

BSA TOUR PLAN Replaces Local & National Tour Permits

The new *BSA Tour Plan* replaces “local and national tour permits” effective March 1, 2011. The online tour permit system is suspended. Tour Plans must be submitted to Patricia Phillips at the Longhorn Council office. The plan is available at http://www.scouting.org/filestore/pdf/680-014_fillable.pdf.

The definition of the tour plan in the Language of Scouting is:

"Units complete this form 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."

How to Complete?

1. Submit all Tour Plans to the Longhorn Council office.
 - a. Complete the “fillable” form
 - b. Email completed form to Patricia Phillips, pPhillips@longhorn.org, at least 21 days before the trip.
 - Printed forms can also be faxed, mailed, or dropped off.

What's different?

1. Submit all Tour Plans to the Council office.
 - a. The council is the reviewer of all tour plans
 - b. BSA regional or national review is no longer required for trips over 500 miles.
2. The tour plan consists of a tour planning worksheet to be completed by the unit/contingent. It is retained by the council and a tour plan is returned to the unit after processing.
3. There is a 21-day advance notice requested for units to submit the plan for your review.
4. A single point of contact (not on the tour) for council use is included.
5. **When must you submit a tour plan:**
 - a. Trips of 500 miles or more
 - b. Trips outside of council borders not to a council-owned property
 - c. Trips to any national high-adventure base, national Scout jamboree, National Order of the Arrow Conference, or regionally sponsored event
 - d. When conducting the following activities outside of council or district events:
 - Aquatics activities (swimming, boating, floating, scuba, etc.)
 - Climbing and rappelling
 - Orientation flights (process flying plan)
 - Shooting sports
 - Any activities involving motorized vehicles as part of the program (snowmobiles, boating, etc.)
 - e. Council requirements.
6. It's on standard 8.5 x 11-inch paper!
7. There is an updated Pledge of Performance.

What is not changed?

1. Requirements for qualified supervision, training, Youth Protection, insurance, etc., remain unchanged. For example, CPR & Wilderness First Aid requirements for high-adventure camps.
2. Each council can add local tour plan review needs in addition to those above.