

I. **Mountaineering Committee Outing Proposal Guidelines (eff. 05-05-1999)**

- A. The Arizona Mountaineering Club (AMC) *Mountaineering Committee* encourages AMC members to submit proposals for mountaineering outings. Using the proposal the *Committee* compares the leader's plan, experience, and skills to the requirements and risks of the proposed outing. In approving a proposal the *Committee* is stating only that the outing appears to be safe from undue risk and has a reasonable chance of success. Approval, if granted, is for that leader/outing combination. All outings, regardless of leader, must go through the proposal process.
- B. The *Mountaineering Committee* evaluates each proposal using the guidelines below. The guidelines were developed to cover complex outings. They can be tailored to simpler outings if the leader responds with brief answers or even "not applicable" where appropriate. The leader's responses should match the complexity of the outing. While there is no application form, the leader should address each guideline in the proposal. The leader may submit the proposed outing to the *Chair, Mountaineering Committee*, in a legible format including e-mail or any hardcopy. Applications by voice will not be accepted.
- a) Trip Name:
    - (1) Name and date of proposed outing.
  - b) Outing Leader:
    - (1) Name, address, phone and relation to the AMC.
    - (2) The outing leader must be an AMC member.
    - (3) What experience does the leader have leading similar outings? The response may take the form of a climbing resume which would include technical classes completed and significant climbs both as a participant and leader. Personal references should be included if the leader is not well known to the *Mountaineering Committee*.
    - (4) If assistant leaders or rope team leaders will be used, what are their qualifications? What is the ratio of rope team leaders to participants?
  - c) Outing Description:
    - (1) An overview of the outing including such things as type of trip (expedition, backpack, etc.), location, number of days, objective, number of participants, and general logistics (accommodations, porters, helicopters, etc.).
  - d) Technical Aspects:
    - (1) Address the technical aspects of the proposed outing including rock climbing, glacier travel, roped travel, ice climbing and high altitude. Also cover distances, elevation gain, and other detailed information. If available include a copy of the route description from a guidebook.
  - e) Cost:
    - (1) What is the estimated cost per participant?
  - f) Hazards/Dangers/Medical Considerations:
    - (1) Are there any dangers that have not already been made apparent? These may be dangers associated with climbing (avalanches or crevasses). Or they may be dangers related to travel (disease or terrorist threat) or weather. What will be done to avoid the risks associated with hazards?
  - g) Participant Qualifications:
    - (1) What skills are required? Are there some minimum requirements such as *AMC Basic School*, *AARS*, or *Snow Skills and Glacier Travel*? Is the outing open to non-AMC members?
    - (2) Since this will be an AMC outing it should either be open only to AMC members or members should be given priority.
  - h) Emergency Medical Aid:
    - (1) What are the plans for emergency medical aid personnel and equipment?
    - (2) The leader must have first aid proficiency and equipment or arrange for these to be provided.
  - i) Outside Services:
    - (1) Will a contractor or "for profit" organization be used to provide services on this outing? If so, describe the business relationship.
    - (2) It is acceptable for a leader to use commercial organizations to furnish services or expertise but it is expected for the leader to contribute organizational skills or some other "value added". There must be some component of the outing that makes it unique to the AMC. Although the participation of commercial organizations is permitted, it is not the intent of the AMC to act as a marketing mechanism for these organizations.
  - j) Leader Remuneration:

- (1) Is the outing leader (or assistant leaders) receiving some form of compensation or other financial consideration for this trip?
- (2) The AMC is a volunteer organization and it is not expected that the primary leader, as a club member, would earn a salary or otherwise profit financially from leading an outing. However, the magnitude of an outing may require the leader to invest significant time and effort putting it together. Or the leader may offer mountaineering skills without which the outing would not be possible. In this case it would not be inappropriate for outing participants to share some or perhaps all of the leader's expenses as long as this was approved in advance by the *Mountaineering Committee* and made known to the outing participants.