



# Guiding Policy

Version 1.0

## Introduction

Although the MCC is not a commercial organization it does from time to time receive requests from both club members and non-members to provide personal guiding services or personal climbing instruction.

The club should reply to such requests in a way that is transparent in terms of offering the enquiring parties the range of opportunities the club offers to beginners to learn to climb safely, as well as transparent to the rest of the climbing community as to how such enquiries are handled, what fees are paid and who benefits from providing guiding services. It must be seen that any such work is distributed fairly and equitably as far as possible, without favour of any individual or group of individuals.

## Enquiries

Enquiries are routinely received via club email or telephone. Any enquiry should be passed on to the member who has been given responsibility by the committee for handling such enquiries (responsible committee member/ RCM). This member will reply accordingly, in terms of the policy stated below.

The aim of the club is to promote and facilitate access to the sport. Guiding fees and charges can act as a barrier preventing interested persons from entering the sport. Therefore, as a matter of principle it is the policy of the club to advise persons making such enquiries that the club provides other options which are cheaper and therefore easier to access, including attendance at club meets, attendance at the Sliema bouldering wall to meet up with other climbers and learn from them etc. rather than pay higher fees.

However it will also be confirmed that the club can indeed provide guiding and personal instruction services through its more experienced or qualified members should this be required. It is to be noted that no local climbing qualification exists therefore qualified local guides as such are not available.

The RCM will correspond accordingly and should the enquiring party (EP) confirm that it is interested in paying for a personal service, then the nature of the experience being sought, and other related information should be determined. Namely:

1. Number of persons;
2. Training session (instruction) or climbing experience?
3. Background of participants (skills, knowledge, experience);
4. Desired date/ time of session;
5. Desired/ suggested location based on time, suitable routes (shade, grades);
6. Transport requirement;

## 7. Equipment requirement;

Should a personal instruction session be requested (point 2 above) the RCM will discuss this matter further in order to determine whether one of the standard training programmes should be followed, or a programme tailor made to suit specific requirements. Details on current programmes can be found in the corresponding programme descriptions.

The RCM will provide a quotation accordingly based on the schedule of fees (Schedule A). The fee includes automatic membership with the MCC for the remainder of the calendar year. A disclaimer and membership form must be filled out before the start of the event.

Should the EP confirm the booking, then the RCM may request a deposit depending on the size of the contracting party/ MCC resources required for activity.

## Guide Register

The MCC will compile a register of guides from which the name of the next “duty guide” shall be taken. The register will be compiled by requesting on each MCC membership form whether the member is interested in providing guiding services, the years of experience of climbing and details of any previous experience in guiding.

Each such guide application shall be reviewed by the committee prior to being added to the approved guide list.

On confirmation of the booking the RCM will therefore make the necessary arrangements to put the “duty” guide into direct contact with the EP to discuss the activity personally, thereby ensuring EP’s wishes and guide’s planned programme are aligned.

## Roster / Allocation of work

The MCC will establish a roster to ensure that persons on this list are given equal opportunities to provide guiding services. It is recognized that the roster cannot evaluate each guiding opportunity in terms of fees to be earned, this will be purely down to luck whether one guide has a more lucrative opportunity than another. It should be indicated on the roster whether a guide is also able to provide transport as this is sometimes required, and lack of transport may exclude a guide from being given a particular contract.

## Working of the roster

Should the duty guide not be available on the agreed date then the contract will pass to the next person on the roster. The guide who could not do the work will remain at the top of the roster until he is available to carry out a contract.

## Fees

In return for guiding services the “guides” shall be remunerated as explained below, based on the schedule of fees being charged to the client.

The MCC will if possible collect such fees from clients in advance, failing which the guide shall collect the fee directly from the client on behalf of the MCC after the activity and pass it on to the club treasurer to deposit in the club bank account. The club treasurer will determine the remuneration owing to the guide for his services after deducting a nominal rate to compensate the club for the use of its equipment, as per the attached Schedule B. The guide should provide an official receipt for their services issued to the club.

## Equipment

Any equipment used during the activity, apart from the guide’s personal equipment, shall be provided by the MCC. The duty guide shall make the necessary arrangements to pick up said equipment from a committee member prior to the activity, which he shall sign for. The duty guide is responsible to return the equipment accordingly. He shall immediately inform the committee member if any of the equipment has been damaged during the activity. Lost equipment may have to be replaced by the duty guide depending on the circumstances, and at the discretion of the committee. In this case the cost of replacing the equipment will be deducted from the amount owing to the guide.

## Contracting party

The MCC shall agree to the terms and conditions of the service to be provided directly with the client, which services shall be sub-contracted to the “duty” guide.

## Insurance

The club will seek to take out an insurance policy to protect both the club/ committee members as well as the guides themselves from any liability resulting from organizing such activities.

# Schedule A

## Climbing Excursions

Guiding fees for climbing excursions are listed below for a group of up to four participants, accompanied by one guide. Larger groups can be accommodated, where every guide accompanies a maximum of four participants.

	<i>Half Day</i>	<i>Full Day</i>
1 Participant	€55	€80
2 Participants	€100	€150
3 Participants	€135	€200
4 Participants	€160	€240
Additional Participants	+ €40 per person	+ €60 per person

### Notes:

- Half day excursions last four hours, either in the morning or afternoon. Normally, morning sessions are from 09:00-13:00; afternoon sessions are from 13:00-17:00 in winter and 16:00-20:00 in summer. Exact timings depend on daylight hours.
- Full day excursions last eight hours, normally starting at 09:00. Caution is advised during the warmer months, when climbing in the early afternoon may not be feasible.
- Rates include all required climbing equipment. Safety equipment must be used as advised by the guide. Failure to follow the guide's instructions may result in early termination of the session, with no refund given.

## Large Group Climbing/Abseiling Activity

Fees for climbing outings involving large groups (e.g. corporate events, social events, birthday parties, etc.) are normally for 2 hour sessions, except for larger groups.

	<i>Number of Guides</i>	<i>Session Duration</i>	<i>Rate</i>
1-10 Participants	2	2 hours	€160
11-20 Participants	3	2 hours	€240
21-30 Participants	4	2 hours	€320
31-40 Participants	4	3 hours	€480
40+ Participants	Price on request		

## Training Programmes

Fees for instructional sessions are listed separately in the corresponding programme descriptions.

## Schedule B

Compensation for use of club equipment will be 10% of the fees listed in Schedule A. This includes automatic membership for participants for the remainder of the calendar year.