



RUN GUIDELINES

These run guidelines are simple and common sense ... but we ask that you read them, understand them and, above all, follow them.

We should always remember that, when we are participating in a club run, we represent BMW Club Qld Inc. As such, if we behave like idiots, we will get a reputation as idiots.

BMW Club Qld Inc., its office bearers and representatives take no responsibility for an individual's conduct on a run.

Driver's must ensure that the vehicle used for the event is roadworthy, registered and insured and that the driver holds a current and valid licence. Vehicles should be covered by a roadside assistance/breakdown package.

PARTICIPANTS MUST:

- accept sole responsibility for their actions and conduct on the road;
- drive within all the road rules;
- drive in a safe and courteous manner at all times;
- maintain safe separation (at least 2 seconds recommended in ideal conditions) from the car ahead; and
- drive to the prevailing conditions.

BEFORE THE RUN, EACH PARTICIPANT SHOULD RECEIVE:

- A proposed route from the start to the destination for the run. This should include, where possible, details such as road name, address, land mark, street directory map reference, GPS reference etc. as appropriate;
- Full details of points (if any) along the route that the organiser plans to stop for a re-group, convenience and/or refreshment stop. Re-grouping, except in off road areas, should be avoided;
- An oral and/or written briefing for the proposed route; and
- Mobile phone contact details for those who become lost or delayed or decide to abandon the run.

PARTICIPANTS ARE ENCOURAGED TO:

- carry a street directory and / or suitable local area road map; and
- use GPS (stand alone or mobile phone application) to avoid missing a waypoint or planned stop. Some GPS units may also be used to pre-program or preview the entire route. Note: Most GPS units will only provide the fastest or shortest route from the present position to a waypoint (address, road intersection, coordinates) and this may not be the route planned by the organiser.

RUN PROCEDURES:

- Common sense applies at all times!
- The run organiser may use his/her discretion to break a large group of cars into small groups for safety and management.
- It is your responsibility to follow the run notes. Do not rely on the car in front as it may be lost!
- Where practical, leave a sufficiently large gap between club cars so that other traffic is not impeded.
- Passing other group cars, including the lead out car, is acceptable if road rules and conditions allow.
- Where possible, give an early indication of your intentions to turn or stop.
- If you are unfortunate enough to become lost and have no means of communicating with other cars, then proceed directly to the next regrouping point on the run notes.
- The run organiser may nominate at least one car to follow the run and ensure that no one is left behind.

Please remember that, when adding your name to the event attendance sheet, you are confirming that the BMW Club QLD Inc., its office bearers and representatives will not be liable for any damage, injury or loss caused directly or indirectly by you whether to yourself, or to any other party and you will fully indemnify and hold the Club harmless in connection with all claims arising from such damage, injury or loss.

INCIDENT PROCEDURES

The following notes are provided for guidance in the event of an incident or accident during a BMW Club Qld Inc. activity.

1. Police notification requirements:

a. Call 000 (triple zero) if there is an emergency or any of the following 'police attendance criteria' are met:

- death or injury (requiring medical attention from a qualified ambulance officer, nurse or doctor),
- a hazardous environment or threat to public safety exists, including traffic congestion (e.g. fuel spill, power lines down).

b. If police are required to attend the traffic crash, call 000 (triple zero) and request police. If the Queensland Fire and Emergency Service (QFES) or the Queensland Ambulance Service (QAS) is also required, please telephone 000 (triple zero) immediately.

c. Call Police Link on 131 444 if any of the following 'police attendance criteria' are met:

- suspected involvement of drugs and/or alcohol;
- a driver fails or has failed or is refusing to provide required details; or
- a driver with an impairment or disability requires police assistance.

2. Stay calm.

3. Contact the run organiser by radio or mobile phone. If the organiser is out of radio or phone range, contact someone else on the run to relay the message.

4. Make the road safe for other users:

- make sure all stationary vehicles are off the road surface (if possible).
- vehicles not involved in the incident should be moved well away.
- place a warning triangle, or a person, at a reasonable distance either side of the incident to alert oncoming road users.

5. If nobody is injured, assess if the vehicle/s involved can be driven.

a. If so (and depending on the level of damage), arrange for the vehicle/s to make their way to the nearest centre where appropriate help is available.

b. If not, assess what help is required at the site and contact appropriate sources of assistance. If this assistance cannot be raised by mobile phone, arrange for one or two cars to drive to the nearest centre to organise help (ensure at least one of these vehicles has a mobile phone, and keep a note of their number/s).

6. If one or more participants are injured:

- Call 000 for an ambulance. Using the 'run notes', give an accurate location of the accident.
- Protect yourself (i.e. the 'first aider').
- Check for immediate life-threatening hazards – eg, high tension power lines down, leaking fuel.
- Check the conscious state of the patient.
- If the patient is conscious:
 - Keep patient in the vehicle unless they are in danger.
 - Attempt to control any dangerous bleeding. Do not splint any fractures.
 - Keep patient warm and wait for the ambulance to arrive.

7. Notify the Club President that an incident has occurred.

BASIC LIFE SUPPORT CHECKLIST

- **D Danger:** ensure that the area is safe for you, others and the patient.
- **R Response:** check for response – call/ask name – squeeze shoulders - if there is response, make comfortable and monitor.
- **S Send for help:** call 000 or ask another person to call.
- **A Airway:** no blockage [tongue, teeth, lolly etc]. Clear if necessary.
- **B Breathing:** patient is breathing once every 3 to 5 seconds.
- **C Circulation:** check the patient's heart rate. Place two fingers into the groove next to the 'Adam's Apple' on the patient's neck and count the pulse over one minute.
 - If breathing and circulation are confirmed and the patient remains unconscious, support the patient's neck by holding both sides of the head and maintain a head position that ensures the patient's chin is held off the chest. This ensures a clear airway.
 - If not breathing, or pulse is absent, remove the patient from the vehicle and commence resuscitation.