



OUTWARD BOUND HONG KONG PROFESSIONAL™



Participant
Handbook
2019



Dear Applicant

I am delighted that you have enrolled in one of our courses. The experience will prove to be challenging, but you will learn a huge amount – about your own abilities, about your colleagues and team-mates and about individual and group effectiveness.

An Outward Bound course is designed to be challenging and to put participants in environments and situations which are unfamiliar. These experiences allow us to discover our true potential and to develop elements of our character that we would not normally test. Our participants report that through these experiences they leave the course ready to accept new challenges and to perform at a higher level – and having had fun!

During the course, under the guidance of your experienced instructors, you will be given opportunities to test your physical and mental abilities. You should come to the course expecting to challenge yourself and to work with your team mates to overcome these challenges. You will need to be willing to test yourself as this is where the greatest rewards can be attained. While the staff will provide the opportunities and keep you safe, you will need to bring a positive attitude and determination.

It would help if you began to slowly and steadily prepare yourself before the course. This may be as simple as taking the stairs rather than the lift or taking a regular walk in the evenings. While our courses are accessible to all, this preparation will help you enjoy the course more and be able to focus on the learning opportunities.

Your course will be carefully designed in order to meet the desired outcomes and ensure you grow as much as possible while you are here. However, you may well be expected to get wet, carry your equipment in a backpack, hike, rock climb, kayak or sail and to leave behind many of the comforts of normal life. In addition, you will be expected to do this in whatever conditions we experience on that day – it may be cold in the winter or hot during the summer.

I hope that you are looking forward to your course, even if you are not sure of what lies ahead and how you will perform – this is all part of the experience. However, you should take comfort from the fact that since OBHK has been providing these courses for the people of Hong Kong well over 100, 000 people – people just like you - have successfully completed the courses and consistently report that they have not only learned a great deal about themselves and others, but that they have enjoyed themselves! For many it is an experience that has a lasting impact on their lives and creates lasting and precious memories. We look forward to meeting you soon and creating those memories.

Yours sincerely,



Nick Cotton
Executive Director



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GENERAL INFORMATION

Website: <http://www.outwardbound.org.hk/courses/corporate>

Outward Bound Objectives:

Outward Bound aims to stimulate personal development and generate understanding between people by:

- Encouraging participants to venture out of their comfort zone
- Setting new challenges in a demanding adventure programme and
- Providing an experience which inspires responsibility, self-reliance, teamwork, confidence, compassion and community service

Further to this, each course has specific learning objectives that the facilitators will actively help you to achieve.

Mental Attitude:

A positive attitude is essential. You will be expected to:

- A commitment to the course and a willingness to try new and challenging things
- Push yourself and encourage your team-mates when engaging in challenging activities
- Make choices, take on responsibilities and learn new skills
- Test your self-imposed limitations

Outward Bound Training Conditions and Rules:

To promote a healthy lifestyle, maintain a high safety standard and ensure that all participants focus solely on their training, the use of the following substances or devices is **strictly forbidden** on any Outward Bound course.

- Alcohol, tobacco, illegal drugs
- Radios, personal audio items (MP3)
- Camcorders (video cameras) CD/MD/VCD players
- Electronic Games

Note: Anyone found using any of these may be asked to leave the course. The course fees will not be refunded.

The following is strongly discouraged from an Outward Bound course:

- Mobile phones, pagers or any form of electronic communication devices.

Insurance:

Outward Bound Hong Kong is itself covered by public liability insurance, but does not carry personal medical insurance for participants. If an accident or illness occurs during the course requiring outside treatment, government hospitals or clinics will be used.

Participants may choose to enrol in the Voluntary Personal Accident Insurance (VPAI) scheme, and should have declared his/her intention to do this on the Enrolment Form. No insurance will be effective until the course fees and premium are fully settled before the course begins.

Care of Outward Bound Equipment:

Training equipment is provided free of charge. If, through blatant misuse or carelessness, a piece of equipment is lost or damaged, the person or team responsible will be liable to pay for the replacement cost.

Medical Matters:

Participants must complete the '**Confidential Medical History & Physical Examination Record**'. You must declare any pre-existing medical and psychological conditions, allergies and your recent medical history. Those who do declare any such conditions could be asked to submit a **Medical Clearance Form** that has been completed by a doctor. This is for the safety of everyone.

If a participant is on any kind of prescribed medication, such information should be declared on the **Enrolment Form**, and should also be given to the Group Instructor at the beginning of the course. This medication should be in its original packaging and accompanied by the doctor or pharmacist's instructions regarding dosage and frequency.

Participants with a history of Asthma should bring 2 current Inhalers with them.

Warning!

If during the course a participant is found to have wilfully withheld any information regarding pre-existing medical or psychological conditions from Outward Bound Hong Kong, he or she may be asked to leave the course, and the course fees will not be refunded.

Valuables:

You are discouraged from bringing valuables to the course. Your valuables (money, mobile phone, wallets, etc) will be collected for safekeeping at the beginning of the course and returned to you on the last day. Cameras (not video cameras) may be brought at your own risk. Outward Bound Hong Kong will not accept responsibility for the loss of, or damage to personal belongings not handed in for safekeeping.

Weather:

Please check the 7-Day Weather Forecast at the Hong Kong observatory before arriving at Outward Bound.

<http://www.weather.gov.hk/wxinfo/currwx/fnd.htm>

If the Hong Kong Observatory at 7:00a.m announces that a black rainstorm warning or typhoon signal No.8 is hoisted, the course will be postponed.

If the Hong Kong Observatory at 12:00pm (noon) announces that a black rainstorm warning or typhoon signal No.8 is hoisted, all courses will be cancelled on that day. Participants should report to Outward Bound at 9:30a.m on the following day.

We will try our best not to cancel or postpone courses due to bad weather, but sections of the course may change due to unforeseen circumstances.

While a course is in progress, participants WILL NOT be sent home but will be accommodated at the training bases.

Emergencies:

An important part of the Outward Bound experience is to get the participants away from city life. Therefore, it is our policy that participants **DO NOT MAKE OR RECEIVE TELEPHONE CALLS** whilst attending a course. Please make sure your family, friends and colleagues are aware of this.

In the event of an **EMERGENCY ONLY**, please call:

- During office hours (Monday to Friday: 8:30 am - 5:00 pm):
Outward Bound Headquarters - 2792 4333
- After office hours:
Programme Co-ordinator 9738 9779

Please be ready to provide the following information:

- Participant's name
- Course code
- Caller's name
- Caller's company, school or organisation (if applicable)
- Caller's contact number

PRE-COURSE PREPARATION

Your course will be much more enjoyable if you have done some physical preparation beforehand. We suggest that you try to incorporate 3 x 30 minutes of active exercise into your weekly routine. Walking, swimming, cycling, aerobics, running or other active sports are good; these together with some strengthening exercises will make a big difference.

TECHNICAL EQUIPMENT SUPPLIED BY OUTWARD BOUND

Backpack (60-85 L)	Waterproof/Rain Jacket
Sleeping Mat	Sleeping Bag/Sleeping Liner
Brand-new Water Bottle (1L)	Cooking Stove
Refill Water Bottle (4L)	Tent
Bowl & Eating Utensils	

REQUIRED CLOTHING & EQUIPMENT LIST FOR COURSES

The following list outlines the type and amount of clothing and equipment you should bring. The instructors will screen all personal items very closely BEFORE you pack them into your rucksacks or bags for your journey. There will be limited shower or washing facilities during journey courses.

Essential Protective Clothing

Outward Bound programs are conducted on land and in water. Even if your course is a land based program you may find components which require you to be in water.

For your protection and safety from the sun and during water activities **we require** the following items for **all courses**:

- Sun Hat (Preferred wide brim to protect ears and neck against sunburn).
- Long Sleeve Shirt (Choose light colours & 'breathable' materials)
- Long Pants (NO JEANS – they cause chafing and become heavy and cold when wet)
- Recommended for at least **three sets** of long sleeve shirts and long pants



- Gloves and Buff (Especially recommended for sun protection for Sea Kayaking/sailing Expeditions)

- Shoes wearing (Trainer shoes, NO Converse type)



- **Wet Shoes for Water Activities**– must provide full protection to the feet, including closed heel and closed toes (no skin is to be exposed)
- Crocs, Sandals, Flip-Flops or Teva's are not allowed.



Participants who do not bring these compulsory items will not be allowed to participate.

Sunscreen & Insect Repellent is highly recommended.

Additional Clothing:

- Underwear (enough for the length of your course, plus spares).
- T-Shirts (must have sleeves, no vest tops / singlets).
- Shorts
- Trousers
- Lightweight rainproof jacket
- Sports socks (a pair a day) Hiking socks (a pair a day)

Optional clothing:

- Bandana / BUFF / HAD type neck protector
- Hiking Boots (all trainers must have ankle support and a deep tread)

Toiletries:

- Sunscreen (SPF 50 or higher)
- After-sun lotion
- Insect repellent (Pack a small non-aerosol plastic bottle; do not bring an aerosol spray can as they can spray inside luggage. Do not bring mosquito stickers to avoid producing excess trash.)
- Tooth brush / tooth paste
- Talcum powder (For Rash/ Humidity)
- Tampons / sanitary towels
- Travel towel (best if micro-fibre or soft-fibre)
- Lip balm with sun block, comb, wet wipes (all optional)

Winter additions:

- Warm long-sleeved shirt (wool or polyester pile)
- Wool / fleece sweater
- Warm outer jacket
- Gloves
- Scarf
- Warm hat (wool cap)

Additional equipment:

- **Torch / headlamp & spare batteries (best if waterproof)**
- 1 – 2 pens / pencils
- Small notebook
- Watch (waterproof with strong strap)
- Sunglasses & retaining strap
- Large & strong plastic bags (to keep personal items dry)
- Shower gel / soap, shampoo / conditioner, walking stick, camera and swimming goggles (all optional)

Special clothing list for courses on board our sailing yachts:

To allow you to have a comfortable sea journey, we suggest you bring the following:

- Breathable, easy to dry, non-cotton based tops and pants
- You **MUST** bring a pair of trainers or deck shoes suitable for walking on deck (must NOT have black soles)
- Wellington boots (for winter courses from Nov to April)

A NOTE ON FOOTWEAR

Specialist hiking footwear is not required for your course at Outward Bound Hong Kong. If you already own a pair of boots, please feel free to bring them with you, but for the majority of our courses a good pair of running shoes or all-terrain/cross trainers will suffice.

If you do bring hiking footwear to Outward Bound, to avoid unnecessary pain and injury, choose your footwear carefully, and test and wear them before the course begins.

Wearing tennis shoes, basketball shoes or other footwear that has shallow treads or does not offer adequate ankle support can lead to sprained ankles, the injury most common to these courses.

Military boots, industrial safety boots with steel toecaps, or motorcycling boots are NOT appropriate for hill walking, and can easily cause blisters or other foot problems.

If you are not able to bring hiking boots, a pair of deep lugged high traction trail trainers or Cross-training running shoes are acceptable.

Features of a good Hiking Boot or Cross-Trainers



Padded Tongue
High, firm and cushioned ankle support
Secured ring lacing system
High -traction, durable deep-lugged rubber outsole



Perl Grey (356673)



baybayshoes



TAI MONG TSAI (TMT) and AH KUNG WAN (AKW) Training Centre Facilities:

Outward Bound Hong Kong is located at 210 Tai Mong Tsai Road, Sai Kung, New Territories.



At the entrance (pictured) downhill to the right of the telephone box is the **Ah Kung Wan Training Centre**.



For the TMT Base, starting from the sign, go along the trail through the green gate. It is about 550 Metres (10 minutes walking time).



Public Transport:

Public transport to Sai Kung Town from Choi Hung (MTR station); Hang Hau (MTR station); Shatin (New Town Plaza):

Bus No. 92 Sai Kung ---- Diamond Hill MTR
Bus No. 99 Sai Kung ---- Heng On, Ma On Shan
Bus No. 299X Sai Kung ---- Sha Tin
Green Public Light Bus No. 1A Sai Kung ---- Choi Hung MTR
Green Public Light Bus No. 101 Sai Kung ---- Hang Hau MTR
Red Public Light Bus Sai Kung Town ---- Yau Ma Tei MTR

Public transport to OBHK Base at TMT/AKW from Sai Kung Town (Station's name: Ah Kung Wan):

Bus No. 94 Sai Kung ---- Wong Shek Pier
Green Public Light Bus No. 7 Sai Kung ---- Hoi Ha
Green Public Light Bus No. 9 Sai Kung ---- Lady Macle hose Holiday Village
Green Taxi (5.1 km for about 10 minutes)

Private Transport/Taxi:

1. via Sai Kung

Drive down Hiram's Highway to Sai Kung.

Continue on the main road for 2.8 km until you come to a roundabout.

Go right and follow the coastal road for 2.2 km to the crossroads of Tai Mong Tsai Road and Yan Yee Road.

Turn right when you see the Outward Bound Hong Kong sign (opposite Yan Yee Road). Then follow the path for approximately 5 minutes and you will find the Tai Mong Tsai training base.

2. via Sha Tin

Follow road signs to Sai Kung until you arrive at a roundabout at the end of Sai Sha Road.

Turn left and follow the coastal road for 2.2 km to the crossroads of Tai Mong Tsai Road. Then follow the instructions hereafter as shown in Point 1 above.

Parking:

There are no parking facilities at Outward Bound Hong Kong. It is possible to drop participants at the entrance to 210 Tai Mong Tsai Road and then to walk in.

There is also a public car park near Tai Mong Tsai village on the left-hand side of the road, approximately 100 metres past the turn-off to our base.

