

**USCG Auxiliary Interpreter Corps
Pre-Deployment
Personal Items Checklist**

PRE-TRAVEL

1. [] Check on vaccinations and shots required for trip
2. [] Check uniform requirements while underway or anything unique to the ship such as shorts. Boat shoes may be authorized while underway.
3. [] Confirm pick up with responsible parties 24 hours prior to arrival
4. [] Get contact numbers of CO, XO and Embassy.

CARRY ON-AIRPLANE

You will need to carry certain mission critical items on board the airplane so that if your luggage is delayed you can still be operational when you arrive.

1. [] Valid US Passport with appropriate Visa if required
2. [] Yellow Vaccination Card (if required)
3. [] Valid Geneva Convention ID Card (CG Auxiliary ID Card)
4. [] Valid Interpreter Corps ID Card
5. [] Personal meds sufficient for trip and a brief extension.
6. [] Duplicate Prescription in case authorities questioning your meds.
7. [] Basic personal toiletries
8. [] Laptop PC with PowerPoint, USB FLASH DRIVE and any translating software.
9. [] Charger for Laptop 100-240V with plug adapter, where necessary
- 10.[] One set of Tropical Blue Long with Cap or One set of ODU's
11. [] Valid Personal Credit Card(s). Call C/C Security and advise of trip
- 12.[] Personal Checks to pay for meals and other items aboard the ship
- 13.[] Approximately \$ 300.00 Cash
- 14.[] Airline E-Tickets
- 15.[] Hotel reservations if applicable
- 16.[] CO or XO contact mobile phone
- 17.[] Cell Phone (if you have tri-band your phone will probably work abroad, call your cell provider to check this prior to departure)
- 18.[] Charger for Cell Phone
- 19.[] Digital Camera

20. [] List of important POC telephone numbers in the US, including the Deputy Director of the Interpreter Corps. From overseas countries to the USA dial 001 and then the area code and phone number.

PACKED IN BAG

YOU MAY ONLY BRING SOFT LUGGAGE ON BOARD A SHIP! This means that your bag must collapse completely like a duffle or seabag.

1. [] 2 sets of ODU with Aux Ball Cap, for longer deployments a third set of pants can be helpful.
2. [] 2 sets of Tropical Blue Long & Garrison Hat for shorter deployments one pair of pants with two shirts.
3. [] Socks and skivvies for two weeks between washes
4. [] Proper fleece lining for foul weather parka
5. [] Civilian clothes appropriate for the environment. Depending on the mission you may not be permitted to wear T-shirts and shorts off the ship. Plan on Polo shirts and light weight long pants even in summer. Civilian Jacket or Windbreaker might be helpful.
6. [] Shorts, sneakers and workout gear
7. [] Towel. Two for longer missions. Disposable towels or camping towels that are lightweight can save a lot of space in your bag.
8. [] Soap. Pump bottle liquid soap is easier to use
9. [] Shampoo
10. [] Toothpaste
11. [] Laundry Detergent (Ultra concentrated variety)
12. [] Note pads and any other stationary items that are important to you like Post-Its.
13. [] Flashlight with red filter. This flashlight should be with you at all times at night. Headlamp versions work well as you can wear them or hold them. LED flashlights are recommended due to their long run time
14. [] Sunscreen
15. [] Sunglasses
16. [] Talcum powder, you may not be permitted to shower when you wish, baby wipes and talcum powder can help you clean up and feel fresh
17. [] Books and personal entertainment
18. [] Gifts for crew. You are their guest. Suggest you bring t-shirts from my flotilla, or other small gifts to give to the crew in thanks for their service. Often

these are the same t-shirts that I pack to wear with my ODU. These small gifts will reflect well on you, your flotilla and the Auxiliary.

19. Small portable alarm clock.

PRIOR TO BOARDING SHIP

You may have the opportunity to stop at a convenience store on the way from the Airport to the Ship. This is common for most newly arriving crew and is not an unusual or unreasonable request. For longer deployments the following items may be useful.

1. Foreign Currency Exchange (better rate at airport banks)
2. 5 Gallons of water (in case of water maker failure)
3. Baby wipes
4. Personal Beverages of choice
5. Plastic clothes hangers
6. Personal food items, cookies, cereal, oatmeal, things that do not require cooking or that can be cooked in a microwave These items can make a prolonged stay aboard the ship much more comfortable.

Shipboard Communications

1. Internet communications time is limited
2. You may get a temporary uscg.mil or navy.mil Internet account
3. Communicate with your assigned CG Auxiliary Deployment Coordinator frequently, but only unclassified information.
4. You might be invited to assist in Communications Watch Standing
5. Always ask for permission to take or send pictures via Internet
6. Observe Auxiliary Shipboard Deployment Guidelines
7. Make notes for your mandatory after action report
8. Other Notes _____



Co-authored by members of the USCG Auxiliary Interpreter Corps with prior shipboard deployment experience:

Alicja Power
Richard Turrin

November 2008