

RESPONSIBILITIES OF ALL CAVALCADE PARTICIPANTS

All Cavalcade Participants are responsible for abiding by the terms and conditions specified in this Registration Form, and all further instructions from the Cavalcade Co-ordinator and the Trail Boss with respect to the Cavalcade. PLEASE NOTE THAT Special groups of Cavalcade Participants such as Leaders, Horse Riders, Wagoners, Gofers, First Aid and 4WD drivers have additional responsibilities which are listed below. In particular:

ALL CAVALCADE PARTICIPANTS are responsible for:

- Ensuring that you are fit, healthy and experienced enough to take part in the Cavalcade.
- Providing, carrying and wearing appropriate clothing and equipment as advised by Trail Boss or other Leaders. (A recommendation list is on the website.)
- Taking personal responsibility for your own health, personal medication and minor ailments.
- Advising the Trail Boss of any medical condition that could affect an emergency situation.
- Ensuring an adequate amount of personal food and liquid intake.
- Maintaining a high standard of personal hygiene, particularly with handling food and toileting.
- Staying with your Trail group and abiding by the instructions of the Trail Boss, Wrangler(s), Gofer(s) and Backup(s).
- Taking personal responsibility for understanding the trail route and attending daily safety briefings.

IF YOU HAVE READ AND UNDERSTOOD YOUR RESPONSIBILITIES AND ARE WILLING TO COMPLY WITH THESE CONDITIONS, SIGN THE LOWER BOX ON THE REGISTRATION FORM (back of registration form). IF YOU DO NOT SIGN THE FORM WE CANNOT ALLOW YOU TO PARTICIPATE IN THE CAVALCADE.

Responsibilities of All Wranglers and Co-Leaders

- Assisting in the safety and emergency management on the trail, including alternative route choice and weather assessment.
- Together with the Trail Boss, walking or riding the entire route prior to the Cavalcade, and assessing and determining alternative bad weather routes and escape routes.
- Assisting the Trail Boss in setting up and running Trails, organising overnight accommodation, and implementing the Safety Plan. The Trail Boss has a copy of the Safety Plan which you should read.
- Assisting the Trail Boss in any emergency situation.

Responsibilities of All Cavalcade Participants with Horses (either on Riding Trails, or with Wagon Trails)

- Ensuring that your horse is fit, healthy and suitably experienced, including ability to cross rivers.
- Ensuring that your horse is properly shod.
- Ensuring that your horse is well fed and watered.
- Advising the trail Boss of any unforeseen problems arising with your horse.

Responsibilities of All Cavalcade Participants with Vehicles (either as Back-ups, Gofers or as First Aid Support)

- Ensuring that your vehicle(s) are safe and in good mechanical order, and comply with all legal requirements.
- Ensuring that there is a fire extinguisher in the vehicle.
- Ensuring that all road rules are complied with.
- Ensuring that all passengers are carried safely and that drivers have the correct licences.

Responsibilities of All Cavalcade Participants on Wagon Trails

- Ensuring that the wagon is in sound mechanical condition.
- Carrying equipment to cope with any difficult terrain, which might reasonably be expected.

Responsibilities of Cavalcade First Aid personnel

- Working with the Trail Boss to deal with all safety and health related incidents and matters.

- Ensuring that your First Aid qualification is valid and current.
- Working with the Trail Boss to deal with any injury situation, dealing with patient(s) as first priority, and advising on any necessary communications for outside help from ambulance. NOTE if HELICOPTER assistance is required it must be requested through the PHONE 111 system. If this procedure is not followed, you may be charged for helicopter assistance.

Otago Goldfields Heritage Trust General Code of Conduct

All participants involved with Otago Goldfields Heritage Trust (OGHT) activities, including the Goldfields Cavalcade, must meet the following requirements in regard to their conduct and behaviour:

- Respect the rights, dignity and worth of others.
- Be fair, considerate and honest in all dealings with others.
- Be professional in, and accept responsibility for your actions.
- Demonstrate a high degree of individual responsibility, especially when dealing with younger people, as your words and actions are an example.
- Refrain from any form of harassment of others.
- Refrain from any behaviour that may bring the OGHT or the Cavalcade into disrepute.
- Ensure a safe environment for the conduct of the activity.
- Show concern and caution towards others who may be sick or injured.
- Be a positive role model.
- Understand the repercussions if you breach, or are aware of any breaches of this Code of Conduct. (See health and safety documentation for the relevant Complaints Policy and Procedures.)