



# FOOD FOR THE HUNGRY

## Smart Traveler Enrollment Program (STEP)

The Smart Traveler Enrollment Program (STEP) is a free service provided by the U.S. Government to U.S. citizens who are traveling to a foreign country.

STEP allows you to register your upcoming trip abroad with the U.S. Government. The information you provide will so that the Department of State can better assist you in an emergency.

Follow the link below to get started!

<https://step.state.gov/step/>

On the website you will be asked to log in.

To save time, register the entire team at the same time. Choose "Create Organizational/Group Account" from the menu on the bottom of the page.

To register, you will be asked to provide the following information for each person you are enrolling in the program:

- First Name
- Last Name
- Date of Birth

You will also be asked to provide one form of in-country contact information (full address and phone number). Please utilize the Food for the Hungry office address for the country you will be visiting (located on your Emergency Contact sheet). In the event of an emergency, FH staff will be responsible for coordinating with the US government.

To make registration easy, download team member information from the Managed Missions website. The document is titled "STEP Export."

Log in here: <https://fh.managedmissions.com/>

Once you are logged in, navigate to the "Team Members" tab and click on the "STEP Export" icon on the right hand side of the page.

Food for the Hungry will provide this information prior to your team's departure.

