



## Operation Jericho

**2<sup>nd</sup> September – 16<sup>th</sup> September 2018**

### Operation Guide

**Latest Update: Tuesday, August 28, 2018**

This guide is intended to provide information to Trustees, Archaeological staff and Volunteers about the day-to-day operation of the “Operation Jericho”. Whilst it endeavours to provide accurate information on the organisation and running of “Operation Jericho” it should in no way be regarded as fully inclusive and is for guidance only and subject to change.

In cases of ambiguity or where further clarification is required, advice should be sought from the Trustees of Epiacum Heritage whose details are given in this manual.

The Trustees at Epiacum greatly appreciate the enthusiasm, time, commitment and passion that all our volunteers and donors have offered to make this possible. As well as being a massive undertaking for us, it will realise a long held ambition to open up access to the interior of the Roman Fort to visitors and archaeologists alike. It will truly be a historical event.

It’s also our intention to ensure that the Volunteers taking part have a safe, fulfilling and enjoyable time whilst with us and we hope that this guide will go some way to ensuring that as it provides a lot of valuable information useful to all.

Many thanks again

Dale van Sylvan  
Volunteer Co-ordinator  
Epiacum Heritage

## 1. Object

“Operation Jericho” is the name of the project being run by Epiacum Heritage to remove approximately 150m of dry stone wall that cuts across the interior of the Roman Fort, using entirely voluntary labour.

The wall contains re-used stone from the Roman Fort and may contain further stonework or items of historical and archaeological importance. As such, dismantling can only be undertaken with an archaeological watch in place.

As the wall is early Victorian it is a historical artefact in itself. It will therefore be carefully recorded both prior and during dismantling and the footings will remain in place. Those sections of the wall that do not cross the interior of the fort will be consolidated and left in place.

The wall varies in height along its length from about 5ft to 7ft and has already collapsed in places and is highly unstable in others. It is estimated that it contains approximately 300 tons of stone (give or take 50 tons).

The object is to carefully dismantle as much of the wall, recording and preserving all artefacts that may be discovered, as is possible during the 13 work days available and the number of volunteers present.

It may not be possible to remove the entire wall in this project – in which case, priority will be given to the longer section of wall that impedes access and interpretation to the greatest extent.

## 2. Key Responsible Persons

Epiacum Heritage is ultimately responsible for the fort (which is a Scheduled Ancient Monument of national and international importance) and for the safety of Volunteers and members of the public on site.

The following people will have specific responsibilities during the project:

Elaine Edgar (Epiacum Heritage Trustee):	Overall project management
Dale van Sylvan (Epiacum Heritage Trustee):	Volunteer welfare and Health & Safety
Al Oswald (Archaeologist):	Archaeological Watch & Recording
Dave Wilkinson (Chairman of the Board)	Dispute & conflict resolution

In addition, other members of the Board of Trustees of Epiacum Heritage will be on site from time to time and will assist both in the work and with other supervisory matters:

John Haydon (Epiacum Heritage Trustee)  
Paul Mercer (Epiacum Heritage Trustee)

## 3. General Methodology

The methodology set out here has been determined in consultation between AI, Elaine and Dale and agreed by the Board of Trustees. It will be adapted where necessary to meet conditions on site.

The wall comprises of two sections (the longer one runs NW-SE, the shorter section NE-SW) that meet at a corner. The corner area has already collapsed.

It is envisaged that four dismantling/recording teams consisting of four Volunteers working in pairs, will work in four separate areas of the wall, working a 5m section per team. Two teams will begin at the corner with one team working along the longer section, the other along the shorter section. The remaining two teams will begin at the opposite ends of each section of wall and work towards the corner.

In the event that volunteer numbers are low, priority will be given to the longer section of wall, with all four teams working there.

Each team will be supported by two further Volunteers to transport stone to the dumper truck using a wheelbarrow.

Prior to beginning a new 5m section, the top half of the section will be collapsed in a controlled way from the uphill side by Dale, AI and other nominated experienced volunteers. This is to reduce the section height to allow it to be dismantled safely by volunteers.

Once the larger stone has been examined (with stones of interest put to one side) it will be transported by wheelbarrow to the dumper truck. Due to the sensitive nature of the site the dumper truck will only be permitted to travel along the course of the original Via Principalis, which can sustain the weight without damaging the archaeology. Once full, the dumper truck will take the stone away to the farm for tipping. This would be a perfect opportunity for a tea break!

The smaller 'fillings' or 'heartings' from the middle of the wall will be collected in to buckets and moved in the last dumper truck of the day as it needs to be tipped in a different area to the good stone and checked for small metal finds with a metal detector.

At least 4 dumper trucks will need to leave the fort each day. To remove both sections of the wall it is likely that between 5 and 7 dumper loads will need to leave site each day.

Clearly this is a colossal challenge in terms of the pure physical nature of the work, the amount of stone, and the potential impact of adverse weather. It is for this reason that we have also endeavoured to place a great emphasis on creating a good working atmosphere, camp environment and maintaining high levels of morale.

#### 4. Volunteers

Operation Jericho is entirely reliant on Volunteers. No one involved in the project, be they Trustees, Archaeologists or Volunteers are being paid for their time or expertise.

Epiacum Heritage has a duty of care to all volunteers involved in this project. As such, we will ensure that:

- Necessary Public Liability Insurance is in place for the project
- All volunteers taking part are registered with Epiacum Heritage and volunteers have declared know medical conditions and other relevant issues
- Volunteers will be required to provide details of a least two Emergency Contacts (with the consent of those contacts)
- Epiacum Heritage will undertake to provide any necessary training for Volunteers and to ensure that they are familiar with the Risk Assessments that have been carried out in relation to the project; Epiacum Heritage will also ensure that there are adequate First Aiders and other safety equipment on site.
- Epiacum Heritage will also undertake to ensure the physical, mental and emotional welfare and well being of the Volunteers on the project as far as it is reasonably within its capacity to do so.
- Epiacum Heritage acknowledges that as Volunteers any individual has the right to refuse to take part in any task, request supervision or training, or leave the project at their absolute discretion.

For their part, Volunteers undertake to:

- Inform Epiacum Heritage of any know disability or medical conditions that could impact on their ability to safely carry out an activity
- Familiarise themselves with all Risk Assessments, Health & Safety procedures or information that is provided to them
- Understand their responsibilities to their own Health & Safety and that of others
- Undertake any training that Epiacum Heritage feels is necessary whilst on site
- Immediately inform the nominated First Aider(s) and/or Trustee of any concerns they have about their physical or mental well-being whilst on an activity
- Immediately inform a Trustee of any safety concerns they have about an activity
- Endeavour to have a jolly good time!

## 5. Camp Setup

Camp Setup will commence on Sunday 2<sup>nd</sup> September 2018 from 10am onwards in and around the main Epiacum car park.

On arrival, all Volunteers will be asked to register their attendance at the Camp Office (which will be set up and identifiable as a very big tent) with Dale or Elaine. They will also be asked to give the registration number of any vehicle that they parked on site, in case it has to be moved. Volunteers will then be given their identity badge (which should be worn at all times), informed of key staff (Trustees, First Aiders etc) and assigned to a task. We'd like to give you a cup of tea / coffee but we may not have to catering van set-up first thing so recommend bringing a flask.

There will be a large variety of tasks for us to undertake that will include:

- Overseeing the arrival of other volunteers and/or equipment e.g. portaloos
- Setting up of large marquees and tents
- Organising the storage of food and other supplies
- Arranging recycling areas / facilities

- Setting up of cones to define the dumper truck route
- Setting up of lighting
- Setting up of generators and electrical equipment
- Helping to create and put up signage
- Preparing the area in front of the wall for work by clearing / bashing down nettles, bracken and other vegetation
- Preparing a campfire area and storage of fuel
- Bringing fuel for campfire down to camp from Castle Nook
- Obtaining provisions we've forgotten
- Setting up dining and social areas
- Checking equipment such as walky-talkies etc.
- Collecting folding tables from Alston Town Hall
- Admin
- Preparing and cleaning Wellhouse Bastle and toilet for use
- Photographing and video of the day for the Remote PR team

We intend to break for lunch at 1pm and camp setup will end at 5pm for day Volunteers. It may be necessary for Volunteers who are camping overnight to assist in finishing any uncompleted tasks.

We hope to be in a position to provide all campers with a hot evening meal that night.

## 6. Base Camp

Base Camp is going to be the hub of the operation, both in terms of organising the Volunteers but also as home for those who are camping. Our aim is to ensure that it is a safe, happy, and relatively well organised space for day Volunteers and those camping.

All Volunteers (not only those who have Volunteered for Camp Support) will be expected to do their bit to help keep Base Camp safe and running smoothly by, for example, separating recycling, picking up litter, helping with small jobs, fixing things etc.

The information below is intended to provide clarity to both Trustees and Volunteers as to the basic operation, facilities and rules of the camp:

### Working Day

07.30	Staff meeting (Dale, Elaine, Al plus other Trustees where necessary)
08.00 – 08.30	Breakfast
08.45	Registration and Job Assignments
09.00	Wall volunteers: Once more to the breach
	Camp support volunteers and PR: Meeting to assign priorities and jobs
11.00 – 11.15	Morning break
13.00 - 13.30	Lunch for all
15.00 – 15.15	Afternoon break
17.00	End of work
18.30 – 19:30	Dinner (campers)
20:00	Staff meeting (Dale, Elaine, Al plus other Trustees, plus Volunteer Assistant CO's)

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11:00 Noise curfew

### Arrival at Camp

All Volunteers will need to register in the Camp Office immediately upon arrival. Paperwork checks will be carried out and Volunteers issued with ID. Volunteers will also be given any necessary training and provided with information about the current situation before being assigned to their team (Camp support or Wall team). They may also be given a cup of tea!

Volunteers will also be shown where to park any vehicle they have arrived in and where (if necessary) to pitch their tent.

### Alcohol

Epiacum Heritage cannot and will not provide alcohol on site. Volunteers may bring their own alcohol on site for their own use after working hours. Anyone deemed to be under the influence of alcohol during working hours will not be permitted to work.

### Camp Office

The Camp Office will be the first port of call for all Volunteers and will serve as the nerve-centre of the operation. It will generally be staffed from 08:30 until 21:00 by Volunteers and/or Trustees.

### Campfires

Campfires are not permitted on site other than for the designated main campfire.

### Camping

Camping facilities will be available at Base Camp. Volunteers are responsible for the safe erection and dismantling of their tents and for their belongings. All tents must be clearly identified with the owner's name (tags to attached to your guy ropes will be available from the camp office)

### Clothes Washing

Limited washing facilities will be available at Castle Nook Farm by arrangement with Elaine. A clothes drier will also be available at Base Camp.

### Conflict & Dispute Resolution

Dave Wilkinson (Chairman of Trustees) will be on hand during most of the project to assist in any dispute or conflict between volunteers and/or volunteers and Trustees. If Dave is not available other Trustees of Epiacum Heritage will endeavour to resolve any such matters that may arise.

### Dogs

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Epiacum is situated on a working farm with livestock and as such has a strict NO DOGS policy - with the exception of guide and assistance dogs by PRIOR ARRANGEMENT ONLY. Please do not bring your dog as they will not be allowed on site.

### Drugs

The use of illegal or illicit drugs (including psychoactive fungi) on site is totally forbidden. Anyone using illicit, non-prescribed medication, or believed to be under the influence of such substances will be required to leave the site immediately.

### Electrical supplies

A generator will be available on site to provide electric where and when required. It will not be possible to run the generator other than for short periods of time, and it will not be run after 11pm.

### Fire & Other Emergencies

In the event of fire or other emergency, a loud hand bell will be rung. Volunteers will be asked to head directly to the designated fire assembly point where a register will be taken. A limited number of fire extinguishers will be available in the catering van, main socialising/dining tent and by the campfire.

### Food and Drink

Volunteers who are returning home at the end of each day, or who are coming for a single day are asked to bring a packed lunch. Tea, coffee and water will be provided, though please bring a flask to put it in on arrival.

Volunteers who are camping overnight will be provided with breakfast, sandwich lunch and hot evening meal, as well as tea and coffee. Please bring a flask for tea and coffee breaks and a water bottle.

Volunteers are also requested to bring their own cutlery, plates, bowls, mug, glass etc.

We will cater for any special dietary requirements e.g. vegetarians, vegans etc.

PLEASE MAKE US AWARE OF ANY FOOD ALLERGIES YOU MAY SUFFER FROM!

### Food Storage

All food must be stored both appropriately and secure from the attentions of rodents and other wildlife. This includes personal food that Volunteers may wish to keep in their own tent – the fabric of a tent is no match for a determined North Pennine rodent!

## General Behaviour

We hope that Base Camp will be a fun, happy and reasonably well-organised place to call home, be that for a day or a fortnight. We believe all our volunteers are generally good-natured, friendly people and we do not expect any problems with behaviour. However, we should point out that racist, sexist or violent behaviour, or an excessive use of offensive language, will not be tolerated and may result in expulsion from the project.

## Identification

Volunteers and Trustees will be issued with colour-coded identification that should be worn at all times. Not only does this allow us to remember who you all are, it allows us to distinguish members of the public and other visitors from Volunteers and Trustees.

## Members of the Public

Epiacum will remain open to the public throughout Operation Jericho. Volunteers are requested to be polite and engaging with any members of the general public that they encounter, referring them to Epiacum Trustees if they require further information or assistance. Volunteers should also bear in mind that members of the public must be kept away from dangerous areas, including the immediate area of the wall, which will be cordoned off.

## Mobile phones / Wi-Fi

There is generally good mobile coverage on site at 3G level but no Wi-Fi (sometimes possible for those on the EE network).

It may be possible to charge mobile phones / tablets via the generator at the owner's risk, but this may have to operate on a rota-basis. Alternatively it may also be possible to charge a number of mobiles etc. overnight at Castle Nook, at the owner's risk and on a rota basis.

We strongly recommend that volunteers with the Wall Team do not bring mobile phones up to site during working hours as there will be high risk of damage to such items from dust, debris etc.

## PPE (Personal Protective Equipment)

- All Wall Team volunteers MUST have steel toe-capped footwear
- We will provide hard hats for Wall Team volunteers where necessary
- Gloves: We recommend bringing a pair of work/gardening gloves if on the Wall Team though we recognise some people prefer to work without gloves to better handle the stone
- Eye protection: Given the dust and debris involved, volunteers may wish to bring safety goggles to protect their eyes.
- All-weather gear. All volunteers should be prepared for anything the North Pennines can throw at them in September - from a heat wave to snow. We will be working whatever the weather (sorry about that!)

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## Recycling & Waste Disposal

Recycling points will be setup and clearly identified around Base Camp. Please use them appropriately. Waste that cannot be recycled will need to be securely contained and removed regularly to Castle Nook. This particularly applies to food waste to prevent it from attracting rodents.

## Risk Assessments

Epiacum Heritage has carried out the required risk assessments for the site and all Volunteers are required to familiarise themselves with these prior to, or upon, arrival on site.

## Shower Facilities

A shower block of six showers is available and located at Castle Nook Farm. Volunteers will need to bring their own toiletries and towel.

## Smoking

Whilst smoking is allowed on site, it is not allowed in communal, dining and social tents. Sand bucket ashtrays will be provided around the site and we would ask all smokers to use them.

## Toilet Facilities

Four portaloos will be provided at Base Camp for the use of volunteers. They will also be maintained, cleaned and stocked by volunteers.

## Use of Own Vehicles

Volunteers who are kind enough to offer to use their own vehicles for shopping runs, re-cycling runs etc. do so at their own risk. We recommend you ensure that such activity is covered by your car insurance. Epiacum Heritage will contribute to petrol / diesel costs of such activity at a rate of 25p per mile.

## Valuables

Epiacum Heritage cannot be responsible for the loss or any damage to any valuables, equipment or vehicles during your participation in Operation Jericho. We recommend volunteers consider taking out insurance for any high value items brought on to site

Volunteers should consider locking any valuable items in their vehicle (the car park gate will be locked and blocked overnight). For larger items there is a secure container at Castle Nook Farm We strongly recommend that volunteers with the Wall Team do not bring mobile phones up to site during working hours as there will be high risk of damage to such items from dust, debris and other accidental damage.

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## 7. PR & Media

Elaine will co-ordinate any outside press or media interest in Operation Jericho.

We'll be recording the project through photographs, video and interviews on a daily basis. Consent to use any such material will be sought from Volunteers on arrival.

Volunteers who have been assigned to PR & Media (and other Volunteers where necessary) will be tasked with using a tablet provided by EH to take photographs, videos and conduct interviews, of the working day and social events.

We intend to produce a "Jericho Diary" every two or three days. Material gathered over than period will be emailed to the Remote PR team who will edit and produce an issue of the diary using Word Press. Once they have completed an issue, they will inform EH who will distribute required page link to:

- Registered Friends of Epiacum (via Mailchimp)
- Second Nervians (via Mailchimp)
- Donors (via a mail-merge)
- Our social media pages

## 8. Camp Dismantling

Base Camp will be dismantled on Sunday 16<sup>th</sup> September 2018. Volunteers present will be requested to assist in the taking down and packing of large tents, removing rubbish, taking recycling and other packing up prior to taking down their own tent / packing equipment.

## 9. Acknowledgements of Contributions

Operation Jericho has only been made possible by the many donors, volunteers and supporters who have given their time, money or equipment to the project not only during the wall-dismantling period, but also in the weeks and months prior.

Epiacum Heritage is extremely grateful to everyone who has helped in whatever way, large or small. It truly has been a massive team effort.

As such, on the completion of Jericho, a permanent page will be set up on the Epiacum Website to acknowledge all those individuals, companies and organisations who have assisted us.

It is hoped that at some point in the future it will be possible to arrange a plaque acknowledging these contributions to be set on the consolidated wall ends for future generations.

**Thank you all!**