

Willis's Walkabouts Guide's Information

This is a reference which should be studied at home.

**There is a smaller booklet which
must be carried
at all times**

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• Information for Drivers (<i>these are kept in the glove box of each vehicle</i>)	
• Bushwalking Guide (<i>Every client gets one; you need to be familiar with the contents.</i>)	

Introduction

This booklet sets out all the Willis's Walkabouts procedures and checklists. **Every guide should read it prior to each season and should refer back to it whenever he or she has any doubt about anything.**

If you are unsure about anything, don't make a guess, ask Russell or Jo. If neither is available, you can ask another guide, but, if so, please check with Russell or Jo as soon as possible.

Guides' Pre-Trip Checklist

The checklist below is an abbreviated form of the detailed information which follows so that you have a simple list you can tick off as a final check. Everything on the first list must be done **before** the pre-trip meeting. Items on the second one, prior to departure.

Before meeting

- First aid kit checked, contents complete
- Vehicle checked
 - Tyre pressure
 - Fuel
 - tool kit
- Registration forms checked for special info
 - This includes things like diet, experience, birthdays, etc.
- Hire gear collected and signed out
 - Stress that tent flies are not ground sheets. We have ground sheets.
- All group equipment at hand: billies, stoves if needed, etc
 - sat phone, EPIRB & GPS; GPS is optional, the others are not
- All paperwork collected
 - Hire car form – must be completed prior to departure
 - Questionnaires, both WW and Kakadu
 - Kakadu photography form – must be completed prior to departure
 - Expense book
 - Hire gear form
 - Vehicle report form
- CALM docket book for WA

Before departure

- Check pack weights for inexperienced walkers.
- Make sure everyone has signed all relevant forms.

You must carry at all times

- Small guide's booklet. This contains essential information, emergency phone numbers, etc
- In Kakadu
 - a copy of Willis's Walkabouts current tour operators permit
 - a copy of the permit specific to your walk
- EPIRB and Sat Phone

Pre-Trip Preparation

All of the following need to be done **at least three days** before the trip so that you have time to correct any problems. If possible, allow yourself a week.

Paperwork

- **Collect the trip list** and check it for medical details, birthdays, experience, hire gear, special food requirements, etc. It is always a good idea to check the original registration forms in case something got missed.
- **Read the trip notes.** Most of the clients will have a copy. You need to have an explanation for any variation made to what has been advertised.
- **Read the guides notes** and itinerary. (Some trips have no guides' notes, others have several detailed sets of notes.)
- **Familiarise yourself** with the approved route and the definite No Go areas if walking in Kakadu.
- **Pick up your expenses book** and expenses cheque in preparation for any expenses you may need to cover prior to trip departure. Fill it out using the standard column format. List at the top, the trip name, your name and the trip dates. The columns are to be headed 1) date 2) Item 3) Income 4) Expense
- **If this is the first time** you are doing a particular route, discuss it with someone (preferably several people) who has/have done it before.
 - There are guide's reports for almost all of the areas where we walk. Read them and bring the relevant ones along for reference.
- **Books:** There are many books that can be borrowed at anytime. Please fill in the Borrowing Book so we can keep track of them. If you are taking books out bush, if they are not already covered with plastic contact please do so.
 - We have rolls of plastic contact in the office.
- **Have spare** Registration Forms and a Bushwalking Guide if you might pick up an extra person along the way.
- **Collect questionnaires,** envelopes and comments book.
- **Collect park entry tickets** if going to Kakadu. If we are out of stock, you will have to purchase them on the way in.
- **If going into the Bungles** or other CALM parks, you can just write the amount owed for our permit on a Commercial Activity Docket Book provided by CALM to us for the purpose. CALM will bill us later. Please refer to specific instruction sheet detailing our responsibilities to each Northern Australia management authority.
- **You must always carry the short Guide's Information booklet.**
- In Kakadu, you need to carry a copy of the permit for the walk.
 - **If you are in Kakadu without both the WW permit** (in the small booklet you should always carry) **and the permit for the specific walk you are doing, you are in the park illegally.**

Equipment

- **Maps:** if you take a new map please cover with contact plastic.
- **First Aid Kits:** See First Aid chapter. Carefully consider whether you will carry the kit or give it to one of the clients to carry. If the latter, remember, **you** have to be able to get to it at all times.

- **Communication.** All groups should have a sat phone and EPIRB. Make sure the sat phone battery and spare are both charged. Collect EPIRB and GPS if required.
- **Stoves** are needed in the Bungles, Keep River, Katherine Gorge and Koolpin-Freezing. You'll need at least 3 litres of fuel for a big group for 5 days.
- **Collect cooking equipment.** You will need
 - two large (7+ litre billies) (*for large groups*)
 - one to three smaller billies (*even the smallest group needs at least three billies*)
 - billy tongs (or gloves or whatever else you use to lift billies off the fire)
 - **Never try to lift a large billy with one set of tongs.** You need two sets for a large billy. Even with small ones, it's safer to use two sets when they are full.
 - steel scourer
 - two or three serving spoons (slotted & solid)
- **Trowel** - Guides must carry a trowel - the Bushwalking Guide says you have one and clients expect it.
- **First Aid Kit** - check contents. **You** are responsible for this.
- **Pick up and check your hire gear** as detailed on the trip list.
 - Do not assume that anything is as it should be without checking it.
 - Ground sheets are to go out with all sleeping bags and tents.
 - **Report any equipment problems** to the office.

Pre-trip vehicle check

Your vehicle(s) may not have been left in the condition you would expect of your colleagues. Check your vehicle(s) before you go out for

- cleanliness
- fluid levels (brake, battery, radiator)
- pre-trip tyre pressures. (Filling in the form helps catch slow leaks.)
- tool kit contents. If you find any tools missing, do not remove them from another vehicle. Advise the office manager.
- Do not simply leave out equipment you consider unnecessary. Leave something out and the next person to use that vehicle may curse you.
- **Check if your vehicle is required for another trip** soon after your return. It may affect the time your vehicle is expected back at the office for cleaning or servicing.
- **If you feel that you won't be able** to do the necessary clean up tasks at the end of the trip, let the office know before you go. If we don't know in advance, we won't be able to organise anyone else to do them.

Meal Preparation

- **Organise menus**, include breakfasts & lunches as required.
 - If trip is not full be prepared for extra clients is more might be able to join.
 - Menus should contain a good balance of veg, meat and fish meals.
 - Every meal should consist of an entree, a main and a dessert.
 - Make sure good veg alternatives are available if you have any vegetarians.
 - If you are preparing breakfast and lunches for clients, one good method is to have a box of items and let them select what they want and in the quantity they desire. This takes some of the uncertainty out of making selections on the clients behalf.
- **Beverages.** We supply black tea, coffee and hot water in the morning; all beverage requirements in the evening.
 - Billies of black tea can also be supplied at lunchtime if convenient and on arrival at camp.
 - Sugar is heavy to carry and group supplies have been known to run out. You can overcome the problem by offering the clients, at the beginning of the trip, a small plastic bag and tell them to help themselves to what ever they think they will need. The same applies to milk. Indicate to the clients the number of times hot drinks are going to be on offer.
- **Salt.** Some clients feel the need to supplement their salt intake. Although there is ample salt in the soups and other foods and no additional salt should be necessary, **please carry a little salt** to appease these individuals and avoid complaint.
- **Record keeping.** As you are organising your food please indicate what is getting low and add it to the list on the board or create one.

Pre-trip Meeting

What to bring to Meeting

- **Maps**, Topo and road
- **Food Bags**
- **Hire car form** if you will be using a Walkabouts vehicle
- **Kakadu photograph form** if you are going to Kakadu
- **Client questionnaires** if you plan to give them out before the trip
- **Take all the required hire gear** to the pre-trip meeting so clients can pack their packs and resolve any space problems before they leave. *If anyone hiring a tent fly, emphasise it's **NOT** a ground sheet. We have ground sheets if they want one.*
- **Take along extra** gaiters and mossie nets as people often decide to get these at the last minute.

At the meeting

- **Introduce yourself** and any assistant. get the group members to introduce themselves to each other.
- **Make sure** everyone is at the correct meeting. (Especially important if we have two meetings happening.)
- **Go over the transport arrangements** for the following day and for anyone leaving before the end of the trip.
 - Discuss the **pick up**, time and location. Get details of where everyone is staying.
 - **Make sure** no one is planning an impossible connection.
- **Get everyone** who may be riding in one of our vehicles to **sign the hire car** agreement. The hire vehicle form is for everybody's protection.
 - **Explain why this is necessary** (*see below*). It is something people are not usually asked to do with respect to their holiday transport so a smooth delivery should avoid any hassles. **All our vehicles are registered as self-drive hire cars.** WW is the only tour operator who does this. We do it so that our clients can drive the vehicles. This allows our guides to have a break on long drives and allows us to use two vehicles with one guide (which helps keep prices down). (*All clients had to sign something stating they were willing to sign the agreement or that they would provide their own transport on the registration form.*) **If they do not sign the agreement, neither they nor we are insured.**
 - Request them to read the agreement fully before signing in a manner so all hear you say it. Ensure it is completely filled out with all the vehicle and trip details before asking them to sign. **You wouldn't sign a blank form, don't ask them to do so.**
- **Discuss the itinerary** including the transport to the start of the walk. Use the maps to make sure everyone has a good understanding of what to expect.
 - **Remind people** to have lunch, waterbottle and money in daypack as access to packs is limited on the way to the start.
 - **Daypacks.** Discuss when and where they might be useful
 - **Pack floats.** If a pack float is required (or possible), discuss it and go over techniques to keep gear dry.
- **Make sure everyone has read** the *Bushwalking Guide*.
 - Ask if anyone has any questions about anything in it.
 - **Pass around the etiquette sheet** and give a brief discussion of toileting.
 - **Trowel.** Note that you will have one and tell people where it will be kept.

- **Rubbish.** Emphasise that everyone is responsible for carrying their own. Explain why plastics and foil-lined paper should not be burnt.
 - Almost all plastics give off poisonous fumes when burnt.
 - It's almost impossible to remove all bits of burnt foil from fires. Some birds are likely to eat the fragments and will die a nasty death as a result.
- **Firewood.** Emphasise that we collect only fallen deadwood.
- **Talk about necessary equipment** and minimising pack weight.
 - Emphasise need for **2L water** capacity (more on some trips). If preferred, this can be in wine bladders or similar rather than in bottles.
 - **Hat.** Make sure everyone has a hat.
 - **Rain.** If rain is possible, discuss need for shelter (always) and rain gear. (Red Centre and Pilbara require good gear. In Kakadu & Kimberley, something like a 50g plastic poncho is sufficient.)
 - **Give out any hire gear and maps.**
 - Collect any payment still outstanding.
- **Swimming.** Talk about safety, specific locations, water temperature if relevant (Red Centre, Pilbara, some Kimberley trips).
 - Bathers optional out bush but needed in public places.
 - **Crocodiles.** Crocs worry many people. Explain the difference between saltwater (estuarine) and freshwater crocs and where they are likely to be found and why it is reasonably safe where we go swimming.
 - **Never allow swimming** in any area which might be inhabited by salties.
 - **Explain the possible danger** if someone deliberately provokes a freshie.
- **First Aid.**
 - Mention the first aid kit. Normally you should carry the kit but, if for some reason, that is not possible, organise that at this time.
 - Emphasise the need to attend to hot spots (potential blisters) **as soon as they are noticed.** Not doing so can cause major problems later.
 - **Discuss what might happen** if you were to have an accident.
 - **Tropical ear.** Ear infections are relatively common. Explain that people need to dry their ears after swimming and that they need to let you know if they get any kind of ear ache..
 - **Emergency communication.** Explain what you will be carrying (sat phone and/or EPIRB) and how to use it in case you are the one who has an accident.
 - **Detailed info** on using the EPIRBs and sat phones is in the guides booklet that you must carry. Make sure clients know this and where you will keep it.
- **Give out food bags** so that people can be properly packed prior to departure.
 - Explain the labelling system you use.
- **Beverages.** Explain what you have. It's a good idea to give out sugar and milk to those who want them at this time.
- **Stove only areas.** Bungles, Katherine Gorge, some Red Centre trips.
 - Discuss reason for stove only.
 - Hand out fuel and/or stoves.
 - Fuel is heavy so minimise hot breakfasts.
- **Food drop.** If your trip has a food drop, explain how it will work
 - If fresh food possible, take orders..
 - Collect breakfasts & lunches from clients for their food drop.
 - If a vehicle will be with the trip for more than one section, note that extra food and clothing can be left in the vehicle during preceding sections.

- **Overnight accommodation.** If the trip has a night in accommodation (eg Cooinda), tell people that they should have a towel and change of clothes. Explain how this can be brought in if the vehicle is not remaining with the group.
- **Extra luggage.** Encourage clients to leave their excess baggage at their accommodation. We do, however, have a limited amount of space available in Darwin.
- **Client Questionnaires.** If you give the questionnaires out at the meeting, this should be done at the end and their importance should be stressed.

Kimberley/Bungles Special Issues

- **If you are driving to the Kimberley,** note the fresh fruit & veg ban on WA border
- Extra special attention to toileting in the Bungles. You need to carry paper out.
- Extra batteries and thermals in Bungles
- Optional scenic helicopter ride in Bungles
- **If you are flying to the Kimberley, you will have to send your food over by Bus Freight a couple of days in advance.**

During the trip

After Picking Up Passengers, Before Departure

- Introduce anyone who wasn't at the pre-trip meeting.
- Collect tickets or vouchers from anyone who may have them.
- Recheck that everyone has all equipment which has been hired. If floating packs, check group is prepared, lilos, garbage bags, pack liner.
- Explain the necessity of changing seats to ensure that no one gets a poor seat all of the time. Go over driving procedure with anyone who may be doing some of the driving. (See Driver Info sheet.)
- If going to Kakadu, check to see if anyone already has a Kakadu entrance ticket.
- Have everyone fill water bottles to take into the vehicle(s) for the journey. Make sure that everyone has lunch for the drive and money for snacks & drinks.
- Check pack weights, tactfully. Ask if anyone would like to have their packs checked. (Some people get upset if you simply say that their pack is too heavy.) Some inexperienced people tend to try and carry too much. If a pack is obviously too heavy, try to get them to leave some things behind.

During Trip - Driving

- Ask clients to read the Minimal Impact Bushwalking and Personal Hygiene sheet. These are now available in German and French.
- On the outward journey do not use the air conditioning unless it is exceptionally hot. It is not such a shock when they have to start walking, but is useful if the conditions are dusty.
- Do run the air conditioning on the return journey in the heat of the afternoon. It must be run regularly to keep it functioning.
- Make sure everyone is drinking plenty of water. Being dehydrated at the start of the trip makes the first day much harder than it needs to be.
- Any trip from Darwin to Kakadu should have at least one stop, remember many people are not used to covering the distances that we are.
- Before allowing anyone to drive make sure they have read the *Information for Drivers* sheet.
- **Log Book.** Every time a vehicle gets fuel, it **must** be entered in the log. Make sure you put the fuel in the fuel section – the two sections of the log start at the opposite ends of the book.

During Trip - Walking

- **Before beginning the walk**
 - emphasise the need to seek immediate attention for any "hot spots" before they become blisters. If this happens in the first five minutes, so be it. It will save everyone's time and improve the individual's enjoyment of the trip if it is attended to sooner rather than later.
 - Explain to people the importance of obtaining help for things like allergic reactions, ear aches and first aid situations before they become serious problems. Allergic reactions can come on very quickly. Hit them fast!
 - Check that everyone has read the *Minimal Impact Bushwalking* sheet and re-emphasise.
- **On a trip where new people** join in at a later date, go through the above talk again.

- **Begin each day** (or the night before) with a **briefing**. This should include
 - an outline what you expect to do that day. Make sure you mention any possible difficult sections. (This should be done when travelling in the vehicles as well.)
 - Show the route on the map to those who are interested. When your plans are flexible, say so and outline the different possibilities.
 - Be careful not to promise something you may not be able to deliver. This situation creates disappointment and a feeling of having missed out on something good, perhaps as a result of a slow group member.
- **If you're not absolutely sure** where you are, let the group know (unless you have a group you feel would be unduly upset by the knowledge).
- **Be especially careful** and supervise group closely at danger spots such as the Amphitheatre Falls above Twin, the Surprise Falls campsite and on wet rocks in the Graveside area Cascades Creek Gorge. Warn the group about potential danger before actually letting them proceed on the edge of any moderately sheer drop or face.
 - Do not let them proceed anywhere that is dangerous. If someone insists on defying you, warn them not to so all can hear.
- **Become aware** of the strengths and weaknesses of the members of the group.
 - Some may have little or no bushwalking experience. Some may have a great deal.
 - Some may find rock hopping particularly difficult.
 - Others might have trouble with heights. A person who finds one type of terrain particularly difficult may find another quite easy.
- **Try to anticipate trouble** spots for the less agile members of the party. A little patience will sometimes prevent an accident. Ask yourself if there is an easier way. Try to walk around rather than climb over a trouble spot. Consider taking off packs and passing them up or down, especially for the weaker members of the party. Watch out for eager beavers who take on more than they can manage.
- **When walking down a creek** or following a track, the group can be permitted to spread out somewhat - if this has been explained beforehand. Going cross country, stress that no one should ever lose sight of the person in front or **behind**.
 - If everyone keeps tabs on the **person behind** them, the group will never split up.
 - Tell them to shout out and stop the group if they lose track of either the person in front or behind.
- **Keep an eye out** for people abusing their hire gear. A fly is not a ground sheet.
- **Be diligent** with your own cleanliness before you start cooking.
- **Go through the rules of cleaning up** before the first meal.
 - No soap, no food scraps in creek, burn (or bury) food scraps.
- **If you see examples of bad toileting**, address the issue quickly and firmly. If possible show everyone the dirty deed. It will display to all what not to do, embarrass the offender without everyone knowing their identity and hopefully, prevent a recurrence.
- **The end of the day** can be a problem when you are hot and tired and in a hurry to get to camp. Accidents and falls happen more often when people are tired and lose concentration. (All but 3 of the major accidents on Walkabouts trips which required medical evacuations occurred when the individual was not wearing a pack.)
- **Keep clients informed** about the most suitable emergency help route in the event that you are seriously hurt.
- **In the event of an accident**, make first aid items available for them if they choose and help them to administer it. You should **never tell someone to take something**, only offer it.

- **Notify the Office** as soon as possible when an accident occurs or you have to leave the group unexpectedly. A decision will be made as to the need to send you some assistance to fully discharge our responsibilities to the client.
- **Know the correct procedure** for dealing with an evacuation in that particular area; they are slightly different from place to place and quite specific for Kakadu (See separate sheet). If an evacuation is required, know the location of your party in terms of grid reference and a degrees and minutes co-ordinate. A helicopter company flight director recently had no concept of a grid reference as they never use topo maps.
 - **Emergency phone numbers** and evacuation information is in the small booklet which you must carry at all times.
- **In addition to contacting** the relevant emergency authority to organise the evac, you should also notify the office of the problem, particularly if clients are in the bush on their own. There may be cause for the company to send in someone else to assist or take some other action to fully discharge our obligations. Any unplanned situation where you absent yourself from the group is **serious**.
- **Full rest days** are often appreciated but are never essential. However, on long trips, there should be at least one afternoon where there is the option of doing very little while the rest of the group goes off looking at art sites or whatever.
- **Do your best to answer questions**, no matter how silly they may seem. Some people just need a bit of extra reassurance. However, if you don't know the answer to a particular question, admit it. The more you know about the flora, fauna, geology, aboriginal art, etc the happier the group will be.
 - **If your knowledge is limited, carry reference books.** Some of these are quite small and light.
- **Make a note** of any errors or additions to the trip notes, e.g. art site locations. The better the notes, the easier for everyone.

Food Drops and section changes

- **There is a tendency for guides to ignore newcomers** – make sure you do your best to make them feel welcome.
 - If you meet someone from another of our groups, please help them find their group.
- **After a week's walking**, the people on a Circle trip can get cliquey.
 - Newcomers to the group can get a cold shoulder.
 - Getting a newcomer to do something, e.g. helping make a billy of tea, helping in the preparation of the meal or something similar helps get them involved quickly.
- **Be aware what time to expect a food drop.** In Kakadu, a food drop might not arrive before 3 or 4 p.m. It is conceivable that it could be later.
- **Those leaving** a Kakadu Circle trip need to be made aware that they might not get to Coinda before 7 or 8 p.m.
- **Bus pick-ups:** As an indication to pick up time note how long it took you to get to the drop of point. In southern Kakadu do not expect bus before 12.00 noon.

Before Returning to Town (Darwin, Kununurra or Alice Springs)

- **Give all clients** the questionnaire and reply paid envelope. Explain that these can be filled in now or posted at a later date.
- **Ask all clients** to fill in the comments book if they would like to.
- **If a 'traveller'** has had an especially good time, drop a hint that a letter to Lonely Planet would be appreciated. (PO Box 617, Hawthorn 3122)

After Returning to Darwin

- **Kakadu trips:** phone 8938 1179 and leave a message stating that you are out giving permit number(s) of the walk(s).
 - This call is a condition of our permit. The walk is **not** finished until the call is made.
- **Inform the office** of your safe return at the earliest convenient time.
- **Return left over food**, equipment, etc to 1/10 Carrington Street.
- **Herbs and Spices** - as a result of there being plastic bags of unknown vegetable matter in the cupboard, you are now being asked to have a "Herbs and Spices Bag" which you keep.
- There are plenty of empty plastic containers to put left overs in, if they are worthwhile keeping.
- The same applies to **tea bags**. If there are only one or two of a herbal type left, take them home or throw them out. If there are sufficient to put back in the box, make sure they are in an air tight container and labelled.
- **Collect, clean and check hire gear.**
 - Please leave the gear in the condition you would like to find it.
 - Return all items to their storage location or clearly mark *For Repair* and advise the office.
- **Pots:** Regular guides should keep one set of billies for the entire season.
 - When you return billies, make sure they are clean, panel beat if necessary, take them out of plastic bags, and return them to where you got them from.
- **Fill out the vehicle log book** fully and correctly.
- **Clean the vehicle inside and out.** There is a vacuum cleaner specifically for the purpose in one of the cabinets at the front of #12.
- **Please pay particular attention** to the following when cleaning your vehicle:
 - Under window where arm rests
 - Roof inside and out
 - Tool kits
 - Sunvisor
 - Windows inside and out
 - Armourall dash – take care, if you get it on the windows, it makes them smeary. Do not use on floors.
 - Wash floor after vacuum
- **Vehicle Reports:** Complete the post trip vehicle report sheets for all the vehicles you used.
 - Vehicle problems must be reported by you if you expect to be driving a vehicle in good condition and proper state of repair.
 - Some problems may be known and a decision may have been made to live with them if they are not serious or defer the repair to a more convenient time. List them all.
- **Return all paperwork**
 - Expense book complete with receipts in envelope at rear, vehicle hire form fully completed with every detail entered. There is a standard format for the filling out of the expense book with four columns; date, item, in and out. Show the trip name, trip date and your name at the top.
- **Return trip notes** with any corrections and/or suggestions.
- **If vehicle is scheduled to go out** the following day, it will have to be cleaned and re-fueled immediately. (This applies to trips ending **anywhere** not just those ending in Darwin.)

Guides Post-Trip Checklist

- Vehicle checks
 - Cleaned
 - Vehicle report finished
 - Refuelled
 - Tool kit checked
- Hire gear
 - Form completed and returned to office
 - All gear cleaned, sorted & returned
 - All gear signed in in the hire book
- Excess food returned and put away
- Kakadu phoned to check out: 8938 1179
- Questionnaires and comments book handed out
- All paperwork returned to office
 - Comments book, expense book, hire & vehicle forms, car hire forms

Hire Gear

Willis's Walkabouts has a variety of camping equipment which is available for hire by our clients. A list of what is available and how much it costs is in the *Bushwalking Guide*.

Mossie Domes are classed as tents and priced accordingly when hired. Older domes have discount prices written on them.

- **Check** the tent or mossie dome before it is dismantled on the final day. Look for tears and broken poles. No extra charge for normal wear and tear but damage caused by carelessness needs to be paid for.
- **Discount domes.** If the mossie dome or tent was hired at a discount rate, please make sure the discount label is still on the tent/dome. Replace if necessary.

Sleeping bags should not be hired without liners.

- Cotton liners are free. Silk liners cost extra except when with best quality bags.

Thermarests are not to be hired without a ground sheet unless the client has their own.

Mossie Nets — Guidelines for Repurchase

We've had too many hassles with hire nets so we now sell them. Although the square nets are more durable than the old hoop nets, they still can get badly damaged if due care is not taken.

Clients buy nets

New: \$22 (double \$28) **As new:** \$18 (double \$24) **Good:** \$15 (double \$19)

If they are in good condition at the end of the trip, we buy them back. If not at least good, we don't want them.

If they are full of seeds or have anything more than a very minor tear, we don't buy back. Clients should remove all seeds before selling a net back to us.

If you wouldn't want to use it yourself, it's certainly not in good enough condition to sell to a client.

Refund: Clients lose \$7 for up to a week + \$1 per day up to a maximum of \$12. Charge no more than \$10 if a "good" net comes back in good condition so the client will always get at least \$5 back. Example next page.

Sale Price	Buy Back Price		
	1-7 days	10 days	12 days or more
\$22	\$15	\$12	\$10
\$18	\$11	\$ 8	\$ 6
\$15	\$ 8	\$ 5	\$ 5

Explain the charge and conditions at the pre-trip meeting.

Label returned nets

As new — \$18 if the net is in perfect condition.

Good — \$15 if it is anything less than perfect.

There should be no seeds in either case.

Walkabouts Paperwork

None of us like the paperwork but without it, the business could not continue to exist.

Having the paperwork filled in correctly is so important to us that a substantial portion of your pay is specifically for the paperwork.

- If it is not done correctly, you will not be paid for it.

Expense books

We can't pay for everything in advance, so the expense book is the best way we can manage the expenses you incur along the way.

- **Get receipts for everything.** Without a receipt, we can't claim a deduction.
 - Expenses presented without a receipt will be deducted from your pay.
- Receipts go in the envelope in the back of the book.
- Please make sure you list every bit of income and outgo. If it's not in the book, it doesn't exist.

We can't pay for your expenses without receipts.

Log Books

Every car has a log book which is divided into two sections, the running log and the fuel log. One starts in the front of the book, the other at the back.

- **Running log.**
 - Prior to a trip check that the mileage for the last entry is correct. If not, write it down on a blank line and report it to Jo or Russell.
 - At the end of every trip, whether it is simply doing some trip shopping or finishing a tour, write down the date and mileage and sign it.
- **Fuel log**
 - Every time you put in fuel, fill it in. You can leave out the distance and litres per 100 km columns if you don't want to do the calculation. **Everything else must be filled in.**
 - Fuel that's not in the log doesn't exist in our records and we cannot reimburse it.
 - If a vehicle is not returning to Darwin at the end of a trip, it is **especially important** to fill in the fuel section on the back of the vehicle report sheet so that we can include the fuel in our Business Activity Statements.

Post Trip Vehicle Check List

This is important as it alerts us to any problems as well as when the next service is due.

- Tyre pressure alerts us to slow leaks. You wouldn't want to find a flat tyre at the end of the trip. Filling in the pressure means that this becomes much less likely.
- Every vehicle should have a pressure gauge in the glove box.

Hire Car Form

Because of the way the WW vehicles, except for the one TV, are registered, **this is a legal requirement.** If it is not filled in properly, neither WW, the guide, nor the client is insured. If there is an accident and the form has not been filled in, **you**, the guide, as well as Russell could be sued.

Hire Gear and Sales Report

This is our only record of what gear goes in and out. It is the only record of our cash income for hire gear and sales of things like humous and maps.

- It is the only record we have of any gear problems which might exist.
- it is the only record of what you may have done that we pay you for.

Client Questionnaires

This is our main means of feedback. Please stress its importance to the clients when you hand it out.

- It is the best, if not the only, feedback you'll get as to how good a job the clients thought you did. It lets you see what you did best and what might need improving. By comparing different trips, you can see where you've improved.
- It alerts us to the best and worst aspects of individual trips and suggests how we might improve the information we give out.
- It gives us a valuable resource when people allow us to have others contact them if they want an impartial opinion about something.
- Couples should get two questionnaires plus one reply paid envelope.

Comments Book

The questionnaire is structured. The comments book is not and gives people the freedom to say whatever they like. It's given us some of the content of every brochure we've produced since 1988. As with the questionnaire, it's gives us a valuable picture of what we're doing well and not so well.

Kakadu Art Site Photography Form

- Parks Australia used to prohibit all photography. This is an improvement over the past blanket ban.
- Getting this signed is a condition of the WW Tour Operator Permit. Without the signatures, your trip is not legal.

WA Parks and Department of Environment and Conservation (DEC)

Paperwork and regulations

- **Tour Operator Registration Forms.** We have two books of forms. One must be filled in and left at the beginning of each trip. Fees are even higher (over \$70 per person) and you'll have to pay cash if you don't have the form.
- **All WW vehicles going into a DEC Park must display the DEC tour operators sticker** on the windscreen. Check to make sure you have a current one before leaving Darwin.
- **The DEC now requires you to carry a copy of the tour operator manual** in the vehicle. We have a reference copy in Darwin.

EPIRBs

An abbreviated version of this information is in the booklet which all guides need to carry at all times.

EPIRBs are Emergency Position Indicating Radio Beacons. We own six. The ones we use are the size and weight of a mobile phone and could save a life in some circumstances. They should only be used as a “**last resort**”. They are not as useful as satellite phones, but they seem to be more reliable. (Sat phones had let us down four times by late 2002. Even in 2004, they still give occasional problems.)

Before you take out an EPIRB, you need to be able to answer the following.

- What do they actually do?
- When should you use them?
- What situation is a "last resort"?
- How long after you press the button will you be rescued?

Andy Peart contacted Brian Willey from the Australian Maritime Safety Authority's Rescue Centre. This is a summary of what he had to say, supplemented with information from a Victorian Bushwalking Federation website.

An EPIRB (also called a PLB, Personal Locator Beacon), when turned on, will broadcast radio waves which are generally first received by a satellite (one of a particular group of Russian and US meteorological satellites). This satellite can judge its distance from the EPIRB by the Doppler Effect (how the signal's frequency changes as the satellite moves closer or further away). But the satellite doesn't "know" which side of it the EPIRB is on, so when the Maritime Authority in Canberra receive the information, they have two possible areas where the EPIRB might be. One is the real location, the other a "mirror" image often thousands of km away. The Authority will then contact aircraft in both areas to look out for transmissions on the given frequency that the EPIRB is transmitting. Alternatively, by this time (say half an hour after the button is pressed) another satellite may have come over and pinpointed which side the real location is on. The time between flyovers for these particular satellites can be up to two hours over the Top End. Once the real location is pinpointed (30 min to 2 hours), the position of the EPIRB is known within 20km radius.

The Authority then contacts local emergency services responsible for the area. For Kakadu this would be park management, for other areas it may be the NT Emergency Services at Berrimah. I don't know who it would be in the Kimberley. A search aircraft would then be sent to the area to pinpoint the signal and look for visual signs such as coloured groundsheets, fire or mirror signals from the party with the EPIRB. If it is getting late in the day by the time the local emergency services have been contacted and an aircraft becomes available, it may be morning before a search is mounted. If it is earlier in the day, an aircraft might come looking for you after three hours.

When to press the button

This should be in the event of "life being in grave and imminent danger". For instance, an EPIRB should not be used in the case of a flat tyre on a frequently used road, or if help can be arranged in another way, such as using a Kakadu National Park emergency call device or asking other campers to drive to somewhere to get help. If the injured or sick person can safely walk to the vehicles, then again an EPIRB is not appropriate.

Considerable time can be saved if the Maritime Authority *and* the local emergency services are contacted with a route plan and itinerary noting that an EPIRB of the specified type will be carried. The Authority can be contacted on 1800 641 792, or fax 1800 622 153. Put it on your Kakadu or Parks and Wildlife permit application that you have an EPIRB and what type it is.

Thanks to Brian for his help in clarifying the above. But there will always be a "**grey area**" where it is arguable whether to press the button or not. I can only suggest that considering the following factors may help:

Is time of the essence (eg. snake bite/serious injury/unconsciousness) or is time less important (eg. broken leg where shade, water and first aiders are available)? If time is less important, a long day's walk and drive by 2 or 3 people to seek help may be preferable to using the beacon. The advantage of this would be that information about location, type of injury, landing sites etc may be given to rescuers.

If you are less than a long day's walk from help, then the EPIRB should not be used unless there is a lack of navigators or first aiders to enable the splitting of the party safely. The party would have to split to both seek help and tend to the injured party. As well as the advantage mentioned above (giving info to rescuers), another advantage to seeking help directly is that it may lead to a quicker rescue. The rescuers will know exactly where to go to, avoiding time spent searching. Bear in mind that the distance covered by a group in a long day's walk can sometimes be covered by two competent walkers with light packs in two hours. What's more, there are often emergency call devices or tour vehicles with two-way radios at car parks where you set off from. Take note of these before setting off on your walk.

An improvised stretcher may even be an option, ie carry out your own rescue, but only if you're less than half a km from the road and the terrain is flat. Otherwise it could lead to worse problems than you've got. Often a stretcher is better for moving a casualty to water and shade or to the waiting helicopter, rather than to a road.

Finally, if you do let off the EPIRB, give the satellites and planes a chance by placing the beacon on high or open country. Have signals ready, such as mirrors or coloured groundsheets or garbage bags. Learn the ground-to-air codes if you can, or take the list with you. Find out where the nearest safe helicopter landing area is and mark it with other coloured material. Rehearse what to do and what to tell the rescuers when they come. If it is a helicopter, stay clear until signalled by the pilot and keep your head down when approaching.

What Might Go Wrong in an EPIRB Search

There are several things which can go wrong and either delay a search or make it never happen. You need to be aware of what these are and do what you can to prevent them.

Phase 1: Detection problems

The most obvious problem is that equipment failure might occur. You can't avoid this but you can make it less likely by taking good care of it. There is a button on the EPIRB which you can use to test the battery. do this **before** you begin a trip.

Radio signals at the 121.5 MHz that our EPIRBs use are essentially line-of-sight. If there is not a clear path between the EPIRB and the satellite then very little signal will reach the satellite and it won't be detected. For example, if you activate a PLB at the base of a cliff or in a deep valley, then you can expect this to delay the detection of the signal or in an extreme case to prevent the signal being detected at all...

The radio signal from a 121.5 MHz PLB is very simple. It is transmitted continuously until the battery runs flat. A consequence of the continuous signal is that two EPIRBs will interfere with each other. This interference makes it possible that one of the signals won't be detected. The more signals, the worse the problem becomes. Fortunately, this should not normally be much of a problem in northern Australia, but if you are in near the coast in bad weather, a boat could easily be transmitting the same signal.

Phase 2: Location estimation problems

Having detected a signal, it must be analysed for long enough (possibly as much as five to ten minutes) for the position of the EPIRB to be estimated. The problems which affect the detection of the signal are more serious in this phase. To ensure the quickest result, the EPIRB should be located such that it has a clear view of the whole sky.

If there are interfering signals (other EPIRBs or anything else on the same frequency) then it may be impossible for the satellite system to estimate the position.

Phase 3: Aircraft search problems

A number of problems can occur in the aircraft search phase:

- Chartered aircraft will normally be used in Australia. At the time when a search is initiated, there may be no aircraft available.
- It is reasonably likely that the aircraft might not be equipped with RDF (Radio Direction Finding) equipment or that trained operators might not be available. Without RDF equipment or a trained operator, the crew of the aircraft will have to rely on other techniques, such as flying around searching for the strongest signal or looking for geographical features which will block the signal. Sometimes these alternatives fail.

121.5 MHz Satellite System Ends 2009

All our EPIRBs use the 121.5 MHz frequency. All satellites will stop handling this frequency in 2009. This will make 121.5 MHz EPIRBs effectively obsolete. However, 121.5 MHz signals may continue to be used for the final phase of the search (which doesn't use satellites) well after 2009.

We will replace our PLB/EPIRBs well before the change but not within the next few years.

Satellite Phones

Our sat phones are intended to be used for two purposes only:

- Medical Emergencies
- Contacting the office or anyone else regarding changes to plans for food drops, pick ups, etc.

The batteries have a limited life

- limited in standby mode
- very limited when in use.
- We have had one set of batteries fail. Two hired sat phones failed for other reasons. If they are used when it isn't necessary, they may not work when it is.

Our three sat phones all have spare batteries

- They all have their own charger plus a charger that can be used in a vehicle.
- Make sure that both the battery in the phone and the spare are charged before you leave.
- If you are going to be in a vehicle for a long time, take the vehicle charger.

You may need to leave the phone on standby so that you can be called back during an emergency.

- Ericsson Vodaphone: 0410 430445
- Telstra Iridium #1: 0417 152134
- Telstra Iridium #2: 0417 153215

Keep the sat phone wrapped in protective packaging at all times when it is not in use.

We will try to rent additional sat phones so that every trip has one. **This may not be possible.** Sat phones go first to any trip with an aerial food drop, then to other trips in order of how far and how long they are away from the nearest other communication.

First Aid General Information

All guides must carry a large first aid kit and a smaller bag containing items which are more likely to be needed (things like leucoplast, antiseptic, etc). The large kit contains a list of contents on the lid. The small bags are washable and should be cleaned regularly.

All guides who lead multiple trips responsible for restocking their kits. You will be given a kit at the beginning of the season and you keep it to the end. We keep some supplies in stock but you are likely to have to purchase some items yourself.

Before taking your kit out on your first trip of the season, you need to check all the contents of your kit for Expiry Dates. Make a note of anything that will expire before the end of the season. Unroll bandages, look at rolls of tape, etc to make sure they are all still suitable for use. Our climate is hard on supplies. Bandages can lose their elasticity. Tape can lose its stickiness.

Note from Marj: At the beginning of one season I volunteered to "go through" the kits. Shock, horror, I know it was the end of the season but the state of most of the kits would not inspire the injured, how about putting yourself in the place of the injured person and look at your kit!!!

Kit contents

Prescription drugs. You are responsible for your own prescription drugs. This may seem like a tall order but it is impossible for us to obtain sufficient for everyone. You will have to find yourself a friendly Dr. "Panadeine Forte" (heavy duty pain killer) and anti-inflammatories, should be considered essential. For longer trips antibiotics.

Tea Tree Oil and Betadiene. We buy Tree Oil and Betadiene in 500ml bottles. Your kit contains small bottles. Do not throw these out when empty, but refill them.

First aid for gear. We need to be able to fix equipment too. Every kit should contain spare pack buckles, large and small. It should contain urethane bond glue for repairing boots. A broken buckle or a boot that loses its sole can be a disaster for someone. We've helped many more people this way than with first aid.

There is more detailed information about the first aid kits in the next chapter.

Walkabouts Medical Library

The WW library contains a variety of Wilderness First Aid books. Well worth browsing through from time to time to refresh your memory.

Wilderness Medicine Newsletter. This is an American newsletter which discusses a variety of problems you might encounter. Well worth a read, especially if you have a particular medical condition in your group. It is indexed so just look at the index to see what's relevant.

Walkabouts First Aid Kits

I. Introduction

- You cannot possibly carry everything you might conceivably need so some compromise is necessary. Our contents list is based on the best advice available.
- First aid kits must inspire confidence. If they look dirty and the contents are in a mess, if the tablets are out of date, clients will lose confidence and be more likely to sue.
- Given that your kit is your responsibility, this means that you personally could be subject to a lawsuit.

II. First aid kits have two parts

- the large plastic box
- a smaller bag.

A. The plastic box

- This is for "real emergency" and mending things, buckle replacement, air bed repair etc. If you're lucky, it stays closed for the whole trip. After a few trips you should be able to work out a system that keeps things tidy, clean and intact for you.
- Due to the volume that has to be carried, things have to be packed tightly. Opening and closing the large kit often is almost guaranteed to make a mess.
- As a rule, you should not give clients direct access to this.

B. The small bag

- This is for everyday use, tea tree oil, blister stuff, pain killers, etc.
- If you go for a day walk, you should have enough in this kit so that you can leave the main kit behind and still be able to do immediate first aid, going back for the main kit afterwards.
- If you wish, you can allow clients access to this for little things like bandaids etc.
- Suggested items for the bag are asterisked in the contents list on the lid of the main kit.
- The following should be kept in the small bag.
 - Scissors (These must never be put in loose as they will damage the bags and other items. Put them in the pill box, put a cork on the end, put them in something like a blister kit, your choice.)
 - Tweezers • Daktarin • Leucoplast (both widths)
 - Needles • Spirit ear drops • Tea tree oil &/or betadiene
 - Dental floss (if you don't have your own with you)
- Keep a few of the following in the small kit and additional supplies in the main kit.
 - Bandaids • Antihistamines • Strip dressings (elastoplast eg)
 - Safety pins • Pain killers including panadeine forte
 - One or two small dressings
 - Crepe bandage (one here, two in main kit)

Both the plastic box and the bag are washable.

Keeping them clean makes you look more professional and inspires confidence in the clients. Think about how you would feel if you needed first aid and someone came out with a first aid kit that looked a filthy mess.

III. Things needing further comment

A. Medication

- **NEVER** simply give medication to a client. Doing so is asking for a lawsuit.
- Explain what is available and let the client decide what, if anything, to take.
- If you have a prescription item, try to get medical advice before giving it to the client. If there is a doctor in the group, ask him/her. If you have a satphone, try the doctor on call at aerial med or the RFDS..

B. Doctors & other medical personnel as clients

- Few medical personnel are accustomed to first aid in the bush. You are the person responsible and probably have more bush experience than they do. Do not, however, deliberately go against a doctor's advice.
- Our clients are on holiday. Try not to impose on medical people (except with regard to prescription items if that is their field) but gratefully accept their assistance if it is offered.

C. Tablets

- Do not use if the seal is broken.
- Taping the foil back of tablet packets prevents the seal being broken accidentally. (Left over bits of leucoplast from almost used rolls are good for this.)

D. Antihistamines. There are two types

- those that make most people drowsy (eg phenergan)
- those which do not (eg telfast, cloratyne & hismanal; do not give cloratyne and hismanal to people taking antibiotics).
- Telfast 180 is the strongest and best of these.

E. Daktarin (anti-fungal)

- Chafing is often due to a fungal infection. Daktarin can fix the problem (also suggest walking without underwear).
- Applying Daktarin to small scratches on the feet can aid healing.
- Don't use Daktarin cream. Creams don't work well in this climate.

F. Mixing drugs. Unless you know for certain that it is safe, don't mix drugs.

- The following combinations are usually OK.
 - Different types of antihistamines (but not at the same time)
 - Antihistamine and pain killers
 - Antibiotics and antihistamines
- An allergy to aspirin often (not always) accompanies an allergy to penicillin and other drugs.

G. Ear infections

- Ear infections are relatively common at any time, more common during the Wet and Build Up.
- Spirit ear drops are a preventative. Should be used on anyone known to be prone to ear infections and anyone getting water in their ears.
- Vosol or similar is for infections and should be given at the first sign.
- Sofradex is a heavy duty, anti-biotic, prescription ear drop. Good for serious outer ear infections. Do not use on middle ear infections.
- Not sure?
 - Ask the client to rub around the outside of the ears, front and back. If there is pain, there is almost certainly an infection. Hit it before it gets worse.
- Excess wax or foreign object in ear.

Gently syringing with warm (not hot, not old) water can work wonders. (Waxol, Ear Clear & similar preparations should not be necessary.)

H. Antiseptic bottles (tea tree oil, betadiene & spirit ear drops)

- Bottles must be refilled.
- We have bulk supplies of betadiene, tea tree oil and spirit ear drops.
- Bottles can leak. This should not be a problem if you keep the lids clean. Grains of sand and gunge often seem to accumulate in the lids.
- Please keep an eye open for the small plastic bottles we use for spirit ear drops. They are becoming hard to find.

I. Eyes

- Commercial eye drops are not a good idea. Non-prescription drops don't do much, they tend to be more cosmetic than anything else.
- Prescription items like chloromycetin go off quickly at high temperatures and go off even faster when opened.
- If someone has sore, red eyes, slightly yukky, gritty etc, boil water and make a cup of tea using a tea bag, allow to cool, then use tea bag as a dropper. This way you keep things sterile. Much better than eye drops that need to be kept below 20 degrees.

J. Blisters

- Blisters generally need to be drained.
- Use a sterile needle and puncture through 'good' skin. Make a hole on both sides.
- On heel
 - Make 'corn pad' from white foam padding by cutting a hole the size of the blister. This gives you a raised area around the blister.
 - Cover with a long strip of leucoplast.
 - Tell person not to remove for a week or until it falls off **or they feel something is not right.**
- On ball of foot
 - After draining, wide leucoplast right around the whole foot twice.
 - Make sure it's not too tight.

K. Syringe

- Used for irrigating wounds when you need to wash out dirt and grit. It is an excellent way to direct a strong stream of water at a wound. (Recommended by the Wilderness First Aid course). A bicycle type water bottle can be used instead.
- Also used to clean out ears (see ear infections).

L. Thermometer

- On rare occasions a person might get sick and develop a fever. We had one such infection that required a medical evacuation. Doctors expect that we will be able to provide a record of the fever. Not being able to do so could be considered to be negligent.

M. Glue

- Urethane bond is the best thing to use on shoes.
 - Once the tube has been opened, the glue at the nozzle may set. If so, you have to puncture the tube to get more. Do this from the bottom of the tube and roll it up as you go. It's a waste to open a new tube to use it for things like airbed repairs.

- Kwik grip is good for airbed repairs and can, if necessary, be used on shoes.
 - Does not go off as fast as Urethane bond and can be reused after it has been opened.
 - If it goes thick and the colour tends toward brown rather than cream, it won't work.
 - Don't try to keep an open tube for more than a couple of weeks.
- Super Glue. Can be used for things like broken glasses which can't be repaired by other means.
- If you carry only one glue, it should be urethane bond.

Helpful hint. Keeping glue, leucoplast and drugs in your fridge when your kit is not in use helps keep them from going off in the Darwin heat and humidity.

IV. Optional Extras

No one can possibly carry everything on this list. Consider each item and decide whether or not you wish to take it.

A. Antibiotics

- Strongly recommended for major expeditions.
- Can make the difference between an evacuation and continuing the trip.
- It is technically illegal for us to provide prescription antibiotics to anyone.
- If possible, ask a doctor on the trip or phone for medical advice before supplying.
- You cannot then be held liable if antibiotic does no harm.
- You can (and almost certainly would) be subject to a lawsuit if you give an antibiotic without medical advice and the patient suffers an allergic reaction.

B. Amethocaine

- Prescription eye anaesthetic for use in real emergency.
- Use one dose to check eye, one dose if patient has to walk.
- Eye will not begin to heal while anaesthetised. Additional injury possible.

C. Imodium

- Non-prescription, good for diarrhoea, powerful.
- Do not use if avoidable. Never use unless diarrhoea persists over several hours.

D. Rescue remedy: herbal anti-shock treatment.

- Some swear by it. At worst, it's a placebo.

E. Torch globes

- You should always have one for yourself.
- If you have a common size, it could save a hassle if a client blows a bulb.

F. Compass

- Could you cope if you broke yours and no one else had one?

H. Lighter &/or matches

- Keeping spares in the box is a good way to ensure that you always have something dry.

I. Friars Balsam

- Helps tape stick on sweaty skin.

J. Rubber gloves

- Other people's blood is a potential source of life threatening infections.
- For protection of person giving first aid more than for patient.

K. Glucose tablets. Instant energy.

- Or lollies. Could be important if you have a diabetic in the group.

L. Ventolin inhaler &/or epihaler

- Can be used for severe allergic reactions.
- Ventolin can be used as substitute for adrenaline (epihaler).
- Alternative is injectable adrenaline.
- Person without previous history can still be subject to anaphylactic shock.
- A person in severe anaphylactic shock will die without adrenaline.

M. Universal scissors

- Heavy scissors which can be used to cut clothing, even boots, off a patient.

V. Start and end of season checklist

A. Beginning of season

- Drugs have a limited shelf life. Even things like leucoplast will eventually go off in this climate. (The stickiness ceases to work.)
- No matter what we do, the first aid kit is **your responsibility**.
- The checklist is to show that you have checked the kit.
- Contents. Is everything there?
- Extras. What else have you included?
- Expiry dates. Are all medications current?
Even something like gastrolyte will absorb water and go off.
- Unroll bandages & examine. They can be reused a couple of times but the elastic perishes after a few uses. Throw out and replace.
- Check amount of leucoplast & elastoplast. Replace nearly empty rolls. Check if 'gum' still working.
- Your signature acknowledges the fact that you have checked the kit prior to taking it out on tour.
- It also acknowledges that you have read this and the other WW first aid sheets.

B. End of season

- Check list tells us what's been used. Indicates what we need to replace.
- Shows how well each person takes care of his/her kit.
- You pay for non-consumables that get lost.
- Scissors, tweezers, thermometer, first aid book.
- WW pays for the items which get used or go out of date.
- Your signature acknowledges that you have checked the kit prior to returning it.

Walkabouts First Aid Kit Contents

This is the list in the top of the first aid kit box.

Bandages, Dressings and Tools

Combine Dressings

9 x 20 cm (3)
9 x 10 cm (1)
10 x 8 cm (2) #

Adhesive Dressings

20 x 8 cm (1)
15 x 8 cm (1)

Non-Stick Dressings

10 x 10 cm (2)
7½ x 7½ cm (2) #
5 x 5 cm (2)

Crepe Bandages (3) #

Eye Pads (2)

Gauze Bandage

Syringe

Cotton Buds

Elastoplast (strip dressing)#

Leucoplast (2½ & 5 cm) *

Triangular Bandage

Scissors *

Tweezers *

Blister Kit or Similar * Safety Pins #

Gauze Swabs (pkt)

Band Aids #

Butterfly Closures (pkt)

Thermometer

Medications

Betadine *

Daktarin lotion *

Spirit Ear Drops *

Tea Tree Oil *

Gastrolite (6)

Vo-Sol Ear Drops

Antihistamines (2 types) #

Anti-itch cream

Pain Killers

Aspirin &/or Panadol #

Panadeine #

Panadeine Forte #

Misc

Patient observation sheet (3) First aid book

Optional Extras (Especially for major expeditions)

Antibiotic tablets

Imodium

Tooth Ache Drops

Many others OK

Panadeine Forte (For extreme pain; problems with kidney/liver conditions, asthma, or salt restricted diets. If possible get medical advice before offering to patient.)

Antihistamines: phenergan (sleepy), telfast (non-sleepy)

Non First Aid Items Which Should Be Carried

Lilo Patches

Pack Buckles

Needles

Dental Floss

Glue: Urethane bond (shoes)

Glue: Kwik-grip (airbeds etc, optional urethane bond will work on these too)

* These items should be kept in the bag.

Keep some of these in the main kit, some in the small bag

Accident Management

The first thing to remember is that you must never touch a fully conscious person until you have permission to do so. Doing otherwise is assault.

The St Johns and Red Cross first aid courses are based on the assumption that medical attention is coming quickly. Both offer a semi-remote first aid course which assumes that help is hours away. A true Wilderness First Aid course is based on the assumption that the victim is at least two hours, possibly days, away from getting to a hospital. This is true for 99% of the time our clients are with us.

Among the differences between urban and wilderness first aid are the following.

- Dislocations of the shoulder, knee, fingers and toes will normally need to be reduced.
- Fractures will normally need to be splinted. Splints must be:
 - long enough to immobilise the joint above and below the injury
 - rigid enough to adequately support and immobilise the injury
 - padded to avoid pressure points
- Note. Never entrap a dressing or clothing in a splint. A patient in a splint will need regular pressure area care (every two hours in some cases) to avoid pressure sores. Tissue can begin to die in as little as two hours from continued pressure on a particular point.
- Some fractures (midshaft femur and angulated midshaft tibia/fibula were the two mentioned) may have to be tractioned into place.
- Evacuations must be planned. You must know enough about helicopters to be able to work out where a helicopter can land. It might be necessary to transport a patient to such a location. However, it might be necessary to wait for additional assistance and/or equipment before moving such a patient.
- **Note.** The double sided accident management sheet in the kits is something that you need to study before you need to use it.

The small booklet which you should **ALWAYS** have with you contains

- A complete list of emergency phone contacts
- Complete Emergency Medical Evacuation Information

You should familiarise yourself with this information prior to any trip and should always have it ready in case it is needed.

Four Wheel Driving and Emergency Techniques

An abbreviated version of this information is in the booklet which guides need to carry at all times.

Turning on diesel vehicle

Petrol engines use a spark from a spark plug to ignite the fuel. Diesel engines use the heat generated by the engine and pressure. When starting cold, they use a glow plug to heat up the cylinder so that the engine will fire.

Turn key to first position where dash lights come on, wait for glow plug light (far right on dash) to go out (5-10) seconds, then turn key to crank engine. Not waiting for glow plug light to go out can flatten the battery.

General Driving Tips

The troopcarriers have a suspension like a truck. They are top heavy, even more so when the roof rack is loaded. They do not corner well. Except for brief moments when passing a slow vehicle on a straight stretch of road, they should NEVER be driven at more than 110 kmh. 95 to 100 kmh is a safe and economical speed for long distance road travel on bitumen. On a **good** dirt road, they should not be driven at more than 80 kmh to allow time to slow down for unmarked dips, etc. On not so good dirt roads, they should be driven slower still.

Hitting a bump too fast can cause major problems. Remember the safety and comfort of your passengers – they don't have a steering wheel to hold onto.

Pay attention if anyone complains about how the vehicle is being driven. Ask the other passengers if they agree. It feels very different in the back than in the driver's seat.

Avoid sudden turns at high speed. Because they have a higher centre of gravity than conventional vehicles (higher still when the roof-rack is loaded) they are more likely to roll over.

Diesel engines should be driven within the recommended range of revs. Although you should always keep the revs well below the red line, many people make the mistake of using the engine at **too low revs** which puts strain on a number of components. Although the engine may be sound loud in low gears it is not doing any harm if it is below the red line. Because diesel engines have a much higher compression ratio than petrol engines they are quite an effective brake. On low speed dirt roads you can often just stay in one gear for long periods, accelerating and then easing off the accelerator instead of braking.

While driving keep an eye on all gauges, stop if something looks abnormal. Most of our vehicles now have an alarm which should sound if the radiator runs dry. **If you hear it, stop immediately.**

Free Wheeling Hubs

To put the vehicle in 4WD you must stop, turn the hubs on the front wheels to LOCK, then move gear stick to 4WD. To go back to 2WD, reverse the procedure. If you have difficulty moving the gear stick back to 2WD, try reversing a small distance. You may have to go backwards and forwards several times before it will come out.

If you haven't placed the hubs into the "lock" position, the vehicle is not in 4WD, no matter what it may say on the dash. Never engage 4WD with hubs in the unlocked position as this can cause **major damage.**

Normally you return them to the "free" position as soon as you have disengaged four wheel drive, although on dirt roads where you are constantly engaging and disengaging four wheel drive the hubs can remain locked. The reason for returning the hubs to the "free" position is that the wheels are then not turning the front diff over. This means greater fuel economy and less wear on the tyres.

*Leaving the hubs locked and the vehicle in 4WD on a dirt road may increase fuel consumption but it also increases stability. As long as you can remember to take the vehicle out of 4WD and put the hubs back to "free" when you reach the bitumen, you might wish to do this. **Leaving the hubs locked and the vehicle in 4WD on bitumen can damage the vehicle.***

The Use of Low Range

Low range gears are seldom needed but are useful in a few situations. One is when climbing a steep rocky slope or a rough road where there are deep holes that need to be negotiated very slowly. Another useful situation for low range is on a long rough road where constant gear changes are necessary eg driving along some sections of the Munja Track. Because the gear ratios are closer together in low range it can give you a better opportunity to find the correct gear. For example sometimes in high range first gear is too low for your situation but second gear is too high. (Note that low range second is a lower gear than high range first.)

Driving Through Sand

If you are coming to a sandy patch, **stop, put the car into 4WD and select the correct gear.** High range first gear is best in most circumstances. If after starting to drive through you realise you have chosen too high a gear change down very quickly otherwise you will lose momentum and come to a stop. As a rule stick to existing tracks as the sand will be more compact there.

Changing down a gear without coming to a stop is very difficult. Keeping your momentum going is the most important thing in sand. If you find yourself slowing down, you will have only a split second to decide whether to plant your foot and hope or to try and shift down a gear. Once you stop you may become bogged. Speed is important but you must always consider the compromise between speed and control.

Always try to keep your wheels as straight as possible. Turning your wheels at a sharp angle is likely to cause you to lose forward momentum

If you do become stuck after driving into sand try reversing back out first. Avoid excessive wheel spin as this will only dig you in deeper. If you are close to the end of a sandy stretch when you stop, reversing a few metres and then trying again to move forward may be the best option.

If this fails, ask all passengers to get out of the vehicle and push at the same time as you attempt to reverse out. Digging away any build up of sand from around the wheels may help to get moving.

If this fails, you will have to either winch it out or build a corduroy road. A corduroy road is made from laying sticks crossways along the track. If you have a long distance to cover you may have to move forward a metre or so at a time, stopping each time to move the sticks further forward. Initially to get the vehicle above the sand you will probably have to jack the wheels up to place sticks under the wheels. As the jack will probably sink into the sand you will have to place it on a log or flat rock (ideally a block of wood should be always kept in the vehicle for such a situation).

In theory you can also use the technique of reducing your tyre pressure to get out of sand. This may create a problem later on however if you don't have the means of reinflating them - ie. you need a pump and a pressure gauge. (All our vehicles should have both, but recheck before deflating tyres.)

Driving Through Mud

Never try to drive through mud without checking first. Walk through it if you are unsure. This will let you know how firm it is underneath. Make sure there are no alternative routes. If there are any deep ruts fill them in with rocks, logs or dry mud. Select 4WD and the correct gear before attempting to go through.

Momentum is the key. Gaining a run up is often an advantage and second gear is often the best gear for this. Also there is less wheel spin in a higher gear. If the vehicle starts to slew sideways back off the accelerator slightly and steer into the direction of the slide.

If you become bogged follow the suggestions as per sand. An additional problem in mud is that sometimes the wheel ruts are so deep that the chassis of the vehicle is resting on the ground. In this case you will have to build up the height of the ruts by putting rocks or logs inside them. In thick mud it is important to dig away the mud packed around the wheels . Use a stick for this if you don't have a shovel.

River Crossings

If in doubt as to depth or force of water, **walk through the crossing first.** Plan a route to avoid any deep holes. Take note of the strength of flow of the water. Driving through water over a metre in depth can result in water getting into the air filter unless the vehicle has a snorkel (most WW vehicles do have one). Taking water into a diesel engine while it is running will usually cause major damage.

Fast flowing water is dangerous as the vehicle can easily be swept downstream. 30 cm of fast flowing water is more likely to cause damage than a metre of still water. Having a heavy load in the vehicle will make it less likely to float than if it is empty.

If in doubt don't take the risk.

When crossing select 4WD and a low gear. Follow your planned route. Drive at a fast walking pace, keeping revs high and constant. Do not attempt to change gear mid stream as water will enter the clutch and cause slippage. You will create a bow wave as you cross which effectively lowers the water level around the engine.

Although it shouldn't happen, all too often when crossing a river, water will get sucked into the gearbox and/or diffs. If left there, it will do a great deal of damage. If you have driven through water, the diffs and gearbox should be checked by loosening the drain plug just enough for a little something to drain out, then immediately tightening it again. If water is inside, it will come out first. If you are not confident about doing this, have it checked at the next opportunity.

Driving Through Grass

Driving through grass, on or off track, especially when the grass is seeding can cause the radiator to clog up with grass seeds. This leads to overheating and can cause a major breakdown. The solution is simple. Each car contains a radiator protector, that is a piece of shade cloth which can be tied over the bull bar **before** you drive through thick grass. The seeds hit the protector and don't get into the radiator. End of problem.

Remember to remove the protector when you get back onto a good track. Leaving it in place will obstruct the air flow and cause overheating.

Windscreen Repair

You can't actually repair a star fracture, but you can prevent it from getting worse and becoming unrepairable. Every glove box should contain clear Novus windscreen patches. If you get a star fracture put a patch on it immediately. Small cracks can be helped with a series of patches. Using the patches can mean the difference between a \$30 repair and a \$250 windscreen.

Changing Tyres

Before jacking vehicle loosen wheel nuts. If the nuts are too tight to loosen by hand then standing on or kicking the wheel brace may be necessary. A length of pipe can sometimes be placed over the end of the wheel brace for extra leverage.

A conventional jack will usually be placed at the base of the springs under the axle, a high lift or kangaroo jack under the front bumper or rear cross member. Apply hand brake and chock at least one other wheel with a rock or log.

Avoid putting the wheel nuts in the dirt. Tighten them all slightly in a random pattern so that the wheel fits squarely and then tighten them all very firmly after you have dropped the vehicle back down to the ground. Adding a smear of grease or oil will make the nuts go on more smoothly. If the jack is not working place blocks or rocks under the axle and then dig a hole under the wheel.

Winching

You should familiarise yourself with the operation of the winch before a trip. Always stand well clear of the cable when winching as the cable may snap and the resulting whipping action can be lethal. The only vehicles with winches are the White 1995 (561-499) and the 89 (351-294). There is a hand operated Tirfor winch which can be taken on some trips if the guide wishes to do so.

Using Jumper Leads

NB If you require help from a vehicle which has electronic fuel injection and/or electronic management systems you may damage their vehicle unless they have jumper leads incorporating an anti-surge unit.

Position the two vehicles nose to nose, switch off electrical appliances and switch off both ignitions. It is recommended that you cover the vent caps of both batteries with cloth to prevent the excessive discharge of any hydrogen gas that may be given off. However in practice most people don't do that. Connect the positive terminal of the help vehicle to the positive terminal of the disabled vehicle. (Always use the red lead for this to avoid confusion) Use the black lead to connect the negative terminal from the help vehicle to a good earth on the engine of the disabled vehicle (although usually the negative terminal will do).

Start the engine of the help vehicle and increase the revs to approximately 2000 rpm. Start the engine of the disabled vehicle and maintain at a fast idle. Never allow the end of one lead to come in contact with the end of the other. Never allow the live end to touch any other part of the car other than the battery terminal. A worst case scenario is that the charged battery could explode.

Push Starting

Avoid push starting in first or reverse gear to avoid damage to transmission. Second or third is recommended in most cases.

If the battery is totally flat, neither jumper leads nor push starting will work. There won't be enough current to the solenoid to get fuel flowing. The only way is to replace the battery with one from another vehicle, start the engine, remove the battery and put it back where it came from and continue. Once the vehicle is running, it will continue to run when the battery has been removed.

Fuel

All our vehicles run on diesel. The troop carriers have 2 tanks with an additional gauge for the auxiliary (rear) tank in the centre of the dash. If a small green light shows, this is the tank you are using. To switch from one tank to the other, push the small black button on the face of the gauge. Do not let the tank get too empty before switching over. Running out of fuel in diesel vehicles may necessitate the bleeding of air from the fuel system. This is a process for the inexperienced to avoid. If you have never done it before, get a lesson. It may avoid a major headache and wastage of time.

If you notice the engine starting to die, **switch to the other tank immediately**. This may allow the engine to continue running or the engine may stop and you may need to bleed the fuel system before it will start again. This is because air has got into the fuel line. At least with the older vehicles you need to bleed the engine first at the fuel filter and then at the fuel pump. Refer to owner's manual for this, however although the owner's manual says that you need to bleed the injectors as well, this probably won't be necessary.

On at least one vehicle the problem has arisen that the engine wouldn't start after having been left standing for a week. It was first necessary to bleed the fuel line to get it started. If the engine is turning over rapidly, ie the battery isn't flat, but it won't start one likely possibility is that there is air in the fuel line.

Air Conditioning

Make sure the windows are closed and the air flow control is turned to 'recirculate' before using the air con. Also check the comfort of the passengers in the back. Often you, the driver is comfortable but those in the back are not. Turn air con OFF when you turn engine off. Starting with the air con on puts a big strain on the battery. **Air conditioning should be run for about 10 min a week to keep it in good working order.**

Tyres

As a general rule tyres should be inflated to a minimum 45 lbs/sq inch (320 kPa). If the vehicle is loaded, 50 psi (355 kPa) is likely to be better. Over-inflation is always preferable to under-inflation. If a tyre replacement is necessary, replace with the same size tyre as is fitted. The tyre **must** be of steel radial construction, **not** fabric crossply.

If you change a tyre and the spare is substantially more or substantially less worn than the one it replaced, **this can cause expensive damage** to the differential so it needs to be changed again as soon as is possible.

Radio

If a radio suddenly quits, it could be a fuse. When this happened to the 96, it was the cigarette lighter fuse.

Locks

Some vehicles have worn ignition key locks. Make sure the key is turned fully to the locked position before it is withdrawn from the lock. If you withdraw the key in the accessory position with the radio down low or something else turned on, you will flatten the battery while you are away.

The newer vehicles all have central locking. (96: 629-585; white 95: 561-499; beige 95: TV-992). This means that when you use the key to unlock the driver's door, the other two doors unlock as well. Using the key to lock the driver's door should lock the other two doors as well. If you don't use the key, you need to check that all three doors are locked.

REFERENCE: Gregory's 4 Wheel Drive. Going Bush.

Every car should contain a two page **Information for Drivers** sheet.
Make sure that any client who drives reads this first.

Repairs.

Kununurra

Searles Mechanical Services, Ivanhoe Road, Kununurra.

Contact: Ralph Searle

Ph: 9168 1 414

Give the Willis Darwin office a call and have your actions approved before giving Ralph any directions on repairs.

Do not approach Searles on a Sunday unless specific prior arrangements have been made. If you need to drop the vehicle there on a Sunday, park it outside the gate and leave the keys hidden in the tubular crossmember of the chassis, just behind the bullbar. They will bring the vehicle into the yard and do whatever work is detailed on a note left in the dash. It is possible to have the above arrangement performed in reverse if it is necessary to pick up a vehicle on a Sunday. This should rarely be the case.

Searle's goes all the way through to Poinciana Street. If leaving the car when the business is closed, ask where you should leave it.

Alice Springs

Alice Auto Repairs, 36 Smith St, Alice Springs

Contact: Mark Sheedy

Ph: 8952 1043

As vehicles don't stay in Alice Springs for the entire season as in Kununurra, we do not have as close a relationship with Alice Motors but they have displayed a professional approach in the past.

Darwin

Brian Turner Automotive. 6 Finiss St, Darwin

Contact: Brian Turner

Phone: 8981 9191

Brian does all the main servicing and knows the vehicles better than anyone else.

Willis's Walkabouts Meal Preparation

Meal preparation should normally take place at the flat at 10 Carrington.

Don't even think about doing anything until you've had someone show you exactly where things are and what you have to do.

Our meals are one of the things our clients enjoy the most. We pride ourselves on our meals. Without good meals, we could not get the repeat business and good word of mouth publicity we need to continue in business.

Think of how you would like to find things, then think of how the next guide will find the place.

Our meals are so important that a substantial part of your wage is for meal preparation. If someone else has to do your meals for you, they will get the pay for that.

Bulk Stores

1. The barrels under the table are for bulk stores and should be opened as seldom as possible.
2. Barrels are filled with carbon dioxide every so often to kill weevils before they get to be a problem. Opening the barrels allows oxygen — and weevils — to get in.
3. If you take something out of a barrel, don't take just a little bit. Make sure that the cupboard supplies are replenished and make sure the silica gel is still blue. Replace it if not.

Airtight containers and cupboard supplies

1. Make sure you check the returned veg & fruit containers. Use those first.
2. When taking something out of a barrel or out of bulk supplies, make sure that the cupboard supplies are replenished.
3. Check the silica gel in any container you open. It is there to absorb moisture that would otherwise get into the food. If it's pink it won't absorb further moisture so replace it with blue.

Don't throw out pink silica gel. We can dry it for re-use.

Fresh supplies are kept in the kitchen cupboard. If they run out, let us know so we can dry more.

4. When you have finished with one of the airtight containers, please make sure that the lid is pressed completely shut. If you don't do this, moisture gets in and the food can go off.

Shopping

1. We try to keep a good stock of the most popular items but it is inevitable that something you want will not be present. In that case, you will have to shop for it. Don't forget to keep your receipts.
2. If you are buying something for yourself, make sure that you buy enough to fill the stock supplies as well. It's ridiculous for several people in a row to have to buy the same things.

Cleanup

Your food preparation fee includes cleaning up any mess you have made.

1. Clean any dehydrator you have used.
2. Empty the compost container into the compost area next door at #12. You can just tip it over the fence at the very back.
3. Empty the rubbish into the wheelie bin, recyclables into the recycle bin and put a new bag in the inside bin.
4. Wash any dishes, cutlery etc that you have used. Put any dry, clean ones away.
5. Sweep the floor. If that isn't enough, please mop it as well.

Complaints

1. If you find the place in a mess, please let Jo or me know.
2. If you clean up someone else's mess, you can have part of their food preparation wage.

Drying Vegetables etc.

Especially in peak season, we may be unable to keep things in stock. If you dry anything, you have first claim on it. So

1. If you have something on the drier, leave a note so no one else takes it.
2. If you want to keep something that you dried for yourself, put it in a sealed container with your name on it or take it home.
3. NEVER take something belonging to someone else without their permission. (Think of how pissed off you'd be if someone did that to you.) If you don't have time to dry something yourself that is otherwise unavailable, you'll have to do without it.

Selecting Veg for Meals

Some veg take much more preparation time than others. Please try and restrict the use of those veg — unless you do some of the drying yourself.

- Use as much packet peas, green beans and mustard greens as you wish. Easy and they keep if returned.
- If supplies are plentiful, use as much Tinderry bulk veg as you wish. If they are low, try and cut back. Preparing these ourselves takes a lot of time and effort and getting orders in is a slow process at best.
- Use as much dried tomato as you wish. Can be bought in bulk from Woolies. Sometimes also present at Coles and/or Bi Lo.
BUT, unless you are using them right away, put them on the dryer for half a day as they are not 100% dry from the supermarket and can go off.
- Walkabouts veg can be recognised by being in labelled freezer bags.
 - Frozen corn dries quickly with minimal work. use as much as you like.
 - Chinese spinach and cabbage are fairly easy. Take what you want.
 - Zucchini, okra, eggplant, brussels sprouts & sweet potato take a bit more time. Go a bit easy (unless eggplant and/or zucchini from Tinderry).
 - Carrots, parsnips and beetroot take a bit more effort. Go easy.
 - Pumpkin, broccoli and cauliflower are the hardest to do. Go easy.

Walkabouts Post Trip Food Prep

Most trips finish with leftover food. Some is usable, some is not. If everyone does the following, life will be easier for us all.

1. Tiny quantities of anything get thrown out.
2. If you have left over herbs, spices (eg nutmeg) or seasonings like chilli and curry powder either take them home and keep them for your next trip or throw them out. They don't keep well.
3. Unopened packets of anything in its original packaging gets put away from where it came.
4. Leftover veg go into the returned veg box.
5. Leftover Walkabouts & open packets of fruit go into the returned fruit box.
6. If you have only a few tea bags (herbal or normal), take them home or throw them out.
7. Larger quantities of tea bags & bulk tea get put back in suitable airtight containers, properly labelled. The main beverage box is not airtight. Please don't mix different types of herb teas in one container as they will change flavour if you do. If you can't label it, throw it away.
8. Open coffee granules should be combined into one container, if there is a reasonable size container present. Lots of small containers don't get used and go to waste.
9. Anything you want for your next trip should be taken home or left in a sealed container with your name on it.
10. Leftover nuts, muesli, cheese, coconut powder, etc should go in the fridge.
11. When you have finished, give the table a wipe and the floor a sweep. Both will need it.

REMEMBER: Sort, Label, Airtight!

If you are flying to Kununurra, you must send your food by

Bus Freight at least two days in advance.

Food Drying

We order most of the veg from down south. We dry some of our own. If we run out of something, you may want to do some drying yourself.

Using the Dehydrators

1. Temperature

- The older dryers should be set at about 55°C, that is a little below max. The newest dryer turns itself to 35°C automatically and will revert to 35°C with even a tiny interruption to power. Push the green button twice to set it to 50°C.

If you are in the flat and the newest dryer is on, check to see it is set correctly. If not, please re-set it.

2. Putting food on

- The bottom tray should always be empty with a solid plastic sheet on it. This catches bits that might otherwise fall down into the actual mechanism.
- Always use a mesh sheet for solid foods. This keeps things from catching in the trays. The mesh is much easier to clean than the tray.
- The spacer trays allow you to pile things like cabbage, broccoli, cauliflower, etc on reasonably thickly without having to chop things into pieces too small to be identified. After about half a day, the veg will have shrunk to the point where you may no longer need the spacer tray.
- Check the tray and mesh or solid sheet for cleanliness before you use it.
- Chop carrots, zucchini, pumpkin, etc into pieces about 5 mm thick.
- To dry tuna, you need to squeeze all the water out of the can, then run the tuna through the food processor before putting it on. Unless it has been processed, it won't reconstitute.

3. Taking food off

- Tip the tray into a clean plastic container (usually one is left with bags in it).
- Tip the container into a small, labelled freezer bag and tie the bag shut.
- Make sure you have every tiny bit of food off the mesh and tray. Leave it there and it will begin to rot making it necessary to clean the tray before its time.
- If everything is removed, veg trays can usually be used several times before needing to be cleaned.

4. Get a Lesson

Have someone who has used the dryer show exactly what to do. That will help you make sense of this section.

Meals and Sample Menus

Every meal should consist of an entree, a main course and sweets.

Entree

- Soups.** The simplest, lightest weight entree is a soup. You should almost certainly have more soups than anything else.
- **Thai soups.** The Trident Thai soups make ½ litre, not 1 litre.
Never use all the chilli. It's far too hot for most people. Use no more than one chilli sachet per two packets. For many groups, one per three. People can always add more, but you can't take it out once it's in.
- Tabouli** A tabouli salad makes a wonderful change, especially on long trips. Use our dry mix and bring something fresh. I use a cucumber, an onion, and a fresh beetroot or carrot. (With real care, you can keep a tomato in good condition for 4-5 days. The veg mentioned above will keep for 7-10 days.) Marj uses dried peas, soaked and softened before adding. Lemon juice (lemon squeeze or bring a lemon) makes it all the better.
- **Hint.** To keep veg fresh, especially carrots, wrap in newspaper, **never** plastic.
- Other** Biscuits and dips or whatever are great. Packet hummous is good. Consider brie/Camembert, pate, smoked mussels, etc. Pate and other dips in tins are much better than glass if you have to carry the rubbish any distance.
Organise a fresh salad to come in with a food drop.
Dolmadis (stuffed vine leaves), olives (available in vacuum packets), and similar items can make a nice change.

Main Dishes

Our mains consist of a carbohydrate base, lots of vegetables, meat or fish in some dishes and a variety of sauces.

Carbohydrates. Work out quantities of rice or normal pasta based on about 70 g per meal for a light eater, 85 g for moderate and 100 g for a heavy eater. People will probably eat a bit less on wet season and Build Up trips. Polenta and rice noodles tend to go further so you don't need quite as much of these. Bourghul (cracked wheat) goes further still so you can probably cut the amount by about 20-25%.

Vegetables. As a rule, use one packet/bag per two people. If you are packing your own, one cup = one bag. Vegetables we normally use include:

beetroot	broccoli	brussels sprouts	cabbage
capsicum, green	capsicum, red	cauliflower	celery
corn	eggplant	fungus, black	green beans
mushrooms	mustard greens	okra	onion
parsnip	peas	pumpkin	seaweed
spinach	spinach, Chinese	sweet potato	tomato
zucchini	bean curd/tofu		

Bean curd/tofu. There are a variety of types. The long one that comes in sticks takes a long time to soften. The small flat, rectangular ones have a different flavour and soften fairly quickly. The ones that come in very thin, very large, flat rectangular pieces soften very, very fast and have little texture when cooked.

Seasoning. It's always a good idea to bring salt and pepper for people to add if they wish.

Cooking for vegetarians

We often get people on a vegetarian or partly vegetarian diet. When you have a meat or fish meal, you can cook the meat or fish on the side and serve the dish as a vegetarian dish. Alternatively, serve the vegetarian first, put a bit to the side for seconds, then add the meat or fish.

Ask yourself, “Would I be happy to eat just the vegetarian part of the meal?” If no, then two such meals in a week is too many for a vegetarian in a group of mostly non-vegetarians. If there are several vegetarians in a group, than one “no” in two weeks is the absolute maximum you should have.

Non-vegetarians will happily eat some vegetarian meals but you should have a substantial number of non-vegetarian meals to keep them happy overall.

Russell’s 12 Day Menu

This menu was originally done for a group of four with small quantities of all ingredients. With a large group, you might want to increase the variety of veg as well as the quantities.

A. Polenta and spicy vegetables

polenta, cheese & leek soup, peas, pumpkin, beetroot, Thai hot & sour sauce.

***Billy 1:** Veg. Soaking in warm water cuts cooking time. Beetroot takes the longest. If you don’t soak it first, give it 5-10 min cooking before adding the peas and pumpkin. Add most of one of the two packets of the Thai sauce. Let simmer a bit. Taste. Add more if required. Can be too spicy hot if too much used. Don’t use too much water, just enough to do a bit more than cover the veg.*

***Billy 2:** Lots of hot, boiling water for the polenta.*

***Billy 3:** Mix soup & polenta together dry. Stirring constantly, add hot water until semi-liquid. Cook, adding more water as required to keep it thick, but not runny. When it’s lost the grainy taste, it’s ready.*

B. Sweet vegetarian curry

brown rice, lentils, sweet potato, brazil nuts, sultanas, mustard greens, eggplant, peas, coconut milk powder, curry powder to taste

***One large billy:** Add rice and lentils to warm to boiling water. Add curry powder to taste. (The coconut will make it milder at the end.) Cook until the rice and lentils begin to go soft. Add the sweet potato. When all the ingredients are reasonably soft (but not fully cooked), add peas, eggplant, mustard greens and sultanas. Just before taking off the fire, add the brazils. Take it off the fire, add coconut milk powder to taste. Stir well as you add it. One packet may be too much for the one meal.*

Mix should not be too liquid. Keep flowing but not sloppy. Add more water as required.

C. Tuna Mornay

rice, corn, tuna, brussels sprouts, green beans, Cheese & leek soup.

***Billy 1:** Sauce. Prepare the cheese and leek soup as per the instructions on the packet, but with 2 cups of water rather than three to start. (You still need the cup of milk later.) Keep stirring while cooking or it will form lumps. Not using the full amount of water makes it more like a sauce than a soup.*

Billy 2: Boil the rice with enough extra water to add the rest of the ingredients. Don't make it too liquid. Add more water as required. When the rice is fairly soft, add the corn and brussels sprouts. (If you soak them in warm water before hand, they won't need as long to cook.) When the brussels sprouts and rice are both almost done, add the green beans and tuna. Serve with the sauce.

Billy 3: Extra boiling water to add to billy 2 if needed.

D. Shepherds Pie

Deb, beef mince, peas, corn, tomato, green beans, onion, mixed herbs, parmesan.

Billy 1: Cook all the veg together. Add the onion and mixed herbs just before they are done.

Billy 2: Beef mince. As per instructions on the packet. Keep this separate to suit the vegetarians. A full packet might be too much. Use what you think is appropriate.

Billy 3: Deb. Put Deb in dry. Add boiling water, stirring constantly. If there is a fair amount of veg water, drain into the Deb as the first amount. Add a little at a time or it will turn to soup. Keep it thick, but moist.

Billy 4: Lots of hot water to use for Deb.

Clients add parmesan to taste.

E. Pasta in mushroom sauce

soyaroni, cream of mushroom soup, sliced mushrooms, corn, broccoli, chinese sausage

Billy 1: Sauce. Soak the mushrooms in 2 to 2½ cups hot water. When soft, add the soup mix Cook as per the instructions on the packet. Add milk at end. Not using the full amount of water makes it more like a sauce than a soup.

Billy 2: Pasta. Add pasta to boiling water. Add chinese sausages **in the packet**. Taste at regular intervals to see when pasta done. Drain and serve. Open packet of chinese sausage and serve on a plate. Cooking the sausages in the packet keeps the flavour in and keeps the pasta vegetarian.

Billy 3: Veg. Add just a bit more warm water than it takes to cover the veg. Boil. Taste regularly to see when ready.

F. Vegetarian Chilli

rice, kidney beans, cabbage, green beans, onion, garlic, Chilli, parmesan, tomato powder,

One large billy. Add rice and kidney beans to warm to boiling water (not too much, add more if needed). Add some of the chilli pods and cook. Taste the water. If too mild, add more chilli. When rice and beans are soft, add the cabbage, green beans, onion and garlic. When all done, add the tomato powder. Mix should not be very liquid, so add water as needed to keep it thick, but not too fluid. When done, take off the fire and add tomato powder.

Clients add parmesan to taste when serving.

G. Chinese sweet & sour

Chinese noodles, Hot Pot sweet & sour, peas, almonds, sliced black fungus, red capsicum, cauliflower, dried cuttlefish, seaweed, pineapple.

Billy 1: Veg mix. Add cauliflower & fungus to boiling water. When cauli begins to go a bit soft, add the peas, seaweed, pineapple, capsicum and cuttlefish (one or two packets as desired). Add the

sauce mix and keep boiling. When veg texture is right, it is ready. Add the almonds before serving.

Billy 2: Boil noodles as per instructions on the packet. Drain before serving.

H. Gado gado

rice, Thai peanut sauce, beancurd, crushed nuts, pumpkin, red capsicum, peas, coconut milk (200g)

One large billy: Boil rice until nearly done. Not too much extra water, but enough to cover veg. Add the beancurd. The thicker pieces take much longer than anything else. After another 5-10 min, add the veg, peanut sauce and crushed nuts. When done, add coconut milk.. Don't make it too liquid.

Alternative method. Do rice in one billy, everything else in another.

Coconut milk goes in at the end, just prior to serving. Don't make it too liquid.

J. Spaghetti Bolognaise

spaghetti, beef mince, parmesan, zucchini, carrot, onion, garlic, oregano, tomato powder.

Billy 1: Pasta. Add pasta to boiling water. Taste at regular intervals to see when pasta done. Drain and serve.

Billy 2: Beef mince. As per instructions on the packet. Keep this separate to suit the vegetarians. A full packet might be too much. Use what you think is appropriate.

Billy 3: Veg. Begin with the carrot with enough extra water to cover the zucchini plus a bit more. When carrot begins to get tender, add the zucchini. When zucchini begins to get tender, add onion, garlic and oregano. Taste regularly to see when ready. Remove from fire and add tomato powder to taste.

Clients add parmesan to taste.

K. Persian eggplant

bourghul (750g), currants (350g), cheese & leek soup (2 pkt), chinese mushrooms, peas, green beans, eggplant (2 pkt), beetroot, cummin, cayenne pepper (very hot, be careful!)

Billy 1: Sauce. Prepare the soup as per the instructions on the packet, but with 2 cups of water rather than three to start. (You still need the cup of milk later.) Keep stirring while cooking or it will form lumps. Not using the full amount of water makes it more like a sauce than a soup.

Billy 2: Veg mix. Boil the mushrooms and beetroot until fairly tender. Add cummin and cayenne. Add only a little bit of cayenne at a time – very hot. Add eggplant and green beans. Remove from fire when done.

Billy 3: Add enough boiling water to do a bit more than just cover the bourghul. Put on fire. Stir as it boils, adding water as needed to keep it from thickening too much. When soft, it's ready to serve.

L. Zella's Couscous

couscous, chick peas, spinach/silverbeet, corn chinese mushrooms, ground coriander, pine nuts

Billy 1: Soak the chick peas in hot water for at least half an hour before beginning anything else. Should be soft enough to chew before beginning. Drain water to minimise fart potential.

Billy 2: Veg mix. Start the mushrooms. After a few minures add the corn. When fairly soft, add the spinach and coriander. Boil until done.

Billy 3: Dry couscous. Add boiling water to just cover the couscous, stir. Add more water if the first

soaks in. Keep adding water, bit by bit, letting it sit between tastes. Stir each time you add water. When soft, it's ready. Pine nuts are optional. Add at the end if used.

M. Thai curry

rice noodles, cashews, mustard greens, peas, pumpkin, okra, bean curd, cashews, coconut milk, Thai curry paste.

***Billy 1:** Dissolve the curry paste in hot water. Make sure no lumps. Add enough water to cover all the veg. Taste. If too hot, drain into another billy and keep on side to add if needed. Add the beancurd and boil a few minutes. Add the veg and boil until ready. Add cashews and coconut powder (you might want to use some extra coconut powder if any left over from other meals.)*

***Billy 2:** Rice noodles as per instructions on packet. These cook quite quickly. Coconut milk goes in at the end, just prior to serving. Don't make it too liquid. The sweet potato takes a long time (longer for the commercial than the home dried) and should go in early.*

General Cooking instructions

As per the above, the veg take different lengths of time to cook. You can soak them all in hot water prior to adding in which case they only boil briefly. If you add them as you go, they have to go in at different times.

Sweet potato, chinese mushrooms and corn take the longest.
parsnip, carrots, beetroot, broccoli and cauliflower come next
other veg follow after

Stove cooking. Fuel weighs a lot. Soaking the veg and things like rice or beans in warm water before actually cooking saves a lot of fuel.

Substitutions. If we are out of one vegetable, you can usually substitute something else.

Chinese sausage comes in packets of 6 & 12. Boil **IN** the bag. This keeps in the flavour.

More Recipes from Russell

Here are a few more recipes without the full instructions. Quantities here were for 10 people. Increase or decrease as required. All quantities of veg are one standard size packet unless otherwise specified. Onion is 2-3 scoops. Herbs & spices to taste.

Turkey Gumbo

rice (1 kg), tomato (1ge packet), turkey, green capsicum, parsnip, parsley, onion, garlic, okra (2 pkt; gumbo requires okra), chicken stock cubes (2 large)

This is more commonly done as chicken gumbo. Just substitute chicken for the turkey. You'll need to dry your own chicken or turkey if you want them.

Couscous in cheese sauce

couscous (800g), cheese & leek soup (2 pkt), peas, cabbage, celery, parsnip, tomato, broccoli, beef jerky

Cheese & leek soup is a sauce. Make it up with about 2/3 of the recommended liquid. Beef jerky can be replaced with another meat or served as a vegetarian meal.

Pesto fettucini

fettucini (1kg), parmesan (3 pkt), pine nuts (500g), zucchini, basil (70g approx, 2/3 of full medium container), tomato, olive oil (small container to taste)

Clients can add parmesan to taste when serving or you can mix it into the pesto sauce. 3 pkt may have been excessive.

Moroccan Couscous

couscous, almonds, olive oil, sultanas, onion, carrot, cauliflower, zucchini, coriander, cumin

The original recipe suggests salt and pepper to taste.

Fifteen Recipes from Marj

There is some overlap with Russell's menus but there are some interesting differences even in things that are almost the same.

1. Curry - fish, prawn

Rice, peas, mustard greens, pumpkin, egg plant,
Onion, garlic, curry powder, cumin, coconut milk powder

2. Curry - vegetarian

Rice, lentils, peanuts/almonds, peas, mustard greens, pumpkin, egg plant, sultanas
Onion, garlic, curry powder, cumin/ginger, coconut milk powder.

Note. Use red lentils, (cook quicker) or burghul, can use chick peas/green lentils but take longer to cook.

3. Spaghetti Bolognese

Wholemeal spaghetti, beef mince, carrots, egg plant, cabbage, capsicum tomatoes
Parmesan cheese, tomato magic, onion, garlic, oregano, basil

4. Couscous in Cheese Sauce

Couscous, chicken, green beans, corn, parsnip, peas
Onion, garlic, Sauce: Cheese & Leek Soup (double thick)

5. Chili con Carne

Kidney beans (can include bean soup mix), roo meat, mustard greens, green beans,
zucchini, tomatoes, capsicum
Parmesan cheese, onion, garlic, chili, cumin, tomato magic

6. Chinese Sweet & Sour

Noodles, squid/ikan bilis, cauliflower, capsicum, green beans, black fungus, seaweed,
almonds, chestnuts, pineapple

'Hot Pot' sweet & sour sauce base, tamarind paste, (soy sauce - optional)

Make this vegetarian by using bean curd instead of squid/ikan bilis

7. Macaroni in Mushroom sauce

Wholemeal macaroni, green beans, carrots, okra, zucchini, dried Asian mushrooms
Sauce: Cream of Mushroom Soup (double thick)

8. Fettuccini and Cheese Sauce

Fettuccini, spinach, zucchini, eggplant
Onion, garlic, Sauce: Cheese and Leek Soup

9. Meat & Potato

Deb, beef, peas, corn, carrot
Onion, garlic, mixed herbs, Gravox

10. Tuna & Rice

Rice, tuna, peas, beans, broccoli, eggplant
Onion, 'Hot Pot' Mornay Sauce, toasted flaked almonds

11. Rice & Ratatouille

Rice, eggplant, zucchini, carrots, tomatoes, anchovies
Onion, garlic, basil, thyme, marjoram, bay leaf, pepper, Tomato Magic, lemon juice

12. Soyaroni & Satay Sauce

Soyaroni, chicken, carrots, zucchini, eggplant, ground peanuts
Onion, garlic, satay sauce (Home Gourmet), coconut milk

13. Persian Eggplant

Burghul, eggplant, carrot, mushrooms, currants
Onion, garlic, lemon juice, ginger(lots of dried),
Sauce: Cheese & Leek Soup

14. Vegetarian Shepherds Pie

Deb, corn, peas, beans, tomatoes, peanuts
Onion, garlic, mixed herbs
Gravox, Cheese (Kraft Light Edam/Gouda)

15. Goulash

Beef, carrots, zucchini, green beans, saltanas
Onion, garlic, sweet paprika, chilli (small amt), parsley, tomato magic
For vegetarian dish use chick peas.

Fresh Fish

On some trips, you or some of the clients may catch fish. the simplest method is to put them straight onto a bed of coals and turn them when the skin and scales start to pull away. When the second side is done, remove and eat. Some people prefer to gut them first as this means you don't have to be so careful when eating them.

For those who want to make a bit of extra effort, Ron suggests cutting off the head, sprinkling the inside liberally with garlic, add a bit of coconut cream if you've got it, wrap in foil and cook in the coals. This does leave you with the hassle of carrying the foil but the results may be worth it. If you can find some decent paperbark, you can substitute paperbark for the foil and the result will be similar.

Desserts

NOTE: Some desserts need to be begun during or before the preparation of the main meal. This means they cannot go with a meal which uses all the billies.

Russell's Sago Almond Pudding

sago, paw paw, currants, slivered almonds, small bottle almond essence, sugar to taste

This needs a spare billy during dinner.

Start by soaking sago in **cool** water for at least 30 minutes. An hour is better. This will save an incredible amount of stirring later. Do not soak in hot water or you'll get a gooey, almost inedible mass.

Put billy containing soaked sago on fire to heat. Add fruit and sugar. **Stir constantly.** If you don't keep stirring, it will begin to congeal into an almost inedible mass. The sago will absorb water so **keep adding water** bit by bit so that it remains somewhat liquid.

Taste to see when it reaches the right consistency, beginning to gel, but little balls not yet into one solid mass. When it's just about done, add milk or coconut milk. (This could probably be done earlier, especially with coconut milk.) Add the almonds and mix in.

Pull off the fire. Add almond essence. Mix (it will be very thick) and serve. Also great for breakfast.

Hint. Anything using milk.

Start with enough water to be close to the amount of milk you want. Add milk powder and taste until it tastes a bit creamy. This is generally a bit more than the packet says.

Russell's Hot chocolate banana nut custard

Add cocoa powder or drinking chocolate to sweetened milk. Add dried banana pieces (**not** commercial banana chips) Heat to or near boiling. Add pecans just as it's getting to the boil.

Mix custard powder with a bit of cold milk while rest is heating.

Add custard mix to the rest & stir until set. Serve hot.

Instant Chocolate Pudding

Cottes tastes the most like chocolate. Use two cups of milk, not the 700 ml suggested on the packet. Prepare while doing dinner (**needs spare billy.**) It should set by the time you've finished the main. Add a touch of peppermint essence if you'd like a mint chocolate pudding.

Other Instant Puddings

Banana, vanilla or whatever you prefer. Prepare as chocolate.

Cheesecake

Bulk supplies in the flat. Mix during dinner as per instructions in the cheesecake box. 200 g cheesecake will serve 4-6 people. Let set & should be ready by the time you've finished the main. Use biscuits instead of a base. Fruit granitas are good.

Black rice pudding

Use almost equal amounts black rice and dried fruit. Mixed fruit is good. So is a mix of dried paw paw and sultanas or currants. **Start the black rice when you start the soup,** (needs a spare billy). Keep cooking, throughout preparation of the main and during the meal. Add water as needed and stir regularly (not constantly, but every time you check, at least once every 5-10 min). Don't let it get too thick at the start.

When the rice is very soft and dinner is finished, add the fruit and sugar and cook a bit longer. Add a bit of milk or coconut milk to taste.

Mocha egg custard

Cook before or during the preparation of the main. Follow the instructions on the packet but add about 1 tablespoon of cocoa, two teaspoons of instant coffee and 1½ tablespoons of sugar. It helps to mix the coffee and cocoa in a bit of warm water or milk before adding it.

Use two cups (500 ml) milk, not 600 as on the packet. Let sit during dinner. If you can put it in shallow, running water, it cools more quickly. **Needs spare billy.**

Regular egg custard

As per packet but 500 not 600 ml milk. Cool as above. Add spice (nutmeg, cinnamon, mixed spice) to top before serving. **Needs spare billy.**

Plums, Leather and custard

Open up the leather and tear into small pieces. Boil along with the plums in just enough water to do a bit more than cover the fruit. You can substitute other fruit or use the leather on its own.

Stewed fruit and custard

Apples & sultanas, apricots & sultanas, apples with mango & cloves are some good ones to use. Use **Australian** apricots, not Turkish apricots. They are more expensive but have much more flavour.

Apple Crumble (courtesy Justin Harrison)

Stew up the apples and sultanas along with some cinnamon. Add toasted muesli at the end.

Custard. One packet should make 3-4 custards or more if you do less than a litre.

Fruitcake & custard

Sago, dried chopped apricots, sugar, coconut milk.

Port & Gingernut biscuits

Polenta, dried fruit, sugar, milk

Gluten Free Diets and Coeliac Disease

This is not a particularly common problem, but having someone with a gluten intolerance can cause major hassles.

The Menu file in the office contains lots of useful info about what you can serve such people.

A careful read of the file will make your life much easier if you have to cater for a gluten free diet.

Vehicle Based Meals

If you are going to do one or more vehicle based meals, you might wish to bring one of the camp ovens and/or one of the grills and barbecue plates that we have for that purpose.

Walkabouts Library

We have an extensive reference library. Guides may borrow any of the books at any time.

The library contains

Kakadu Tour Operators Manual (multiple copies)

CALM's Kimberley Tourism Manual

Central Australian Tour Operators Manual

- Read these before your first trip to the area.

Wilderness Medicine books

- And the Wilderness Medicine newsletter

Aboriginal art and culture books

Plant books

Bird books

Animal books

Small Field Guides on all sorts of things

Geology

Photography

And much, much more.

Have a browse and see if you can find something to interest you. The more you know, the happier you can make the clients.

Additional Notes for Assistant Guides

- **Assistants must be prepared** to take over in an emergency. You need to be aware of the route for the walk and know what the emergency procedures are if something happens to the guide. (Each guide has a folder with information sheets - read them before going out on a trip).
- **Walk at the front or back** of the group (whichever the guide prefers). This may occasionally be varied when following a creek or a track.
- **Help the guide** with cooking, fire building, camp cleanup as required. If possible, do a meal or two to give the guide a night off.
- **Be prepared to take over** as the leader of a subgroup if the full group is split for some reason, e.g. some going off to look at an art site.
- **Never argue with the guide** so that the group can hear. Express any disagreements quietly in private. Loud arguments destroy group morale.
- **Help pack vehicles** and tie down loads. The guides have a lot to do -- you can help. Try and answer questions and generally hang around being as helpful as possible. Don't wander off without making sure that you are not needed for anything.
- **Offer your assistance** to the guide before being asked. You might not be needed but the offer is always appreciated.

Changes since 2004

p1. Checklist updated

P 6&7 . Slight increase in croc comments

?? Early change need to check what it was.

p 14-15 updated Aug 2007

P 47. Vehicle based meals added

Changes in small booklet

p2 re Sat phone

p3 Jo's new home phone

p8 Kakadu Park Entry Ticket section no longer applies, deleted

p9 CALM tour op manual