

# VOLUNTEER INSTRUCTIONS 2015

## DUTIES OF CHECKPOINT VOLUNTEERS

There should be two (three at Bloreng) people on each checkpoint. Bloreng volunteers should be able to navigate in fog.

### Volunteers

#### High level:

Bloreng	08.30 – 12.30	LMRT
Sugar Loaf:	10.00 – 18.00	LMRT
Skirrid: from	11.30 – 18.00	LMRT
Bal Mawr (Platinum)	08.00 – 10.00	LMRT
Pen Cerrig Calch	11.30 – 15.00	LMRT

#### Low level:

Glangrwyney Bridge	09.00 - 14.00	2-3 People
The Crown	10.30 - 16.30	2-3 People
Red Lion, Llanbedr	12.15 - 16.00	2 People
Llwynfranc	16.00 - 17.30	Unmanned from 12:00 to 16:00. 16:00 to 17:30 2 People

#### Unmanned:

Forest	12.00 -	(unmanned)
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### Duties

Bring your full walking kit - see general instructions. **MAKE SURE YOU BRING PLENTY OF WARM CLOTHING.**

Bring spare pen/pencil.

LMRT have tents, etc. for high level checkpoints.

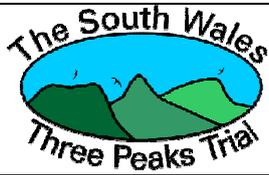
Plus, for high level checkpoints, bring a sleeping bag. Bring tent for Bloreng.

Call into the Red Cross Hut in Fairfield Car Park, Abergavenny to check in and to pick up all the items listed overleaf before setting off for your checkpoint.

Ensure your mobile phone is switched on all day.

At checkpoint:

- Check in walkers on checkpoint sheets by noting time of arrival against entrant's number. Punch walker's checkpoint card if you have time to do so. No need to write time of arrival on walker's card unless they request it and you have time to do so.
- Monitor mobile phone messages and respond if requested.
- You must wear your fluorescent yellow vest to identify yourself as a checkpoint marshal.
- Retire any walker who you believe will not be able to complete the walk/ reach the next checkpoint before closing time –



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- When you return to the hut, make sure you return your lists and all equipment to the *Event Coordinator*.

## Equipment (checkpoint volunteers)

Please see above for what you personally need to bring. The remaining equipment will be given to you at the hut, ie:

- Details of the location of the checkpoint, if needed;
- Clipboard with waterproof covering;
- Checkpoint sheets giving walker registration numbers;
- Clipper for checkpoint cards; pen/pencil;
- List of marshals who are at the other checkpoints;
- Fluorescent vest;
- Notices to put up at checkpoint;
- Information on nearest toilet; routes to the hut for walkers who drop out;
- Filled water containers (for Glangrwyney Bridge / Red Lion / Llwynfranc/ telephone box below Pen Cerrig Calch)
- For Pen Cerrig Calch, sign, "water for 3PT walkers".
- Bin bags for rubbish.

## Health & Safety Issues:

Can be cold, wet, dress appropriately (all checkpoints) and take a tent to the mountain top checkpoints. Navigation to the mountain top checkpoints can be challenging in adverse weather conditions. Only those experienced in such conditions should marshal these checkpoints.

Lifting - carrying water containers at low level checkpoints.

In the event of a walker failing to turn up at two checkpoints or not returning to the hall follow the Missing Walker Protocol.