

Trip Leaders Roles and Responsibilities

It is required that approved Trip Leaders, for any River Trip on which they are present which would fall within their Classification/River competency, adhere to the following:

1. Trip Leaders may, at any time before the departure of a river trip, refuse to fulfil the role of Trip Leader.
2. Ensure the Mandatory Requirements of the W/O Safety & Risk Management Policy have been met. If, for any reason the Mandatory Requirements cannot be met, the Trip Leader shall inform the group that the trip cannot be considered Sanctioned by W/O.
3. Be familiar with current Water Levels & Conditions; be aware of any rapids which require mandatory portage, or Class 5 rapids. An experienced “river guide” may be utilized to fulfil this requirement.
4. Utilize common river-running safety practices (Head Counts, Sweeper Boat, Safety Boats/Ropes, etc.).
5. Have a contingency plan for emergencies that includes knowing the locations of River Access Points & egress routes, and the location of applicable safety/emergency equipment. Ensure at least one other designate is also aware of this information in the event that the Trip Leader becomes incapacitated.
6. Have the required knowledge/skill to recognize features that present significant risk (retentive holes, ice shelves, strainers, etc.); and identify appropriate safety measures to employ to guard the hazard.
7. Have the required knowledge/skill to “Read a Line” through a rapid at their approved river classification competency, and demonstrate the line to paddlers in the group.
8. Trip leaders shall, at any time before the departure of a river trip, inform & revoke an individual’s W/O sanctioning if they feel the individuals’ equipment is not safe for the current weather / water conditions.
9. Trip Leaders shall, at any time, recommend an individual not to attempt/participate in some or all of a Trip or Event if they feel it would present significant risk to the individual, or other members of the group. This recommendation may include retracting the Trip Leaders endorsement of Sanctioning for the particular individual.
10. Ensure that trip participants are aware:
 - a. That each individual is ultimately responsible for the safety & suitability of his/her own equipment.
 - b. That each individual is ultimately responsible for his/her own personal safety & well-being.
 - c. The ultimate decision to participate (Paddle vs Portage, etc.) lies with the individual, Trip Leaders may only provide suggestions.

Date: _____

Trip Leader Signature: _____