

GLOUCESTERSHIRE CAVE RESCUE GROUP

MEMBER INFORMATION - STRICTLY CONFIDENTIAL

Surname:	First Name:
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Home Address:	Post Code:
Tel No. ()	Ex directory? Mobile:
Email:	

Company Name:	Town:
Dept:	Tel Nos: () x
Pager/Bleeper No:	() x

Emergency Contact:	Relationship:
Address:	
Tel Nos. (Home)	(Work)

Do you have any medical or physical disabilities ? If yes, please give details
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Car Make Model:	Ball Hitch	
Colour(s):	Registration:	Pin Hitch

With which Caving Club(s) are you a member ?
Gloucester SS Hades CC Hereford CC Newbury & District CC Royal Forest of Dean CC Valkyrie None
Other(s) (please specify)

Do you hold a current First Aid Qualification?	Yes	No
If yes, please state type :	Expiry Date / /	
Please enclose a photocopy of your certificate with this form		

Are you proficient at speaking any foreign languages?	Yes	No
If yes, please state :		

How many years experience do you have in caving?	years	
How many years experience do you have in Cave Rescue?	years	
How many actual cave rescue incidents have you attended?		
What is the typical duration of your usual caving trips?	hours	
What is the longest time you have spent on a single caving trip ?	hours	
Where was it?	when?	19__
What do you feel would be the longest time that you would be capable of enduring in a long and arduous rescue situation (i.e. Daren Cilau) ?		
Have you ever camped underground	Yes No	If yes, how long for?

Personal Equipment					
Boilersuit/overalls	Oversuit / fleece	Wetsuit	Drysuit	Personal SRT Rig	Explosives equipment
Number of Lamps	Typical Duration (on main)	Normally charged	Yes	No	

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SRT ROPES	Diameter	Length	OTHER ROPES	Type	Diameter	Length	LADDERS	Lengths	TETHERS	Lengths	
Do you have your own cave diving equipment ?							Yes	No	Bottle Capacity		Fitting 'A' or DIN
Do you have your own open water diving equipment ?							Yes	No			
DIGGING EQUIPMENT AVAILABLE						OTHER USEFUL EQUIPMENT OR SOURCE					

Please fill in the following table by shading the appropriate box, according to your expertise / experience of the relevant topics. 0 means no experience, upto to 9 which indicates a good understanding with a lot of practical experience. This is your chance to tell us what you can do! Please add comments where applicable.

Expertise	None					Average					Good					Comments/Qualifications/Grade etc.	
	0	2	4	6	8	0	2	4	6	8	0	2	4	6	8		
Underground Catering																	
Surface Catering																	
Single rope techniques																	
SRT Rigging																	
Rescue Rigging																	
Bolting																	
Climbing																	
Search techniques																	
Communications																	
Cave diving																	
Diving (open water)																	
Explosives																	

What do you envisage as your role within GCRG, if not now, in the future?	In the event of a rescue, what would you like to be considered for?
Underground work only Member of an underground team Member of a First Aid team Warden / Committee member Team leader Underground controller Surface controller Surface / underground search co-ordinator Specialist in a certain field of rescue. If so, what?	Not Called out Not Called out during working hours Primary callout - i.e. first response teams Secondary callout - i.e. back up teams / support Called out if extra manpower needed during a long rescue Called out if your expert knowledge/abilities required Called out for surface work Surface searches Assist SARA

What caves / mines in the following areas do you know well enough to confidently lead a team in		
Continue on another sheet if necessary		
Forest of Dean	Cotswolds	South Wales

The information given on this form may be held on the GCRG computer database. Have you any objections to this?
 Yes No

All information is strictly confidential and will not be disclosed to any third party. Do you object to your telephone number(s) being included in the Wardens callout procedures
 Yes No

Signed:

Date:

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Gloucestershire Cave Rescue Group

Membership Application Form

1. *The Rules*

I have read the constitution of the Gloucestershire Cave Rescue Group and agree to abide by it and the rules of the Group. In consideration of being allowed to join the group, and similar indemnities being sought from other members, I agree to indemnify the group against any liability for damage caused by me

2. *Risks of Caving*

I acknowledge that participation in the activities of a Cave Rescue Group involves taking part in activities with a danger of personal injury or death. I confirm that I accept full personal responsibility for discovering those risks. I also acknowledge that I accept those risks and accept responsibility for my own actions and involvement.

3.. *Membership*

I wish to join the group and apply for Full/Associate membership.*

Signed :

Dated :

Name in Block Capitals:

** Delete as applicable*

GLOUCESTERSHIRE CAVE RESCUE GROUP

CONSTITUTION

1. Name

The group shall be called 'GLOUCESTERSHIRE CAVE RESCUE GROUP' hereinafter referred to as the 'GCRG'

2. OBJECTS AND POWERS

2.1 Objects

The objects of the GCRG shall be the rescue and preservation of life of persons injured or stranded underground and to assist other emergency services including other Cave Rescue Groups and Mountain Rescue Teams.

2.2 Powers

The GCRG shall have powers to:

- a) employ and pay any person or persons not being members of the Committee to supervise, organise and carry on the work of the GCRG.
- b) bring together in conference representatives of voluntary organisations, government departments, statutory authorities and individuals
- c) promote and carry out or assist in promoting and carrying out research, surveys and investigations and publish the results thereof
- d) collect and disseminate information on all matters affecting the said objects and exchange such information with other bodies having similar objects whether in this country or overseas
- e) raise funds and invite and receive contributions from any person or persons whatsoever by way of subscriptions and otherwise PROVIDED THAT the GCRG shall not undertake permanent trading activities in raising funds for the said objects
- f) buy, take or lease or in exchange, any real property necessary for the achievement of the objects and to maintain and equip it for use
- g) subject to any consents required by law, sell, lease or dispose of all or any part of the property of the charity
- h) do all such other lawful things as are necessary for the attainment of the said objects

3. MEMBERSHIP

Membership of the GCRG shall be at the discretion of the Committee and shall be open to any person that demonstrates an interest in the furtherance of the GCRG's objects.

Members shall be over 18 years of age. The maximum age shall be within the guidelines set out by the County Police Insurance. The committee reserves the right to refuse any person that is considered unfit or incapable for the tasks which may be required of them. There shall be no membership subscriptions.

There shall be two types of membership within the GCRG:

Full Members

Full members of the GCRG **shall** be "active" cavers and have at least 2 years experience of caving, covering a variety of caves and conditions, and have a genuine interest in the rescue aspect of their sport.

Full members **should** have a reasonable knowledge of cave rescue techniques and GCRG procedures and **should** have attended Cave Rescue training sessions within the previous year.

Associate Members

Associate members are personnel that wish to take a limited role within the GCRG and do not wish to be included on the immediate call-out list, but are willing to assist if required. This category is extended to members whose skills may be of value to the GCRG but are not primarily cavers.

Associate membership encompasses novice cavers that wish to become involved in cave rescue and partake of training as they progress and develop their own personal caving skills.

Associate membership shall also incorporate new members that are experienced cavers who have had little or no experience of the techniques and procedures used by GCRG.

General

Each member **shall** fill in a membership form and an information form which shall be submitted via the GCRG Information Officer for consideration by the committee before acceptance into the GCRG.

The committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the GCRG for that person to remain a member.

A member shall not be expelled unless given 14 days written notice to attend a meeting of the committee and written details of the complaint against them. The member shall be given the opportunity to appear before the Committee to answer the complaints and adduce material in their favour.

The member shall not be expelled unless at least two-thirds of the Committee then present vote in favour of their expulsion. If the member concerned is also a member of the committee, they shall take no part in the deliberations or vote on the issue of their expulsion, nor shall they be counted for the purposes of assessing the two-thirds requirement.

An expelled member may only be re-admitted to membership if two-thirds of the Committee then present vote in favour of their re-admission.

If an expelled member is also a member of the Committee, they shall, on expulsion, be deemed to have resigned from the committee.

4. COMMITTEE

4.1 Functions of the Committee

The general, financial, social and administrative business of the GCRG shall be administered by a Committee of at least eight Members. The Committee shall liaise with the Police and other Emergency Services as necessary.

4.2 Election of the Committee

The Committee shall be elected annually at the Annual General Meeting from within the membership of the GCRG. Committee Members shall normally stay in office for one year and all may offer themselves for re-election at the next Annual General Meeting. The Committee shall assume office after election.

4.3 Members of the Committee

The Committee shall consist of a Chairman, Secretary, Treasurer, Information Officer, Equipment Officer, Communications Officer and two Ordinary Members. The Committee Members shall have reached the age of 18 years. The Committee shall have the power to co-opt other

Members of the GCRG into the Committee. In the event of any vacancies occurring on the Committee before the Annual General Meeting, the remainder of the Committee shall have the power to co-opt further Member(s) from the GCRG. The number of co-opted Members of the Committee shall never exceed the number of elected Committee Members.

4.4 Committee Meetings

Committee Meetings shall be held as required. A quorum for Committee Meetings shall be four Committee Members. Minutes of the proceedings of each Committee Meeting shall be taken. Except in emergency, at least seven days notice of each Committee Meeting shall be given to all Committee Members. Non-receipt of the required notice by any Committee Members shall not invalidate the proceedings of the Meeting.

5. ACCOUNTS

Proper records shall be kept by the Treasurer showing all monies received and payments made by the GCRG. The GCRG shall have a current bank account and a deposit account both opened in the name GLOUCESTERSHIRE CAVE RESCUE GROUP. Withdrawals from these accounts must be authorised by two signatories. Authorised signatories shall be the Chairman, the Secretary and the Treasurer. The Treasurer shall be given a financial report at each Committee Meeting and an audited balance sheet shall be presented at the Annual General Meeting. The balance sheet shall be audited by a reputable person who is not a Member of the GCRG. The financial year of the GCRG shall be from 1st April to 31 March. The Treasurer may hold a reasonable amount of petty cash.

6. EQUIPMENT AND TRUSTEES

The GCRG shall own equipment for the purposes of cave rescue as outlined in clause 2. The title to all real and personal property which may be acquired by or on behalf of the GCRG shall be vested in not less than three Members appointed to be trustees at the Annual General Meeting.

7. GENERAL MEETING

7.1 Annual General Meeting

The Annual General Meeting shall be held in May of each year for the following purposes:

- a) to receive and pass the audited accounts of the GCRG for the financial year ended 31st March last
- b) to receive and pass reports from the Chairman, Secretary, Information Officer, Equipment Officer and Communications Officer
- c) to elect Members of the Committee in accordance with clause 4
- d) to discuss any proposals or motions signed by two or more Members and received by the Secretary at least one month before the Meeting
- e) to transact such other business as may be notified in the circulated agenda for the Meeting

All members shall be notified of the time and place of the Meeting at least two weeks in advance along with the agenda for the Meeting. Non-receipt of the required notice by any Members shall not invalidate the proceedings of the Meeting.

7.2 Extraordinary General Meeting

An Extraordinary General Meeting may be called at the discretion of the Committee. The reason for the Meeting will be notified to all members and the meeting shall only discuss the matter for which the Meeting was called. All members shall be notified of the time and place of the Meeting at least four weeks in advance along with the agenda for the meeting.

7.3 Requirements for General Meetings

A quorum at General Meetings shall be eight members. Minutes of the proceedings of each General Meeting shall be taken. Voting at General Meetings shall normally be by a show of hands. However, if any member has a reason the Meeting considers valid, the vote shall be in secret, on paper.

8. CHANGES TO THE CONSTITUTION

The Secretary shall inform all Members of the GCRG of the proposed changes at least 14 days before the General Meeting at which the changes are to be considered. Any changes made to this Constitution must be duly approved by a majority of 75% of those present and voting. Notwithstanding the wishes of the GCRG Members, no changes shall be made to clauses 2, 8 or 9 without final consent being obtained from the Charity Commission and no changes shall be made which would have the effect of causing the GCRG to cease to be a charity at law.

9. DISSOLUTION OF THE GCRG

If the Committee by a simple majority decide at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the GCRG, it shall call an Extraordinary General Meeting (in accordance with clause 7.2). If the Committee decision is confirmed by a two thirds majority of those present and voting at such a Meeting, the Committee shall have a power to dispose of any assets held by or on behalf of the GCRG. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such charitable institution or institutions having objects similar to the objects of the GCRG as the Committee may determine and if and in so far as effect cannot be given this provision then to some other charitable purpose.

10. MEMBERSHIP RECORDS

Automatic data processing equipment may be used by the GCRG to maintain Membership records.

11. MATTERS NOT COVERED BY THE CONSTITUTION

The Committee shall have full power to deal with any matter not provided for in the Constitution. Their decision shall be at all times final.

This completely rewritten constitution was formally approved at the Extraordinary General Meeting held on 7th January 1990.

Rule 2.2 f) and g) were added (and previous 2.2 (f) renumbered to become 2.2 (h) at the AGM on 14th May 1994.

Rule 3, Membership, was amended at the AGM on 13th May 1995.