



# T1000 CAMPOUT DEPARTURE, ARRIVAL AND RETURN

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## 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.