



Emergency Response Plan 2022/23 Guide/Outfitter Activity Business Licence Mountain National Parks

Company Contact Information

- *Include emergency contact (not in the field, during and outside of office hours).*

Type of Activity

- *Brief overview of the guiding activities you are offering, type of overnight arrangement (if applicable).*

Hazard Assessment

- *Generic Mitigation Measures: first aid training, safety briefing for clients, equipment, infrastructure (e.g., electric fencing for camps).*
- *List of likely hazards: e.g., injury, illness, hypothermia, human/wildlife encounter, creek crossings, rockfall, and glacier travel. Identify if hazard is fully mitigated by the generic measures or if specific mitigation measures are required.*
 - *Outline your specific mitigation measures (including equipment, training, communications, safety policies, etc.) for each hazard not covered by generic measures.*

Qualifications & Training of Staff

- *Details on staff training and guide qualifications (general, does not need to be per guide)*
- *If any apprentice employees, please include supervisor's name as well as what type of supervision required*
- *Please refer to Parks Canada Guide Grid (Part IV – ANNEX I: Parks Canada Agency Guide Grid for Hiking, Nordic and Backpacking) for qualification requirements*

Equipment

- *First Aid equipment (including any advanced medical protocols that your staff may be certified to deliver. Note this is not a requirement).*
- *Safety, Emergency, and/or Technical Equipment*
- *Communications Equipment*

Communication Plan

- *Pre-trip information and medical forms for clients*
- *Method of Communication Available*
 - *Type: sat phone, VHF radio, inReach/SPOT, etc.*
- *Daily Communication Plan*
 - *Pre-trip and during the trip procedures for guides*
 - *Safety briefings with clients*
 - *Daily weather updates and hazard evaluations*

- *Awareness of Parks Canada Area Closures*
- *Check-in procedures*
- Emergency Communication Plan
 - Procedures in case of missed calls
 - Who you notify and in what order
 - Critical information to convey (e.g., *nature of incident, name of company, number involved, location, recommended response required, contact information, resources at site, weather conditions, etc.*)
 - Documentation (e.g., *Patient care Report Form*)
 - Note any incident requiring emergency responders must be communicated to Parks Canada within 24 hours of occurrence
- Emergency Contact Numbers
 - *Name of park/site 24-hour Emergency Dispatch (for satellite phones – call 911 if in service)*
 - Banff Dispatch (includes Lake Louise, as well as Yoho, Kootenay, and Waterton National Parks) 1-403-762-4506
 - Jasper Dispatch (includes Mt. Revelstoke and Glacier National Parks) 1-780-852-3100
 - *Company Contact Numbers (during and after business hours)*
 - *Local health centre (e.g., hospital)*
 - *RCMP*

Action Plan in the Event of Emergency

- *Risk Assessment*
- *Provide First Aid*
- *Treatment and Transport Plan*
- *Communication*
- *Documentation*

Other

- *Other relevant protocols as defined by the company*