



Instructions booklet for Camps and Treks

PUGMARKS Eco Tours Pvt. Ltd.

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IMPORTANT: Please add Pugmarks Whatsapp number **9819983870** to your phone contacts list to obtain camp updates.

Camping with PUGMARKS

PUGMARKS over the last sixteen years has been conducting eco tours extensively in India, bringing the joy of exploration to a large cross section of society. We have chaperoned school students, escorted families as well as professional groups to a variety of destinations, from snow clad mountains of Himalayas to the coral islands of Lakshadweep and from the deltas of Sunderbans to the deserts of Rann of Kutch.

It's this vast experience which enables PUGMARKS to offer its clients unique itineraries. These itineraries are carefully worked out to cover an amazing mixture of heritage sites, wildlife sanctuaries and spectacular landscapes. Besides laying great emphasis on basic facilities like clean accommodation, good food, comfortable transport, PUGMARKS takes extra effort in making these tours truly enjoyable, interesting, educative and exciting. Expert resource persons accompany the tour, providing a keen insight into the ecosystems, the art, culture and history of the destinations.

Youngsters are a priority for PUGMARKS. They can enjoy adventure activities like SCUBA diving in coral reefs, rafting in the turbulent waters, chasing a tiger in the jungle, trekking in the mountains, rock climbing, rappelling and skiing...

Beyond Camping

Besides organizing eco tours, PUGMARKS is also actively involved in imparting nature education and providing environmental solutions.

Some of our major activities are as follows:

- *Environment Education in Schools:* We conduct environment education programmes throughout the year for various schools. The programs include lectures, slide shows, field trips and study projects.
- *Restoration Activity:* PUGMARKS has restored old limestone quarries of M/S Ambuja Cements Ltd. by creating habitats and ecosystems.
- *Medical Waste Management:* PUGMARKS has worked extensively with Pune Municipal Corporation in formulating a very successful Bio Medical Waste Management Plan.
- *Training in field research:* PUGMARKS regularly holds Training Workshops for budding naturalists in various sanctuaries. This experience later helps them to explore new career opportunities.

Volunteer Programmes

The strength of PUGMARKS is its strong volunteer force. PUGMARKS organises training programmes for them, enabling them to specialise in the fields of their choice. Talented youngsters with an eagerness to help people are encouraged to enroll as volunteers.

The training exposes them to various aspects of personality development such as public speaking, leadership, team work, personal relations etc. The classroom sessions are supplemented by actual field trips. The volunteers are carefully graded and promoted to higher ranks based on their performance. Attractive incentives such as concessional or free camping as well as remuneration based camping are available to the volunteers. In fact an outstanding candidate can look forward to a fruitful career with PUGMARKS.



General Instructions for Campers

1. It is very important that the campers should consume plenty of fluids even in cold weather to prevent dehydration and associated problems.
2. Campers are required to inform the organisers of any general/ chronic health problems.
3. First aid is available on the camp site. Please inform the camp in charge about the medicines you are consuming. Avoid taking medicines on your own.
4. The Camp cost does not include food expenses during the journey to the destination as well as the return journey. Also items of personal nature such as soft drinks; mineral water, telephone, portages, are not included. These expenses will have to be borne by the participants.
5. At the camp sites, freshly prepared vegetarian food will be served for breakfast, lunch and dinner.

6. Campers may bring light snacks for consuming on the trails. Spicy or oily food stuff like pharsan, chiwda, shev, chips etc. should not be brought. These items do not provide nourishment but on the contrary make you extremely thirsty.
7. Parents should specifically warn children regarding the perishable nature of the food they carry for the camp. There have been instances of children becoming sick by eating spoiled food.
8. We guarantee confirmed rail reservations to only those campers who have paid the camp booking fees 62 days prior to departure of the camp.
9. Campers are required to carry their own luggage and hence should carry only essential items with them. They will not depend on porters or volunteers to carry their luggage.
10. All campers are responsible for the safety of their luggage/ belongings throughout the

camp. Pugmarks / Eco Tours will not accept any liability in this regard.

11. Campers should take following precautions during the rail journey-
 - i. Do not get down at an intermediate station. Our volunteers will help you to get your requirements from the station.
 - ii. Secure your luggage using chain and lock
 - iii. Campers, especially ladies, should avoid wearing shorts or showy dresses.
 - iv. Avoid drinking water from the stations. Please stick to bottled water.
12. Girls and small boys should not visit public toilets without an escort.
13. During the train travel please make sure that your behaviour does not antagonise fellow passengers.
14. In case the weather conditions are not favourable, the camp/ leaders/ staff may

change/cancel the route/ site at his discretion in the interest of the safety of the campers.

15. Camp will be organised in the most informal atmosphere. However camp and jungle discipline is binding on everyone. Please maintain silence in the jungle.
16. Campers must abide by the directives of the camp organisers at all times.

Please respond to the instructor's whistle call-punctuality helps everyone.
17. Smoking, consumption of liquor or tobacco products like panparag and gutka are strictly prohibited for the entire duration of the camp.
18. Please do not get I-pods, I-pads, costly watches, large sums of money and other valuables on the camp.
19. Camera /Video Camera fees have to be borne by the participant.
20. PUGMARKS encourages campers to express themselves through songs, dance, skits, mimicry, jokes etc. and provides ample

opportunities for it at the camp fires. We believe this participation helps the campers to overcome fears of public participation. So come prepared to give a fine performance.

21. While all care will be taken for the safety of the participants, the organisers will not be responsible for mishaps if any.
22. Waste PLASTIC is non-biodegradable, it does not decompose, and thus it is an environmental nuisance. Please ensure that our trail routes and camp site should be litter free. Campers should keep the waste with them and dispose it in cities, where it can be recycled.
23. Collections of corals, shells, flowers/fossils, rocks, fungus and other life-forms are forbidden. Do bring back only photographs and memories.



Pugmarks General Camping Kit

- Shirts/ t-shirts/ tops trousers/ track pants
- shorts salwar kameez socks
- Undergarments towels/ napkins
- Handkerchiefs night wear
- Sport shoes / sneakers floaters/ slippers
- Sun cap/hat sun glasses toilet kit
- Ladies sanitary sets.

- Personal medicines cold cream sun screen lotion Odomos Betnovet for insect bites.

- Binoculars camera with fresh cells
- Torch with fresh cells
- Chain and lock for rail travel
- Pen note pad sketch pens water bottle
- Sewing kit small shoulder bag.

All Campers travelling by rail/ air/ ship are required to carry Original Photo ID cards on person.

You may require following items on specific camps. Please consult your camp leader.

- Sleeping bag carry mat air pillow shawl/chaddar
- Compass magnifying glass.

Additional items required for Trekking, Himalayan and Rafting Camps.

- Long sleeve shirts woollen monkey cap woollen socks thermal wear
- Pullover jerkin gloves poncho or light raincoat scarf/ dupatta.

Packing your Haversack

Pack your clothes in separate plastic bags eg. One set of clothes like T-shirts, shorts and underwear in one bag. This protects the clothes during rain. Also locating them becomes easier.

Essential items like medicines, telephone diary, torch, cap etc should be packed in a separate compartment so that they are easily available in case of an emergency.

Instructions for specific camps



Lakshadweep/ Andamans/ Beach camps

- It is mandatory to wear life jackets while venturing out for water sports.
- Please bring swimming goggles or snorkels (if possible) as they help in watching underwater life.
- Those who cannot swim must inform the camp leader accordingly, at the beginning of the camp.
- Campers are required to wear floaters on the beach as well as in the water. Walking barefoot is not advisable as sharp edges of corals/ Oysters shells can injure you.
- Those suffering from sea sickness may consume a tablet like Cinzan 25 or Vertigon 25 at least an hour before the journey.
- It is cumbersome to carry suit cases on the narrow ladder of the ship. It is advisable to carry haversack.
- For activities away from campsite, please carry your shorts, swimming costume, a change of clothes, towel, swimming goggles, camera, dark glasses, hat, sun screen lotion in a shoulder bag.

- SCUBA Diving and some water sports expenses will be borne by the participants.



Himalayas, treks and Cloud 9

If you are uncomfortable in doing any of the activities, please inform the camp in charge immediately.

Any sprains, injuries or illnesses also to be reported to the camp leader. Please DO NOT medicate yourself.

- Freshly prepared nutritious food is available for breakfast, lunch and dinner. Campers must consume this healthy food to withstand the rigorous camp schedule.
- Drink lot of water, even in cold weather, to avoid dehydration.
- Campers may bring high calorie food like khajur, chikki, ladu/ vadi, dry fruits, etc. for consuming on the trails. Do avoid spicy and fancy food.
- In certain portions of this camp, your endurance may be tested. You are therefore advised to start practice treks and deep breathing exercises.

- No suitcases please. We recommend haversacks since they leave your hands free and ensure comfortable travel.
- Please pack your clothes and equipments in a single haversack that can be carried on your back. Remember you have to carry your own luggage.
- As protection against sudden downpours, do pack your clothes/equipment in separate plastic bags before putting them in the haversack.
- Keep a cotton dupatta/ scarf handy to ward off heat during train travel.
- Accustom yourself to new shoes before bringing them to the camp. Shoes must be large enough to wiggle your toes with socks on. Tight fittings footwear gives blisters and can cause chilblains in snow.
- Your body loses lot of water during the trek. To compensate the loss, drink lot of water. Otherwise you may feel unusually tired and suffer from headache.
- **In case you feel dizzy or unusually breathless during treks, please report to the camp in charge immediately. You may be suffering from dehydration or altitude sickness.**

Koyna backwaters, Panchgani, Matheran, Durshet and other Junior Adventure Camps

- In the interest of the safety of the campers, it is absolutely essential to adhere to the safety norms and procedures laid down by the instructors.
- Freshly prepared nutritious food is available for breakfast, lunch and dinner.
- Those suffering from travel sickness may consume a tablet like Cinzan 25 or Vertigon 25 at least an hour before the journey.
- In case your child is uncomfortable with any of the activities, he/ she should immediately report about it to the camp in-charge. Without forcing your child, our instructors will encourage and motivate the child gently.
- Any sprains, injuries or illness should also be reported immediately to the camp leader.
- Your child's body loses lot of water during the day. To compensate the loss, the child should drink lot of water.



Treetops

- Telephone calls or personal visits can greatly upset the children. Hence we request parents not to insist on this. Instead you can monitor the progress of the camp by the checking the camps in progress link on our website.
- If any medicines are to be administered to the children during the camp, please handover neatly packed medicines along with written instructions to the **Camp Incharge** only.
- Normally children are not required to spend on the camp. Cash in small amounts, sealed in an envelope, may be handed over to our designated volunteer for safe keeping. Please do not forget to write the name of the camper and the amount on the envelope.
- Freshly prepared nutritious food is available for breakfast, lunch and dinner. The food is specially prepared for this age group and is non spicy – non oily.
- Please do not send junk food, aerated/ energy drinks please. Such items will be taken away on arrival at the campsite.
- Please send crayons, water colours and two old newspapers with your child.

White Water Rafting

- It is mandatory to wear life jacket and helmet before entering the raft
- Campers are required to wear floaters on the beach as well as in the water. Walking barefoot is not advisable as sharp edges of the rocks can injure your feet.
- Camp site has no electricity. Please bring a large torch with spare cells.
- Please ensure that rechargeable batteries of your cameras are fully charged.
- Remember to pack your camera in a plastic bag with a zip lock when you go for rafting.
- Carry spare plastic bags with you.
- It is advisable to carry monkey cap, gloves, and warm clothes even during summer months.



Wildlife Camps

- Do not make Tiger sighting an obsession. You may miss many wonderful animals and birds in the bargain.
- Dull and camouflaging colours like green, brown etc. must be worn during the trails. Please avoid bright colours.

- Carry a dull coloured dupatta /scarf to cover your ears and nose during the travel, safaris.
- Please avoid perfumes, Deodorants, scented oils on trails as these disturb the wild animals.
- For winter season pullovers, jerkins/ wind cheaters, shawls, monkey caps, gloves are absolutely essential.
- For rainy season keep a light raincoat or an umbrella handy.
- No suitcases please. We recommend haversacks since they leave your hands free.
- Wildlife sightings are a matter of chance but you can increase the probability of sightings by keeping absolutely quiet.
- Keep our wilderness clean. Please carry all non-biodegradable (plastic) waste back with you.
- Do not litter on the trails.



Sikkim

- This camp offers a variety of activities like sight seeing, trekking, white water rafting, climbing to 15,000 ft etc.

Hence you will require trekking shoes, plenty of woollens and a good degree of physical fitness.

- You will be visiting remote areas where modern conveniences may not be available. Make sure you carry personal medicines, torch, insect repellents and other essentials.
- It may rain anytime. An umbrella or a light raincoat is recommended.
- For visiting Nathula Pass, snow boots, overcoat, hand gloves can be hired at site.

Treasure Island (Beyt Dwarka)

- This camp site has no electricity. Please bring a large torch with spare cells.
- Please ensure that the rechargeable batteries of your cameras are fully charged.
- Campers are required to wear floaters on the beach as well as in the water. Walking barefoot is not advisable as sharp edges of corals/ oyster shells can injure your feet.
- Those who cannot swim must inform the camp leader accordingly, at the beginning of the camp.
- Fresh water on the island is limited. Everyone is expected to use water carefully.

- Following items will add great value to your camping experience-compass, magnifying glass, telescope, beach ball, and aids for sand castle.
- It can get very windy at night. It is advisable to carry a sweater, monkey cap, gloves and woollen socks.

PRE CAMP and POST CAMP Get together

Pugmarks organises Precamp get-together during which camping instructions are provided to the campers. It offers an opportunity to know your fellow campers. This is also the time for you to clear your doubts and get answers to your queries. We advise parents to attend the meeting along with their child.

Post Camp

Post Camp get-together is a celebration time for all campers. Here you catch up with friends you made on the camp, exchange photographs and memories and look forward to the presentations made by different camps. It is competition time and each group performs a skit/play/dance. There is lot of cheering and excitement. Handsome prizes are awarded to the top performers of the evening.

For Precamp and Postcamp schedules, please log on to www.pugmarks123.com

Booking Procedure

- a) Fill up the camp enrollment form and pay the booking amount and obtain a receipt for your payment.
- b) Collect camp itinerary.
- c) Balance camp fees should be paid about 30 days prior to camp departure.
- d) Pre camp schedule will be intimated to you in advance. Do attend this meeting which will help clarify all your doubts.
- e) Personal cheques are not acceptable 15 days prior to departure. Only cash/D.D. will be accepted.

Note: Outstation campers are required to pay by cash/DD.

- f) Always check the website www.pugmarks123.com for the latest updates.

Other Terms and Conditions

PUGMARKS organizes and conducts camps.

The term PUGMARKS means the firm of Pugarks Eco Tours Pvt. Ltd. and associated firms / organizations.

The term Tours and Camps are interchangeable

1. We act as agents only for all services covered hereby. We shall not be responsible for any loss, injury, damage resulting from acts of God, dangers, fire, breakdown of machinery/ equipment or vehicles, acts of government authority, wars, civil disturbances, riots, thefts, pilferage, epidemics, quarantines or any delays or changes including any extra expense which the passenger may incur as a result of any of the foregoing causes.

2. There will be no contract between PUGMARKS and the client until the appropriate booking amount is paid as mentioned in the brochure. Full payment must be received in accordance with the procedures laid down in the payment terms. If not paid within that stipulated time, PUGMARKS reserves the right to cancel the booking with consequent loss of booking amount and cancellation charges as mentioned in the brochure will be applicable.

3. PUGMARKS has full discretion to cancel the application of any of the desiring clients without assigning any reason after the acceptance of the booking amount but prior to commencement of the tour. In the event PUGMARKS terminates the contract, PUGMARKS may refund the deposit without payment of any interest.

4. PUGMARKS shall be entitled to amend, alter, vary or withdraw any tour or holiday facility it has advertised or published or to substitute a hotel or air journey, railway journey, bus journey or commencement of the tour or date etc. for the reasons which may be deemed fit and proper by PUGMARKS and the clients shall have no rights to raise any dispute regarding the same.

5. Similarly on account of political disturbance, natural calamity, unavoidable circumstances, epidemic or security problems if PUGMARKS changes the routes or makes any amendments in the programmes either from the point of view of security or otherwise, the participants shall be bound by the same. PUGMARKS will not entertain any complaints in this regard and no refund of charges will be available.

6. Any claim or complaint by the client must be notified to the office (at 397, Poornima Towers, Shankarsheth Road, Pune 411037) in writing within 14 days of the end of their tour. No claim notified outside this period will be entertained and PUGMARKS shall incur no liability in respect thereof.

7. All tours shall be operated with a minimum group size of 15-25 paying passengers in each group. If the group strength falls below 15-25 passengers, PUGMARKS reserves the right to prepone/ postpone/ merge or cancel the tour. If the tour is cancelled due to the above mentioned reasons the amount paid till then by the client will be refunded without any interest against the receipt.

Insurance: It is advisable to acquire adequate Holiday Insurance cover for protection from any expenses such as medical, legal, hospitalization, personal liability, accident etc.

Food: Meals are preset and changes in the menu are not possible. PUGMARKS reserves the right to change the meal arrangements in certain unavoidable circumstances.

RATES: All prices quoted in our brochures/ publications are subject to revision without prior notice. We reserve the right to pass on any increase in rates caused by the changes in local, state or federal taxes, air/ rail/ surface or water transportation, entry fees etc.

Travel Documents

All the required travel documents should be submitted to us when demanded. In case of refusal of visa all cancellation terms as specified in the flyer will apply. We are not responsible for any charges, fees or penalties that subsequently may be imposed by any government agency or for charges incurred due to incomplete or incorrect travel documents.

All Campers travelling by rail/ air/ ship are required to carry Original photo identity cards on person. (School Photo ID, Adhar Card, voter idea, Driving Licence.

Photo identity cards are required for entry into a national park / sanctuary.

Those travelling on Tatkil railway tickets should carry identification papers and photo identification.

We will not be responsible for costs incurred by passengers not having proper documents.

Cancelling?

Why not choose “Transfer to Suspense Account”

It is a better alternative to Cancellation

- Transfer to Suspense Account is a cheaper alternative to outright cancellation.
- Request for Transfer to Suspense Account should be made in the Transfer SA Form, duly signed by the camper / guardian. Transfer Form is available on the net or in the office. Verbal / e mail communication is not acceptable.
- Surrender the camp receipt and receive a credit note in return.
- The credit note can be utilized any time within two years to book a camp and is transferable. It cannot be encashed and does not bear any interest.
- Air and Rail tickets, Tourism packages cannot be transferred to the Suspense Account. They will be treated as per the policy of the concerned organization.

Transfer charges for Suspense Account

1. More than 15 days prior to departure – 5% of the **Tour Cost**
2. Between 15 to 10 days prior to departure – 25% of the **Tour Cost**
3. Between 9 to 2 days prior to departure – 50% of the **Tour cost**
4. Less than 2 days, **no transfer possible.**

But if you still wish to cancel...

- Request for cancellation and refund should be made in the **Cancellation Form**, duly signed by the camper / guardian. Cancellation Form is available on the net or in the office. Verbal / e mail communication is not acceptable.
- Refund will be paid by cheque (not cash) within 30 days of camp conclusion.
- **Whatever the reason, substitution of one camper with another is not permitted.**
- For cancellation of air tickets, rules of the airline will apply.

- **Cancellation charges will be applicable as follows and will cover all situations such as injuries, sickness, exams, interviews, selection in tournaments etc.**

1. more than 30 days prior to departure – 10% of the **Tour Cost**
2. between 30 to 16 days prior to departure – 15% of the **Tour Cost**
3. between 15 to 10 days prior to departure – 50% of the **Tour Cost**
4. less than 10 days prior to departure – 100% of the **Tour cost**

Day of cancellation is the day on which written request for refund is received in PUGMARKS office.

REFUNDS:

- a) There will be no refund on the curtailed stay or on the package itself.
- b) Any refund applicable will be made strictly by cheque and in Indian rupees only. And by NEFT.
- c) No refund will be payable, for any unused portion of the tour, due to whatsoever reason.

JURISDICTION: All disputes pertaining to the tour and travel conducted by us and any claim arising there under shall be subject to Pune Jurisdiction only.

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