

# Rules of the Southern Tasmanian Caverneers Incorporated

Original version adopted 4 December 1996

Amended 7 August 2002, 5 February 2003, 7 May 2008, 20 March 2016, 7 February 2017, 2 April 2018

The following Rules are made in accordance with article 13.1 of the Constitution.

## 1. Discipline

The Organisation may, subject to the rules of natural justice - fine and/or suspend some or all membership privileges and/or require an apology from a member for an offence. The period of suspension may be fixed or indefinite. Any matter of discipline shall be dealt with at an Extraordinary General Meeting called for the purpose.

## 2. Membership

2.1 Every applicant for membership (excluding Introductory members) must be nominated by a financial member, and must pay the current subscription fee. New members shall be entitled to pay subscriptions for their first year on a pro rata basis. They must also, at the time of election to membership, undertake to preserve caves from wilful or negligent damage and they must acknowledge to be bound by the Constitution and Rules of the Organisation. Such undertakings and acknowledgments shall be in a form prescribed by the Organisation and they shall be deemed a member upon the Committee's acceptance of the application.

2.2 A suitable waiver and indemnity form must be signed by all members. In the case of members under the age of eighteen years of age, a suitable waiver and indemnity form must be signed by a parent or guardian.

2.3 Applicants for membership shall ordinarily be required to do at least two underground trips and receive a favourable report from those members participating before being eligible for election. This requirement may be waived or modified if the Organisation is satisfied that the applicant is a suitable person and his/her caving experience has been acquired elsewhere, or if the applicant indicated on his/her application that he/she does not wish to participate in underground activities, or if the applicant is a former member of the Organisation. In all cases the applicant's name shall be submitted to a General Business Meeting for election.

2.4 The Organisation shall not be obliged to entertain any application for membership.

2.5 Friend of STC: A member of not less than five years' standing may be made a Friend of STC, in recognition of outstanding services rendered by that member to the Organisation. Friends of STC are entitled to receive free copies of the Speleo Spiel produced by the Organisation, however they are not members of the Organisation. Friends of STC are considered 'inactive cavers' and are not required to pay a subscription, neither shall they incur any personal insurance or affiliation costs. The procedure for the resignation or expulsion of a Friend of STC shall be the same as that for a member.

## 3. Conduct of Meetings

So far as is consistent with the Constitution and Rules of the Organisation, all business of the Organisation and all meetings shall be conducted in accordance with the usual rules relating to the management of clubs and organisations, including the rules of debate and natural justice.

## 4. Nomenclature

The adoption of names of cave and karst features shall be in accordance with the guidelines laid down by the Australian Speleological Federation and Nomenclature Board of Tasmania.

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## 5. Ethics

5.1 Every member shall preserve and conserve caves, karst, cave scenery, and all natural contents, both animate and inanimate.

5.2 All members shall give adequate consideration to safety and the consequences of their actions at all times.

5.3 Natural cave contents may not be damaged or removed, except in the course of original scientific research work, exploration or preservation carried out with the approval of the Land Managers and Committee. The person(s) undertaking such removal are to bear the full responsibility for his/her actions.

5.4 No rubbish or excreta shall be left in caves. Members are encouraged to remove rubbish left by others.

5.5 Prior to entering any cave, the Party shall identify themselves to the landowner or his/her representative. Whilst on that land the Party shall abide by rules or regulations of the landowner or controlling authority.

## 6. Equipment

6.1 The Trip Organiser shall give adequate notice to the Equipment Officer of equipment required and date of collection.

6.2 All equipment loaned/hired shall be recorded by the Trip Organiser, Equipment Officer or a responsible delegate.

6.3 All Organisation equipment shall be returned as arranged with the Equipment Officer in a clean and safe condition within a week of use. All defects or any abnormal occurrences (such as a rope subjected to a fall) are to be reported immediately.

6.4 Equipment shall not be lent or hired to non-members. All persons using club rope must be a member of an ASF affiliated club.

6.5 Equipment hire may be subject to a fee, and if so, must be paid no later than when the equipment is returned. Equipment hire fees are levied per week (or part thereof).

6.6 Members owing fees may not hire any equipment until all outstanding fees are paid.

6.7 If equipment is lost or damaged (beyond normal wear and tear) such as incorrect usage or damage caused by not cleaning prior to return, the member shall be required to contribute to the replacement of the equipment. The amount shall be determined by the executive and equipment officer.

### **7. Information and Data Handling**

7.1 All members are to abide by the Data and Information Policy, as determined from time to time by the club.

7.2 An electronic copy of all raw survey data and any maps produced by members shall be forwarded to the Karst Index Officer within 12 months of its collection.

7.3 Members are strongly urged to number tag, document, and survey cave and karst features following the Australian Speleological Federation guidelines. They must also forward any such documentation to the Karst Index Officer.

### **8. Official Activities of the Organisation**

8.1 **Caving trips** - In order to be recognised as an official activity of the Organisation, a caving trip shall meet all of the following conditions:

(a) The Organisation shall hold a signed disclaimer for each participant.

(b) The trip shall have a designated leader, who shall be an approved Trip Leader as defined elsewhere in the Rules.

(c) The leader shall notify the Organisation of the trip in accordance with the procedure described elsewhere in the Rules.

8.2 **Meetings** - Meetings held in accordance with the provisions outlined in the Constitution and Rules shall be regarded as official activities of the Organisation.

8.3 **Other events** - In order to be recognised as an official activity of the Organisation, events other than caving trips or meetings shall meet all of the following conditions:

(a) The event shall have a designated co-ordinator, who shall have been approved by the Executive STC Inc Rules: Version 6 – 7 February 2017 prior to the event.

(b) The co-ordinator shall notify the Organisation of the event in accordance with the procedure described elsewhere in the Rules.

### **9. Trip Leaders**

9.1 The Executive shall maintain a list of persons who are eligible to lead caving trips.

9.2 A person may be included on this list only if all of the following conditions are met:

(a) The person is a financial member of the Organisation.

(b) The person has been a financial member of the Organisation, or of another organisation with similar objectives, for at least 12 months.

(c) The person has taken part in at least twelve caving trips.

(d) The Executive considers the person to have sufficient experience, to be sufficiently responsible and to be sufficiently capable to be entrusted with the safety of others.

9.3 Sub-categories of trip leaders may be created, such as horizontal caves only and vertical caves.

9.4 Requirements of Land Management Authorities shall be observed, and trip leaders appointed by the Organisation might not be recognised by other managers.

### **10. Conduct of Caving Trips**

10.1 The trip leader shall ensure that the party is sufficiently experienced and equipped for the trip being attempted and shall ensure that the trip operates in accordance with the provisions laid out in the Constitution and Rules.

10.2 The trip leader shall consult with other members of the party, but shall have the final say in all decisions.

10.3 The trip leader shall at all times be in control of the party, except in the event that he or she is unable to do so, in which case the most experienced available person shall take control.

**End of the Rules of the Southern Tasmanian Caverneers Incorporated**

At the May 2017 GBM a motion was moved and carried to rescind Club Rule 10. Remaining clauses were renumbered. Rule 19 reads as follows:

*10. Notification of Official Activities*

*10.1 Wherever possible, prior to the commencement of a caving trip, the leader of the trip shall notify the Public Officer. If this is not possible, the leader shall instead notify a member of Executive and shall then notify the Public Officer at the soonest possible opportunity thereafter.*

*10.2 The procedure for the notification of a caving trip to the Public Officer or a member of the Executive shall be determined from time to time at a General Business Meeting. However, the notification shall include the following details:*

- (a) The date of the trip.*
- (b) The place or places to be visited*
- (c) The names of the participants.*

*10.3 The co-ordinator of an event other than a caving trip or a meeting shall notify the Public Officer of the event prior to its commencement.*

*10.4 The procedure for the notification of an event other than a caving trip or a meeting to the Public Officer shall be determined from time to time at a General Business Meeting. However, the notification shall include the following details:*

- (a) The date and time of the event.*
- (b) The nature of the event.*
- (c) The location or locations of the event.*