

Coast Guard info		Trip Leader Reference	
<b>Departure</b>	Where from? Time?	<b>Safety &amp; Signals</b>	Group control (conditions) Designate a number two Line of sight What to do if someone falls in or incident occurs - Shout STOP What do we mean by STOP Signals for stop, go left, go right, come to me, ok etc.
<b>Operating Area</b>	Where? ie. Rhoscolyn area		
<b>No of kayaks</b>	How many in group?	<b>Humans</b>	Anything need to be made aware of? Medicines Food Water hot drink Shore contact Experience - discuss
<b>Colour of Kayaks</b>	Top and hull colour		
<b>Safety Equipment carried:</b>	List what you carry in group... Spare Paddles, VHF, PLB, Flares, GPS, First aid kit, Group shelter	<b>Equipment</b>	All dressed appropriately and carrying safety gear that you know how to use - towline etc Check each other over, drysuit zips checked, helmets if required, First aid kit Group shelter VHF radios? Channel 8, 72 77 Warm clothing
<b>Shore contact</b>	Person and Contact details	<b>Environment</b>	Destination/objective, Distance Obstacles: tide, tide race, overfalls, swell, wind, weather .... Potential stops / get outs
<b>Expected return</b>	Estimated time? Call in on return to shore	<b>Timings</b>	How long trip Expected return
<b>Vehicle details (sometimes asked for)</b>	Registration make and colour and where parked	<b>Safety &amp; Signals (Q&amp;A)</b>	Reinforce safety and signals by Q&A

**Print it, cut it out, then fold in half and laminate it, so it is nice and water proof**

**Then stick it in the pocket of your BA for future reference**