

TOUR PLANS REQUIREMENTS
Formerly known as tour permits
(Edited February 1, 2011)

Philosophy of a tour permit:

- Units complete this form when planning for local, national, or international adventure. The plan help ensures the unit is properly prepared, that qualified and trained leadership is in place, and that the right equipment is available for the adventure.

Tour Plan Policy of the Gulf Coast Council

- Any trip, activity, or event a unit goes on away from their meeting place that is located out of the geographic area of the Gulf Coast Council or for more than 1 day must have a local tour plan on file.
- Short, in-town den, Pack, Troop, Crew outings for a few hours (less than one day) do not require a local tour permit.
- If a unit is attending a Gulf Coast Council activity/event or an activity/event sponsored by a Gulf Coast Council District, a unit does not need a tour permit. That events chairperson will fill out all the proper paperwork.
- At least one adult leader attending the outing must have in their possession and have read “**The Guide to Safe Scouting**”. “The Guide to Safe Scouting is available at our Scout Shop or on-line.
- **All tour permits must be filed 2 weeks PRIOR to the planned activity and must be complete in every way.** You can fax, mail, hand deliver your tour permits to the Gulf Coast Council Service Center. Or e-mail them to jboksa@bsamail.org
- **All Trips must have a tour plan filed if they have aquatics, climbing, flying, or shooting sports activities involved in them. Even if they are only for 1 day**
- A copy of parts A and B of the Annual Health and Medical Record is required for all participants. Part C is required for any activity lasting more than 72 hours and/or is listed on the medical form. You can find the form at <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>
- **All REGISTERED ADULTS** must be trained in BSA Youth Protection
- At least **One ADULT** who has completed the BSA Youth Protection Training must be present during the event or activity. You must have been certified within the past 2 years.
- At least **One ADULT** must have completed Planning and Preparing for Hazardous Weather Training from the National Boy Scout website.
- For pack overnights, at least **One Person** must have completed BALOO training
- Tour Plans are available at www.gulfcoastcouncil.org
- **Protect yourself and your youth: Make sure you file tour plans in a timely matter and that they are completely filled out!**