Sierra Club Outings Plan

Name | Date | Trip Title

Outing Purpose Statement: | Conservation Topic:

Be sure to describe how you will implement your conservation topic.

Outing Profile Statement:

Include outing date(s), type, location, distance, duration, fees (if any) and level of difficulty.

Participant Profile Statement:

Include number of participants, participant focus (adult, single, family, minors), skill level (beginners/advanced) and equipment needed.

Leader Profile Statement:

Include number of leaders, roles, experience or skills needed and any equipment needed.

Outing Announcement:

Include trip date(s) and time(s), fees (if any), brief description of outing, difficulty rating, participant pre-requisites, leader name and contact information.

Trail Head Talk:

Include the tone you plan to set for your talk, a welcome greeting, trail conduct, safety guidelines, conservation topics, LNT points you want to cover and liability waiver information.

(Continued)
Document Checklist:
- Trailhead Talk Card
- Sign-In Sheet and Liability Waiver
- Minor Medical Treatment Authorization
- Emergency Response Card
- Incident Report Form
- Emergency Response - Patient Report
- Safety Management Plan (if desired)
- Leave No Trace Cards (for participants)
- Membership Brochures

Ten Essentials Checklist:
- Navigation (map and compass)
- Fire (matches or lighters)
- Signaling Device (whistle or mirror)
- Sun Protection (sunglasses and sunblock)
- Insulation (extra clothing)
- Nutrition (extra food)
- Hydration (and/or the means to make more)
- Illumination (flashlight/headlamp)
- First Aid Kit
- Emergency Shelter

Map: (Paste a photocopy, hand draw, or cut and paste electronically)

Use these symbols on your map:
(You can copy and move them around.)

Trailhead =  
End of trip =  
Campsite =  
Planned route =  
Alternate route =  
Escape route =  
Water source =  
Parking lot =  

Last Updated 6/23/2010