



Convoy Procedures

Introduction

1. To ensure that each trip is run smoothly and without disruption it is important that all members follow the current convoy procedures, failure to do so may result in the convoy becoming separated and members becoming lost, thereby requiring the Trip Leader and other senior members wasting valuable time searching for the lost members.
2. There is also the possibility that on becoming separated that those members may accidentally enter areas that are restricted or becoming involved in serious accidents; therefore, it is important that these guidelines are followed and that all members are aware of them.
3. Prior to the commencement of the trip, it is advisable that the Trip Leader Prepare a convoy order and advise or provide a copy to all trip participants.
4. It is recommended that the Trip Leader when planning the convoy order ensures that he puts new members in amongst the old members so that there is a good mix of experience for the new members to learn from.
5. The Trip Leader is the sole person in charge at all times unless something has happened to them in which case the 2IC will then be in charge.
6. The 2IC is normally Tail-end Charlie, unless otherwise advised by the Trip Leader.

Communications

7. All trip participants are to ensure that they have a fully working / operational 80 channel UHF radio. In situations where a trip participant does not have a UHF radio, they are to advise the Trip Leader before attending the trip so that a handheld UHF radio can be organised. Note – the Club has a couple of handheld radios for members to use.
8. The nationally recognised 4WD Convoy channel is Channel 10.
9. The Club's default UHF channel is Channel 13 unless another channel is stipulated by the Trip Leader.
10. Prior to commencement of a trip, the Trip Leader is to conduct a 'Radio Check' to ensure that:
 - a. Trip participants have their radios turned on;
 - b. That the radio is working; and
 - c. That it is on the correct channel.
11. During a trip, trip participants should acknowledge all radio instructions given to them.

12. In situations where the convoy is spread out over long distances, participants in the centre of the convoy are to relay all instructions from the trip leader to Tail-end Charlie and vice versa.
13. During recovery or hazardous situations, all participants are to keep their radio chatter to a minimum to allow for those in charge of the recovery or guiding can clearly pass on any instructions.

In Convoy

14. It is advisable and best practice to have all headlights turned on whilst in convoy.
15. Always keep the vehicle behind you in view.
16. On approach to a decision point / obstacle (i.e. intersections / crossroads, washouts etc):
 - a. The Trip Leader will advise on the course of action to be taken at that point;
 - b. On reaching the decision point / obstacle, you are to acknowledge the vehicle in front that you can see them;
 - c. That vehicle will then move off;
 - d. You are to wait until the vehicle following you sees you and acknowledges you;
 - e. Once they have acknowledged you, move off slowly;
 - f. On steep inclines / descents or hazardous obstacles, proceed one vehicle at a time; and
 - g. Once through the obstacle, call the next vehicle through once you are clear.
17. All gates are to be left as found – the Trip Leader will advise Tail-end Charlie if the gate is to be opened or closed.
18. On open roads (i.e. Highways etc) maintain the legal speed limit (Note – for vehicles towing in WA the max speed limit is 100 kph).
19. Do not sit too close to the vehicle in front of you – maintain enough distance in case other traffic are overtaking the convoy and can move in between your vehicle and the one in front safely.
20. Advise the convoy and Trip Leader if vehicles are overtaking the convoy.
21. The Trip Leader is to advise of any oncoming traffic such as wide loads, dangerous situations etc.
22. On dirt roads, leave enough space so that you are not sitting in the thick of the dust.
23. Due to dusty conditions the convoy will be further spread out than normal – ensure that all radio communication is passed through the convoy.
24. During any recovery situation, the Trip Leader is the only one in charge of the situation unless he delegates that responsibility to someone else.
25. When stopping, ensure that all vehicles move as far to the left as possible and do not block the road or track.
26. Vehicles should not leave the convoy unless prior arrangement is made and the Trip Leader is informed.
27. Bad or dangerous behaviour will not be tolerated and anyone doing so will be asked to leave the convoy.
28. Should you need to pull over for any reason, immediately advise the Trip Leader so that he can advise you of what to do.
29. Remember, you are responsible for the vehicle behind you!

Code of Ethics

30. All road rules and regulations must be abided by at all time.
31. WA State Road Law applies to all land not considered private property.
32. Drive In a manner consistent with our Code of Ethics.