

On the basis of Article 51 of the Statute of the Mountaineering Federation of North Macedonia, on July 4, 2014, the Presidency of the Mountaineering Federation of North Macedonia adopted

**RULEBOOK  
on Mountain Guides of the Mountaineering Federation of North Macedonia**

**I. INTRODUCTORY PROVISION**

**Article 1**

The Rulebook on Mountain Guides of the Mountaineering Federation of North Macedonia (hereinafter: the Rulebook) regulates the status, rights and obligations of the Mountain Guides of the Mountaineering Federation of North Macedonia (FPSM), as well as the areas of action, training, categorization and registration of a Mountain Guide (MG) within the framework of FPSM.

**Article 2**

MG can be anyone who has successfully completed the vocational training program within the FPSM. MG is a qualified professional (Expert) in the sport in the area of mountaineering and has acquired the title of a professional (Expert) mountain guide, regardless of sex and regardless of the category of leading. All MGs names are entered in the Registry of MG kept by the Vocational Training Center (VTC) within FPSM.

**II. RIGHTS AND OBLIGATIONS OF MG**

**Article 3**

**The duties of the MG are:**

- to carry out mountain climbing actions under the category for which it is trained;
- to take care of the preparation of the mountaineering actions;
- to take care of the safe, professional and comprehensive conduct of the guide activities;
- to carry appropriate personal and technical equipment for mountaineering actions;
- not to take people without proper equipment and without proper preparation;
- to carry out actions on a voluntary basis without the payment of a professional fee;
- to actively act within the guide organization and the mountaineering clubs;
- every three years to renew its guiding knowledge at the trainings for MG;
- to constantly renew its knowledge by attending lectures, exercises, trainings, seminars;
- to renew its registration for a guide every year;
- to encourage unregistered MGs to register;
- to encourage membership of new members in mountaineering clubs;
- by its behavior, to respect and disseminate FPSM program principles, including preparation of programs for professional guide assistance in schools;
- to cooperate with the managers of mountain huts;
- to cooperate with markers of the tracks in cases where tracks are damaged;
- to collaborate with authors in the preparation of books, brochures, maps and in correction of errors in already printed documents;
- to preserve the nature and cultural wealth and take care of their protection;
- to act in accordance with this Rulebook, the rules of mountaineering clubs, the FPSM Statute, the Code of Honor of the Macedonian Mountaineers and other acts of FPSM that regulate the guide activities.

**Article 4**

MG is allowed to conduct a mountain action only in accordance with the categories which it is licensed for and in accordance with the recommended number of participants in the action. Duty of a MG is, during preparation and execution of the action, to provide the necessary number of appropriately qualified assistants to the MG. Guidelines for the number of participants that one MG can lead on the basis of an appropriate category, shall be prepared and adopted by the Commission for Mountain Guides (CMG) in a separate document.

### Article 5

#### Rights of the MG are as follows:

- to carry out mountain guide activities;
- to collect financial compensation for the real costs related to the guiding: depreciation of the mountaineering equipment, overnight accommodation, food, transportation, etc.
- to inform the members of the mountaineering organization (MO) about current issues in the area of guiding and mountaineering;
- to change the course of an action or completely abandon the action if it is necessary due to the safety of the participants;
- To order some of the participants, who by their equipment, health or the general situation are not appropriate for the expected conditions in which the action would be carried out, to give up at the very beginning.

### Article 6

MG has the right to decide to carry out or not the action and for the need to choose assistants. MG may choose for an assistant a MG with one level lower category than the level of the action, or MG- apprentices in the same category. In easier mountaineering events, experienced mountaineers can also participate as assistants. Responsible person for the work of the assistants is the MG who has chosen them.

### Article 7

For its work, the MG is responsible under the Code of Honor of the Macedonian mountaineers and other acts regulating the guide activity within the FPSM.

### Article 8

In case of major violations of this Rulebook, the Code of Honor of the Macedonian Mountaineers, or other legal acts of FPSM by a MG, CMG can propose to the Presidency of the FPSM disciplinary measures for the MG, temporary or permanent revocation of the license for the MG and its exclusion from the list of registered MGs. Every 12 months, CMG submits to the Presidency of the FPSM a proposal to exclude a MG from the list, and CMG informs MG and its parent MO with arguments in writing.

## III. MG MARKS

### Article 9

**The emblem, badge and identification card** of the MG are of a unique appearance.

**The emblem** of the MG is made of textile, in an elliptical shape, colored in blue. In the middle is the sign of the FPSM above which "ПЛАНИНАРСКИ ВОДИЧ ФПСМ" is written in black letters, and the same is written in English, MOUNTAIN GUIDE FPSM.

**The badge** of the MG is made of a metal plate with an elliptical shape, on the edges softly wrapped inward, with a metal silver color. In the middle is the sign of the FPSM, and above the sign on the top edge with a black color one after the other is written "ПЛАНИНАРСКИ ВОДИЧ ФПСМ" and in the English MOUNTAIN GUIDE FPSM. Under the sign of the FPSM with Cyrillic letters the name and surname of the mountain guide is written. On the back side, the badge is numbered with the number registered in the Registry of MG. The list of issued badges is kept by Vocational Training Center (VTC).

**The identification card** is plasticized and has a rectangular pocket format. On the front is the sign of the FPSM under which is the text "ПЛАНИНАРСКИ ВОДИЧ ПРИ ФЕДЕРАЦИЈАТА ЗА ПЛАНИНАРСТВО НА СЕВЕРНА МАКЕДОНИЈА" (and in English MOUNTAIN GUIDE OF THE MOUNTAINEERING FEDERATION OF NORTH MACEDONIA). The identification card contains personal data of the guide, photo, data for the categories and date of its registration. The list of issued licenses is kept by VTC.

#### **Article 10**

In the case of loss or damage to the identification card or badge, the MG may file a written application with an explanation to the FPSM expert services for a new identification card, emblem or badge. Costs of preparation are covered by MG.

### **IV. CATEGORIZATION**

#### **Basics of categorization**

#### **Article 11**

On the basis of their professional training, MGs are divided into a system of categorization. The categorization is based on: the difficulty, the required technical knowledge, way of movement, season, the geographical surrounding of the actions that a MG is able to guide. Each category has its own mark and a brief description. The categories are permanent and standardized.

#### **Article 12**

The basic training is training for the Category A1 (in accordance with Article 13) and it represents a basis for a voluntary guiding.

The training program can be carried out in one or several parts.

The general and special conditions for obtaining individual categories are listed in Article 21 of this Rulebook.

The requirements for obtaining an appropriate license within FPSM are in compliance with the standards of the International Mountaineering Federation (UIAA).

#### **Categories of guiding**

#### **Article 13**

##### **Mountaineering on easy tracks in summer conditions - Category A1**

DESCRIPTION: basic guiding in conditions without snow, where the movement is walking only. Orientation skills are required, but there is neither need of special technical equipment for security, nor special technical skills (for example, climbing on rocky terrain, overcoming steep, snowy and frozen terrains where there is a high likelihood of slipping and falls, etc.).

Guiding is carried out following easy marked and easy unmarked tracks.

##### **Mountaineering on difficult tracks in summer conditions - Category A2**

DESCRIPTION: basic guiding in conditions without snow cover. To advance along the terrain, in addition to walking, from time to time the hands are used to support and climb. Good orientation skills are needed, as well as technical skills for the use of self-care equipment, as well as equipment to secure the participants in hazardous areas.

Guiding covers the same conditions as category A1, as well as guiding along difficult marked tracks, (including rocky parts where it is necessary to use the hands to advance along individual snow tongues, etc.), difficult unmarked tracks and along easy and difficult trackless terrain.

##### **Mountaineering on easy tracks in winter conditions - Category B1**

DESCRIPTION: basic winter guiding where the movement is walking, but basic skills are also needed for the use of ice axe, crampons and snow shoes.

Guiding covers the same conditions as category A1, as well as guiding on easy, snowy mountain terrain, where it is necessary to know the use of crampons and ice axe along easy marked and easy unmarked tracks in the snow, in winter marked tracks and organized and secured winter expeditions.

##### **Mountaineering along difficult tracks in winter conditions - Category B2**

DESCRIPTION: basic winter guiding, use of self-assurance equipment, use of ice axe, crampons and snow shoes.

Good orientation skills are needed in snow and conditions of extremely poor visibility, as well as the use of equipment to secure the participants.

Guiding covers the same conditions as in categories A2 and B1, as well as guiding along difficult marked and unmarked tracks and difficult trackless terrain in snow conditions.

## **V. METHOD OF ACQUIRING CATEGORY**

### **Article 14**

Holder of the training programs for MG is the CMG. Trainers, with verification by VTC, can be experts from certain areas registered in the Register of instructors and lecturers in FPSM.

The list of lecturers and trainers for training of MG is prepared and adopted by the CMG, and the criteria for inclusion in the list is confirmed by the VTC.

### **Article 15**

Selected candidates can take part in the basic training for obtaining the title for MG. After the announcement of a Call by FPSM for organizing trainings, the mountain clubs (MC) selects candidates for mountain guides and sends the necessary documents to the CMG. CMG selects candidates for participation in the basic training taking into account the data in the submitted documents. The basic training for Category A includes: entrance examination, theoretical and practical training, seminar assignment and examination action.

### **Article 16**

The trainings are organized according to the criteria from the Guidelines for carrying out trainings for MGs, which have been prepared and adopted by the CMG and the VTC.

### **Article 17**

Grades for the participants in the training:

- Has not completed (total grade up to 50%);
- Completed (total grade of 51% - 70%);
- Successfully completed (a total grade of 71% - 100%). The assessment, that is, the verification of the training, is regulated by the Guidelines for carrying out trainings for MGs, which have been prepared and adopted by the CMG and the VTC.

### **Article 18**

The candidate should take part in the Examination Action for at least one year after completion of the training. If the candidate fails to participate in the specified period, he has to repeat the procedure for acquiring a particular category. In case of force majeure, which prevents the examination to take place within the given deadline, it is possible to extend the deadline, but not more than one year, and in case if the request for extension of the deadline is given to the CMG before the deadline. The MG may appeal to VTC on the decision taken by the CMG, within 15 days after the receipt of the decision. The decision of VTC is final.

### **Article 19**

Upon successful completion of the exam, the candidate becomes a MG-trainee for the category for which he successfully completed the training. The internship for a MG can last up to two years, that is, by December 31 of the second year, not counting the year in which the exam took place.

Until then, the trainee should guide at least 5 different actions, which according to their difficulty enter the appropriate category. The trainee should guide every internship action under the mentorship of a MG registered with the same or higher category of guiding.

Mentors can be at least two registered MG, but not at the same time.

### **Article 20**

The trainee sends a completed application form for the internship to the mentor who fills in his opinion on the preparation and the performance of the traineeship. The mentor then sends the completed form to the CMG as a

proposal for confirming the appropriate category. On the basis of the proposal, written opinions and notices the CMG confirms the category for guiding.

If the trainee does not complete the internship within the prescribed time limit, the entire procedure for obtaining a license for the appropriate category should be repeated. In exceptional cases, the traineeship may be extended for another year if the trainee submits a written request for extension of the internship period, stating the reasons that have prevented the completion of the internship within the deadline. The request for extension of the traineeship is processed by the CMG. Based on the decision of the CMG, the MG may file a complaint to VTC of the FPSM within 15 days after the receipt of the decision. The decision of VTC is final.

If the CMG assesses that the trainee for a higher category has unsuccessfully completed the internship, such a decision may be appealed by the trainee to the VTC within 15 days after the receipt of the decision. The decision of VTC is final.

### **Article 21**

There are general and special conditions that has to be fulfilled by every candidate who wants to apply for the training.

#### **General terms and conditions are:**

- 18 years old;
- At least IV degree of education (secondary school);
- Membership in a mountaineering organization registered in the FPSM;
- Membership in an organization if FPSM has concluded a special cooperation agreement, a contract which provides for mutual education of the members of both organizations;
- Previous documented five-year mountaineering activity;
- Ability to independently move in conditions that are for one degree more difficult than those provided for in the category which the candidate has applied for.

The candidate proves that he meets the general conditions with appropriate documents (Application, Review of mountaineering-related actions in the last five years with signature and stamp of the MC, Statement of health status with signature and stamp of an appropriate medical institution, a statement for financial support from the MC or self-financing).

#### **Special conditions for an individual category are:**

##### **Going in for mountaineering on easy tracks in summer conditions -**

###### **Category A1:**

In the last five years completed at least:

- 10 different actions along easy marked or unmarked tracks;

##### **Going in for mountaineering in summer conditions –**

###### **Category A2:**

Possession of a valid license from category A1.

In the last five years completed at least:

- 10 different actions on easy marked or unmarked tracks;
- 10 different actions on difficult marked tracks;
- 5 different actions on trackless terrain.

##### **Going in for mountaineering on easy tracks in winter conditions –**

###### **Category B1:**

Possession of a valid license from category A1.

In the last five years completed at least:

- 10 different actions on easy marked tracks in the snow;

### **Going in for mountaineering on difficult tracks in winter conditions –**

#### **Category B2:**

Possession of a valid licenses from categories A1 and B1.

In the last five years completed at least:

- 10 different actions on easy marked tracks in the snow;
- 10 different actions along difficult marked and unmarked tracks in the snow;
- 5 different actions on trackless snow terrain.

With the Mountain Climbing Action Review, the candidate proves that he meets the specific requirements for each individual category.

#### **Article 22**

Transition from a lower to a higher category is possible by meeting the general and special requirements referred to in Article 21, as well as by successfully completed internships.

### **VI. TRAININGS FOR MG**

#### **Article 23**

In the trainings for MG, everyone concerned in obtaining the MG title can be involved.

#### **Article 24**

For the purpose of renewal of the permit for performing the professional part in the sport in the field of mountaineering (License), which is valid for three years, MG must regularly, every three years, participate in trainings for refreshing the knowledge for MG.

#### **Article 25**

The year of validity is recorded in the MG license. If MG participates in the training for MG in the year in which the license expires, after the fulfillment of the other conditions the new license shall be valid until the end of the third year, not counting the year in which the candidate participated in the training for MG.

### **VII. REGISTRATION OF MG**

#### **Article 26**

All MGs after receiving the certificates for participation in the trainings are enrolled in the Register of MGs, which is operatively kept by the VTC. From the date of entry into the Register of MGs, the first license is valid for carrying out the professional part in the sport in the area of mountaineering for a period of three years.

The Register of MG includes personal data, data for qualifications and data for the achieved level of vocational training, that is, a category of guiding. FPSM may use the data in accordance with the laws.

#### **Article 27**

The registration of a MG includes extension of the license for performing the professional part of the sport in the area of mountaineering.

After obtaining the title, MG has to renew the license for performing the professional part in the sport in the area of mountaineering every three years. It is a requirement for the MG, in the year before the license expires, to be active in at least five actions and once in three years to have actively participated in training for refreshing the knowledge for MG or to pass an exam for obtaining a higher category for guiding. The mountaineering club sends a notification to the CMG of the performed activities of the MG.

By sending the notification, the mountaineering club also confirms that the MG is a member of the mountaineering club with paid membership fee for the current year.

In special conditions, a MG may send a notification and a proof directly to the CMG has paid the membership fee. In such cases, as an attachment to the notification, there must be an explanation in writing for the reason that MG himself has sent the notification.

**Article 28**

If the MG twice in a row (for a period of six years) fails to renew the license for performing the professional part in the sport in the area of mountaineering, before participating in the training for MG, he/she should again fulfill the special conditions for participation in the basic training (requirements for actions of Category A1). These requirements should be met until the date for submitting an application for training for MG.

**Article 29**

Registration of the MGs shall not be extended if the requirements referred to in Article 26 are not met. In exceptional cases, the registration can be renewed for one year, despite the failure to fulfill the requirements, if a MG submits a written application stating the reasons for non-fulfillment of the requirement. The application shall be processed by the CMG. Based on the decision of the CMG, after 15 days from the receipt of the decision, the MG can appeal to the VTC. The decision of VTC is final.

**Article 30**

CMG takes care for keeping records of all MGs, and also confirms the registration for each MG. Each year, the CMG publish a list of registered MGs for the current year.

**VIII. RECOGNITIONS FOR MG**

**Article 31**

Recognitions are awarded to every MG that through its activities has significantly contributed to the development and reputation of the guiding activities within the FPSM, regulated by the Rulebook on Recognitions for MG, prepared by the CMG and confirmed by the Presidency of FPSM.

**IX. TRANSITIONAL PROVISIONS**

**Article 32**

On the basis of this Rulebook, CMG prepares a Rulebook on Organization of the Mountain Guides and a Rulebook on Recognitions for the MG that are accepted and confirmed by the Presidency of the FPSM. On the basis of this Rulebook, CMG prepares Guidelines for carrying out trainings for the MG.

**X. FINAL PROVISIONS**

**Article 33**

This Rulebook shall become effective after its publication by the FPSM.

**President**

Prof. Dr. Jovica Ugrinovski.