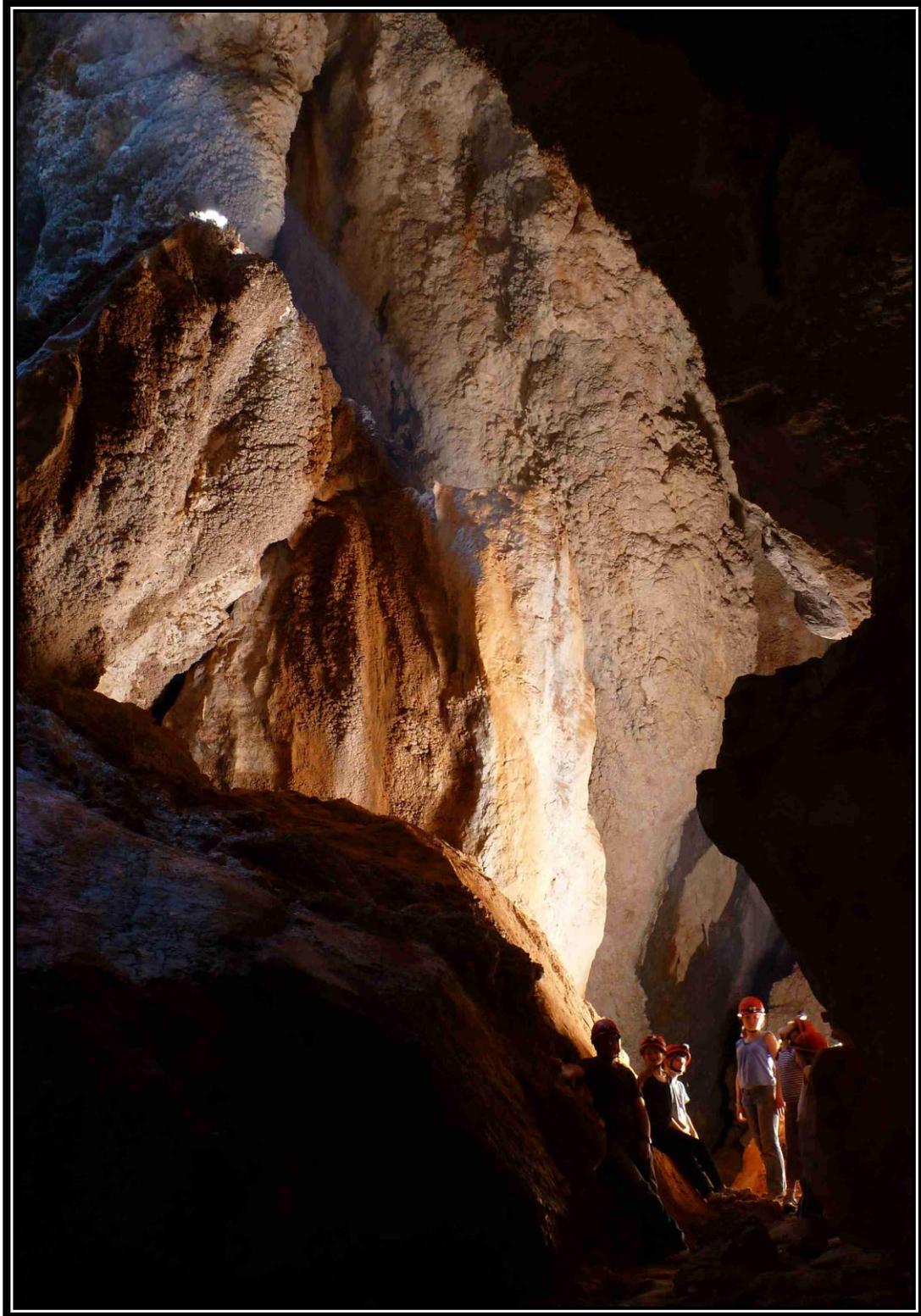


# Chillagoe Caving Club Annual Report 2011



**ISSN 07291184**



The Chillagoe Caving Club was formed in Chillagoe at an inaugural meeting on 23rd April, 1973 with 16 persons present. The intention of forming the Club was to bring together the active cavers already in the area to enable them to share their knowledge, expertise and equipment, and to foster caving as a sport and a science, particularly in the Chillagoe area.

The Club became an Associate of the Australian Speleological Federation not long after the Club was formed, and voted to become a Corporate Member at the Annual Meeting in 1995. The Club was incorporated under the Queensland Associations Incorporation Act of 1981.

Membership of the Club stands at 70 as at the end of February, 2011. The Club has become well recognised by Australian and overseas cavers and scientists as an invaluable contact in relation to Chillagoe and the surrounding areas.

The Club has an established Clubhouse in Chillagoe for the accommodation of members caving in the area.

**Chillagoe Caving Club**  
**PO Box 92, CAIRNS QLD 4870. AUSTRALIA**  
**ABN 52 614 187 726**

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	<b>Editor: P.Bannink</b>	

# MINUTES OF THE 2010 ANNUAL GENERAL MEETING 1<sup>st</sup> May 2010

Minutes of the 2010 Annual General Meeting of the Chillagoe Caving Club (Inc.) held on Saturday 1st May 2010 at the Club premises, Chillagoe.

## 1. OPENING

The meeting was opened at 19:40 hrs.

## 2. PRESENT

See List of those present

## 3. APOLOGIES

Paco, Paul Osborne, Barry Wright, Allison Irvine, Margaret, Catherine, David and Michael Cummins, Cheryl Belbin, Ebony and Graham Murray,

## 4. MINUTES

Minutes of 2009 Annual General Meeting held on the 2<sup>nd</sup> of May 2009 were taken as read with no further business arising. Bones moved that the minutes be passed; this was seconded by Alan Cummins and carried by the meeting.

Issue raised that attendance list was incorrect last year. Exec has amended these minutes.

## 5. ANNUAL REPORTS

### **Additions to the Presidents Report:**

- Bruce Dane provided an overview of his President's report;
- In particular he thanked all the people who have helped with maintenance and upgrades of our facilities in the last year.
- Carol was especially thanked for maintaining our facilities. Members were encouraged to thank her personally.

### **Additions to the Treasurer and Survey Records Reports:**

- Peter stated that Les and he were updating the Club records. This is a very large project and will take quite some time to complete. There will eventually be new publications for Undara, Chillagoe and then other areas in due course.
- Les had tabled a draft of the McBride Volcanic Province book;
- Peter commented that the Financial report is accurate but in draft – the final audited copy will be added to the annual report and then be available.
- We have received 2 donations. One of over a thousand dollars from TRC and one of fifty thousand dollars from an anonymous donor. We will be using the money to upgrade our facilities, in particular the toilet block.
- Alan moved that both reports be accepted, Keith seconded. All in favour.

### **Additions to the Building and Maintenance Officer's Report**

- Read out report and Douglas spoke to it. Several issues were raised and discussed.
- Bruce moved and Van seconded report acceptance – all in favour

### **Environmental Report**

- Douglas moved that environmental report be accepted. Keith seconded. All in favour.

### **ASF Conference Co-ordinator's report**

- Showed documents, played promo, Alan spoke to Conference progress and said it was going well.
- Horrie moved that Alan's report be accepted, Judy seconded, All in favour.
- Also approved Alan's actions as co-ordinator for the year,

### **Tackle Keeper's Report:**

- Some of the gear is quite old and needs to be disposed of. Discussed that LED torches are the way to go now and that other lights are obsolete. Not a lot of use has been made of club equipment.
- Bruce and Winfried also spoke to funding submission for 20 new helmets and lights from Sport and Rec.
- Bones moved the motion and Alan seconded. All in favour.

### **Publicity Officer's Report**

- Nil

### **ASF Report**

- Winfried spoke that Tom Porrit was ASF rep at meeting and that not much was decided that is of issue to us.

### **Librarian Report**

- Short report on what has happened and outlined new goals.
- Axel moved, Maryanne seconded. All in favour

### **Photo Librarian**

- Paco apologised for not being here. We have an external hard drive for photos and he has transferred all the photos on that. Paco asked that photos be provided when they are taken. He is happy to continue as photo librarian and tagging officer.
- Winfried asked to provide Alan Pryke's photos to photo librarian.

## **6. MOTION**

A motion was moved by Miriam that "The action and decisions of the Management Committee over the past 2009 – 2010 year be ratified and approved". Keith seconded this motion, and the meeting carried the motion unanimously.

### **Einstein Award**

Douglas presented this award and spoke to it:-

It's a no brainer this year. We have to give it to Bruce for extending a caving trip to the Clubhouse and the Walsh River.

Presented to Bruce for his role in the incident where he was over time. Story detailed to meeting – police lights flashing on the road etc....

Bruce also spoke to efforts to establish a rescue protocol, contact persons in the club and a list which has been produced. Also informed membership of Pauls participation in a practice rescue exercise involving SES and problems were discussed (Chris raised issue that they are not particularly skilled at vertical stuff etc).

Bruce told membership of Douglas Irvin's plan to run a paper rescue exercise on Monday morning to begin to sort out stuff and also pointed out the cave map and Chillagoe karst book now present at the Clubhouse.

### **Photo Presentation to Council**

A large framed photo of Chillagoe Karst was presented to Tom Gilmore by Winfried Weiss on behalf of the Club for his decades of support. Tom thanked the Club and said he would be honoured to have it in his office and then placed in the Local Council gallery.

## **7. ELECTION OF OFFICE BEARERS FOR 2010/2011**

Bruce Dane declared all the CCC positions vacant; Mr Tom Gilmore then chaired the meeting so a new executive could be elected. Tom stated he had been patron for 20 years and this was an opportunity to say something nice about Club. This is one of the best Clubs in the region, its self supporting and owns its own facilities. You are developing it and every year it grows and prospers. Tom is privileged to be Patron of this Club.

**President:** Bruce Dane was nominated by Chris Head and seconded by Alan Cummins. Bruce was elected unopposed.

**Secretary:** Winfried Weiss was nominated for by Judy Nichols seconded by Axel Buthmann. Winfried was elected unopposed.

**Treasurer:** Peter Bannink was nominated for by Mary Ann Irvin and seconded by Beth Pearson. Peter was elected unopposed.

**Other Office Bearers** Nominee who accepted the position (nominator, seconded by)

**Survey and Records Keeper** – Peter Bannink (Alan Cummins, Van Christensen)

**Tagging Officer** – Paco (Van Christensen, Winfried Weiss)

**Tackle Keeper** – Van (Chris, Phil Harrison)

**Safety Training officer** – Bones (Mary Ann Irvin, Winfried Weiss)

**Building and Maintenance & Clubhouse Warden** – Paul Osborne (Douglas Irvin, Chris)

**ASF co-ordinator** – Winfried Weiss (Judy, Axel Buthmann)

**ACKMA representative** – Alan Cummins (Judy, Miriam Robertson)

**Photo Librarian** – Paco (Van Christensen, Douglas Irvin)

**Librarian** – Miriam (Alan Cummins, Leanne)

**Environmental Conservation Officer** – Douglas Irvin (Mary Ann Irvin, Van Christensen)

**Publicity Officer** – Wendy Lander (Mary Ann Irvin, Robert Ham)

**Chillagoe Rep** - Position to be filled by Management Committee (Carol)

**Webmaster:** Kiwi – Grant Maley (Van, Bones)

**Auditor** – Kevin Ridgeway – all in favour

**Solicitor** – Robin Smith – all in favour

## **8. RFDS (Royal Flying Doctor Service)**

A motion to donate \$150 to the RFDS was moved by Douglas and seconded by Miriam. The motion was then carried by the meeting. Alan Cummins raised the point that no donation had been paid for the last couple of years. Peter will write 2 years worth of cheques.

## **9. GENERAL BUSINESS**

### **Membership fees**

- Bruce raised the fact that the \$25 Club fee be raised to \$30 as it has not been raised in 10 years or more. This would possibly cover increases in costs.
- Bruce raised the point that our upgrading of facilities is bringing in revenue and that for example he is bringing a quire group up that will bring in significant fees.
- Bruce moved 'that we increase the Club fee as of 2011 from \$25 to \$30 for a single membership and fees be increased proportionately for other membership types. Seconded by Judy Nichols.
- Alan spoke against the motion – he said that club income primarily comes from outsiders and camping, not membership fees. They are subsidising Club members to keep fees low. It seems to be working and he would prefer to keep membership fees low, as it makes it viable for people to come and join the Club. However fees are certainly cheap.
- Judy raised the issue that facilities would increase our income stream and not a raise in membership fees.
- Chris highlighted that we need to be careful not to take business away from town as this gives us a bad reputation.
- Winfried said that it would make accounting easier – 100 vs 95 and so on.
- Douglas said it is cheap and he is happy to pay another five dollars.
- Peter said that a large proportion of fees are ASF fees and they have not increased either. Winfried said that he has no indication ASF fees are going up.
- Motion carried by meeting. 2 against.

### **Camping fees**

- Bruce spoke about fees and that students are only \$2. This is not clear and should members children pay \$2 and non members pay \$5. For members it will be \$5 for high school age and above and for non members it should be \$10 for high school age and above.
- Alan then said that it would be tidier if members were half of outsiders. Discussion was then had about what sort of fee structure we should be having.

- Bones spoke about Camp Barabadeen (at Lake Tinaroo) and it's fee structure. Members pay a fee of \$5.00 per night, while a family pay \$15.00
- Alan proposed that 'the Executive will review the fee structure and make a proposal to be emailed to members for comment, taking into account members views on the matter' Second Judy.
- All in favour.

### **Party area**

- Bruce outlined problem with people wanting to stay up and party late. This can be an issue for others but we don't want to drive them away from the Club. We have 7 acres to use.
- Bruce suggested that people concerned come up with ideas and suggestions. Chris is against as this is a caving club as we are not here for partying. Axel raised some issues with this and said that till 11 is fine. Discussion was had back and forth with this.
- Bruce moved a motion that 'people who would like to have a party area investigate and put a proposal to management if they so desire'. Douglas seconded.
- All in favour.

### **Access to Rookwood Station**

- Winfried Weiss spoke about the fact that we are going to see Rookwood and talk about access, introduce ourselves etc. Bruce threw it open to the membership if there are ideas about how we could go forward.
- Douglas Irvin spoke about incident years ago about a pet goat being shot. The issue was raised that we don't carry firearms. Invitation for them to join us, Where when and what we are doing. Could let them know about people we locate on the property.
- Bruce Dane raised the possibility of paying them something? Douglas said that liability is a problem. Bruce raised that it might be an issue. Is there a local charity we can contribute to for them?
- Winfried Weiss emphasized that we have to abide by their wishes.

### **Trip Record Book**

- Winfried suggested that a trip record book be recreated and spoke to his reasons. The membership then discussed the matter and said that both the book and the chalk board are important. Note on door board to put it in book.
- Winfried moved motion to reinstate trip book in conjunction with board. Seconded by Les. All in favour.
- Make a laminated sign to stick on the door. Bones will paint on door.

### **Emergency Contact List**

- This will be going up on wall and membership to peruse. If changes need to be made please let Bruce know. The sign is dated. Will be emailed out as a PDF.

### **Legal advice re financial structuring of club assets**

- The club Executive be directed to seek legal advice from Robin Smith and or others in relation to re-structuring the Club with a view to protecting the Club's assets."
- Motion moved by Douglas Irvin, seconded Judy. All in favour.

**Bruce Dane declared the meeting closed at 21:58.**

## **PRESIDENT'S REPORT 2011**

Wow it's over. From all reports, Chillicon was a glowing success. Many said that this was the best ASF conference that they had been to, especially the people who always go to these things. They were most impressed with our facilities, the food and the fact that we were able to provide many caving opportunities (thanks Winfried), historical tours, and plane flights. The papers were very interesting and the networking was excellent. The Caveman's dinner turned out to be a fantastic night. Four potential sites were chosen and then abandoned due to a variety of circumstances. Eventually it was decided to hold it up the back of the club house. Lighting up one of the large rocks, spreading crushed marble for the floor, Alan Cummins's marquee for cover with candle light on white table clothed tables gave the dinner such charm. A local band played into the evening, people danced and just thoroughly enjoying themselves. Alan Cummins was awarded an ASF gold medallion award on the night which was well deserved. Overall the conference was only made successful because of club members.

I would like to take the time and thank all those who attended the conference and who provided some form of help to see this thing through. I need to personally thank Alan and Margret Cummins for their huge effort with helping get the new amenities block to where it is today. They have virtually lived in Chillagoe since Christmas at the detriment to their own place. They have overseen just about every stage of the project. Not to forget that it was Alan who has done a lot of the leg work with organising the conference. It was his vision to host the caveman's dinner near limestone with candle lighting. He kept pushing the need to be organised well in advance and he organised the town involvement with catering and the plane flights etc. Not everything went according to plan but he was able to reorganise quickly and provide solutions for each of the problems encountered. I acknowledge that it was due to your hard work Alan that this conference was a success and my thanks goes to you and your family.

Not forgetting the other club members here is a list of those who helped out over the conference;

- Peter Bannink who processed all the delegates with registrations and receipting all monies raised from conference souvenir, soft drink sales and made sure all the delegates received their Conference memory stick with all the recorded talks on it.
- Winfried Weiss who organised transport arrangements and made sure all the delegates were able to get to and from the conference. He also coordinated the pre, post and during conference caving adding at least 100 hours to his log book, and was part of the team who put the Speleo Sports together. I know the delegates enjoyed your input.
- Mary-Ann Irvin who organised the day to day events and handled the changes made to the program (which happened often). A very demanding and sometimes frustrating job but you did it well.

- Peter Cummins who operated the sound desk and mixed the video feed live through out the conference. He was up all night on Friday night making sure that the delegates could take the finish product with them. This conference was the first ever to video all the presentations.
- Wendy Cummins, who took on the organisation of the Caveman's Dinner. Simple things like putting small candles into white paper bags that were partially filled with crushed marble on the tables giving soft mood lighting. A lot of hard work which made the night one in which the people who attended will never forget. Thanks should also go to Margret Cummins who baby sat Wendy's children during the conference. A lot of our club members assisted Wendy in making this fantastic night happen.
- David Cummins, who helped to video the entire event using his own camera. It is often hard to try to do two things at once especially for blokes, like trying to listen to the speakers and watch their presentation while concentrating on keeping the camera on them.
- Michael and Catherine Cummins who both did a lot of the running around with soft drinks and lighting and setting up things that needed doing.
- Phil Harrison, Bones, Tom Porritt and Douglas Irvin who helped to organise some of the elective events which were run most afternoons like the Speleo sports and rope walking display.
- Paul Osborne, who lent us his laptop for the week to run the presentations and who organised the video / slide night during the conference.
- Bruce Dane who helped with loose ends and managed to do more tiling during the free time of the conference with help from Terry Matts (an old member who has been down south but now has rejoined the club)

So as you can see a lot of our club members had a major involvement in the smooth running of the conference. Please forgive me if I missed you.

As this is my last report due to other commitments in which I will be pursuing, I would like to take the time and share some of my vision for the future for the club. Please consider these as ideas and not things that must be done. As the club now owns a fantastic facility, it would be a shame to let it stand idle. It is important that we use the assets we have to generate income to not only help maintain it but to always look for ways to keep on improving it.

Chillicon has certainly put us on the map within the caving fraternity, who I believe will become frequent visitors. I know that we do not wish to get the other accommodation places in Chillagoe offside and thus we still need to have a caving flavour with those who choose to stay. This year Trinity Anglican School will be using our premises for the first time because they don't have the worry about security issues. Thus we as a club need to sit down at this AGM and work out guidelines for people staying on the premises. We need to work out how this will fit in with members. Cleaning guidelines need to be drawn up for each of the buildings and do we need to make it a policy that there must be at least one cave club member stay with the group whose job will be to oversee the use of the facility.

I would like to see the club still pursue negotiations with Rookwood Station to try and allow us back there. I am also passionate about seeing a Cave Rescue team organised for the Far North who will require regular training which will have some form of recognition attached to it. Funding could be sourced through various government bodies to be able to finance the expenses of such training as well as to cover the cost of rescue equipment required. This team needs to be recognised by other rescue organisations and government bodies. I feel that ASF should be the overseeing body to coordinate cave rescue events where members of the various rescue teams could be flown in to major events where more trained people are required.

Some Sport and Recreation funding was obtained recently for us to buy new helmets and lights as well as host a number of open days where we will invite people to come and try caving. This will help us to improve our gear as well as to find new members. Lastly we need to source as much school history as possible and place this around the internal walls of the old school. Thus those who stay will gain a historical perspective for the building and the site. Not to mention good PR with the towns folk.

My regards to all of you and God's blessing for the future.

Bruce Dane (President)

(May 2011)

## TREASURERS REPORT 2011

This year has been one of major expenditure as the club undertook multiple projects to refurbish the old school building and build a new amenities block. Again the club was fortunate to receive another large donation from the Youth Assistance Fund. This has helped enormously in ensuring that funds have been available to take on these projects. Club members have put enormous effort into spending the money wisely and in my opinion have really stretched the funds we had available.

Major working projects have included, digging in a watering system for the camping area and piping water around the old school (to upgrade the water supply for three new fire hoses). In addition to pouring the massive concrete slab under the old school building and the slab for the new amenities block (which cost about \$11,880). For the amenities block, the greatest expense has been the Biolytic water treatment system (at \$17,200.00) and the roof trusses (at \$11,925.00). Building costs have flowed over to the next financial year so a complete list of expenses cannot yet be provided, but it is likely all of the odd \$75,000 (received over the last three years) will be spent. There are currently still funds available but these will be spent on tiles, toilet fittings, a gas hot water system, bunk beds and mattresses. It is hoped with this new facility that a larger income will be generated to assist in further refurbishment and pay for the rising costs in water, electricity and insurance.

General income from camping, club fees, rent etc. is about \$8,000 and has remained static. A rise in income from bank interest offset a drop in membership and camping fee's. The club currently continues to be in a good financial position however the last of the expenses relating to the amenities block will have to be closely monitored so we do not over spend. This is currently difficult to monitor due to massive cash flows in the clubs accounts from funds gathered from participants of the ASF conference.

P. Bannink (Treasurer)

(March 2011)

## CAMPING FEES 2010/2011

Members:	\$5.00 per person per night
Members Students (school age):	\$2.00 per person per night
Other Clubs:	\$7.00 per person per night
Non Members:	\$10.00 per person per night
Non Member Students (school age):	\$5.00 per person per night

## Membership Information on Fees for 2010/2011

Our constitution indicates that fees become due on 1<sup>st</sup> May each year and must be paid by June 30<sup>th</sup> of that year to ensure that insurance cover available through the ASF Insurance Policy continues after June 31<sup>st</sup> of that year.

To enable the Club to function early payment of fees is necessary and the Management Committee would appreciate your early payment.

Fee Structure is as follows:

• Single Members (including full year ASF Fee)	\$95.00
• Family (including full year ASF Fees)	\$172.50
• Student Members (12 months - including full year ASF Fee of \$61)	\$73.50*
• Novice Members (6 months - including 3 months of ASF Fees)	\$32.50**
• Student Novice (6 months - including 3 months of ASF Fees)	\$26.00 ^^
• Inactive Life Members (ASF Fees only)	\$23.00
• Active Life Members (ASF Fees only)	\$68.00
• Single Members (without ASF Fees)	\$25.00#

\* - Students including those attending Primary or Secondary Schools who cannot be included in a family membership.

\*\* - The novice fee of \$12.50 is for 6 months, but ASF Component of \$20 is only for trial period of 3 months and beyond this a club fee of \$14.50 and ASF fee of \$48 will have to be paid to make up to full single membership.

^^ - The student novice fee of \$6.00 is for 6 months, but ASF Component of \$20 is only for trial period of 3 months and beyond this a club fee of \$6.50 and ASF fee of \$41 will have to be paid to make up to full student membership

# - While it is intended that all active members join ASF some existing members, who are no longer active cavers, are continuing as Club Members only.

Please note a major component of the ASF fees are insurance which needs to be paid by all active members of the club, especially those intending to cave in National Park area's and Reserves

Membership Fees can be paid either by cash or cheque to the Treasurer or direct to the Club's bank account. Should the latter method be chosen you must advise the Treasurer where the money was deposited, the date of deposit, the amount deposited, whom the deposit is for and what it was for. In the absence of this information it is not possible to give the member concerned any credit for the payment until the information is received. It is possible for this information to be made by your bank if you make a miscellaneous deposit and insist that the above detail of payee and purpose of payment be included for listing on the Club's account statement. If paying by internet Banking or by direct deposit please email the details to the Treasurer Peter Bannink preferably by *email* : [peter.bannink@derm.qld.gov.au](mailto:peter.bannink@derm.qld.gov.au) or by phone (4092 6036)

For direct banking please deposit funds into the Club's Commonwealth Bank account at any local branch. The account number is BSB 064804 A/C No 00912281.

## SURVEY AND RECORD KEEPER'S REPORT

### Digital Karst Maps

This year has seen the completion of 24 regional caving maps (at 1:10,000) for the recently updated **Field Guide to the Lava Tubes of the McBride Volcanic Province**. This publication was an enormous undertaking by Les Pearson, and myself, (just the editing took about two months). We hope that this work will inspire cavers to get out there to explore the area for new lava tubes so the club can build on the work that has recorded out there.

There has been no progress made on the club's cave database due to the mapping work done on the Undara lava tubes. No cave surveys have been undertaken in the last year, I assume because of all the work done at the clubhouse. Please contact me with regard to any new cave entrances which have been located recently. There are some rumours of some new caves being discovered near Markham outcrop.

P. Bannink

## BUILDING AND MAINTENANCE REPORT

There has been very little done on my part as regards maintenance on the existing main building during the last year.

The refurbishment works carried out by the members has kept up with any small issues and I'm sure some of the small maintenance items have been covered in this way. When I look back on my report a couple of years ago many of those things I mentioned were just a dream but now a couple of years later almost everything on the list has been completed. That's an effort that the club can be proud of especially the members that put in the major effort.

The renovations will allow us to attract camping income that should get us up to the \$7000 per year that I estimate we need to keep up the maintenance. Generally, the costs can be expected to be around \$5000 per year to keep it ticking over without setting aside anything for major replacement like the roof. Additional income if we can attract it will help us keep the property sustained in good repair.

With the new facilities I expect there will also be some additional maintenance costs. As far as camping and rental income goes its around the normal figures but we haven't attributed any maintenance items to the expenditure.

There has been \$5112 in income and \$4195 in outgoings leaving a surplus of \$917.

Paul Osborne.

## ENVIRONMENT & CONSERVATION REPORT

The Kagara Mine at Mungana now has approval to go to open cut. This appears to extend the Red Dome pit to the South East. The ore from the current mine is being trucked to Mt Garnet which is very expensive. This shows how the high commodity prices are driving the industry. That the processing is being done elsewhere is better for the local environment. How the mine

draws down the water table will possibly have an impact on caves in the area. If the water currently in Macropodies is any guide they have a massive amount of water to deal with.

Mungana Mines <http://www.munganagoldmines.com.au/>

There was a notice this year in the Cairns Post that a Marble Company in Cairns was going into Administration. I didn't note the name but any fewer unsightly quarries at Chillagoe is a plus.

Lodestone Minerals (now Lodestone Energy) did some soil sampling for copper in the Mitchell-Palmer area in 2007. This is in the contact zone just to the East and very close to Towers 97-4 to 101-2. The Company is now concentrating on coal seam gas in Southern Queensland and this prospect is called 'Leane' is on the market. Because of the high commodity prices it could always go ahead.

Lodestone Energy <http://www.lodestonenergy.com.au/>

Leane Map <http://www.lodestonenergy.com.au/maps/leanemap.html>

Metallica Minerals is active in the Greenvale area for rare earth minerals especially lithium. As China is the main world source there is great interest in any other supplier. They are investigating in the area between Greenvale and Mt. Garnet which is out of the main Broken River limestone. Their subsidiary Company Phoenix Lime has an Exploration Permit Application in the Greenvale area. It is not clear exactly where this is but it could be threat to significant caves in the Broken River area. There will have to be follow up on this prospect.

Metallica Minerals. <http://metallicaminerals.com.au/>

Phoenix Lime <http://www.phoenixlime.com.au/>

Broken River area map <http://www.phoenixlime.com.au/craigie.html#a>

More of the Chillagoe area is now in high grade imagery on Google Earth. The area is from the edge of the Red Dome pit and extends to the North East. This only includes Spring, Queenslander and Suicide Towers but very impressive.

Douglas Irvin.

## [TACKLE KEEPER'S REPORT](#)

Presented verbally at the 2010 AGM.

## [PUBLICITY OFFICER'S REPORT](#)

The past year has been busy with the Chillicon conference publicity. I have been putting together brochures, information sheets, and generally getting the word out. Thank you to those who have been able to help me.

As for the club meetings these have been emailed to club members by Bruce our president, for the most part I did not advertise them in the local paper and radio as I have done previously.

Happy Caving Wendy

## FINANCIAL REPORT

### STATEMENT OF RECEIPTS AND EXPENDITURE FOR THE YEAR ENDED 28<sup>TH</sup> FEBRUARY, 2011

#### INCOME

2010		2011	2011	2011	2011
		<i>Membership</i>	<i>Buildings</i>	<i>Conference</i>	<i>Sales</i>
<u>Receipts</u>					
5,189.55	Membership Fees	3,577.50			
0.00	Tackle Hire	6.00			
<u>Bank Interest</u>					
14.96	Commonwealth		1.03		
694.50	Bendigo Bank		1,509.65		
<u>Chillagoe Property</u>					
2,880.00	Rent Received		3,280.00		
1,983.00	Camping Fees		2,092.20		
50,000.00	Donations Building Fund		15,000.00		
1,706.16	Donations - Other		5.00		
<u>Fund Raising</u>					
0.00	AGM Auctions		148.00		
0.00	Club BBQ		95.00		
<u>ASF Conference</u>					
0.00	Conference Deposit Monies			11,500.00	
<u>Trading</u>					
342.00	Publications			321.45	
-----		-----	-----	-----	-----
		5,094.18	20,620.20	11,500.00	321.45
		-----	-----	-----	-----
<b>62,810.17</b>	<b><u>Total Receipts</u></b>				<b>37,535.83</b>

#### EXPENDITURE

2010		2011	2011	2011	2011
		<i>Membership</i>	<i>Buildings</i>	<i>Conference</i>	<i>Sales</i>
<u>Less Expenses</u>					
3,872.56	ASF M <sup>s</sup> hip Subs.	1,890.00			
0.00	Incorporation Fees	41.00			
0.00	Stationery & Postages	167.10			
75.00	PO Box Rental	79.50			
0.00	Bank Fees	2.00			
230.00	Website Expenses	840.00			
330.00	Audit Fees	385.00			
0.00	RFDS Donation	300.00			
<u>Subscription</u>					
55.00	ACKMA	55.00			

	<u>Chillagoe Property</u>			
174.60	Council Rates & Water Charges		233.00	
1,010.53	Property Insurance		1,098.24	
539.55	Electricity	944.05		
190.00	Workcover	250.00		
0.00	Mower & Bunk Beds		1,182.30	
0.00	Old School Building Refit		12,385.80	
0.00	Upgrade Water Supply		3,113.45	
6,400.00	Amentities Block		40,201.95	
1,920.00	Caretaker's Costs		1,920.00	
2,186.27	Maintenance		1,233.00	
0.00	Sundry Expenses		215.44	
	<u>ASF Conference</u>			
0.00	Conference Expenses		2,393.39	
	<u>Trading</u>			
495.00	Purchase Books Resale			240.90
0.00	Purchase of ISBN Numbers			125.00
-----		-----	-----	-----
<b>Sub Totals</b>	3,759.60	62,777.23	2,393.39	365.90
		-----	-----	-----
	<b>Receipts less Expenses</b>	1,334.58	(42,157.03)	9,106.61
				(44.45)
<b>\$17,478.51</b>	<b>Total Expenses</b>			<b>\$69,296.12</b>
-----				-----
<b>\$45,331.66</b>	<b>EXCESS OF RECEIPTS OVER EXPENDITURE</b>			<b>(\$31,760.29)</b>

CASH BOOK BALANCE

7,658.99	Opening Balance as at 1 <sup>st</sup> March 2010	52,990.65
45,331.66	Less: Excess of Receipts over Expenditure	(31,760.29)
-----		-----
<b>\$ 52,990.65</b>	<b>TOTAL FUNDS – 28<sup>TH</sup> FEBRUARY, 2011</b>	<b>\$ 21,230.36</b>

BANK RECONCILIATION

8,615.24	28 <sup>th</sup> February, 2011 Commonwealth Bank Balance	14,206.80
70.00	Add: Outstanding Deposits	250.00
-----		-----
8,685.24		14,456.80
874.50	Less: Outstanding Cheques	154.00
-----		-----
7,810.74		14,302.80
45,179.91	Add: Bendigo Bank Account	6,927.56
-----		-----
<b>\$ 52,990.65</b>	<b>TOTAL FUNDS AS ABOVE</b>	<b>\$ 21,230.36</b>

STATEMENT OF ASSETS AND LIABILITIES  
AS AT 28<sup>TH</sup> FEBRUARY, 2011

<b>2010</b>		<b>2011</b>	
	<u>Current Assets</u>		
7,810.74	Commonwealth Savings Bank	14,302.80	
45,179.91	Bendigo Bank	6,927.56	<u>3,071.82</u>
Publications on Hand for Resale (at cost)		<u>3,107.93</u>	
<u>56,062.47</u>	<u>Total Current Assets</u>	<u>24,338.29</u>	

<u>Non-Current Assets (at Cost)</u>		
16,338.97	Clubhouse	16,338.97
3,171.94	Club Tackle	3,171.94
1,262.04	Club Library	1,262.04
230.00	Map Cabinet/Filing Cupboards	230.00
878.00	Photograph Collection	878.00
240.00	Club House Equipment	240.00
50.00	Microwave Oven	50.00
98.00	Card Laminator	98.00
566.70	Water Tank	566.70
6,908.34	Ablution Block	6,908.34
473.49	Fire & Security Equipment	473.49
223.28	Library Cupboard	223.28
795.00	Rangefinder	795.00
415.00	GPS Unit	415.00
928.00	Electric Stoves	928.00
872.00	Freezer	872.00
200.00	S/H Fridge	200.00
158.00	Ceiling Fans	158.00
71.00	First Aid Kit	71.00
323.16	Stretcher	323.16
595.00	Step Ladder	595.00
5,499.00	Fire & Security Equipment	5,499.00
989.50	Bore Pump & Starter	989.50
0.00	Ride On Mower	500.00
0.00	Upgrade Water Supply	3,113.45
0.00	Bunk Beds	682.30
6,400.00	Amentities Block	46,601.95
<u>18,952.05</u>	Accommodation Building	<u>31,337.85</u>
66,638.47		123,521.97
9,449.59	<b>Less: Provision for Depreciation</b>	<u>10,455.09</u>
57,188.88		113,066.88
<u>170,000.00</u>	Land – Chillagoe (at Valuation)	<u>170,000.00</u>
<u>227,188.88</u>	<b>Total Non-Current Assets</b>	<u>283,066.88</u>
<u>283,251.35</u>	<b>Total Assets</b>	<u>307,405.17</u>
	<b>Less: Current Liabilities</b>	
30.00	Prepaid Membership Fees	0.00
0.00	ASF Conference Net Prepayments	9106.61
<u>120.00</u>	Members Key Deposits	<u>120.00</u>
<u>150.00</u>	<b>Total Liabilities:</b>	<u>9,226.61</u>
-----		-----
<b><u>\$283,101.35</u></b>	<b>TOTAL EXCESS OF ASSETS OVER LIABILITIES</b>	<b><u>\$298,178.56</u></b>

#### STATEMENT BY COMMITTEE

**In the opinion of the committee:-**

- (a) the accompanying financial statements of the club for the year ended 28th February 2011 have been drawn up so as to give a true and fair view of the state of affairs of the club at the end of the year and of its results then ended; and
- (b) at the date of this statement there are reasonable grounds to believe that the club will be able to pay its debts as and when they fall due.

Dated at Cairns this 30<sup>th</sup> day of April 2011.

B. Dane (President) .....

P. Bannink (Treasurer) .....

## INDEPENDENT AUDIT REPORT

### Scope

I have audited the attached financial statement comprising Statement of Receipts and Expenditure, Trading Accounts, Profit and Loss Statement & Statement of Assets and Liabilities for the year ended 28th February 2011. The entity's Committee of Management is responsible for the preparation of the financial statements and the information contained therein, and has determined that the basis of accounting used is appropriate to the needs of the members. I have conducted an independent audit of the financial statements in order to express an opinion to members of the Chillagoe Caving Club Inc.(ABN 52 614 187 726).

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respect, the financial statements are presented fairly in accordance with Applicable Accounting Standards and statutory requirements so as to present a view of the entity which is consistent with my understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

### Qualification

Due to the nature of the organization, no adequate system of internal control exists over the receipting of monies and as such, it is not possible to verify that money received by the organization has been accounted for.

### Qualified Audit Opinion

In my opinion, subject to the effects on the financial statements of the matters referred to in the qualification paragraph, the financial statements present fairly in accordance with applicable Accounting Standards and the Associations Incorporation Act (Qld) the financial position of the Chillagoe Caving Club Inc. (ABN 52 614 187 726) as at 28th February 2011 and the results of its operations and cash flows for the year then ended.

Dated at Gold Coast this 30<sup>th</sup> day of April 2011.

K. RIDGWAY F.C.A.

28 Martingale Circuit  
CLEAR ISLAND WATERS QLD 4226

### PUBLICATIONS TRADING ACCOUNT FOR THE YEAR ENDED 28<sup>TH</sup> FEBRUARY 2011

2010		2011
	<b>Sale of Publications</b>	
<b>205.00</b>	<b>Chillagoe &amp; Tower Karsts</b>	<b>69.00</b>
<b>85.00</b>	<b>Other Karsts</b>	<b>40.00</b>
0.00	Undara Publication	195.00
52.00	Other Sales	17.45
<b>3,071.82</b>	<b>Stock on hand 28/2/2011</b>	<b>3,107.93</b>
0.00	<u>Loss on Publications</u>	8.34
-----		-----
\$3,413.82		\$3,437.72
=====		=====
<b>2,858.95</b>	<b>Stock on Hand 1/3/2010</b>	<b>3,071.82</b>
495.00	Purchases	240.90
0.00	Purchase IBSN Numbers	125.00

59.87	Profit Publications	0.00	-----
---			
<u>\$3,413.82</u>		<u>\$3,437.72</u>	
=====		=====	

**PROFIT AND LOSS STATEMENT**  
**FOR THE YEAR ENDED 28<sup>TH</sup> FEBRUARY, 2011**

2010	<u>Income</u>	2011
	<u>Profits</u>	
59.87	Publications	0.00
	<u>Membership Subscriptions</u>	
5,189.55	Club & ASF	3,607.50
2,880.00	Rent Received	3,280.00
1,983.00	Camping Fees	2,092.20
0.00	Equipment Hire	6.00
	<u>Donations</u>	
50,000.00	Building Fund	15,000.00
1,706.16	Other	5.00
709.46	Bank Interest	1,510.68
	<u>Fund Raising</u>	
0.00	Auction at AGM	148.00
	Club BBQ	95.00
-----		-----
<b><u>\$62,528.04</u></b>	<b><u>Total Income</u></b>	<b><u>\$25,744.38</u></b>
	<u>Less Expenses:</u>	
	<u>Publications</u>	
0.00	Loss	8.34
	<u>Club</u>	
3,872.56	Membership Fees ASF	1890.00
0.00	Bank Fees	2.00
0.00	Incorporation Fees	41.00
0.00	Stationery & Postages	167.10
75.00	PO Box Rental	79.50
330.00	Audit Fees	385.00
230.00	Website Expenses	840.00
0.00	RFDS Donation	300.00
55.00	Subscription – ACKMA	55.00
	<u>Clubhouse</u>	
1,010.53	Insurance	1,098.24
174.60	Rates and Excess Water Charges	233.00
539.55	Electricity	944.05
1,920.00	Caretaker's allowance	1,920.00
190.00	Workcover	250.00
2,186.27	Maintenance	1,233.00
1,074.51	Depreciation	1,005.50
0.00	Sundry Expenses	215.44
-----		-----
<b><u>\$11,658.02</u></b>	<b><u>Total Expenses</u></b>	<b><u>\$10,667.17</u></b>
-----		-----
<b><u>\$50,870.02</u></b>	<b>NET OPERATING PROFIT/(LOSS)</b>	<b><u>\$15,077.21</u></b>
-----		-----
<b><u>\$50,870.02</u></b>	<b><u>INCREASE IN NET ASSETS FOR YEAR</u></b>	<b><u>\$15,077.21</u></b>

**Depreciation Schedule for 2011**

<i>Item</i>	Cost	Deprec.	W.D.V.	Addns.		W.D.V.
<i>Purchase Price</i>	<i>Rate</i>	<i>1/3/2010</i>	<i>New</i>	<i>Depn.</i>	<i>28/2/2011</i>	
\$	%	\$	\$	\$	\$	\$
Clubhouse	16338.97	0.00	16338.97	0.00	0.00	16338.97
Club Tackle	3171.94	15.00	435.97	0.00	65.40	370.57
Club Library	1262.04	11.25	150.54	0.00	16.94	133.60
Map Filing Cabinet	230.00	11.25	10.96	0.00	1.23	9.73
Photographs	878.00	0.00	878.00	0.00	0.00	878.00
Club House Equipment	240.00	15.00	7.20	0.00	1.08	6.12
Microwave Oven	50.00	15.00	4.73	0.00	0.71	4.02
Card Laminator	98.00	15.00	11.85	0.00	1.78	10.07
Water Tank	566.70	5.00	290.90	0.00	14.54	276.36
Ablution Block	6908.34	0.00	6908.34	0.00	0.00	6908.34
Fire & Security Equip.	473.49	11.25	161.74	0.00	18.20	143.54
Library Cupboard	223.28	11.25	85.95	0.00	9.67	76.28
Rangefinder	795.00	20.00	166.72	0.00	33.34	133.38
GPS Unit	415.00	20.00	87.02	0.00	17.40	69.62
Electric Stoves (2)	928.00	15.00	510.84	0.00	76.63	434.21
Freezer	872.00	15.00	590.64	0.00	88.60	502.04
S/H Fridge	200.00	15.00	144.50	0.00	21.67	122.83
Ceiling Fans (3)	158.00	20.00	33.14	0.00	6.63	26.51
First Aid Kit	71.00	15.00	35.44	0.00	5.32	30.12
Stretcher	323.16	15.00	157.65	0.00	23.65	134.00
Step Ladder	595.00	11.25	405.55	0.00	45.62	359.93
Fire & Security Equip	5499.00	11.25	3705.42	0.00	416.86	3288.56
Bore Pump	890.50	10.00	643.80	0.00	64.38	579.42
Pump Starter	99.00	10.00	70.96	0.00	7.10	63.86
Ride On Mower	0.00	15.00	0.00	500.00	68.75	431.25
Water Supply Upgrade	0.00	0.00	0.00	3113.45	0.00	3113.45
Bunk Beds	0.00	10.00	0.00	682.30	0.00	682.30
Accomm Building	18952.05	0.00	18952.05	12385.80	0.00	31337.85
Amentities Block	6400.00	0.00	6400.00	40201.95	0.00	46601.95
	<b>66638.47</b>		<b>57188.88</b>	<b>56883.50</b>	<b>1005.50</b>	<b>113066.88</b>
Add: Additions	56883.50					
<b>Totals</b>	<b>\$123,521.97</b>		<b>\$57,188.88</b>	<b>\$56,883.50</b>	<b>\$1,005.50</b>	<b>\$113,066.88</b>

**Total of Depreciation & write-offs to 28/2/2011**

**\$10,455.09**

**Provision for Depreciation at 28/2/2011**

**\$10,455.09**

# ASF CODE OF ETHICS

Adopted 1992

## **1. Introduction**

- 1.1 Recognising their primary aim of protecting the caves and karst of Australasia, cavers will actively promote cave conservation and sound management practices through example, education, advice and training.
- 1.2 This code establishes a minimum standard of caving practice.
- 1.3 Higher standards may be required by management authorities for particular caves or karst regions, in which case those standards will be adhered to.

## **2. Toward Landowners and Management Authorities**

- 2.1 Landowners, tourist guides and any person representing a management authority will be treated with courtesy and respect.
- 2.2 All caving parties must have specific or tacit approval from the landowner and / or management authority before entering any property or reserve, must follow only agreed routes and must not visit forbidden areas.
- 2.3 The prevailing procedures regarding gates on properties and reserves will be followed, and care taken to cause no damage to stock, crops, equipment or landscape features. In short, leave as found.
- 2.4 All parties will be as self sufficient as possible and will not presume on the good will of landowners and/or management authorities for water, supplies or assistance.
- 2.5 Where the cave entrance has been blocked by the landowner and/or management authority, it will be re-blocked after use, or, with the landowner and/or management authority's permission more appropriate protection installed unless the landowner and/or management authority otherwise instructs.
- 2.6 No gate will be installed at or in a cave unless approved by the landowner and/or management authority and arrangements are made for key security. Any gate must have an accompanying sign giving reasons for gating and access conditions unless the landowner and/or management authority otherwise instructs.
- 2.7 No cave excavation, including the use of explosives, will be undertaken without the permission of the landowner and/or management authority and/or management authority and the society committee, and only after an assessment of the environmental effect.

## **3. Toward Caves**

- 3.1 Camping will not occur in a cave, unless absolutely necessary to achieve a specific speleological or conservation objective.
- 3.2 Caving activity must be conducted in a manner responsible to the cave environment, taking particular care to avoid damage to speleothems, sediments, biota and other natural phenomena. The maximum size of any party should be limited to that which provides the best quality of experience or achieves specific aims.

- 3.3 Cave entrances and passages should not be excavated/enlarged, including the use of explosives, water levels in sumps should not be modified and stream flows should not be diverted, until all possible effects are assessed and the appropriate permission gained. Any modification must be the minimum required.
- 3.4 Established marked routes must be used, single tracks should be followed and care taken to avoid needless deposition of mud. Mud-throwing or modeling is unacceptable.
- 3.5 All human introduced wastes must be removed from the cave and disposed of properly.
- 3.6 Cavers will not smoke in any cave.
- 3.7 Caves must not be disfigured by unnecessary marking (including 'direction arrows'). Entrance tags and survey marks should be small and inconspicuous.
- 3.8 Disturbance should not be caused to any biotic community. No disturbance should be caused to maternity or over-wintering roosts of bats. Collection of specimens will be kept to the minimum required for study purposes only.
- 3.9 The technique, agent and justification for air or water flow-tracing experiments should be chosen to minimise environmental impact and must be approved by the relevant authorities and the society committee.
- 3.10 Explosives should not be used inside a cave or at the entrance unless absolutely necessary, and then only with the permission of the landowner and/or management authority and the society committee, and only after an assessment of the environmental impact.

#### **4. General**

- 4.1 Recognised codes for minimum impact camping will be observed with particular emphasis on complete removal of rubbish and, wherever possible, avoidance of camping on karst catchment areas.
- 4.2 Reports on speleological work and caving activities are to be honest and accurate, avoiding sensationalism or exaggeration.
- 4.3 Any published work must acknowledge other people's contributions to the work, either as clubs or individuals, published work or personal communication.
- 4.4 Consideration should be given before publishing an article disclosing a cave's location, as to its intended audience, the wishes of the landowner and/or management authority, and the subsequent effect on the cave.
- 4.5 When visiting an area frequented by another society, the club or party will co-operate fully with that society.
- 4.6 Disputes will be conducted in a restrained and responsible manner.

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# ASF MINIMAL IMPACT CAVING

1995

***“What we have now is all there will ever be - conserve Australia’s Caves”***

## Introduction

The need for a Minimal Impact Caving Code (MICC) has evolved over many years as cavers have realised the impact that they have on caves. That impact is so diverse and varied that it has become necessary to devise a caving code that ensures that cavers are aware of the measures that are necessary to reduce their impact on caves.

To those of you who have just become Australian Speleological Federation (Inc) (ASF) members it is important that you understand that a MICC IS necessary because cavers are one of the major sources of damage to caves. Read the MICC carefully and apply it to all of your caving - it will not completely stop cavers damaging caves but it will certainly reduce their impact on the cave environment. This MICC was devised by cavers FOR CAVES - please assist the Caves of Australia by using these simple MIC techniques. This MICC should be used in conjunction with the ASF Code of Ethics.

## General

This code is divided into two sections. One relating to the exploration of a newly discovered cave or section of cave and the other relating to general cave visitation.

The following practices may fall into both sections and may be modified depending on the type of cave being visited. It should be stated that we are discussing here a code which will ensure that cavers have a minimal impact on the cave they are visiting. In many instances the practices may not apply as the impact that cavers have, may be minuscule, compared to the impact of flooding of the entire cave, for example. These practices are generally intended to apply in caves where cavers are likely to have a detrimental impact on the cave purely by entering the cave.

In-cave marking refers to the use of a variety of materials to define tracks, routes and barricades in a cave. These measures should be taken to protect sensitive areas, confine caver foot damage, make cavers aware that a sensitive (it may be an unobvious cave animals’ territory) area exists.

**THERE ARE NO EXCEPTIONS TO THIS CODE - SURVEYORS, PHOTOGRAPHERS, SCIENTISTS, EXPLORER’S ETC ARE ALL SUBJECT TO THIS CODE.**

## General Cave Visitation

1. Remember **EVERY** caving trip has an impact. Is this trip into this cave necessary? If it is just for recreation, is there another cave that is less vulnerable to damage that can be visited? Make this assessment depending on the purpose of your visit, the size and experience of the proposed party, and **IF THE TRIP IS LIKELY** to damage the cave.
2. Where possible the party leader should have visited the cave previously and hence should be aware of sensitive features of the cave, the best anchor points, and generally reduce the need for unnecessary exploration.
3. Cave slowly. You will see and enjoy more, and there will be less chance of damage to the cave and to yourself. This especially applies when you are tired and exiting a cave.

4. If there are beginners on a trip, make sure that they are close to an experienced caver, so that the experienced caver can help them when required, e.g. in difficult sections. Ensure that the party caves at the pace of the slowest caver.
5. Keep your party size small - 4 is a good party size.
6. Cave as a team - help each other through the cave. Don't split up unless impact is reduced by doing so.
7. Constantly watch your head placement AND that of your party members. Let them know before they are likely to do any damage.
8. Keep caving packs as small as possible or don't use them in sensitive caves or extensions.
9. Ensure that party members don't wander about the cave unnecessarily.
10. Stay on all marked or obvious paths. If no paths are marked or none is obvious - define ONE!
11. Learn to recognise cave deposits or features that may be damaged by walking or crawling on them.

Examples are:- Drip Holes, Stream Sediments, Paleo soils, Soil Cones, Crusts, Flowstone, Cave Pearls, Asphodilites, Bone material, Potential Archaeological sites, Cave Fauna, Coffee & Cream, Tree Roots

12. Take care in the placement of hands and feet throughout a cave.
13. Wash your caving overalls and boots regularly so that the spread of bacteria and fungi are minimised.
14. If a site is obviously being degraded examine the site carefully to determine if an alternative route is possible. Any alternative route MUST not cause the same or greater degradation than the currently used route. If an alternative is available suggest the alternative route to the appropriate management authority and report the degradation.
15. Carry in-cave marking materials while caving and restore any missing markers. Tape off sensitive areas you believe are being damaged and report the damage to the appropriate management authority.
16. If it is necessary to walk on flowstone in a cave remove any muddied boots and or clothing before proceeding OR DON'T PROCEED! Sometimes it is better to assess the situation and return at a later date with the appropriate equipment.
17. Treat the cave biota with respect, watch out for them, and avoid damaging them and their "traps", webs, etc. Also avoid directly lighting cave biota if possible.
18. If bone material is found on existing or proposed tracks it should be moved off the track to a safer location if at all possible. Collection should only be undertaken with appropriate permission.
19. If you eat food in a cave ensure that small food fragments are not dropped as this may impact the cave biota. One way is to carry a plastic bag to eat over and catch the food fragments. This can then be folded up and removed from the cave.

20. Ensure that all foreign matter is removed from caves. This includes human waste. If long trips are to be made into a cave, ensure that containers for the removal of liquid and solid waste are included on the trip inventory.
21. When rigging caves with artificial anchors, e.g. traces, tapes, rope etc, ensure that minimal damage occurs to the anchor site by protecting the site. For example protect frequently used anchors, e.g. trees, with carpet, packs, cloth, etc. Bolts should only be used where natural anchors are inappropriate.
22. **CAVE SOFTLY!**

## **New Cave or Extension Explorations**

1. The existing microbiology of the new cave, both fungi, bacteria, and a world of protozoa, will almost certainly be irreversibly contaminated on the first trip into the cave! If you consider cave microbiology has not been investigated in the area of this new cave, if cave microbiologists are available, then please consider including them on initial explorations so that they may collect uncontaminated samples.
2. Do not enter the new area if you do not have the equipment required to undertake the minimal activities. Surveying equipment and in-cave markers.
3. The minimal activity should be in-cave marking and surveying. Not purely exploration.
4. Ensure that all alternative routes are examined, by completing the cave survey, prior to crossing sensitive areas. It may not be necessary to enter some areas as they can be bypassed.
5. Having determined that a sensitive area is to be crossed it should ALWAYS be marked. Reduce future damage by defining a distinct, minimal width track.
6. Discuss in-cave marking within the party and ensure that all ideas are evaluated before marking is undertaken.
6. **CAVE SOFTLY!**

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*ASF Risk Management Policy for Member Activities*

*January 2007*

## **Risk Management Policy for Member Activities**

ASF Members running caving trips and other activities have an obligation to establish appropriate risk management procedures and implement the ASF risk management policies for those trips and activities.

This policy document is a series of principles. It is not a set of specific procedures. These should be developed by the member clubs and Special Interest Groups (SIG), to suit their specific risk management needs and conditions.

### **Risk Management and the ASF focus**

Club activities are generally organised through the Corporate Member Clubs, Provisional Member Clubs or Special Interest Groups (SIG). Specific procedures and protocols for Risk Management are developed and implemented by the club, using the ASF Risk Management Policy as a guide.

All ASF speleological trips are expected to have in place a risk management procedure incorporating the principles set out in this policy. ASF members will aim to minimise incidents arising from risk and manage risk so that incidents, particularly ones involving injury, are minimised. Activities that involve natural environments such as caves and karst surface environments have many hazards (see Table 1). The ASF accepts that it is impossible to completely remove risks. This policy requires that clubs, leaders and members assess the risks and give members advice on managing them.

This policy applies to all speleological events which are organised and run by ASF members, including but not limited to; ASF conferences, speleological trips, photography trips, cave diving trips, exploration trips, beginners trips, expedition trips, training and sporting trips (e.g. "Speleosports" events).

### **Relationship to the ASF Codes and Guidelines.**

Procedures are to be developed by ASF members to suit their specific risk management needs and conditions. Members should refer not just to this policy and its guidelines, but should consider all other ASF codes and guidelines, such as the ASF Safety Guidelines, the ASF Leadership Scheme, ASF Free Diving Codes and other codes in the development of their own risk management procedures. Note that it is a requirement that all clubs subscribe to the ASF Code of Ethics and conservation and Minimum Impact Caving Code.

### **Aspects of Risk Management**

Five broad aspects should be considered in the management of risk that members need to incorporate into their procedures;

- Risk Assessment
- Leadership
- Participant Experience
- Safety (including equipment maintenance and assessments)
- Accident/Incident responses

Only when all five aspects are considered is effective Risk Management achieved, even if an outcome is not positive.

### **Risk Assessment**

A hazard is a source of potential risk or a situation with the potential to cause injury, loss of life or property damage.

Risk is the chance of something happening that will have a negative impact upon the group's collective trip objective/s. For the individual it is the potential for physical harm, or the loss of something of value. Risk is measured in terms of consequences and likelihood.

An accident is an event that causes death, endangers or threatens life, property or the environment. An incident is a near miss.

Incident response can be defined as measures taken during and immediately after an incident to ensure its effects are minimised. The level of any response may vary from an internal group response, to a local basis, or be nationwide.

Risk management practices are the engagement of measures that positively modify the characteristics of hazards, communities and environments to reduce the level of risk. Caves are natural places and we have little control over the conditions of the environment, but we can prepare ourselves so that the risk level becomes acceptable in most cases. When organising activities Trip leaders must assess the likelihood of particular risks and put into place procedures to minimise these risk.

Table 1 is an indicative list of examples of common physical hazards related to caving activities that may be applicable to particular trips. All caving areas are unique and may present other hazards not listed. Clubs that frequently visit an area may assume a greater role in sharing their knowledge of particular risks within that area and are a good resource in finding out information relating to particular considerations (e.g. flooding danger, cave temperatures). The ASF Safety Guidelines may help to identify areas that require assessment of risk and modification.

<i><b>Hazard</b></i>	<i><b>Related to</b></i>	<i><b>Description</b></i>
Falls	Slippery surfaces or collapsing false floors or loose surfaces	These often occur and can range from minor cuts, scratches, bruises and grazes to more serious injuries.
Laceration	Sharp Limestone surfaces.	The surface karst may cause injuries if a walker slips and falls.
Floods	History, catchment and weather forecast.	After severe storms or tropical cyclones the creeks and rivers can be flooded for some time, isolating the area and flood caves.
Rock falls	Identified unstable breakdown areas.	Are a concern in caves either from earthquake movement or by stepping onto loose rocks
Exposure- Heat	Walking under the hot Sun.	Sunstroke and heat exhaustion are possibility if walkers are not fit, carry insufficient water and spend too long in the sun.
Hypothermia	Exposure to the Cold.	Hypothermia is a serious condition that can occur in cold caves where it is likely that participants will get wet.
Surface and in cave navigation problems	Inexperience	Lost caver/s in or out of the cave are possibility if they lose their map or are new to the area and fall behind those who know the area.
Exhaustion from Foul Air	Especially but not exclusively Carbon Dioxide (CO <sub>2</sub> )	High concentrations of CO <sub>2</sub> in cave atmospheres can reduce a caver's ability to move and react effectively. The higher the level the more negative the impact on the caver.
Dehydration and hunger	Being unprepared.	Dehydration can occur quickly and without warning, and has the potential of causing harm to a person through shock. Hunger contributes to exhaustion.
Stings, bites, disease	Examples include bees, spiders, snakes, histoplasmosis	Bites etc near cave entrances or in caves can cause objectives to be reduced
Severe Falls, becoming lost	Equipment failure	Equipment failure can result in serious incidents.

**Table 1:** A list of some hazards found in caving. **It is not exhaustive or applicable to all situations.**

### **ASF Member Responsibilities**

All ASF member clubs and SIGs are expected to undertake risk assessment and management according to the procedures developed by their club or SIG organising the trip.

The ASF Safety Guidelines specifically state, *“Risks can be reduced to acceptable levels but never eliminated. The way to minimise risks is to undertake caving with an attitude of self-reliance, responsibility and preparedness. In practical terms this means careful planning, competent organisation, appropriate provisioning and thorough training.”*

For trip leaders, risk management starts at the planning stages of a trip. Clubs and SIG's are required to adopt strategies for their Trip leaders so that they may undertake risk management decisions based on reasonably foreseen circumstances throughout the course of an activity.

## **Policy Principles**

1. Risk Management procedures developed by Clubs and Special Interest Groups must comply with the ASF Cave Safety Guidelines, Code of Ethics & Conservation, Minimal Impact Caving Code, ASF Cave Diving Code of Practice and may use the ASF Caving Leadership Scheme as a general guideline.
2. All ASF Trip leaders are expected to undertake risk management according to the procedures developed by the club organising an activity. Clubs are expected to have procedures in place for managing risk.
3. Club trips and activities require a suitably experienced leader, accredited by the club according to its leadership procedures.
4. Participants must be made aware of what risks are involved. Those with less experience will require more guidance on what to expect and how to prepare themselves. Communication is part of responsible leadership. Trip leaders should be prepared to adjust trip objectives to suit the capabilities of participants. Ideally this should occur prior to entering a cave.
5. Participants also have the responsibility to communicate any concerns they may have to the Trip leader, for example, any medical conditions that may impact on the trip. In the case of minors it is the responsibility of that minor's guardian to provide this information.
6. Trip leaders and members who accompany minors on caving activities should be aware of the extra risks involved. Trip leaders may request that the minor be accompanied by an adult and seek consent from their parent or guardian.
7. All participants must be aware of what the incident response plan entails for the proposed activity.
8. Incident reporting can be valuable in increasing knowledge and refining club processes. The ASF has an incident reporting form, which is used for the purpose of determining statistically what is likely and what future safety foci should be. This form, which is available on the ASF web site [www.caves.org.au](http://www.caves.org.au), should be used to report incidents.

Note: The term "Trip leader" in this document can refer to the chief organiser of any activity

# CHILLAGOE CAVING CLUB INC.

## MEMBER INFORMATION MANUAL



**Authorised by the Chillagoe Caving Club Inc. Management Committee**

**ISSUED JUNE 2000.**

# Membership Information Manual

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## **Member Information Manual**

### **1. WELCOME**

Welcome to the Chillagoe Caving Club Inc.

This Information Manual is intended to be a reference source for Members and for persons contemplating joining the Club. It provides information on matters that may affect Members during their time in the Club. While the information is not entirely comprehensive we have endeavoured to include those matters that are important for Members to know. Some matters are derived from hard experiences and we would hope that Members can benefit from our previous experience merely by reading and taking note of the information included.

### **2. THE CLUB**

The Chillagoe Caving Club was founded in April 1973 when a group of eighteen people met in Chillagoe to consider formation of a Club. In 1984 the Club was Incorporated under the Queensland Associations Incorporation Act of 1981 and became the Chillagoe Caving Club Inc.

The Club was established to promote the sport of caving, to provide a pool of equipment and information for the use of Members and to encourage cave conservation through minimal impact caving practices of its Members. We have also encouraged Members to take an interest in the scientific side of caving and this has resulted in scientists from around the world working with our Members who are often able to help because of our wide knowledge of the caves of the area.

The Club became an Associate member of the Australian Speleological Federation soon after formation, but resisted becoming a full ASF Member until 1996 when it decided to become a Member to provide members with Public Liability Insurance which was then only available at reasonable cost through full membership of the national association.

### **3. GET INVOLVED**

You will find that when you become involved in the Club's activities you will get most out of the Club. It seems that the more effort you put into the Club activities the more you will enjoy them. Initially you will gain enjoyment through learning from others and then as you gain experience you will then find great satisfaction in helping newer Members to acquire similar knowledge and skills.

If you have special skills use them for the benefit of the Club as this will make the Club more effective. There are all sorts of jobs in the Club where you can help and by doing so extend your skills and experience. Not all of us are interested in leadership of the Club, but often we are unaware of these skills until we take on the responsibility. So consider taking on jobs for the Club in an official capacity or just offer to do jobs where you see the need.

We hope that you gain from your membership of the Club and that you learn skills and knowledge through your involvement and remain with us for many years of enthusiastic, happy and safe caving.

### **4. BECOMING A MEMBER**

When you complete an application for membership and pay the appropriate fee you become a 'Novice'. This entitles you to most of the advantages of membership for a trial period of six months. During this time you are involved in caving and other Club activities. This allows you to

## **Member Information Manual**

decide whether you do really wish to become a Member of the Club and also lets the Club Members assess you for your compatibility with the aims and objectives of the Club. It needs to be a mutual acceptance.

To become a full Member you need to apply after the trial period and have two other Members certify that you have met the qualifications for Member as set out in the Rules for Admission as Members which is included as an attachment in this Manual. The Management Committee has the final decision on all admissions to Member.

### **5. CLUB FEES**

The Club's financial year ends on 28th February each year so Annual Membership Fees become due on the 1st March. Members are requested to pay these fees as soon as possible thereafter as the Club needs this money to operate. Also, unless your fees are paid, you are not a financial Member and that could leave you in an uncertain legal situation particularly with regard to insurance cover.

Fees for membership of the ASF and the insurance premium for Public Liability Insurance are included in the Club's Annual Membership Subscription. The ASF membership thus gained is recognised throughout caving circles in Australia and overseas, so is of benefit if you want to visit caves elsewhere. You also get the journal of the ASF, The Australian Caver, which is of interest and it keeps you up to date on news about caving throughout the country.

Details of Membership Subscriptions and other fees are provided with our Membership Application Forms and are also printed in the Annual Report, which is mailed to all members of the Club by the end of March each year.

### **6. ANNUAL GENERAL MEETING**

The Club normally holds its Annual General Meeting in Chillagoe on the long weekend in late April or early May each year when it receives reports from the Office Bearers and elects the Management Committee and other officials that run the Club between General Meetings.

Prior to these meetings an Annual Report is issued which contains notice of the meeting and any special motions for which notice is required together with reports by Office Bearers on the year's achievements. Usually the Minutes of the last Annual General Meeting and the Agenda for the forthcoming Meeting are included with a list of Members and details of Club fees.

### **7. REGULAR CLUB ACTIVITIES**

Between Annual General Meetings the Club holds regular caving weekends for Club Members. Information sessions regarding club updates will be shared during these events as well as club maintenance working bees.

These will be held in Chillagoe or other specified caving areas. Exact information on these events is given in the Newsletter. These weekends will vary in their purpose and are intended to assist members to improve their caving knowledge and skills and also to discuss matters that affect the running of the Club. These events are unofficial or social gatherings and no formal minutes are kept. They do, however, aid the Management Committee in running the Club as the Management Committee can gauge the attitude of Members to matters on which they need to make decisions.

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### **8. NEWSLETTER**

Club newsletters are mailed, or emailed, to Members to keep them in touch with the Club and its planned activities. Information that Members should be informed about is included. These newsletters are sent out at intervals of one to three months depending on the need for this communication. Members are invited to contribute short articles for publication. These can be on recent trips with interesting discoveries, new caving techniques or even requests for information or advice on caving matters. We would even welcome short letters to the Editor!

### **9. THE INTERNET**

The Club has an Internet Site ([www.chillagoecavingclub.org.au](http://www.chillagoecavingclub.org.au)) to be used as a means of communication between the Club and its individual members. This site will also allow other cavers from elsewhere in Australia and overseas to see what the Club is, what it does, future trips planned etc. and will enable them to contact the Club and join in on planned activities. Some information will also be included on caving areas we have in this region, the types of caves found and the arrangements for access. For our Members the site will contain membership information, planned trips and other events, training matters, etc.

### **10. INSURANCE**

Through its membership of ASF the Club has access to a Public Liability Insurance Policy which has been arranged on a national basis to cover individual ASF Members, property owners of land on which Members cave or have other activities and also our Club and any of its activities. We contribute to this Insurance Policy through our Club Membership Subscription and the Club and its Members each obtain Corporate Membership of ASF and insurance.

The Policy has an excess of \$1000. In most cases the Club expects that it would meet this cost. However, particularly where the Management Committee was of the opinion that the Member(s) concerned was grossly careless or negligent, the Club reserves the right to recover this excess from the person(s) responsible.

### **11. TRIP LEADERS**

Every caving trip must have an acknowledged Trip Leader. The attached CCC Safety Guidelines (Clause 4) details the Club's attitude to the Trip Leaders.

For caving parties that include Novices or Guests (without recognised caving experience) an authorised Trip Leader (assessed under the Club's Trip Leader Scheme as qualified for the grade of trip being attempted) must be in charge of the trip. There are two grades of Trip Leader. The first grade is the Trip Leader for caves where no Single Rope Techniques (SRT) is used. A further grade of trip Leader requires skill in SRT caving.

For further information on Trip Leader Training or to gain qualification as a Trip Leader contact members of the management committee.

The Trip Leader must obtain the permission of the landowner for the trip. He/she should also complete a Trip Sheet and send it to the Secretary. It is important for the Club to maintain a record of trips made.

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### **12. SAFETY**

In addition to the CCC Safety Guidelines attached to this Manual there are several obvious safety precautions all Members need to make. While these are just commonsense, they can be vital to your safety.

- A. Never assume that everything is right. Always check knots, equipment, rigging, anchorages etc. and even that the rope or ladder reaches the bottom of the pitch. Your life could depend on this check.
- B. Always tell a reliable person where you are going caving and record your trip on the chalk board at the club house including expected time of returning. Don't forget to rub off your trip when you return.
- C. Carry an emergency source of light and spare light bulbs if you don't use LED's.

There is always debate about size of caving parties. The Club's Safety Guidelines recommend a minimum of four in any party. However, the size of party is dependent on the experience of the participants and also on the difficulty of the cave. Large parties are not favored as they can cause more damage to the cave, are more prone to accidents at pitches and movement through a cave with pitches is badly inhibited.

It is acknowledged that cavers can cave safely with smaller parties. However, if an accident occurs the risks to those injured can be very high. Cavers with experience must carefully weigh these risks and each member of the party must be prepared to accept them before caving with less than the recommended minimum.

The Trip Leader is responsible for ensuring that there is a trained first-aider (or person with at least equivalent knowledge) in the party. Cavers should carry a small first aid kit that is readily available. A full first aid kit should be available near the cave.

In Chillagoe, for accidents beyond the capacity of the party to handle, advise the Clubhouse. If there is no one there, then report to the Police or QPWS who will provide help. On caving trips always carry water and also snacks to eat as you go.

If you feel uncertain that you can handle a pitch ask for a hand line, a ladder or some assistance. Cavers will support any such request as good sense – far better for everyone than a party member attempting things beyond his/her experience and then having an accident.

Persons under the influence of any drug/alcohol (including the morning after effects) are not to be taken caving.

### **13. LOG BOOKS**

Cavers should have a personal log book to record trips made and should detail the date, the cave, the area, the party, time underground and any other matters that the Member wishes. Some members record bats and swiftlets, snakes, other wildlife and damage to the cave that they notice. This log book is useful as a reference and also helps prove your experience with the Club.

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### **14. CAVE TAGGING**

You may find a new cave while with the Club. The Club follows accepted ASF practice and fix a metal label tag on the cave entrance of each new cave found. This is placed in a position where it will be easily seen on the normal approach to the cave and otherwise at chest height on the left-hand side of the entrance.

The Club has several bags of tagging gear with a drill, plugs and screws. Labels are held at the Clubhouse. When you have tagged your cave you also need to complete a tagging report and pass it to the Survey and Records Keeper so that it can be officially recorded.

The Tagging Officer makes and holds the supply of tags for caving areas in Far North Queensland.

### **15. CLUBHOUSE**

The Club has a lease of 2 hectares of land in Chillagoe township, which contains a Clubhouse for use by Members and their guests. There is a Caretaker.

Facilities include dual shower/toilet, kitchen (with stove, microwave, refrigerator, freezer, sink and some storage), barbecue and sleeping shelter. There are also areas suitable for camping.

The Club has adopted a Protocol for the Clubhouse that lists responsibilities of the Club's Caretaker and also those of Members. The Clubhouse Protocol is attached to this Manual.

### **16. CLIMBING CALLS**

On a cave pitch it is sometimes necessary to use a safety line to assist a caver to climb down or up the pitch. On a cave ladder, a safety line must be used. When a person at the top controls the safety line it is called belaying. This person must be securely anchored at the top of the pitch so that s/he can hold the shock weight of the climber should s/he fall. Frequently the two people involved cannot see each other and often there is difficulty even hearing calls from the other. For this reason special calls, which are less able to be confused with each other, have been adopted. These calls are set out in the CCC Safety Guidelines (Clause 8), which is attached to this Manual. Cavers must become familiar with these and learn to use them.

Calls should be made loudly and clearly and in the direction of the other party involved to achieve communication.

The call "Below" is used when anything falls in a cave. This gives persons below the falling object some chance of dodging it. However, cavers below should not look up but quickly get under shelter or well away from the pitch. It should be noted that it is unwise for cavers waiting at the top and bottom of any pitch to be where they can knock things over or be hit by falling objects. Move away to a safe distance. This also helps reduce the effect of chatter on the communication between the climber and his delayer.

### **17. CAVE ETHICS AND CONSERVATION**

The Club Constitution (Clause 14) indicates that Members must act in accordance with the Code of Ethics of the ASF which is available on the ASF internet site. Members should make

## Member Information Manual

themselves familiar with the whole Code and apply it in their caving. The sections of this Code particularly relevant to this Club are as follows:

2.2 All caving parties must have specific or tacit approval from the landowner and/or management authority before entering any property or reserve, must follow only agreed routes and must not visit forbidden areas.

2.3 The prevailing procedures regarding gates on properties and reserves will be followed, and care taken to cause no damage to stock, crops, equipment or landscape features. In short, leave as found.

2.4 All parties will be as self sufficient as possible and will not presume on the good will of

landowners and/or management authorities for water, supplies or assistance.

3.2 Caving activity must be conducted in a manner responsible to the cave environment, taking

particular care to avoid damage to speleotherms, sediments, biota and other natural phenomena. The maximum size of any party should be limited to that which provides the best quality of experience or achieves specific aims.

### 18. MINIMAL IMPACT CAVING CODE

The ASF introduced this Code in 1995 subsequent to the adoption of our Constitution that naturally does not mention it. However, as Club members, we are also ASF Members and are obliged to take note of this Code as well. Members should become familiar with the whole Code and apply it in their caving. This Code is also available on the ASF internet site. The sections of this Code particularly relevant to this Club are as follows:

#### General Cave Visitation

2. Where possible the party leader should have visited the cave previously and hence should be aware of sensitive features of the cave, the best anchor points, and generally reduce the need for unnecessary exploration.

3. Cave slowly. You will see and enjoy more, and there will be less chance of damage to the cave and to yourself. This especially applies when you are tired and exiting a cave.

4. If there are beginners on a trip, make sure that they are close to an experienced caver, so that the experienced caver can help them when required, e.g. in difficult sections. Ensure that the party caves at the pace of the slowest caver.

6. Cave as a team – help each other through the cave. Don't split up unless doing so reduces impact.

7. Watch your head placement AND that of your party members. Let them know before they are likely to do any damage.

9. Ensure that party members don't wander about the cave unnecessarily.

10. Stay on all marked paths. If no paths are marked or none is obvious – DEFINE ONE!

11. Learn to recognise cave deposits or features that may be damaged by walking or crawling on them.

16. If it is necessary to walk on flowstone in a cave remove any muddy boots and or clothing before proceeding OR DON'T PROCEED.

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### New Cave or Extension Explorations

1. The existing microbiology of a new cave, both fungi, bacteria, and a world of protozoa, will almost certainly be irreversibly contaminated on the first trip into a cave! If you consider cave microbiology has not been investigated in the area of this new cave, if cave microbiologists are available, then please consider including them on initial explorations so that they may collect uncontaminated samples.

Cavers need to become aware of the fragile nature of the cave environment and avoid damage as far as possible. Care needs to be taken with all parts of the cave to avoid damage. This needs to include the living things in the cave - the flora and fauna.

Limestone formations are particularly fragile and any damage sustained takes almost an eternity to re-grow. Broken formations do not enhance the appearance of the cave or the reputation of cavers who damage them –even accidentally.

Another feature of many of our caves is the dusty conditions we often encounter, also guano piles. Care should be taken to avoid stirring up dust on floors and also guano dust. Remember that guano dust can carry the spores of Histoplasmosis and in certain conditions these can grow in your body, with serious consequences. Dust can also settle on formations and this leads to discolouration and consequent damage.

### **19. QUEENSLAND PARKS AND WILDLIFE SERVICE (QPWS)**

The Club has a good working relationship with QPWS. Over the life of the Club we have produced a considerable amount of information on caves which is of value to the Department for planning purposes but which they would not be able to produce for some considerable time. Some Members have at times aided the Department's Officers in practical ways with design of walkways, installation of lighting, planning for additional National Parks, management planning of cave areas etc. The Department have assisted the Club with information and even printing costs.

The Department need to know when we are caving on the National Park areas as this is necessary planning statistical data. Also, they are the management authority and under the ASF Code of Ethics we have an obligation to seek their consent before entering the caves on National Parks.

The following caves at Chillagoe are in National Parks:

Tower	Caves
Con	all
Donna	all
Eclipse	Eclipse (Sycamore's) only
Markham	Markham only
Piano	all
Queenslander	all
Ramparts	all
Royal Arch	all
Ryan Imperial	Ryan Imperial only
Spring	western part only
Tall Tree	all
Ti-Tree	all
Tower of London	all
Walkunders	all

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### 20. ROOKWOOD STATION CAVES (CHILLAGOE REGION)

We have been asked by Rookwood Station not to cave on their property until they again give us permission. We must respect their wishes and stay off the property. The towers involved are as follows:

Conference	Ellis Rowan	Heffernan
Higgins	Jack	J. Wilde
Katie Breen	Moffat	Newell
Needle Eye	Pollard	Trehanan

### 21. OTHER CAVING AREAS IN OUR REGION

There are limestone caves in the Far Northern Region of Queensland as follows:

Broken River	This area is in the Greenvale area and our Townsville Members cave there. Any access should be arranged through Alan Cummins
Christmas Creek	Three large outcrops 50km NE of Broken River. The owners of Christmas Creek Station have asked not to cave on their property.
Kings Plains	This Station contains a small limestone outcrop with a few caves.
Mitchell Palmer	These are on Bellevue, Mt. Mulgrave and Palmerville Stations. Access is not permitted on Mt. Mulgrave and Palmerville Stations.
Mt. Consider	A small limestone outcrop (now a limestone quarry/mine) near the head of the Mitchell River and close to Mt. Molloy. The limestone is cavernous but the quarry has encroached too close to the caves and the outcrop is now considered too dangerous to cave in. Access is very difficult as the area is a working mine.

There are Lava tubes in the Mt. Surprise area as follows:

Undara	These are accessed through Undara Lodge through whose property the best access passes. They are on a National Park so permission of QPWS is also required.
Murronga	These are on Spring Creek Station. Lava caves are located on an extension to the Undara National Park so permission of QPWS and traversing across Lava Plains Station is required.
Kinrara	This area is difficult to access as there are few tracks to the lava flow. The whole area is now part of Kinrara National Park so permission is required from QPWS, in addition to traversing across Lava Plains and Kinrara Stations.

### 22. ADDRESS LIST

The Club maintains a list of Members, their postal and street address, telephone numbers (home, work, mobile and Fax) and email address. Should you need to change any of these items please remember to advise the Management Committee so that our records will let us keep in contact with you when necessary.

## Constitution and Rules

Approved by CCC AGM May 2002  
Approved by Office of Fair Trading 15/6/2002  
(Incorporation No IA00458 Document No 2581675)

### 1. NAME

The name of the incorporated Association shall be the "CHILLAGOE CAVING CLUB INC." and in these Rules and Constitution called "the Club".

### 2. OBJECTS

The objects of the Club shall be to bring together people who share an interest in exploring and studying caves and to provide a pool of equipment and information for their use. It shall encourage cave conservation and use of proper caving and safety techniques and further the exploration and documentation of caves especially in the Chillagoe area.

### 3. POWERS

The powers of the Club shall be:

- (i) To take over the funds and assets and liabilities of the present unincorporated Association known as the Chillagoe Caving Club.
- (ii) To subscribe to, become a member of and co-operate with any other association, club or organisation, whether incorporated or not, whose objects are altogether or in part similar to those of the Club provided that the Club shall not subscribe to or support with its funds any club, association or organisation which does not prohibit distribution of its income and property among its Members to an extent at least as great as that imposed on the Club under or by virtue of Rules 12(v) and (vi)
- (iii) To do all such other things as are incidental to or conducive to the attainment of the objects and the exercise of the powers of the Club.

### 4. MEMBERSHIP

- (i) There shall be five classes of membership in the Club:
  - A Members:** These shall be cavers who have:
    - (a) Completed training in accordance with the relevant Club Bylaws pertaining to safety and novice training. (Amended 1991)
    - (b) Working knowledge of basic caving techniques and cave exploration and conservation.
    - (c) Been accepted on this basis by the Management Committee after a qualifying period of not less than three months as a novice.
    - (d) Paid the annual subscription.
    - (e) Signed the Club's Membership Application Form which shall include an indemnity to the Club and statement that the Club's Rules and Constitution has been read, understood and accepted for the term of membership of the Club. Where under 18 years both parents and/or guardians of the prospective Member are also required to sign the said application form.
  - B Life Members.** These shall be cavers who:
    - (a) Have been Club Members for a long period.
    - (b) Have taken a responsible attitude in Club Leadership.
    - (c) Are recognised in caving circles for their knowledge and experience.
    - (d) Are elected to Life Membership by not less than half of the financial Members of the Club at a General Meeting after one month's written notice of the nomination has been given to all financial Members.

**C Family Members.** Where two or more members of a family are financial Members of the Club, their membership may be extended without payment of additional subscription to other non-adult (under 18 years) members of the family who qualify under Section(i), (ii), (iii) and (v) of Rule 4A.

**D. Associates.** These shall be persons who subscribe financially or otherwise to the Club, or have scientific interest in an area, which is associated with Club activities.

**E. Novices.** Novices shall be persons accepted by a majority of the Management Committee on probation for membership of the Club. They shall pay a fee of half of the Annual Subscription with their application. This in acceptance entitles them to take part in caving trips with Members and to use Club equipment under supervision of a Member without payment of tackle fees. Novices must seek full membership within six months.

- (ii) The number of persons in each class of membership shall not be limited.
- (iii) A register of Members shall be kept by the Treasurer to record names, addresses, telephone numbers, class of membership and payment of membership subscriptions.
- (iv)
  - (a) At the next meeting of the Management Committee after the receipt of any application and fee applicable for any class of membership, such application shall be considered by the Management Committee, who shall thereupon determine on admission or rejection of the applicant.
  - (b) Any applicant who receives a majority of the votes of the Members of the Management Committee present at the meeting at which such application is being considered shall be accepted as a Member to the class of membership applied for.
  - (c) Upon the acceptance or rejection of an applicant for any class of membership the Secretary shall forthwith give the applicant notice in writing of such acceptance or rejection.
  - (d) Any applicant who is aggrieved by the decision of the Management Committee in rejecting his application may join with five or more financial Members of the Club and object in writing within thirty (30) days of the receipt by him of such decision and the objection shall be dealt with in accordance with the provisions of Rule 11 hereof.
- (v) A Member may resign from the Club at any time by notice in writing to the Secretary. Such resignation shall take place at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date.

### 5. GUESTS.

These shall be persons who are introduced to Club activities by Members. When caving, guests shall be specifically supervised by their trip leader.

### 6. MEMBERSHIP RIGHTS.

Only Members and Life Members shall have the right to vote. In the case of Family Membership, voting rights shall be restricted to those members of the family who pay membership subscription. Members, Life Members and Family Members shall have the right to hold office, use Club equipment free of charge and unsupervised and have access to Club records.

### 7 MEETINGS.

- (i) The Annual General Meeting shall be held in April or May in each year; the date and venue shall be set by the Management Committee. The business to be conducted at each Annual General Meeting shall include:
  - (a) Election of Members of Management Committee and Office Bearers
  - (b) Receive the report of the Management Committee and other Office Bearers which shall include a report of Income and Expenditure for the year then concluded and a statement of the Club's Assets and Liabilities and Mortgage Charges and Securities affecting the property of the Club.
  - (c) Receiving the Auditor's Report, which shall be taken and prepared annually and as soon as possible before each Annual Meeting.
  - (d) Appoint an Auditor.
- (ii) Financial Members shall be notified in writing one month prior to the meeting. Members who were financial in the preceding year shall be considered as financial Members for the purpose of the Annual General Meeting despite not having paid fees for the current financial year. (Amended 2002.)
- (iii) General Meetings may be called at any time by the President or, in his absence, by the Secretary, or at the request of not less than one tenth of the financial Members. Arrangements are to be the same as for the Annual General Meeting except that the purpose of the meeting shall be stated in the notice of meeting
- (iv) Normal meeting procedures are to be followed at all General Meetings
- (v) For a special resolution to be passed at a General Meeting, the motion shall require a majority of the financial Members of the Club and not less than three-quarters of the financial Members present at the general meeting.
- (vi) Members are entitled to one vote each on each matter or resolution.
- (vii) The Chairman shall not have a casting vote and in the event of a tied motion the motion is lost
- (viii) Written Proxy votes shall be accepted for election of the Management Committee and Club Officials. Otherwise proxy votes shall be counted only on motions sent to the Members in writing with the notice of meeting. Forms for proxy votes shall be sent out with the notice of motion. (Amended 2001)
- (ix) Local informal meetings may be called at any time, arrangements to be made by general agreement of the Members involved.
- (x) At General Meetings the President of the Club shall be Chairman and if the President is absent the Members present shall appoint a Chairman from their number.
- (xi) The Chairman of any General Meeting may, with the consent of the meeting, adjourn such meeting to another time and place to transact unfinished business.
- (xii) Every question, matter or motion shall be decided by a majority of votes of the financial Members. Proxy votes shall be counted under Rule 7 (viii).
- (xiii) Voting shall be by show of hands, unless a ballot is requested by at least one financial Member, in which case there shall be a secret ballot. The Chairman shall appoint two Members to conduct the secret ballot in such a manner as he shall determine. Where applicable, proxy votes will be advised to the meeting and taken into account.
- (xiv) The Secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every Management Committee Meeting and General Meeting to be entered in a book to be open for inspection at all reasonable times by any financial Member who previously

applied to the Secretary for that inspection. For the purposes of ensuring the accuracy of the recording of such minutes, the minutes of every Management Committee meeting shall be signed by the Chairman of that Meeting or the Chairman of the next succeeding Management Committee meeting verifying their accuracy. Similarly the minutes of every General Meeting shall be signed by the Chairman of that Meeting or the Chairman of the next succeeding General Meeting; provided that the minutes of any Annual General Meeting shall be signed by the Chairman of that meeting or by the Chairman of the next succeeding General Meeting or Annual General Meeting.

## 8 QUORUM

The quorum for all General Meetings shall be one third of the total number of financial Members and Life Members who reside within a 300 km radius of Chillagoe.. No business shall be transacted unless a quorum is present. (Amended 2001)

## 9 OFFICERS

- (i) A Management Committee shall be elected at the Annual General Meeting for the term of one year and shall comprise President, Secretary and Treasurer. In the event of combining any of these positions a Third Committee Member shall be elected at the Annual General Meeting. Should none of these Officials reside in Chillagoe, a Chillagoe Advisory Representative shall be appointed by the Management Committee to represent and assist it.. (Amended 2001)
- (ii) At the Annual General Meeting of the Club all the Members of the Management Committee for the time being shall retire from office but shall be eligible on nomination for re-election.
- (iii) A Tacklekeeper, a Survey and Records Keeper and an Honorary Auditor shall be elected at the Annual General Meeting.
- (iv) Other non- Management Committee Officers, including representatives to other Organisations e.g. Australian Speleological Federation, may be elected at a General Meeting or appointed by the Management Committee.
- (v) Non-Management Committee positions may be filled by a Member or Members including Management Committee Members.
- (vi) A position under Rules 9(i) or 9(iii) which become vacant between Annual Meetings may be filled by resolution of the Management Committee. (Amended 2001). Notification of new appointments under this Clause shall be advised to the Chief Executive in accordance with Clause 68 of the Associations Incorporation Act (Amended 2002)
- (vii) Any Management Committee Member or non-Management Committee Officer may resign at any time or be removed at any General Meeting of the Club. Such a General Meeting shall be called in accordance with Rule 11. (Amended 2001)
- (viii) The election of the Management Committee Members and other Officers shall take place in the following manner:
  - (a) Any Member of the Club shall be at liberty to nominate any other Member to serve as an Officer or Member of the Management Committee.
  - (b) The Chairman for the General or Annual General Meeting (as the case may be) shall call for nominations for each vacant position in turn and nominations shall be received from the Members. (Amended 2001)

- (c) Where there shall be more than one nomination received for a vacant position the Members present at the meeting shall vote for the nominee of their choice. Ballots may be requested in accordance with Rule 7 (xiii).

## 10 THE MANAGEMENT COMMITTEE

- (i) Except as otherwise provided in these Rules and subject to the resolutions of the Members of the Association carried at any General Meeting the Management Committee:
  - (a) shall have the general control and management of the administration of the affairs, property and funds of the Association; and
  - (b) shall have authority to interpret the meaning of these Rules and any matter relating to the Association on which these Rules are silent.
- (ii) The Management Committee may, after approval at a General Meeting, exercise all the powers of the Association: (Amended 2001)
  - (a) to borrow or raise or secure the payment of money in such a manner as the Members of the Association may think fit and secure the same or the payment or performance of any debt, liability, contract, guarantee or any other engagement incurred or to be entered into by the Association in any way and in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Association's property, both present and future, and to purchase, redeem or pay off any such securities;
  - (b) to borrow money from Members at a rate of interest not exceeding interest at the rate for the time being charged by bankers in Brisbane for overdrawn accounts on money lent, whether the term of the loan be short or long, and to mortgage or charge its property or any part thereof and to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the Association, and to provide and pay off any such securities; and
  - (c) to invest in such manner as the Members of the Association may from time to time determine.
- (iii) The Management Committee shall meet as mutually arranged and as often as necessary but not less than every two months. Such meetings shall be called by any Management Committee Member contacting the other Members of the Management Committee. Notice for the Management Committee meetings shall be not less than twenty-four (24) hours.
- (iv) The quorum of the Management Committee shall be two (2) and procedures for meetings is as set out in Rules 7(iv), (v), (vii), (x), (xi), (xii), (xiii) and (xiv).
- (v) The Management Committee shall ensure that records are kept in accordance with Clause 9 of the Associations Incorporation Regulations (Amended 2002) and shall provide for the safe custody of books, documents, Instruments of Title and securities of the Club.
- (vi) The Members of the Club in appointing the Management Committee authorise them to act for the Club subject to the Rules set out in these Rules and Constitution.

## 11 APPEALS AGAINST THE MANAGEMENT COMMITTEE DECISIONS

Where five or more financial Members of the Club object in writing to a decision of the Management Committee the President shall call a General Meeting in accordance with Rule 7 (iii) within two months to resolve the matter.

## 12 FINANCE

- (i) Membership shall become due on 1<sup>st</sup> March each year and Members, other than Life Members, shall pay by the end of June each year an annual membership subscription. The amount of this subscription shall be fixed at the Annual General Meeting. Life Members shall be considered as financial Members. (Amended 2001)  
Where Members become unfinancial the Executive Committee may at their discretion renew full membership of previous Members on payment of fee for the current year.
- (ii) Non-Members shall be charged a Club fee by the day. (Amended 2001) The amount of this fee is to be fixed at the Annual General Meeting. Equipment fees shall be collected by the Trip Leader who shall be responsible for payment to the Tackle keeper. In the case of Associates equipment fees may be waived at the discretion of the Management Committee.
- (iii) All moneys received by the Club shall be banked to the Club's cheque account. This account shall be authorised by the Management Committee and all cheques, bank or other financial institution withdrawals of the Club's moneys and purchase or sale of securities shall be signed by two Management Committee Members.
- (iv) An audited financial statement covering income, expenditure, assets and liabilities, charges and securities affecting the property of the association (Amended 2002) shall be presented at the Annual General Meeting by the Treasurer for the previous financial year. Financial years for the Club shall terminate on the last day of February each year.
- (v) The income and property of the Club whence-so-ever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein.
- (vi) No portion of the Club income or property shall be distributed paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the Members of the Club provided nothing herein contained shall prevent the payment in good faith or interest to any such Member in respect of moneys advanced by him to the Club or other person in return for any services actually rendered to the Club provided further that nothing herein contained shall be construed so as to prevent the payment or repayment to any Member of out of pocket expenses, money lent and proper charges for goods hired by the Club or reasonable and proper rent for premises demised or let to the Club.

## 13. CLUB DISCIPLINE.

Where in the opinion of the Management Committee the interests of the Club so require, Membership of any person may be terminated forthwith. Should the person involved wish to appeal against this decision action may be instituted under Rule 11 of this Constitution.

**14. CODE OF ETHICS.**

Members shall act in accordance with the Code of Ethics, the Code for Minimal Impact Caving and any further codes adopted by the Australian Speleological Federation. (Amended 2001)

**15. ALTERATION TO THIS CONSTITUTION.**

Subject to the provisions of the Associations Incorporated Act, these Rules and Constitution may be amended, rescinded or added to from time to time by a special resolution carried at any General Meeting: Provided that no such amendment, rescission or addition shall be valid. (Amended 2001) unless it is registered with the Chief Executive in accordance with Clause 48 of the Incorporation Act (Amended 2002)

**16. COMMON SEAL.**

The Management Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Management Committee and every instrument to which the seal is affixed shall be signed by a member of the Management Committee and shall be countersigned by the Secretary or by a second member of the Management Committee or by some other person appointed by the Management Committee for the purpose.

**17. DISBANDMENT.**

- (i) A motion for complete disbandment of the Club shall be dealt with in the same manner as a motion for change of Constitution except that for the motion to be carried it shall require a majority of not less than nine tenths of financial Members of the Club.
- (ii) Where disbandment is for the purpose of the establishment of a new organisation in place of the CHILLAGOE CAVING CLUB INC then all the Club's assets and records shall be transferred and become the property of the new organisation.
- (iii) In the event of disbandment other than as set out in Rule 17(ii) above or in the event of an annual meeting not being held for two years the Club's assets and records shall be lodged with the National Parks and Wildlife Service of Queensland to be held for use by future speleological groups in the area or by the Chillagoe Caving Club Inc. should it reform.

Should no such group form within five (5) years from the last Annual General Meeting, the Australian Speleological Federation should be offered these assets and records. (Amended 2001)

**18. RULES AND BY-LAWS.**

The Management Committee may from time to time formulate Rules and By-Laws for the Club which shall become binding upon Members unless action is taken under Clause 11 to rescind these Rules or Bylaws. (Amended 1991 & 2001)

**19. CONSTITUTION AVAILABLE TO MEMBERS.**

This Constitution together with Rules and Bylaws shall be printed and be issued to Members and prospective members and shall be available on request by Members. (Amended 2001)

1.1 These guidelines are for Club Members and their Guests. They are designed for safer, and therefore more enjoyable caving, and to assist in cave conservation. These guidelines are not intended to be an exhaustive set of rules on safety.

1.2 Common sense and experience should be used by all persons caving to ensure safety of all participants. Members should assist the Management Committee, using their experiences and wisdom to provide suggestions for amendments of these safety guidelines as they see the need.

**2. DEFINITIONS**

- Guest** A person in the company of a member.
- Novice/Beginner** Prospective Member.
- Member** Accepted by CCC as a Member, and currently financial.
- Visiting Caver** Member of a recognised caving club or other approved organisation.
- Group** Party of cavers on a caving trip.
- Trip** A visit by a Group into a cave system, series of caves or surface exploration activities
- Trip Leader** Nominated leader of Group for Trip

**3. GENERAL SAFETY**

3.1 Caving Groups should ideally have no fewer than four (4) persons. In all caving Groups there should be a reasonable ratio of experienced Cavers to inexperienced Cavers and Guests. Large caving Groups should be avoided.

3.2 Clothing – Adequate clothing for the cave attempted. Generally, cotton overalls are good for Chillagoe. *Note that northern Australian caves are not cold or wet, and loss of body heat is not a problem as in cold wet southern caves.*

3.3 A suitable helmet, designed and maintained to International and/or Australian Standards and with a chin-strap, should be worn.

3.4 No person under the influence of alcohol or other performance-altering drug shall be included in a Group.

**3.5 Equipment –**

- (a) All cavers shall be equipped with adequate lighting, with both reliable primary and secondary light sources being carried
- (b) Suitable special caving equipment such as ropes, ladders, etc. required for the cave should be taken by the party. This is in addition to personal and emergency equipment to treat minor injuries and deal with the unexpected.

3.6 Cavers should carry a loud, effective whistle.

**4. TRIP LEADER**

4.1 All caving Groups should appoint a leader on the basis of suitable experience, and who shall be a Club Member. The Management Committee shall determine, where they see fit, who may be Trip Leaders in Club caving Groups.

4.2 Trip Leaders shall be responsible for completing a trip sheet for each trip that shall record:

- Names of all persons in the Group.

**SAFETY GUIDELINES**

Adopted 2nd May 1992

INTRODUCTION

- Name and identification of the cave or caves visited.
- Dates and times of the trip.
- Incidents and damage to the cave
- Accidents or injuries occurring on the Trip.
- Other relevant observations and comments.

## 5. LOG BOOKS

5.1 All Members should keep logbooks to record particulars of all caving Trips.

5.2 Trip Leaders must keep a logbook for any trip for which they are the leader. Particulars to be entered into the Trip Leader's logbook shall include, but not be limited to:

- Name or identification of the cave.
- Dates and times of Trip.
- Incidents and damage to the cave.
- Other relevant observations and comments.

5.3 Where any Group includes Beginners, the Trip Leader shall, prior to entering the cave, explain to the Group matters of caving safety, etiquette and conservation.

5.4 The Trip Leader is responsible for behavior of members of the Group on the Trip and if there are, in his opinion, any serious breaches, and where appropriate shall take the person/s out of the cave. All such breaches shall be promptly reported to the Management Committee.

## 6. OTHER ORGANISATIONS

6.1 All members and persons in caving Groups shall follow all proper and lawful instructions given by Officers of the Crown and relevant land owners and others.

6.2 All members and persons in caving Groups shall conduct themselves politely and properly towards other cavers, Officers of the Crown, land owners and others.

## 7. CALL OUT PROCEDURE

7.1 In the event of an accident or injury where members of the Group cannot reasonably effect rescue, the following bodies shall be contacted for the purpose of effecting a rescue:

- Red Dome, the Club Premises, Police,  
National Parks and Wildlife Service.

7.2 Information given to these bodies must include the exact location of the accident, the estimated severity of the injuries entailed, the equipment available on site, the number of other Group members with the injured person/s, a specific meeting place and time and any other information requested by the body being contacted.

7.2 The Management Committee, in association with the Safety and Training Officer, will maintain a list of experienced persons available to the bodies listed in Clause 7.1 and any other State emergency organisations.

## 8. CLIMBING AND CALLS

8.1 Any member of a caving Group always has the right to request and receive a safety line.

8.2 Safety lines (belays) should be used on all pitches where a ladder is required.

8.3 There should only be one person at a time on a climb.

8.4 Climbing calls should always be used. The Leader should ensure that everyone understands and agrees on proposed calls before going underground. Recommended calls are the "Up, Down, Stop" system, as detailed:

**"Up"** means "I want to come up", "take up slack", "haul up" etc.

**"Down"** means "I am coming down", "pay out more rope, etc.

**"OK"** should be used for any affirmative.

**"Stop"** means quit whatever you are doing – stop feeding out line, stop ascending, hold line taut – and wait for further communication.

**"Below"** is a warning that anything is falling down towards those below. It does NOT mean "look up"

*Note the word "Slack" should NOT be used in calls as it is ambiguous, and could mean either "up" or "down". Similarly the word "rope", which is ambiguous.*

8.5 Whistle signals should be used on pitches where voices cannot be heard (e.g. over long distances). The following signals are recommended to be used:

<b>One blast</b>	Stop
<b>Two blasts</b>	Up
<b>Three blasts</b>	Down
<b>Four blasts</b>	OK/Safe
<b>One very long</b>	Help!

## 9. CAVE DIVING

This activity should not be attempted without careful contemplation of the risks and adequate training in the skills required.

### CHILLAGOE CAVING CLUB INC. - RULES FOR ADMISSION OF NOVICES AS MEMBERS

Adopted 2<sup>nd</sup> May 1992.

To become a Member a Novice shall have:

1. Been caving with known experienced cavers, for a minimum of thirty (30) hours underground or other approved activities;
2. Displayed a responsible and caring attitude to caving;
3. Demonstrated a working knowledge of safe pitch practices such as belaying, ladders and single rope techniques;
4. Taken part in a trip either with the Safety and Training Officer, or a Member of the Management Committee;
5. Been recommended by two experienced Members;
6. Been accepted by the Club's Management Committee.

*Note: In exceptional circumstances, in the Opinion of the Management Committee, where acceptance of a person is to the Club's advantage, the Management Committee shall waive any part of these rules they deem necessary, but must be satisfied that in doing so they do not place in jeopardy the Club's reputation, caving safety or cave conservation*

## **Clubhouse Protocol**

1. Members have access to the Club area on the ground floor of Clubhouse building. The upstairs back residence, together with the garage and laundry area on the town side of the Club area and the adjacent yard area, are for the private use of the Caretaker.
2. The Caretaker has a lease on his part of the property and the Club has only the limited access allowed under the Residential Tenancies Act. Therefore, Members should contact the Caretaker upon arrival and before departure, but otherwise, enter the private area only on the invitation of the Caretaker.
3. Members, when intending to stay at the Clubhouse, should have the courtesy to telephone the Caretaker to advise him in advance. If the Caretaker is absent, a suitable message should be left on his telephone message bank.
4. Members, when in Chillagoe, may use the Clubhouse facilities, even if not staying at the Clubhouse. However, it is courtesy to tell the Caretaker before using the facilities.

### **5. Mutual courtesy between Members (and their guests) and the Caretaker is to be expected at all times.**

#### 6. Responsibilities of Caretaker are to:

- (a) Maintain grounds in tidy and safe condition and do any minor maintenance to buildings etc.
- (b) Keep Clubhouse clean when not in use by Members
- (c) Maintain supply of toilet paper, cleaning supplies and cleaning equipment for use by Members
- (d) Keep refrigerator and freezer ready for use by Members
- (e) Ensure security is maintained for lights, tackle and other Club property
- (f) Ensure trip book is accessible and, as much as practical, monitor trip book, particularly for the safe return of caving parties.
- (g) Collect Camping and Tackle fees on behalf of Treasurer
- (h) Report to Club Executive any problems he encounters with Clubhouse, Members or guests

#### 7. Responsibilities of Members are to:

- (a) Keep Clubhouse and the outdoor toilet and shower block clean and tidy, while in residence. Cleanliness should be checked to be satisfactory before leaving.
- (b) Avoid use of the toilet and shower inside the Clubhouse as we have soakage pit problems which show up after there is much use of these
- (c) Park cars in an orderly fashion at the allocated parking area and keep vehicle speed down to walking pace to minimize hazard and dust.
- (d) Report to Caretaker any deficiencies in cleaning supplies, equipment etc.
- (e) Use trip book if caving
- (f) Dispose of food scraps and rubbish at the Chillagoe tip on a regular basis and when leaving
- (g) Camping inside the Clubhouse should be avoided except in emergencies (i.e. if drenched in heavy storm)
- (h) If using Clubhouse at night, keep noise down, particularly after 10pm.**
- (i) Behave in the town and at the Clubhouse in such a way that the Club's reputation is enhanced and not diminished.
- (j) Report to Executive any problems encountered in using the Clubhouse and make suggestions where improvements are needed.

Authorized by Committee of Management 7th June 2000.

# Appendix A

## **Recommendation for Life Membership – Margaret Cummins**

It is recommended that Margaret Cummins be awarded Life Membership of the Chillagoe Caving Club Inc. at the 2011 Chillagoe Club Inc. Annual Meeting.

Margaret qualifies in all respects with the requirements for Life Membership, as set out in Clause 4B of the Club Constitution, as follows:

(a) She has been a Club member for a long period

Margaret has caved at Chillagoe since before the Club was formed in 1973 and was a foundation member, attending the meeting at which the Club was formed. Over this period she has been a regular caver with extensive experience of caving in North Queensland.

(b) She has taken a responsible attitude in Club Leadership

While Margaret has not taken positions of leadership in the Club, through her strong support of Alan, who has been a leader in the Club since its formation, she has shown a strong and responsible attitude to Club leadership.

Those of us who have been involved in the Club's Chillagoe property maintenance and new construction works have seen that Margaret has set a standard in her efforts not easy for others to follow. It must be realized that as well as putting in a sterling effort during the day it normally falls to her to do most of the cooking and cleaning chores for her family, and frequently for others as well.

Bearing in mind that she is of an age when people retire and is of small physique, the amount she has achieved on working bees, sets a standard that is hard to follow. Surely this is Leadership.

(c) Margaret is recognised in caving circles for her knowledge and experience

Margaret is most knowledgeable about North Queensland caves and caving, having an extensive list of caving trips. She has also caved interstate although family commitments have prevented recent interstate caving.

Nominated by:

Les Pearson (Life Member)  
Peter Bannink (Treasurer)



## **Broken River Gorge**