



Pest Monitoring Programme

FAMILIARIZATION TRIP - INDUCTION CHECKLIST

1. **Emergency Contact:**

You MUST let someone know when you are going out to Kaipupu to be your emergency contact. If you are an hour overdue your emergency contact needs to contact Kaipupu staff or the committee to initiate search procedures.

Make sure you carry a cell phone or personal locator beacon with you while you are on Kaipupu.

You are responsible for your own safety; ensure you tell a friend/family member of your days intentions or use the Get Home Safe app. Ask Hazel for details at kaipupupestmonitoring@gmail.com. Wear suitable clothing and shoes and always carry some form of communication.

2. **Access to Kaipupu:** Access through the fence is limited to volunteers and Kaipupu Staff. Preferably a mobile phone.

3. **Entrance through Ports Marlborough Service gate and car parking:** Volunteers **cannot** walk within the port area. They can bike but high visibility clothing must be worn at all times. Safety induction and ID card are needed to access the port. Contact Hazel or Anna for an induction time. Cars are asked to advise service gate staff of their purpose -Pest team Kaipupu, display their Kaipupu card and park in the carparks especially designated for Kaipupu. These are the first two parks against the fence and are signed as such.

4. **Explanation of purpose of pest team volunteers.** Data collection and pest control. Accurate data collection and efficient trapping is vital for forward pest control, planning and when applying for the permits needed to introduce species to the sanctuary.

5. **Shed:** Explain First aid kit (top shelf) , checklists, tools, wax tags (will be removed in a few weeks), ink cards, maps etc are in shed. Inform Hazel if anything is getting low. Please return ALL gear to correct place inside shed. Two keys are on site, with another spare held by Hazel.

6. **Health and Safety:** Explain and show emergency procedures diagram. Give the volunteer a safety card (on top shelf) . Especially note that in an emergency to ring 111 **first** then Hazel or Gerald. Phone numbers on card, track checklists and in shed. When asked for location explain it as Kaipupu Wildlife Sanctuary on Lagoon Road Picton. Show and explain Overdue volunteer procedure diagram.

7. **Monitoring stations and traps:**

Monitoring

Different types of monitoring are used at different times. These can include:

Wax tags: Look for signs of chew. If chewed, remove and list on checklist. Replace (Do not replace as we will be removing existing wax tags) marked tags with new tag, label new tag.

Sand Tracking Pits: (not actively in use) Look for prints; take good photos of any prints. Ensure sand is loose and flat before continuing on.

Tunnels: (will be used more regularly in 2021 / 2022. Remove card, check for prints, if needed replace and label new card, ensure cards are baited with peanut butter and that ink and card is in good condition. List prints on your checklist.

8. Traps

All traps need cleaning and baiting with fresh lure (Peanut Butter or Erayz) every check.

- **DOC 200's**
(Bait with Peanut Butter)
Put Peanut Butter in teaspoon)
- **DOC Run Throughs**
(do not bait unless it has STOAT written by it)
When baiting put Erayz on **wooden ramp** leading to trigger plate.
- **A24 Goodnature resetting traps**
Not if you see anything below these traps
- **T Rex trap**
Bait with Peanut Butter
- **Mousetraps**
Bait with Peanut Butter
- Traps that sat **STOAT** get baited with Erayz lure
This is found in the 'bait' bucket under the bench.

9. **Checklists:** Please fill in checklist correctly. Checklists only need the name of the animal caught, sex and if possible age i.e. juvenile or adult. If unsure of anything write 'unsure', leave notes in the notes section. No spaces on the checklist should be left blank. Please do not 'tick' a station if it has not actually been checked/can't be found.

Data drop off: Checklists, cards, wax tags and anything else of importance are deposited in the letterbox at the entrance gate on the day of monitoring.

10. **The Roster:** Explain that near the end of every month they will receive an email with a list of days volunteers are needed. You are required to fill this out as soon as possible and return it to Hazel. Once the forms are compiled and the new roster is finalized it will be emailed to them, and made 'live' on our website (<http://kaipupupestmonitoring.weebly.com/>)

If they are scheduled onto a day and find themselves unable to complete their monitoring it is their responsibility to contact another volunteer to complete your tracks- there is a list of names and numbers on our pest monitoring website. If desperate you can call Trudy or James to organise another volunteer.

11. **Reserves, the Rat Swat team and other ways to volunteer:** Explain that if they don't mind being a monitoring reserve as well that would be great- it really helps having reliable people to call on when we are desperate!

They are also welcome to join our on-call Swat team who help set and organise the trapping of any pests. The Swat team suits fit and agile people who have flexible timing. They can also volunteer to help with pest plant control, community education, displays and stalls, bird counting and in the Kaipupu Shop. Ask us and we will help utilize your skills to the best of our ability!

12. **Important contact information** (enter these into the phone in case they need to call us while out in the field):

Hazel Ross 027 898 2517

Gerald Harper 027 573 5925

Anna 027 288 0503

For Port Security call +64 3 520 3350

For emergencies call 111

All non-urgent enquiries can be sent to: kaipupupestmonitoring@gmail.com