

Convoy Procedures



Convoy Procedures

- Convoy procedure is a basic set of instructions that must be carried out on all club trips
- They have been designed to assist in taking a group of vehicles from point A to point B
- If proper procedure is followed, drivers will not exceed their capabilities, no one will get lost and the trip will flow smoothly



Convoy Procedures

- BE ON TIME – to the meeting place as nominated by Trip Leader, make yourself known to Trip Leader on arrival
- VEHICLE – All vehicles MUST be road registered and be in a road worthy and safe condition
- RADIO - Members vehicles MUST be fitted with a working UHF

NO RADIO – NO TRIP – NO EXCEPTIONS



Convoy Procedures

- CONVOY PROCEDURES - becomes relevant when the convoy moves off from the starting point
- TRIP LEADER - is responsible for appointing a Tail-End Charlie, convoy signs, and permits if necessary



Convoy Procedures

- BEFORE COMMENCING - the Trip Leader must know how many vehicles he has and intersperse the more experienced drivers along the convoy
- TAIL END CHARLIE - should constantly hold his position throughout the entire trip
- TRIP LEADER - should familiarise all present, particularly new members or visitors with the convoy procedures
- GATES – Leave as you found them – Tail End Charlie loves lollies on gate posts!



Convoy Procedures

- ROAD RULES - Observe road rules at all times



- CONVOY SPEED – Shall be determined by the road conditions & state regulations



Convoy Procedures

- BRIEFING – Prior to departure each day, all drivers are to assemble for a Trip Leaders briefing on the next stage of the trip
- STARTING TIMES – Times for daily departure are agreed prior to departure or at daily briefing



- TRAVEL – All members of the convoy are to follow the Trip Leader and not stray from the route



Convoy Procedures

- CONVOYS – Vehicles should stay in convoy position unless a change is authorised by Trip Leader
- DISTANCES – members should keep a safe distance from the vehicle in front, particularly in hilly country or if brakes are wet after a water crossing. On main roads leave adequate space between vehicles to enable other vehicles to overtake safely



Convoy Procedures

- DRIVER RESPONSIBILITY – Each driver is responsible for the vehicle behind. Keep the following vehicle in contact at all times. In conditions where visibility is poor switch on lights & check regularly that the following vehicle is in sight. Contact by radio is also possible
- TRACK WIDENING – Drivers are not to widen existing tracks by driving around obstacles such as broken branches or large holes – track maintenance



Convoy Procedures

- ACKNOWLEDGING TURNS – Wait at every turn with indicators flashing until following driver acknowledges they have seen you



- SEPARATED CONVOY - If convoy becomes separated & an intersection is reached with no waiting vehicle, stop and wait for instructions from Trip Leader



Convoy Procedures

- **NEGOTIATING HAZARDS –**
At any creek crossings, steep hills, sand hills or other hazardous terrain - wait until the preceding vehicle has fully cleared the obstacle



- **RECOVERY OPERATIONS –** The Trip Leader will be in charge or will appoint someone to be in charge of all recovery operations, all other vehicles and spectators to be kept well clear
- **VEHICLE DAMAGE –** Any damage done to a members vehicle is the members own responsibility



Convoy Procedures

- STOPPING CONVOY – If members wish to stop the convoy, call on radio to notify preceding and following vehicles
- STOPPING AREAS – Campsites or rest areas should be chosen where practical so that all members of the trip can be accommodated



Convoy Procedures

- LUNCH STOPS – Meal breaks should be about an hour unless agreed to beforehand and starts from the arrival of Tail end Charlie
- STOPS – Convoys should stop for a short period every couple of hours, Morning & Afternoon tea
- END OF DAYS TRAVEL – Where possible the day's travel should end with sufficient daylight to allow campsites to be established unless otherwise agreed beforehand – Happy hour!



Convoy Procedures

- LEAVING CONVOY – If members wish to leave the convoy for any reason they must inform the Trip Leader over the radio or at the stops
- BREAKDOWNS OF VEHICLES – If a vehicle breaks down or becomes immobile for any reason, all vehicles must stop until it is mobile again or the Trip Leader has checked that the vehicle is safe to be left for adequate assistance. Arrangements are to be made to renew contact with convoy as soon as possible



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- Questions?

