



Grace Bible Church –Global Impact Ministry

GBC Short Term Trip Playbook

Supplement – International Travel

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Introduction

This companion to the GBC Short Term Trip Playbook will assist each team member to prepare for their trip. Stressed team members can harm a team’s ability to gel, but smooth travel can get the entire trip started well. Plan ahead so your travel experience can be organized and successful.

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Passports

Passports and Photos

If you do not have a U.S. passport, apply today! You must have a valid passport in order to go on a Global Impact mission trip to another country. If you do not already have a passport, you may need to pay to have it expedited (rushed), depending upon the dates of your trip. Obtaining a new US passport typically takes 4-6 weeks, expediting for a fee shortens this to about half the time.

You need to bring your passport, photos, and completed visa application, if applicable, to the Trip Leader no later than the second team training meeting. Failure to act promptly could prevent you from traveling with the team.

Forms for passports may also be obtained on-line at www.travel.state.gov. This includes both first time forms and renewal forms.

Prices and policies in this are accurate as of January, 2009.

To Obtain a New Passport

To obtain your passport for the first time, you will need to appear in person at the nearest passport acceptance agencies listed below, with the following items:

1. Official birth certificate (long form, not an abstract)(Proof of Citizenship)
2. Two identical passport size photos (2" x 2").(See note on following page)
3. Fee, \$100.
4. There is **an additional fee of \$60 for expediting** the passport application. These are usually handled within 3 working days upon receipt at a passport agency.
5. If you are a student, you will need to know your parents' birthplaces and birth dates, and your mother's full maiden name

If You Have a Passport

1. Be sure that it is **valid at least for 6 months beyond the date you will enter** the country you are visiting.
2. You must also have **at least 2 consecutive pages remaining** in the section for your visa to be stamped. If you do not have at least two pages, then you will need to have additional pages added to your passport by the National Passport Processing Center. There is no fee to have additional pages added unless you need it to be expedited.
3. Make sure that you have signed your passport on the page that is opposite your photo. Please make sure that you sign the passport exactly as your name appears on the passport.
4. If you have to renew your old passport, pick up a renewal form at your local post office and follow the instructions. The fee for this is \$75.

If you are NOT an American citizen, and you are residing in the USA, you should have a passport from your home country. Please contact your consulate for answers to any questions that you may have.

Passport Acceptance Agencies

To obtain a passport for the first time, or to replace a passport which has gotten damaged, you need to go **IN PERSON** to one of the passport acceptance facilities located throughout the USA. The Northgate, College Station, and Bryan Main post offices all offer this service. All the post office facilities require an appointment to submit your passport. The earliest appointments are often 2-4 weeks out, so start the process now.

Passport Application Locations in the Bryan/College Station area

Facility	Address	Phone
Northgate Post Office	104 N. Houston	846-5716
College Station Post Office	2130 Harvey Mitchell Pkwy S	693-4152
Bryan Main Post Office	2121 E. Wm J Bryan Pkwy	774-2300
Brazos County District Clerk	300 East 26th St.	361-423

Get your paperwork, make sure you have all the required documents, including your photos, and call for your appointment. Be sure that you have the DS-11 form with 02-2008 on the bottom of the form for a new passport. For renewal, you need a DS-82 form which also has 02-2008 on the bottom of the form. (See Appendix for forms.)

What if I Don't Have Much Time Before the Trip?

Some post offices do not require an appointment. Therefore, if you have less than 8 weeks before your trip, you should take your application to a location that does not require an appointment, and ask for it to be expedited.

Photos

You can obtain passport photos at Walgreens, Kinkos, CVS, AAA, Office Depot, and many other places. These places all know what the government requirements are for background, head size, etc. Colors tend to photograph better than white shirts. (Remember this picture will be with you for the next 10 years!)

You need 2 official passport photos to apply for a passport.

You need 2 for your visa application. Your team lead will tell you whether you need a visa.

Note: If you found the instructions in this section to be incorrect or outdated, please contact the Global Impact Ministry Assistant with specific errors or corrections.

Air Travel

Your first objective on going on a mission trip is to serve Christ. With this in mind, decisions concerning flight reservations are made to benefit the entire group rather than individual preferences. In order to maintain team unity, we ask individuals not to travel apart from the team.

Frequent Flier

We recommend that you sign up as a frequent flier with the air carrier being used in order to get the frequent flier miles, even if it is not your preferred carrier. A trip to East Asia, for example, accumulates anywhere from 15,000 to 19,000 miles. You will have the best success if you sign up for frequent flier before you check in for the flight, so that you can specify the account number to the clerk when you check in.

Passport Numbers

Provide your passport number and the exact name on your passport to your team leader. They need this in order to book international flights. When you receive your ticket, ensure that the name exactly matches the name on your passport; this makes it much easier to go through passport control at immigration as well as checking in at the ticket counter at the airports.

Packing Information

General Tips

- The less you bring, the less you carry.
- Have a durable luggage tag on the outside of your suitcase. In addition, be sure to have your name, permanent phone number, and address written on a piece of paper in the top of your bag in case it is lost.
- When packing, you will want to place all valuables, medications, documents, and film in your carry-on baggage.
- If you bring any prescription medications, be sure to bring the prescription medication in the original container as unmarked medication can cause suspicion.
- You can no longer bring water bottles onto the airplane unless they have been purchased in the transit area after going through airport security. You may bring small quantities of things like hand lotion, shaving cream, toothpaste, etc. Place all carry-on liquids in 3 ounce bottles or less (by volume). Place all bottles in 1 quart-sized, clear, plastic, zip-top bag. Limit 1 bag per passenger.
- Be sure to have one complete change of clothing and needed medications in your carry-one bag in case your luggage is delayed or lost.

Weight Limit

Baggage weight limits change frequently. Your team lead will provide the current restrictions. Generally, tickets allow you **ONE** free or low-cost piece of checked luggage. Checked bags cannot weigh over **44 lbs** (20 kilos). The fine can be hefty for overweight or second checked bags. The airlines have been increasingly careful about these guidelines.

You are allowed one travel piece (such as an 18" or 20" roll-aboard) , a camera bag or computer bag (but not both) or a purse **as carry-on baggage**.

If you plan to do some shopping in country and feel you need an extra suitcase, you may be able to buy luggage after you arrive in-country. A second option is to pack a smaller suitcase inside a larger one.

We have found that the 24" soft-sided rolling suitcases with expandable options work well. No matter how tightly we pack them, we have not exceeded the weight limit.

Recommended Items to Bring

You may want to consider bringing the following with you for this trip. Your trip leader may prepare a list more specific to your trip:

- A digital camera, small in size
- An alarm clock that works with batteries
- A multinational cell phone that works in foreign countries if you have one
- A copy of your passport and visa information kept with you in your carry-on baggage
- A jacket that will be multi-purpose (one with a liner works well)
- Durable, comfortable walking shoes
- A tie and a long-sleeved button down shirt in case you have a more formal situation come up
- 1 sweater or jacket to layer over other shirts
- An umbrella (check the weather before you go)
- Family photos to show others
- Extra personal money for shopping, gifts, tours, etc.
- Small gifts for missionaries. You can email the missionary and ask them for ideas.
Possible suggestions: taco/enchilada seasoning, chocolate chips, pecans, ranch dressing seasoning, holiday paper napkins or birthday napkins, Texas or holiday mementos, BBQ sauce, Velveeta cheese, canned Rotel tomatoes, etc.

Immediately Prior to Departure

Before you leave for the airport be sure that you have the following:

- Passport
- A copy of your passport and visa to keep in your carry-on
- SOS trip insurance card (or the appropriate card from your international trip insurance)
- Personal money for shopping and touring
- A visa or American Express or Master Card in case you need to get more \$\$\$ at an ATM
- Tylenol PM or your sleeping aid of choice
- All prescription medications in your carry-on
- Team Ribbons tied on your bags (handed out in Session 4 or 5)
- Identification tags on your bags AND a slip of paper inside your bag with your identification on it
- a copy of your airline itinerary in your carry-on
- any presentation material on a flash drive and a hard copy for yourself

- a book or other material for the flight (it is a long flight).
- Earplugs, eye covers to help sleep
- Quart size Ziplock bag with personal toiletries for flight
- A complete change of clothes in your carry-on bag in case the airline loses your suitcase
- Comfortable shoes
- If you are bringing Christian books for gifts, please wrap them in gift paper before packing.
- You may bring your Bible for personal use.
- Pack all but one of the 4 Laws in your suitcase that will go into baggage underneath the plane. Keep one with you to share en route.
- Leave diamond rings and expensive watches at home in order to protect self from theft.
- Do not wear blatantly Christian jewelry or t-shirts in the airports in closed countries.

Staying Healthy Away from Home

Medical Insurance

You must have medical insurance coverage to participate in a short term trip with GBC. As part of the trip application, you provided your insurance carrier name and policy information.

Check with your medical insurance carrier to ensure your coverage is effective overseas. Also, you may want to ask for instructions for obtaining medical attention or coverage in the destination country.

Immunizations

It is important for your health that you obtain the appropriate immunizations for the area in which you will be ministering. Traveling as a missionary is very different from traveling in Europe or as a tourist. You will have greater potential of being exposed to many things that an average tourist would not be exposed to. Therefore, we have the following immunization requirements.

We **require Tetanus** for all trips to all locations.

We **strongly recommend Typhoid** and **Hepatitis A** for most trips, including East Asia

For most trips, we also **recommend Hepatitis B**.

Adults over the age of 50 traveling in the months of October through March should also consider getting a **flu shot**.

Check with the team lead for other vaccinations. If there have been recent outbreaks in an area we may make additional recommendations.

Some of the immunizations need to be taken within certain time frames and in multiple administrations. Please read the directions and plan accordingly.

In most cases, you will visit your health clinic a number of times to receive a series of shots. Please note that all of the immunizations can have side effects (i.e. soreness, flu-like symptoms, fatigue).

Consequently, it is NOT advisable to plan on getting your immunizations when you have a major work project due (or for students, the week of final exams). The symptoms usually pass within 24 hours.

You can obtain most immunizations through your medical doctor. Talk with the nurse to see what they are equipped to give. Other options are the County Health Clinic or Student Health Center (if you are a student)

All costs for immunizations except for the tetanus shot may be raised as a part of the support for the trip. You may pay for them yourself and request a reimbursement from the Global Impact office if you have raised the funds for the immunizations. You must cover the cost of the tetanus shot out of your own pocket.

****Important:** When you go to receive your immunizations, you CAN tell the health care worker the country and city where you are going so they can tell you the recent recommendations. DO NOT tell them you are going with any specific Christian organization for the security of the groups in country.

Information on vaccinations and other health precautions, such as safe food and water precautions and insect bite protection, may be obtained from the Centers for Disease Control and Prevention’s hotline for international travelers at 1-877-FYI-TRIP (1-877-394-8747) or via the CDC’s web site at <http://wwwn.cdc.gov/travel/default.aspx>.

Sample Immunization Record

Note: Immunizations at clinics are often only given one day a week.

Shot	Time / Date of Appointment	Explanation
Required		
Tetanus	_____	Lasts 10 years
Recommended		
Hepatitis A *	_____	Must be taken at least one month before departure (Two administrations, one shot given, then second shot given 6-12 months later.)
Hepatitis B *	_____	3 doses or administrations, (0, 1-2 months, 6-12 months)
* Note: There is a Hep A/Hep B combo shot which can be taken in two doses. Ask about it.		
Typhoid	_____	Two administrations taken 1 week apart Booster every 6 months or pills can be taken
Also Helpful		
Polio Booster	_____	Single adult booster once since your childhood series
Cholera	_____	Two administrations, taken one month apart
TB Skin Test	_____	Get one if it has been more than one year since you have had one, and also when you return
Flu Shot	_____	If over age 50 AND if travelling during October through March. This you can get at the doctor’s or even at some grocery stores.

Current Travel Advice

We recommend that the trip leader visit with a doctor who specializes in international travel, then convey relevant information to the team. Scott & White has a travel clinic that gives this advice.

Scott & White Travel Clinic

Phone: (979) 691-3802

Open 1 day / week. Visits are typically covered by insurance. Tell them when you are going and where, and they will help you schedule the shots and visits you need. They can prescribe medication for odd situations, post-trip sleeping pills, etc.

Health Precautions while Traveling

Medical Kit

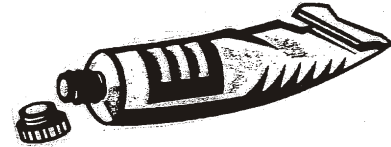
Each team member should bring a personal supply of these medical supplies with them.



TRAVEL KIT

MEDICATION NECESSITIES

- EXTRA STRENGTH TYLENOL (500mg) -fever, mild pain relief
- IBUPROFEN (200mg) –fever, inflammation
- SUDAFED (30mg) –nasal/sinus congestion
- BENADRYL (25mg) –insect bites, allergic reaction, motion sickness
- PEPTO BISMOL –indigestion, nausea
- IMMODIUM –diarrhea
- DULCOLAX –constipation
- MAALOX –indigestion, heartburn
- POLYSPORIN –topical antibiotic for minor cuts
- TINACTIN/LOTRIMIN –anti-fungal cream
- AFRIN NASAL SPRAY –blocked ears due to air pressure changes
- ALOE VERA GEL –sun burn relief



OTHER SUPPLIES

- THERMOMETER
- BANDAIDS –various sizes
- TWEEZERS and small SCISSORS
- ANTISEPTIC TOWLETTES
- POTABLE AQUA TABLETS
- STERILE GAUZE DRESSING –4x4's
- STERILE GAUZE BANDAGE WRAP –3 inch
- STERILE TELFA/NON-ADHERING DRESSING –2X4
- ELASTIC ACE WRAP –3 or 4 inch
- WOUND CLOSURE STERI-STRIPS
- BETADINE SWAB STICKS –wound cleansing
- TAPE –1 inch x5-10 yards
- COTTON TIPPED SWABS
- LATEX GLOVES
- FINGER SPLINT –3 inch
- ZIPLOC BAGGIES



Food Precautions**FOOD PRECAUTIONS**

One of the pleasures in visiting a foreign country is sampling the local cuisine. Unfortunately, the safety of a country's food products is not always known. Wise restaurant selection and meal choices, along with diligent inspection of food, will go a long way in preventing traveler's diarrhea. These tips should help you make wiser choices at mealtime.

Fruit and Vegetables

In many countries, untreated human and animal feces (night soil), are used as fertilizer. Similarly, polluted streams or rivers may be used to irrigate the fields. The bacteria or parasitic cysts in the feces can contaminate the fruits and vegetables grown under these conditions.

- Eat fruits that come intact with thick skins, that you can carefully peel, taking care not to contaminate the inside meat. (e.g. bananas or citrus fruit).
- Avoid fresh salads, leafy or uncooked vegetables.

Meat and Poultry

When eating meats and poultry, a person is subject to any disease which the animal may have been afflicted with before slaughter. Thorough cooking is essential to kill these organisms.

- Never eat raw meat.
- Always order meat cooked well done.
- Make sure meat is freshly cooked and served piping hot.
- Beware of deli style meats at market counters.

Seafood

As with meats, seafood should be cooked well done. Some species of fish (red snapper, grouper, sea bass) accumulate toxins that are not inactivated by cooking. Therefore, avoid eating internal organs where the concentration is the highest.

- Avoid raw or pickled crabs, crayfish, and crustaceans.
- Choose saltwater fish, as they are generally the safest choice.
- Beware of fish from rivers, lakes, and streams, or coral reef feeders.
- Beware of seafood served on a bed of ice, as the ice may contaminate the food.

Can pick up Tb from unpasteurized products.

Dairy Products

Pasteurization, transportation, and storage of dairy products is a concern. Additionally, some countries do not have health practices of pasteurization with all dairy products. Unpasteurized cheese, yogurt, or ice cream made from goat or cow's milk can be an ideal breeding ground for several types of bacteria.

- Ask if products are pasteurize.
- Avoid mayonnaise and creamy based foods/desserts, including ice cream.
- If powdered milk has been reconstituted, make sure it was done with purified milk.

Buffets and Street Vendors

All food needs careful attention with regard to proper handling, preparation, temperature control, and exposure to environmental hazards such as insects and the sun. It is best to avoid street vendors and outdoor buffets, unless you can make wise choices.

GOLDEN RULE to prevent travelers diarrhea:
Boil It - Peel It - Cook It - or Forget It

Water Precautions



WATER PRECAUTIONS

If you are traveling to a country with water sources of unknown purity, or are staying in hotels with dated plumbing, you must exercise caution to avoid illness.

- Do not drink tap water or anything that may be mixed with water, (such as lemonade,iced tea, or bar drinks).
- Do not use ice unless you know it's been made with purified water. Bacteria and parasites are not killed in alcohol, citrus juice, or by freezing.
- Assume that beer, wine, canned or bottled carbonated drinks, and beverages made with boiled water are the only safe drinks in areas with poor sanitation and hygiene.
- Drink from original containers. We recommend using an individually wrapped straw, rather than placing your mouth directly on the container. If this is not possible, then be sure to cleanse area and wipe dry.
- Do not brush your teeth or rinse your toothbrush with tap water.
- Do not open your mouth while showering. Carefully keep water draining away from the mouth area.
- If bottled water is not available, and boiling is not practical, consider bringing an immersion coil, water filter, or a water purification kit.

*Water Boiled w/
Filter @ REI
8/21*

METHODS FOR WATER PURIFICATION

- Heat water to a minimum of 150 degrees, then maintain for 10 minutes, or bring to a full boil. Cover with lid, and allow water to cool. Do not force the cooling process by adding ice or refrigerating.
- Iodine additives come in liquid or tablet form. If using a liquid, add 5 drops of 2% tincture of iodine to one quart of water. If using tablets, add 1-2 tablets to 1 quart of water. Allow to set for 30 minutes. Neutralizing tablets are available to take away the sometimes offensive taste of the iodine. (**Potable Aqua**) * Do not use if pregnant, or have history of thyroid disease, or allergy to iodine.
- Bleach (Clorox 4-6%) can also be used at a ratio of 2 drops of bleach to 1 quart of water. Let set for 30 minutes.
- Water purifiers should filter down to **0.1micron**, to effectively remove parasitic eggs/larva causing Giardia and Cryptosporidium.

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Treating Diarrhea

TREATING TRAVELER'S DIARRHEA
(ADULT)

For MILD DIARRHEA, NAUSEA, or UPSET STOMACH:

- Take **Pepto Bismol** as directed on the label. If taking Doxycycline for Malaria, separate by at least two hours. *Changes Ph of digestive system.*
- Take **Imodium AD** as directed on the label for cramping or diarrhea.
- Change diet to light, low fat diet.
- Replace electrolyte loss with clear, salty soups, sports drinks, mineral water, non-caffeinated carbonated beverages, and Saltine crackers. Avoid dairy products.

For SEVERE DIARRHEA: (3 or more watery stools in a 24 hour period, accompanied by increasing symptoms such as fever and/or vomiting):

- Begin antibiotic therapy:
For **Cipro:** One tablet, every 12 hours, for 3 days
For **Z-pak(Azythromycin):** One tablet a day for 3 days
- Pepto Bismol should be discontinued when antibiotic therapy is started.
- Take your temperature. **Stop Imodium with fever over 100.** *want to have diarrhea to flush system.*
- Replace fluid loss as above.
- If hungry and wanting to eat, avoid intestinal irritants such as alcohol, coffee, strong tea, spicy food, and greasy food. Dairy products should be avoided. As a guideline follow the BRATT diet: bananas, rice, applesauce, tea, toast. Add items such as baked potato, tortillas and baked chicken as tolerated.

*Capri-Sun
Sports
w/ Electrolytes*

Dehydration may develop with persistent diarrhea, vomiting, and high fever. If traveling to a rural/remote area, consider carrying **Oral Rehydration Solution** packets with you.

Seek medical attention for persistent high fever, significant vomiting or diarrhea, and blood/mucus in the stool or are progressively worse.

- Vomiting, diarrhea, and the use of Birth Control Pills can make the Pill less effective. Use a back-up method of birth control until you start your next cycle.
- * • **Do not use Pepto Bismol if you are allergic to aspirin or an anticoagulant therapy.** Each dose of Pepto Bismol contains the equivalent of one aspirin.

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Insect Protection**INSECT PROTECTION**

Many diseases are spread when insects such as mosquitoes, fleas, and ticks carry bacteria, viruses, or parasites to humans. You can minimize your risk by careful planning and paying attention to the following guidelines:

- Do not use scented soaps, shampoo, hairspray, deodorant, or cologne.
- Avoid brightly colored clothing. Dress in pale/drab colors, long sleeved shirt and pants to cover as much skin as possible.
- Wear socks and shoes; not sandals. Do not walk with bare feet, as many bugs crawl on the ground or fly within several inches of it.
- Swim in chlorinated pools. Avoid small ponds, lakes, and rivers. Never sit directly on the sand or lay your clothing directly on the ground.
- Pay attention to eating and sleeping accommodations. Avoid open-air restaurants and hotels. If air conditioning is not available, check for well screened rooms, and bring mosquito netting. **Bed netting should be a minimum of 18 threads per inch.**
- Spray clothing, bed netting, and tents with **PERMETHRIN** or Duranon. Follow label directions. (Sawyer's Permethrin or Coulston's Duranon).
- Use insect repellents containing **20-40% DEET**. Read caution labels, especially usage warning on infants and small children. Recommended products: **Sawyer's Controlled Release 20% DEET Formula.** or Ultrathon.

DENGUE FEVER

-Dengue fever (DF) is the most common mosquito-borne viral disease in the world, with over 100 million cases occurring worldwide every year. Highest risk occurs in SE Asia and Latin America, but disease occurs worldwide.

-Dengue Fever is spread by a daytime biting mosquito. While the mosquito is found in rural areas, transmission of disease is most intense in urban areas, including downtown business areas.

-Prevention of disease is limited avoidance of insect bites. Follow above guidelines.

-Illness occurs 3-14 days after the bite. Symptoms include: sudden high fever, headache, weakness, nausea/vomiting, rash, intense muscle, joint and eye pain.

-Treatment is supportive. Seek prompt medical care for persistent fever, or increasing severity of symptoms.

-Dengue Hemorrhagic Fever or shock syndrome are severe forms that usually occur in people previously infected with DF. This risk is estimated to be 100 fold. Insect precautions, especially if re-entering a dengue risk area following a previous exposure, is essential.

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