

### Primary Requirements

1. The Trip Leader has absolute authority over the whole trip. At the Trip Leader's discretion, the following procedures may be varied. Any member who is contravening Club Constitution, ByLaws and Policies could be asked to leave the trip.
2. Maintain a safe distance from the vehicle in front.
3. Each driver shall keep in contact with the following vehicle (radio or visual) at all times. In conditions where visibility is poor, switch on headlights and check regularly for the vehicle behind. It is every driver's responsibility to make sure that the convoy does not separate.
4. Wait at every turn with your turning indicator flashing until the driver of the following vehicle acknowledges your signal with turning indicators.
5. Difficult obstacles should be negotiated by one vehicle at a time, upon completion each vehicle advises the following vehicle that it is safe to proceed.
6. If you have to leave the convoy, or stop for any reason, you must inform the Trip Leader. The nominated "Tail End Charlie" must remain as the last vehicle in the convoy.
7. General radio messages by the Trip Leader to the convoy should only be acknowledged by "Tail End Charlie". After acknowledgment, other convoy members may then seek clarification or additional information if the message was unclear.

### Secondary Requirements

8. The Road Traffic Act rules and regulations must be adhered to at all times.
9. The Code of Ethics of the Australian National Four Wheel Drive Council must be followed by each member of the convoy.
10. The 4WD Adventurers Club Constitution, ByLaws and Policies must be followed by each member of the convoy.
11. The Trip Leader has absolute authority on all aspects of the trip and may delegate this authority for the management of incidents. Vehicle recovery, first aid and accidents are typical situations where this authority is likely to be delegated.
12. The incident manager may require your assistance for a recovery operation and will nominate all individual tasks to be performed.
13. For safety reasons, keep well clear of all recovery operations.
14. If a vehicle needs to make a temporary stop (toilet, photo etc), "Tail End Charlie" and / or other vehicles as directed by the Trip Leader should stay with that vehicle.
15. If the convoy becomes separated and you reach a junction where there is no vehicle to show you the way, stop and wait for someone from in front to come back and try to contact the vehicle by radio.
16. When in convoy on public roads, ensure there is obvious space between vehicles to allow other motorists to pass safely.
17. Always stay in convoy position unless a change has been authorised by the Trip Leader.
18. Any damage caused to your vehicle is your own responsibility. Stop and remove any obstacles so that obvious damage to your vehicle and other vehicles can be avoided.