

# **EAST CASCADES AUDUBON SOCIETY**

## ***Field Trip Policy***

Purpose of this Policy:

The purpose of this policy is to define what a field trip is and how to announce and fill field trips.

1. ECAS field trips will be coordinated by a Field Trip Coordinator designated by the ECAS Board.
2. ECAS field trips are free, unless otherwise stated.
3. A field trip can be a single day or overnight trip.
4. A multi-day Wednesday Birding trip is a field trip and shall be advertised as such.
5. ECAS members will be informed of field trips using a current ECAS membership list via a link to an automated computer sign up (Member Planet). Only members will receive the emails. Field Trip Registration dates will be posted in The Chatter or through a Member Planet email, if time does not allow for publication in The Chatter. Members will be notified four weeks prior for multi-day field trips and two weeks for local trips. If the trip does not fill by one week prior to the trip, then other means of notifying the general public can be used by the Field Trip Coordinator (COBOL and an open access link on the ECAS website). One email will be sent for each trip. Registration closes 2 days prior to the trip.
6. The field trip leader may, at their discretion, allow participants that did not sign up via Member Planet.
7. Field trips will be posted on The Chatter and The Calliope. The description of the trip shall include the destinations, meet up location, if anything the participant should bring (lunch, etc.) and transportation expectations. If an overnight trip, lodging options will be mentioned.
8. Minors, under the age of 18, are welcome but, for liability reasons, must be accompanied by an adult.
9. ECAS does not provide transportation (unless otherwise specified in trip description) for a field trip.
10. ECAS will not reimburse mileage of participants, unless pre-approved by the Board. Gas money can (and should) be collected by drivers from participants, due to carpooling. This should be mentioned in the trip description.
11. No expense reimbursements will be made by ECAS to leaders or participants.
12. For each field trip ECAS Liability Waivers must be signed by each participant (including leader). The Field Trip Coordinator will assure each participant signs an ECAS liability waiver.
13. Participants on multi-day field trips are expected to attend the whole duration of the field trip.
14. Carpooling is expected on field trips.
15. Field trips adhere to the Code of Birding Ethics according to the American Birding Association.

Adopted by the Board of Directors on **September 1, 2020.**

Signed:

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Diane Burgess, Secretary  
East Cascades Audubon Society