



UWP TEAM MEMBER INFORMATION PACKET

Updated February 2019

AIR TRAVEL AND ITINERARY

We will purchase your airline ticket approximately two months prior to departure. All team members must have \$2000 in by this time to cover the cost of the ticket. We typically depart from the Greater Rochester International Airport (ROC) in New York and connect to our international flight through JFK International Airport. It is strongly recommended that all team members fly out of the ROC airport as we have a brief Team Send Off celebration joined by past team members and other UWP supporters. However, special travel accommodations can be made for team members at their own expense if they are not local to the Rochester area. A packet containing information for your family members, including itinerary and contact information, will be emailed to you prior to your departure and distributed at the ROC send off.

PASSPORT AND ENTRY VISA

Ugandan Water Project must receive the following documents from you in order to process your entry visa:

- **Original Passport** - Passport must be valid for 6 months past your date of departure.
- **International Certificate of Vaccination (yellow booklet)** - Including Yellow Fever vaccine official stamp.
- **Uganda Entry Visa Application** - Included in your Team Member Packet.
- **Color Passport Photos** - Two 2x2 color passport photos are needed for the visa application.

Once we have received all team members' passports and documents, we will apply for your entry visa. Your passports and International Certificate of Vaccination will be returned to you at the airport on day of departure.

If you do not already have a passport or need to renew your current passport, please go to travel.state.gov/passport/passport_1738.html. Please note that you are responsible for all passport application fees as well as the application process itself.

VACCINATIONS

Travelers are strongly advised to visit a local health travel clinic 8-12 weeks prior to departure. Travel Clinics are up-to-date on all necessary immunizations and health advisories for Uganda. All travelers should review which vaccinations are required and recommended. The Ugandan government **REQUIRES** that all travelers to Uganda be vaccinated against Yellow Fever. All other recommended vaccinations are at your discretion. Please note that the level of risk for vaccine-preventable diseases can change at any time. We recommend Passport Health for a health travel clinic.

- Rochester & Canandaigua Office: (585) 275-8884
- Syracuse Office: (315) 698-8858
- Buffalo Office: (716) 204-0777
- www.passporthealthusa.com/locations

Travel clinics may be a bit higher priced for their services, but they will be the most informed about the current recommendations for travel to Uganda. Vaccinations can also be obtained from your physician as well as the County Department of Health. The following vaccine information has been taken directly from Passport Health of Upstate New York's travel guide to Uganda.

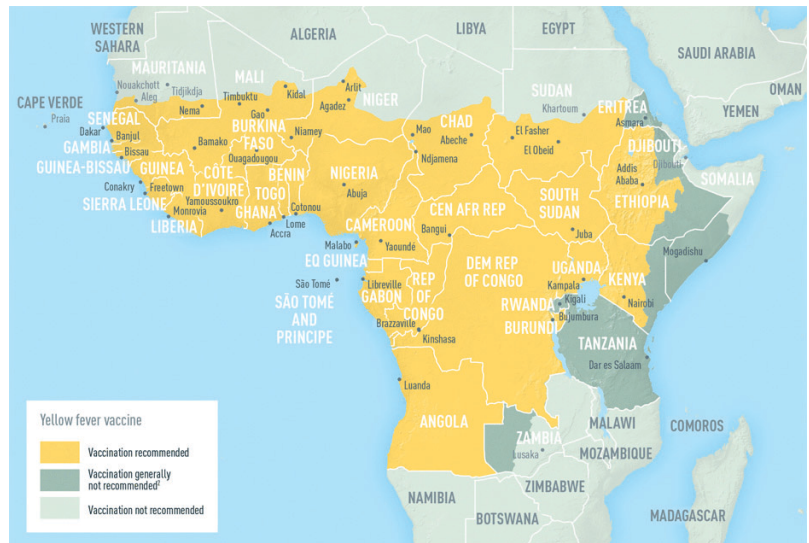
Routine Vaccinations

Routine Vaccinations should be current; these include;

- Influenza
- Measles/Mumps/Rubella (MMR)
- Pneumococcal
- Tetanus/Diphtheria/Pertussis
- Varicella
- Polio

Vaccinations for Uganda

- Yellow Fever – **REQUIRED**; Uganda is within the yellow fever endemic zone (see map).
- Hepatitis A – Recommended for all non-immune travelers
- Hepatitis B – Recommended for long term or frequent travelers, health care workers, travelers visiting more remote locations, travelers who will take "local" transport or eat "local" food, or if work-related injury is possible. Many travel health professionals recommend hepatitis B vaccination for all travelers regardless of destination.
- Meningococcal (Meningitis) – Recommended during outbreaks or for travel during the dry season (Oct-June). As many recent outbreaks have involved the w135 strain, quadrivalent vaccine (serogroups A, C, Y and W135) should be considered.
- Polio – A one-time booster is recommended for adults (in addition to an adequate primary series). This will ensure immunity.
- Typhoid – Recommended for all travelers to Uganda.
- Rabies – Recommended if traveling to an area where quality medical care (including international standard rabies immune-globulin) may not be available after being bitten/scratched by an animal.



ANTI-MALARIA MEDICATIONS

Because malaria poses a serious health risk year-round across Uganda, the use of anti-malaria medications and other preventative measures is required. Travelers must maintain anti-malaria medication as prescribed. Please clarify with your doctor or health travel professional regarding which medication is best for you, when, and how often to take it. Please also check any side effects or contraindications for the medication.

- Atovaquone plus proguanil (Malarone)
- Doxycycline (many brands and generic)
- Mefloquine (Lariam and generics)

Our housing accommodations in Uganda also provide mosquito netting which must be used at night. Please make sure you pack bug repellant with at least 29% DEET or Sawyer brand controlled release solution (available at Passport Health). This needs to be applied ½ hour after applying sunscreen - preferably in the morning and at dusk.

BAGGAGE REQUIREMENTS

Each team member may bring only ONE check-in piece and ONE carry-on piece of baggage. While airlines do allow a second piece of check-in baggage for international travel, UWP will be using this allowance to bring humanitarian and team supplies to Uganda.



Once airline tickets are purchased, your Trip Coordinator will email you with the baggage requirements for the airline. It is extremely important to stay within the weight and dimensions set by the airline to avoid any problems at airport check-in. Remember that you will be responsible for carrying your own baggage. It is also recommended that you bring a backpack as your carry-on baggage. You will use this bag while traveling to our various locations in Uganda. Your Trip Coordinator will email you the details

about what is currently allowed in carry-on baggage.

BAGGAGE TIPS

- Please be sure your check-in bag and your carry-on bag have a luggage tag with your full name and address.
- Please purchase a TSA-approved lock for your check-in bag to be used during airport baggage transport.
- All carry-on liquids must be in containers less than 100ml/3.3oz and placed within ONE quart-sized clear Ziploc bag.
- Do not bring your best luggage. UWP will mark your bag with colored tape for easy identification in the baggage claim area. UWP will also write the weight of your bag directly on your luggage with a paint marker. This is done to deter theft during airport baggage transport.
- It is advised that you inventory (by list or photograph) the contents of your check-in bag and keep it in your carry-on bag.
- Pack ALL prescription medication (in the original containers) in your carry-on bag.

SPENDING MONEY

Your trip fee includes round-trip airfare from Rochester, all meals/water, guesthouse accommodations, in-country transportation, entry visa, travel insurance and outreach supplies/programs. Please be aware that it does not cover additional costs such as purchasing minutes to make outgoing calls from Uganda, souvenir shopping, etc.

The local currency is the Ugandan Shilling (UGX). In 2018, \$1 USD is equal to roughly 3,700.00 UGX. For the latest exchange rate in your currency, visit <http://www.xe.com/ucc/full.shtml>. We will arrange a one-time currency exchange upon arrival in Uganda. You will need to have your spending money in \$50 or \$100 dollar bills, 2003 or newer with no tears or markings on the bill. We get the best exchange rates for new, crisp, unfolded or marked blue \$100s.

The amount of spending money you bring is up to you, but for 14 days, you'll probably find \$100-\$200 US sufficient. Our team members buy most of their souvenirs during a shopping day in a larger city such as Kampala or Jinja.

MEDICAL INSURANCE

Your trip fee includes travel insurance through Talent Trust Consultants, which is a subdivision of Aetna. They have excellent coverage designed specifically for outreach trips. The policy includes medical coverage, trip interruption, loss or damage to baggage and other personal items, etc. Details regarding the policy will be emailed to each team member. Your own personal insurance may also have some overseas coverage available.

WATER FILTRATION

All team members will have access to filtered or bottled water while in Uganda and are loaned a water bottle for in-country use. It is NOT necessary to purchase a personal water filter, but if you would like to, look for one that filters particles up to .2 microns or smaller. We recommend Sawyer brand products.

WHAT TO WEAR

Women: Women traveling to Uganda will want to wear long opaque skirts, capris, pants, or shorts that are knee length or longer for much of the trip. Ugandans typically dress conservatively and the local women tend to wear skirts. Please, no form-fitting or low-cut t-shirts. Avoid shirts with slogans or offensive images since words can take on different meaning in other cultures. Please make sure tank top straps are at least 1 inch or wider with no visible bra straps. During personal time we ask that all dress remain modest.

Men: Men traveling to Uganda will want to wear pants/jeans or shorts that are knee length or longer. Avoid shirts with slogans or offensive images since words can take on different meaning in other cultures. Please, no camouflage clothing. During personal time we ask that all dress remain modest.

Shoes: Comfortable and sturdy shoes are a must as you will be doing a lot of walking! Closed-toed shoes with quality soles will ensure that your feet are protected. Flip flops are OK only at the guesthouse.

Jewelry: Please keep jewelry conservative. It is fine to wear a simple wedding band; however it is recommended for security purposes to leave the bling behind.



PACKING LIST

Pack lightly - you will use less than you think! You will be able to hand wash clothes at the guesthouse for multiple wears. Be prepared for variances in temperature and humidity.

Clothes:

- Pants/Jeans/capris – preferred for bug protection
- Shorts – knee length or longer
- Skirts – knee length or longer, opaque (not see through)
- Shirts – no slogans or offensive images, no low cut, not form fitting
- Tank tops – 1 inch strap or wider, no spaghetti straps, no visible bra straps
- One dress casual outfit – collared shirt and khakis for men, skirt/dress and blouse for women
- Warm pajamas or appropriate sleepwear (evenings can be cool)
- Undergarments
- Shoes – sturdy, comfortable, closed-toe
- Flip flops for guesthouse
- Socks
- Hat – for sun protection or a bad hair day
- Lightweight sweater, jacket or sweatshirt

Medications:

- Prescriptions – pack in carry-on bag in original containers
- Malaria Medication – pack in carry-on bag
- Cipro or Xifaxin – pack in carry-on bag
- OTC Medications/vitamins – pack in carry-on bag

Personal_Care:

- Bug repellant – at least 29% Deet or Sawyer Brand time-released formula (available at Passport Health)
- Permethrin based clothing spray (Wal-Mart camping department) – spray your clothes and let them dry BEFORE you pack them.
- Hand sanitizer – 2 or 3 travel size bottles
- Sunscreen – SPF 30 or higher and water-resistant
- Lip Balm
- Deodorant
- Shampoo/Conditioner
- Soap
- Toothbrush and toothpaste
- Razor and Shaving Cream
- Small pack of tissues
- Wet wipes or baby wipes – several packs

- Feminine care products
- Roll of toilet paper in plastic bag (there is NO toilet paper in village latrines)
- Washcloth
- Towel – preferably a camping towel for overnights at host homes/intensives
- Handkerchief or bandana
- Eyeglasses or contacts/solution
- Sleeping Aids – ear plugs, blindfold, drugs (especially for air travel)

Travel Gear:

- Electricity power converter (110 to 220) only if needed
- Plug adaptor for electronics
- Money Belt – to be worn under clothes
- TSA-approved luggage lock
- Camera - with extra batteries. memory cards, charger
(don't skimp on the batteries and memory cards – you will take more photos than you think!)
- Cell Phone and charger – for clock and alarm
- Headlamp – for power outages
- Small travel alarm clock (unless you use your cell phone)
- Short clothesline with 10-12 clothes pins
- Trial size detergent
- Sunglasses
- Small umbrella – for sun/rain protection and privacy shield
- Travel pillow

Extras:

- Journal and pens
- Photos from home to share with local people
- Snacks - energy bars, trail mix, etc.
(sometimes meals are late or not appealing)
- Powdered Gatorade – 2 boxes of packets
- Gum or candy
- Laundry bag or garbage bag for dirty clothes
- Re-sealable plastic bags – various sizes for items that are soiled, smelly, etc.
- Cash, bank card (optional)

DONATIONS AND SUPPLIES

Opportunity Fund: While in Uganda, specific needs are identified within communities that we visit. Having cash donations specifically designated for this type of spending are the most helpful as they provide immediate answers to needs in a relational way. Also, being able to purchase resources directly in country helps to strengthen the Ugandan economy. Here are some examples of how monetary donations have been used: Teacher curriculum, providing mattresses/food in a home for street boys, transportation to clinics to receive health/dental care, MakaPads (sanitary pads), agricultural projects for communities, start up funds for small businesses and school tuition/fees.

Monetary donations can be made by check (made out to UWP) and sent to the address below. Please indicate in the memo: Opportunity Fund.

Ugandan Water Project
P.O. Box 262
Lima, NY 14485

Donations for local kids: Large quantities of one item are preferable than buying a little bit of everything on the list. New donations are preferred.

- Pencils, crayons, washable finger paint
- Temporary tattoos/stickers – kid friendly images
- Balloons, bubbles, glow sticks
- Soccer balls (size 5), ball pumps (please avoid squeeze pumps), extra needles
- Whistles and field cones for soccer games
- Frisbees

General Donations:

- Toothbrushes, floss, trial size toothpaste
- Nail clippers
- Guitar strings and picks
- Hand tools – saws, hammers, 2 ft levels, tape measure, work gloves, etc

First-Aid Donations:

- Band aids, gauze pads (all sizes), rolled gauze, medical tape, non-latex gloves, Q-tips
- Large tubes of Triple antibiotic ointment, hydrocortisone cream, anti-fungal cream
- Large bottles of peroxide, ibuprofen, acetaminophen, antihistamine, and children's versions of all meds listed
- Thermometers (with covers), irrigation bottles, ace bandages, hand sanitizer, non-digital scales
- Storage bags (gallon, quart)

ADDITIONAL REQUESTS AND BAGGAGE

As we are a working team and part of a larger organization, UWP team members do not act as couriers to transport items to others already in Uganda outside of the relationships UWP has already established. We take great care to itemize and use the space offered through our 2-bag travel arrangements. Our organization is liable for the inventory that we transport, so team members should communicate any outside requests for approval by the Trip Coordinator and Director.