

Hunting

Specific Quality Criteria no. 214 - Checklist

4th edition 2018

Self assessment

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**In 4th edition the specific quality criteria is based on self-assessment checklists that applicants/participants complete themselves. The applicable criteria must be completely fulfilled. A clear explanation of how each criterion is fulfilled must be given with reference to appropriate documentation e. g. employee handbook/quality manual, safety plans, photos etc. Random and/or selected criteria will be verified by the auditor.**

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| ***214-1*** | ***Safety*** | ***Yes*** | ***N/A*** | ***How fulfilled/explanation*** |
| *214-1.1* | The company has written safety plans covering all tours and services offered to customers. |  |  |  |
| *214-1.2* | Safety plans are reviewed at least once a year. |  |  |  |
| *214-1.3* | Guides are briefed on safety plans every year. The briefing is done  according to a written procedure. |  |  |  |
| *214-1.4* | The company ensures that guides operate according to safety plans. This is for example stated in employment contracts and  subcontracting agreements. |  |  |  |
| *214-1.5* | The company ensures that contingency plans are at hand on every  tour. |  |  |  |
| *214-1.6* | The company maintains a list of all guides, working on its behalf, employees and contractors alike, stating their education, training and experience. |  |  |  |
| *214-1.7* | A checklist has been compiled for safety equipment on tours and excursions e.g.:   1. First aid kit/equipment. 2. Communication devices. 3. Tracking devices. 4. Extra clothing. 5. Whistles 6. Other equipment according to conditions on each tour. |  |  |  |
| *214-1.8* | A written plan for renewal and maintenance of safety equipment, based on inspection/testing, accepted criteria, age and operational lifetime among other things, is in place. |  |  |  |
| *214-1.9* | Guides have appropriate equipment and knowledge to provide accurate location and information on access routes to the area they are travelling through, in the event they have to call for assistance or rescue. The following are essential:   1. Knowledge in navigation using compass and map. 2. Knowledge in the use of GPS. 3. Knowledge of appropriate means of telecommunication in different terrains (e.g. satellite phone, mobile, two way radio-transceiver, Tetra transceiver for use in mountain regions). |  |  |  |
| *214-1.10* | Guides instruct customers regarding safety matters such as:   1. Local conditions and weather. 2. Appropriate clothing. 3. Proper use of safety equipment. 4. Proper use of vehicles. 5. Safety precautions when crossing glaciers, rivers and arduous terrain. 6. 112 emergency phone number in Iceland. |  |  |  |
| *214-1.11* | Written rules apply to customer/guide ratio according to conditions and potential risks on each tour. |  |  |  |
| *214-1.12* | To prepare guides for the tours/activities of each day they go through a checklist including the following items, among others:   1. Details of the itinerary and routes to be travelled. 2. Aspects relating to customers’ abilities and experience. 3. Weather forecast (guides check on this prior to all departures). 4. Necessary equipment. |  |  |  |
| *214-1.13* | The company has written guidelines on when to cancel tours due to weather. |  |  |  |
| *214-1.14* | The company informs employees and customers of the necessity of being in good physical condition and that the use of alcohol or drugs can make them unfit to take part in a tour. |  |  |  |
| ***214-2*** | ***Environment*** | ***Yes*** | ***N/A*** | ***How fulfilled/explanation*** |
| *214-2.1* | The company ensures that all animals and birds are killed in a quick and humane way. |  |  |  |
| *214-2.2* | Guides inform their clients about hunting rules, e.g. which species they are permitted to hunt and maximum hunting quota. |  |  |  |
| *214-2.3* | All non-biodegradable refuse is removed. |  |  |  |
| *214-2.4* | Marked roads or recognised vehicle tracks are always used. Where this is not possible, e.g. in winter, driving across areas with delicate eco-systems must be avoided, cf. the current Nature Conservation Act. |  |  |  |
| *214-2.5* | The company consults with organisations in charge of conservation in the areas, in which the company operates, at least once a year. |  |  |  |
| *214-2.6* | The company consults with landowners when operating on their land, for example on where, when and how often tours take place. |  |  |  |
| *214-2.7* | Customers are informed about toilet arrangements and measures are taken to ensure that they follow instructions where conventional facilities are not available. |  |  |  |
| *214-2.8* | Customers are reminded of responsible behaviour towards the environment. |  |  |  |

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| ***214-3*** | ***Facilities and Equipment*** | ***Yes*** | ***N/A*** | ***How fulfilled/explanation*** |
| *214-3.1* | The company presents clients with a list of the basic equipment necessary for the intended tour, e.g. suitable clothing and other equipment. |  |  |  |
| *214-3.2* | Appropriate extra equipment for vehicles used in remote areas is at hand in the vehicles, e.g. winches and repair kits. |  |  |  |
| *214-3.3* | The company has facilities to process game, store it and prepare for transport. |  |  |  |
| *214-3.4* | Firearms supplied by clients undergo a test-firing prior to being used in the field. |  |  |  |
| *214-3.5* | All clients must present valid licences and permits relevant to the hunting activity cf. the Current Act on Hunting and Control of Birds and Wild Mammals. |  |  |  |
| *214-3.6* | No facilities/camps are set up without special permission from the relevant stakeholder e.g. landowner, municipality or The Environment Agency of Iceland. |  |  |  |
| ***214-4*** | ***Education and Training*** | ***Yes*** | ***N/A*** | ***How fulfilled/explanation*** |
| *214-4.1* | Guides have completed specialized training/education, e.g. are certified guides and/or have substantial experience appropriate for the tour in question. |  |  |  |
|  | Guides hold all required permits and qualifications for the handling of firearms. |  |  |  |
| *214-4.2* | Guides have completed the course *Wilderness First Aid* (Fyrsta hjálp 1, 20 hours) from ICE-SAR or a comparable course from another organisation and attend a refresher course (4 hours) every two years. |  |  |  |
| *214-4.3* | At least one employee on tours through the wilderness\*, e. g. guide, has completed the course *Wilderness First Responder* *(WFR)* from ICE-SAR or a comparable course from another organisation and attends a refresher course every three years. . |  |  |  |
| *214-4.4* | All guides on tours through the wilderness\* have completed the course *Navigation* from ICE-SAR or a comparable course from another organisation. |  |  |  |
| *214-4.5* | At least one employee on tours through the wilderness\*\*, e.g. guide, has completed the course *Basic Mountaineering* from ICE-SAR or a comparable course from another organisation. |  |  |  |

*\*Wilderness is a place or area where it takes a minimum of two hours to get third party assistance. Please note; during summer mountain roads classified as F-roads are exempt from criteria 214-4.4.*