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ICELANDIC
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BOARD



SAFETY GUIDELINES FOR TRAVEL AGENCIES AND TOUR OPERATORS



INTRODUCTION:

The Icelandic Tourist Board has issued safety guidelines intended service operators in the tourist industry who offer leisure tours and excursions, that is travel agencies and tour operators. The aim of those guidelines is to meet increased safety demands towards authorised tour operators and travel agencies, as well as assisting operators in determining the safety requirements that apply to different types of tours and excursions

The guidelines have been prepared by a task force comprising representatives from the Icelandic Tourist Board, ICE-SAR – Icelandic Association for Search and Rescue, The Icelandic Tourist Industry Association and the Iceland Tourist Guide Association. The remit of the task force was to compile regulations on safety issues relating to the tourist industry in connection with a bill already presented to Parliament containing proposed amendments to legislation on the organisation of the tourism industry. Although the parliamentary debate was not completed during the final spring sessions of Parliament, it is clear, nevertheless, that stiffer demands will be placed upon tourism operators in this sector and therefore companies are urged to comply with the regulations as soon as possible. The regulations are compiled in accordance with the criteria laid down by VAKINN, the tourism quality and environmental system.

Guideline regulations on safety matters relating to tour operators and travel agencies

Article 1

Applicability

Those regulations apply to the operations and services of travel agencies and tour operators who, on their own initiative or upon a customer's request, organise, offer and sell tourism-related services to the public for professional purposes.

Article 2

Objective

The aim of the regulations is to increase safety demands towards licensed tour operators and travel bureaux as well as assisting operators in determining the safety standards which apply to different types of tours and excursions.

Article 3

Safety plan

The Icelandic Tourist Board urges those who offer organised travel to tourists in Iceland to compile safety plans relating to the tours and excursions in question. A safety plan comprises rules on work procedures, contingency plan and incident report. Safety plans form part of the quality and safety system of every company.

Organised travel is defined as tours and excursions which travel agencies and tour operators create, offer and sell, on their own initiative or upon a customer's request, tourism-related services or leisure activities for professional purposes.

The safety plan shall specify the appropriate knowledge and training of staff, as well as the equipment needed for a variety of situations and circumstances, to which all passengers must have ready access. Passengers must be informed of relevant safety matters and consequently the operator has to ensure that a staff member who speaks a foreign language understood by all passengers is present on all tours and excursions. The safety plan shall stipulate that all tours and excursions are equipped with reliable telecommunications devices. The operator must ensure that the number of tourists per staff member who serves as a guide on each tour never reaches such a level as to threaten passengers' safety and guidelines must be established for this purpose. Staff members must be thoroughly familiar with the company's safety plan.

Article 4

Risk assessment

A written risk assessment must be compiled for each excursion. This involves identifying and analysing the dangers which threaten the work environment and might cause accidents. The risk assessment shall weigh and compare the seriousness of the risk and the likelihood of a dangerous situation occurring. Participants and buyers of tours and excursions must be informed of the main risk factors it involves.

There must exist within companies a knowledge of areas and routes travelled and a familiarity with services on offer.

A risk assessment must contain the following items:

1. Analysis of potential dangers and mishaps

A thorough survey of all the services offered by the company and a critical examination of potential mishaps. Circumstances are systematically studied and risk factors identified and recorded with regard to work environment, work procedures and the implementation of the tour or excursion.

2. Analysis of who might be involved in an accident and how

Here it must be carefully examined how accidents might happen in each operational area and who might be involved. A distinction must be made between customers and staff; in this case, however, the main emphasis is on potential accidents to customers. At this stage, assessing whether the risk could be removed is recommended, for example by:

- A. Changing the service.
- B. Taking a different route.
- C. Improving instruction.
- D. Adding to equipment.

3. Assessing risk seriousness

All risk factors are assessed, that is, type, seriousness, likelihood, the scope and cause of danger. It is important to realise how serious the danger might be, in which case two aspects are examined:

- A. Seriousness of accident or personal injuries.
- B. Interruption to company operations.

4. Compiling a risk assessment

After proceeding systematically through the first three steps, a risk analysis can be compiled for each and every product/service. It is a good idea to compile a risk assessment, as a rule, even if no risk is perceived.

5. Regular review of risk analysis

The risk analysis must be reviewed regularly, or at least once a year. A review must also be carried out if an (incident) accident or mishap has occurred, in which case information is to be obtained from the incident report.

Article 5

Rules on work procedures

Written rules on work procedures must be compiled containing an outline of how the company implements its service, demands placed on staff regarding knowledge of local conditions on the tour in question, the experience, knowledge and training of staff members, checklists, equipment lists, the number of customers per guide on each tour or excursion, choice of routes and the provision of information to participants. Rules on work procedures must, for example, be in part based on risk assessment since they are supposed to minimise or exclude dangers identified in the assessment.

Article 6 Contingency plan

A contingency plan shall be compiled on the basis of the risk assessment. The plan must contain a description of responses to danger or accidents and mishaps. The contingency plan is intended to prevent potential misadventures and minimise the consequences of accidents and mishaps. It is important to compile a clear and simple contingency plan.

Article 7 Incident report

An incident report must be compiled concomitant with the contingency plan. The report must contain a description of all mishaps and accidents, as well as incidents which might have led to a mishap or accident. The incident report is seen as part of quality and safety management; that is, to indicate whether services could be improved, dangers prevented or other measures taken to ensure that an incident does not reoccur or that its consequences are minimised.

The incident reports shall be used to reassess services, improve safety, risk assessment and, last but not least, contingency plans. Incident reports may reveal whether one type of service is more likely to involve mishaps than another.

An incident report must be compiled for all the company's excursions, and it must be included in the documentation accompanying managers and staff on all tours. A completed incident report shall be submitted as soon as possible to the person responsible for the company's safety and quality matters.

Article 8 Overland tours and excursions

1. Walking tours

a. Walking excursions on glaciers/glacial tongues

A staff member who takes on the task of guiding on walking excursions on glaciers must have solid experience and understanding of glacier travel, both in winter and summer conditions.

A staff member who takes on the task of guiding on glacier excursions shall, in addition to basic training, have undergone a competency assessment in *Level I Glacier Guiding*. After completing a course the trainees should be able to guide under direct and indirect supervision on all conventional glacier excursions as well as on ice climbing excursions on glaciers during summer.

A senior supervisor of glacier excursions must also have undergone a special competency assessment in *Level II Glacier Guiding*. He must be able to handle all the work carried out on glaciers, both in summer and winter conditions.

An employee who works as an assistant or assistant guide on glacier walking excursions, must have attended a basic course in glacier guiding.

See accompanying document 1

b. Walking excursions on glaciers and in difficult mountain terrain

A member of staff who is a guide on glacier walking excursions and in difficult mountain terrain, must have solid knowledge and experience of travel on glaciers and in difficult mountain terrain or similar areas, both in summer and winter conditions.

A member of staff who is a guide on glacier excursions and in difficult mountain terrain, must, in addition to *Mountain Guiding 1*, also have completed a course in *Mountain Guiding 2*. Those who complete this course are authorised to act as guides under indirect supervision on routes which have been graded as relatively easy

A senior supervisor of glacier excursions must have completed a course in *Mountain Guiding 3* and be authorised to undertake any form of mountain guiding.

An employee who works as an assistant or assistant guide on glacier walking excursions and in difficult mountain terrain, must have attended a course in *Mountain Guiding 1* and is subsequently authorised to guide under direct supervision.

See accompanying document 2.

“Difficult mountain terrain” is to be understood in this context as mountains which require specialised knowledge, such as climbing with customers, short-rope technique and big wall climbing. Relevant examples are: Þverártindsegg, Hrútfellstindar, Hvannadalshnjúkur, Þumall and Skarðsheiði.

c. Walking excursions in highland and wilderness regions

An employee who undertakes guiding on walking excursions in highland and wilderness regions must have solid experience and knowledge of travel in such areas, both in summer and winter conditions. The employee shall have completed at least the following courses:

- A course at the level of *Mountaineering 1* which has the aim of instructing participants in the basics of mountaineering so that they can survive in mountain regions in Icelandic conditions.
- A course in tourism whose aim is to improve the participants’ skills in tourism and the ability to function in an outdoor environment.
- A course in navigation whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.
- Crossing flowing water, where the aim is to enable participants to cross rivers with improved safety.
- The course *Avalanches 1*, which deals with walking excursions in winter with the aim of instructing and training participants in the basics of avalanche risk assessment, and improving their skills in avalanche search and rescue.

See accompanying document 4.

“Highland and wilderness” is to be understood in this context as areas/locations where waiting for specialised assistance would take two hours or more. “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

d. Walking excursions in sparsely populated areas

An employee who undertakes guiding on walking excursions in sparsely populated areas must have sound knowledge and experience of travel in such surroundings, both in summer and winter conditions. The employee must have completed at least the following courses:

- A course at the level of *Mountaineering 1* which has the aim of instructing participants in the basics of mountaineering so that they can survive in mountain regions in Icelandic conditions.

- A course in tourism whose aim is to improve the participants' skills in tourism and ability to function in an outdoor environment.
- A course in navigation whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- *First Responder Aid 1*. The course is intended for those who stay in sparsely populated areas and in the wilderness. The course aims at enabling trainees to participate in the assessment of patients in the wake of illnesses and accidents as well as assist in treatment and preparation and/or transportation to hospital.
- Crossing flowing water, where the aim is to enable participants to cross rivers with improved safety.
- The course *Avalanches 1*, which deals with walking excursions in winter with the aim of instructing and training participants in the basics of avalanche risk assessment, and improving their skills in avalanche search and rescue.

See accompanying document 4.

“Sparsely populated areas” is to be understood in this context as areas/locations where waiting for specialised assistance would take 30-120 minutes (0.5-2.0 hours). “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

e. Walking excursions in densely populated areas

An employee who undertakes guiding on walking excursions in densely populated areas must have solid knowledge of the nature of the task and must have completed at least a course in first aid. *See accompanying document 4.*

“A densely populated area” is to be understood in this context as an area demarcated by signposts which indicate a densely populated area and where structures and residential districts are placed close together compared to neighbouring locations.

2. Skiing excursions

a. Skiing excursions in designated ski areas/prepared tracks

An employee who undertakes guiding on skiing excursions must have solid knowledge and experience of the ski sport and the relevant ski area. An employee who acts as a guide on skiing excursions shall have completed at least a course in *First Responder Aid 1*. *See accompanying document 4.*

b. Skiing excursions outside prepared tracks

An employee who undertakes guiding on skiing excursions outside prepared tracks must have sound experience and knowledge of the ski sport and of the area in question.

An employee who undertakes guiding on skiing excursions outside prepared tracks must have completed a course in *Ski Guiding 1* and passed a competency assessment in *Ski Guiding 2* which gives the authorisation to work under direct and indirect supervision by ski guides.

A senior supervisor of skiing excursions outside prepared tracks shall have passed a special competency assessment in *Ski Guiding 3* and be authorised to undertake all types of ski guiding and skiing excursions.

An employee who works as an assistant or assistant guide on skiing excursions outside prepared tracks must have completed the course *Mountain Guiding 1*.

See accompanying document 3.

3. Driving excursions

Driving excursions are defined as passenger transportations in motor vehicles which are registered for nine or more passengers. This also refers to specially equipped vehicles used in tourist services, for example mountain excursions, even though they carry fewer than nine passengers.

A driver must have the requisite driving licence and be in other respects well suited to the work of passenger transport.

The driver of a vehicle must have sound experience and knowledge of the driving characteristics of the vehicle. A driver and a guide on driving excursions must have knowledge and experience of the area traversed, both in winter and summer conditions.

A passenger vehicle shall fulfil the quality and technical requirements of the Icelandic Road Administration and must only be used for such transport while it fulfils the said requirements.

a. Driving excursions on glaciers in summer and winter and in highland and wilderness regions in winter.

A driver and an employee who works as a guide in driving excursions on glaciers in summer and winter and in highland and wilderness regions in winter shall have familiarised themselves with crevasse maps of Icelandic glaciers and completed at least the following courses:

- The course *Glacier Travel*, the aim of which is to improve participants' skills in glacier travel whether driving or on foot.
- The course *Mountaineering I* which has the purpose of instructing participants in the basics of mountaineering so that they can survive in mountain regions in Icelandic conditions.
- A course in tourism whose aim is to improve the participants' skills in tourism and ability to function in an outdoor environment.
- A course in navigation whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.
- A course in crevasse rescue whose objective is to improve participants' ability to respond appropriately if a fellow traveller falls into a crevasse.
- The course *Avalanches I*, which deals with driving excursions in winter with the aim of instructing and training participants in the basics of avalanche risk assessment, and improving their skills in avalanche search and rescue.

See enclosed document 4.

“Highland and wilderness” is to be understood in this context as areas/locations where waiting for specialised assistance would take two hours or more. “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

b. Driving excursions in highland and wilderness regions in summer

An employee who undertakes guiding on driving excursions in highland and wilderness regions in summer, shall have completed at least the following courses:

- A course in tourism whose aim is to improve the participants' skills in tourism and the ability to function in an outdoor environment.
- A course in navigation whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.

- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.

See accompanying document 4.

“Highland and wilderness” is to be understood in this context as areas/locations where waiting for specialised assistance would take two hours or more. “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

c. Driving excursions in sparsely populated areas

An employee who undertakes guiding in sparsely populated areas shall have completed at least the following courses:

- A course in tourism whose aim is to improve the participants’ skills in tourism and ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- *First Responder Aid 1*. The course is intended for those who stay in sparsely populated areas and in the wilderness. The course aims at enabling trainees to participate in the assessment of patients in the wake of illnesses and accidents as well as assist in treatment and preparation and/or transportation to hospital. .

See accompanying document 4.

“Sparsely populated areas” is to be understood in this context as areas/locations where waiting for specialised assistance would take 30-120 minutes (0.5-2.0 hours). “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

d. Driving excursions in densely populated areas

An employee who undertakes guiding on driving excursions in densely populated areas must have sound knowledge of the task in question and shall have completed at least a course in first aid. *See accompanying document 4.*

“A densely populated area” is to be understood in this context as an area demarcated by signposts which indicate a densely populated area and where structures and residential districts are placed close together compared to neighbouring locations.

4. Tours by taxi

The driver of a passenger vehicle intended for professional tourism-related services shall be the holder of a professional driving licence and must have sound experience and knowledge of the mechanical and driving characteristics of the vehicle in question. The driver shall possess knowledge and experience of the area traversed, both in summer and winter conditions. Otherwise, the same regulations apply to taxi driving as other types of driving excursions.

5. Sledge excursions

a. Excursions by snowmobile

An employee who undertakes guiding on snowmobile excursions must have sound experience and knowledge of travel in the area in question. The employee shall have completed at least the following courses:

- The course *Glacier Travel*, the aim of which is to improve participants' skills in glacier travel whether driving or on foot.
- *Snowmobile Driver 1*. The aim of this course is to improve participants' skills in snowmobile travel and aspects requiring special attention with regard to this mode of travel.
- A course in tourism whose aim it is to improve the participants' skills in tourism and ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- The course *Mountaineering I* which has the purpose of instructing participants in the basics of mountaineering so that they can survive in mountain regions in Icelandic conditions.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.
- A professional avalanche course. The course is intended for those who are interested in improving their knowledge in the area of avalanche studies and avalanche rescue. The aim is to train participants to a level where they are able to assess avalanche risks and participate in and manage avalanche search and rescue.

See accompanying document 4.

b. Dog sledge tours

An employee who undertakes guiding on dog sledge tours must have sound knowledge and experience of travel in the area in question. The employee must also possess extensive knowledge and experience of sledge dogs, their care and use as well as related equipment. The employee shall have completed at least the following courses:

- The course *Glacier Travel*, the aim of which is to improve participants' skills in glacier travel whether driving or on foot.
- A course in tourism whose aim it is to improve the participants' skills in tourism and the ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- The course *Mountaineering I* which has the purpose of instructing participants in the basics of mountaineering so that they can survive in mountain regions in Icelandic conditions.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.
- A professional avalanche course. The course is intended for those who are interested in improving their knowledge in the area of avalanche studies and avalanche rescue. The aim is to train participants to a level where they are able to assess avalanche risks and participate in and manage avalanche search and rescue.

See accompanying document 4.

6. Horse trekking

An employee who undertakes guiding on horse trekking excursions must have sound knowledge and experience of travel through the areas to be traversed, both in summer and winter conditions. The employee must also possess extensive knowledge and experience of horses, their care and use, as well as related equipment; cf. relevant regulations.

a. Horse trekking excursions in highland and wilderness regions

An employee who undertakes guiding on horse trekking excursions in Icelandic highland and wilderness regions shall have completed at least the following courses:

- A course in tourism whose aim it is to improve the participants' skills in tourism and the ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.
- A course on safety near water whose objective is to sharpen participants' awareness of dangers relating to travel on and near the sea, lakes and rivers.
- *See accompanying document 4.*
- "Highland and wilderness" is to be understood in this context as areas/locations where waiting for specialised assistance would take two hours or more. "Specialised assistance" refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

b. Horse trekking, longer excursions in sparsely populated areas

An employee who undertakes guiding in longer horse trekking excursions in sparsely populated areas shall have completed at least the following courses:

- A course in tourism whose aim it is to improve the participants' skills in tourism and the ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- *First Responder Aid 1.* The course is intended for those who stay in sparsely populated areas and in the wilderness. The course aims at enabling trainees to participate in the assessment of patients in the wake of illnesses or accidents as well as assist in treatment and preparation and/or transportation to hospital.
- A course on safety near water whose objective is to sharpen participants' awareness of dangers relating to travel on and near the sea, lakes or rivers.

See accompanying document 4

"Sparsely populated areas" is to be understood in this context as areas/locations where waiting for specialised assistance would take 30-120 minutes (0.5-2.0 hours). "Specialised assistance" refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

c. Horse trekking, shorter tours in and near densely populated areas

An employee who undertakes guiding on shorter horse trekking tours in and near densely populated areas must have sound knowledge of the task in question and shall have completed at least a course in first aid. *See accompanying document 4.*

“A densely populated area” is to be understood in this context as an area demarcated by signposts which indicate a densely populated area and where structures and residential districts are placed close together compared to neighbouring locations.

7. Cycle tours

An employee who undertakes guiding on cycle tours must have sound experience and knowledge of bicycles and their characteristics. The employee shall also possess experience and knowledge of bicycle travel in areas to be traversed.

a. Cycle tours in highland and wilderness regions (NBX frumtexti fyirsögn: dreifbýli hálendi)

An employee who undertakes guidance on cycle tours in highland and wilderness regions shall have completed at least the following courses:

- The course *Mountaineering I* which has the purpose of instructing participants in the basics of mountaineering so that they can survive in mountain regions in Icelandic conditions.
- A course in tourism whose aim it is to improve the participants’ skills in tourism and the ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.

See accompanying document 4.

“Highland and wilderness” is to be understood in this context as areas/locations where waiting for specialised assistance would take two hours or more. “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

b. Cycle tours in a sparsely populated area

An employee who undertakes guiding in a sparsely populated area shall have completed at least the following courses:

- A course in tourism whose aim it is to improve the participants’ skills in tourism and the ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- *First Responder Aid I*. The course is intended for those who stay in sparsely populated areas and in the wilderness. The course aims at enabling trainees to participate in the assessment of patients in the wake of illnesses or accidents as well as assist in treatment and preparation and/or transportation to hospital.

See accompanying document 4.

“Sparsely populated areas” is to be understood in this context as areas/locations where waiting for specialised assistance would take 30-120 minutes (0.5-2.0 hours). “Specialised assistance”

refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

c. Cycle tours in densely populated areas

An employee who undertakes guiding on cycle tours in densely populated areas must have sound knowledge of this task and shall have completed at least a course in first aid.

See accompanying document 4.

“A densely populated area” is to be understood in this context as an area demarcated by signposts which indicate a densely populated area and where structures and residential districts are placed close together compared to neighbouring locations.

8. Motorcycle and quad tours

An employee who undertakes guiding on motorcycle and quad tours must have sound experience and knowledge of the driving characteristics of the vehicle in question. The employee must also have extensive experience and knowledge of travel in the areas to be traversed, both in summer and winter conditions. As regards the driving of motorcycles and quads, the relevant provisions of traffic law apply to their different types and equipment.

a. Motorcycle and quad tours in highland and wilderness regions

An employee who undertakes guiding on motorcycle and quad tours in highland and wilderness regions shall have completed at least the following courses:

- The course *Mountaineering I* which has the purpose of instructing participants in the basics of mountaineering so that they can survive in mountain regions in Icelandic conditions.
- A course in tourism whose aim it is to improve the participants’ skills in tourism and the ability to function in an outdoor environment. A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.

See accompanying document 4.

“Highland and wilderness” is to be understood in this context as areas/locations where waiting for specialised assistance would take two hours or more. “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

b. Motorcycle and quad tours in sparsely populated areas

An employee who undertakes guiding on motorcycle and quad tours in sparsely populated areas shall have completed at least the following courses: (NBX frumtexti: á hálendi í dreifbýli)

- A course in tourism whose aim it is to improve the participants’ skills in tourism and the ability to function in an outdoor environment.
- A navigation course whose aim is instructing participants in map reading, the use of a compass and basic use of GPS equipment.
- *First Responder Aid 1*. The course is intended for those who stay in sparsely populated areas and in the wilderness. The course aims at enabling trainees to participate in the

assessment of patients in the wake of illnesses or accidents as well as assist in treatment and preparation and/or transportation to hospital.

See accompanying document 4.

“Sparsely populated areas” is to be understood in this context as areas/locations where waiting for specialised assistance would take 30-120 minutes (0.5-2.0 hours). “Specialised assistance” refers to medical assistance teams, rescue parties and other responding/contingency groups who could assist in case of mishap/accident.

c. Motorcycle and quad tours in densely populated areas

An employee who undertakes guiding on motorcycle and quad tours in densely populated areas must have sound knowledge of this task and shall have completed at least a course in first aid. *See accompanying document 4.*

“A densely populated area” is to be understood in this context as an area demarcated by signposts which indicate a densely populated area and where structures and residential districts are placed close together compared to neighbouring locations.

Article 9

Tours and excursions by sea or on rivers and lakes

1. Tours and excursions by sea

Companies which undertake tourist excursions by sea, for example whale watching, sea angling, bird watching, speedboat trips, adventure tours etc., shall possess a certificate of vessel seaworthiness and passenger licence from the Icelandic Maritime Administration and, depending of the types of vessels used, other relevant certificates from the same authority. They also need a licence to operate as a tourist bureau or tour organiser. In other respects, the provisions of laws and regulations on travel by sea or on lakes and rivers apply, under the authority of the Icelandic Maritime Administration.

In the event that a tour or excursion combines different travel modes the relevant provisions of laws and regulations apply.

2. Kayak sailing and white water rafting

Those who operate passenger transportation in small boats must hold a special operational licence from the Icelandic Maritime Administration. An employee who undertakes guiding on kayak sailing and white water rafting excursions must be recognised by the Icelandic Maritime Administration and possess the requisite knowledge and training with regard to conditions at sea as well as on lakes and rivers both during summer and winter. A guide on kayak and white water rafting excursions shall have completed at least the following courses:

- A course in tourism whose aim it is to improve the participants’ skills in tourism and the ability to function in an outdoor environment.
- A wilderness first responder aid course (WFR). The aim of this course is to give the participants thorough training in first responder aid so that they are able to respond to accidents and illnesses when specialised help is at a distance or help cannot be summoned.
- A course on safety near water whose objective is to sharpen participants’ awareness of dangers relating to travel on and near the sea, lakes and rivers. .

See accompanying document 4.

3. Diving

An employee who undertakes guiding in diving excursions must have solid knowledge of this task, both in summer and winter conditions. He shall possess the qualification of “Padi Divemaster” or a comparable qualification from an accredited international diving association. The Icelandic Marine Institute is in charge of supervising and monitoring the implementation of laws and regulations with regard to diving.

4. Sea swimming

An employee who undertakes guiding on sea swimming excursions must have sound knowledge and experience of this task, both in summer and winter conditions and shall have completed at least a course on first aid at swimming resorts.

See accompanying document 4.

Article 10

Travel by air

1. Sightseeing flights

A pilot who conducts tourist sightseeing flights must be fully qualified to perform this task and the company must be a licensed flight operator, as well as being an authorised tourist bureau or tour operator. The Icelandic Civil Aviation Administration is in charge of the supervision and monitoring the implementation of laws and regulations regarding flying operations.

In the event that an excursion combines other modes of travel in addition to the sightseeing flight, relevant provisions of laws and regulations apply to each travel mode.

The Icelandic Tourist Board, 26 March 2013

Ólöf Ýr Atladóttir, Director General

Appendix 1

Glacier guiding

1.1 Glacier Guiding 1 (Basic course)

Description

The basic course in glacier guiding takes four days and is conducted on a glacier/glacier tongue. This course is intended for novices in glacier guiding. The main aspects of glacier guiding are dealt with, such as route selection, crevasse rescue, ice climbing, mountain survival skills, log book entries, interaction with clients and group management. The course also comprises rescue drill.

Prerequisites

Basic knowledge of mountaineering and rope handling techniques is required. This can be in the form of training in guiding schools, novice training in rescue teams, the ICE-SAR Rescue School or by private parties* with accreditation in mountaineering and glacier travel.

Trainees must hold a valid first responder aid certificate, for example *First Responder Aid 1* and 2, or comparable (40 hours).

*Companies with a mountain guide and glacier guide in their service.

Assessment

The trainees' skills in the main areas of emphasis are assessed during the course, in accordance with the syllabus issued by the Association of Iceland Mountain Guides – AIMG. On the final day of the course an assessment is conducted where trainees are required to carry out rescue assignments.

Qualification

After completing the course, trainees are entitled to work on glaciers under direct and indirect supervision*. During the first ten days of a glacier excursion, the trainee must work as an assistant guide under direct supervision.

*Direct supervision – another more experienced guide takes part in the excursion. Indirect supervision – another more experienced guide from the same company is present in the same area/on the same glacier.

Instruction

Instruction takes place on a glacier/glacier tongue. The trainee/guide ratio should be 6:1.

It is recommended that two guides should undertake the instruction, and work with the groups alternately. Each course is directed by a mountain guide who is also an experienced glacier guide. Other instructors should, as a minimum requirement, be experienced glacier guides.

Each company can run its own course in *Glacier Guiding 1*, provided that its instructors fulfil requirements regarding training and experience.

1.2 Glacier Guiding 2 (Level I)

Description

Glacier Guiding 2 comprises training/assessment which takes three and a half days. The trainees are tested in the main aspects of glacier guiding and responses to accidents. The testing is carried out on a glacier. The most important points relating to glacier guiding are dealt with in the course, for example route selection, crevasse rescue, ice climbing, mountain survival skills, interaction with clients and group management. The trainees are expected to demonstrate functional skills relating to the items introduced in *Glacier Guiding 1*.

Prerequisites

Trainees must have at least 30 days experience in glacier guiding. Work experience has to be recorded and it must be certified by the senior guide of the company in question. In addition, trainees are expected to have completed *Glacier Guiding 1*. The trainees must hold a valid *Wilderness First Responder* (WFR) certificate or a comparable qualification.

Assessment

The course comprises instruction/status assessment in accordance with the syllabus of the Association of Iceland Mountain Guides (AIMG). The trainees' skills in all aspects of glacier guiding are assessed during the course: such as, interaction with clients, route selection, ability to provide instruction, knowledge of glaciers, historical aspects etc., crevasse rescue, rope handling techniques and mountain survival skills. In addition, rescue and life saving skills are assessed.

Qualification

After completing the course, the trainees receive feedback on their performance as well as suggestions for potential improvements.

Those who complete *Glacier Guiding 2* with a positive reference should be able to guide on all conventional glacier excursions, as well as ice climbing projects, during summer. The course qualifies trainees to work under the indirect supervision of more experienced glacier guides in summer and direct supervision in winter.

*Winter refers to the period 1 November to 1 May.

Instruction

The assessment is carried out on a glacier/glacier tongue. The trainee/guide ratio should be 4:1. Only an experienced mountain guide who has completed a qualifying examination in glacier guiding is competent to train and instruct in the course *Glacier Guiding 2*. There should be two instructors and the maximum ratio should be 8:2.

1.3 Glacier Guiding 3 – Glacier Guide (Level II)

Description

Glacier Guiding 3 constitutes a final examination for those who work on glaciers and takes 3 1/2 days. The same factors are assessed as in *Glacier Guiding 2*; performance demands, however, are significantly stiffer, and a certain minimum standard has to be attained to pass the examination.

Prerequisites

Trainees must have completed *Glacier Guiding 2* and a 70 day work experience is also

required. This has to be recorded and confirmed by the senior guide of the company in question. In addition, trainees must hold a valid *Wilderness First Responder* (WFR) certificate or a comparable qualification. A trainee may apply for an exemption from the course *Glacier Guiding 2* if he or she can demonstrate comparable experience and/or training.

Assessment

Trainees' skills are assessed in accordance with the AIMG syllabus involving aspects such as interaction with clients, route selection, ability to provide instruction, crevasse rescue, mountain survival skills and rope handling techniques. In addition, rescue and life saving skills are assessed. The assessment is conducted in a manner comparable to *Glacier Guiding 2*, although demands are significantly higher regarding performance, skills and effective work procedures.

Qualification

Those who pass the examination attain the professional title Glacier Guide AIMG. They are competent to engage in all work carried out on glaciers in Icelandic tourism, both in summer and winter conditions, under the banner of the Association of Iceland Mountain Guides (AIMG).

A glacier guide is also entitled to run a company offering glacier tours and excursions in Iceland or to act as a representative of operators who offer such tours. A glacier guide who has a minimum of 100 days' professional experience is also entitled to take on the job of assistant instructor in *Glacier Guiding 1*. Glacier guides must always hold a valid *Wilderness First Responder* (WFR) certificate or a comparable qualification in order to maintain their qualification.

Instruction

The course is conducted on a glacier/glacier tongue and the trainee/instructor ratio should be 4:1 and never higher than 8:2. Only a mountain guide IFMGA and mountain guide AIMG who has also completed the examination of a glacier guide and has experience* of guiding on glaciers is qualified to instruct on the course *Glacier Guiding 3*. Such a course must be held under the auspices of the Association of Iceland Mountain Guides – AIMG.

*100 days of professional experience as a glacier guide.

Appendix 2

Mountain Guiding

2.1 Mountain Guiding 1 (previously named Hnjúkur II and Alpine course)

Description

Mountain Guiding 1 is a five day course intended for prospective mountain guides. Course instruction and assessment is in accordance with the AIMG syllabus. The aim of the course is to prepare trainees for assisting more experienced mountain guides. The course covers, among other things, navigation assessment, both by means of GPS and compass, self and peer crevasse rescue above the snowline, the use of emergency shelters, rescue training and the use of rescue equipment, practical guiding exercises, mountain survival skills, the supervision of emergency plans, tour planning and a lecture on avalanches.

Prerequisites

Basic knowledge of mountaineering and rope handling techniques is required.

This can be in the form of training in guiding schools, novice training in rescue teams, the ICE-SAR Rescue School or by private parties* with accreditation in mountaineering and glacier travel. Trainees must also be able to demonstrate mountaineering experience**, both in winter and summer conditions.

Trainees must hold a valid first responder aid certificate, for example *First Responder Aid 1* and 2, or comparable (40 hours).

*Companies with a mountain guide in their service. **Submit a list of 10 mountain excursions, 5 of which must have taken place on a glacier.

Assessment

To pass the course, trainees must demonstrate their skills in mountain and glacier travel, both in summer and winter conditions. They must also be able to rescue themselves and others in a convincing manner out of a snow-covered crevasse. They must demonstrate their mountaineering skills by effective work procedures, illustrate mountain survival skills and the ability to navigate by means of GPS, maps and compass.

Qualification

Only those who pass the course *Mountain Guiding 1* are regarded as competent to assist mountain guides in Icelandic mountain regions under direct supervision. This applies in both winter and summer conditions, although only on technically simple routes, for example where a rope is used exclusively with regard to crevasse risk.

Instruction

Instruction takes place on glaciers/glacier tongues and on crevasse-fractured Alpine glaciers (above 1000 m). The instructor is a mountain guide who has completed a glacier mountain guide examination and the trainee/instructor ratio should be 6:1. It is recommended to have two instructors per course.

Each company can run its own course in *Mountain Guiding 1*, provided that its instructors fulfil requirements regarding training and experience.

2.2 Mountain Guiding 2 (previously named Mountain Skills Course)

Description

Mountain Guiding 2 is an eight day mountaineering course where trainees learn professional guiding techniques in mountaineering and climbing. Course instruction and assessment is in accordance with the AIMG syllabus.

The course emphasises training for the mountain guide examination where trainees are instructed in mountain guiding techniques, such as climbing with clients, short-rope technique and big wall climbing. In addition, preparing for and implementing tours and excursions is dealt with in the course, emphasising thorough work processes and professionalism.

Prerequisites

A general prerequisite stipulates no less than 30 days of combined experience of mountaineering and climbing, both in summer and winter conditions. Applicants must have completed *Mountain Guiding 2*. Applicants must be able to demonstrate the following technical skills:

- Being capable of leading rock climbing level 5.6 trad (traditional) climbs and 5.8 sport climbs in rockshoes
- Being capable of leading WI3 iceclimbs and abseiling of V-thread anchors
- Having climbed at least one big wall Alpine route, for example the North East ridge of Skessuhorn mountain, or the southern slopes of the peaks of Hrútsfjallstindar.
- Being able to save oneself and others out of a snow covered crevasse in a prompt and safe manner.
- Having experience of guiding on easier routes, for example acting as assistant guides on the Sandfell route to Hvannadalshnjúkur and/or the Hafrafell route to Hrútfjallstindar.
- Applicants shall have completed the course *Wilderness First Responder* (WFR) or a comparable qualification.

Applicants shall submit a list of 10 mountain excursions on which they were guides, thereof 5 on an Alpine glacier (above 1000 m).

Assessment

After trainees have completed the course, it is determined by assessment whether they are competent to advance to *Mountain Guiding 3*. In the event that this is not recommended, trainees are advised on required improvements and which aspects they should work on if they wish to try again.

Qualification

Mountain Guiding 2 is not an examination, but a prerequisite for proceeding to *Mountain Guiding 3* and also provides trainees with the opportunity to have their individual skills assessed. Furthermore, *Mountain Guiding 2* develops the basic mountaineering skills required of those who are interested in training as ski guides. Those who complete *Mountain Guiding 2* with a positive reference are entitled to guide under indirect supervision on technically easier routes as for example the Sandfell route to Hvannadalshnjúkur.

Instruction

The trainee/instructor ration should be 4:1 and never fewer than two instructors. The course

is taught by mountain guides. Each company can run its own course in *Mountain Guiding 2*, provided that its instructors fulfil requirements regarding training and experience.

2.3 Mountain Guiding 3 – Mountain Guide (previously named Alpine Trekking Guide)

Description

Mountain Guiding 3 is an examination, eight days in duration, where trainees' skills as guides in rough mountain regions and on glaciers are assessed. The examination covers all aspects of mountain guiding, and involves climbing skill requirements. There is a strong emphasis on technical knowledge, rope techniques, speed, risk management and mountain survival skills. Course instruction and assessment is in accordance with the AIMG syllabus.

Prerequisites

Only those who have completed *Mountain Guiding 2* with a positive reference can proceed to *Mountain Guiding 3*. Furthermore, they must fulfil the following technical requirements:

- Being capable of leading a minimum rock climbing level of 5.10 sport climbs and 5.8 trad (traditional) climbs, in rockshoes.
- Having climbed at least 15 ice routes, out of which 8 have been multipitch, and abseiled from at least three. Out of those 15, a minimum of 8 must be WI4.
- Having climbed three big wall Alpine routes, such as for example some of the north faces of Skarðsheiði, the south slopes of Hrútfjallstindar, the east face of Skarðatindar or rock routes such as Kerlingareldur. Comparable routes in other countries are also acceptable.
- Having completed CAA level 1 or a comparable 7 day course in avalanche risk assessment and the course *Wilderness First Responder* (WFR) or a comparable qualification.
- Applicants shall have completed *Glacier Guiding 3*.

Assessment

Trainees are assessed in all aspects of mountaineering, interaction with clients, risk management, own competency, rescue skills, mountain survival techniques, local and weather knowledge, as well as other factors of importance in mountain guiding.

Qualification

Those who complete an examination in Mountain Guiding 3 obtain the professional title mountain guide AIMG and are entitled to work in all types of mountain guiding under the banner of the Association. A mountain guide is also qualified to run a company which offers mountain tours and excursions in Iceland or to act as a representative of operators who offer tours of this type.

Instruction

The course (examination) *Mountain Guiding 3* is only taught by an IFMGA* guide and mountain guide. The trainee/instructor ratio should be 4:1 and never fewer than two instructors. The examination shall be conducted in Iceland in a mountain region which reflects the working conditions of mountain guides. *Mountain Guiding 3* shall be held by the Association of Iceland Mountain Guides – AIMG.

*IFMGA - International Federation of Mountain Guide Associations

Appendix 3

Ski Guiding

3.1 Ski Guiding 1

Description

Ski Guiding 1 is a 5 day course intended for prospective ski guides. Course instruction and assessment is in accordance with the AIMG syllabus. The course emphasises assessing participants skiing skills and covers the main aspects of ski guiding in mountain regions.

Prerequisites

- Applicants shall have obtained a positive reference from *Mountain Guiding 1*.
- Have completed a 4 day professional course in avalanche risk assessment from the ICE-SAR Rescue School.
- Hold a valid *Wilderness First Responder* (WFR) certificate.
- Applicants shall have a minimum of 100 days skiing experience outside prepared tracks in different snow and weather conditions.
- Have registered 10 mountain skiing excursions organised by themselves.
- Be able to ski with confidence in all snow conditions and in challenging circumstances.

Assessment

The assessment covers trainees' competency in skiing, route selection, local and weather knowledge, group management, risk management, crevasse rescue, avalanche risk assessment, avalanche transceiver search, rescue, and instruction, together with other aspects of ski guiding. After completion of the course, trainees are assessed to determine whether they are qualified to advance to *Ski Guiding 2*.

Qualification

Those who complete the course with a positive reference can proceed to *Ski Guiding 2* and are qualified to assist ski guides in their work.

Instruction

Instruction is conducted both in and outside designated skiing on steep mountain slopes. The instructor is a ski guide; the trainee/instructor ratio should be 6:1 and preferably there should be two instructors.

3.2 Ski Guiding 2

Description

Ski Guiding 2 is an eight day course in guiding on mountain skis and is intended for prospective ski guides. The course trains participants in the use of mountain skiing techniques, as well as professional guiding in mountain regions and on glaciers. Course instruction and assessment is in accordance with the AIMG syllabus.

There is special emphasis on training in preparation for *Ski Guiding 3* where ski guiding

techniques are taught, such as navigation by means of a compass and GPS, route selection, risk assessment in avalanche areas, instruction in avalanche response, mountain survival skills and interaction with clients.

Prerequisites

- Trainees shall have completed *Ski Guiding 1* with a positive reference.
- Trainees shall have completed CAA level 1 or a comparable 7 day course in avalanche risk assessment and the course *Wilderness First Responder* (WFR) or a comparable qualification.
- Trainees must be able to manage on their own whether on mountain skis or cross country skis in mountain regions and in the Icelandic highland.

Trainees must also submit log-book recordings for:

Mountain skiing

- 25 x days on mountain skis outside designated skiing areas
- 5 x days on mountain skis on glaciers, for example on the Svínafellsjökull route and on Eyjafjallajökull.
- 2 x excursions 2 nights or more in a tent
- 4 x excursions 2 nights or more based in a cabin

Cross country skiing.

- 2 x excursions 3 days or more based in a cabin or tent
- 1 x 7 day excursion in a cabin or tent, for example across Sprengisandur, Kjölur or Vatnajökull.

Assessment

Trainees are assessed in all aspects of mountain skiing, skiing skills, interaction with clients, risk management, crevasse rescue, avalanche transceiver test, mountain survival skills, local and weather knowledge, as well as other important factors relating to ski guiding in mountain regions and on glaciers.

After the course has been completed, trainees are assessed to determine whether they are competent to advance to *Ski Guiding 3*.

In the event that this is not recommended, trainees are advised on required improvements and which aspects they should work on if they wish to try again.

Qualification

Ski Guiding 2 qualifies to work under the direct and indirect supervision of ski guides.

Instruction

Instruction is conducted on steep mountain slopes, both inside and outside designated skiing areas. The instructor is a ski guide; the trainee/instructor ratio should be 6:1 and two instructors are recommended. Each company can run its own course in *Ski Guiding 2*, provided that its instructors fulfil requirements regarding training and experience.

3.3 Ski Guiding 3 – Ski Guide

Description

Ski Guiding 3 comprises an eight day examination in guiding on mountain skis, and is intended for ski guides. The trainees are assessed with regard to their competency as ski guides in rough mountain regions and on glaciers. Course instruction and assessment is in accordance with the AIMG syllabus.

Professional work procedures are emphasised in all aspects of mountain skiing, skiing skills, interaction with clients, avalanche risk assessment, crevasse rescue, mountain survival skills, local and weather knowledge, tour organisation and an easy flow of communication both in instruction and guiding. The examination is for the most part based on mountain skiing, but also touches upon motor-assisted skiing.

Prerequisites

- Having completed *Ski Guiding 2*.
- Having completed CAA level 1 or a comparable 7 day course in avalanche risk assessment and the course *Wilderness First Responder* (WFR) or a comparable qualification.
- Having worked as a ski guide's assistant in mountain skiing for at least 10 days. Please note: the number of days will increase to 20 as more people obtain this qualification.

Assessment

Trainees are assessed in all aspects of mountain skiing. They must demonstrate outstanding skiing abilities and have to be able to ski with confidence in all types of snow and tackle steep gradients (45-50°). They must also illustrate efficient work procedures in tour organisation and implementation and their skiing style must be relaxed and natural.

Qualification

Those who complete the examination obtain the professional title of ski guide AIMG and are qualified to work in all types of ski guiding and on skiing excursions offered by Icelandic tourism, under the banner of the Association. A ski guide is also qualified to run a company which offers skiing excursions in Icelandic mountain regions or to act as a representative of operators who offer tours of this type.

Instruction

Only an IFMGA* guide and AIMG ski guide provide instruction with regard to this examination. The trainee/instruction ratio should be 4:1 and there should never be fewer than two instructors. The examination takes place in an Icelandic mountain region which reflects ski guides' working conditions. *Ski Guiding 3* shall be conducted by the Association of Iceland Mountain Guides - AIMG.

*IFMGA - International Federation of Mountain Guide Associations

Appendix 4

Professional avalanche course

The course is intended for those who wish to improve their knowledge in avalanche studies and avalanche rescue. Its aim is to train participants to the extent that they are able to assess avalanche risk as well as taking part in and directing avalanche search and rescue. There is also considerable emphasis on larger avalanche scenarios, for example avalanche damage to buildings and structures.

The main aspects of the course are as follows:

1. Avalanche search
2. Catastrophic avalanches
3. Avalanches falling on built up areas and structures
4. Avalanches in the wilderness
5. Equipment, organisation, methods and management
6. Peer rescue.
7. Assessing avalanche risk
8. Avalanche meteorology; precipitation, wind and temperature
9. Snow cover; build-up, metamorphism and crystallography of snow
10. Landscape and avalanches; landscape analysis with regard to avalanche risk
11. Information and data collecting methods
12. Route selection and risk analysis
13. Avalanche rescue
14. First responder aid and avalanches; injuries, resuscitation, hypothermia, resources, equipment and transportation methods

The course is in the form of lectures and practical exercises in mountain regions.

Minimum duration; 56 hours.

Tourism

This is a basic course in tourism, intended for those who wish to travel in the wilderness. The aim of the course is to improve participants' skills in tourism and outdoor living.

The main aspects of the course are as follows:

1. Tourist behaviour
2. Risk of hypothermia
3. Clothing, travel and outdoor equipment
4. Diet
5. Meteorology
6. The construction of igloos and emergency shelters

The course is in the form of lectures and practical exercises.

Minimum duration; 8 hours.

Glacier travel

The aim of the course is to improve participants' skills in glacier travel, whether driving or on foot.

The main aspects of the course are as follows:

1. Tourist behaviour
2. Glacier characteristics, crevasses and route selection
3. Equipment
4. Risks and how to respond to them
5. Crevasse rescue/peer rescue

The course is in the form of lectures and practical exercises. Participants must bring their own jeeps.

Minimum duration; 20 hours.

Mountaineering I

This is a basic mountaineering course, of use to all those who travel through mountain regions in wintertime. The aim of the course is to train participants in the basics of mountaineering, enabling them to survive in mountain regions in Icelandic conditions. The main risks are covered and the participants are instructed in the basics of landscape reading and environmental awareness. The course deals with mountaineering procedures, with special emphasis on the use of ice axes and crampons, as well as the most important snow anchoring techniques.

The main aspects of the course are as follows:

1. Mountaineering equipment
2. Route selection
3. Avalanche risk
4. Walking through snow, ice axe techniques, the use of crampons
5. Rope handling, knots
6. Snow and ice anchoring
7. Light snow and ice climbing

The course is in the form of lectures and practical training excursions, staying overnight in a cabin, igloo or tents

Minimum duration; 20 hours.

Mountaineering II

Mountaineering 2 is a sequel to Mountaineering I, featuring increased emphasis on rope handling techniques and more complicated practical exercises than in its forerunner. Special attention is paid to the fixing of interconnected anchor points and the use of climbing ropes in mountaineering. This is a secondary course in mountaineering and is of use to those who travel through mountain regions in winter.

First Responder Aid 1

This is a basic course of approximately 20 hours in first responder aid, intended for those who undertake excursions in the wilderness. It differs to a significant degree from a conventional first aid course; for example, the participants are trained to care for patients for a considerably longer period of time than would be required in a built-up area. Participants are also trained in

preparing a patient for transport, as well as in the actual transportation of injured and sick persons. The study material used emanates from the ICE-SAR Rescue School. The aim of the course is that trainees should be able to participate in the assessment of patients in the wake of illnesses or accidents as well as assisting in their treatment and preparation and/or transportation to hospital.

The main aspects of the course are as follows:

1. The patient assessment system (PAS)
2. Ensuring safety
3. Resuscitation
4. Unconsciousness
5. Bleeding
6. Burns

The course is in the form of lectures and practical training

Minimum duration; 20 hours

A refresher course is recommended every second year.

First Responder Aid in the Wilderness

The course aims to provide participants with a sound training in first responder aid so that they can respond appropriately to accidents or illnesses when specialised help is far away and assistance cannot be summoned. The focus is on using a minimum of equipment. The course is intended for those who work at a considerable distance from emergency services and could be in a situation where they have to take responsibility for a group or a patient. The assessment of illnesses and injuries is dealt with, as well as treatment which could be applied. The course confers an international qualification.

The main aspects of the course are as follows:

1. The patient assessment system (PAS)
2. Resuscitation
3. The cardiovascular system
4. Various injuries
5. Wilderness rescue
6. Problems which might arise in mountain regions

The course is in the form of lectures and practical training.

Minimum duration; 76 hours.

A refresher course is required every three years.

Padi Divemaster (diving course)

The aim of the course is to enable divers to lead groups in diving excursions in a safe and responsible manner. The course confers an international qualification.

The main aspects of the course are as follows:

1. Diving safety
2. Interaction with clients

3. Equipment
4. Risks and how to respond to them

Navigation

The course aims to make the participants self-sufficient in the use of compass and maps, as well as providing them with basic knowledge in the use of GPS equipment.

The main aspects of the course are as follows:

1. Maps and map reading
2. Distances
3. The compass
4. The earth's geographic coordinates
5. Location, magnetic declination, losing one's way, dilemmas etc.
6. GPS basics

The course is in the form of lectures and practical training in the field.

Minimum duration; 12 hours.

First aid

The aim of the course is to improve participants' knowledge and skills in safe and simple methods of first aid.

The main aspects of the course are as follows:

1. Ensuring safety
2. Resuscitation
3. Bleeding and wounds
4. Burns
5. Illnesses
6. Fractures etc.

The course is in the form of lectures and practical training.

Minimum duration; 12 hours.

A refresher course is recommended every second year.

First Aid at Swimming Resorts

The course aims to improve the knowledge and emergency response skills of swimming pool wardens and other staff at swimming resorts.

The main aspects of the course are as follows:

1. General supervision of swimming pools
2. Interaction with the public
3. Emergency plan
4. Accident prevention
5. Effective swimming pool supervision
6. Rescue from a swimming pool
7. Neck and back injuries
8. General first aid
9. Acute illnesses

10. Equipment for oxygen treatment

The course is in the form of lectures and practical training.
Minimum duration; 18 hours.

Avalanches 1

The aim of the course is that participants should learn and adopt the basics of avalanche risk assessment and thus improve their ability to take part in the search for and rescue of avalanche victims.

The main aspects of the course are as follows:

1. General avalanche studies
2. Peer rescue
3. Searching for clues in avalanches
4. Avalanche risk assessment
5. Introduction to avalanche first responder aid
6. Chances of survival in avalanches
7. Introducing safety equipment
8. Working with probes and shovelling techniques
9. Meteorology and avalanches
10. Stability test
11. Route selection

The course is in the form of lectures and practical training.
Minimum duration; 12 hours.

Crevasse Rescue

The aim of the course is to enable participants to respond appropriately in the event that a fellow traveller falls into a crevasse. Participants are introduced to different methods of crevasse rescue, depending on circumstances and available equipment on each occasion. Participants are expected to have experience in winter mountaineering. Preferably, the course should be conducted on a glacier, although it is perfectly possible to carry out the exercises in a mountain area.

The main aspects of the course are as follows:

1. Safety and circumstances at the accident location
2. Work procedures in crevasse rescue
3. Double ropes, anchor points, rope handling

The course is in the form of lectures and practical training.
Minimum duration; 12 hours.

Snowmobile Driver 1

The course aims to improve the participants' skills in snowmobile travel.

The main aspects of the course are as follows:

1. The equipment of driver and snowmobile
2. Telecommunications
3. Mode of travel

4. Snowmobile travel
5. Dangers and what to avoid

The course is in the form of lectures.

Minimum duration; 4 hours.

Crossing of Flowing Water

The course aims to enable participants to cross flowing water with improved safety

The main aspects of the course are as follows:

1. Different types of flowing water
2. Daily fluctuations in water volume and rate of flow
3. Methods of crossing
4. Finding a fording place
5. Equipment for crossing
6. Safety and rescue

The course is in the form of lectures and practical training.

Minimum duration; 12 hours.

Safety near Sea, Lakes and Rivers

The course is conducted by distance and aims to improve participants' awareness of risks which may occur near or on sea, lakes and rivers.

The main aspects of the course are as follows:

1. Recognising dangers and responding appropriately
2. Different types of equipment
3. Discussion of further instruction and training with regard to sea and rivers.

The course is in the form of a lecture and is taught in the distance learning system of ICE-SAR, the Icelandic Association for Search and Rescue (free of charge).

Minimum duration; 3 hours.