



Circular No. 11 /2018-19/237-241

Dated: 12.04.2018

To,  
All the State Secretaries  
State Associations of  
Bharat Scouts & Guides  
**INDIAN UNION**

**Sub: 55<sup>th</sup> ALT Course (Guide Wing) 29.05.2018 to 04.06.2018 at NTC, Pachmarhi.**

Sir / Madam,

According to the Schedule of event of the National Headquarters, Bharat Scouts & Guides, 2018-19 the cited course will be held at National Training Centre, Pachmarhi as per details given below.

1	<b>Name of the Course</b>	55 <sup>th</sup> ALT Course (Guide Wing)
2	<b>Date of the Course</b>	29.05.2018 to 04.06.2018 (SEVEN DAYS)
3	<b>Venue</b>	Bharat Scouts & Guides National Training Centre, Pachmarhi
4	<b>Arrival</b>	On 28.05.2018 evening or before 8:00AM on 29.05.2018. Registration at 10:00 AM on 29.05.2018 in proper uniform. Late comers will not be admitted for any reason
5	<b>Departure</b>	04.06.2018 evening (Accordingly return journey reservation may be done).
6	<b>How to Reach</b>	Pachmarhi is located on the Mumbai Jabalpur route (Between Itarsi and Jabalpur Station). Pipariya is the nearest Railway station from Pachmarhi. The distance from Pipariya to Pachmarhi is 56 k.m. Buses are available from Pipariya to Pachmarhi. Number of private jeeps are also available on nominal rate. The Bharat Scouts & Guides is just 5 k.m. from Pachmarhi bus stand. Local Conveyance available to reach National Training Centre from Pachmarhi Bus Stand. Those who are coming by private Jeep can directly come up to Bharat Scouts & Guides, NTC.
7	<b>Fee</b>	Development Fee Rs 200/- + Special Fee Rs. 80/- = Total Rs. 280/- only
8	<b>Financial Assistance</b>	Free hospitality during the course will be provided. NO. T.E. bill will be reimbursed from NHQ / NTC.
9	<b>Eligibility</b>	The candidates: .... 1. Should be able to work in a team 2. Must have the experience of at least one year after the completion of Pre – ALT course successfully and run the unit effectively. A certificate to this effect is to be submitted along with application for the course. 3. Should assist for the whole duration at least one Basic / Advanced course after Pre – ALT course of the concerned section. 4. Should complete the pre – course assignments provided by the National Training Centre.
10	<b>Pre – Course Assignment</b>	1. 50 B.P. Sayings ( in the form of a booklet A <sub>4</sub> Size) 2. 50 objectives type questions with answers each from Scouting for Boys and WAGGGS ( separately in the form of a booklet A <sub>4</sub> Size) 3. 05 anecdotes from Scouting for Boys & 05 Anecdotes from Life Story of B.P (Hand written in the form of a booklet separately A <sub>4</sub> Size).
11	<b>What to Bring</b>	Usual camp kit 2 sets of correct & complete Uniform as per APRO III Personal medicines if any, bedding, torch, odomos tube, Chart paper, pen pencil, marker pen, knotting rope 3 mtrs. Etc.
12	<b>Last Date for Application</b>	10.05.2018 at NTC, Pachmarhi: Late & incomplete applications will not be entertained.

The application has to reach National Training Centre, Pachmarhi before the last date along with the copies of the certificates duly recommended by concerned state officials & the Pre – course assignments.

Participants "SHOULD NOT" proceed for the course without receiving the "FINAL INFORMATION LETTER" from NTC, Pachmarhi. Candidates will not be allowed to bring children / escorts with them.

Thanking you,

Yours sincerely,

( M. N. Machamma )  
Dy. Director Guide (Ldr. Trg.)

Encl.:

1. Application Form.
2. Progress Report of the Unit.
3. Unit Running Certificate.

Copy to:

- 1) All the NHQ Office Bearers.
- 2) All the Assistant Directors of the Region.
- 3) All the State Training Commissioner's (G).
- 4) Public Relation Officer, BS&G, NHQ.



**Application for Admission to ALT Course (Guide Wing)**

Name of the State Association : .....

Course Date : From : ..... to ..... Place : .....

Section : Bulbul / Guide / Ranger

**Aadhaar No.** .....

1. Full Name (In Block Letters) : .....

2. Full Postal Address : .....

Pincode : .....

E-mail ID : ..... Mob./Ph No. ....

3. Date of Birth : ..... (.....Year,..... Month,.....Day)

4. Educational Qualification : .....

5. Name of the Running Group : .....

6. Charter No. .... Date : ..... Renewed upto : .....

Service in the Movement as an Adult: Warrant No ..... Date ..... Renewed upto .....

Rank ..... Year. ....

7. Details of Training Courses Attended :

Sl	Name of the Courses	Dates		Venue	Certificate No & Date	Name of the LOC
		From	To			
1	Basic Course					
2	Advanced Course					
3	HWB Course					
4	Pre-ALT Certificate					

8. H.W.B. Parchment No. : ..... Date : ..... Section

9. Course assisted as a full time staff in the Training Courses after completing Pre - ALT:

Sl No	Name of the Course	Venue	Date		Leader of The Course
			From	To	
1					
2					

10. Any Special interest / skill.

Above information are found correct :

Signature of applicant

**Recommended**

District Training Commissioner (G)

STC (Guide)

Date : .....

State Secretary/Jt.Secretary

State Commissioner(G)

Date : .....

Date : .....

Encl.:

1. Progress Report.
2. Unit Running Certificate.
3. Course assisted certificate.
4. Pre – Course Assignment.

## Progress Report of Unit ( Guide Wing )

1. Name of the State : .....
2. Name of Unit : .....
3. Name of Unit Leader : .....
4. Group Charter No. .... Date ..... Copy attached.
5. Warrant No. .... Date ..... Copy attached.
6. Progress chart are given below (Last two years and current year) :

Sl	Number of Bulbul / Guide / Ranger	As on		
		01.04.20.....	01.04.20.....	01.04.20....
1	Pravesh			
2	Komal Pankh / Pratham Sopan / Praveen			
3	Rajat Pankh / Dwitiya Sopan / Nipun			
4	Swarn Pankh / Tritiya Sopan			
5	Heerak Pankh / Rajya Puraskar			
6	Golden Arrow / Rashtrapati Guide / Rashtrapati Ranger			
7	Numbers of Bulbuls / Guides / Rangers Trained Under FBM / STV/Surf Smart			
8	Total			

9 Details of Courses / Events :

a. District level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					
lii					

b. State level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					
lii					

c. National level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					
lii					

d. International level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					

It is to certify that above information are correct and her unit is running effectively.

Dist. Org. Commissioner (G)

Dist. Trg. Commissioner (G)

Dist. Commissioner (G)

District :

District :

District :

**UNIT RUNNING CERTIFICATE**

This is to certify that Ms. / Mrs. ....  
Flock Leader / Guide Captain / Ranger Leader of (Name of the Unit)  
..... Her Warrant  
No. is . .... dated ..... and Group Charter  
No. is ..... dated ..... She is running the Unit  
effectively.

**Dist. Org. Commissioner (G)**

**Dist. Trg. Commissioner (G)**

**District Commissioner (G)**