



Adventurebug Worldwide Ltd

Bespoke adventure travel & events since 2000

REAT Tourism License AT/MA/00022 Company Registration B93050763
Anto. Correos 1031, 29680 Estepona, Malaga, SPAIN TEL (34) 635 817 819

COMPANY 1 DAY ADVENTURE JOURNEY

LOCATION:	Nature, Seaside, Lakeside, Local Park, etc.
PARTICIPANTS:	8 minimum up to 100 pax
PHYSICAL OUTPUT:	Low to moderate (not everyone has to perform each task)
EVENT TIME FRAME:	1 day (10 am to 4 pm)

BRIEFING

An adventure journey has been designed for your team. It is led, regulated and paced by your own efforts and decision-making processes. It expects you to source locations on a provided route map and undertake tasks and unique challenges at selected locations.



The principal aim is to follow the flow of the map from start to finish - arriving at the final destination by the set time. Your team will be autonomous in the journey although you may consult the specialist team for clarification if required. There will always be monitors on route to ensure safety practices are carried out.

The challenge is designed to be fun, educational and a valuable use of your company time. There are many learnings along the way that can and will reflect the process. Great insights can be obtained towards the productivity of your team. Above all, this is a stimulating and enjoyable way to spend the day with work colleagues!

PARAMETERS AND GUIDELINES

- *Challenge by choice – you are free to choose your level of participation without judgment*
- *Between the start and finish points on your map, no vehicle transfers are included*
- *Technical trainers are present to ensure that safety guidelines are followed*
- *You will receive some material at the beginning of the journey*
- *Timing of your journey is crucial and observance of daylight and weather patterns is key*
- *Some route finding and navigation tools are provided*
- *A detailed route map is distributed to the entire team*
- *Lunch and bottled water supplies are provided*
- *PLEASE have personal bags and team materials prepared for morning departure*



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LOCATING THE TASKS (Check Points)

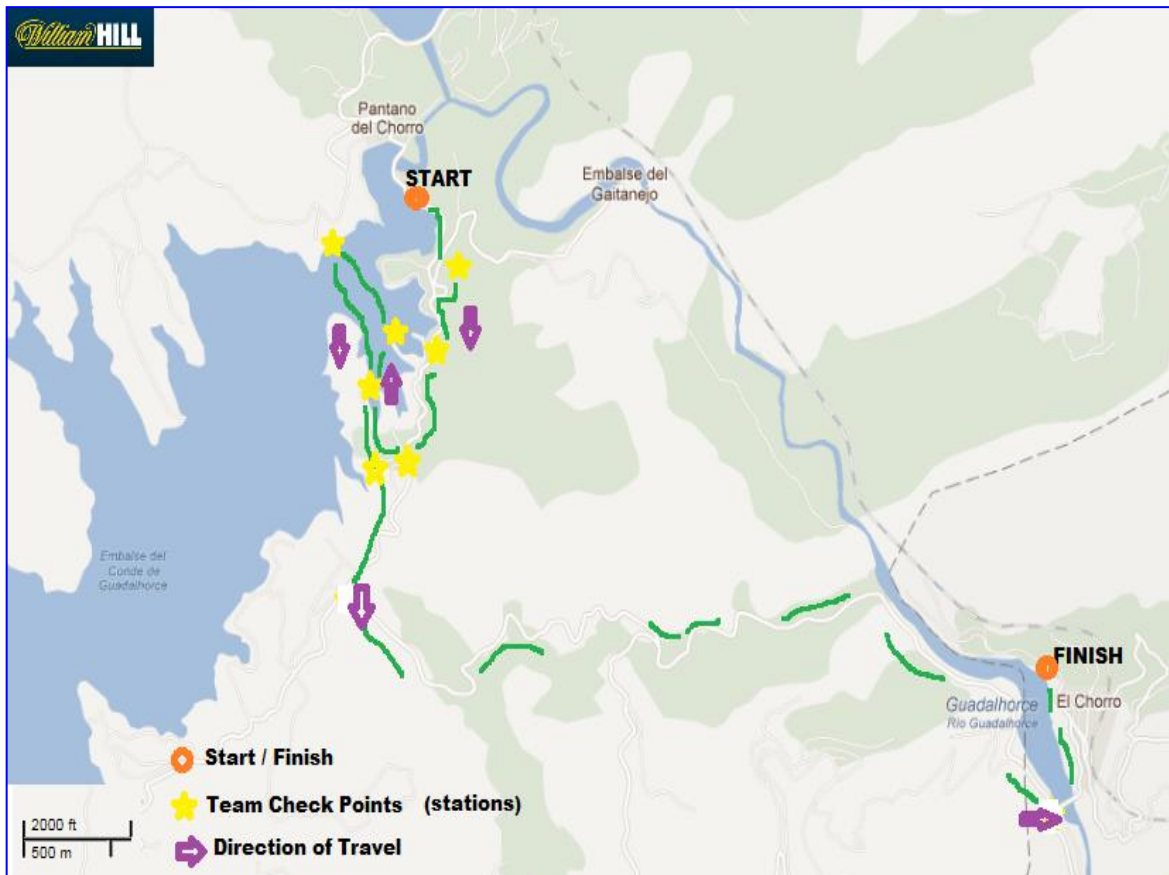
As you undertake your journey, be watchful for the **stations** along the way. These indicate where tasks are present. Your map indicates where the station exists and when you arrive, you'll find a laminated card with your company logo.

PERSONAL KIT (minimum to bring on the journey)

Pack light and dress appropriately for the outdoors where temperatures vary between 5c and 18c and water and wind chill may factor in the journey :

- *Jumper / windproof outer layer*
- *Suitable outdoor footwear or good trainers*
- *Long trousers (even if you intend to wear shorts)*
- *Extra warm layer and gloves / warm hat*

GENERAL ROUTE MAP (Example)





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THE TASKS (at each point on the map)

Below are examples of the tasks, or challenges each team must perform once they've navigated to the destination. The tasks must be completed in full and an Adventurebug monitor will be on hand for both safety and clarifications.

1. The MINEFIELD CODE TASK

The object is to pass through the 'Minefield' squares from the beginning to end without stepping on the 'invisible' mines. Once every individual has crossed the minefield error free, the task is finished.

THE PROCESS:

1. Appoint 1 team member to hold the MINE CODE (*obtained from the Adventurebug team*). This person is the KEEPER and is the only one to see the code. He/she is responsible for monitoring the progress of those passing through the MINEFIELD. Because they will see the 'Explosive squares' on the code sheet.
2. Identify the whereabouts of starting squares and finish squares.
3. Begin the process, only one person at a time passes through the minefield. If they step on an explosive, the KEEPER makes an explosive sound or gesture, but offers no other information.
4. At this time, the exploded person must BACKTRACK their way out of the mine to the start and allow another team member to start. Whilst backtracking, the KEEPER must still indicate if an explosive was activated.
5. When all members of the team have passed independently through the minefield, making a 100% clean sweep each time, the task is completed.

RULES:

- There can be NO VERBAL communication between team members – important!
- Team members cannot POINT or GESTURE at squares for team mates to follow.
- Movement in the maze is only 1 square at a time with no skipping squares.



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2. MOVE OVER COMMON GROUND TASK

Your task is to transport each team member from the start to the finish point. When all individuals have passed from start to finish – according to the parameters, your task is completed.

PARAMETERS:

1. *Participants must be transported above ground – at a height between knee to waist high minimum.*
2. *Materials (all provided wood planks), must be utilized as tools for the transfers. No other materials are permitted.*
3. *All team members are expected to be part of the transfer process.*
4. *Team members involved in transporting another, cannot move from position unless it's their turn to be transferred .*
5. *Participants can only be transferred once.*
6. *The transfer zone and height / material parameters apply to the space between the start and finish points and within the rope boundary.*

3. IDENTIFY THE LINK TASK

Your task is to identify which rope is the main link (key ring) from which all other ropes are attached around.

PARAMETERS:

1. *You must remain outside the roped boundary area*
2. *You cannot touch, manipulate or make any physical contact with the ropes*
3. *When you are satisfied with your choice, proceed to investigate by taking hold of your chosen rope*



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4. FOOD & SHELTER TASK

Your team needs to take time out to replenish energy. Your task here is two-fold:

1. *Prepare lunch for your team*
2. *Create an emergency shelter from materials carried by you and raw natural materials if available. The shelter is expected to provide cover for all members of your team.*

PARAMETERS:

1. *Be respectful of natural vegetation and any fauna present*
2. *Open fires are not permitted*

5. WATER JOURNEY TASK

There are 2 tasks assigned that require transport across water. Here you will find your mode of transport.

PARAMETERS & GUIDELINES:

- *2 people travel per boat*
- *Life vests must be worn*
- *You are responsible for transporting your boat and materials to and from the water (from this location)*



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6. DESCENDING STEEP TERRAIN TASK

Your task is to assist one another in abseiling to the base of this rocky slope.

On completion, your team will have achieved basic competencies in the following areas:

- a) **Safety Management** - Become familiar with the safety equipment required for each participant and personally oversee safety checks for team mates. (see laminated card)
- b) **Safety Rope Mechanism** - Manually lowering each team member on the pre-established SAFETY rope system. (see laminated card)
- c) **Abseil Rope Mechanism** – Facilitate team members in the proper usage of equipment and technique on the pre-established ABSEIL rope system. (see laminated card)

THE PROCESS:

1. This abseil system incorporates 2 parts – a safety rope (blue/yellow) and an abseil rope (red/white). The participant is connected to both lines simultaneously for their descent. A helmet and harness with figure 8 device on a karabiner must be worn at this time.
2. The safety rope is controlled by the **team** whilst the abseil rope is controlled by the **participant** in descent – both systems are illustrated on laminated cards present on site.
3. Once connected, the participant will abseil to the arrival zone at the bottom of the rock face and then disconnect from both rope mechanisms. Note, only one person abseils at a time.
4. At the arrival zone, the participant removes safety equipment (in a secure area) and waits for the entire team to arrive.
5. When all participating team members have arrived, the task is completed and the journey continues.

PARAMETERS:

1. The technical team is on hand to oversee final safety procedures on all abseil descents – including being present at the safety rope mechanism for each descent.



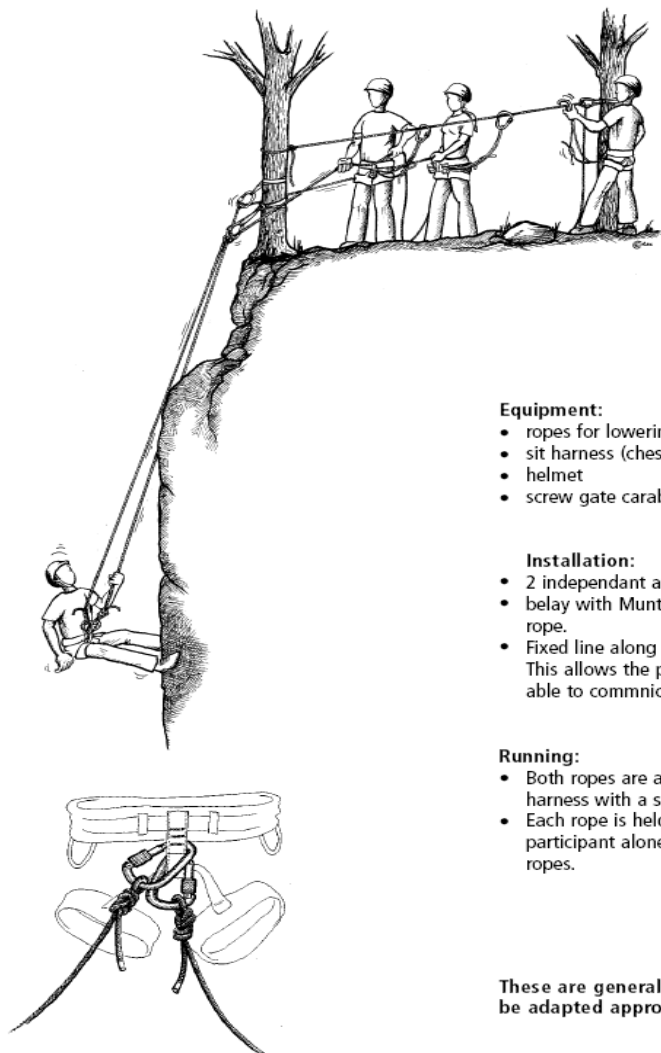
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The Abseil System (general example)

Safety Recommendations Lowering



Equipment:

- ropes for lowering: 2 single climbing ropes
- sit harness (chest harness not necessary)
- helmet
- screw gate carabiner (NO twist locks)

Installation:

- 2 independant anchors
- belay with Munter Hitch (=Italian Hitch) on each rope.
- Fixed line along the top, for safety of people on top. This allows the people to get close to the edge to be able to commnicate to the person being lowered.

Running:

- Both ropes are attached independantly to the harness with a screw gate carabiner each.
- Each rope is held by at least one person. One participant alone may not be responsible for both ropes.

These are general recommendations which have to be adapted appropriately to the situation.

The Abseil System

To lower a person, there are 2 ropes in this system: The Abseil Rope (white and red) consists of a single rope attached to an anchor point. It is fixed permanently and will ALWAYS be hanging down to the ground. The person lowering uses the *figure eight abseil device* to lower themselves down. The Safety Rope (blue and yellow rope) is connected to the person being lowered BUT, it is controlled by the *Italian hitch* from the top with 2 safety people. All people working in the 'launch zone' must use the Personal Safety System at all times!



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7. SAFETY MANAGEMENT TASK

Your priority is to oversee that safety concepts are covered. These include:

1. *Is the area secure and are participants wearing the minimum safety apparatus?*

HARNESS, HELMETS and attached to SAFETY LINE if working near drop area

2. *Is the team distributed in a way that best utilizes resources for undertaking the management of the Abseil System – including tasks at the top (launch area) and bottom (disconnect area)?*

3. *Is the Abseil area generally clean and organized with no hazards underfoot for example?*

IMPORTANT

FOR A SAFETY BRIEFING ON USE OF THE HELMET, HARNESS AND SAFETY LINE FEATURES, PLEASE CONSULT THE TECHNICAL SUPERVISOR ON SITE (MATT). HE HAS MADE HIMSELF AVAILABLE FOR THIS BRIEFING.

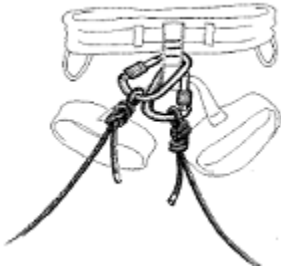
ILLUSTRATIONS OF THE HARNESS AND SAFETY LINES ARE LOCATED ON NEXT PAGE.



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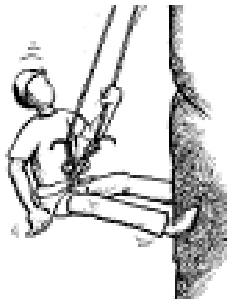
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HARNES

- One size fits all
- Solid loop in center of belt goes to the front
- Must be worn with the waist and leg belts snug (but not uncomfortably tight).
- Avoid any long loose belt ends by tucking in

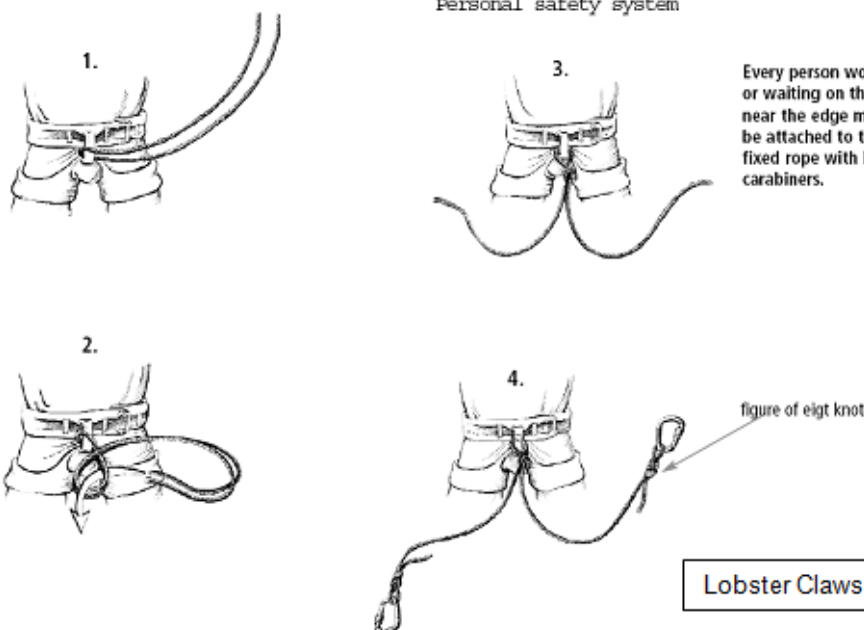


HELMET USE AND OTHER SAFETY FACTORS

- Helmets are compulsory on site at all times
- Chin straps must be properly connected
- Loose clothing must be tucked in to avoid catching in devices
- Manage loose items, rucksacks, etc, when descending
- All karabiners with wheel locks should be locked for safety

PERSONAL SAFETY SYSTEM

- Required by those working on safety line or any movements near the drop zone
- Illustrated below is the method of connecting the safety lobster claws to the harness
- Two karabiners must be connected to the FIXED safety line at all times





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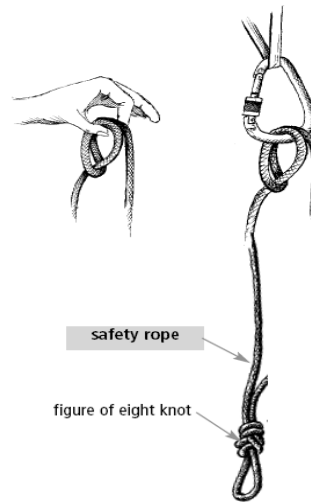
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Safety Rope Mechanism

Responsible for manually lowering each team member on the pre-established SAFETY rope system – whilst they are abseiling on the fixed line.

1. Connect the safety line (blue / yellow rope) to the fixed anchor using the Italian hitch. The Italian hitch is connected to a karabiner on the fixed anchor. Lock the karabiner.

Italian Hitch



italian hitch in safety rope

The safety rope is held on top by two people. They feed the safety rope into the italian hitch, so that the safety rope is always loose. It is only ment to hold the person abseiling in case they let go of the abseil rope.

safety rope

figure of eight knot

2. Connect the person abseiling to the safety line by using a karabiner and figure of eight knot and connect this to the strong loop on the front of their harness. Lock the karabiner.



figure of eight knot in safety rope

Safety Rope Figure of 8 knot



attachment of person abseiling to safety rope



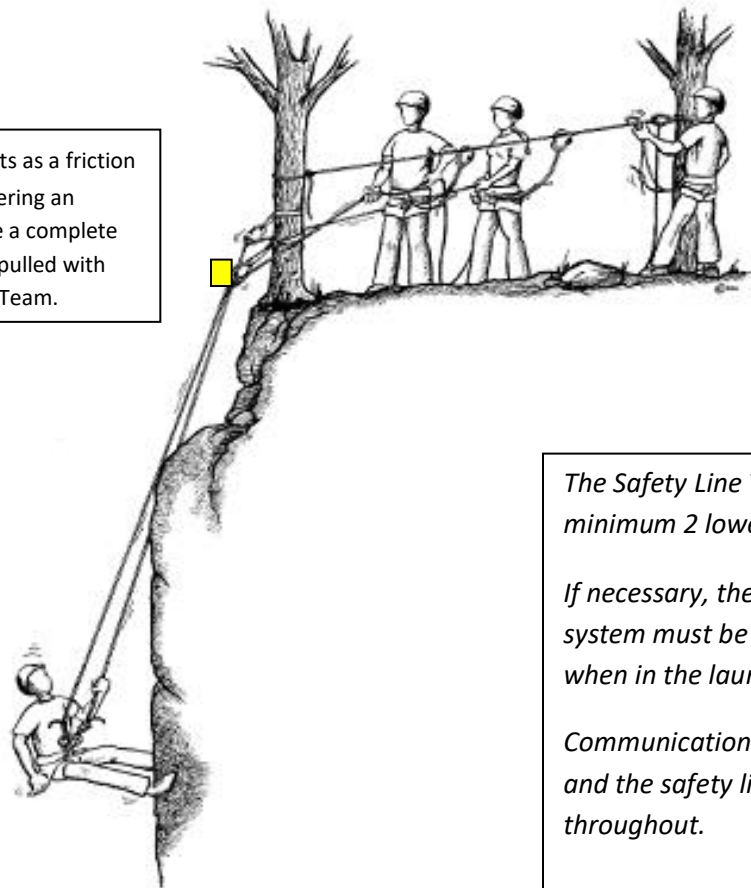
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3. Test the Italian hitch device so that it acts as a friction knot to let rope out, and to brake if/when required.
4. The Italian hitch works by holding the rope 'away' from the hitch to allow rope to pass through (less friction), and by holding the rope 'downwards' from the hitch to brake the lowering system.
5. It is necessary to have 2 team members controlling the procedure of this rope when one is abseiling.

Italian Hitch — acts as a friction knot to assist in lowering an abseil. It can also be a complete brake system when pulled with force by Safety Line Team.

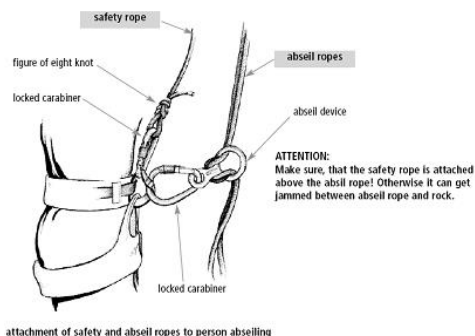


Launch zone

The Safety Line Team must have a minimum 2 lowering their team mate.

If necessary, the safety 'lobster claw' system must be utilized by this team when in the launch zone.

Communication with the abseil person and the safety line team is vital throughout.



How it configures in unison with the Abseil Rope.



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Abseil Rope Mechanism

Facilitate team members in the proper usage of equipment and technique on the pre-established ABSEIL rope system – Whilst they are also lowered on the fixed SAFETY rope.

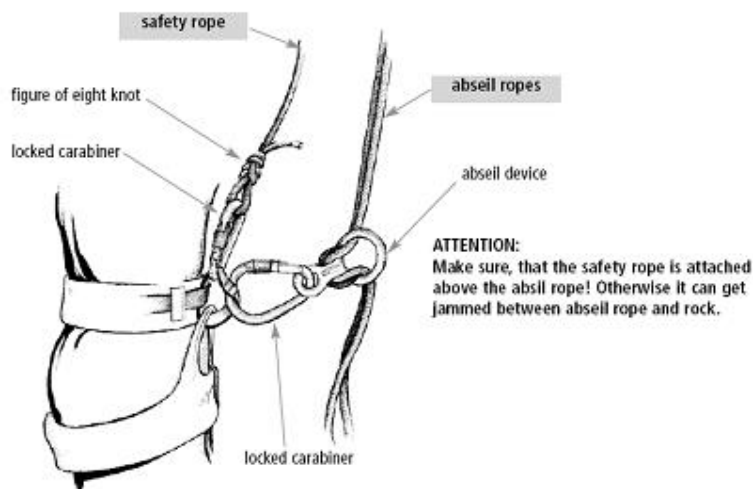
1. Connect the abseil rope (red / white) to the abseil device (figure of 8).



abseil device in abseil ropes

Figure of eight device

2. Connect the abseil person to the abseil rope (red / white), using the abseil device (figure of 8) and a locking Karabiner. This karabiner is connected and locked to the large loop on front of harness.



attachment of safety and abseil ropes to person abseiling



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3. Ensure the person abseiling is aware of the hand positions required for controlling the abseil rope. Normally the right hand holds the lower portion of the rope below the harness and the left hand holds the abseil rope above the harness.
4. For **breaking** the abseil rope, pull the rope down with right hand – this locks the rope in the figure of eight device.
5. For **continuing** the abseil rope, hold the rope away from the body with right hand.



hand and body position during abseiling

Person Abseiling

The person abseiling controls their own speed of descent by feeding the abseil ropes into the abseil device. Therefore it is important to never let go of the abseil rope below the abseil device!

The safety rope should only accompany the person abseiling loosely. It should not hold any weight, unless the person abseiling lets go of the rope and starts slipping.

The right hand (strong hand) may never let go of the abseil ropes! It holds the abseil ropes below the abseil device.

Note the position of legs pushing the body away from the rock.

CLARIFICATION!

Note, in this exercise, there will only be 1 abseil rope (not 2 as in this diagram)! In total there are 2 ropes – 1 for abseil and 1 for the safety rope.



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THE FINAL STAGE

To reach the final destination on your route map, you must travel the furthest distance of the day.

At this location you find your mode of transport. Complete this task by travelling with safety in mind, as a team, to the final location on your map.

PARAMETERS & GUIDELINES:

- *Study the route map(s) to determine the lay of the land and topographical features. Weigh these factors carefully in consideration of the mode of transport.*
- *Ensure you are dressed appropriately for this journey and consider any hazards with your current situation and possessions in tow.*
- *Helmet use is compulsory.*
- *Employ a group strategy for the final part of the journey.*
- *The technical team's support van is following closely behind the group.*
- *If at any time one feels their bike is not functioning right – or they have a puncture or any type of mechanical problem make arrangements to stop immediately for support from the technical team.*



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PRICE AND INCLUSIONS

Please consult us for our pricing structure. Depending on your minimum and maximum numbers and if food / beverage services are required, we can offer activities only for as low as 25 Euros / person.

Our pricing is net and includes all materials, safety assessments, leadership & local permits. We can include catering, transport and any additional services if required.

SAFETY EMERGENCY PROCEDURES

The information below is to assist teacher leaders and monitors with managing risk and potential hazards on our trips. It also offers practical advice in the event of emergencies and provides a resource base of contact numbers to rescue personal. In the event of any emergency it's important to stay calm, get all the facts and be sure that you and the other children are safe and accounted for.

Recommendations for Safe Practice on School Adventure Trips:

1. *Ensure a FIRST AID kit is carried on all days (Adventurebug will always have one)*
2. *Teachers and Activity Monitors set safety boundaries for children and give warning to any possible hazards including weather patterns, terrain, wildlife, road hazards, public areas and any items of nature that could be a danger.*
3. *Communication system in place between groups and their supervising leaders and teachers – exchange mobile phone numbers and have a central meeting point each day that everybody is familiar with.*
4. *Always watch out for one's personal safety in areas of outdoor pursuits and double check on fellow peers when doing activities.*
5. *Keep within boundaries and respect monitor's judgement and authority.*
6. *Ensure that an escape route / plan is in place and / or provisions for repatriating an injured or sick from an activity site.*
7. *Respect all safety equipment and installations.*

In the event of any accident or serious illness scenario:

If working with the Adventurebug monitors on activities – tell them what has happened and they will launch their own emergency procedures. If not: Provide any necessary First Aid to casualty & call in further Emergency Services if necessary. Our first line of assistance is:

Medical services – call Euro emergency number 112

Rescue services – call Guardia Civil 062

Criminal scenario – call Guardia Civil 062

Adventurebug (Matt Butler) 635 817 819 (Julie Butler 692 451 362) (Office) 952 894 308

Ensure the rest of group is together and not in any danger If hospital services required, 1 staff member and then appropriate a parent or guardian, accompany patient to hospital. **INSURANCE AND REGISTRATION FOR A PATIENT.** Adventurebug has an internal medical emergency policy to speedily register with the Spanish National Health Service. Our insurance policy (and because they are minor in age), ensures they get prompt treatment from emergency services care. **PLEASE HAVE A DOCUMENT WITH THE STUDENTS NAME, ADDRESS AND FAMILY DETAILS available!** Ensure a Spanish speaker is present (*teacher or designated adult preferred*). Based on severity of incident, decide how to best carry on activity session with group.



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In the event of a lost person:

1. Ensure all other members of group are accounted for first.
2. Get as much information regarding location person last was seen.
3. Contact supervising monitor to advise.
4. Follow instructions of supervisor.
5. Keep rest of group in one place under adult supervision.
6. Should person not be found within 20 min / and depending on environment / call emergency services (Guardia Civil) for support.

Note – this information is a guideline only and Adventurebug cannot be held responsible for the handlings and procedures – including outcomes of emergency responses as every scenario is unique and requires specialized attention – we will however do our absolute best to provide the highest “Duty of Care” to any person involved in our programs.