



SCOUT / PATROL ACTIVITY: PERMIT APPLICATION FORM

HIKE **CAMP** **EXPEDITION** **OTHER** **SPECIFY**

APPLICANT'S DETAILS:

Name of Scout in Charge: Rank: Age:
Troop Name: District:
Patrol Name: Adv. Level Completed:
Tel: Cell: Email:
Is the event to attain advancement? No First Class Explorer Springbok

EVENT DETAILS: (Include as many details as possible)

Venue Name: **Venue Owner/Contact:**
Address: Name:
District: Tel No:
Region: GPS:
Start Date/Time: End Date/Time:
No of Scouts: No of Scouters: Boys only Girls only Mixed
Description of event:

Programme: Has a programme been submitted and accepted by the Scouter: Yes No

Troop Scouter Approval: Signature: Date:

SAFETY PLAN: (Include as many details as possible)

Will there be water/air activities: Yes No Description:

Charge Licence Name: Charge No.

Will there be any potentially risky activities?
Yes Description:
No

Explain the safety plan: (Add additional pages if needed)

Nearest Hospital: Contact No.

Address:

Emergency Contact Parent: Contact No.

Emergency Contact Scouter: Contact No.

First Aider in Charge: Level:

ADULT ATTENDANCE:

For Patrol activities, provide names of any adults, Scouters or parents, who will be attending:

Name:	<input type="text"/>	Scouter	Contact Nos.	<input type="text"/>
		Parent		
Name:	<input type="text"/>	Scouter	Contact Nos.	<input type="text"/>
		Parent		

Please note that any parents attending a Scouting Activity must have completed and submitted an AAM form.

DECLARATION:

I have read and will apply OR, Safe Scouting Policy and Regional Permit Guidelines and accept that such policies shall be binding upon the proposed activity.

Name:	<input type="text"/>	Signature:	<input type="text"/>	Date:	<input type="text"/>
	Applicant				
Name:	<input type="text"/>	Signature:	<input type="text"/>	Date:	<input type="text"/>
	Parent/Guardian				

APPROVAL:

I am satisfied that the above person is fully conversant with OR and Safe Scouting and suitably experienced to lead the activity

DC/SGL:	<input type="text"/>
Signature:	<input type="text"/>
Date:	<input type="text"/>
RTC Scout Prog.	<input type="text"/>
Signature:	<input type="text"/>
Date:	<input type="text"/>

NOTIFIED:

I hereby confirm that I have notified and received feedback as per guidelines (By Email / SMS / Phone Call)

DC/SGL:	<input type="text"/>
Signature:	<input type="text"/>
Date:	<input type="text"/>
Host DC:	<input type="text"/>
Signature:	<input type="text"/>
Date:	<input type="text"/>

THIS PERMIT MUST BE RETAINED BY THE LEADER AT THE EVENT AND PRESENTED ON REQUEST

CHECKLIST FOR CAMPING AND HIKING:

- | | | |
|---|-----|----|
| 1. Does the applicant have at least First Class? | Yes | No |
| 2. Has permission to use the site or hiking area been obtained from owners? | Yes | No |
| 3. Has a Programme been submitted to your Troop Scouter, DC or RTC and accepted as appropriate? | Yes | No |
| 4. Do you have parental consent and health forms for every youth participant? | Yes | No |
| 5. Are there separate tents or sleeping arrangements for girls and boys? | Yes | No |
| 6. Has appropriate transportation been arranged in terms of the Safe Scouting Policy? | Yes | No |

Details of Vehicles & Drivers	Name:	<input type="text"/>	Vehicle:	<input type="text"/>
	Name:	<input type="text"/>	Vehicle:	<input type="text"/>
	Name:	<input type="text"/>	Vehicle:	<input type="text"/>

- | | | |
|---|-----|----|
| 8. Is there Cell phone coverage at the Camp/Hike? | Yes | No |
|---|-----|----|

Signature:	<input type="text"/>	Date:	<input type="text"/>
------------	----------------------	-------	----------------------

Recommended Procedures and Guidelines for permit applications:

(Regions may alter the timing for applications for activities within their Region, to suit their circumstances)

1. Approval of your DC is required at least 7 days before the start of the activity, if the activity is in the home District.

For Scout and Patrol activities outside of the home District and all camps and hikes:

2. For all events outside the District but within the Region, the application must be given to your DC 14 days before the intended date of departure

3. For events outside the Region: This application must be given to your DC for submission to Regional Commissioner 21 days before the intended date of departure.

4. For an event outside South Africa: This application must be given to your DC for submission to Regional Commissioner and then to National HQ 100 days before the intended date of departure. Approval from the International Committee must be obtained before final planning takes place.

5. For hikes or camps in the KwaZulu-Natal Drakensberg mountain range / Western Cape Mountains the appropriate special permit application is required in addition to this permit. Both permits must be submitted to Regional Commissioner 30 days before the event.

6. If the Scouter or Adult in attendance needs to cancel their attendance or leave the camp or hike the Scouter/ Adult is required to inform the Scout Group Leader.

Responsibility for notification:

7. It is the responsibility of the troop scouter to notify the Group scouter, the DC to notify the host DC and Regional Commissioner to notify the other Region. Proof that notification has been received must be obtained.

Water activities:

8. All water or air activities require the person in charge to hold the relevant Charge Licence Certificate.

9. The relevant Regional supplementary application form for a Water Activity must also be completed.

10. All time frames for submission of applications are doubled for water or air activities and the approval of the Regional Support Team Member Water or Air Activities must be obtained before the DC or RTC Scout Program as appropriate.

REPORT

I, _____, am satisfied with the manner in which the activity covered by this permit was conducted, and the state in which the grounds have been left.

(Host) District Commissioner/Owner/Agent:

Date: Tel No.

Comments: