

Grooming Policy and Program Plan 2007-2008

Name of Organization: D.R.A.G. of Speculator

Name of Club: Pleasant Riders Inc.

Date Reviewed: November 5, 2007

Grooming Managers: Robert Carr / Rick Swift

Purpose

It is the purpose of this Grooming Policy and Program document to state the goals and objectives of the organization's grooming program, list the topics and policies that all members involved with grooming need to understand, and provide details that explains what each grooming person needs to do. It is the listing of topics, policies, and details that forms the basis of grooming program equipment operators training that is the responsibility of the organization.

Goals and Objectives

Provide leadership and guidance to members in the grooming program by stating Program procedures, guidelines, rules, policies, and other expectations that currently are part of the grooming program.

Determine the procedures and tasks experienced grooming members must complete.

Promote safe, efficient and effective use of all grooming equipment.

Given the equipment available, a schedule of grooming responsibilities and machine team assignments will be made each fall prior to operator training.

Annual Review

The organization's Grooming Program is subject to review each year before annual training or experienced and inexperienced groomer operators receive training.

Drug/Alcohol Policy

Drug and/or alcohol problems result in unsafe conditions for all trail and non trail users. The organization is committed to maintaining a productive, safe, and healthy environment, free of unauthorized drug and alcohol use. The use of alcohol and / or illegal drugs is prohibited while operating grooming equipment.

Becoming a Groomer Operator

Any club member may become a groomer operator for this organization. A groomer operator needs to be listed on the clubs master groomer list to be covered under the clubs insurance policy.

Groomer Operator Requirements

New Operators:

Attend the state-sponsored groomer operator safety course or review the required course material before the second year as a groomer operator.

For tracked groomer operation, accompany an experienced groomer operator until being deemed able to operate the machine alone as judged by the experienced groomer operator.

For snowmobile based groomers, groom in tandem with an experienced groomer operator until being deemed able to operate the machine alone as judged by the experienced groomer operator.

Prior grooming experience will be taken into account for all experienced groomer operators.

Whenever possible attend preseason equipment maintenance work details.

Experienced Operators:

Whenever possible attend preseason equipment maintenance work details.

Attend NYSSA sponsored and state-sponsored groomer operator safety course whenever possible.

Grooming Schedule

Each fall and prior to the beginning of the grooming season, the joint **Pleasant Rider Snowmobile Club and D.R.A.G.** grooming committee will meet to determine appropriate groomer territories for each grooming organization. The organization will then determine the storage location for each grooming unit. This information will be made available to all groomer operators by the organization.

Grooming schedules will be maintained by the grooming managers and will be made available to all groomers via the organizations website. Unscheduled grooming is permitted whenever the need arises and is encouraged by the grooming managers. Unscheduled groomers should notify a grooming manager prior to grooming.

Groomer Operator Responsibilities

Each groomer operator is responsible for following the procedures listed in each category below each and every time a machine is taken onto the trails.

Pre-Grooming Check:

- All light operational and turned on.
- Engine Oil full
- Fuel tank full
- Drag securely fastened to groomer
- Proper groomer operator clothing for conditions
- Groomer track and drag not stuck to ground or obstacles.
- All actuator/hydraulics operational.
- Cell phone or two-way radio.
- **Someone knows where you are going and when you are expected back.**

Post-Grooming Checklist

- Refill Oil tank
- Refill Fuel tank
- Park equipment in designated area
- Release hydraulic pressure if equipped.
- Fill in Trip log located at the groomer shop or post information on website.
- Notify manager if repairs or obstacles are encountered.

Speed

Proper grooming speed for all equipment is between 5 and 8 miles per hour depending on surface and snow conditions.

If you are unable to control your equipment enough to keep it easily on the trail and stop in a safe and prudent manner - you're speeding.

Snowmobile groomers **MUST** always groom in **LOW** gear. Grooming in high gear will damage and wear equipment quickly.

Meeting Oncoming Traffic

Meeting oncoming traffic on a narrow trail: the groomer comes to a stop. Allow traffic to go around you. If needed, maneuver the groomer to make room for traffic. Grooming equipment should not be moving when a snowmobile passes you on a narrow trail. Always stop and assist lost or broken down riders. Always give the right of way to hikers and cross country skiers.

Bridge Crossings

Slow down when you approach a bridge in the trail. Bridges are typically single file; proper alignment is critical to ensure a safe crossing were the drag follows the groomer across the bridge.

Road Crossings

Always come to a complete stop and look both ways before crossing any roads, driveways, or trails. Remember, a groomer and drag is much longer and slower to move than a car or single snowmobile.

Lift drag and/or lower wheels when crossing all non-snow covered surfaces.

Once roads are crossed and all equipment has cleared the road surface, stop. Return to road surface and clear any debris that has entered roadway.

Repairs

Invariably when using equipment that is under the stress and strain of trail grooming, repairs will be required. Repairs are not the normal routine maintenance activities that every groomer operator needs to know and follow. Repairs result from breakdowns; repairs need immediate attention.

If a breakdown occurs that does not disable the groomer, report the breakdown as soon as possible so that repairs can be done quickly.

Disabling Breakdowns

If a breakdown disables the groomer so that it cannot be moved back to its place of storage, the groomer operator needs to follow these guidelines:

Secure the area around the machine so that snowmobile traffic does not hit the disabled machine. Use caution tape provided in the groomer to mark the presence of the disabled machine. Be sure these markings carry far enough in each direction approaching the groomer so that snowmobile operators will be able to react to safely get around the machine.

Contact the grooming manager and/or designated contacts. Provide them with information on location, your condition, obstructions to snowmobile traffic flow on the trail around the groomer, and advice on whether repairs can be made at the current location or if the machine needs to be moved to a location to either be repaired or transported. All emergency numbers are posted on the groomer cowl or dash.

Groomer involved in an accident

First responsibility is to the condition of the other parties. Use the cell phone to contact emergency response personnel (including law enforcement) and the team leader. Give accurate information of the location and an assessment of the condition of the other parties.

Once the accident has been resolved, document the accident scene. Get information such as name and address of the parties in the accident. All emergency numbers are posted on the groomer cowl or dash.

Groomer comes upon an accident scene

First responsibility is to the condition of those involved in the accident. Be ready to provide whatever assistance as necessary. When the accident scene has been secured or your services are no longer needed, document the accident scene. All emergency numbers are posted on the groomer cowl or dash.

Observations of trail conditions

As the groomer operator, you could be the first person to identify areas in the trail that need attention. Examples are missing signs and blown down trees. It is up to the groomer operator to take the first mitigating action. If the condition is one that cannot be taken care of by the groomer operator, then contact the team leader as soon as possible.

I _____ have read, understood and will abide
(print full name)
by the documented grooming policy.

Signed: _____ Date: _____

Grooming Manager: _____ Date: _____