**T1000 Campout Departure, Arrival and Return** 

# DEPARTURE PHASE (D-day)

## Adult QM

* Arrives 15 minutes early, pulls out trailers to be used on the campout
* Begins Trailer Tire inflation/inspection (do not wait for trailer pullers to arrive)
* Assures that Trailer pullers have Safety Checklist, that they perform check and assists further with tire inflation/inspection.
* Assists Troop QM with duties and locating gear

## Scout QM

* + Arrives 15 minutes early and begins placing equipment outside the store room/trailer
	+ Using his own gear, establishes location and direction of pack line near trailers to be used
	+ Supervises getting additional/special equipment checked out and out of the store room
	+ Places Water containers out so that they may begin filling as people arrive (one Blue water carrier filled for emergencies – other left dry except when water is not to be available at campsite).
	+ Issues Patrol dry boxes to Patrol QM or Patrol Leader
* ***Before Trailer loading begins:***
	+ Check off “Standard Troop Equipment” (see list) that must be loaded.
	+ Check off Special Troop equipment as per the list he got earlier (from Monthly Adviser)
	+ When all is out he advises the ASPL & SPL that trailer loading may begin

## Troop Scribe

* + Arrives 15 minutes early.
	+ Seeks out and collects any missing permission slips and money
	+ Perform roll call at Troop assembly before departure – assure that all on roster are present and/or accounted for.
	+ Just prior to departure he:
		- Gives the SPL, Monthly Advisor, & SM a list of the Scouts going
		- Gives the SM the permission slips
		- With SPL, conduct car-by-car check and count to be sure all Scouts are present

## Patrol QM/Patrol Grub master

* + Retrieves Patrol dry box from Troop QM and loads with food for campout.
	+ Checks out the Patrol chuck box and inspects with the Patrol grub master.
	+ Advises the Troop QM if items are missing and tries to replace them on the spot
	+ Moves the chuck box to the trailer(s), loads as per the ASPL
	+ If not already done, supervises the checkout of tents and other equipment for his Patrol, has tents & personal gear moved to the trailer(s), loads as per the ASPL.

## **Patrol** Leader

* + Finishes checklist of Patrol campout details (who is going, Patrol equipment needed, etc.).
	+ Makes arrangements for last minute changes.
	+ Makes sure Duty Roster and tent assignments are complete and up-to-date
	+ Leads his Patrol in assisting the QM/ASPL in loading the trailer(s)

## ASPL(s)

* + Supervises moving Troop equipment to the trailer(s)
	+ Reviews the loading plan with the trailer(s) puller
	+ Supervises loading the trailer(s) (he does not load it)

## SPL

## Makes sure all of the above happen!

* + Through positive leadership keeps everyone working as needed
	+ Keeps the Monthly Advisor and SM advised of what is going on
	+ At assembly, reviews buddy system and other safety issues
	+ Assigns Scouts to cars when all is done (PLC, By Patrol, New Scouts with Experienced, etc)
	+ With Troop Scribe, makes sure (by count) that all Scouts are in a car.
	+ Lets the lead vehicle know when he can leave. Repeats this (by head count) each time the Troop stops during a trip.

# ARRIVAL PHASE (A-day)

## SPL

* Usually rides with the SM/Monthly Advisor to work on last minute details.
* Upon arrival, with the SM/Monthly Advisor and Patrol leaders he picks and lays out the Troop campsite. Assigns Patrol areas for camping.
* Keeps the ASPL & QM advised of their tasks.
* Supervises the overall campsite set up

## Patrol Leaders

* Define exact layout of the Patrol campsite
* Supervise the setup of the Patrol campsite to include fire ring/cooking site
* Once equipment is unloaded, assign tent locations away from intended fire/cooking locations

## ASPL(s)

* Once cleared by the SPL to do so, supervise unloading the trailer(s).
* Oversees the Troop while the SPL is occupied elsewhere.

## QM

* Issues gear to the Patrols
* Assists the ASPL in supervising the unloading of the trailer(s).
* Assures that the unnecessary gear is reloaded into trailers and trailers are locked up for the night.
* ***In Morning:***
* (If necessary) Has the Service Patrol set up the Troop flag pole and Campfire
* Sets up any Troop common area

# CAMPSITE SHUT DOWN/RETURN PHASE

## SPL

* + Through positive leaderships keeps everyone working as needed
	+ Oversees the overall break down & cleanup of the camp
	+ In conjunction with the QM, determines if tents should be taken down last to allow for drying. Determine when/if rain fly should be flipped.
	+ Carries out activities similar to D-day
		- Count/Roster check-off prior to departure and once cars are loaded
		- Releases Scouts to go home

## ASPL

* ***At the campsite***
* Begins loading Troop and Patrol gear into the trailer(s) as soon as possible
* Established Pack line
* Once Troop and Patrol Gear is loaded, supervises loading of personal gear
* Carries out activities similar to D-day
* ***Upon return to the church***
	+ Supervises Trailer unloading and re-loading/return of gear to storage
	+ Carries of activities similar to D-day in unloading the trailer.
	+ When unload and storage complete, advises SPL

## QM

* ***At the campsite***
	+ Logs damaged equipment for later repair or replacement
* ***Upon return to the church***
	+ Carries out activities similar to D-day
	+ Check in equipment, make sure tents go home for cleaning and drying
	+ Have equipment inspected as needed, log problems
	+ Oversee equipment cleaning and storage preparation

## Troop Scribe

* On return trip, Splits the gas money between the drivers or divides the money per instructions from the Monthly Advisor.
	+ Typically, the total gas money is divided by the total vehicles making the full trip plus the white trailer(s) that were pulled.

## Service Patrol

* Upon return to the church, polices all church property.

## Patrol Leaders

* Activities similar to D-day as well as supervise Patrol site cleanup and have equipment moved to the trailer(s) as soon as ready.

## Patrol QM and Patrol Grubmaster

* Inspect, inventory and pack the Patrol chuck box.
* Record any missing/damaged equipment and provide report to Troop QM for replacement
* Determine if any equipment needs to be taken home for cleaning. Patrol Quartermaster must take such equipment home if not cleaned properly during campout.
* Make sure all Patrol equipment is brought to the Trailer for loading as soon as possible.