



Circular No. 16/5284-86/2014

Dated : 05/02/2014

To,  
All the State Secretaries,  
State Associations of  
Bharat Scouts & Guides,  
Indian Union

Dear Brother / Sister,

**Sub : 76<sup>th</sup> Asst. Leader Trainers Course (Scout Wing)**

Ref : NHQ Sanction E-mail dated 03.02.2014.


We are glad to inform you that the Assistant Leader Trainers Course (Scout Wing) will be conducted at National Training Centre, Pachmarhi. The details of the course are as follows :

1	<b>Name of the Course</b>	76 <sup>th</sup> Course for Assistant Leader Trainers (Scout Wing).
2	<b>Dates</b>	03.06.2014 to 09.06.2014 (Seven Days).
3	<b>Venue</b>	Bharat Scouts & Guides, National Training Centre, Pachmarhi, MP-461881 (Padolina Library).
4	<b>Reporting</b>	03.06.2014 : Registration at 08.00 AM in proper Uniform at Padolina Library. Late comers will not be admitted for any reason.
5	<b>Departure</b>	09.06.2014 : At 16.00 PM. (Accordingly return journey reservation may be made.)
6	<b>Fee</b>	Dev. Fee Rs. 100/- + Special Fee Rs. 50 = <b>Total Rs. 150/-</b> .
7	<b>Financial Assistance</b>	Free hospitality during the Course will be provided. 2 <sup>nd</sup> Class Concessional (2 <sup>nd</sup> Sleeper) Train fare and actual Bus fare (where there is no train service) will be reimbursed on production of T. E. Bill along with Bus tickets in original and Photocopy of Train ticket if it is return journey. Please bring photocopy of the train ticket.
8	<b>Who can Attend</b>	<ul style="list-style-type: none"><li>• Should work at least one year after the completion of Pre-ALT Course successfully and run the Unit effectively as a warranted Unit Leader. A certificate to this effects is to be given by DTC(S) &amp; DOC(S) countersigned by DC(S) and submit the Progress report as per proforma duly verified by DOC(S) &amp; DTC(S).</li><li>• Should assist for the whole duration atleast one Basic / Advanced Course in his / her section after Pre-ALT Course.</li><li>• Should complete the Pre-Course Assignment successfully.</li><li>• After checking the application form, if it is found correct, "Final Information Letter" will be sent to State with a copy to individual from National Training Centre, Pachmarhi.</li><li>• Incomplete application will not be accepted.</li></ul>
9	<b>What to Bring</b>	Usual camp kit, 2 Sets of correct and complete Uniform as per APRO II (Black shoes with lace, black socks, HWB Scarf, Woggle, Nylex Belt etc.). Casual Uniform as per APRO Part II should be brought. Mosquito net, Personal Medicines, light Bedding, Torch, Odomos tube, Notebook 200 pages, Chart Paper, Pen, Pencil, Marker Pen etc. are required. <b>Reference books</b> : Scouting for Boys (Hindi/English), Scheme of Training (SW), APRO I&II, Aids to Scoutmastership, Rules book etc. <b>Network</b> : Only BSNL & Idea mobile network are working in Pachmarhi. <b>Note</b> : If any lady candidate attending from state, advance information may be sent to NTC
10	<b>Pre-Course Assignment</b>	Each participants are to submit the completed Pre-Course Assignment at the time of registration. Pre-Course assignment questionnaire is enclosed.
11	<b>Last Date</b>	Last date of receiving application – 31 <sup>st</sup> April, 2014
12	<b>Quota</b>	03 from Each state. Preference will be given to unserved areas.

Applications duly filled and recommended by State Officials should reach NTC before last date. No participants should start to National Training Centre, Pachmarhi without receiving the "FINAL INFORMATION LETTER" issued form NTC, Pachmarhi to the individual. Participants bringing application by hand will not be admitted. Please see that more stress is given to Cub and Rover Section and also to unserved areas where there are no trainers.

Thanking you.

Yours in Scouting,

  
( M. S. QURESHI )  
Dy. Director Scouts  
( Leader Training )

- Encl. : 1. Pre-Course Assignment.  
2. Application Form.  
3. Proforma of Progress Report.  
4. Proforma of Unit Running Certificate – Annex 'A'.  
5. Proforma of Course Assisted Certificate – Annex 'B'.

- Copy to : 1. All the NHQ office Bearers.  
2. All the Asst. Directors to ensure weaker sections should be promoted.  
3. The Public Relation Officer.  
4. The State Training Commissioner (S) for sending applications of eligible candidates.



### **PRE COURSE ASSIGNMENT – ALT COURSE**

( This should be prepared in separate sheets bounded in one booklet presentable manner )

#### **ASSIGNMENT NO - 1**

##### **ANSWER THE FOLLOWING QUESTIONS AFTER READING “SCOUTING FOR BOYS”**

1. “I have received a secret letter from another friend once ..... which act as sign posts for a Scout who notices and remembers them”. Complete the incident and write in which Camp Fire Yarn it is given.
2. What is the ‘Note to Parents’ given by B.P. in Scouting for Boys ?
3. Discipline and obedience are as important as bravery for Scouts and soldiers. Narrate B.P.’s explanations.

#### **ASSIGNMENT NO – II**

##### **ANSWER THE FOLLOWING QUESTIONS AFTER READING “AIDS TO SCOUTMASTERSHIP”**

1. “The first requisite for a successful teacher is knowledge of the nature of boy”  
– Dr. Saleeby.

What are the qualities in the boy have to be taken in to consideration? Explain each one.

2. What is the aim of Scouting? What are four branches of Scouting analyse?
3. What is meant by Continence? What are the duties of Scoutmaster in this regard?

#### **ASSIGNMENT NO – III**

Prepare 50 quiz questions from “Scouting for Boys” with answer and also mention the page number & yarn number and submit separately.

#### **A SCOUTMASTER’S REWARD**

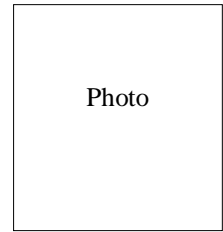
It is the satisfaction of having successfully faced difficulties and borne in-prick that gives completeness to the pleasure of having go overcome them. Don’t expect your life to be a bed of roses, there would be no fun in it if it were.

So in dealing with Scouts, you are bound to meet with disappointment and setbacks, Be patient : more people ruin their work of carrier through want of patience then do so through drinks or other vices. You will have to bear patiently with irritating criticisms and recap bonds to some extent but your reward will come.



**APPLICATION FOR ASST. LEADER TRAINER COURSE**

To  
 The Dy. Director (S) Ldr. Trg.  
 Bharat Scouts & Guides,  
 National Training Centre,  
 Pachmarhi, M.P. 461881.



Sir,  
 I hereby apply for the Course for 76<sup>th</sup> Assistant Leader Trainers to be held at NTC Pachmarhi from 03.06.2014 to 09.06.2014.

- Name of State : -----
1. Full Name (In Block Letters) : -----
2. Full Home Address : -----  
 -----  
 -----  
 ----- Pincode : -----  
 Phone No. (If any) ----- (Code) -----  
 E-mail -----
3. Occupation / Employment : -----
4. Where employed / How long : -----
5. Date of Birth : ----- (.....Year,.....Month,.....Day)
6. Educational Qualification & experience, if any :
7. Whether you have been a Cub / Scout / Rover, if so give details, Place, Years etc. :
8. Service in the Movement as an Adult. Give details. Rank, Years, Warrant Nos (Photocopy enclosed)
9. List of books on Scouting you have studied.
10. Scout subject in which you are well versed.
11. Section (Cub / Scout / Rover) with which you work after Training.

P.T.O.

- 12. How many days in a year will you be able to spare for Training.
- 13. Any disability (physical) you may have and any other information you desire to give.
- 14. I now hold warrant for rank -..... Warrant No. .... Date ..... Valid till .....
- 15. I am a HWB holder in C / S / R Section, Parchment No. ----- Date ----- (Enclosed Photocopy)
- 16. I have assisted as a full time helper in following Training Courses Basic / Advanced Courses after Pre-ALT Course ( Photocopy of Certificate signed by LOC and countersigned by STC(S) is enclosed).

SL NO	PLACE	DATE			LEADER OF THE COURSE		
		FROM	TO	C	S	R	

- 1.
- 2.

- 17. Pre-ALT Course attended Place : ----- (Enclosed photocopy of certificate) From : ----- To -----
- 18. Certificate from DTC (S) & DOC(S) counter signed by Dist. Commissioner (S) for active running the unit is enclosed.
- 19. A Progress Report as per proforma duly verified by DOC(S) & DTC(S) is enclosed.

I will keep myself posted upto date as regards methods and techniques followed in the field of Training.

I am prepared to undergo further Training of Scouters and to give preference to the work of Training. I will abide by Rules, Scheme of Training and discipline of the Bharat Scouts & Guides and of the Training Courses.

SIGNATURE OF APPLICANT

SIGNATURE OF DC (S)  
OR S.C. (S) in case of  
Regional / State Level fficers.

Date : -----

Date : -----

Signature of STC (S)

Signature of State Secretary

Date : -----

Date : -----

- Encl : 1. HWB Parchment Photocopy.  
 2. Photocopy of Pre-ALT certificate.  
 3. Certificate from DOC(S), DTC(S) countersigned by DC(S) – for Running Unit – Annex-‘A’  
 4. Course assisted certificate signed by L.O.C. & countersigned by STC(S) – Annex-‘B’  
 5. Progress Report as per proforma duly verified by DOC(S) & DTC(S).

**Progress Report of Unit**  
**Course for Assistant Leader Trainer**

1. Name of the State : .....
2. Name of Unit : .....
3. Name of Unit Leader : .....
4. Warrant No. ....
5. Charter No. ....
6. Progress chart are given below :

Sl	Number of Cub / Scouts / Rovers	As on		
1	Pravesh			
2	Pratham Charan / Pratham Sopan / Praveen			
3	Dwitiya Charan / Dwitiya Sopan / Nipun			
4	Tritiya Charan / Tritiya Sopan			
5	Chaturtha Charan / Rajya Puraskar			
6	Golden Arrow/Rashtrapati Scout/Rashtrapati Rover			
7	Total			
8	Date of Registration Prime Minister Shield Competition / Upa Rashtrapati Award			
9	Date of submission of log book PMSC / UPA			

10 Courses / events details :

a. Participation in Dist level programme					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
i					

b. Participation in State level programme					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
i					

c. Participation in National level programme					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
i					

d. Participation in International level programme					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
i					

**Dist. Organising Commissioner (S)**

**Dist. Training Commissioner (S)**

**UNIT RUNNING CERTIFICATE**

This is to certify that Mr. / Ms. / Mrs. ....

Cub Master / Scout Master / Rover Scout Leader of (Name of the Unit)

.....

..... His / her Warrant No. is .

..... dated ..... and Group Charter No. is

..... dated ..... He / she is running Unit effectively.

**D.O.C. (S)**

**D.T.C.(S)**

**District Commissioner (S)**

**COURSE ASSISTED CERTIFICATE**

This is to certify that Mr. / Ms. / Mrs. ....

Cub Master / Scout Master / Rover Scout Leader of (Name of the Unit)

.....

..... has assisted full time during Basic / Advanced / HWB

Course for Unit Leaders of Cub / Scout / Rover section was held at

..... State ..... from

..... to .....

**Leader of the Course**

**State Training Commissioner (S)**