



TROOP 509

Senior Patrol Leader's Campsite Checklist For Set-up and Breaking Camp



Your primary role is to ensure the safety and efficiency of setup. Make sure that the patrol leaders avoid having patrol members standing around, and that they assign inexperienced scouts to teams with an experienced scout. Ideally, time from arrival to completed campsite should be 45 minutes or less.

Item	Time Frame	Comments	Check
CAMP SET-UP			
*Duty roster	-1 week	Coordinate with PLs and SM. Make sure scouts are assigned to duties that they need for advancement.	
*Preliminary Campsite setup Assignments	-2 days	Coordinate with APL. Make sure scouts are assigned to duties they need for advancement.	
Equipment unloading	Arrival at site	Troop QM supervises unloading, Patrol QMs assist; APLs directs patrol equipment/pack line. If raining or rain threatens, APLs supervise tarping of individual equipment.	
Individual Equipment	Arrival at site	Moved to Patrol pack-line only. NO Individual Equipment to be handled until patrol/troop area set up. (Rain gear is ONLY exception.)	
*Patrol area selection	Arrival	Coordinate with PLs to select patrol area and tent sites – SPL has final say and is arbitrator of any disagreements	
*Fire Determination	Arrival plus 15 minutes	Determine whether ground fire is permitted and appropriate - coordinate with SM first! If yes, notify PLs that they may assign fire teams.	
*Axe yard and/or Entryway	Arrival plus 30 minutes	Determine whether axe yard and/or entryway are necessary and/or appropriate and notify PLs.	
Campsite Inspection	During set-up	See Campsite inspection list. Coordinate with ASM or SM.	
Individual equipment	Setup plus 45 minutes	Individual equipment storage and setup	
BREAKING CAMP			
	Note: times estimated		
*Designate patrol staging area	Departure -2 hours	Coordinate with PLs, QM, and SM.	
*PL Orientation	Departure -2 hours	Make sure that PLs are prepared and have assigned duties. Determine whether to be prepared for rain, etc. and identify any unplanned special issues.	
*Quartermaster Orientation	Departure -90 minutes.	Make sure QM has a plan for trailer packing, any special equipment considerations (wet tents, etc.)	
*Patrol Supervision	Departure -45 minutes	Make sure patrols are operating smoothly, assist PLs whose teams need help.	
*Campsite Cleanup	Departure -10 minutes	Lead PLs and patrols in policing the grounds. Verify that all camp improvements removed.	