

Aim

To encourage a spirit of adventure and discovery.

The Principles

All ventures involve preparing for and carrying out an unaccompanied, challenging and self-reliant journey with an agreed team goal in the countryside, on waterways or at sea. The venture must be undertaken in a small team with minimal external intervention.

The venture demands:

- preparatory training both theoretical and practical, leading to the ability to journey safely in the chosen environment.
- enterprise and imagination in concept.
- forethought, careful attention to detail and organizational ability in preparation.
- determination in execution.
- shared responsibility for the venture, leadership from within the group, self-reliance and co-operation among those taking part.

Benefits to Young People

The Adventurous Journey Section is concerned with the development of the individual and the social interaction of the group.

The Adventurous Journey Section should provide opportunities to:

- plan and execute a journey
- demonstrate enterprise and imagination
- respond to a challenge
- work as member of a team

- recognize the needs and strengths of others
- develop leadership skills
- develop self-reliance
- make decisions and accept the consequences
- reflect on personal performance
- enjoy and appreciate the environment
- enjoy the journey

General Conditions for All Ventures

1. Purpose (Team Goal)

All ventures must have a clearly defined and preconceived team goal. The goal should have summarized the overall journey's purpose and is in the format of "SMART":

S – Specific;

M – Measurable;

A – Achievable;

R – Realistic;

T – Time-bound.

The purpose encourages participants to learn and show more concern on the global environment and to record their observation. The purpose of the venture should be related to the interests and abilities of those taking part.

Training should be given to the participants on observation and recording to enable the participants to prepare a report on the purpose after they have successfully completed their journey. The report should be compiled from first-hand information during the journey.

2. Duration

- | | | |
|--------|---|-----------------------------------|
| Bronze | - | 2 days including 1 night camping |
| Silver | - | 3 days including 2 nights camping |
| Gold | - | 4 days including 3 nights camping |

Within these overall limits, the following minimum periods of time on purposeful efforts are to be spent on planned activity appropriate to the nature of the venture:

Bronze	-	12 hours
Silver	-	21 hours
Gold	-	32 hours

Purposeful effort includes journeying, working on the purpose, setting up a camp, cooking, preparation work related to the specialty, etc.; participants can allocate daily journeying hours according to their physical strength and team goal.

3. Size of Group

MINIMUM 4, MAXIMUM 7. Not all the members in the group need to be the same Award Level.

It is not necessary for all in the group to be under assessment, but every member must have received the necessary preparatory training and be involved in the planning of their journey. Participants who have already qualified in the Adventurous Journey Section for the same or a higher Award are not, however, to be included.

4. Environment

Adventurous Journeys may take place in any locations, including areas known to the participants, but the environment or terrain must present a sufficient challenge for the group and be appropriate to the Award level. The group can choose the same location or region for Practice Journey and Assessment Journey, but the route must be different. The proposed type of environment for the different modes of travel can be found under the respective specifications later in this chapter.

Although **Bronze** and **Silver** Level Adventurous Journeys in more demanding surroundings than those specified are not expressly forbidden, all participants must be trained and equipped to a standard sufficient to enable them to meet any hazards they might encounter. ***(Note: Bronze Level journeys should be undertaken on lowlands and steep slope should be avoided. Castle Peak Peninsula is not recommended for all levels - please refer to Appendix 1.)***

5. Preliminary Training

Preliminary training in the following subjects must be undertaken for all ventures (for details, please refer to Appendix 2):

- Requirements and purpose of Adventurous Journey
- Equipment
- Navigation
- Camp craft
- Food and cooking
- First Aid
- Safety precautions and emergency procedure
- Journey Planning and Recording
- Environmental protection
- Team spirit and leadership

6. Field Trainings and Practice Journeys

Prior to their Assessment Journey, all participants are required to carry out field training(s) and practice journey(s) which may be accompanied by adults.

The field trainings and practice journeys need not necessarily be of the same duration, but must not be over the same route. The field trainings are for the participants to practice the skills they have learnt in an unfamiliar environment; while for practice

journeys, and the conditions should approximately as closely as possible to those anticipated for the Assessment Journey, including, when appropriate, one or more nights spent camping out.

- Bronze - 1 field training and 1 practice journey
- Silver - 2 field trainings and 1 practice journey (see note 1)
- Gold - 2 field trainings and 2 practice journeys (see note 2)

Notes

1. Those who have completed Bronze Level Adventurous Journey of a similar nature are exempted from one field training.
2. Those who have completed Silver Level Adventurous Journey of similar nature are exempted from one field training and one practice journey.

7. Planning

The group should undertake jointly the planning and general organization of the venture, submitting details through the supervisor of User Units or Operating Authorities to the assessor for approval. Plans should include purpose, route plan, rations, equipment list, sources of aid, budget and alternative bad-weather plans.

8. Equipment

For all ventures, including practice journeys, suitable clothing and footwear must be worn, and equipment and spare clothing appropriate to the nature of the venture must be carried.

Under special circumstances when teams are unable to carry full set of hiking and camping equipment, Award Leaders and Assessors may agree with the arrangement to pre-place the

tents, provisions and some camping equipment at campsite. However, participants need to carry adequate equipment for journeying and safety purpose.

9. Meals

At least one substantial meal is to be cooked daily. When camping food is normally to be carried by participants, fresh produce and drinking water may be purchased on the journey. However, it is a must for participants to carry enough drinking water at start of journey every day.

10. Accommodation

Nights away should be spent camping, but where more appropriate, participants may make use of youth hostels, huts, or similar accommodation.

11. Reports

Groups should have achieved their team goals during the Assessment Journey. Verbal, taped or written accounts supported by photographs or other multi-media of the venture are required of all participants on completion. The report serves as a precious record for participants and can be shared with others.

Reports should include summary of the journey, detailing routes, campsites, etc. and, in respect of the team goal, a record of observations made and conclusions reached. They should be prepared on a group basis and reflect genuine effort from each member of the party.

12. Instruction

Instruction are to be carried out by approved instructors with appropriate experience in the activity (please refer to Appendix 3), except for casualty code programme whereby instructions

are to be given by appropriately qualified persons as follows:

- a. A qualified teacher or youth leader who holds a valid First Aid Certificate.
- b. A holder of a valid First Aid Certificate who is approved by one of the Voluntary Aid Societies.
- c. A registered medical personnel
- d. An instructor in First Aid recognized by one of the Voluntary Aid Societies.
- e. In circumstances where it is found impracticable to secure such services, instruction may be given by those experienced in the type of First Aid likely to be required on the venture, providing they have been approved by Operating Authority.

Before the qualifying venture, **instructors are to certify in Record Books that participants have undergone training in the required subjects and have achieved a standard of knowledge appropriate to the enterprise to be undertaken.** Satisfactory completion of the practice journey(s) is similarly to be certified.

13. Supervision

Supervision of all ventures is the responsibility of the Operating Authorities. The purpose is to ensure the safety of the participants. A supervisor should be the one who knows the participants very well, especially in the extent of the training they have received. In general, the instructor is the most suitable one to be the supervisor of the same group of participants. In case of joint OA group, they can nominate one or more supervisors for the group. The assessor or instructor may be asked to undertake this responsibility, but this must be explicitly agreed beforehand.

On behalf of the OA, the supervisor should be responsible for the safety of the participants when they undertaking the

training and assessment.

The supervisor should ensure that the participants are fully trained and properly equipped to undertake the journey planned, and safety precautions have been taken. He/she should examine the journey plan of the participants and give them advice if necessary. During the journey, the supervisor should keep in touch with the participants daily and try his/her best to visit the participants' campsites or meet them at some agreed locations. It is acceptable for supervision to take place at a distance. For reasons of safety, girls' ventures may need to be more closely supervised.

Local authorities concerned, such as the Police or Marine Department, should be informed of the ventures for safety sake. **(Please see appendix 4.)**

It is important that the supervisor appointed by the Operating Authority can be easily contacted in case of an emergency or at night.

14. Assessment

The performance of each participant on the Assessment Journey is to be judged by an assessor who must be satisfied that the conditions have been fulfilled. (Please refer to appendix 3)

Assessors should be, and for Gold Award ventures must be, independent of those who have instructed the group during preliminary training. They should be persons well experienced in the type of venture undertaken, and be familiar with the Adventurous Journey Training Outline in appendix 2. For Gold Award ventures, assessors should be approved by the Adventurous Journey Panel.

Assessors may also be asked to undertake responsibility for supervision but this must be explicitly agreed upon beforehand.

Participants under assessment are not to be accompanied by adults unless authorized for safety or other special reasons at the sole discretion of Operating Authorities at **Bronze** and **Silver** levels, and of the Panel at Gold level. But the assessor is necessary to make daily contact with the group.

The duties of assessors are as follows:

Before the Venture

- Scrutinize plans in time to make any essential changes.
- Ensure that the preliminary training has been certified on the appropriate pages of the Record Book and that the required number of practice journeys have been completed.
- Check that the group is competent and properly equipped.

During the Venture

- Ensure that the participants complete the journey according to their plan and fulfill their team goal(s).
- When camping is involved, visit at least one campsite to assess choice, camp craft, cooking and arrangements for disposal of rubbish. Inspect at least one campsite after the group has left.

After the Venture

- Meet the group to conclude and share their experiences during the journey.
- Make necessary arrangements for participants to report for the journey.

Assessors have the discretion to cancel the venture if they are not satisfied that an adequate degree of proficiency in preliminary training has been reached, or if they believe that the weather conditions may be such as to warrant this. They should not hesitate to require groups to modify their proposed routes, should they consider these to be necessary from their knowledge of the terrain, the weather conditions (please refer to Appendix 5) and their judgment of the capabilities of the group.

Assessors may use their discretion over assessment in cases where participants have elected to use an alternative bad weather route provided that the conditions relating to duration are nevertheless fulfilled.

The assessor finally has the task of deciding whether each participant has qualified in this Section, or should be encouraged to undertake a further venture. The decision should be based on the criteria laid down in the preceding pages.

Record Books are only to be signed by the assessor when participants have finally qualified in this Section. Appropriate remarks concerning any particular aspect of the venture should be added wherever possible.

15. Record Book

The Record Book represents the experiences and achievements of a young person, and remarks should be **personalized, positive, encouraging**. It should always record success and achievement rather than failure.

In the event of a young person not satisfying the Assessor, he or she should be informed of the reason and no entry made in the Record Book until the conditions have been fulfilled.

Example 1: Bronze Level

銅章級野外鍛鍊科
BRONZE: EXPEDITIONS

基本訓練 PRELIMINARY TRAINING

項目 Subject	導師簽署 Instructor's Signature	日期 Date
裝備 Equipment	Hill	OCT - NOV 2022
導航 Navigation		
營藝 Campcraft		
食物與烹飪 Food & Cooking		
急救 First Aid		
安全措施及緊急應變程序 Safety Precautions & Emergency Procedures		
旅程計劃及記錄 Expedition Planning & Recording		
保護環境 Care of Environment		

其他訓練 FURTHER TRAINING AS APPROPRIATE

實習旅程 PRACTICE JOURNEY

地區 AREA Sai Kung 日期 DATE 3.12.2022

茲證明參加者在上述項目中均達到滿意的水準，並已進行實習旅程。參加者已配備妥當參加評核旅程。
It is certified that a satisfactory standard of training has been reached in the subjects indicated on the previous page, and the practice journey has been completed. The participant is properly equipped for the assessment journey.

簽署 SIGNED Hill 日期 DATE 14.12.2022
姓名 (正楷) NAME (IN BLOCK LETTERS) Johnny Hill

評核旅程 ASSESSMENT JOURNEY

性質 NATURE Hiking Expeditions
地區 AREA Sai Kung
開始日期 (日/月/年) DATE STARTED (D/M/Y) 7. 1. 2023
完成日期 (日/月/年) DATE COMPLETED (D/M/Y) 8. 1. 2023

目的 PURPOSE Liches Investigation

評核員報告 ASSESSOR'S REPORT

Participant was performing well and showed care to the teammates, and completed the assessment journey successfully.

簽署 SIGNED P 日期 DATE 4.2.2023
姓名 (正楷) NAME (IN BLOCK LETTERS) Peter Pang
資歷 QUALIFICATION Bronze W Expeditions Assessor

Example 2: Silver Level

銀章級野外鍛鍊科 SILVER: EXPEDITIONS

基本訓練 PRELIMINARY TRAINING

項目 Subject	導師簽署 Instructor's Signature	日期 Date
裝備 Equipment	[Signature]	[Date]
導航 Navigation		
營藝 Campcraft		
食物與烹飪 Food & Cooking		
急救 First Aid		
安全措施及緊急應變程序 Safety Precautions & Emergency Procedures		
旅程計劃及記錄 Expedition Planning & Recording	[Signature]	Apr. - Jul 2022
保護環境 Care of Environment		

其他訓練 FURTHER TRAINING AS APPROPRIATE

實習旅程 PRACTICE JOURNEY

地區 AREA Sai Kung 日期 DATE 30-31.7.2022
 地區 AREA _____ 日期 DATE _____

茲證明參加者在上述項目中均達到滿意的水準，並已進行實習旅程。參加者已配備妥當參加評核旅程。
 It is certified that a satisfactory standard of training has been reached in the subjects indicated on the previous page, and the practice journey has been completed. The participant is properly equipped for the assessment journey.

簽署 SIGNED [Signature] 日期 DATE 12.8.2022
 姓名 (正楷) NAME (IN BLOCK LETTERS) Wilson Lo

評核旅程 ASSESSMENT JOURNEY

性質 NATURE Canoe Exploration
 地區 AREA North East N.T.
 開始日期 (日/月/年) DATE STARTED (DD/M/Y) 23.9.2022
 完成日期 (日/月/年) DATE COMPLETED (DD/M/Y) 25.9.2022
 目的 PURPOSE Marine Park Environment
 評核員報告 ASSESSOR'S REPORT Investigation

Participant had paid great effort in the journey, and showed great work in doing the purpose report.

簽署 SIGNED [Signature] 日期 DATE 20.10.2022
 姓名 (正楷) NAME (IN BLOCK LETTERS) Billy Scott
 資格 QUALIFICATION Silver Lv Expeditions Assessor

Example 3: Gold Level

金章級野外鍛鍊科
GOLD: EXPEDITIONS

基本訓練 PRELIMINARY TRAINING

項目 Subject	導師簽署 Instructor's Signature	日期 Date
裝備 Equipment	Rachel	
導航 Navigation		
營藝 Campcraft		
食物與烹飪 Food & Cooking		
急救 First Aid		
安全措施及緊急應變程序 Safety Precautions & Emergency Procedures		
旅程計劃及記錄 Expedition Planning & Recording		Sep - Dec 2022
保護環境 Care of Environment		

其他訓練 FURTHER TRAINING AS APPROPRIATE

實習旅程 PRACTICE JOURNEY

地區 AREA Sai Kung 日期 DATE 10-11.12.2022
 地區 AREA North East N.T. 日期 DATE 6-8.1.2023
 地區 AREA _____ 日期 DATE _____

茲證明參加者在上述項目中均達到滿意的水準，並已進行實習旅程。參加者已配備妥當參加評核旅程。

It is certified that a satisfactory standard of training has been reached in the subjects indicated on the previous page, and the practice journey has been completed. The participant is properly equipped for the assessment journey.

簽署 Rachel 日期 20.1.2023
 SIGNED _____ DATE _____
 姓名 (正楷) Rachel Cho

評核旅程 ASSESSMENT JOURNEY

性質 NATURE Hiking Expeditions
 地區 AREA Lantau Island
 開始日期 (日/月/年) 24.2.2023
 DATE STARTED (DAY) _____
 完成日期 (日/月/年) 27.2.2023
 DATE COMPLETED (DAY) _____

目的 PURPOSE Chinese Temples Investigation

評核員報告 ASSESSOR'S REPORT

Participant showed his leadership skills in encouraging and supporting the teammates to complete the journey, and showed persistence in overcoming difficulties.

簽署 T. 日期 30.3.2023
 SIGNED _____ DATE _____
 姓名 (正楷) Tiffany Wu

名稱 Gold Lv Expeditions Assessor
 QUALIFICATION _____

由野外鍛鍊科委會批署
 Endorsed by Expeditions Section Panel

姓名 (正楷) _____
 NAME (IN BLOCK LETTERS) _____
 簽署 _____ 日期 _____
 SIGNED _____ DATE _____

Specific Conditions for Each Journey Mode

【 Participants must satisfy the general conditions as listed above, and also have the following requirements completed. 】

The journey modes of Adventurous Journeys include, but not limited to, hiking, cycling, canoeing, sailing, and rowing. Multiple modes of transport can now be used with an Adventurous Journey. For example, a 2-day-1-night journey can include hiking on the first day and canoeing on the second day, but the same modes of transport must be used in both the Practice and Assessment Journeys.

In order to ensure the participants are equipped with knowledge and skill for the Adventurous Journey, corresponding preliminary training and field practice of that journey mode(s) must be completed before the Assessment Journey.

1. Hiking

a. Environment

The journey should be undertaken in countryside (country parks or villages). Roads should be used as little as possible. Assessment journey should be different from training or practice whenever possible.

2. Cycling

a. Environment

The journey should be undertaken in countryside. Specific cycling trails should be used in country parks. Minor roads, lanes and tracks should be used in villages.

b. Equipment

The following are the minimum equipment requirements:

Cycles must be road worthy in every aspect. In addition to the proper equipment, an adequate repair outfit, including essential spare parts, must also be carried in panniers fixed to the cycle and not in a rucksack worn by the rider. Only light loads should be carried in front.

3. Canoeing

a. Size of Groups

A minimum of 4 singles or 2 doubles up to a maximum of 7 singles or 3 doubles.

b. Environment

Bronze	-	Sheltered coastal water
Silver	-	Sheltered coastal water / coastal water
Gold	-	Coastal water

In all cases, the water should present an appropriate challenge to the participants.

c. Equipment

Each participant must wear a life jacket. Canoes must have adequate buoyancy and be sound, suitable and fitted out for the conditions in which they are to be used. A suitable repair kit must be carried in each craft.

d. Preliminary Training

Participants should undergo preliminary training up to the

following standards or any other equivalent training:

The HKCU Proficiency Test

AND

satisfy the assessor as to their competence.

e. Planning

Plans should show:-

- i. The purpose of the journey
- ii. Proposed campsites
- iii. Route plan, taking account of tides, currents and winds.
- iv. Proposed plan for foul weather.
- v. Method of obtaining weather forecasts.
- vi. Method of reporting progress or change of plan.
- vii. Rations.
- viii. Equipment list and the type of craft used.
- ix. Safety precautions to be taken including:-
 - methods of summoning help
 - method of self help and waiting for help to arrive
 - methods of signalling disasters
 - communication between individual canoes
 - details of safety boat used and its coverage
- x. Particulars of candidates

f. Supervision and Assessment

For safety reasons, either the supervisor or the assessor should accompany the journey by suitable powered craft. The powered craft must be able to cope with the prevailing sea conditions and provided with means of telecommunication as a safeguard against engine break down.

If the qualifying venture is undertaken in the colder months of the year (November to May), the assessor may ask the participants to attend a water-test. The purpose of which is to see how the participants react to the cold water temperatures as a prevention against hypothermia.

4. Sailing

a. Size of Groups

Voyages in dinghies - must involve 2 crafts

b. Environment

- Bronze - Inland waters or estuaries
- Silver - Inland waters, estuaries or sheltered coastal waters unfamiliar to participants
- Gold - Estuaries, sheltered coastal waters or in cruising yachts only, open sea areas.

For Gold level participants, the area must be unfamiliar to participants and should be more demanding than those used at Bronze and Silver levels. In all cases the water should present an appropriate challenge to the participants.

c. Equipment

It is expected that for the journeys, relatively small craft will be used. The style of boat must be suitable and fitted out for the conditions in which they are to be used. Each participant must wear a life jacket.

d. Preliminary Training

Participants should undergo preliminary training up to the following standards or any other equivalent training.

- Bronze - HKYA Certificate, Level 2
- Silver - HKYA Certificate, Level 3
- Gold - HKYA Certificate, Level 4 and qualification of assistant instructor
AND
satisfy the assessor as to their competence.

e. Planning

Plans should show:-

- i. The purpose of the journey
- ii. Proposed campsites and moorings
- iii. Route plan, taking account of tides, currents and winds.
- iv. Proposed plan for foul weather.
- v. Method of obtaining weather forecasts.
- vi. Method of reporting progress or change of plan.
- vii. Rations.
- viii. Equipment list and the type of craft used.
- ix. Safety precautions to be taken including:-
 - methods of summoning help
 - method of self help and waiting for help to arrive
 - methods of signalling disasters
 - communication between individual boats
 - details of safety boat used and its coverage
- x. Particulars of candidates

f. Supervision and Assessment

For voyages on dinghies, the supervisor should accompany the journey in a powered craft, which should be capable of towing dinghies in case of emergency. The supervisor should be dinghy sailors or yachtsmen having considerable experience of the venture area.

For yachts in open sea areas the supervisor aboard should be a competent sailor and hold relevant certificate of competency (master & engineer) issued by Marine Department or RYA/DTP Yachtmaster Offshore Certificate or equivalent.

5. Rowing

a. Environment

Normally suitable inland waterways should be used. At Silver and Gold they must be unfamiliar to the participants and at Gold should be more demanding than those used for Bronze and Silver. Campsites and a considerable proportion of the route should be in remote areas or, in exceptional cases, sheltered coastal waters may be used.

b. Numbers

On rivers the minimum number of craft is to be 3 singles or 2 doubles. On open water, there is to be a minimum of 3 crafts.

c. Equipment

A suitable repair kit must be carried in each craft. Boats must have adequate buoyancy and be sound, suitable and

fitted out for the conditions in which they are to be used. Each participant must wear a personal floating aid conforming to the relevant national specification.

d. Preliminary Training

All participants must:

- i. Undergo training based on the Award Scheme Programme for Boatwork in the Skills Section, as appropriate to the conditions anticipated during the journey, and satisfy the assessor as to their competence to handle the craft.
- ii. Have an understanding of the Watersports Code.
- iii. Be able to recognize and treat hypothermia.

e. Supervision and Assessment

It is recommended that either the supervisor or the assessor accompany the journey by suitable powered craft. They should have no contact with the group during the journey and subsequent camp except for purposes of safety or assessment.

Further Information on Adventurous Journey to be undertaken outside Hong Kong

Preparation

1. Prior application with full details should be submitted through the Operating Authorities to the Adventurous Journey Panel at least 3 months before the intended venture to obtain preliminary approval. If the proposed venture would be undertaken in a territory outside Hong Kong, which is a member of the International Award Association, the Adventurous Journey Panel would liaise with the National Award Office there.
2. Where it is not a member of the International Award Association, the participants may be required to contact the relevant National Authorities there for the provision of an appropriate assessor. It must be noted that in this case, the prior application should be submitted at least 4 months beforehand for preliminary approval.
3. While the assessor outside Hong Kong is mainly responsible for the actual assessment, another assessor may be appointed by the Adventurous Journey Panel where appropriate in order to form an assessment team to keep in close liaison and to ensure that the requirements under the Scheme are fulfilled. And the latter assessor may be asked to undertake the task of supervising the participants outside Hong Kong but this would have to be explicitly agreed upon.
4. Information of the ventures must be submitted to the relevant authorities in the territory.

5. Participants should undertake appropriate training under simulated environment wherever possible.
6. All participants must be trained and equipped to a standard sufficient to enable them to meet any hazards they might encounter. This is imperative for young people venturing into open or wild country. Due account of seasonal conditions must be taken during both training and assessment by those responsible for organizing the ventures.
7. Unless Award participants have had very considerable experience in venturing at high altitudes, summit ridges in the more mountainous areas should be avoided. Where snow and ice are likely to be encountered, such journeys may only be undertaken by participants and must be specifically authorized by the Headquarters of the Operating Authorities concerned.
8. Before undertaking ventures outside Hong Kong, candidates must normally spend at least 48 hours there prior to the qualifying venture in order to become better acquainted with the conditions of the area.

Appendix 1

AREAS NOT RECOMMENDED FOR ADVENTUROUS JOURNEY

The instructor/assessor should ensure that the journeys are undertaken in appropriate areas. Bronze Level should be undertaken on lowlands and steep slopes should be avoided. The following areas are with potential hazards.

AREA	GRID REFERENCE (WGS84)	REMARKS
Lion Rock (Peak) Tiu Shau Ngam Kau Nga Ling Castle Peak Firing Range Area	KK101745 KK163812 HE007624	Not recommended for all levels
Tai To Yan Sharp Peak	KK028850 KK299828	Not recommended for Bronze Level
Shui Lo Cho Pok To Yan	GE946611 HE038669	Descent to be avoided

Appendix 2

ADVENTUROUS JOURNEY TRAINING OUTLINES

Preliminary training in the following subjects must be undertaken for all ventures. Participants undertaking particular mode of Adventurous Journey should have further training as appropriate.

The topics and the suggested allocation of time will serve as a guideline when organising training, and may be adjusted to meet individual needs. (Direct Silver participants should undertake both Bronze and Silver level training. Direct Gold participants should undertake all level trainings.)

The teaching hours quoted are for reference only. Instructor may adjust as appropriate. Teaching hours for Direct Silver and Direct Gold participants may be less than the aggregate sum of training hours for “Bronze plus Silver” or “Bronze plus Silver plus Gold” respectively.

For progressive Silver or progressive Gold participants, instructor might need to consolidate the topics taught at the Bronze or Silver level before going to the more in-depth ones.

Section I Lecture and Basic Training

I HIKING

	Training Item	Bronze Level	Silver Level	Gold Level
1.	Aims and Requirements of Adventurous Journey Section	(15 mins) - Simple introduction	(30 mins) - More detailed explanation	(30 mins) - Arouse the participants' consensus
2.	Team Spirit and Leadership	(60 mins) - Function of a team - What is team spirit	(60 mins) - Leader's role and quality	(60 mins) - Development of leadership
3.	Equipment	(60 mins) - Choosing suitable clothing and footwear - Introduction on personal and group equipment - Packing a rucksack and waterproofing the content	(30 mins) - Choosing suitable equipment and knowing how to use them - Keeping the weight down	(30 mins) - Care and maintenance of equipment - Buying of equipment
4.	Map Reading	(60 mins) - Nature of maps - Folding a map and protecting	(60 mins) - Ability to describe a route linking two	(60 mins) - UTM grid system - Familiarization of

		<ul style="list-style-type: none"> against dirt and damp - Direction - Scale - Measuring distances on a map - Marginal information - Conventional Signs - Grid reference - Understanding contours and relief 	<ul style="list-style-type: none"> places using a map - Deeper understanding contours and relief 	contours and relief
5.	Use of Compass	(60 mins) <ul style="list-style-type: none"> - Parts of a protractor type compass - Maintenance of compass - Obtaining grid bearings from maps - Obtaining magnetic bearings - Travelling on a bearing 	(30 mins) <ul style="list-style-type: none"> - Method of relocation - More exercises on bearings 	(30 mins) <ul style="list-style-type: none"> - magnetic deviation of a compass - Furthers practices on bearings
6.	Navigation	(30 mins) <ul style="list-style-type: none"> - Setting the map - Locating features marked on 	(30 mins) <ul style="list-style-type: none"> - Using map and compass to locate 	(30 mins) <ul style="list-style-type: none"> - Setting the map without compass in the

		<p>the map in the field</p> <ul style="list-style-type: none"> - Identifying features in the field by the map - Using the map to determine geographical direction, direction of travel and direction of paths - Following a planned route 	<p>position</p> <ul style="list-style-type: none"> - Method of relocation - Navigation in restricted visibility 	<p>field</p> <ul style="list-style-type: none"> - Further practice on method of relocation
7.	Campcraft	<p>(90 mins)</p> <ul style="list-style-type: none"> - Pitching and striking tents - Arrangements for water, cooking, sanitation and refuse disposal - Care and cleaning of campsites - Youth Hostelling - Simple knots and ties 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Choosing a suitable pitching area - Types of different tents 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Temporary or emergency shelters
8.	Food and Cooking	<p>(45 mins)</p> <ul style="list-style-type: none"> - Menu planning and choice of food - Choice of emergency ration 	<p>(45 mins)</p> <ul style="list-style-type: none"> - Procedures and safety precautions in using different types of 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Cooking meals under bad weather condition

		<ul style="list-style-type: none"> - Packing and protecting food - Procedures and safety precautions in using simple type of stoves and handling fuels - Cooking simple hot meals 	stoves	
9.	First Aid	<p>(90 mins)</p> <ul style="list-style-type: none"> - Content of a First Aid Kit - Treatment for grazes and cuts, cleaning the wound and application of simple dressing - Stopping bleeding - Treatment of blisters, stings, minor burns and scalds - Dealing with foreign bodies in eye, ear or nose - Treatment with insect stings or animal bites. 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Recognition of sprains and cramp and treatment - Recognition of heat exhaustion, heat stroke and hypothermia and treatment 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Recognition of dislocation and fractures and treatment - Treatment for shock - Saving a choking person - Emergency transport of casualties
10.	Safety Precaution and Emergency Procedures	<p>(90 mins)</p> <ul style="list-style-type: none"> - Procedures for safe journey - Knowledge in weather 	<p>(45 mins)</p> <ul style="list-style-type: none"> - Common causes of accidents in wild 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Risk management for wild country activities

		<ul style="list-style-type: none"> - Dealing with accidents - Summoning help 	<ul style="list-style-type: none"> - country - Familiar with emergency procedure 	<ul style="list-style-type: none"> - Dealing with risks in wild country
11.	Journey Planning and Recording	<p>(90 mins)</p> <ul style="list-style-type: none"> - Purpose of a journey - Preparing a journey plan - Observation and recording - Preparing a log 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Purpose of a journey (more details) - Choice of routes / bad weather alternatives - Distribution of campsites and youth hostels 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Comprehensive purpose planning - Route independently - Route profile or route description
12.	Care of Environment	<p>(30 mins)</p> <ul style="list-style-type: none"> - Observing the country code - Avoidance of noise and disturbance to rural communities - Refuse disposal - Fire precaution - Clean up refuse disposed by others' 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Strengthen the concept of environmental protection 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Consensus of environmental protection

II CYCLING

	Training Item	Bronze Level	Silver Level	Gold Level
1.	Aims and Requirements of Adventurous Journey Section	(15 mins) - Simple introduction	(30 mins) - More detailed explanation	(30 mins) - Arouse the participants' consensus
2.	Team Spirit and Leadership	(60 mins) - Function of a team - What is team spirit	(60 mins) - Leader's role and quality	(60 mins) - Development of leadership
3.	Equipment	(60 mins) - Choosing suitable clothing, footwear and hamlet - Introduction on personal and group equipment - Packing of panniers and methods of waterproofed - Learn about the basic types of bicycles, different parts of a bicycle, derailleurs and choosing components	(30 mins) - Choosing suitable equipment for cycling journey and knowing how to use them - Keeping the weight down	(30 mins) - Care and maintenance of bicycle - Buying of equipment

		<ul style="list-style-type: none"> - How to choose a suitable bicycle. Checking of brakes, handle bar, tyre pressure and transmission system - Simple bike repair 		
4.	Map Reading	<p>(60 mins)</p> <ul style="list-style-type: none"> - Nature of maps - Folding a map and protecting against dirt and damp - Direction - Scale - Measuring distances on a map - Marginal information - Conventional Signs - Grid reference - Understanding contours and relief 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Ability to describe a route linking two places using a map - Deeper understanding contours and relief 	<p>(60 mins)</p> <ul style="list-style-type: none"> - UTM grid system - Familiarization of contours and relief
5.	Use of Compass	<p>(60 mins)</p> <ul style="list-style-type: none"> - Parts of a protractor type compass 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Method of relocation - More exercises on 	<p>(30 mins)</p> <ul style="list-style-type: none"> - magnetic deviation of a compass

		<ul style="list-style-type: none"> - Maintenance of compass - Obtaining grid bearings from maps - Obtaining magnetic bearings - Travelling on a bearing 	bearings	<ul style="list-style-type: none"> - Furthers practices on bearings
6.	Navigation	<p>(30 mins)</p> <ul style="list-style-type: none"> - Setting the map - Locating features marked on the map in the field - Identifying features in the field by the map - Using the map to determine geographical direction, direction of travel and direction of paths - Following a planned route 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Using map and compass to locate position - Method of relocation - Navigation in restricted visibility 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Setting the map without compass in the field - Further practice on method of relocation
7.	Campcraft	<p>(90 mins)</p> <ul style="list-style-type: none"> - Pitching and striking tents - Arrangements for water, cooking, sanitation and refuse disposal 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Choosing a suitable pitching area - Types of different tents 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Temporary or emergency shelters

		<ul style="list-style-type: none"> - Care and cleaning of campsites - Youth Hostelling - Simple knots and ties 		
8.	Food and Cooking	<p>(45 mins)</p> <ul style="list-style-type: none"> - Menu planning and choice of food - Choice of emergency ration - Packing and protecting food - Procedures and safety precautions in using simple type of stoves and handling fuels - Cooking simple hot meals 	<p>(45 mins)</p> <ul style="list-style-type: none"> - Procedures and safety precautions in using different types of stoves 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Cooking meals under bad weather condition
9.	First Aid	<p>(90 mins)</p> <ul style="list-style-type: none"> - Content of a First Aid Kit - Treatment for grazes and cuts, cleaning the wound and application of simple dressing - Stopping bleeding 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Recognition of sprains and cramp and treatment - Recognition of heat exhaustion, heat stroke and 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Recognition of dislocation and fractures and treatment - Treatment for shock - Saving a choking

		<ul style="list-style-type: none"> - Treatment of blisters, stings, minor burns and scalds - Dealing with foreign bodies in eye, ear or nose - Treatment with insect stings or animal bites. 	hypothermia and treatment	<ul style="list-style-type: none"> - person - Emergency transport of casualties
10.	Safety Precaution and Emergency Procedures	<p>(90 mins)</p> <ul style="list-style-type: none"> - Procedures for safe journey - Understand the Chapter 4 of “Road Users’ Code” – For Cyclists - Knowledge in weather - Dealing with accidents - Summoning help 	<p>(45 mins)</p> <ul style="list-style-type: none"> - Understand rules of riding in the rural area - Deeper understanding the Chapter 4 of “Road Users’ Code” – for Cyclists - Common causes of accidents in wild country - Familiar with emergency procedure 	<p>(30 mins)</p> <ul style="list-style-type: none"> - How to reduce Traffic Accident
11.	Journey Planning and Recording	<p>(90 mins)</p> <ul style="list-style-type: none"> - Purpose of a journey - Preparing a journey plan 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Purpose of a journey (more details) 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Comprehensive purpose planning

		<ul style="list-style-type: none"> - Observation and recording - Preparing a log 	<ul style="list-style-type: none"> - Choice of routes / bad weather alternatives - Distribution of campsites and youth hostels 	<ul style="list-style-type: none"> - Route independently - Route profile or route description
12.	Care of Environment	<p>(30 mins)</p> <ul style="list-style-type: none"> - Observing the country code - Avoidance of noise and disturbance to rural communities - Refuse disposal - Fire precaution - Clean up refuse disposed by others' 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Strengthen the concept of environmental protection 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Consensus of environmental protection
	Cyclist Skills Training	<p>(60 mins)</p> <ul style="list-style-type: none"> - Do a bicycle check - Do a helmet check - Understand the legal requirements and safety equipment for bicycles - Get on and off the bicycle 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Understand traffic signs and road rules - Start from the side of the road (kerb) - Stop on the side of the road (kerb) 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Use multi-laned roundabouts - Use intersections with traffic signals - Turn in and out of multi-laned roads

		<ul style="list-style-type: none"> - without help - Start off and pedal without help - Stop quickly and with control - Steer the bicycle and manoeuvre safely to avoid objects - Look behind - Signal (stop, left, right) - Use the gears 	<ul style="list-style-type: none"> - Ride along the road - Pass a parked or slower moving vehicle - Stop quickly and with control - Travel straight through controlled and uncontrolled intersections - Turn left – at controlled and uncontrolled intersections - Turn right – at controlled and uncontrolled intersections - Use cycle lanes - Use shared paths - Ride through single lane roundabouts 	<ul style="list-style-type: none"> - Overtake to the start of the queue - Recognise hazards and be an assertive, but also safe and confident cyclist - Share the road with other users - Ride in high-speed traffic environments (rural) - Do hook turns - Ride in group
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			- Ride through traffic signals	
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III CANOEING

	Training Item	Bronze Level	Silver Level	Gold Level
1.	Aims and Requirements of Adventurous Journey Section	(15 mins) - Simple introduction	(30 mins) - More detailed explanation	(30 mins) - Arouse the participants' consensus
2.	Team Spirit and Leadership	(60 mins) - Function of a team - What is team spirit	(60 mins) - Leader's role and quality	(60 mins) - Development of leadership
3.	Equipment	(60 mins) - Choosing suitable clothing and footwear (include lift jacket or Buoyancy aid) - Introduction on personal and group equipment - Acquire Equipment Package Method	(30 mins) - Choosing suitable equipment and knowing how to use them -	(30 mins) - Repairing of the Canoe - Choosing of equipment

		<ul style="list-style-type: none"> - Examine the buoyancy devices of the canoe before setting off - Knowledge of repair kit and tools 		
4.	Use of Compass	<p>(60 mins)</p> <ul style="list-style-type: none"> - Parts of a protractor type compass - Maintenance of compass - Obtaining grid bearings from maps - Obtaining magnetic bearings - Travelling on a bearing 	<p>(30 mins)</p> <ul style="list-style-type: none"> - More exercises on bearings 	<p>(30 mins)</p> <ul style="list-style-type: none"> - magnetic deviation of a compass - Furthers practices on bearings
5.	HK Charts / Maps Reading and Navigations	<p>(60 mins)</p> <ul style="list-style-type: none"> - Nature of maps - Folding a map and protecting against dirt and damp - Direction - Scale - Measuring distances on a map 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Recognize night maritime navigation - Enhance map reading and navigations 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Proficiency of Charts / Maps Reading and navigations

		<ul style="list-style-type: none"> - Marginal information - Conventional Signs - Grid reference - Hong Kong Charts Reading - Hong Kong Tidal Stream and Tides information 		
6.	Campcraft	<p>(90 mins)</p> <ul style="list-style-type: none"> - Pitching and striking tents - Arrangements for water, cooking, sanitation and refuse disposal - Care and cleaning of campsites - Youth Hostelling - Simple knots and ties 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Choosing a suitable pitching area - Types of different tents 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Temporary or emergency shelters
7.	Food and Cooking	<p>(45 mins)</p> <ul style="list-style-type: none"> - Menu planning and choice of food - Choice of emergency ration - Packing and protecting food - Procedures and safety 	<p>(45 mins)</p> <ul style="list-style-type: none"> - Procedures and safety precautions in using different types of stoves 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Cooking meals under bad weather condition

		<p>precautions in using simple type of stoves and handling fuels</p> <ul style="list-style-type: none"> - Cooking simple hot meals 		
8.	First Aid	<p>(90 mins)</p> <ul style="list-style-type: none"> - Content of a First Aid Kit - Treatment for grazes and cuts, cleaning the wound and application of simple dressing - Stopping bleeding - Treatment of blisters, stings, minor burns and scalds - Dealing with foreign bodies in eye, ear or nose - Treatment with insect stings or animal bites. - Treatment of drowning 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Recognition of sprains and cramp and treatment - Recognition of heat exhaustion, heat stroke and hypothermia and treatment 	<p>(60 mins)</p> <ul style="list-style-type: none"> - Recognition of dislocation and treatment - Treatment for shock - Saving a choking person - Emergency transport of casualties
9.	Safety Precaution and Emergency Procedures	<p>(90 mins)</p> <ul style="list-style-type: none"> - Maritime safety rules journey 	<p>(45 mins)</p> <ul style="list-style-type: none"> - Recognition of deep water rescue methods 	<p>(45 mins)</p> <ul style="list-style-type: none"> - Familiar of deep water rescue methods

		<ul style="list-style-type: none"> - Weather Precautions to be taken in fog or heavy weather - Emergency preparedness - Communication and Signal for help - Local marine regulations n canoeing activities - Dangerous Zone in sea trip activities - Local marine regulations and signals - IALA Buoyage System - International maritime signal flags - 深水拯救法 - Global Maritime Distress and Safety System (GMDSS) 	<ul style="list-style-type: none"> - Recognition of crisis management in sea trip activities - Familiar with Emergency Procedure - Familiar of Local marine regulations and signals 	<ul style="list-style-type: none"> - Recognition of crisis management in sea trip activities - Prevention of accident - Experience of Local marine regulations and signals - Towing Canoe Method
10.	Journey Planning and Recording	(90 mins) <ul style="list-style-type: none"> - Purpose of a journey - Preparing a journey plan 	(60 mins) <ul style="list-style-type: none"> - Purpose of a journey (more details) 	(30 mins) <ul style="list-style-type: none"> - Comprehensive purpose planning

		<ul style="list-style-type: none"> - Observation and recording - Preparing a log 	<ul style="list-style-type: none"> - Choice of routes / bad weather alternatives - Distribution of campsites and youth hostels 	<ul style="list-style-type: none"> - Route independently
11.	Care of Environment	<p>(30 mins)</p> <ul style="list-style-type: none"> - Marine Parks visitor code - Avoidance of noise and disturbance to rural communities - Refuse disposal - Fire precaution - Clean up refuse disposed by others' 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Strengthen the concept of environmental protection 	<p>(30 mins)</p> <ul style="list-style-type: none"> - Consensus of environmental protection
12.	Canoe Practical	<ul style="list-style-type: none"> - Holders of the Kayak Proficiency (Bronze Award) Certificate issued by Hong Kong Canoe Union or above 	<ul style="list-style-type: none"> - Holders of the Kayak Proficiency (Bronze Award) Certificate issued by Hong Kong Canoe Union or above 	<ul style="list-style-type: none"> - Holders of the Kayak Proficiency (Bronze Award) Certificate issued by Hong Kong Canoe Union or above

Section II Field Practice

Besides lectures, it is necessary for participants to put them into practice. It is recommended that the training might consist the following combination of fieldwork and practice journeys.

Level	Adventurous Journey Training and Practices (in days)	Assessment (in days)	Total no. of days
Bronze	1 + 1 (practice journey)	2	4
Silver	1 + 2 (practice journey)	3	6
Gold	2 + 2 (practice journey)	4	8
Direct Silver	1 + 2 + 2 (practice journey)	3	8
Direct Gold	1 + 2 + 2 (practice journey) + 3 (practice journey)	4	12

Appendix 3

GUIDELINES ON TRAINING ADVENTUROUS JOURNEY INSTRUCTORS / ASSESSORS

Training Outlines

The following is a recommended pattern of training for Adventurous Journey instructors/assessors. Those who have completed the Silver level Adventurous Journey Section or with other relevant qualifications could be exempted from Part I training. Instructors registered at certain specialty can exempt from the Section A (Theoretical Lectures) of PART II. Section B (Specialty Knowledge) and Section C (Field Practices) are compulsory.

PART I : BASIC ADVENTUROUS JOURNEY TRAINING

The training outlines and days of practices are the same as Silver Level training as stated in appendix 2.

PART II BASIC ADVENTUROUS JOURNEY INSTRUCTORS' TRAINING

Training includes lectures, specialty knowledge and practices.

A. Theoretical Lectures

(The teaching hours quoted is for reference only.)

6. What is HKAYP? (60 mins)

- Philosophy of the Scheme
- Structure and organization of the Scheme
- Aims and requirements of the five sections, especially the Adventurous Journey Section

7. Leadership and Team Spirit (120mins)

- Training on self-confident
- Training on leadership
- In-depth understanding of team spirit

8. Party Management (120 mins)

- Communication technique
- Emotion handling technique
- Arrangement of Adventurous Journey training courses
- Administration procedures for organizing a training course for an OA

9. Instructional Methods (120 mins)

- Use of teaching aids
- Classroom management
- Teaching techniques
- Teaching in the field
- Teaching methodology of different topics

10. Role and responsibilities of an instructor/assessor (120 mins)

- Role and responsibilities of an instructor, supervisor and assessor
- Assessment criteria

11. Adventurous Journey Instructor Central Registration Scheme (60 mins)

- Operation guidelines for CRS

B. Specialty Knowledge

There are different requirements for different specialty. The teaching hours quoted is for reference only.

I HIKING

1. Technical Competence (120 mins)

- Map and compass
- Contours and relief
- Set map without compass in the field
- Method of relocation
- UTM grid system
- Navigation in restricted visibility
- Maintenance and use of equipment
- Temporary and emergency shelter

2. Risk Management (120 mins)

- In-depth understanding of safety guidelines
- Appropriate risk management
- Mountain hazards
- Handling accidents
- Navigation in restricted visibility
- Temporary or emergency shelters
- Cooking meals under bad weather condition

II CYCLING

1. Technical Competence (120 mins)

- Map and compass
- Contours and relief
- Set map without compass in the field
- Method of relocation
- Learn about the basic types of bicycles, different parts of a bicycle, derailleurs and choosing components
- Equipment and packing of a cyclist
- How to choose a suitable bicycle. Checking of brakes, handle bar, tyre pressure and transmission system
- Point to note for cycling in rural environments

- Cycling alone safely
- Simple bike repair and maintenance
- Temporary and emergency shelter

2. Risk Management (120 mins)

- Deeper understanding the Chapter 4 of “Road Users’ Code” – for Cyclists
- Appropriate risk management
- Deeper understanding of procedure in handling traffic Accident
- Navigation in restricted visibility
- Temporary or emergency shelters
- Cooking meals under bad weather condition

3. Cyclist Skills Training

Level 1

- Do a bicycle check
- Do a helmet check
- Understand the legal requirements and safety equipment for bicycles
- Get on and off the bicycle without help
- Start off and pedal without help
- Stop quickly and with control
- Steer the bicycle and manoeuvre safely to avoid objects
- Look behind
- Signal (stop, left, right)
- Use the gears

Level 2

- Understand traffic signs and road rules
- Start from the side of the road (kerb)
- Stop on the side of the road (kerb)
- Ride along the road
- Pass a parked or slower moving vehicle

- Stop quickly and with control
- Travel straight through controlled and uncontrolled intersections
- Turn left – at controlled and uncontrolled intersections
- Turn right – at controlled and uncontrolled intersections
- Use cycle lanes
- Use shared paths
- Ride through single lane roundabouts
- Ride through traffic signals

Level 3

- Use multi-laned roundabouts
- Use intersections with traffic signals
- Turn in and out of multi-laned roads
- Overtake to the start of the queue
- Recognise hazards and be an assertive, but also safe and confident cyclist
- Share the road with other users
- Ride in high-speed traffic environments (rural)
- Do hook turns
- Ride in group

III CANOEING

1. Local Water Weather (30 mins)

- Overview of Local Seasonal Weathers forecast and weather forecast
- Knowledge of Marine forecast at Sea Trip Potential hazard
- Familiar of the accident and emergency procedure

2. Swimming Test (30mins)

- Swimming Test Purpose

- Swimming Test Procedure

3. Canoeing Trip Basic Knowledge (120mins)

- Knowledge of Hong Kong Local Water
- Hong Kong Chart Reading and Operation
- Wind, tides and tidal stream affected of sea trip
- Canoeing Safety Rules
- Under low visibility canoeing and coastal canoeing method
- Application in emergency repair canoe
- Emergency bivouac
- Adverse weather field cooking

4. Safety Boat Operation (120 mins)

- Safety Operation and Precautions of Safety boat
- Pre-departure and Post-arrival preparation and check procedure
- Knowledge of Outboard safe operation and emergency procedure
- Escort, Searching and Towing Technique
- Knowledge of appropriate Risk Management

5. Qualification of Canoe and Marine Rescue

In addition of the special knowledge, the instructor shall meet the following requirements:

- i. Holders of the Kayak Proficiency (Gold Award) Certificate issued by Hong Kong Canoe Union or equivalent; and
- ii. Holders of Valid Canoe Lifeguard Certificate or Pleasure Vessel Operator Grade 2 Certificate.

C. Field Practices

In order to practice and consolidate the skills as stipulated above, it is necessary for potential instructors to attend field practices.

Besides the practice journeys required in Part I (Basic Adventurous Journey Training), at least 7 days of practice journeys must be undertaken in Part II (Basic Adventurous Journey Instructor Training). Such requirement may be modified as appropriate if potential instructor has substantial training already.

PART III : PRACTICAL TEACHING

Potential instructors should then assist in a Bronze/Silver Level Adventurous Journey course. This is the opportunity for them to gain practical experience and to polish their skills under the guidance of an experienced instructor. Gold Level Adventurous Journey course are not suitable for practical training.

Criteria for appointment

To be appointed as an instructor/assessor, an individual should:

- a) be a mature adult over 18;
- b) hold a valid first aid certificates (approved by the Comissioner of the Labour Department, e.g. issued by the St. John Ambulance Association, Red Cross or Auxiliary Medical Services)
Reference:
https://www.labour.gov.hk/eng/faq/oshq12_whole.html;
- c) understand the aims and requirements of the Scheme, especially the Adventurous Journey section;
- d) be conversant with the items listed on the " Adventurous Journey Training Outlines";
- e) has attended Adventurous Journey training organized by OAs and has completed practical training. (For those who have undertaken a Bronze Level practical training, he/she can be appointed as Bronze Level instructor. For those who have

undertaken a Silver Level practical training, he/she can be appointed as Silver Level instructor.)

Appointment should be made by the respective OAs, and be renewed every three years.

Upgrading

To be upgraded, instructors should have two or more years of active service in the previous level, and successful completion of another practical teaching period.

Appendix 4

PROCEDURES OF INFORMING POLICE

- 1) Send a fax to the police station in which the activity starts, with details of the activity at least 10 days in advance. Notification Form for Outdoor Activities in Rural Area can be used if necessary.
- 2) Adventurous Journey instructors should not vary the predetermined routes, unless the change is of absolute necessity. If changes have to be made, relevant police station should be informed.
- 3) Adventurous Journey instructors should keep the personal particulars and emergency contacts of all participants.
- 4) In planning locations for activity, easy access for rescue purposes during emergency cases, have to be always borne in mind.
- 5) The following is a short list of police stations. Others can be checked at the Award Office or visit the following web site. In case of any query, please call the concerned police stations. (http://www.police.gov.hk/ppp_en/contact_us.html)

Police Report Room	Address	Telephone	Fax
Sai Kung Division	1 Po Tung Road, Sai Kung, Kowloon	3661 1630	2791 5129
Tsuen Wan Division	23-27 Tsuen King Circuit, Tsuen Wan, New Territories	3661 1708	2405 3687

Police Report Room	Address	Telephone	Fax
Lantau North Division	1 Shun Tung Road, Lantau Island	3661 1694	2988 1822
Lantau South (Mui Wo) Division	1 Fu Kong Shan, Mui Wo, Lantau Island	3661 1696	2984 1538
Tai Po Division	4 On Po Lane, Tai Po, New Territories	3661 1674	2144 1271
Sheung Shui Division	8 Sha Tau Kok Road, Lung Yeuk Tau, Fanling, N.T.	3661 1672	2676 7569
Yuen Long Division	246 Castle Peak Road – Yuen Long, Yuen Long, New Territories	3661 1680	2443 0590

SAMPLE

The Hong Kong Award for Young People
Notification Form for Outdoor Activities in Rural Area

To: _____ Police Station

From: _____
 (The Organization)

Activity: _____

Date: _____ (Start) _____ (Finish)

Time: _____ (Start) _____ (Finish)

Venue _____

No. of Participants (Participants) _____ (Instructors) _____

Age Range: _____

Name of Instructors (1) _____ Mobile Phone: _____

*At least 2 instructors
 (2) _____ Mobile Phone: _____

Route Information (Place/Feature and G.R.) *Use additional sheet if necessary

Date		
Start Point / Camp Site		Estimate Time:
Check Point		Estimate Time:
		Estimate Time:
		Estimate Time:
		Estimate Time:
		Estimate Time:
		Estimate Time:
Camp Site / End Point		Estimate Time:

Contact No.: _____

Telephone: _____

Date: _____

Appendix 5

GUIDELINES FOR ADVERSE WEATHER CONDITIONS

Participants and instructors/assessors are advised to listen to weather forecasts regularly and make safe arrangements for their activities.

1) Strong Monsoon / Thunderstorm Warning Signal/Tropical Cyclone Warning Signal No. 1

After studying the weather reports, the instructor/assessor may reasonably exercise discretion to decide whether a journey should not be started or cease continuing a current activity in response to the circumstances.

2) Tropical Cyclone Warning Signal No. 3 or higher

If hoisted before the start of a journey, cancel the journey.

If hoisted during a journey, cease the journey.

3) Rainstorm Warning

If hoisted before the start of a journey, defer the journey until the weather becomes favourable.

If hoisted during a journey, suspend the journey at once and find the nearest shelter until the weather becomes favourable.