



Policy 09-06;

GEOCACHE POLICY

Hamilton Jackson Pocono Park and Open Space Commission

Rt. 715, P. O. Box 213, Reeders, PA 18352

Office: (570) 629-0966 – Fax: (570) 629-1016

- I. This policy pertaining to the placement of Geocaches within the boundaries of the Hamilton Jackson Pocono Park and Open Space Commission facilities is as follows:
 - A. All geocaches will be by approved permit only.
 - B. Persons wishing to place a geocache must file a Geocache Placement Permit Application to be approved by the Executive Director prior to placement.
 - C. Persons with approved applications must meet with the Executive Director to approve the specific placement site.
 - D. Items placed in the caches cannot include food, alcohol, drugs, weapons, explosives, dangerous items or adult items.
 - E. Items found in a cache deemed to be inappropriate will be removed.
 - F. The person named on the permit application is responsible for the care and maintenance of the cache. All caches will be serviced monthly by the owner and monitored by HJPPOSC.
 - G. If a cache is found in poor repair, the applicant will be notified to remove or archive the cache until repairs are made.
 - H. A permit is good from date of issue for a 1 year to date time period. After that date, the cache must be moved or removed and a new location issued on a new permit.
 - I. Any damage or alteration of park facilities or natural features will result in a charge for damages commensurate with cost of repairs or replacement.
 - J. All rules and regulations of the Commission will be in effect and must be strictly followed at all times.
 - K. All caches must be in clear or opaque containers where the internal contents are visible from the outside. All caches must be identified as a Geocache.
- II. Effective Date: The effective date of this policy shall be;

Adopted and approved this 28 day of September, 2009

Signed, _____

Executive Director



Policy 09-06, Supplement 1a;

GEOCACHE PLACEMENT GUIDELINES

Hamilton Jackson Pocono Park and Open Space Commission

Rt. 715, P. O. Box 213, Reeders, PA 18352

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I. Placement of individual's Cache:

An individual who wishes to place a geocache within the boundaries, of HJPPOSC facilities, must first fill out a Geocache Placement Permit Application. All permits are good for one calendar year from date of issue. After that date the cache must be moved or removed and a new location re-permitted.

Those caches currently place on HJPPOSC property will be reviewed by staff as to placement and appropriateness of the contents. If the caches are found to be acceptable then a permit application and a copy of policy will be E-mail to the owner to be filled out and returned to the office. These caches will be considered grand-fathered in until one year from date of permit approval. All rules of the policy and HJPPOSC will apply. Those caches found inappropriate will be removed and the owner notified to archive the cache until the problem is resolved. That individual will also be required to fill out an application before replacing any cache.

Before a cache is placed, and the permit approved, the owner of the cache must meet with a staff member to determine the suitability of the location. The staff will consider the environmental sensitivity, seasonal changes that may occur, impact on park visitors, maintenance and accessibility from existing trail system. If the location is not found to be suitable the staff will assist the owner in finding an alternative location.

Once a permit has been approved the owner must place the cache and post the information on the Geocaching web page (www.geocaching.com) within 2 weeks of approval or the permit will be nullified

All staff will be notified of the location. Its location will be placed on a map to assist anyone looking for it. A written description will also accompany the map.

II. MONITORING OF CACHES:

Monitoring of the caches on a regular basis, at least once a month, will be the responsibility of an assigned staff member.

Monitoring of the Geocaching websites to identify non-permitted caches or to identify problems with approved caches place on HJPPOSC property will be the responsibility of the assigned staff member. That staff member will be titled "Geocache Manager" and will communicate with the owner concerning our policy and the concerns with their cache.

III. PARK SPONSORED CACHES:

HJPPOSC will actively participate in this activity by placing caches on each of the respective properties. The purpose of these caches is to provide public awareness of our properties, activities, and history of each property.

IV. Effective Date: The effective date of this policy shall be;

Adopted and approved this 28 day of September, 2009

Signed, _____
Executive Director