

CCC MARINE EXPEDITION GUIDE

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Ventures provided by Coral Cay Conservation conform to BS 8848, Specification for the provision of visits, fieldwork, expeditions, and adventurous activities outside the United Kingdom (Independently assessed).

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Foreword

Every effort is made to ensure that the information contained in this guide (and other related documentation) is accurate at the time of publication. However, due to the dynamic nature of any expedition programme, there are inevitably changes to expedition itineraries and logistics. We therefore strongly recommend that volunteers regularly visit our website (www.coralcay.org) for updates.

This guide contains important information relevant to all Coral Cay Conservation (CCC) marine expeditions. It aims to help prepare volunteers for their expedition; this guide should be read in conjunction with the relevant CCC project summary, which contains important additional and supplementary information specific to each expedition location, and the '[CCC Terms and Conditions](#)'.

Expedition Staff

During the expedition there will be a dedicated staff team on hand to ensure the smooth running of the project and to make sure that any activities are being conducted in a suitable and safe manner. In addition to the core roles detailed below there may also be an Education Officer (EO), Medical Officer and a Community Liaison Officer (CLO).

Field Base Manager (FBM) –holds the overall responsibility for the safety and on-site management of the expedition.

Project Scientist (PS) – has responsibility for the planning and co-ordinating of the science programme and preparation of scientific reports. The PS deputises for the FBM should the need arise.

Science Officer (SO) – is responsible for the collection of survey data. This includes staff and volunteer science and survey training.

SCUBA Instructor (SI) - is responsible for providing SCUBA training to host country counterparts, volunteers and staff and ensuring that safe diving practices are adhered to.

Accommodation

The accommodation provided by CCC varies between expedition locations (please refer to the relevant project summary for specific details). Some CCC expeditions may be located on remote, isolated tropical islands whilst others may be located within or adjacent to existing communities.



Volunteers and staff can expect basic living conditions including shared dormitories, washing and sanitation facilities. Please note that hot or running water is a rarity and some sites may require bucket showers and flushes. Please see the country specific Project Summary as these conditions do vary.

Food

The meals provided by CCC are based upon local cuisine and seasonal availability of locally produced food. This does mean that the availability of fresh fruit and meat can be restricted depending on availability. Volunteers must be prepared for the fact that they will be eating as the locals eat with a few extras thrown in.

Meal times are fixed in order that the day's survey activities can be effectively managed. Breakfast is at 6.00 am, lunch at 12.00 pm followed by dinner at 6.00 pm.

Depending on the site, food preparation is either overseen by a local cook (although volunteers are expected to lend a hand), or undertaken by volunteers and staff on a rotational basis. It is recommended that all long-term volunteers bring vitamin supplements to account for the change in diet.

Communication

Communication is maintained between CCC Head Office (HO) and each expedition base through a combination of mobile and satellite phone systems. However, these communication systems are only for the purposes of relaying important information relating to the expedition or for emergency purposes. These systems are not available for personal use by volunteers unless in the event of an emergency. For information about communications at specific project sites please refer to the relevant project summary.

Volunteers will only have limited access to e-mails during their stay on site and should inform friends and relatives accordingly. It is recommended that volunteers bring a mobile/cell phone with them. For international roaming, individuals will need to check with their service provider for coverage. The associated costs with this can be high, please note that when using mobile/cell phones abroad charges will likely be made for incoming calls. Local SIM cards are available in-country but phones will need to be 'unlocked'. CCC cannot guarantee that there will be local network coverage at the expedition site.

Expedition Life

The main focus of life on site is the collection of scientific data. This will take priority over all other aspects of the expedition and will determine the daily, weekly and monthly schedule. Expedition life is challenging but with the right attitude and work ethic will be one of the most rewarding experiences of a volunteers' life.

When, first arriving on site, volunteers will start their intensive training programme. For those who are not qualified to PADI Advanced Open Water or equivalent, the first week on site will be the CCC SCUBA Training Programme, where our on-site instructor will take volunteers through the core dive courses. The following 1-2 weeks will focus on the in-depth Skills Development Programme (SDP) where CCC field staff will give lectures, workshops and practical in water species 'pointies' to build on a volunteers knowledge of the marine world (see the Science Workbook for more detailed information on SDP). Once the training is complete volunteers will be able to join the survey team and start collecting research data. On average, volunteers will dive twice a day as long as the weather conditions and base logistics allow. There will be days when this is not possible and so volunteers should be aware that there is **no guaranteed number of dives per day**.

Once every four weeks the field staff will aim to schedule a night dive or snorkel (site dependant). This will be a purely recreational activity and will only be possible for those who have brought the required kit (torch and light sticks). This will be a rare opportunity to see a host of creatures not normally seen during survey training.

Below is a general schedule of a typical day and week on a CCC expedition site. Please be aware that this can, and most likely will, change, depending on weather or other factors.

A typical CCC Week

Day 1: Training/Surveying
Day 2: Training/Surveying
Day 3: Training/Surveying
Day 4: Training/Surveying
Day 5: Training/Surveying
Day 6: Recreational Diving
Day 7: Day off/Community work

A typical CCC day:

06:00 – Breakfast
06:45 – Chores
09:00 – Dive
12:00 – Lunch
14:00 – Dive
18:00 - Dinner

NB: During SDP, lectures and tests will be fitted between the dives

Over breakfast, the team discusses any final planning details for the day's activities before dispersing to prepare themselves for departure into the field, usually at 8.00 am. Over lunch, the morning's work is discussed and reviewed by the team and the data is transferred onto recording forms before returning to the project area in the afternoon. The day's activities are reviewed over dinner in the evening and the collected data entered onto data recording forms and a computer database. In the evening the team plans the following days activities and discusses any issues they may feel require attention. Further in-depth lectures and training may be provided in the evenings.

As can be seen in the schedule above, day 6 of the week is reserved for recreational activities, which may include SCUBA diving or participation in advanced training courses; however, this is under the assumption that the weekly targets for data collection have been met.

There are routine base camp duties to be completed each morning on a rotational basis. Occasionally volunteers may also be required to assist with various infra-structural development projects at the base camp.

Typical chores may consist of:

- Assisting in the preparation of food and ensuring the kitchen and eating area are tidied after meals.
- Ensuring that the expedition base is kept clean
- Preparing survey and safety equipment for use during the day's fieldwork
- Assisting in the loading and unloading of expedition equipment onto CCC field vehicles or boats.

Whilst these tasks may be simple, they are essential to the safe operation of the expedition and all volunteers are asked to complete these tasks to the best of their ability.

The seventh day of the week is reserved for equipment maintenance, additional training and visits to local communities. Diving is not permitted on day seven in order to allow for off-gassing.

Although life on site is busy there will be periods of 'downtime' where volunteers will be able to relax. During these times volunteers over the age of 18, will be given the option of leaving the confines of the expedition site so that they can explore the local villages. **Please note that CCC will have no responsibility for volunteers when they leave the expedition site or when undertaking activities that are not part of the services contracted for and falls outside of the package.** CCC staff will also try and organise activities within the local community to give volunteers the chance to engage with the villagers. During these times volunteers must dress and behave accordingly with local customs and culture as CCC's relationship with the community is vitally important for the success of the project.

There is the opportunity to socialise over a drink at the end of the day and the evening of day 6 is usually reserved for an end of week organised social event at the expedition base. Although alcohol is available on most sites, due to the nature of dive expeditions, there are strict rules in place regarding the quantity that can be consumed and **drinking games involving the use of alcohol are strictly forbidden.** Excessive alcohol consumption is not permitted as this may lead to a volunteer putting either themselves or another team member at risk, and may offend our local project partners. Furthermore, accidents occurring while 'under the influence of alcohol' may prejudice the volunteers medical insurance cover and is a major factor in dehydration related decompression illness. Be advised that there are breathalysers kept on all sites and a breath test can be administered and enforced by CCC staff if deemed necessary.

Except on the evening of day 6, the bar is open between 6.00 pm and 10.00 pm and the **maximum** permitted alcohol consumption is two bottles of beer (330 ml) per evening **or** one large glass of wine (250 ml); the consumption of spirits is strictly not permitted during these days.

Dive Courses

Volunteers who are not qualified to PADI Advanced Open Water (AOW) or equivalent will be classified as a 'Dive Trainee' and will need to be on-site for the allocated dive training week. During this time our on-site PADI SCUBA Instructor will conduct the necessary dive training courses prior to the start of the Skills Development Programme (SDP). This will include PADI Open Water and PADI Advanced Open Water.

Additional Dive Courses:

Any additional dive courses will be at an extra cost and are not included in the expedition fee. These will only be open to volunteers who are staying for extended periods as the focus of the expedition is on the scientific training and surveying and so for those staying only a few weeks there will simply not be enough time to offer them.

Volunteers staying at least four weeks may undertake the CCC Reef Surveyor PADI specialty, and/or the PADI Rescue Diver course. Those staying longer than 12 weeks can undertake their PADI Divemaster Course.

CCC cannot guarantee the completion of any additional dive courses as surveying takes priority and dive courses will have to be fitted in around the survey schedule at the discretion of the Expedition staff.

In addition to the course fee, the volunteer will have to supply their own training materials and PICs. Please see 'Appendix D: CCC Marine Kit List' for more information on this.

Local Culture and Customs

It is essential that all CCC volunteers are aware of and respect the local culture and customs within the host country. Volunteers will be the face of CCC and as such, their actions will be seen as those of CCC. CCC relies heavily on its good relations with the local communities without which there is no project. Some communities are particularly conservative and may find certain forms of dress or behaviour offensive, for example, the use of revealing swimwear, tight-fitting clothing, and public displays of affection or alcohol consumption. Upon arrival at the field base a briefing will be given on the local culture and customs, and the CCC rules relating to these. It is recommended that volunteers familiarise themselves with the local customs and cultures beforehand through country-specific travel guides such as the [Lonely Planet](#) and [Rough Guide](#) travel books.

Equipment

For the full equipment list please see Appendix D – CCC Marine Kit List and Appendix E – CCC General Kit List at the back of this document. It is vital that all volunteers have the items detailed on this list as it will be extremely problematic to procure them once in country. Below are a few notes on the equipment needed but volunteers **must read the full kit list** at the end of this document. Volunteers will not be able to take part in certain aspects of the expedition if they do not have the necessary kit.

Clothing

On marine-based expeditions, a few pairs of shorts, swimwear and t-shirts are all that volunteers are likely to need for everyday use. A pair of lightweight trousers and a long sleeved shirt is essential to keep the sun and biting insects off. Volunteers should also ensure that they bring a hat, sunglasses and a sturdy pair of shoes or sandals (please note that the wearing of footwear is compulsory when on the expedition site). A warm top (e.g. sweatshirt) is recommended for the occasional chilly evening, and a cheap lightweight waterproof top is recommended to protect against showers and wind. Please be advised that Gore-tex is not suitable for tropical climates.

There are basic facilities for hand washing clothes on-site but washing powder may not always be available. Volunteers are therefore advised to bring a small amount of environmentally friendly washing powder or purchase some whilst in-country.

Toiletries

Volunteers should bring adequate supplies of toiletries and cosmetics (including contact lens solution, razor blades, tampons, etc.) to last the duration of their expedition. It may be possible to purchase certain items in-country (shampoo, soap) but these items can be difficult and/or expensive to obtain during the course of the expedition. Wherever possible, please ensure that these items are biodegradable and environmentally friendly (i.e. low in nitrates and phosphate-free).

Bedding

Unless otherwise stated, dormitory style sleeping accommodation will be provided, including a mattress, pillow, bed linen and mosquito net (or a room with mosquito netting fitted to doors and windows). Volunteers may wish to also bring a sleeping bag liner.

Dive Equipment

CCC will provide all volunteers with weight belts, weights and SCUBA diving cylinders at the expedition base. In addition, volunteers may also borrow a Buoyancy Compensator Device (BCD) and Regulator for use during their expedition. Volunteers will need to confirm that they wish to borrow these items in the 2nd stage booking form. Please note that all expedition equipment (including items of SCUBA equipment) is provided on a shared basis with other volunteers.

Science workbooks and resources

All volunteers are encouraged to do some research into the marine environment that they will be surveying before they arrive on-site. This will help make sure that they can really get the most out of their time on site and give them a bit of a head start with the marine science SDP phase of the project.

Volunteers are strongly encouraged to read the Science Workbook which will be provided to them when they sign up to a marine expedition. The workbook contains a comprehensive outline of the SDP in addition to the species they will be required to learn during the course.

There is also a recommended reading list on the website which contains a selection of website links, books and ID guides.

Credit Cards

CCC strongly recommends that volunteers take a credit card for emergency use. Depending on the individual's insurance policy, payment for medical treatment may have to be made up front and then reclaimed at a later date.

Appendix A - Medical Notes

All volunteers are required to complete and return the four page CCC Marine Medical Forms to CCC HO for approval. A **doctor must sign and stamp these forms**. Please note that CCC is a registered Data Protection Centre.

Medical forms are assessed and either cleared in house or, if there are any issues of note, they are forwarded to our external medical advisors for confidential independent review. CCC reserves the right to refer a volunteer to a specialist for further medical examination and/or reject and/or cancel any volunteers' expedition application/offer of an expedition placement with CCC.

It is therefore **essential** that all volunteers;

Provide accurate information on all medical forms provided by CCC. CCC will not accept any liability in the event that a volunteer has not fully disclosed all details on the medical forms provided by CCC (note: failure to disclose this information may invalidate medical health insurance). Submit their completed *CCC Medical Forms* as soon as possible after receiving confirmation of their placement.

Medical Advice

The following notes have been compiled to help ensure volunteers safety whilst on expedition. Volunteers must consult their doctor on all aspects relating to their personal health prior to participating on an expedition. *CCC cannot offer medical advice.*

All staff members on CCC expeditions are trained as first aiders, and casualty evacuation procedures have been devised for each expedition in the event of a serious injury or medical problem.

Please note that volunteers are personally liable for any expenditure incurred in relation to medical treatment that CCC cannot offer at the expedition base (e.g. referrals to a doctor or specialist, medical evacuation, hospitalisation, etc.) It is therefore essential that volunteers obtain suitable medical insurance prior to arrival at the expedition base.

Inoculations

CCC are not in a position to advise volunteers with regards to prescribed medications and immunizations required for their expedition. Volunteers should consult with their doctor to ensure that they obtain the recommended inoculations for each of the countries they plan to visit. For country specific information on inoculations please visit www.fitfortravel.nhs.uk

Malaria prophylaxis (if required):

Whatever prophylaxis drug GPs recommend it should be seen as part of an anti-malarial regime rather than the sole prophylaxis and volunteers should use repellents wherever possible. Repellents containing 50% DEET are very effective.

A few useful suggestions:

Every effort is made to ensure that balanced meals are provided at the expedition. Diet may vary due to seasonal availability of local produce and logistics of supply.

Volunteers should make sure that they see a dentist before departure. There are no dental facilities on expedition sites. Dental problems may exclude people from diving.

CCC sites are equipped with trauma kits, however, volunteers should bring a good first aid kit. Volunteers should bring more than adequate supplies of any medication that they normally use. A good rule of thumb is double the amount.

In some locations, the mosquitoes and other biting insects can be prevalent; volunteers should bring abundant supplies of insect repellent. Please note that repellents containing high concentrations of DEET (above 55%) are not recommended as they may irritate existing insect

bites and other skin wounds. Volunteers with sensitive skin should consult their doctor on the most suitable insect repellent for them. Volunteers should bring a lightweight pair of long trousers and a long-sleeved shirt for added protection.

Rabies exists in some countries visited by CCC volunteers. If volunteers are going to be travelling widely in these areas they may wish to consider a 'pre-exposure vaccination' – they must discuss this matter with their doctor.

Avoid excessive exposure to the sun. There is an epidemic of malignant skin disease worldwide, caused by over-exposure of fair-skinned people to the sun. Acute over-exposure is highly dangerous, most sun-screens block UVB (ultraviolet) radiation but are largely ineffective against UVA (different wavelength): both UVA and UVB cause skin cancer and skin ageing, so slapping on loads of sunscreen and remaining in the sun can be potentially dangerous. Lightweight clothes reduce both! Volunteers should ensure that they bring plenty of high-factor waterproof sun block and lip-salve.

Water requirements increase enormously in the tropics. It is recommended that volunteers drink plenty of water throughout the day. Until volunteers have made the physiological adaptations to extreme heat it is very easy to get sunstroke and dehydration - both can be life threatening. We strongly advise volunteers to bring a good supply of 'Dioralyte' (or other make of rehydration salts) with them.

Personal hygiene is crucial in the tropics. Without proper hygiene, bacterial infections are easily caught, and the price volunteers pay for not washing their hands after going to the toilet may be a severe bout of diarrhoea - enough to put them out of action for several days. When travelling overland, volunteers should be sensible about what they eat and drink.

A good SCUBA diver is one that does not come into contact with coral. There are also a few poisonous reef species and to avoid any nasty surprises, divers should keep their hands well away from marine organisms.

Ear infections caused by continued exposure to the sea can be a problem. Volunteers are recommended to rinse their ears out with clean, fresh water after each dive. Bring ample supplies of a suitable anti-biotic eardrop in the event that an infection develops (consult a doctor first). One of the most common expedition injuries are foot wounds, these usually take a long time to heal and can seriously disrupt a volunteers expedition. Simply remembering to wear footwear can avoid a lot of discomfort and disappointment! *Please note that wearing footwear around the expedition camp is mandatory on all CCC expeditions.*

'Nappy rash' is not restricted to babies! Working in hot, humid environments and/or the constant exposure to salt water can have very painful consequences. Take lots of medicated talcum powder and avoid wearing wet swim-wear and diving wet suits any longer than necessary.

And finally.... remember that prevention is always better than a cure. Medical facilities are limited on the expedition and CCC cannot provide for every eventuality, so please be sensible! In all cases volunteers should consult their doctor before departure.

Appendix B - Dive Standards

We have made every effort to streamline this section in order to make our dive standards more accessible for those new to diving. The information contained in this section is therefore a simplified version of Coral Cay Conservation's (CCC) Dive Standards. We would encourage all qualified divers to read through the extended version of the Dive Standards, which can be found on the Secure Volunteer Area.

All Coral Cay Conservation (CCC) diving takes place in remote areas and as such, access to decompression facilities and emergency medical care can be limited. It is therefore imperative that all dives are conducted within the following standards. Individuals who endanger themselves and others by knowingly diving outside of these standards will be required to leave the expedition immediately.

The following regulations are based upon the principle that CCC volunteers will be diving a **maximum** of three times a day, six days a week, with one day non-diving. However, CCC personnel may undertake fewer dives than this dependent upon weather, logistics and other limitations.

All CCC volunteers and staff must be trained to a minimum of PADI Advanced Open Water or equivalent before they are able to take part in any marine based CCC activities. Any staff or volunteers who do not meet this level will be given the appropriate training by the on-site PADI Instructor.

Dive Profiles

- The maximum depth permitted for any dive is 28 m.
- The maximum depth for divers qualified to only PADI Open Water Diver (or equivalent) is 18m
- Those undertaking SCUBA training are restricted to the depths outlined in the PADI Instructor Manual and at no time greater than 28 m.
- The longest Bottom Time (BT) employed by CCC is 60 minutes under the condition that this does not exceed the No Decompression Limit (NDL) limits set out on the PADI RDP. BT is defined by PADI as: "The total time in minutes from the beginning of descent until the beginning of the final ascent to the safety stop".
- Divers should not make more than one descent during a dive if the descent has gone deeper than five metres. Once an ascent has begun from deeper than five metres, divers should not re-descend except in the case of emergency, or for the specific purposes of PADI SCUBA training.
- Only during PADI SCUBA training courses, and only under the direct instruction of the SI, divers may re-descend during a dive. These training dives must follow the guidelines laid out in the PADI Instructor Manual.
- At the end of the no-stop BT, divers must make a direct ascent to the safety stop, following the PADI recommendations regarding ascent rates.
- A three minute safety stop at five metres is mandatory on all dives deeper than five metres.
- Dives that require decompression stops are strictly not permitted at any time.
- The maximum number of dives permitted per day is three.
- Where repetitive dives take place the deepest dive is carried out first, with each successive dive to the same or a shallower depth. **The second dive must never exceed a depth of 18m.**

NB: Any dives shallower than ten metres shall be treated as a ten metre dive and so can be followed by a dive of up to ten metres.

- During the PADI training courses only, confined water training dives of five metres or less may be followed by deeper open water training dives as outlined in the PADI Instructor Manual.
- During the PADI Advanced Open Water Deep Dive only, an exact surface to surface time will not be implemented but rather the bottom time agreed upon with the instructor ensuring that a safe ascent time is implemented.
- A mandatory 24-hour tissue de-saturation period (i.e. "no diving day") is required during one day in every seven.
- Confined dives of five metres or less may be carried out on the 'non-diving day' but strictly only for the following purposes:
 - During the course of the Skills Development Programme (SDP)
 - To conduct advanced training courses such as PADI RD
 - To provide remedial training for PADI Open Water Diver and Advanced Open Water Diver courses.

Dive Tables

- CCC utilises the PADI RDP - Table Version to plan and implement all diving, excluding computer diving (see below).
- The maximum depths and no-stop BT's, which CCC adheres to on all dives excluding multilevel computer dives (see below), are outlined in the CCC Standard No-Stop Bottom Times and Maximum Depths (see table below).
- The use of the PADI eRDPML for multi-level diving or any other decompression tables for any single level or multi-level diving is not permitted.
- Survey dives (and recreational dives where computers are not used) are planned and conducted using the dive profiles detailed on the CCC Standard No-Stop Bottom Times and Maximum Depths (see table below).
- After every dive the 'Pressure Group' of each volunteer must be calculated on the PADI RDP Table Version using the 'actual' depth and bottom time for the dive.
- When 'repetitive' dives are being undertaken, the 'Pressure Group' of each volunteer must be calculated to ensure that they are re-entering the water in the 'A' Pressure Group.
- Volunteers are personally responsible for ensuring that they are aware of their own Pressure Group (as per the PADI RDP Table Version) at all times.
- The minimum surface interval between dives is determined by the requirement of re-entering the water in the 'A' pressure group. This will be in accordance with the PADI RDP.

Coral Cay Conservation											
Standard no-stop bottom times & maximum depths											
Do not exceed at any time unless on a pre-planned computer dive											
	Night Dives	Standard Profiles									Computer Dive
Maximum depths (Metres)	12	≤10	12	14	16	18	20	22	25	28	28
Maximum no-stop bottom time (Minutes)	37	60	60	50	42	36	32	27	21	13	37
Max surface-to-surface time (bottom time + ascent time) (mins)	45	68	68	58	50	44	40	35	29	21	45

Appendix C - CCC Code of Conduct

Please note that this code of conduct is a simplified list of the expectations for volunteers participating on a CCC expedition. Participation in the code of conduct is necessary for all individuals to ensure the safety, professionalism and harmony of our expedition sites. It is CCC's aim that its expeditions are safe, enjoyable, inoffensive and non-threatening for all expedition participants and so all volunteers will be expected to follow the instructions given by staff members.

Racism, Sexism, Homophobia, Discrimination

CCC has a zero tolerance approach to racist, sexist, homophobic or discriminatory behaviour. All are expected to accept volunteers as equals regardless of background, beliefs or sexual orientation.

Training

All expedition participants are expected to apply themselves fully to the training provided. CCC will not allow individuals to partake in activities if they are not suitably qualified or have not achieved minimum requirements in training. CCC will however continue to teach and train an individual until they achieve this minimum requirement or their expedition time is completed.

Policy

All expedition participants are expected to adhere to CCC policy at all times. The operations manual CCC has developed over the years has at its core an ethos of safety, professionalism and common sense. All expedition participants are welcomed to query reasons for policies should they wish.

Safety rules

Expedition participants are expected to strictly adhere to policy relating to the safety of themselves and/or others. It is CCC's ethos that participants be involved in the risk reduction and mitigations process.

Behaviour

CCC expects expedition participants to act in an appropriate way towards each other and outside individuals. CCC does not accept the following as acceptable behaviour and will dismiss volunteers without notice from the expedition site:

- Violence to the person, another individual(s) or property. This seriousness of such action is in no way diminished by the influence of alcohol.
- The use (or attempt to gain/use) of narcotics and pharmaceuticals of a controlled nature without permission of a medical professional.
- Extreme cultural insensitivity as an individual act or sustained behaviour offensive to cultures or beliefs.
- Threatening or offensive behaviour towards another individual/s or property.

NB: Due to the importance of community relations to CCC's work, if any individuals conduct during their time in the host country, even when off of site, is deemed to have had a negative reflection on CCC this will be treated as a breach of the code of conduct and will lead to the appropriate disciplinary action.

Cultural Considerations

CCC expects all participants to embrace the ethos of treating all as equals and working together as a team. All participants are briefed on arrival at expedition site on cultural considerations for

the host country. Individuals with cultural or religious needs are responsible for discussing issues with HO before arrival on site. CCC aims to accommodate all and believes in equal opportunities in so far as physical ability is not a barrier to safety of the individual or others.

Environmental Considerations

CCC expects all participants to reduce their impact on the environment to the minimum possible. Information is available to assist with this and relevant advice will be provided at pre-departure meetings and during time in country.

Breaches of Code of Conduct

Breaches of the code of conduct will be treated seriously. Where behaviour has been wilful or dangerous volunteers will be asked to leave the expedition immediately. Where breaches are made by mistake, the individual will be interviewed by the FBM who will explain the reason for the particular policy. CCC operates a policy of single verbal and written warnings before dismissal from site in less serious cases, such warnings can only be issued with the consent of a senior manager from head office. It is important to note that the warnings do not necessarily have to be issued for similar breaches of the code. It is also important to note that CCC reserves the right to accelerate the disciplinary process should it feel it necessary to prevent danger, harm or offence to other expedition participants.

Please note that CCC will not be liable for any costs incurred as a result of dismissal from the expedition site.

Appendix D – CCC Marine Kit List

The following list is a summary of recommended items that volunteers should bring with them on their marine expedition.

Those items in bold are considered essential, volunteers arriving without these items will not be allowed to dive until they have purchased the relevant equipment.

Relevant PADI manuals and PIC cards (**Essential for those undertaking SCUBA courses.** See 'PADI Dive Courses' section below)

Mask & snorkel

Fins (open foot)

Wetsuit booties

Wetsuit (a 3mm long suit is ideal), or rash vest & board shorts*

Dive compass

Diving log book (NB. This item is included in the Open Water Ultimate Crewpack)

Dive cutting tool (knife/shears/line cutter)

Dive computer (preferable) or digital depth gauge with bottom timer

Dive slate (1 x A4 size, or 2 x A5)

2 x pens and pencils

Regulator, fitted with an Octopus & contents gauge (recently serviced) **

BCD (Buoyancy Compensation Device) (recently serviced) fitted with a whistle**

Underwater torch (Not required for those staying two weeks or less, **essential for those who wish to join night dives**)

1 x Safety beacon/light stick or Cyalume light sticks*** (Not required for those staying for two weeks or less, **essential for those who wish to join night dives**)

Reference Notes for Marine Expedition Kit List

* During some periods of the year some volunteers will find the water warm enough to dive without a wetsuit and only use a rash vest and board shorts. CCC will always advocate the use of wetsuits for better protection against cuts, abrasions and small stingers in the water. It is however appreciated that volunteers may prefer a rash vest and shorts and choose to take these items instead.

** Volunteers will be provided with these items (on a shared basis) for the duration of their expedition at no cost.

***Please note that CCC recommends the use of battery powered (non-strobe) safety beacon/light sticks for use on night dives as they are more environmentally friendly. If you choose to use single use Cyalume light sticks you will need 2 per night dive.

PADI Dive Courses

PADI requires all PADI students to own a personal set of PADI manuals, and a Positive Identification Card (PIC) to certify each course. These can be purchased from CCC HO, contact info@coralcay.org for further information. We encourage all trainees to complete as many of the knowledge reviews as they can, of the first course's manual, before arriving on site in order to speed up the training process.

Open Water course students should bring: PADI Open Water Ultimate Crew Pack and a Personal Identification Card (PIC), or a PADI Open Water Digital Certification Pack

Advanced Open Water course students should bring: PADI Adventures in Diving Manual and a PIC, or a PADI Advanced Open Water Digital Certification Pack

Rescue Diver course students should bring: PADI Rescue Diver Manual and a PIC, or a PADI Rescue Digital Certification Pack

Divemaster course students should bring: PADI Divemaster Crew Pack

First Aid Training

Every volunteer will be given the Expedition Care Program (ECP) first aid training and will receive an ECP certificate free of charge on successful completion of the course. This course is more extensive than the basic EFR course but is still recognised by PADI as fulfilling the necessary medical requirements.

Appendix E – CCC General Kit List

The following list is a summary of recommended items that volunteers should bring with them on expedition. Volunteers **must** read the Expedition Guide and Project Summary before they leave for their expedition. **The items in bold are considered essential.**

Passport & visas

Travel & medical insurance certificate

Local currency

Airline tickets

Credit Card

CCC emergency contact number, and rendezvous time and place (found in the project summary)

Toiletries (preferably eco-friendly)

Insect repellent

Sun cream (please ensure these are oxy/paraben free)

Light waterproof jacket

Head torch

Towel

Vitamin supplements (if staying for an extended period - 8 weeks plus)

Camera

Spare batteries (rechargeable)

MP3 player/book

Hat

Sunglasses

Sandals/flip flops

Swimwear

Sleeping bag liner (could use a duvet cover)

Shorts

T-shirts

Thin Long sleeve top (for mosquito protection in evenings)

Underwear

Fleece/Sweatshirt

Sturdy pair of shoes/trainers

Travel adaptor

Small bottle of clothes wash (preferably eco-friendly)

Recommended Medical Kit List (personal medication)

Rehydration salts

Diarrhoea medication

Zinc-oxide tape

Micropore tape

Plasters/Dressings (range of sizes)

Antiseptic wipes/ointment/powder spray

Antihistamine cream

Non drowsy antihistamine tablets (on recommendation by a doctor)

Ibuprofen/Paracetamol

Antibiotic ear drops (on recommendation by a doctor)

Sudafed (on recommendation by a doctor)