**Scout Victoria**



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**Victorian Venturer Council**

**EXPEDITION REPORT**

**SECTION A: PLANNING FOR THE ACTIVITY**

**Name:**

**Unit: Group:**

**Introduction:** (a brief outline of your expedition).

**Award Section:** VA Expedition QS Expedition VA Outdoor QS Outdoor Other ……………

**Expedition Type:** (hiking, canoeing, skiing, sailing, etc)

**Intended Location** (provide general details and specific information on travel to the site)

**Time of Year Proposed**

**Dates and Meeting Times**

**Departure Date**:  **Time and Location:**

**Return Date**: **Anticipated Time and Location:**

**Adventurous Activity:**

***(In what ways is this expedition/activity expected to be an Adventurous Activity under the Award***

***Scheme guidelines?)***

**Use of Venturer Scout Knowledge & Skills:**

***(Briefly describe some of the ways in which the expedition/activity Team members expect to use***

***Scoutcraft and Leadership knowledge and skills during the activity).***

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**Names of Expedition Group Members and Emergency Contacts**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | | **Address** | **Mother’s**  **Name** | **Father’s**  **Name** | **Home Ph.** | **Mother**  **Mobile** | **Father**  **Mobile** |
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**Contacts for Emergency Services in the Area**

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| **Town** | **Name** | **Location** | **Contact Telephone** |
|  | Medical Centre / Hospital |  |  |
| Police Station |  |  |
| Fire Brigade / CFA |  |  |
| SES (State Emergency  Service) |  |  |
|  | Medical Centre / Hospital |  |  |
| Police Station |  |  |
| Fire Brigade / CFA |  |  |
| SES (State Emergency  Service) |  |  |
| **General** | Department of  Environment, Land, Water & Planning (DEWLP) |  |  |
| Parks Victoria |  |  |
| Other (specify) |  |  |

**Maps**

*(List details of all maps that are available for the chosen area. These should include Vicmaps, walking or hike maps, etc). Some maps are also available in electronic format).*

Map Title(s):.................................................................................................................................................................

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Area: ........................... ..................................................................................................................................

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Scale: .......................... Produce by: ...........................................................................................................

Date Issued: ............. .....................................................................................................................

**Trip Planning**

**Day 1:**

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| Starting From: | Name: |  | Grid Reference: |  |
| Finishing At: | Name: |  | Grid Reference: |  |
| Details: |  | | | |

**Day 2:**

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| --- | --- | --- | --- | --- |
| Starting From: | Name: |  | Grid Reference: |  |
| Finishing At: | Name: |  | Grid Reference: |  |
| Details: |  | | | |

**Day 3:**

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| --- | --- | --- | --- | --- |
| Starting From: | Name: |  | Grid Reference: |  |
| Finishing At: | Name: |  | Grid Reference: |  |
| Details: |  | | | |

**Day 4:**

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| --- | --- | --- | --- | --- |
| Starting From: | Name: |  | Grid Reference: |  |
| Finishing At: | Name: |  | Grid Reference: |  |
| Details: |  | | | |

**Day 5:**

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| Starting From: | Name: |  | Grid Reference: |  |
| Finishing At: | Name: |  | Grid Reference: |  |
| Details: |  | | | |

**Clothing and Equipment List:**

*(Quantities will vary depending on the duration, terrain and conditions of your expedition).*

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| --- | --- | --- | --- |
| **Qty** | **Your Personal List** | ***PERSONAL LIST EXAMPLES*** | |
|  |  | *1* | *Set of Thermals (Top & Bottom)* |
|  |  | *1* | *Good, Sturdy Pants (not jeans)* |
|  |  | *2* | *T-shirts* |
|  |  | *2* | *Pairs of Socks* |
|  |  | *4* | *Underwear* |
|  |  | *1* | *Jumper (no more than one)* |
|  |  | *1* | *Gloves* |
|  |  | *1* | *Beanie* |
|  |  | *1* | *Small Towel or Tea towel* |
|  |  | *1* | *Hat* |
|  |  | *1* | *Rain Jacket & Pants* |
|  |  | *1* | *Toiletries* |
|  |  | *1* | *Sleeping bag* |
|  |  | *1* | *Roll mat* |
|  |  | *1* | *Small torch* |
|  |  |  | *Pen and Paper* |
|  |  | *1* | *Drinking Bladder (2 litres)* |
|  |  | *2* | *Garbage Bags* |
|  |  | *Set* | *Eating Utensils, Bowl & cup* |
|  |  | *1* | *Small first aid kit* |
|  |  | *1* | *Packet of 50 matches* |
|  |  | *1* | *Pocket Knife* |
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| **Qty** | **Group Equipment** | *GROUP EQUIPMENT EXAMPLES* | |
|  |  | *2* | *Tents (3 man hike tents)* |
|  |  | *2* | *Stoves (spare fuel)* |
|  |  | *1* | *Knife (sharp)* |
|  |  | *2* | *Map & Compass* |
|  |  | *1* | *Major first aid kit* |
|  |  | *1* | *Camera* |
|  |  | *1* | *Wok* |
|  |  | *1* | *Billy* |
|  |  | *2* | *Washing up kits* |
|  |  | *1* | *Emergency Beacon (EPIRB)* |
|  |  | *2* | *Mobile Phones (spare battery)* |
|  |  | 1 | *GPS* |
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**Menu for ............... People:**

*(carefully plan you menu to consider weight, weather conditions, total fire ban, etc)*

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| **Day 1** | Lunch |  |
| Dinner |  |
| **Day 2** | Breakfast |  |
| Lunch |  |
| Dinner |  |
| **Day 3** | Breakfast |  |
| Lunch |  |
| Dinner |  |
| **Day 4** | Breakfast |  |
| Lunch |  |
| Dinner |  |
| **Day 5** | Breakfast |  |
| Lunch |  |
| **Snacks** | |  |
| **Emergency Rations** | |  |

**Shopping List**

|  |  |  |
| --- | --- | --- |
| **Qty** | **Description** | **Cost** |
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**First Aid Kit**

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| **Qty** | **Item** |
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**Special Preparation / Risk Assessment required for Activity:**

*(outline any special preparation required – ie. Relevant Water Competency Certificate, Group permission form, Adventurous Activity Permission form and any risk assessment of potential emergencies – bushfires, snow conditions, inclement weather, water availability and purity, equipment, transport, etc)*.

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**Potential Incidents and Solutions**

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| Hypothermia | 1. Reduce Heat Loss  a. Additional layers of clothing b. Dry Clothing  c. Increased Physical Activity d. Shelter  2. Add Fuels & Fluids- It is essential to keep a hypothermic person hydrated and fuelled  3. Add Heat  a. Fire or other head source, though ensure not too much heat is applied too quickly  b. Body to Body contact. Put a normal person in a sleeping bag with the hypothermic person in dry lightweight clothes  4. Call Ambulance if conditions serious enough | |
|  |  | |
| Someone Becomes  Lost | For the person lost:  1. Stay where you are- do not move. The people searching have a better chance of finding your closest to where they last  saw you  2. Try to make some form of signal with what you have. Either yell out, blow a whistle, make smoke signals or use a  light if it is dark | For the people searching:  1. Identify the missing person and identify what they have with them to determine how serious the situation is  2. Begin searching for the person by retracing where  you walked and or  where you last saw the missing person- be on the lookout for any signals from the person  3. Seek help from  SES / Police |
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| Broken Bones | In general, to treat a bone facture:  1. Immobilize the limb  2. Check for a distal pulse in the lower parts of the limb, if none use some gentles traction to restore pulse  3. Treat any visible wounds, for example if the bone penetrates the skin  (open fracture)  4. Apply necessary padding and a splint on the broken limb  5. Work out best means to get person to ambulance or hospital | |
|  |  | |
| Serious Bites | In general, to treat a bite (snake, spider, Insect etc.)  1. DR. ABC (Danger, Response, Airways, Breathing & Circulation)  2. Complete Rest and Immobilization  3. Call Medics / Ambulance Urgently  4. Apply a firm (pressure) bandage starting from just above the fingers or toes, to as far up the limb as the armpit or groin  5. Immobilize the limb further with a splint  6. Obtain history of the patient, i.e. allergies etc.  Avoid washing bite area as venom sample can be obtained  Do Not remove bandage and splint once applied  Do Not try and capture the snake / other | |

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| --- | --- |
| Burns & Scalds | 1. DR. ABC (Danger, Response, Airways, Breathing & Circulation)  2. Cool with clean water if possible, and resist using other substances i. up to 20 minutes for thermal or radiation burns  ii. 20-30 minutes for chemical burns  3. Cover with a clean, non-adherent burn  4. Remove tight clothing and objects, e.g. jewelry  5. Call 000 for an ambulance if burn is serious enough  6. Treat for shock if the burn is severe.  7. Ensure that contaminated clothing is removed unless it is adhering to the burn & wash away any excess chemicals (careful of eyes) |
| Heatstroke | 1. DR. ABC (Danger, Response, Airways, Breathing & Circulation)  2. Remove person to a cool place.  3. Remove almost all clothing; loosen anything tight  4. Apply cold packs (if available) to neck, groin, armpits to accelerate cooling  5. Cover with wet sheet  6. Call 000 for an ambulance if condition is serious enough  7. When casualty is fully conscious, give fluids |
| *Add others applicable to your type of activity.* |  |
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**SECTION B: THE ACTIVITY**

Use this section to record your details along the trip

Photocopy extra pages as required

Templates are provided for up to a 5 day activity.

The Expedition Activity Report – V3.0 Page 11

**EXPEDITION RECORD**

**Route Plan - Day 1 - Date: (From / To):**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **From / To** | **Grid Ref.** | **Estimated**  **Time** | **Distance** | **Magnetic**  **Bearing** | **Height**  **Gain** | **Height**  **Loss** | **Notes** | **Actual**  **Time** | **Terrain** |
| *Eg. Golton Gorge Picnic Ground* | *275 125* | *0* | *5 km* | *240*° | *100m* | *0m* |  | *2 hrs* | *Flat with several hills* |
| *Track Junction* | *121 267* | *1 hr 30 mins* |
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| **Overall Distance (Kms):** |  | **Escape Route -** In case of an emergency on Day 1 the best evacuation point would be: | | | | | | | |
| **Starting Height (metres):** |  |  | | | | | | | |
| **Ending Height (metres):** |  |
| **Overall Height Differentiation: (+ / - metres):** |  |
| **Overall Estimated Time: (Hr / Min):** |  |

**EXPEDITION RECORD**

**Route Plan - Day 2 - Date: (From / To):**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **From / To** | **Grid Ref.** | **Estimated**  **Time** | **Distance** | **Magnetic**  **Bearing** | **Height**  **Gain** | **Height**  **Loss** | **Notes** | **Actual**  **Time** | **Terrain** |
| *Eg. Golton Gorge Picnic Ground* | *275 125* | *0* | *5 km* | *240*° | *100m* | *0m* |  | *2 hrs* | *Flat with several hills* |
| *Track Junction* | *121 267* | *1 hr 30 mins* |
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| **Overall Distance (Kms):** |  | **Escape Route -** In case of an emergency on Day 2 the best evacuation point would be: | | | | | | | |
| **Starting Height (metres):** |  |  | | | | | | | |
| **Ending Height (metres):** |  |
| **Overall Height Differentiation: (+ / - metres):** |  |
| **Overall Estimated Time: (Hr / Min):** |  |

**EXPEDITION RECORD**

**Route Plan - Day 3 - Date: (From / To):**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **From / To** | **Grid Ref.** | **Estimated**  **Time** | **Distance** | **Magnetic**  **Bearing** | **Height**  **Gain** | **Height**  **Loss** | **Notes** | **Actual**  **Time** | **Terrain** |
| *Eg. Golton Gorge Picnic Ground* | *275 125* | *0* | *5 km* | *240*° | *100m* | *0m* |  | *2 hrs* | *Flat with several hills* |
| *Track Junction* | *121 267* | *1 hr 30 mins* |
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| **Overall Distance (Kms):** |  | **Escape Route -** In case of an emergency on Day 3 the best evacuation point would be: | | | | | | | |
| **Starting Height (metres):** |  |  | | | | | | | |
| **Ending Height (metres):** |  |
| **Overall Height Differentiation: (+ / - metres):** |  |
| **Overall Estimated Time: (Hr / Min):** |  |

**EXPEDITION RECORD**

**Route Plan - Day 4 - Date: (From / To):**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **From / To** | **Grid Ref.** | **Estimated**  **Time** | **Distance** | **Magnetic**  **Bearing** | **Height**  **Gain** | **Height**  **Loss** | **Notes** | **Actual**  **Time** | **Terrain** |
| *Eg. Golton Gorge Picnic Ground* | *275 125* | *0* | *5 km* | *240*° | *100m* | *0m* |  | *2 hrs* | *Flat with several hills* |
| *Track Junction* | *121 267* | *1 hr 30 mins* |
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| **Overall Distance (Kms):** |  | **Escape Route -** In case of an emergency on Day 4 the best evacuation point would be: | | | | | | | |
| **Starting Height (metres):** |  |  | | | | | | | |
| **Ending Height (metres):** |  |
| **Overall Height Differentiation: (+ / - metres):** |  |
| **Overall Estimated Time: (Hr / Min):** |  |

**EXPEDITION RECORD**

**Route Plan - Day 5 - Date: (From / To):**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **From / To** | **Grid Ref.** | **Estimated**  **Time** | **Distance** | **Magnetic**  **Bearing** | **Height**  **Gain** | **Height**  **Loss** | **Notes** | **Actual**  **Time** | **Terrain** |
| *Eg. Golton Gorge Picnic Ground* | *275 125* | *0* | *5 km* | *240*° | *100m* | *0m* |  | *2 hrs* | *Flat with several hills* |
| *Track Junction* | *121 267* | *1 hr 30 mins* |
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| **Overall Distance (Kms):** |  | **Escape Route -** In case of an emergency on Day 5 the best evacuation point would be: | | | | | | | |
| **Starting Height (metres):** |  |  | | | | | | | |
| **Ending Height (metres):** |  |
| **Overall Height Differentiation: (+ / - metres):** |  |
| **Overall Estimated Time: (Hr / Min):** |  |

**Proposed Campsites**

*(when arriving at a place to camp, placement of tents requires careful consideration – terrain, overhanging trees, weather conditions, roads, water courses, noise, other people etc Consider minimum impact camping, risks, fire location).*

**Day 1:**

|  |  |
| --- | --- |
| Name / Location: (Grid Reference) |  |
| Criteria for selecting siting of each tent |  |
| Water Situation: (explain location and source of water, requirement to carry  extra water, etc) |  |
| Cost: | $ per night for people |

**Day 2:**

|  |  |
| --- | --- |
| Name / Location: (Grid Reference) |  |
| Criteria for selecting siting of each tent |  |
| Water Situation: (explain location and source of water, requirement to carry  extra water, etc) |  |
| Cost: | $ per night for people |

**Day 3:**

|  |  |
| --- | --- |
| Name / Location: (Grid Reference) |  |
| Criteria for selecting siting of each tent |  |
| Water Situation: (explain location and source of water, requirement to carry  extra water, etc) |  |
| Cost: | $ per night for people |

**Day 4:**

|  |  |
| --- | --- |
| Name / Location: (Grid Reference) |  |
| Criteria for selecting siting of each tent |  |
| Water Situation: (explain location and source of water, requirement to carry  extra water, etc) |  |
| Cost: | $ per night for people |

**Day 5:**

|  |  |
| --- | --- |
| Name / Location: (Grid Reference) |  |
| Criteria for selecting siting of each tent |  |
| Water Situation: (explain location and source of water, requirement to carry  extra water, etc) |  |
| Cost: | $ per night for people |

**Other Emergency Information:**

**SECTION C:**

* **ACTIVITY REPORT**
* **LESSONS LEARNED**
* **REFLECTIONS**

**Brief description of Scoutcraft and Leadership skills used during the expedition**

*(eg, knots that were used when pitching tent; first aid skills used; assigning of leadership roles during the Expedition, other examples.)*

|  |  |
| --- | --- |
| **Day 1** |  |
| **Day 2** |  |
| **Day 3** |  |
| **Day 4** |  |
| **Day 5** |  |

**Sketch map (in written report) showing use of mapping and compass skills, or other demonstration of the use of these skills during the expedition**

*(Eg, include a sketch map of one of the camp sites showing location of tents with respect to permanent landmarks, or sketch map of 300 m or more of the route showing locations with respect to permanent landmarks).*

**Weather Conditions Experienced:**

*(include relevant weather maps and observations during the expedition)*

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**List of Maps / Photographs and Other Details Included:**

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**ADD Photos, Maps, Correspondence, Tickets, Flora Samples, etc HERE**

**Flora:**

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**Natural Features:**

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**Environmental Issues Observed:**

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**Reflections and Observations:**

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**Comments from Other Group Members about the Activity:**

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**ASSESSMENT SUMMARY**

**Examiner:**

**Name:** .......................................................................................................................................................

**Address:** .................................................................................................................................................

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**Contact Telephone:** ............................................................................................................................ **Qualifications:** ................................................................................................................................................... **Assessment of Expedition Preparation by Venturer(s):**

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**Date:** .........................................................................................................................................................

**Assessment of Expedition Completion and Satisfactory Report:**

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**Examiner Signature:** .......................................................................................................................... **Date:** ......................................................................................................................................................... **Additional Comments:**

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