



Department of  
**Sport and Recreation**

**Western Australian Adventure Activity Standard**  
*Common safe practice for groups in the outdoors*

# Trail Bike Touring

**Version 2.0 January 2013**



Department of  
**Environment and Conservation**  
*Our environment, our future*



# Western Australian Adventure Activity Standard

## Trail Bike Touring

Adventure Activity Standards benchmark the minimum industry requirements and responsibilities for organisations and leaders conducting outdoor adventure activities for commercial and non – commercial groups.

The Adventure Activity Standards are designed to be applied when the participants are, for the purposes of participating in the trail bike touring activity, either

- In a pre-existing group
  - Where either the group members (and or its representative third party) have made a collective purchase of / collective decision to participate in the activity (ie a school, corporate or community group); or are
- Formed into a new group
  - Where the participants have purchased / made the decision to participate in the activity as individuals or smaller groups, but having done so become a part of a new group (ie citizens or tourists who, having purchased an activity from an organisation or leader individually, are formed into a group for the purposes of participating in the activity provided).

In all cases the relationship between the group of participants and the activity provider is one based upon dependence by way of contract and or duty of care.

*The existence of other types of groups where the group is less defined and NOT dependent as a group upon an activity provider for the conduct of the activity is acknowledged. (ie independent club members participating in an activity). It is intended that such less defined groups of independent participants are not “captured” by the AAS.*

The Western Australian Adventure Activity Standards were developed by an industry wide consultative process coordinated by Outdoors WA following the recommendations of the 2006 State Government Adventure Tourism Visitor Safety Task Force Report. The Project received grant funding via the Department of Sport and Recreation.

The development and implementation of the AAS allows the outdoor adventure industry to demonstrate its collective integrity and agreed standards. This, in turn will provide a measure of quality for the purposes of assisting

1. Consumers of our services to make informed choices about the services they select
2. Training organisations to produce graduates who understand and meet industry standards
3. Media, insurance and legal scrutineers of our industry and its members, to understand what is acceptable practice and what is not
4. The development of sustainable use practices that consider the specific natural and cultural heritage values of areas in which we conduct outdoor activities

The AAS are a critical component of the **industry quality framework** comprising four aligned and inter-connected components

1. **Accreditation** - the required business operating standards for businesses and organisations
2. **Adventure Activity Standards** - the minimum standards to which an activity must be conducted by a provider to dependent groups of participants
3. **Leader Competency / Registration Scheme** - the responsibilities and competencies required of the leaders conducting the outdoor activities
4. **Codes of Conduct** – the behavioural expectations of persons operating as outdoor leaders

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## INTRODUCTION

The Western Australian Adventure Activity Standards (AAS) have been developed to assist organisations and leaders to plan and conduct outdoor adventure activities with commercial and non-commercial dependent groups of participants where there is a duty of care based in contract and or in authority.

The purpose of the AAS is to maintain the perception of adventure whilst simultaneously reducing / managing the real risk for participants. Increased outdoor physical activity with reduced incident and accident rates will be the ultimate performance indicators of the value of the AAS.

The AAS provide a valuable resource for the development of operating procedures, and or for the purposes of comparing existing operating procedures to industry agreed benchmarked standards. All groups differ in their collective skills and experience and in their degree of dependence upon the leader. They participate in outdoor activities at a range of sites with varying conditions (including weather). It therefore **remains the responsibility of the leader to make the professional judgements and decisions concerning the conduct of the activity to ensure the safety of the group.** The AAS are designed to assist such judgements and decision making.

The AAS are also designed to promote knowledge and awareness of the broad and activity specific impacts increasing recreation and travel opportunities place upon the natural environment. The AAS are designed to assist the protection of biodiversity values and the preservation of cultural sites balanced with the increased access demands. The 7 Principles of Leave No Trace are imbedded within the AAS.

Whilst not statutory standards, the AAS provide the basis for policy formation and decision making by jurisdictions external to the outdoor adventure activity industry including, but not restricted to, licensing, insurance and legal jurisdictions.

## ACTIVITY DESCRIPTION

The activity of trail bike touring involves off – road\* motor cycling in the natural environment for pleasure, challenge, experience and / or educational outcomes. For the purposes of this Standard, the term ‘trail bike touring’ is appropriately applied to group rides that are led by an outdoor leader, be they long (multi day) or short (an hour or two) rides that can be experienced in diverse environments including metropolitan, coastal, outback and remote regions.

It is not intended that circuit riding, competitive and sporting events (and or the training relevant to them) will be captured by this Standard.

It is intended that *“internet based group rides”* will be captured by this Standard.

*\* off - road may include unsealed roads, single tracks and disused railway / forestry tracks*

*\* at times sealed roads may be ridden as they may link off – road surfaces comprising a route*

## PLANNING AND PREPARATION

The AAS provides a planning and preparation framework considered critical in maximising participant safety and enjoyment. All planning must be finalised and the relevant components documented before the activity is undertaken. A suggested planning and preparation framework includes

- Preliminary Information
- Route / Campsite Plan(s)
- Risk Management Plan
- Emergency Response Plan
- Minimal Environmental Impact Plan

*Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)*

### Preliminary Information

The following are the minimum information requirements for conducting a trail bike touring ride

- Objectives / desired outcomes of the session (recommended only)
- Planned start and finish times (may also include sector times)
- Leader to participant ratio and group size (refer Leader : Participant Ratios and Group Size)
- Profile of the group (age range, fitness level / capability, experience)
- Land / campsite manager requirements including
  - Access restrictions
  - Group sizes
  - Booking and permit requirements
  - Regulations with regard to fire and the conduct of activities
  - Current environmental management policies and biodiversity issues effecting the region (refer to [www.naturebase.com.au](http://www.naturebase.com.au))
    - Regulations in regard to fire restrictions, restrictions, bans, local conditions
- Availability of suitable maps
- Equipment requirements (refer Equipment)
- Dependent participants' names and emergency contact details
- Medical information advised by dependent participants which may be relevant to the activity
  - Conditions – EG asthma, diabetes, epilepsy, fainting, allergic reactions, blood conditions which may effect bleeding/ blood clotting, recent or long-standing injuries, (eg back, knee, ankle), disability, psychological conditions
  - Medications - what is it / why is it required / how is it administered?
- Group members are advised, in writing and or in a verbal briefing, of
  - Potential risks associated with the activity
  - Zero tolerance requirements re drugs and alcohol other than prescription drugs NOT effecting the participant's ability to participate
  - The requirement to conform to responsible and attentive behaviour
  - Suggested physical requirements for the ride (EG "*must be able to ride X kilometres a day*")
- RECOMMENDED - Participant signed legal liability disclaimer (informed consent) / waiver to sue / authorisation to seek / provide emergency medical treatment (retain for a time frame as dictated by the Statute of Limitations Act 2005); dependent participants under the age of 18 must have the signature of a parent / guardian if required by the organisation that has legal responsibility for them
- An understanding of the natural and cultural history / diversity of the site(s) / location(s)

### Route / Campsite(s) Plan

The purpose of the route / campsite(s) plan is to assess issues regarding access, environmental impact, risk and emergency communications relative to a particular site. The route / campsite(s) plan shall provide details of

- Assessment of the suitability of the route / campsite(s) for the size and ability of the group
- Access to and along the route / campsite(s)

- by vehicle (2WD / 4WD) including emergency services vehicles
- on foot including the best routes to take to minimise environmental impact
- Where is / are the best place (s) to make an emergency contact (by mobile or satellite phone if coverage available, by radio or by a runner party to a land line, by EPIRB/PLB) and where is the best place to make these calls from
- Route / Campsite(s) characteristics
  - Weather forecast (temperature, wind, rain)
  - Potential risks; how these risks can be managed
  - Specific terrain / route characteristics – grade, technical difficulty, distance, known key hazards / technical features
  - Availability of drinking water
  - Availability of shelter
  - Surface type & suitability – including seasonal variations
- Contingency plans for forecast / foreseeable weather conditions
- Opportunities for rest breaks and availability of shaded areas / shelter
- Toileting facilities and appropriate waste disposal options
- Location of any water sources
- Location of any culturally significant areas, structures, artefacts or rock art that need to be avoided
- Location of any rare or endangered plants or animals, or sensitive areas
- Ability of route / campsite(s) to withstand visitation with minimal impact upon vegetation

*Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)*

## **Risk Management Plan**

The purpose of the Risk Management Plan is to identify the human, route / campsite(s) specific, equipment and environmental risks for the safe conduct of the activity. By identifying, analysing and evaluating these risks, appropriate strategies to reduce / manage the risk can be developed and implemented. Trail bike touring leaders must assess the chosen route / campsite(s) for potential hazards and adapt the planning of the activity as required. Information with regard to any new hazard must be made available within the group / organisation and to the relevant land manager where appropriate.

*Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)*

## **The Risk Management Plan must consider**

- Leader(s) have the required authorisation, skills, qualifications and experience to
  - conduct the ride in the selected environment(s)
  - satisfy the planned objectives
  - effectively manage incidents (refer Requirements of Leaders)
  - preserve the environmental integrity of the route and campsite(s)
- Leader : Participant ratio (refer Leader : Participant Ratios and Group Size)
- Group size (refer Leader : Participant Ratios and Group Size)
- Group profile including
  - Skill / fitness / experience levels
  - Needs / requirements
  - Knowledge of environmental minimum impact strategies
  - Methods for managing the group at all times including riders at the front, in the middle and at the end of your line of riders

## **Emergency Response Plan**

The purpose of the Emergency Response Plan is to provide a set of steps for leaders to follow in the event of an emergency which may include injury or death. The plan must include information to assist the leader to minimise the escalation of the situation, the injuries incurred and how to reduce the likelihood of further incidents occurring. The Emergency Response Plan must be route / campsite(s) specific and document current details including

- Access and egress options from the route / campsite(s) including sectors

- Contingency plans for effective rescue with minimum environmental impact to the route / campsite(s)
- Group assembly points
- Emergency contact details which may include
  - Next stage of definitive medical care (hospital, doctor)
  - Police
  - Relevant Agencies (EG Department of Environment and Conservation, land owners, rescue services, Department of Planning and Infrastructure)
- Specific communication requirements / available networks

ALL leaders must carry a copy and be fully aware of the emergency response plan (often included as a part of the “route plan”). A copy of the emergency response plan must also be kept (with other documentation) with a non-participating contact and be readily accessible by the leader via an available telecommunication method in the event of an emergency.

The leader is to communicate with the relevant external contact at a designated time(s). Upon failure to do so the external contact must action the emergency response plan which may include contacting the police. In situations where there is only one leader, the emergency response plan shall have been introduced to, and be available to members of the group so that it may be actioned in the event that the leader becomes unfit to do so.

***Samples and suggested templates are available at [www.outdoorswa.org](http://www.outdoorswa.org)***

## **Leader : Participant Ratios and Group Size**

Whilst it is acknowledged that the characteristics of the route / campsite(s), the profile of the group, the purposes of the ride, and the experience of the leader will influence the ratios of leaders to dependent participants, the minimum ratios considered acceptable are

***Group size will be determined by participant experience, route and campsite(s) characteristics, land manager restrictions, environmental considerations and the application of the above ratios.***

- ***Day Rides and Multi Day Rides – easy to intermediate to difficult terrain***

Minimum Operational Ratio for 1-9 dependent participants – applicable for recognised leader with additional responsible adult from within the group (acting as “sweep”) to dependent participants 1:1:9

Minimum Operational Ratio for 10-19 dependent participants – applicable for recognised leader with additional assistant leader (acting as “sweep”) to dependent participants 1:1:9+

Minimum Operational Ratio for 20-29 dependent participants – applicable for recognised leader with additional assistant leader(s) (acting as “sweeps”) AND additional responsible adult to dependent participants 1:1:1:20+

Groups with 30+ participants should be split and each resultant group should adhere to the above ratios. *NOTE – an experienced group may elect to use the “corner man” system with rider counts in lieu of a designated sweep*

## **Minimal Environmental Impact Plan - Leave No Trace 7 Principles**

### **1. Plan Ahead and Prepare**

- Be aware of the regulations for and special concerns of the area(s)
- Check with land managers or owners for information and special considerations
  - Fire Bans / any controlled burns
  - Group size requirements
  - Restricted areas
  - Access permits
- Prepare for isolation, weather hazards and emergencies

- Prepare maps and compass (GPS - multi day trips only)
- Pack appropriate emergency communication equipment appropriate to the situation
- Carry a First Aid Kit
- Carry food for longer rides and repackage food to minimise waste
- Carry plenty of water / water purification tablets
- Pack clothing to cater for possible conditions
- Carry a small trowel for emergency toileting

## **2. Travel and Camp on Durable Surfaces**

- Ride only on the designated track
- Never create unnecessary new tracks
- Brake gently before corners and avoid skidding to protect the track surface from erosion
- Avoid regeneration areas and places where impacts are just beginning
- Avoid cutting corners and widening tracks
- Avoid mud and soft entrances / exits around water to reduce erosion
- Use established campsites otherwise camp in already disturbed sites to reduce impact
- Actively manage your group at the site to minimise trampling and damage to the surrounding vegetation
- Avoid digging, landscaping and trenching around tents
- When leaving a campsite, “naturalise it” by fluffing up flattened grasses, brush away boot prints and replace any rocks that have been kicked or moved
- Avoid damaging live shrubs, woody plants or branches
- Protect water sources by camping at least 20 metres from rivers, streams and billabongs
- Keep your group size small

## **3. Dispose of Waste Properly**

- Pack and carry out all packaging rubbish and leftover food in sturdy bags including organics
- Inspect your campsite and rest areas for rubbish and spilled food before leaving
- Do not burn rubbish
- When available, use established toilet facilities; in other situations, carry a trowel and deposit solid human waste in cat holes dug in topsoil – usually 10-15cm deep and at least 100m from water, camp and tracks (if toilet paper use is necessary, use it sparingly and bury it deeply or preferably, carry it out; cover and disguise the hole when finished)
- In water catchment areas, human waste should be carried out
- Urinate in toilets provided or otherwise on bare ground 100m away from vegetation, campsites and tracks
- Pack out all hygiene products in a suitable container
- To wash yourself or your dishes, carry water 100 metres from streams and pools. Avoid using any soaps or detergents; if they must be used, use only small amounts of biodegradable soaps and detergents; scatter strained dishwater
- Hand sanitisers are a good alternative for personal hygiene
- All campsites must be located at least 20 m from any waterway

## **4. Leave What You Find**

- Do not excavate, disturb or remove archaeological, historical and cultural artefacts
- Avoid indigenous sites to respect culture and to ensure their protection
- Do not touch rock art which can be damaged by the natural oils from human skin
- Do not touch cultural or historic structures and artefacts
- Avoid areas where rare and vulnerable plants or animals are found
- Leave rocks, plants and other natural objects as you find them
- Do not build structures, furniture or dig trenches
- Never remove obstacles such as rock and logs from the track surface
- Do not transport flowers, weeds, wood or aquatic plants into or out of the wilderness



- Identify non-native species and report sightings of them to appropriate sources
- Do not travel through quarantine areas without permission
- If a trip crosses areas known to contain pathogens, visit the un-infected area first
- Avoid transporting mud in boots, equipment and tyre treads which may contain *Phytophthora* (dieback fungal spores) by washing thoroughly before and after travelling; use wash stations immediately where provided
- Check clothing and all gear and burn or dispose of all hitchhiker type seeds before and after travelling in different areas
- Help landowners and managers initiate control efforts by alerting them to infested areas
- Use a lightweight fuel stove for cooking and enjoy a candle or gas lantern for light
- Avoid lighting an open fire (even if permitted)
- Where fires are permitted, use established fire rings, fire pans, or mound fires; dismantle and naturalise any extra fire rings; do not dig fire-pits
- Choose small dead pieces of wood that are found on the ground; do not break off branches from trees or bushes
- At least three (3) metres around the fire must be clear of flammable vegetation
- Keep fires to a minimum size
- Burn wood down to ash; fires must be completely extinguished with water before leaving the campsite
- Clean out campfires rings after use
- Ensure proper cigarette butt disposal; take butts with you

## 5. Minimal Impact Fires

- If fires are permitted and it is important to you, then build a small minimal impact mound or pan fire
  - Carry a large ground cloth or metal pan as a base for your fire
  - Lay down a large ground cloth or metal pan and collect sand, gravel or soil with a low organic content with a stuff sack and a trowel (mineral soil can often be found where large dead trees have fallen and their roots are exposed)
  - Construct a pedestal approx. 25 cm thick by 75 cm in diameter on the ground cloth or fire pan. (The pan could also be placed on stable flat rock or raised to avoid contact with vegetation)
- Burn all wood to ash and extinguish completely with water
- Scatter cold ash widely and disperse the soil or return to the base of the upturned tree

## 6. Respect Wildlife

- Observe wildlife from a distance; do not follow or approach them
- Understand the role each species plays in each environment in order to realise the importance of its position within an ecosystem
- Travel quietly
- Avoid wildlife during sensitive times including mating, nesting, and raising young
- Avoid touching nests or young animals which may cause their parents to abandon them
- Do not feed wild animals or birds.
- Leave pets at home
- Report any injured animals to the local land managers; do not attempt to handle the animal

## 7. Be Considerate of Your Hosts and Other Visitors

- Ensure that your group behaves with respect for the hosts and other users
- Learn about the cultural history of the land; recognise, acknowledge and respect local knowledge
- Respect the wishes and regulations of all hosts including indigenous, pastoral, land managers and locals
- Seek permission and / or a permit before visiting
- Respect signage and follow rules
- Respect others' wilderness experience
- Make reasonable efforts to minimise the impact of the group on others

- Travel in smaller groups
- Assist other parties in difficulty
- Slow down where there are blind spots
- Be courteous; give way to other users
- Stop, talk quietly and move off the track if there are horseback riders
- Don't race on recreational tracks
- Do not block paths with people or equipment; have rest breaks in discreet places to minimise impact on other groups
- If possible camp out of sight and sound of other visitors
- Keep noise to a minimum; avoid the use of bright lights, radios, electronic games, mobile phones and other intrusive urban devices

**Further information is available at Leave No Trace Australia [www.lnt.org.au](http://www.lnt.org.au)**

## REQUIREMENTS OF LEADERS

The performance of the leader is a critical factor in the safe conduct of a trail bike touring activity. The leader is required to

- Accept responsibility for the planning, preparation and conduct of the activity
- Maintain current skills, qualifications and experience as required
- Accept responsibility for the environmental preservation of the sites and surrounding areas

This does not exclude the fact that dependent participants are responsible for their own actions in relation to the potential risks that may be encountered by choosing to participate in a trail bike touring activity.

## Responsibilities of Leaders

Leaders are required to accept the following responsibilities

- To ensure that ALL required competencies as outlined in "Competencies of Leaders" are available to the group for the ride, if not within his / her competency profile then within the collective of his / her co-leaders
- To use their judgement to make decisions that will ensure the safety of all group members and maintain the integrity of the environment including matters relevant to
  - People based risks\*
    - Collect all documentation / forms signed by all dependent participants / parents or guardians (or ensure data is collected by the third party responsible for the group)
    - Communicate the anticipated risks relating to the activity to the group in a pre-activity briefing, and others that arise during the ride
    - Match the experience / capabilities of the group to the activity, restricting or excluding participation where
      - Participants are unable or unwilling to follow instructions
      - Participants' motorcycles are unsuitable for the planned tracks (tyres, load, equipment)
      - Participants are unable to demonstrate riding competence appropriate for the planned trip
    - Be aware where participants have stored / are carrying their personal medications
    - Maintain awareness of participant well being including fatigue status
    - Ensure all significant incidents and accidents are documented and reported in writing to the organisation sanctioning the ride within seven (7) days of the completion of the ride or as soon as is practical
      - Ideally the sanctioning organisation will in turn communicate such incident(s) or accident(s) to Outdoors WA in writing
  - Site / route based risks\*
    - Be familiar with the selected site(s) / route(s) and the scope of variation of conditions likely to be encountered; be aware of the location of the route in relation to associated trails
    - Check weather forecasts and water obstacles pre - departure

- Appropriately manage hazards that are encountered
- Consider the availability of drinking water on route and have appropriate contingency plans
- Be aware of and comply with the land / site manager's guidelines including minimal impact
- Notify nominated external contacts of safe return / completion when appropriate
- Equipment based risks\*
  - Ensure all motorcycles are registered and suitable for the planned ride
  - Ensure all motorcycles have sufficient fuel capacity to span planned refuelling distances including an allowance for unplanned detours
  - Check suitability, condition and instruct correct use / fit of all equipment prior to departure
    - Helmet
    - Protective clothing
    - Seat height
    - Brakes
    - Gears
    - Tyres
  - Ensure that a First Aid Kit and communication equipment suitable for the route are in good order
- Environmental based risks\*
  - Apply Leave No Trace Principles
  - Comply with the land / site manager's guidelines including minimal impact principles relative to flora, fauna and rubbish removal
  - Report all environmental damage to the appropriate land manager
  - Report any perceived breaches of the Trail Bike Touring AAS to Outdoors WA

## Recognition of Leaders

Common safe practice is that the organisation responsible for an activity is responsible for selecting suitable leaders for that activity. Such organisations include clubs, educational institutions, community groups and commercial businesses. It is widely acknowledged that a qualification does not always mean competence; that confidence does not always accompany a list of competencies and that experience can be more valuable than a qualification. It is also acknowledged that qualities such as sound judgement, compassion and fairness are vital for outdoor leaders but are less easily measured than skills, knowledge and experience.

Normally all leaders will have all of the required skills, knowledge, experience and qualities. As people develop leadership skills they may assist in leadership roles with a more experienced leader. Where a leadership team operates, the leader in-charge must ensure that all skills are available within the group.

**Organisations MUST have a documented process to recognise leaders.** Factors to be considered when determining an appropriate recognition of leaders framework include but are not limited to the outcomes of a risk management process that considers;

- Participant, client and community expectations
- The organisational culture, capacity and experience
- Human and financial resources available
- The set of skills, knowledge, experience and qualities for specific contexts as outlined in Appendix A

Leaders of adventure activities can be recognised using **one or more** of pathways detailed below. Organisations develop and apply the recognition pathway(s) appropriate to their specific context.

## **Possible pathways within a recognition of leaders framework**

### **Organisational accreditation or qualification**

Key factors of an organisational accreditation or qualification system may include but are not limited to;

- Recognises the skills of the leader using a formal process
- Supports and recognises the progressive development of skills
- Maintains documented evidence of the accreditation or qualification system
- Is maintained by a group of leaders, usually more experienced leaders. (e.g. a committee or training team)
- Identifies individuals who are approved to conduct assessments using the system
- Is benchmarked against other recognised guidelines or criteria as identified in Appendix A
- Is contextualised to the organisations requirements; may have currency requirements

### **Peer recognition and verification**

Key factors of peer recognition and verification process may include but is not limited to;

- Recognises the skills of the leader using a peer recognition process
- Progressive skills development is supported and recognised using a mentoring or coaching approach
- Documented evidence may include log books or other records of participation
- Verification is often conducted in-situ during participation
- Is based on the experience and judgement of the peer who is recognising the leader
- Is benchmarked against organisational context, expectations and other related experience as identified in Appendix A
- Currency of skills is usually demonstrated through regular participation

### **Formal training qualifications**

A relevant activity qualification in outdoor recreation along with accompanying log book. Refer to Appendix B for a list of appropriate qualifications.

### **Leader registration schemes**

Registration as an activity leader under a registration scheme. Refer to Appendix B for a list of appropriate registration/award schemes.

### **Examples of how leader recognition pathways may be applied**

1. A club or community group may consider peer recognition and verification an appropriate means of recognising leaders within their context and expectations;
2. A small organisation determines that it will use a national registration scheme as its primary recognition pathway with peer verification during initial supervised programs.
3. A large community based organisation may apply their own organisational accreditations, supplemented by peer recognition and verification in specific situations that are appropriate to their organisational culture;
4. A commercial outdoor education provider may consider that a Certificate III in Outdoor Recreation and their own organisational accreditations are a basis for employment and supplement this with a peer recognition and verification during a period of probationary employment.

## FIRST AID REQUIREMENTS

Trail bike touring groups require leaders with first aid qualifications in addition to the competencies listed above. The following framework guides the level of first aid qualification required for different types of rides.

- Less than half a day urban rides - Basic first aid knowledge
- Half to full day - Senior First Aid (or equivalent)
- Multi day rides - Senior First Aid (or equivalent)
- Remote Wilderness Rides - Advanced, Remote or Wilderness First Aid

## REQUIREMENTS / RESPONSIBILITIES OF ORGANISATIONS

Organisations sanctioning the conduct of trail bike touring activities for dependent groups of people are required to

- Maintain current appropriate insurance
- Report incidents and accidents to relevant jurisdictions in writing within seven(7) days
  - Insurers
  - Land Managers
  - Outdoors WA (recommended)
- Provide leaders with the necessary resources to conduct the ride in accordance with all aspects of this Standard
- Notify nominated external contacts of safe return / completion when appropriate
- Verify and accept responsibility for the current competence of leaders selected for trail bike touring activities
- Ensure all equipment is used and maintained in accordance with manufacturers' recommendations

## EQUIPMENT

Equipment requirements vary with the objectives of the activity, the group characteristic profile and the environmental conditions likely to be encountered. When planning equipment requirements for a ride it is important to consider all possible eventualities and to select equipment that will maintain safety and minimise cultural and environmental impact of the activity.

### Participant's Equipment\*

The following equipment requirements apply to all dependent participants

- A correctly fitted and fastened helmet which satisfies AS1698
- Gloves
- Protective eyewear
- Off-road motorcycle boots that provide ankle and lower leg protection
- Shirts and trousers that provide full coverage of limbs (clothing specific for off road motor cycling recommended)
- Knee guards, elbow guards, kidney belt, body armour / armoured jacket (recommended)
- Participant's personal medication including sun and insect protection
- Spare parts and equipment
  - At least one spark plug
  - A set of levers
  - A suitable inner tube
  - Specialised tools provided by the manufacturer.
  - Sufficient fuel, oil and water for the trip and foreseeable delays/detours
- Emergency supplies where relevant (food, water and sleeping equipment).
- Recommended but optional
  - Neck brace
  - Knee brace(s)

## Leaders' and Group Equipment\*

The following equipment is required for all dependant group trail bike touring activities; equipment list may vary if participants all bring personal bikes as opposed to group hire bikes

- A copy of the emergency response plan
- Emergency communication equipment (ie mobile phone, satellite phone, details of nearest land line, radio, EPIRB / PLB if in remote area etc.)
- Navigation equipment relevant to remoteness/isolation of area (map, compass, GPS)
- A First Aid Kit appropriate for the level of training completed, the location of the activity and the size of the group
- Tools for proper waste disposal (ie trowel if necessary – multi day rides)
- Spare front and rear inner tubes, tire levers and tube valves appropriate to the motorcycles on the trip and duration of the trip
- Pump or cylinder capable of inflating spare inner tubes
- Tools & spares
  - Chain links, chain breaker, electrical wire, tie wire, screwdrivers, cable ties, electrical tape, selection of nuts and bolts, liquid metal, radiator hose and joiners
- Tow rope
- Spare control levers
- Whistle
- Knife and metal cutting blade

These do not represent an exhaustive list and additional consideration should be given to the duration and location of the route.

## DEFINITION OF TERMS

- **Activity Provider** – an entity, person or group of persons assuming the role of providing the activity (the activity provider) for a dependent group of participants for a specific commercial or not – for – profit purpose
- **Dependent Group / Participant** – a group or individual within a group whose welfare associated with participating in the activity is in part the responsibility of the leader; who is dependent upon the leader for their safe participation in the activity which may be so deemed by law or contract
- **Outdoor Leader** - term for an individual accepting the roles of leading and managing the outdoor activity; can be a guide or instructor; can be paid or voluntary
- **Registered Leader** - currently registered in the National Outdoor Leader Registration Scheme
- **Recognised Leader** – outdoor leader recognized as suitably experienced and skilled by an organisation
- **Competency** - minimum industry agreed standard of skill and knowledge necessary for a specific activity being conducted at a specific level
- **Responsible Adult** – adult person deemed, by the outdoor leader, as adequately capable of accepting responsibility for selected aspects of the management of the group and or its participants in conjunction with the safe conduct of the activity ie acting as “sweep”
- **Sweep** – person(s) riding at rear of group
- **Qualified Sweep** – A Recognised Leader, designated to assist the Tour Leader
- **Mid-Group Sweep** – A responsible adult selected from participants to ride towards the middle of the group and provide assistance to the Leader and Sweep
- **Corner Man System** – A method of indicating the direction of the tour at intersections or of identifying specific hazards. When approaching a corner, intersection or hazardous area, the Leader will indicate to the next rider following to take position at the corner/intersection/hazard. That rider then stops and positions his or her bike so that following riders can see the direction to take. The Corner Man waits on the corner until the Sweep arrives, or if there is no designated Sweep the Corner Man counts the following riders until all riders have passed. Only then can the Corner Man leave the corner and resume riding
- **Phytophthora** – Phytophthora Dieback: is a microscopic soil borne water mould that attacks plants. It impacts 40 percent of our native plant species and threatens whole communities including animal habitats. It is spread in the movement of infested water, soil or plant material. As the name water mould suggests, it requires moist conditions to thrive. Its food source is the root and basal stem tissue of living plants. It is currently the biggest threat to biodiversity in Australia and it is spread

extensively by human activity. More information is available online at [www.dieback.net.au](http://www.dieback.net.au)

- **Route** - includes all intended and emergency routes, rest stops and campsites

## **ACKNOWLEDGEMENTS**

The Adventure Activity Standards initially developed by The Outdoor Recreation Centre in Victoria proved to be an invaluable resource in the development of the Western Australian Adventure Activity Standard for Trail Bike Touring. Changes to the AAS have also drawn from the Queensland and NSW AAS.

## **FEEDBACK, REVIEW & APPEALS**

The AAS are designed to be 'living' standards with feedback, requests for review and/or appeal against aspects of a standard considered to be healthy part of the development process, one that will ensure the currency & relevancy of the standards. Feedback, requests for review and/or appeals will be managed by the Industry Standards Panel. Details and proformas are available at [www.outdoorswa.org](http://www.outdoorswa.org) / industry quality framework / Industry Standards Panel.

## **FURTHER INFORMATION**

Contact Outdoors WA for further information or to obtain contact details of the organisations conducting outdoor adventure activities and training.

TELEPHONE: 08 9468 0102

EMAIL: [executiveofficer@outdoorswa.org](mailto:executiveofficer@outdoorswa.org)

WEB: [www.outdoorswa.org](http://www.outdoorswa.org)

## **Appendix A: Provisional skills, knowledge, experience and qualities**

This set of skills is taken from the Queensland Adventure Activity Standards and reflects Skills Sets from the SIS10 Outdoor Recreation Training Package that have been identified through consultation with the Outdoor Council of Australia (OCA), the peak body for the Outdoor Recreation industry and will be utilised as the basis for the registration requirements of programs like the National Outdoor Leader Registration Scheme (NOLRS). Descriptions for the unit code can be found at [training.gov.au](http://training.gov.au)

**In the absence of any other agreed list, they are provided as a provisional list until such time as a review of the AAS in its entirety occurs.**

**This is a suggested list of skills. Organisations can use this as a guide and may amend to suit their specific needs and contexts.**

### **Trail Bike Guide – Day Rides**

For those wishing to guide trail bike day rides

SISONAV201A	Demonstrate navigation skills in a controlled environment
SISOTBR201A	Select, set up and maintain an off-highway motorcycle
SISOTBR303A	Apply advanced off-highway motorcycling skills
SISOTBR305A	Guide off-highway motorcycle tours
SISOODR302A	Plan outdoor recreation activities
SISOODR303A	Guide outdoor recreation sessions
SISOODR404A	Manage risk in an outdoor activity
SISOOPS304A	Plan for minimal environmental impact
SISXCAI306A	Facilitate groups
SISXEMR201A	Respond to emergency situations
SISXEMR402A	Coordinate emergency response
SISXOHS101A	Follow occupational health and safety policies
SISOOPS201A	Minimise environmental impact
SISOOPS305A	Provide first aid in a remote location
SISOOPS306A	Interpret weather conditions in the field

### **Trail Bike Guide Overnight Rides**

For those wishing to guide overnight trail bike rides

SISONAV302A	Apply navigation skills in an intermediate environment
SISOTBR201A	Select, set up and maintain an off-highway motorcycle
SISOTBR303A	Apply advanced off-highway motorcycling skills
SISOTBR305A	Guide off-highway motorcycle tours
SISOOPS202A	Use and maintain a temporary or overnight site
SISOODR302A	Plan outdoor recreation activities
SISOODR303A	Guide outdoor recreation sessions
SISOODR404A	Manage risk in an outdoor activity
SISOOPS304A	Plan for minimal environmental impact
SISXCAI306A	Facilitate groups
SISXEMR201A	Respond to emergency situations
SISXEMR402A	Coordinate emergency response
SISXOHS101A	Follow occupational health and safety policies
SISOOPS201A	Minimise environmental impact
SISOOPS305A	Provide first aid in a remote location



SISOOPS306A Interpret weather conditions in the field

### **Trail Bike Riding Instruct Advanced skills**

For those wishing to Instruct advanced trail bike riding skills

SISONAV302A	Apply navigation skills in an intermediate environment
SISOTBR201A	Select, set up and maintain an off-highway motorcycle
SISOTBR303A	Apply advanced off-highway motorcycling skills
SISOTBR507A	Instruct advanced off-highway motorcycling skills
SISOODR302A	Plan outdoor recreation activities
SISOODR303A	Guide outdoor recreation sessions
SISOODR404A	Manage risk in an outdoor activity
SISOOPS304A	Plan for minimal environmental impact
SISXCAI306A	Facilitate groups
SISXEMR201A	Respond to emergency situations
SISXEMR402A	Coordinate emergency response
SISXOHS101A	Follow occupational health and safety policies
SISOOPS201A	Minimise environmental impact
SISOOPS305A	Provide first aid in a remote location
SISOOPS306A	Interpret weather conditions in the field

## **Appendix B: Qualifications and registration/award schemes**

The intention of this list is to identify common qualifications utilised in WA that may be considered when identifying the skills required to perform the activity. **This list is not comprehensive. The list is reviewed as part of the Adventure Activity Standards review process. An up-to-date list is maintained on the Outdoors WA Website.**

### **Qualifications**

- VET Outdoor Recreation Training Package Certificate III or higher with a skills set / competency list consistent with the requirements of Appendix A of this document

### **Registration/award schemes**

- National Outdoor Leadership Registration Scheme as a trail bike touring guide or instructor. NOLRS Registration details at [www.outdoorcouncil.asn.au](http://www.outdoorcouncil.asn.au)