

South East Australian Naturalists Association Inc

A0044963D ABN 23 918 778 150

CONVOY GUIDELINES—LEADER/FACILITATOR

The following guidelines will help everyone enjoy the outing and hopefully prevent cars getting lost!

The purpose of travelling in convoy is to improve your safety in transit, reduce risks and stress. Travelling in a group will always be safer than travelling on your own. However, as a group of individuals we need some guidelines to follow so that we are able to expect standard responses to common situations.

Road rules and courtesy to others at all times will make for a memorable trip for all.

Leader/Facilitator

- Check attendance sheet, ensure car pooling is organised and distribute coloured ribbons.
- Unless tighter COVID-19 rules are in place at the time, suggest that wearing masks while travelling is optional, but should be discussed by the occupants of the car.
- Before departure, indicate a prominent meeting place e.g. post office, intersection, etc. in case cars get separated.
- Appoint a 'tail-end Charlie' who knows the route, share mobile phone numbers and count the number of cars before departing.
- Provide convoy group with a mobile phone number in case anybody gets separated from the convoy.
- If mobile reception poor and if hand-held radios are available, supply them to the lead and end vehicles. Distribute spare radios among the other vehicles.
- Give an indication of the length of drive, destination and a mobile phone number in case anyone becomes separated.
- Remind drivers to follow the car in front at a close but safe distance allowing ample space between them and the next car for other road users to overtake comfortably.
- Remind drivers to keep the following car in sight. If it is not visible, stop at a safe place on the roadside. This should bring the whole convoy to a halt.
- Aim to travel at a speed no less than 15 kph below the posted speed limit to minimise inconvenience to other traffic.
- At all intersections use your indicators and make sure the car behind you is following.
- At each stop make sure all participants are back in their cars ready before you take off and instructions are given for the next stop.

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CONVOY GUIDELINES—DRIVER

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Driver

- **The key rule is that the onus is on the driver of the car in front to make sure the car behind is still following.**
- Assemble promptly at the allocated departure point and collect and attach your ribbon.
- If car pooling with people other than family, discuss with the passengers if they would be more comfortable wearing face masks during the trip.
- If car pooling with people other than family, negotiate sharing fuel costs.
- Make sure you understand the directions to the next meeting stop in case there are some places where it is difficult to maintain a convoy.
- Follow the car in front at a safe, close distance and indicate well in advance when turning.
- At all times keep the following car/car behind in sight, checking at intersections. If it is not visible, stop at a safe place on the roadside. This should bring the whole convoy to a halt.
- Only park in safe areas where approaching traffic has a clear view for at least 100 metres and there is enough room to allow all vehicles to get well off the road.
- When the convoy leader stops and gets out of the car, quickly assemble and await information.
- If the worst happens and you become lost, just wait in a visible position. If you have reception, ring the supplied mobile phone number. Someone will come looking for you.
- Do not leave the excursion without telling the leader, tail-end person, and any other who might be affected.
- Do not get in front of the leader; many leaders count regularly, to check that all is well. Or the route may be different from what you suppose.
- Do not get behind the tail-end car. Often the leader does not count, but waits only for the tail to appear.

Watch out for your travel companions as you will expect them to look out for you.

See and be SEEN.

One of the advantages of group excursions is that there are many pairs of eyes and ears. Share with others what you see and find. Things that may be commonplace to you may be of great interest to others. Ask questions. Enjoy the natural environment.