



BAILEYS TRAIL SYSTEM

Event Policies

MANAGED BY THE OUTDOOR RECREATION COUNCIL OF APPALACHIA

(740) 677-0113 | www.orcaohio.com

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OVERVIEW

The following policies are adopted by the Outdoor Recreation Council of Appalachia (ORCA) for management of the Baileys Trail System and related areas. ORCA is the permitting authority for events primarily utilizing the Baileys Trail System. **Use of Baileys Trail System Trailheads require compliance and/or permitting with Trailhead Communities: Village of Chauncey and York Township.** ORCA's management policies may be altered or vary based on ORCA's preferences, the time of year, condition of the trails, special circumstances or for other reasons. These policies are to inform potential users of the trail, protect ORCA and preserve the trail system.

DEFINITIONS

- Permit authority: appropriate and authorized entity to grant use of facilities or activities such as: camping, alcohol consumption, and fireworks.
- Event Host: Organization responsible for proposed event production; entity named on limited liability insurance.
- Participant: registered or fee paying event guest participating in proposed event.
- Spectators: those in attendance of an event, but not actively participating.
- Event-related property damage beyond normal usage: damage to trails, damage to parking areas, damage to other natural features along trails and within Trailheads.

EVENT CONSIDERATION REQUIREMENTS

All events which utilize trails at the Baileys Trail System and/or utilize Baileys Trail System Trailhead Facilities must complete and submit all application materials as outlined below. All application materials must be completed correctly in order to be considered for event approval. All events must comply with all applicable rules and regulations as outlined in this document. ORCA Reserves the right to waive consideration requirements on a case by case basis as approved by the ORCA Board. The requirements for each situation are listed below:

An event utilizing a Baileys Trail System Trailhead and Trails:

- Baileys Trail System Event Permit Application and \$20 Permit Fee
- Baileys Trail System Permit Fee
- Baileys Trail System Trailhead Community Hospitality Fee
- Event Emergency Operations Plan
- Copy of Alcohol Permit when applicable
- Certificate of Event Insurance with the following named as additionally insured:
 - The Athens-Wayne Outdoor Asset Development Corporation,
8 East Washington Street, Athens, OH 45701
 - The Outdoor Recreation Council of Appalachia,
PO Box 61, Athens, OH 45701

- The Wayne National Forest,
13700 US-33, Nelsonville, OH 45764
- Applicable Trailhead Community: Village of Chauncey, York Township,
Village of Buchtel

An event utilizing Baileys Trail System Trails:

- Baileys Trail System Event Permit Application and \$20 Permit Fee
- Baileys Trail System Permit Fee
- Event Emergency Operations Plan
- Copy of Alcohol Permit when applicable
- Certificate of Event Insurance with the following named as additionally insured:
 - The Athens-Wayne Outdoor Asset Development Corporation,
8 East Washington Street, Athens, OH 45701
 - The Outdoor Recreation Council of Appalachia,
PO Box 61, Athens, OH 45701
 - The Wayne National Forest,
13700 US-33, Nelsonville, OH 45764
 - Applicable Trailhead Community: Village of Chauncey, York Township,
Village of Buchtel

An event utilizing the Chauncey-Dover Park Trailhead Only

- The event host should directly contact the managing jurisdiction, Village of Chauncey, for the applicable permit process.
- Alcohol Permit when applicable
- Permit Applications required at least 60 days prior to the proposed event. Minimum Permit application fee is \$25. <https://villageofchauncey.com/recreation>

An event utilizing the Doanville-York Trailhead Only

- Contact the Outdoor Recreation Council of Appalachia.

EVENT PERMIT AND PERMIT FEES

A permit to utilize the Baileys Trail System trails and/or trailhead facilities must be issued to the event host by ORCA prior to the date of the event. A permit will include permission to host the event from the Board of the Outdoor Recreation Council of Appalachia. The permit must be signed by the Event Host and an Outdoor Recreation Council of Appalachia representative prior to the date of the event. View a sample BAILEYS TRAIL SYSTEM EVENT PERMIT in APPENDIX A.

Permit fees must be paid to ORCA a maximum of 30 days BEFORE the event. Permit costs are \$5/per event participant. Event participants only include paying participants in the event, and do not include additional guests, volunteers, or spectators.

EVENT EMERGENCY OPERATION PLAN

The event host must submit a complete event emergency operation plan (EOP) to the Outdoor Recreation Council of Appalachia a minimum of 60 days prior to the event date. The event emergency operation plan will be utilized to secure emergency management authority approval for the event. A template, including required information for the EOP, is included in APPENDIX B.

CERTIFICATE OF EVENT INSURANCE

Event host must provide proof of \$1 million limited liability insurance. The event host must share a certificate of event insurance with ORCA a minimum of 30 days prior to the event. The certificate should list the following as additionally insured:

- The Athens-Wayne Outdoor Asset Development Corporation,
8 East Washington Street, Athens, OH 45701
- The Outdoor Recreation Council of Appalachia,
PO Box 61, Athens, OH 45701
- The Wayne National Forest,
13700 US-33, Nelsonville, OH 45764
- Applicable Trailhead Community: Village of Chauncey, York Township,
Village of Buchtel

HOSPITALITY FEES

The event host must pay a hospitality fee of \$100 per day to the trailhead community hosting the event. This does not apply to events that ONLY use the trailhead facilities; refer to permit processes for these facilities for applicable fees.

Payment should be submitted by check to the Outdoor Recreation Council of Appalachia a minimum of 30 days prior to the date of the event.

TRESPASSING AND LOITERING

While this trail system is public, there are some regulations in place to prevent unauthorized people or those with intent to harm the trails/surrounding ecosystem from damaging the environment or interrupting events. Users and people planning events at the trails must adhere to these:

- Stay on marked trails at all times.
- The trail system will, at some points, intersect with private property. Trail users should stay on the trail at all times and must understand that by traveling off-trail on private property, they would be trespassing and held liable.
- ORCA reserves the right to remove anyone from an event who hasn't been invited, paid entry for, or is in any way endangering or harassing others
- If you are hosting an event, it is the host organization's responsibility to work with ORCA to ensure they understand all rules, regulations, and property boundaries. Events may not impact private property.
- The Baileys Trail System Chauncey Dover Park Trailhead and Doanville York Trailhead close at dark.

CHILD SAFETY

The Bailey's Trail System is meant to be enjoyed by recreators of all ages. Adult supervision is recommended for all children.

PETS/ANIMALS

The following guidelines are in place for the protection of all guests and their pets:

- Pets are permitted at events utilizing Baileys Trail System Trailheads, but must comply with local and federal rules requiring pets.
If approved, the following applies to the permitted pets:
 - All pets must be kept on a short leash at all times
 - Owners must pick up and properly dispose of all pet waste
 - Owners are required to provide water for their own pets
 - Aggressive animals are not permitted
 - Pets must not negatively influence the job of service animals or adversely impact event operations,
 - Event Hosts shall observe and monitor pets. Pets and owners not in compliance with rules and regulations shall be required to leave.

ASSUMPTION OF RISK

Event Hosts are required to ensure every adult over 18 and the parent of children 17 or younger will sign an assumption of risk form upon arrival or at preregistration to an event held in the area. This is to inform participants of the potential risks possible when engaging in activities at the Bailey's Trail System. Wayne National Forest, ORCA, the Baileys Trail System, and Trailhead communities shall not be held liable for inherent risks or injuries due to uncontrollable factors or factors outside the control of facility managers or the event host.

PUBLIC HEALTH

Baileys Trail System Events require compliance with all applicable State of Ohio public health orders.

CANCELLATION/REFUND

As we all know, things happen, and circumstances change. For this reason, a cancellation/refund policy was developed for the benefit of ORCA and event planners/ event participants. ORCA can alter or adjust this policy as necessary.

- If an event is canceled 30 or less days in advance of the planned event, the upfront Community Hospitality Fee will not be refunded.
- If inclement weather the event may be delayed or canceled. ORCA and the event host will discuss the safest options. If there is only a forecast for a light to medium rain, it may be mandatory that the program occur as planned. If ORCA decides the event must be canceled due to severe weather, a full refund of the upfront Community Hospitality Fee will be given, unless Event Hosts reschedule in the same calendar year.
- If Event Hosts of an event canceled by ORCA due to inclement weather decide not to reschedule, they may request a 50% refund of their upfront Community Hospitality Fee.
- If trail conditions at the time of the event are deteriorating due to weather or overuse, ORCA reserves the right to postpone or cancel an event to prevent further erosion/damage of the trails. In this case, rescheduling will likely be during the drier months of May-September to reduce damage.
- If the event planner wishes to cancel the event/program, they must let ORCA know via phone call at (740) 677-0113 as soon as possible.
- ORCA reserves the right to alter this policy and issue refunds at their discretion.

PARKING

The following policies concern limited parking and stipulations:

- Parking is only available in designated parking areas
- Event hosts are responsible for designating and managing parking areas to ensure grass and surfaces are not damaged
- Vehicles must be removed from event parking space at the conclusion of the event
- Vehicles will be subject to towing at owners' expense after remaining 24 hours in a designated parking area
- Parking at trailheads must still be available for public use during the event time frame, but may be relocated away from main parking lots for event needs. ADA access should be permitted throughout the duration of the event.

- Parking outside designated parking areas specified in permit in grass, roadways, and traffic lanes is strictly prohibited and may be subject to ticketing or towing at the owner's expense
- Limited parking is available we suggest recommending participants carpool

TRAIL USE

Event use of the Bailey Trail System trails must comply with the following policies:

- Event hosts must disclose which trails will be in use during the event for a certain time as part of the permit application. ORCA reserves the right to alter or veto the event planners' requests
- Trails will not be closed to the public during events at the Baileys Trail System, however ORCA will strongly advise the public to avoid specific trails during event use.
- Event participants and individuals using the trails do so at their own risk
- Event Host is responsible for the actions of their participants and attendees and ensuring appropriate use of the venue and facilities throughout event
- Event Host is responsible for participants and attendee's adherence to Leave No Trace principles. Leave No Trace Principles:
 - Plan ahead and prepare
 - Travel and camp on durable surfaces, when camping is permitted
 - Dispose of waste properly (pack it in- pack it out)
 - Leave what you find
 - Minimize campfire impacts
 - Respect wildlife
 - Respect others

WASTE DISPOSAL

To keep the environment and natural ecosystem intact as well as preserve the space for future recreators, the following will be implemented:

- Event hosts are responsible for removing all decorations and personal items at the conclusion of their event
- All remaining event items will be subject to recycle or waste disposal and result in an additional fee
- ORCA and the venue hold no responsibility for the loss of any valuables or items during events
- [Zero Waste](#) event services may be available for event hosts at the Baileys Trail System. Contact ORCA to inquire about availability.

EMERGENCY EVACUATION

In the Event of Emergency call 911. Event Hosts are required to initiate evacuation plans as needed. Events taking place at the Baileys Trail System Trailheads and Trails will evacuate if needed for the following reasons: bad weather, active shooter, or any other dangerous situation. Evacuation should take place in as organized a manner as possible and utilize all exits for vehicles and pedestrians. Post evacuation meet up location will be determined by Event Host.

Chauncey Dover Park Trailhead Evacuation:

- Vehicles can exit the site via paved access and separate gravel access parallel to the railroad tracks to West Bailey Road. Pedestrians should exit the Baileys Trail System on dedicated trails.

Doanville York Trailhead Evacuation:

- Vehicles can exit both entrances to the trailhead parking area along West Bailey Road.

Recommendations for Evacuation per threat:

- If faced with an active shooter or dangerous person, ensure that an escape route is in mind, help others if it is possible, and call 911 once reaching a safe place.
- If bad weather moves in, participants must travel to a safe place inside, away from windows. In the event of heavy rainfall, high winds, or lightning, take cover in a low-lying area, avoiding trees.

ALCOHOL/SMOKING/TOBACCO/DRUGS

The following policies are put into place because alcohol, drugs and tobacco affect and impair individuals' judgment. These policies are needed to maintain a safe and family friendly environment.

- All tobacco, including vape devices, are prohibited at the Baileys Trail System Chauncey Dover Park Trailhead
- Alcohol is prohibited on the Baileys Trail System
- Events may serve alcohol at the Chauncey Dover Trailhead by obtaining appropriate permissions/ permits
- Events serving alcohol must comply with all applicable laws and provide dedicated security personnel to ensure compliance
- Event Host is responsible for obtaining all applicable Ohio alcohol permits and permissions a copy of approved permit must be provided to ORCA
- Once all applicable permissions are obtained from appropriate liquor control authorities Event Hosts must obtain permission/ approval/ permit from the

appropriate Trailhead community (Village of Chauncey or York Township or Village of Buchtel) and the Athens County Sheriff for alcohol consumption at the Baileys Trail System Chauncey Dover Park Trailhead

- The Village of Chauncey accepts permit applications from state approved event host organizations for alcohol consumption at the Chauncey Dover Park Trailhead.
- The use of illegal drugs, including marijuana, is prohibited
- Use of Tobacco is prohibited at the Chauncey Dover Park Trailhead
- Anyone found violating the alcohol, tobacco, and drug policies will face punishment, fines and police involvement

WEAPONS

To ensure the safety of all participants, the following regulations about weapons apply and will be implemented by Event Hosts:

- Firearms, knives, swords, ammunition or other weaponry are prohibited
- Anything considered a weapon will not be permitted and will be confiscated
- Failure to comply will result in notification of law enforcement

DRONES

Drones are permitted for recreational purposes. Prior authorization must be acquired from Wayne National Forest, the Trailhead Community, and ORCA before a drone is allowed for media purposes. If approved, the following rules apply:

- Drones must be registered and comply with all applicable State of Ohio and United States regulations
- The operator must be carrying proof of registration when flying drone
- Drones are not permitted to fly at or above 400 feet
- The drone must be within the operator's visual sight or within the sight of a co-observer
- Drones cannot be flown at night, unless it has a light that can show its location at all times
- Drones cannot interfere with aircrafts
- Drones cannot interfere with emergency responses
- Drone operators are not allowed to be reckless in any way
- No more than two drones can be flown simultaneously
- Signage must be present at event to inform patrons of drone usage and for what purpose it is being used stating
 - Example: "By entering into the festival, you are agreeing to have your picture taken via and used for ___ purposes."

NOISE

For the enjoyment of all trail users, the following regulations regarding noise apply:

- Any loud or unusual noise that disturbs the peace and quiet from the following means are prohibited before 7 a.m. and after 9 p.m. Sunday - Thursday or before 7 a.m. and after 10 p.m. Friday and Saturday:
 - Radios at a volume higher than necessary
 - Vocal noises including shouting, yelling, chanting, etc. that are excessive to facility use

Events may create additional noise between the hours of 7 a.m. - 9 p.m., Sunday - Thursday evening and 7 a.m. – 10 p.m. on Friday and Saturday

- Event Host is responsible for ensuring noise policy compliance
- Bullhorns, air horns, or whistles are permitted during race events as acceptable to Event Host.
- Inflatable noise makers, speakers, musical instruments are permitted
- For races, no starting guns are allowed
 - For start of race, please use sports cowbell noisemakers

FIREWORKS

For safety purposes, use of fireworks is prohibited on the Baileys Trail System and Baileys Trail System Trailheads.

RESPECTING WILDLIFE

Do not interact with wildlife including: unattended birds' nests, young mammals, reptiles or amphibians.

- It is the Event Host's responsibility to ensure no wildlife is harmed during the time of setup, duration, and teardown of event
- Event planners can contact the following resources when encountering wildlife, or with any questions or concerns. Contact information is listed below:

Wayne National Forest

13700 US Highway 33

Nelsonville, OH 45764

(740) 753-0101

Hours: 8:00am - 4:30pm

Monday - Friday

For deaf/hearing impaired:

1-800-877-8339

FREQUENTLY ASKED QUESTIONS

1. Is parking available near the railroad tracks at the Chauncey-Dover Park Trailhead?

Yes, the Village has confirmed that this is allowed. They have an agreement in place with the railroad to use that area for parking for the park.

2. Can the event host have exclusive use of the Venue?

We cannot officially close any trails for an event, but we will strongly encourage the public to stay off of the specified trails for the duration of the event. This is typically effective as people don't really want to be on trails when a race is ongoing. We will put a notice out ahead of time and post physical signage..

Chauncey-Dover Trailhead Park use must still be available for public use during the event timeframe. As the event hosts, you all will have the ability to arrange yourselves as you see fit (ex. closing parking, exclusive access to the shelter house, etc.); however, as a community park, community members should still be able to use facilities such as the playground, restrooms, pumptrack, and trails. But we can make everyone park at the railroad tracks and advise them that a race is ongoing, but we can't restrict their access to the park entirely. We do not anticipate this causing interference with the event.

We want to ensure ADA access is still available. If someone comes to the park who needs ADA access they should be permitted to park and access park amenities.

3. Is there a PA System available for rent?

The Village of Chauncey has a PA System, Microphone, Podium, and Inflatable Projector Screen Available for rent for \$100/day for the Chauncey-Dover Park Trailhead

4. Can Alcohol be served at events?

Alcohol is prohibited on the Baileys Trail System.

Alcohol may be served at the Chauncey-Dover Park Trailhead. Prior to the event, the event host must:

- Obtain the applicable temporary event permit from the State of Ohio ([Details](#))
- Provide dedicated security personnel to ensure policy compliance
- Submit a permit application to the Village of Chauncey for alcohol consumption at the Chauncey Dover Park Trailhead. Applications are required 60 days in advance of the event.

APPENDIX A – EVENT PERMIT EXAMPLE



Baileys Trail System Event Permit

Permitting Authority: Outdoor Recreation Council of Appalachia (ORCA)

Jessie Powers, Executive Director | Email: jessie@orcaohio.com | Phone: (740) 677-0113 |
PO Box 61, Athens, OH 45701

ORCA Manages the Baileys Trail System in Partnership with the Wayne National Forest in
Athens County, OH

The following Event is Permitted at the Baileys Trail System by the Outdoor Recreation Council of Appalachia:

Event Host: _____

Points of Contact: _____

Event: _____

Event Description: _____

Event Date: _____

Location: _____

Permit Condition: All event details must be finalized no later than 30 days prior to the permitted event. Event Host will comply with all ORCA, Village of Chauncey, State of Ohio and Federal regulations and the Baileys Trail System Event Policy. Event Host must provide Certificate of Insurance of evidence of \$1 million liability policy. This certificate must name the following entities as additionally insured with coverage for general liability:

- Outdoor Recreation Council of Appalachia, PO Box 61, Athens, OH 45701
- Athens-Wayne Outdoor Asset Development Corporation, 8 East Washington Street, Athens, OH 45701
- United States c/o Wayne National Forest, 13700 US Hwy 33, Nelsonville, OH 45764
- Applicable Trailhead Community

Event Permit Terms: Event Host will provide \$5 per _____(Event Name) Participant in exchange for use of the Baileys Trail System and facilities. All other terms and conditions in corresponding Event Emergency Operations Plan apply.

Baileys Trail System [Event Name] permit granted from the Outdoor Recreation Council of Appalachia (ORCA) Board on _____(Date), represented by ORCA Executive Director, Jessie Powers.

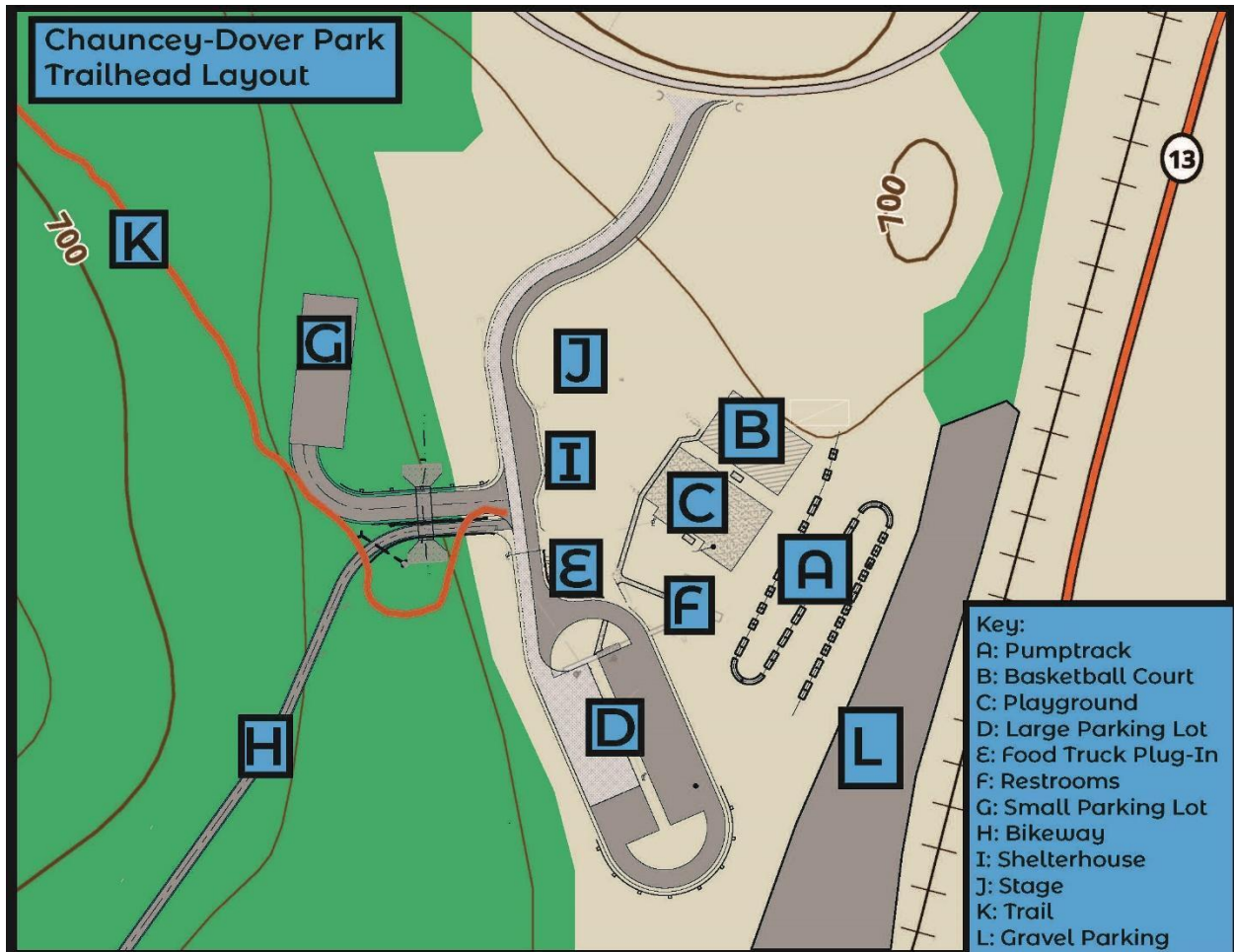
ORCA Executive Director Signature

Date

Event Host Signature

Date

APPENDIX B - CHAUNCEY-DOVER PARK TRAILHEAD LAYOUT MAP



APPENDIX C - TEMPLATE EVENT

BAILEYS TRAIL SYSTEM EVENT APPLICATION & EMERGENCY OPERATIONS PLAN

Event Name

Event Date

[Your Logo If applicable]

Event Emergency Operations Plan

For use of the Baileys Trail System in Athens County, OH

Contents

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Event Overview

Event Host: [Host/Organization Name]

Event Title: [Event Title]

Event Date: [Date(s)]

Event Description: [General Overview of Event]

Event Website: [If Any]

Main Contacts: [Please Include all Race Director's Names and Contact Information]

Additional Event Details: [Please Include additional event details such as: pre-ride info, celebration description, feed zone, etc.]

Event Schedule

Event Schedule:

[Please provide the event schedule including: Course Marking, Registration, Set- Up, Race Waves, Announcements, Tear Down]

Event Rules

Race Rules: [Please provide all race rules which will be provided to participants: Passing, general advice, etc.]

Emergency Operations

Emergency Oversight Provided by Event Host:

[Please Describe Emergency Oversight for the event using the categories below. Add any additional information below]

- Race Monitors/Marshalls
 - On Bike- [describe role and capabilities/certifications]
 - On Foot- [describe role and capabilities/certifications]

- Communications Capabilities
 - Monitors- [how will Race Monitors / Marshalls communicate?]
 - Race Management- [how will overall race communications occur?]
 - Race Management Partners- [list any race communications management partners and their role ex. Timing, Bike Club, Radio Club, etc.]

- Medical Aid
 - Follow reporting process outlined in Appendix A
 - First Aid Kit Locations- [Provide locations of first aid kits]
 - First Aid Trained Staff or Volunteers participating- [review staff/volunteers, their roles, and any certifications]
 - Additional Medical Aid details

Event Maps

Race Course: [Please include a map of the entire race course, or a link to that map]

Baileys Race Course: [Please include a map which includes all trails at the Baileys Trail System that will be utilized]

Emergency Access Maps for the Baileys Trail System

Emergency Access Locations: [Include a map of emergency access. Please label all symbols and access points including the areas of the route best reached by each access point]

Race Monitor / Marshall Locations: [Include a map of the physical location of any Race Monitor / Marshall locations. Describe what will be included at each location]

ADDITIONAL BAILEYS TRAIL SYSTEM EVENT REQUIREMENTS

TRESPASSING AND LOITERING

While this trail system is public, there are some regulations in place to prevent unauthorized people or those with intent to harm the trails/surrounding ecosystem from damaging the environment or interrupting events. Users and Event Hosts must adhere to the following:

- Stay on marked trails at all times.
- Stay on public property, if someone crosses onto private property, they would be trespassing and held liable.
- ORCA reserves the right to remove anyone from an event who hasn't been invited, paid entry for, or is in any way endangering or harassing others.
- If an event requires a wristband, participants must either wear it or otherwise be able to show proof of purchase.
- Anyone without a wristband will be removed for guest safety
- If you are hosting a private event, it is the host organization's

responsibility to work with ORCA to ensure they understand all trail markings and do not impact private property without explicit permission from the owner.

- The Baileys Trail System Chauncey Dover Park Trailhead and Doanville York Trailhead close at dark.

CHILD SAFETY

The Bailey's Trail System is meant to be enjoyed by recreators of all ages. Adult supervision is recommended for all children.

PETS/ANIMALS

The following guidelines are in place for the protection of all guests and their pets:

- Pets are not permitted at events utilizing Baileys Trail System Trailheads unless given approval by ORCA ahead of time. Participants can contact ORCA to arrange accommodations
 - If approved, the following applies to the permitted pets:
 - All pets must be kept on a leash at all times
 - Owners must pick up and properly dispose of all pet waste
 - Owners are required to provide water for their own pets
 - Aggressive animals are not permitted
 - Pets must not negatively influence the job of service animals or adversely impact event operations and if they do so, the Event Host shall require the pet to leave the event

ASSUMPTION OF RISK

Event Hosts are required to ensure every adult over 18 and the parent of children 17 or younger will sign an assumption of risk form upon arrival or at preregistration to an event held in the

area. This is to inform participants of the potential risks possible when engaging in activities at the Bailey's Trail System. Wayne National Forest, ORCA, the Baileys Trail System, and Trailhead communities shall not be held liable for inherent risks or injuries due to uncontrollable factors or factors outside the control of facility managers or the event host.

PUBLIC HEALTH

Baileys Trail System Events require compliance with all applicable State of Ohio public health orders. Event Hosts are required to provide event plans outlining all applicable compliance measures if necessary.

CANCELLATION/REFUND

As we all know, things happen, and circumstances change. For this reason, a cancellation/refund policy should be developed for the benefit of ORCA and event planners/trail participants. ORCA can alter or adjust this policy as necessary.

- If an event is canceled 30 or more days prior to its intended date, a 90% refund will be issued
- If an event is canceled between 29 and 15 days prior to its intended date, a 50% refund will be issued
- If an event is canceled less than 2 weeks before its intended date for a reason other than inclement weather, there will be a 25% refund unless ORCA deems it necessary to refund more
- If inclement weather the event may be delayed or canceled. ORCA and the event host will discuss the safest options. If there is only a forecast for a light to medium rain, it may be mandatory that the program occur as planned. ORCA will work with event programmers to discuss safest options. If ORCA decides the event must be canceled due to severe weather, a full refund will be given unless programmers want to reschedule within 30 days of the cancellation. If they decide not to reschedule, a 50% refund will be given.
 - If trail conditions at the time of the event are

deteriorating due to weather or overuse, ORCA reserves the right to postpone or cancel to prevent further erosion/damage of the trails. In this case, rescheduling will likely be during the drier months of May-September to reduce damage.

- If the event planner wishes to cancel the event/program, they must let ORCA know via phone and in writing as soon as possible
- ORCA reserves the right to alter this policy and issue refunds at their discretion

PARKING

The following policies concern limited parking and stipulations:

- Parking is only available in designated parking areas
- If desire to restrict parking please outline that above and obtain approval as soon as possible
- Event hosts are responsible for designating and managing parking areas to ensure grass and surfaces are not damaged
- Vehicles must be removed from event parking space at the conclusion of the event
- Vehicles will be subject to towing at owners' expense after remaining 24 hours in a designated parking area
- Parking outside designated parking areas specified in permit in grass, roadways, and traffic lanes is strictly prohibited and may be subject to an event fine, ticketing, or towing at the owner's expense and
- Limited parking available (Carpooling suggested)

TRAIL USE

Event use of the Bailey Trail System trails must comply with the following policies:

- Event hosts must disclose which trails will be in use during the

event. ORCA reserves the right to alter or veto the event host requests

- Event participants and individuals using the trails do so at their own risk
- Event Host is responsible for the actions of their participants and attendees and ensuring appropriate use of the venue and facilities throughout event
- Events taking place on trail must be appropriately marked so participants, attendees, and other visitors know which trails are in use
 - Event Host is responsible for displaying signs and clearing trails for use up to 2 hours before their event
- Event Host is responsible for participants and attendees adherence to Leave No Trace principles. Leave No Trace Principles:
 - Plan ahead and prepare
 - Travel and camp on durable surfaces, when camping is permitted
 - Dispose of waste properly (pack it in- pack it out)
 - Leave what you find
 - Minimize campfire impacts
 - Respect wildlife
 - Respect others

WASTE DISPOSAL

To keep the environment and natural ecosystem intact as well as preserve the space for future recreators, the following will be implemented:

- Event hosts are responsible for removing all decorations and personal items at the conclusion of their event
- All remaining event items will be subject to recycle or waste disposal and result in an additional fee

- Waste removal company is available to provide portable restrooms, waste removal, required hand washing stations, and more
- The Event planner is still held liable for any waste left behind even if they have hired the waste removal company
- ORCA and the venue hold no responsibility for the loss of any valuables or items during events

SAFETY/EMERGENCY EVACUATION

The following policies are put into place in order to ensure the safety of staff members and participants:

- In the event of an emergency call 911
- Event Host should advise participants to utilize All Trails App and/or other technology to aid in locating an injured participant
- Event Host will provide a plan specific to the event site and event itself to ORCA and Fire Departments/ all appropriate emergency response personnel
- Know when to evacuate
- Event Hosts must provide race staff monitoring the course for the duration of the race. Race observers must be able to communicate with other staff and emergency personnel. Race observers should be strategically placed throughout the race course and aware of emergency access points.
- Event Hosts must provide at least 2 appropriate volunteers to assist in the event of an emergency evacuation.
- Event Host must ensure that all event staff are aware and understand the emergency plan- recommend event volunteers and staff sign emergency operations plan acknowledgment
- Event Hosts must complete and sign an agreement to comply with this policy.

For all other Emergency Management Advice Refer to:

Appendix A page 16 of the Baileys Trail System Event Policy, the Athens County Emergency Operations Baileys Trails Rescue and Extraction Plan

Event Hosts are required to initiate evacuation plans as needed. Events taking place at the Baileys Trail System Trailheads and Trails will evacuate if needed for the following reasons: bad weather, active shooter, or any other dangerous situation. Evacuation should take place in as organized a manner as possible and utilize all exits for vehicles and pedestrians. Post evacuation meet up location will be determined by Event Host.

Chauncey Dover Park Trailhead Evacuation:

Vehicles can exit the site via paved access and separate gravel access parallel to the railroad tracks to West Bailey Road. Pedestrians should exit the Baileys Trail System on dedicated trails.

Doanville York Trailhead Evacuation:

Vehicles can exit both entrances to the trailhead parking area along West Bailey Road.

Evacuation by helicopter will be provided by. The nearest dedicated helicopter pad is located at. In the event of emergency extraction, a 40*40' area will be created and guided by First Responder personnel.

Nearest Hospitals:

OhioHealth O'Bleness Hospital
55 Hospital Drive
Athens, OH 45701
Ohiohealth.com
(740) 593-5551

OhioHealth Urgent Care Nelsonville
11 John Lloyd Evans Memorial Drive
Athens, OH 45764
(740) 753-1931
Hours: M-F 9AM-8PM & S-S 9AM-5PM

Hocking Valley Community Hospital
601 OH 664 N
Logan, OH 43138

ALCOHOL/SMOKING/TOBACCO/DRUGS

The following policies are put into place because alcohol, drugs and tobacco affect and impair individuals' judgment. These policies are needed to maintain a safe and family friendly environment.

- All tobacco, including vape devices, are prohibited at the Baileys Trail System Chauncey Dover Park Trailhead
- Alcohol is prohibited on the Baileys Trail System
- Events may serve alcohol at the Chauncey Dover Trailhead by obtaining appropriate permissions/ permits
- Events serving alcohol must provide dedicated security personnel to ensure policy compliance
- Event Host is responsible for obtaining all applicable Ohio alcohol permits and permissions. Must provide copies of permits and applicable plans showing permit compliance. (Map of beer garden ect.)
- Once all applicable permissions are obtained from appropriate liquor control authorities Event Hosts must obtain permission/ approval/ permit from the Village of Chauncey for alcohol consumption at the Baileys Trail System Chauncey Dover Park Trailhead
- The Village of Chauncey accepts permit applications from state approved event host organizations for alcohol consumption at the Chauncey Dover Park Trailhead. Applications are required 60 days in advance of the event.
- The use of illegal drugs, including marijuana, is prohibited.
- Anyone found violating the alcohol, tobacco, and drug policies will face punishment, fines and police involvement.

NOISE

For the enjoyment of all trail users, the following regulations regarding

noise apply:

- Any loud or unusual noise that disturbs the peace and quiet from the following means are prohibited before 7 a.m. and after 9 p.m. Sunday - Thursday or before 7 a.m. and after 10 p.m. Friday and Saturday:
 - Radios at a volume higher than necessary
 - Vocal noises including shouting, yelling, chanting, etc. that are excessive to facility use

Events may create additional noise between the hours of 7 a.m. - 9 p.m., Sunday - Thursday evening and 7 a.m. – 10 p.m. on Friday and Saturday

- Event Host is responsible for ensuring noise policy compliance
- Bullhorns, air horns, or whistles are permitted during race events as acceptable to the Event Host.
- Inflatable noise makers, speakers, musical instruments are permitted
- For races, no starting guns are allowed
 - For start of race, please use sports cowbell noisemakers

FIREWORKS

For safety purposes use of fireworks are prohibited on the Baileys Trail System and Baileys Trail System Trailheads.

RESPECTING WILDLIFE

Do not interact with wildlife including: unattended birds' nests, young mammals, reptiles or amphibians.

- It is the Event Host's responsibility to ensure no wildlife is harmed during the time of setup, duration, and tear-down of event
- Event planners can contact the following resources when encountering wildlife, or with any questions or concerns. Contact information is listed below:

Wayne National Forest

13700 US Highway 33
Nelsonville, OH 45764
(740) 753-0101

Hours:

8:00am -

4:30pm

Monday -

Friday

For deaf/hearing impaired:

1-800-877-8339

RENTAL REGULATIONS

- The event host must designate an on-site representative who will be in contact with ORCA
- Venue access for those staffing/running the event times will be agreed upon no less than 30 days prior to event, and a list of names will be provided during the time of the agreement
- Should any rules or regulations be violated or there is damage, the client:
 - may be subject to additional payments
 - may be subject to ban from site for 1 year up to indefinitely
- No unlawful activity on property
- No permanent features permitted
- The signature of permits must be valid
- Permit applicant must be on-site the day of the event
- Any third-party sponsors or organizations of the event must be disclosed and approved by ORCA 90 days prior to event
- Event-related property damage beyond normal usage will be assessed and billed to permit applicant
- Event host must provide proof of \$1 million limited liability insurance and list Wayne National Forest, Outdoor Recreation Council of Appalachia and trailhead community (Village of Chauncey, York Township, or the Village of Buchtel) as additional insured companies on insurance certificate

Signatures Certifying EOP is Accurate and Event Host Agrees to terms and Insurance Certificate and any other permitting (alcohol etc.) has been provided and in compliance with the conditions outlined above.

Event Host Signature, Date

ORCA Signature, Date

Event Host Print Name, Title

ORCA Print Name, Title

Appendix A

[ORCA will include this in the final version of the EOP document]

Annex F – Fire Support

Appendix 1

Baileys Trails Rescue & Extraction Plan

Athens County Emergency Operations Plan



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I. Introduction

The Baileys Trail System is an extensive mountain bike trail system with over 88 miles of trails. The main trailhead is located at the Chauncey-Dover Community Park. The network of trails snake through Wayne National Forest across three townships of Dover, York, and Trimble. The trail system offers all skill levels of cyclists, hikers, runners, adaptive athletes, hunters, and nature enthusiast's great adventure.

However, the same dense forest canopy, rugged terrain, and remote access that attracts adventurous goers also requires a well-planned and practiced rescue plan if injury occurs.

A. Purpose

The purpose of this plan is to outline the logistical effort needed to perform rescue and extraction from the Baileys Trail System. To include the initial dispatch, response and recovery.

B. Scope

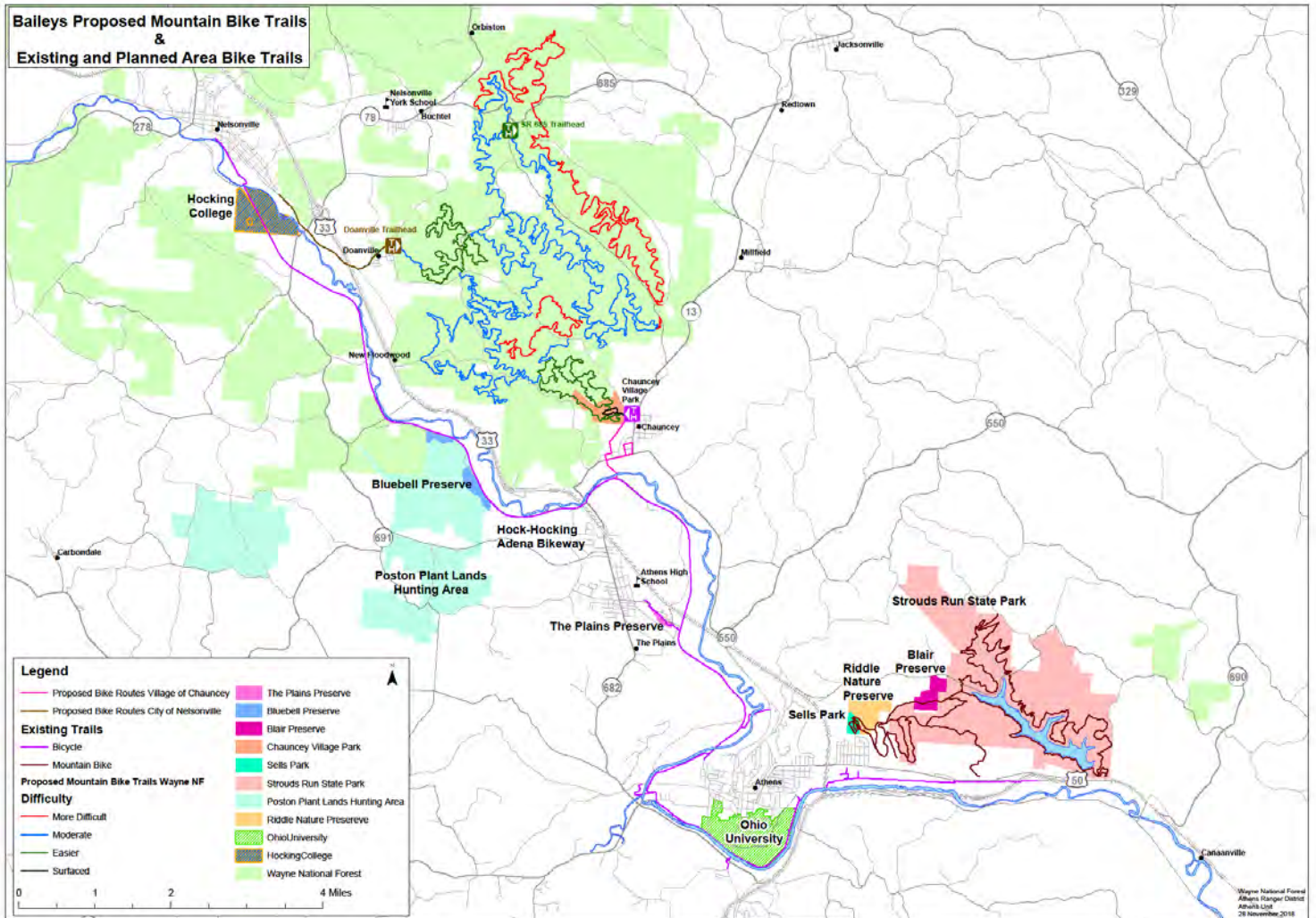
The scope of this plan is to provide needed guidance for all supporting first responders, auxiliary agencies, and volunteers who support the extensive 88-mile Baileys Trail System. This includes but is not limited to:

- Chauncey-Dover VFD
- York Township VFD
- Jacksonville VFD
- Athens City FD
- Athens County Emergency Medical Services
- Med-Flight
- Athens County Sheriff's Office
- Athens County Emergency Management Agency
- Wayne National Forest
- Ohio State Patrol
- Outdoor Recreation Council of Appalachia (ORCA)
- Athens Bike Club

C. Policy

It's Athens County policy to develop and incorporate plans and procedures, which utilize concepts of the National Incident Management System (NIMS), the Incident Command System (ICS) and the National Preparedness Goal.

II. Situational Overview



The Baileys Trail System is a series of trails networked across Wayne National Forest nestled deep in the Appalachian foothills of Southeastern Ohio. When fully completed, Baileys Trail System will be one of the longest connected, purpose-built trail systems east of the Mississippi.

The terrain the trails traverse is very rugged and is seasonally covered with a heavy forested canopy. Trail design offers minimal human presence in the forest and may be as narrow as 18 inches. The terrain ruggedness offers minimal cross-ridge access from surrounding roads. The heavy forest canopy will prevent most air rescue attempts and the narrow trails will eliminate most UTV access for motorized rescue assistance. It should be anticipated that most rescue effort will be by foot. Therefore, a well thought out, strategic approach needs to be practiced during rescue of injured victims.

The trails are accessed from three different locations which offer parking for trail users. These locations offer the first line of location information for rescue effort if an injury were to occur.

- Chauncey Village Park Trailhead
- Doanville Trailhead
- State Route 685 Trailhead

Throughout the Baileys trail complex, Wayne National Forest has maintenance trails which may offer Baileys trail junction. These trails may expedite rescue through providing partial motorized access and shorter response distance to the victim.

The current trail footprint consists of 27 different trails totaling over 54 miles and covers every range of experience level (See Map).



Trail Lengths

All distances are in miles

Easier (MTB)

- 0.47 Chauncey Depot
- 0.71 Gob Pile
- 3.62 Coal Train
- 2.66 Salt Works
- 0.08 Salt Train
- 2.79 Holler Collar
- 1.27 Bullfrog Loop

More Difficult (MTB)

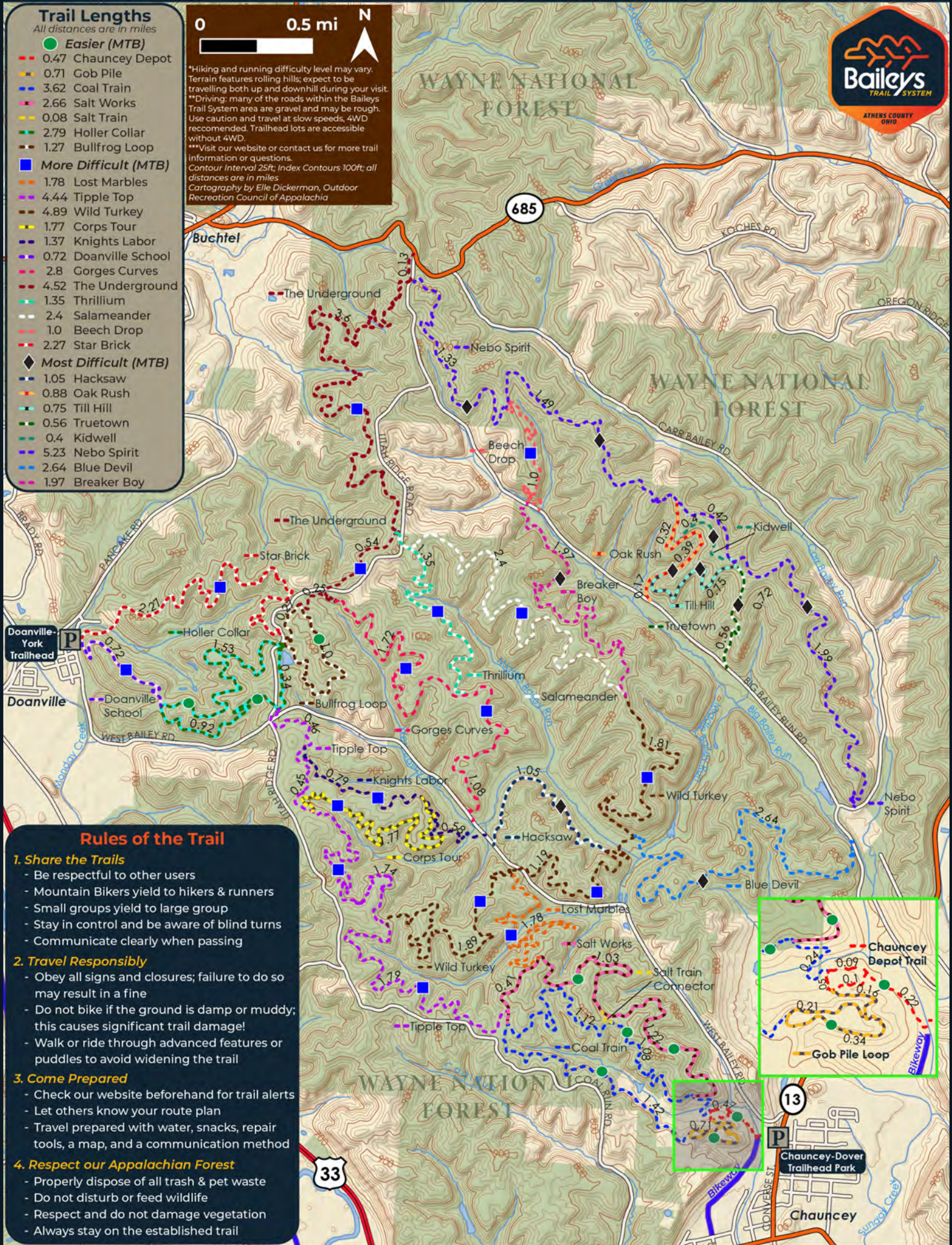
- 1.78 Lost Marbles
- 4.44 Tipple Top
- 4.89 Wild Turkey
- 1.77 Corps Tour
- 1.37 Knights Labor
- 0.72 Doanville School
- 2.8 Gorges Curves
- 4.52 The Underground
- 1.35 Thrillium
- 2.4 Salameander
- 1.0 Beech Drop
- 2.27 Star Brick

Most Difficult (MTB)

- 1.05 Hacksaw
- 0.88 Oak Rush
- 0.75 Till Hill
- 0.56 Truetown
- 0.4 Kidwell
- 5.23 Nebo Spirit
- 2.64 Blue Devil
- 1.97 Breaker Boy

0 0.5 mi N

*Hiking and running difficulty level may vary. Terrain features rolling hills; expect to be travelling both up and downhill during your visit.
 **Driving: many of the roads within the Baileys Trail System area are gravel and may be rough. Use caution and travel at slow speeds, 4WD recommended. Trailhead lots are accessible without 4WD.
 ***Visit our website or contact us for more trail information or questions.
 Contour Interval 25ft; Index Contours 100ft; all distances are in miles
 Cartography by Elle Dickerman, Outdoor Recreation Council of Appalachia



Rules of the Trail

1. Share the Trails

- Be respectful to other users
- Mountain Bikers yield to hikers & runners
- Small groups yield to large group
- Stay in control and be aware of blind turns
- Communicate clearly when passing

2. Travel Responsibly

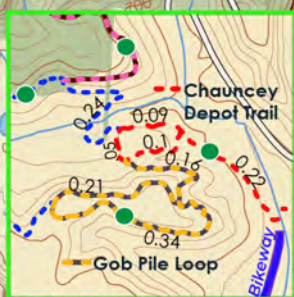
- Obey all signs and closures; failure to do so may result in a fine
- Do not bike if the ground is damp or muddy; this causes significant trail damage!
- Walk or ride through advanced features or puddles to avoid widening the trail

3. Come Prepared

- Check our website beforehand for trail alerts
- Let others know your route plan
- Travel prepared with water, snacks, repair tools, a map, and a communication method

4. Respect our Appalachian Forest

- Properly dispose of all trash & pet waste
- Do not disturb or feed wildlife
- Respect and do not damage vegetation
- Always stay on the established trail

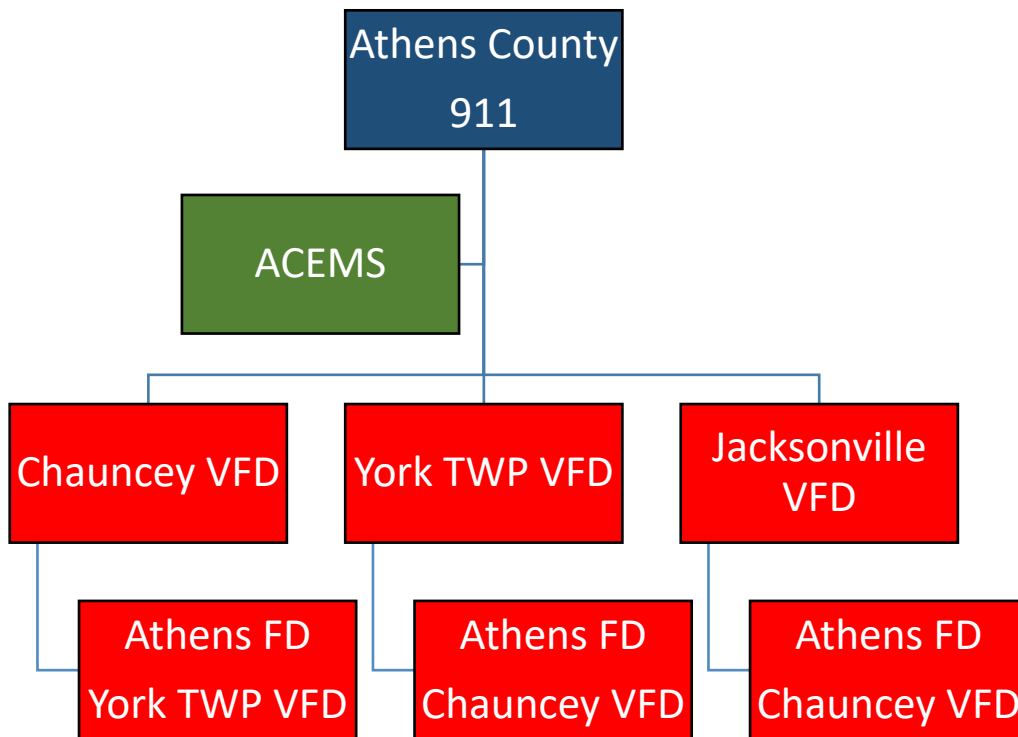


III. Concept of Operations

A. Basic Response

A trail injury and rescue dispatch will originate like any other accident. An initial call will be made to Athens County 911 to tone out Athens County Emergency Medical Service (ACEMS) and to dispatch the proper fire department by assigned jurisdiction.

Due to the volatile structure of manning support for volunteer fire departments, a Memorandum of Understanding (MOU) has been signed to assign the Athens City Fire Department (AFD) automatic mutual aid support to all rescue calls dispatched for the Baileys Trail System. This effort will provide a more robust and consistent response to support the trail system. AFD firefighters are also certified at rope rescue and will take lead during incline rescue effort.



The above dispatch hierarchy will be utilized based off jurisdictional boundaries upon where the accident occurs. ACEMS has two locations that will directly support the Baileys Trail System, the Nelsonville and Glouster Stations. Like the fire departments, the jurisdictional boundary that the injury occurs in will define responding EMS units for dispatch. The Athens EMS Station will provide back-fill as needed.

It's anticipated that the majority of injuries that may occur on the Bailey's Trail System will present an extraction challenge. The steepness of the terrain may result in an incline rope rescue and the narrow trails may require a manual extraction effort.

Fire Department responders should deploy to the scene with necessary rope gear, wheeled stokes basket kit, and a UTV. ACEMS will carry a mobile medical response pack that can be packed in on their person. Together, ACEMS and fire personnel should attempt UTV access as far as practical but should abandon motorized assistance once trails prevent safe or timely navigation.

On scene, ACEMS has responsibility to stabilize the victim for transport. It's ACEMS decision when extraction is made. The fire departments will lead the extraction detail with ACEMS providing necessary medical support during extraction. Once off the trail system, ACEMS has transport responsibility.

For injuries placing the victim in critical condition, med-flight consideration may apply. In this scenario the fire department will cordon off a landing zone (LZ) at the first suitable location. Fire Departments or EMS can request air support through 911 dispatch and will convey coordinates to med-flight direct using the helicopter channel on their radios.

B. Fatality Response

If the accident resulted in death, the Athens County Sheriff's Office will be dispatched to investigate to ensure the scene is clear of criminal intent. The on scene deputy will request the coroner to determine cause of death prior to any extraction attempt. Once released, the extraction will default back to the fire department.

C. Lost Hiker

A lost hiker presents an entirely different challenge. The responsibility still falls under fire department jurisdiction for response but many agencies may assist. A search and rescue party comprised from multiple fire departments and volunteers will develop a strategic search plan to comb the region in search of the lost hiker.

The sheriff's office could provide use of a drone with FLIR (forward-looking infrared) camera technology to fly above the tree lines in search of an IR heat signature. Ohio State Patrol and Med-Flight could both provide fly over in helicopters to search the region. Like the sheriff's drone, the state patrol helicopter has FLIR technology. The advantage of helicopters is their sound tend to have the lost hikers attention and they will often follow the sound back towards the search party.

Through collective effort a lost hiker can be found timely enough to prevent severe injury.

IV. Organization of Responsibilities

A. Primary

1. 911 Dispatch

- Obtain basic information from victim or caller.
 - Access point they entered from.
 - Trail name their on (if known).
 - Perform a **Caller Location Query (CLQ)** to establish exact coordinates
 - Cellular data must be present.
 - 911 sends link to be opened at site.
 - Opened link provides GPS location back to 911.
 - 911 will relay coordinates to responding department.
- Dispatch EMS and FD's based off injury location.
- Assist responders with navigation directions as needed.

2. Athens County Emergency Medical Services (ACEMS)

- Respond to Dispatch Call.
- Accompany FD's to provide medical support to victim.
- Stabilize victim for extraction & monitor during extraction.
- Transport victim to hospital.

3. Fire Departments

- Respond to Dispatch Call
- Provide EMS motorized UTV assistance to site (when applicable)
- Follow EMS lead on when to perform extraction.
- Perform incline rope rescue as needed.
- Lead extraction process.
- Utilize wheeled stokes kit if motorized access isn't applicable.
- Direct Med-Flight when warranted.
 - Define Landing Zone (LZ).
 - Keep LZ perimeters clear of human traffic.
- Lead Search and Rescue Party for Lost Hiker.

B. Secondary

1. Athens County Sheriff's Office

- Respond to fatality call.
- Secure Scene until Coroner arrives.
- Perform scene investigation if coroner report provides homicide suspicion.

2. Med-Flight

- Respond to dispatch call for emergency air extraction.
- Work with responding fire department to establish LZ.
 - Air extract victim to hospital.
- Provide fly-over capability to Lost Hiker scenario.

3. Ohio State Patrol

- Assist with fly over search and rescue.
 - FLIR capability.

4. Athens County Emergency Management Agency (EMA)

- Will assist with volunteer response and management for Lost Hiker.
 - Can request surrounding county EMA's for additional volunteer support.
- Can provide use of 10 MARCS radio cache to support ground communication during lost hiker and/or emergency extraction.

V. Direction & Control

1. Athens County requires on-scene personnel to use the Incident Command System (ICS), which defines common position titles and responsibilities, enabling people from different organizations or jurisdictions to seamlessly integrate into a common incident command structure.

- An Incident Commander (IC) will be immediately established on scene of an emergency.
- The IC should be the most qualified individual on scene.
- The IC assumes command responsibility of emergency Tactical, Operational, and Logistical assets during their use on scene.

2. A "Unified Command" should be established on scene when multiple disciplines are needed or shared across organizational and jurisdictional lines.

3. As needed, Athens County Emergency Management Agency will activate the county's EOC to support on-scene incident command and local officials.