  

# **2 Minute Form**

**Trip Name: Otamure Bay, Northland**

**Check-in Name and Phone:**

**Date:** **Branch:**

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| **Leaders** |  | | | |  | |
| **Cell Phone Number** |  | | | |  | |
| **VHF** Call Sign &/or Vessel Name |  | | | |  | |
| **Vehicle** make, model, registration, colour |  | |  | |  |  |
| **General Plan**  *Note: If plan changes, you must notify your Check-in person.* |  | | | | | |
| **Latest Time Off the Water** |  |  | | | TMP/ AMP used20 |  |
| **Tide/ Forecast Lake Level** | Low |  | | High | Other |  |
| **Communications Carried**21 |  | | | | | |
| **Communications** | We will be communicating as a group on VHF Channel \_\_\_\_\_ | | | | | |
| **Equipment Carried** |  | | | | | |
| **Trip Report**  (Use other side if more space required) |  | | | | | |

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| Activity | | | Otamure Bay | | | | Centre | Auckland | | Location | | Northland | | Difficulty1 | | | | | Intermediate plus, or beginners if weather is appropriate | | | | | | | | |
| Activity Description | | | Variety of places to paddle to from this base, north and south along the coast, and several nearby islands. | | | | | | | | | | | | | | | Leader qualification req.2 | | | | | | | | Leader | |
| Get in Location | | | Otamure Bay | | | | | | | | Chart/ Map no.4 | | | | | |  | | | | Distance | | | | | various | |
| Get out Location | | | Otamure Bay | | | | | | | | Coastguard Channel | | | | | | 82 & 16 | | | | Nowcasting | | | | | 20,21,22 | |
| Emergency get out 5 | | | Any beach along the coast | | | | | | | | Emergency / Coastguard Station | | | | | | Auckland | | | | Phone | | | | | \*500  09 303 4303 | |
| Drinking Water6 | | | | Yes | | | | | Toilets7 | | | | | Yes | | | |
| Emergency Response | | | Refer Emergency Response Booklet | | | | | | | |  | | | |  | | | | | Parking8 | | | | | Yes | | | |
| Specific Equipment Required9 | | | Helmets recommended for rock gardening | | | | | | | | Working Communications equipment in this area10 | | | | Cell phone  Sat phone | | | | | | | | Mountain Radio | | | | PLB  VHF | |
| Other resources  and notes11 | | |  | | | | | | | | Weather Parameters12 | | | | Depends on the group | | | | | | | | | | | | | |
| Previous incidents13 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Safety Management**14 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hazard | | Significant? | | | Management Strategy15 | | | | | | Hazard | | Significant? | | | Management Strategy15 | | | | | | | | | | | |
| Cold Water | | Yes | | | Carry spare dry clothes and shelter | | | | | | Deep Water | | Yes | | | Correctly fit PFDs | | | | | | | | | | | |
| Medical Conditions | | Yes | | | 1. Leader has first aid qualification 2. Ask customers about medical conditions | | | | | | Bad Weather | | Yes | | | Understand weather forecasts.  Have back up plans or pull out if necessary | | | | | | | | | | | |
| Capsizing | | Yes | | | * Correctly fit PFDs * Skills at performing rescues. | | | | | | Heat / Sun | | Yes | | | * Protective Clothing (worn) * Sun Screen * Plenty of drinks * Sunglasses | | | | | | | | | | | |
| Panic | | Yes | | | Ensure conditions match level  of skills | | | | | | Obstacles | | Ye s | | | Awareness of reefs, navigational hazards, nets | | | | | | | | | | | |
| Rock gardening | | Yes | | | Ensure participants have the appropriate skills. Everyone should wear a helmet if playing among the rocks | | | | | | Other Vessels | | Yes | | | * Understand the “rules of the sea” * “Be seen” – Have two of the following; flag, brightly coloured kayak, brightly coloured Pfd or hat. At night: an all round white light & a powerful torch. | | | | | | | | | | | |
| Written up by: | Larraine Williams | | | Approved By: | | Russell Williams | | | Signed: | RW | | | Date: | | | 31 March 2014 | | | | | | Review in: | | 12 months from date of approval | | | |

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| **Additional Information Sheet** (Optional) | | | | | | |
| Introduction (A general introduction) | |  | | | | |
| Description (A description of the tour – as if you were selling the idea to someone) | |  | | | | |
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| **Local Attractions** | | **Transport/ Local Operators** |  | | | |
|  | Contact details |  | Contact details | | | |
|  |  |  |  | | | |
|  |  |  |  | | | |
| **Local Eateries** | |  |  | | | |
|  | Contact details |  |  | | | |
|  |  |  |  | | | |
| **Accommodation/ Campsite Locations** | | | **Facilities** | | | |
| Name | DOC campsite at Otamure Bay | | Cabins | No | Fuel | No |
| Phone | +64 9 433 8402 | | Showers | Yes, cold | Power | No |
| E-mail | none | | Toilets | Yes | Water Access | Yes |
| Website | http://www.doc.govt.nz/parks-and-recreation/places-to-stay/conservation-campsites-by-region/northland/whangarei-area/otamure-bay-whananaki/ | | Laundry | No | Pool | No |
| Physical Address | Otamure Bay | | Water | Yes | Fires Allowed | No |
| Getting there | Go past Hikurangi on SH1. Turn off SH1 at Whananaki North Road. Travel 27 km. Campsite is 2 km past the village on Rockell Road. | | Supplies | No |  |  |
| **Other information** |  | |  |  |  |  |