

Tour Plan Policy

EFFECTIVE: MARCH 1, 2011

Units complete the Tour Planning Worksheet when planning for local, national, or international adventure. The plan helps ensure the unit is properly prepared, that qualified and trained leadership is in place, and that the right equipment is available for the adventure.

Defined reasons/times when a tour plan must be submitted for council review:

- 1) The unit is attending an event not conducted by council or is outside the boundaries of Great Lakes Council, (Wayne, Oakland and Macomb Counties).
 - a) A Tour Plan is **not required** If your unit is attending
 - i) D-bar-A Scout Ranch
 - ii) Cole Canoe Base
 - iii) Camp Agawam
 - iv) Lost Lake Scout Reservation
- 2) Trips of 500 miles or more
- 3) Trips to any national high-adventure base, national Scout jamboree, National Order of the Arrow Conference, or regionally sponsored event
- 4) When conducting the following activities outside of council or district events:
 - a) Aquatics activities (swimming, boating, floating, scuba, etc.)
 - b) Climbing and rappelling
 - c) Orientation flights (process flying plan)
 - d) Shooting sports
 - e) Any activities involving motorized vehicles as part of the program (snowmobiles, boating, etc.)

Submitting a Tour Plan and Processing Time

Please allow 21 days for processing and return of approved Tour Plans

Tour Plans submitted without complete information may not be approved. Tour Plans may be faxed, scanned and e-mailed, or mailed to the Dauch Scout Center or Waterford Scout Center. In addition, Tour Plans may be brought in to either service center.

Fax: 313.897.9870

Mail: Great Lakes Council, BSA
Dauch Scout Center
1776 W Warren Ave
Detroit, MI 48208

E-mail: kevin.fox@scouting.org

Sending in your tour plan on the day of departure is risky; it does not afford enough time to correct errors and may result in your trip being delayed due to an unapproved tour plan.