

# INTERNATIONAL VETMED STUDENT PROJECTS: RESEARCH PREPARATION & LOGISTICS GUIDELINES

Please note: This document is a guideline to assist veterinary students in organizing overseas travel as it pertains to research projects. There may be items on this list that may not be relevant to your specific research or that may not be included but may be relevant to you and your work. Use this document as a guideline and work with your professor to ensure you organize necessities for your particular project. The individuals that compiled this list are not responsible for any changes that may occur over time to this information.

## I. ESSENTIALS

### A. Passport

Phone: 877-487-2778

<http://travel.state.gov/passport>

(Note: there is no www. in this particular web address)

[www.usps.com/passport](http://www.usps.com/passport)

Lead time at least 3-6 months, BUT there may be delays so plan early

Expect to pay additional \$\$\$ to have a passport expedited

### B. Extra Passport Photos (suggest 2 and keep in your wallet or dayplanner)

### C. VISAS

Check individual embassy/consulates for each country to obtain current information

[www.unitedstatesvisas.gov](http://www.unitedstatesvisas.gov)

[www.projectvisa.com](http://www.projectvisa.com)

VISA services streamline the process, especially if your travel plans include multiple countries

VISA services charge substantial fees

May have to send passport via FedEx, so consider additional mailing costs incurred if using visa services

### D. Travel Agencies

STA on campus located in the Memorial Union (MU)

These folks may be a valuable resource with respect to travel and VISA information because they are exposed to a lot of international travel based out of this campus.

They can also put multiple airlines on a single ticket

STA may also have access to inexpensive travel insurance

Visit their website for details

<http://asucd.ucdavis.edu/services/sta-travel>

or

[www.statravel.com](http://www.statravel.com)

### E. Managing export and import of equipment and substances

Registration of potentially dutiable equipment with Customs and Border patrol prior to leaving the US:

[http://www.cbp.gov/xp/cgov/travel/clearing\\_goods/certificate\\_of\\_registration.xml](http://www.cbp.gov/xp/cgov/travel/clearing_goods/certificate_of_registration.xml)

Export of controlled substances:  
<http://www.usdoj.gov/dea/pubs/csa/953.htm>

Researchers should also check before leaving with their country of destination regarding the importation of scientific equipment (which could be dutiable) as well as rules regarding the importation of legend drugs or controlled substances. These regulations vary widely with individual countries, but it is better to find out before departing the US rather than learn at the border that a particular item cannot be imported, carries a significant import duty or might represent illegal contraband.

F. Political concerns

Contact State Department  
<http://travel.state.gov/travel/tips/brochures>

G. Language/Communication

H. Student Responsibilities

In facility  
In group  
Other  
Extra \$\$\$\$

**II. MEDICAL**

A. Vaccinations

Hepatitis A (consult your physician. You should be vaccinated for HepA)  
Hepatitis B (consult your physician. You should be vaccinated for HepB)  
Rabies Vaccine: should last for approx. 10 years. You should check titers every couple years  
Yellow Fever (consult your physician)  
Other vaccines specific to country where you plan to work  
Consult website for information from state department, embassy/consulates, infectious disease specialist

B. Medications

Anti-malarials based on travel destination  
Other medications (may depend on where you plan to travel)  
Broad spectrum antibiotics  
Medical concerns in country  
Bring any medications (prescription) with you as carry-on luggage  
Prescription eyeglasses, also bring as carry-on

C. Medical Insurance

SOS (Pennsylvania) [www.internationalsos.com/buymembership](http://www.internationalsos.com/buymembership)  
STA, travel office at UCD, offers through AIG  
Medical facilities in country  
Ask your contact in-situ about the medical aid in the region where you will be working and the accessibility to you for assistance.

D. Medical essentials to have with you

Fluids/catheters/syringes/needles (for you)  
Blood type card  
Medic-alert bracelet

E. Biosecurity/Biosafety concerns/equipment during field research (you and research asst.)

### III. IN COUNTRY

- A. Contact at Project Site
- B. Transportation
  - Provided
  - Pick-up & drop off at airport
  - Determine who is responsible (student, hosting agency), for coordinating and paying for transportation, securing tickets, hiring drivers or vehicles.
  - Fuel costs (who will be responsible for securing fuel and paying for it)
  - Other
- C. Housing/Room/Board/Living Arrangements
  - Included
  - Determine who is responsible (student, hosting agency), for coordinating and paying for housing during the project
  - Do you need to bring camping equipment/tent/etc.
  - Determine who is responsible (student, hosting agency), for coordinating and paying for food or other supplies
- D. Expectations of Student by contacts at project site
- E. Publication
  - Authors, order of authorship (need to work out at onset of project)
- F. Permits in country to work
  - Park entry permits
  - Animal work permits (CITES, USFWS, other)
  - Other
- G. Emergencies in Country
  - Political
  - Contact (other than on project) if available
  - Check in with American Embassy
- H. Other Agency contacts
  - Separate from above
- I. Sample (tissue/blood/other)
  - Transport (cold chain??)
  - Permits (for transport/export/import)
  - Other

### IV. PERMITS

- A. CITES (for endangered species)
  - [www.cites.org](http://www.cites.org) search for 'permit' or navigate through the website
- B. USDA (for sample importation for ANY species and all domestic species)
  - [www.aphis.usda.gov/plant\\_health/permits](http://www.aphis.usda.gov/plant_health/permits)
  - You can apply to do all the permitting on line, but you must obtain special online passwords and clearance. To obtain the proper 'clearance' you may have to go to a regional office and get verification of identity as well.
- C. APHIS (for sample importation of ANY species and all domestic species)
  - [www.aphis.usda.gov/plant\\_health/permits](http://www.aphis.usda.gov/plant_health/permits)
- D. California State Dept. of Fish & Game
  - [www.dfg.ca.gov](http://www.dfg.ca.gov) search for 'permit' or navigate through the website

E. California State Department of Food and Agriculture

[www.cdfa.ca.gov](http://www.cdfa.ca.gov)

once at the homepage scroll down and select a topic in the browse by subjects area of the page (plants, animals, etc.), and then look for the 'permit' selection

F. Export Permits (to be arranged with in-country contact—will vary by country)

G. ANIMAL CARE AND USE COMMITTEE (ACUC) UC Davis.

This permit is required for ALL research done on ANY live animals, whether invasive or not, and is required even if you are planning behavioral research (observational), and do not plan on touching an animal.

When in doubt or if you have any questions about ANY permit, contact the permit office and speak to one of the veterinarians or biologists for assistance.

## V. BUDGET

A. Funds required on-site that are not prepaid from abroad

B. Includes access to emergency funds if required

## VI. HOME FRONT

A. Banking/Bills: arrange automatic payments/deposits, etc.

B. Copies of all Passport information/VISA/Contact information on file in 2 places

With professor

With parents/significant other/friend

C. Tuition

D. PELP (Planned Educational Leave Program)

May apply for extended research projects abroad (beyond summer)

<http://registrar.ucdavis.edu/UCDWebCatalog/academicinfo/leaving.html>

Note: there may be different PELP rules for undergraduate, graduate, and professional students, so be sure to read the guidelines carefully and ALSO confer with the appropriate advisor in your program to fully understand how PELPing will affect you.

E. Filing Fee (probably does not apply to most students in veterinary program)

For students that may be in the DVM/PhD program this may be an option to pay reduced fees for the quarter in which you plan to graduate.

<http://gradstudies.ucdavis.edu/forms/filingfee.pdf>

## F. COPIES

Copies of all important papers, permits, passport, VISA forms, itinerary, and in-situ contact information should be on file with your parents/guardian/primary contact or family member/professor.

## APPENDIX I

### VII. TIMELINE

- A. Fall Quarter (September/October)
  - 1. Identify mentor/research professor
  - 2. Research question
  - 3. Outline project proposal
  - 4. Establishing contacts where you will be working
  - 5. Identify/research funding sources
  - 6. Grant writing
  - 7. Vaccination schedule
  
- B. Winter Quarter
  - 1. Submit funding proposals/grants/requests
  - 2. Secure Passport & VISAs
  - 3. Research travel itinerary
  - 4. Meet with advisor and organize a plan prepping for the project
  - 5. Compile/finesse checklists
    - a. personal
    - b. project
      - i. equipment
      - ii. supplies
    - c. permits
    - d. other
  - 6. Vaccinations
  
- C. Spring Quarter
  - 1. Finalize travel arrangements
    - a. Be sure you know the travel restrictions for baggage weight which may change once you are in country and flying domestic carriers. Domestic carriers will not care if you have traveled from afar, and will charge handsomely for excess weight baggage.
    - b. International travel from different points of origin, (e.g. not United States origin) have differing baggage and weight limits and you may get charged for excess baggage on the return trip that you were not charged when flying to the country.
  - 2. Collect and organize supplies
  - 3. Computerize document of supplies/equipment
  - 4. Vaccinations (finalize)
  - 5. Medical appointment & medications
  - 6. Pack and ensure you can fit all necessities

**APPENDIX II**  
**CHECKLIST: FIELD/TRAVEL SUPPLIES**

**A. PERSONAL**

**NOTES**

- Passport
- VISA
- Passport Photos (extra)
- Vaccination
  - Hep A
  - Hep B
  - Influenza
  - Other
- Travel Insurance
- In-country Registration
- Laptop
  - Battery pack (2)
- USB drives (2-3 extra)
  - Mail one home
- Digital Camera
  - 2 extra batteries
  - 2 extra discs for pics
- Binoculars
- Stethoscope
- Drug Formulary
- Cellular Phone & recharger
- Electrical Transformer/Convertor
- Tent
- Sleeping Bag
- Sleeping Bag Mat
- Sleeping Bag Mat converter to chair
- Light Thermal Blanket
- Pillow
- Towels (small special drying, REI)
- Water bottle
- Sunscreen
- Food Bowls (camp mess kit if necessary)
- Caribeaners (assorted sizes)
- Respirator (if working with rodents/primates/potential aerosolized agents)
- Protective Clothing
- Vitamins/Supplements

- Medication (e.g. Benadryl, Advil®, antibiotics, antimalarials, PeptoBismol® tablets)
- Flashlight(s)
- LED headlamp
- Batteries (AA, AAA)
- Battery Recharger
- First Aid Kits (REI has some nice pre-made ones)
- Cottonelle Pads (in small packages)
- Hiking Boots

**PERSONAL (continued)**

**NOTES**

- Clothing (appropriate for culture & weather)
- Journal
- Water Treatment Kit (Iodine)
- Insect Repellent (pump)
- LRS (500 ml bags)
- Catheters/Syringes/Needles
- Medic-Alert bracelet
  - Extra \$\$\$ (~ \$500-700 minimum for 4-6 wk. stay)
- Gifts for people in-country (children, herders, wardens, biologists, etc.)

**B. PERMITS (check websites for instructions/forms)**

- CITES/USFWS
- USDA/APHIS
- ACUC (UC Davis internal)
- Calif. Dept. of Food & Ag
- DEA License
- Export Permits (from country in which doing research)
- In-country Permits to trap animals/enter parks/etc.

**C. EQUIPMENT (modify to individual project)**

**NOTES**

- Questionnaire
- Duct Tape
- Tape Measure (metric)
- Notebooks (bound)
- Clipboard
- Pens/Pencils/Sharpies/Paper
- Excel Forms for preliminary data entry
- Compass
- GPS system
- Thermometer (environmental)

- Field Guides (Invertebrates/Fauna/Flora)
- Maps
  - Relief/Contour/Topo Maps
  - Geographic/Political
- Latex Gloves
- Gardening Gloves
- Swiss army knife
- Leatherman
- Ziploc bags (2 sizes) (double what you may need)
- Caribeaners
- Stove/Gas (camping style)

**C. EQUIPMENT (continued)**

**NOTES**

- Newspapers (for packing, etc.)
- Matches/Lighter (waterproof type)
- Alcohol (isopropyl)
- Bungee Cords

**D. ANIMAL IDENTIFICATION**

**NOTES**

- Ear Tags & Applicator (species specific)
- Tip Envelopes (hair samples)

**E. MAMMAL BLOOD SAMPLE COLLECTION (example) NOTES**

**Note: Carrying liquids on flights in carry-on luggage poses a major challenge and may not be permitted.**

**1. Blood Collection Syringes/Needles**

- Syringes
- Vacutainer needles
- Vacutainer holders/hubs/guards (3-5)
- Hypodermic (regular) Needles
- Butterfly needles (rodents)
- Microhematocrit tubes (>> number than you think)

**2. Blood Sample Storage**

- LT tubes (EDTA citrate)
- RT tubes
- Microhematocrit/Capillary tubes
- Sterile vials to store serum/extracted samples for transport to USA
- Slides (frosted)
- Slide cases (Pathology type—100 slide capacity)

**3. Blood Transport/Container (cooler, refrigerated)**

**NOTES**

- ICE PACKS
- Soft submersible cold pack
- Freezer boxes/Blood tube Shipping Boxes

#### **4. Sample Labelling !!!!**

Need >>> number of **pens/markers, indelible**, to label all tubes for glass & plastic labeling!!!

#### **F. DRUGS (remember may need DEA license; problems in carryon luggage)**

- Drug Formulary
- Ketamine
- Xylazine
- Dopram®
- Beuthanasia® Soln.
- Eye goop
- LRS (500 ml bag)
- Sterile saline

**NOTES**