skill levels are used as guides in determining what gear use privileges should be given to whom.** The assumption is that, by the time participants are given access to our technical gear, they are experienced enough to make appropriate judgements as to the use of that gear.

Please note that skill levels are generally sport specific. As such, **there are additional stipulations in the sport specific policy documents.** Please refer to these.

Eligible to Participate (First Time)

Requirements

- ◆ Has health / accident insurance
- ◆ Has a GT liability waiver on file

Benefits

- ◆ May use ORGT gear on official trips (must have medical card on file)
- ◆ May use ORGT gear on non-official trips if accompanied by a trip leader

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Participant

Requirements

- ◆ As above
- ◆ Is in the ORGT database with a skill level for his/her sport. (IE Has been through an ORGT instructional school or equivalent as determined by an ORGT trip leader).
- ◆ Is a member of the ORGT community (GT student, staff, alumnus, ORGT volunteer or has ORC approval)
- ◆ Is familiar with ORGT general policies (this document) plus his/her sport's policies (found in sport specific policy documents)

Benefits

- ◆ May use ORGT gear on official and non-official trips in accordance with policies

Instructor-in-Training (IIT)

Requirements

- ◆ As above
- ◆ Meets sport's requirements for skill / experience (see sport specific policy document)

Duties

- ◆ Is appointed by the TL to assist on a per trip basis

Benefits

- ◆ Receives free gear on official trips on which s/he assists

Instructor

Requirements

- ◆ As above
- ◆ Meets sport's requirements for skill / experience, instructor level (see sport specific policy documents)
- ◆ Is certified in first aid and CPR
- ◆ Has subcommittee approval (majority vote) with endorsement from at least one TL
- ◆ Has read and understands the ORGT Operations Manual and policy documents; Knows ORGT policies and procedures (general, sport specific, and equipment check-out)
- ◆ Has a completed volunteer application form on file at ORGT
- ◆ Has documentation of above requirements on file at ORGT, as confirmed via interview with ORGT professional staff

Duties

- ◆ Keeps certifications current
- ◆ Instructs on at least two trips per year
- ◆ Acts as equipment check-out attendant

Benefits

- ◆ Combination to ORGT and subcommittee gear room (subject to GC approval)
- ◆ Free gear on official trips on which s/he instructs
- ◆ Half price gear in his/her sport when not instructing (Can combine this with gear privileges from officer positions to receive free gear in sport)

Equipment Checkout Attendant (COA)

Requirements

- ◆ Is a full instructor or Subcommittee Chair (Exceptions are recommended by the subcommittee, then approved by the general committee to receive the ORGT combination).
- ◆ Is available by appointment to check out gear to qualified persons
- ◆ Attends a training session on ORGT procedures
- ◆ Has read the ORGT Operations Manual and pertinent policy documents; Be knowledgeable of ORGT policies and procedures (general, sport specific, and equipment check-out)
- ◆ Has a completed volunteer application form on file at ORGT

Duties

- ◆ Inspects the gear with the renter to see that it is in good working order upon check-out and check-in
- ◆ Verifies that the renter is eligible to use ORGT gear (GT community)
- ◆ Verifies that renter is in the database, has a waiver, and is "qualified" to do that particular trip
- ◆ Collects fees as appropriate
- ◆ Documents all of the above on the check-out form

Benefits

- ◆ Receives the ORGT combo.

Van Driver

See Van Driver Manual

Trip Leader

Requirements

- ◆ Is 18 or older
- ◆ Is a GT student in good academic standing *or* GT faculty/staff *or* volunteer approved by the general committee
- ◆ Is an instructor in his/her sport
- ◆ Meets sport's requirements for skill / experience, trip leader level (see sport specific policy document)
- ◆ Is certified in Wilderness First Aid. Note: New trip leaders have a 6 month grace period during which to become certified. However, they are responsible for making sure a certified person is on their trips.
- ◆ Has read ORGT policy documents, Operations Manual, and Trip Leader Manual. Understands ORGT policies and procedures.
- ◆ Has passed the general trip leader test
- ◆ Has completed at least one practice trip (supervised by a TL)
- ◆ Has passed a check-out trip (supervised by ORGT professional staff, Senior TL, or one TL and one full instructor)
- ◆ Has been approved by the subcommittee (majority vote with endorsement from a TL)
- ◆ Has been approved by the general committee (majority vote)
- ◆ Has been interviewed and approved by the Outdoor Recreation Coordinator

Duties

- ◆ Keeps certifications current
- ◆ Documents skill / experience levels of participants in the ORGT database
- ◆ Acts as equipment check-out attendant when needed
- ◆ Takes a leadership role in his/her subcommittee
- ◆ Upholds ORGT policies, procedures, and quality of programming / instruction
- ◆ Votes on important ORGT issues at general committee meetings
- ◆ Leads at least 2 trips per year to maintain active status
- ◆ Returning Trip Leader (one who has been inactive for over a year):
 - Renews all appropriate certifications
 - Is endorsed by the subcommittee to lead trips (SC may require practice trips and other reviews)
 - Is approved by ORGT professional staff
 - Duties and benefits will be the same as active Trip Leaders

Benefits

- ◆ Free equipment and instruction in any sport while active, and for one year thereafter (Inactive TLs receive 2 free gear rentals per year after grace period expires)
- ◆ Free transportation (pays no gas fees) on trips s/he leads
- ◆ Half price on ORGT Instructional Schools
- ◆ Free use of Wilderness Outpost gear (to outfit oneself for personal trips, within reason) and Climbing Wall
- ◆ Combination to ORGT & subcommittee gear room
- ◆ TL shirt
- ◆ Reimbursement for dinner (up to \$10) on trips s/he leads, provided s/he turns in a receipt
- ◆ First aid supplies for personal use, pending ORGT staff approval

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Senior Trip Leader

Requirements

- ◆ As above
- ◆ Has led 10 trips
- ◆ SR TL status has been announced at subcommittee and general committee (allows for veto / discussion if necessary)

Duties

- ◆ Supervises TL candidates on practice and check-out trips

Benefits

- ◆ As above