



2018 Philmont Shakedown Briefing

May 18-20, 2018



The drop off and parking for the weekend will be near the in Camp Horseshoe (park by the Rifle Range). Arrange to arrive between 6:00 pm and 7:00 PM. Arrive as early as possible. Friday night will be an extremely busy night.

Shakedown weekend requirements:

1. Crews must check in as a crew. Pre-arrange any exceptions that are needed for late Friday arrivals (or they won't know where to find the crew!)
2. Crews should arrive and depart in full class A uniforms
3. Crews should be packed with all personal and all crew gear (including gear that will be provided by Philmont), except for food. Food will be issued at Base Camp check in. Your gear needs to include:
 - a. Tents & stakes for crew
 - b. Dining Fly
 - c. Water jugs/bags
 - d. 2 large pots
 - e. 1 pot lid
 - f. 1 cooking spoon
 - g. Gloves/hot pot tongs/leatherman tool for handling hot pot
 - h. Camp suds (small bottle)
 - i. Green scouring pad (Scotch-Brite Heavy Duty recommended)
 - j. 2 Bear bag ropes & carabineer
 - k. 3-5 bear bags
 - l. Trail First Aid Kit
 - m. 2 stoves with fuel bottle(s) AND FUEL
 - n. Any special food for participants with allergies, dietary restrictions or religious needs
4. Follow directions from Staff at Camp Ware.
5. Vehicles will be in the parking lot. No returns to vehicles until Sunday after check out.
6. Crews will form a pack line outside of check-in, and only Lead Advisor and acting Crew Chief will go into Check-in. Entire crew must be present to check-in; see above
7. Crew Advisers should bring the following to check-in.
 - a. **Crew Roster:**
 - i. First & Last Names, Address, Emergency Contact Numbers
 - ii. BSA Registration for all crew members (BSA card not required, can be included as a column on roster)
 - iii. Youth Protection Training for all crewmembers (can be included as a column on roster) Trail to Cimarron - Shakedown Weekend

- b. CPR: how many crew members are trained (can be included as a column on roster) - Show cards or photo copy of cards
- c. Wilderness First Aid training: how many crew members are trained (can be included as a column on roster) Show Cards or photo copy of cards
- d. Swim Tests: all crew members have passed BSA Swim Test (can be included as a column on roster)
- e. Safe Swim Defense / Safety Afloat: leaders are certified (can be included as a column on roster)
- f. Picture IDs: all crewmembers have photo IDs for airport (can be included as a column on roster)
- g. Uniforms: crew is properly uniformed Class "A" for arrivals and departures.
- h. Financial: - Check that all crew members are up to date with payments
- i. **Medical Forms:**
 - i. At Check-in, all Medical Forms will be sealed in an envelope provided.
 - 1. There MUST be some medical form for EVERYONE in the crew – no complete form, no participation, no exceptions (just like at the Ranch!)
 - 2. If form to be used at Philmont is not available, use BSA Part A & C
 - 3. A photo copy of the front and back of the insurance card is a good idea
 - 4. Unlike Philmont, photo copies of forms are OK
 - ii. Advisor completes receipt for the forms and Registrar signs.
 - iii. Forms to be returned in exchange for receipt at Sunday check-out.