A planning visit to the location of your expedition is a good investment and will help with your planning and risk assessment. During a visit collect as much detailed information as you can, even though you may not think it necessary at the time. When you are back in the UK, your colleagues will value the detail. Establishing good local contacts will make your planning much easier.

### Research
- Government ministries
- British Embassy or High Commission
- British Council
- Research institutes
- University and schools
- Tourist agencies
- Other non-government organisations
- Aid organisations
- Library and museum
- UK companies

### Administration
- Research permits
- Government departments
- Local government
- Immigration (visa)
- Police
- Customs and Excise
- Health authorities (hospitals)
- Survey and maps
- Aerial photographs
- Emergency assistance (casualty evacuation)
- Financial advisers
- Insurance (in-country)
- Bank – transfer of funds and exchange rate
- British companies
- Couriers

### Accommodation
- Hotels/B&Bs
- Rest houses
- Tented facilities
- Hostels/clubs
- Friends' houses

### Science programme
- National research programmes
- Links to academic community
- Development agencies
- Support bodies (e.g. Met Office)
- Scientific supplies
APPENDIX 2: A SAMPLE OF A RECONNAISSANCE CHECKLIST

Technical support
GIS back-up

Education programme
Government links
Local education schemes
Local schools
Lecturing plans

Media
Key newspapers
Other publishers
Television networks
Radio stations
Press agencies
Press releases

Transport
Aeroplane/helicopter
International, internal
Charter, military
Bus, taxi
Car hire
Boat
Porters
Mule/camels
Trekking guides

Workshops (nearby)
Electronics
Computer
Engineering
Welding
Garages
Carpentry
Marine
Photographic

Communications
Email and website links
Mobile phone coverage

Radio network and frequencies
Post office facilities
Telecommunications (buy telephone directory)
Local radio station
Pigeon, cleft stick

Supplies
Timber
Roofing
Pipes
Stationery
Chemicals (for lab)
Medical
Consumables, e.g. batteries, candles, etc.
Hardware

Rations
Fruit
Vegetables
Meat
Rice/pasta
Tinned food
Drinks (alcoholic)
Soft drinks

Water
Collection
Purification
Sterilisation
Storage

Fuel
Methylated spirits
Petrol/diesel
Kerosene (paraffin)
Calor gas/butane
Camping gaz
Coal/charcoal
Hexamine blocks
EXPEDITION HANDBOOK

Medical, health, safety
National medical advisers
Inoculation requirements
Map of nearby hospitals
Medical back-up
Flying doctor service
Private ambulances
Nearest airport (for ambulance)
Local medical resources
Back-up in emergency
Decompression chamber

Field equipment
Tents/campsheets
Camp beds/hammocks
Mosquito netting
Cooking equipment
Rucksacks/kitbags
Local clothing/boots
Climbing equipment
Scientific supplies
Lamps (pressure and wick)
Photographic/film
Containers
Data loggers
Surveying companies

Main field base
Laboratory facilities
Water supply
Water pumps/showers
Power – generators
Solar power
Battery chargers
Refrigerators
Lighting
Computer area

Liaison
Home agent
Ex-patriate community
Local government and officials
Local chief/headperson