



TROOP 509

Patrol Quartermaster Camping Trip Checklist



Item	Time Frame	Comment	Check
CAMP SET-UP			
Set up patrol menu	-2 weeks	Discussion in patrol meeting. Check for balanced meal. Check budget. Check for food allergies. Ensure Grubmaster understands duties. Ensure shopping list used.	
Equipment review	-1 week	Coordinate with Troop QM and ASM-QM on needs from prior campout. Check equipment condition and needed supplies.	
Purchase Food	-2 days	Ensure Grubmaster understands storage/repacking (especially for backpacking trips). This means you may have to phone him!	
Equipment recheck	Departure -1 hour	Assist Troop QM on trailer or vehicle loading; coordinate with PL on tent/equipment assignment	
AT CAMP			
Set-up camp	Arrival	Confirm equipment assignment and set up patrol and troop equipment first	
Check patrol duty roster	Arrival +1 hour	Coordinate with cooks and other assigned patrol members. Review Duty Roster with patrol.	
Camp duties	Camp	Assist cooks with food items and stoves	
Activities and events	Camp	Have Fun!	
BREAKING CAMP			
	Note: times estimated		
Camp cleanup	Departure -1 hour	Pay special attention to patrol area; check for misplaced/damaged equipment.	
Equipment check	Departure -1 hour	Assist QM with repacking. Inspect tents and patrol equipment. Check patrol box.	
Equipment turn-in	Return arrival	Report to QM on missing items, items in need of repair, low supplies. Coordinate with PL. Assist with storage and/or assignment out to patrol members for drying or cleaning.	
Turn-in signed form		Turn-in this signed form to the ASM-QM	

Good Job! Prior planning makes everything easier!

I certify that I have performed my duties to the best of my ability

(Signature)

(Date)