



Five Rivers Council **Tour Plan Policy**

Effective March 1, 2011 the Boy Scouts of America, has replaced the Tour Permit (local, national, and international) with a new Tour Plan. This two page document is the only form necessary for activities or events after March 1st.

You will need to turn in the Tour Plan under the following circumstances:

- Anything out of council
- Anything more than 500 miles
- Anything requiring training (except YPT and Hazardous Weather)
 - BALOO, OWL, Safe Swim Defense, Safety Afloat, Climb on Safely, CPR, Wilderness First Aid, Water and Swimmer Rescue, Paddle Craft Safety, Range Safety Officer (refer to Guide to Safe Scouting)
- Any activity at least two nights long

For any event inside Five Rivers Council boundaries, requiring a Tour Plan, the Tour Plan will need to be turned in to the Scout Store at least 2 business days prior to the event. Anything outside of Five Rivers Council boundaries needs to be turned in at least 7 business days in advance to the Scout Store.

Once turned in, and approved, you will get the second page returned to you. The forms may be mailed, emailed, faxed or dropped off to the Scout Store. You will have it returned via your unit folder or email. Any changes to your Tour Plan must be sent in as soon as possible. You will receive confirmation of the changes once it has been received.

While you may send in lists of adults and vehicles, with the appropriate ones highlighted, the council does not and will not maintain these lists.

Within 7 days of the conclusion of an event that required a Tour Plan, your unit needs to submit a copy of your unit's First Aid Log to the Scout Store. The log can be purchased, downloaded (www.fiverivers.org) or be made. At the minimum, the First Aid Log must contain the date, location, time, who was involved, injury, type of care, who cared for, and if the person was transported to advance care (yes/no). If no First Aid Log is turned in, then it is assumed that no injury of any type occurred on your event.

For an event that does not require a Tour Plan, your unit's First Aid Log only needs to be submitted if an injury occurred.

While a Tour Plan may not be required for your activity or event, all of the guidelines put forth in the Guide to Safe Scouting and all other relevant material (ex Topping Out, Aquatics Supervisors Manual, Shooting Sports) still apply. Therefore, your unit will receive a digital copy of these documents each year at recharter time. Also, each leader will be expected to sign, acknowledging that they understand that the principles in the Guide to Safe Scouting are to be applied and followed regardless of a Tour Plan being submitted.