

Guide SECTION

14 Programme Ideals

By the time a girl completes the full course of the Guide Programme, she will be able to:

- 1. Develop her character to become healthy & efficient.**
- 2. Accept and follow the rudiments of good citizenship.**
- 3. Undertake practices and improve skills essential to become self-reliant and prepare her to use them for helping others.**
- 4. Undertake collective activities and challenges, which contribute for her all round development.**
- 5. be aware of her potential and use them in service to the community.**
- 6. Improve her skills of observation to appreciate the wonders of nature and develop a sense of expressing reverence towards nature by nurturing it.**
- 7. Make things useful for others.**
- 8. Realize that public property is her property as well and attempt to look after it.**
- 9. Identify herself as an Integral part of her community and realize her duty to country.**
- 10. Improve future Guiding skills to undertake adventurous activities and develop love for adventure.**
- 11. Understand our National Heritage and Culture and determine to keep them up.**
- 12. Undertake individual and collective practices to conserve nature resources and prepare to educate others in this respect.**
- 13. Develop the qualities of a dynamic leader and participate doing her best effectively in all leadership opportunities made available to her.**
- 14. Study about her country & people and contribute for the cause of National Integration.**

Guide :

A girl who is a citizen of India and who has completed 10 years, but not 17 years of age is eligible to become a Guide, provided she subscribes to the Guide Promise and the Guide Law and becomes a member of Guide Company. If she continues to be in the school be allowed to remain in the unit till she is 18 years of age.

Guide Company :

- (i) A Guide Company shall consist of not less than 12 but not more than 32 Guides.
- (ii) A Guide company shall be a unit of a Group of Bulbul Flock, Guide Company and Ranger Team provided, however, where there is no such group, a Guide Company shall be treated as a Group.
- (iii) Every Guide Company shall be registered.
- (iv) Every Guide Company shall have a name, where the Guide Company is a unit of a group, it shall take the name of the Group; the Group may be named after the locality, the institution or any **great Personalities** (Female) of India; every Group shall also have a serial number assigned by the Local or the District Association, as the case may be

The Guide Captain and the Assistant Guide Captain:

- (i) There shall be a Guide Captain for each Guide Company. There may be one or more Assistant Guide Captains for a Guide Company **at the rate of one Assistant Guide Captain for eight Guides.**
- (ii) The Guide Captain and the Assistant Guide Captain shall function subject to the general Supervision of the Group Leader where there is a Group. The Guide Captain shall be responsible for the management of the affairs of the Guide Company; she shall, however, delegate matters of discipline, administration and finance to the Court of Honour. The Asstt. Guide Captain shall assist the Guide Captain.
- (iii) The Guide Captain and the Assistant Guide Captain shall be appointed by the State Chief Commissioner in consultation with the State Commissioner **(G) on therecommendation of the District Commissioner (G)and District Chief Commissioner. In case of LocalAssociation, Assistant District Commissioner through the District Association.**
- (iv) On appointment, the Guide Captain and the Asstt. Guide Captain shall be issued each with Warrant.

Qualification for the Guide Captain and the Asstt. Guide Captain.

- (i) (a) A person who has completed 21 years of age is eligible for appointment as Guide Captain.
- (b) A person who has completed 18 years of age shall be eligible for appointment as an Asstt. Guide Captain.
- (ii) She must possess **Intermediate (10+2)** or equivalent Certificate. Provided however, in exceptional cases exemption from educational qualification may be granted by the State Chief Commissioner on the recommendation of concerned **Assistant District Commissioner (G) / District Commissioner (G) and District Chief Commissioner.**
- (iii) She must be a person of good character, conduct and antecedents.
- (iv) She must have a knowledge of the Guide Movement and its methods, in particular an appreciation of its religious and moral basis and the A.P.R.O. in its application to her work.
- (v) She must be a person with special aptitude to deal with young girls.
- (vi) She must have satisfactorily completed a period of training prescribed by the National Association.

Uniform for the Guide Captain and the Assistant Guide Captain.

The Guide Captain and the Assistant Guide Captain shall wear uniform as follows :

(a) COMPULSORY :

(i) **Salwar, Kameez and Dupatta :** A white Salwar and White Kameez of plain non-transparent material. The length of the Kameez shall be up to the knees. The Kameez shall have two patch pockets and two side pockets, half sleeves 8 cm. above the elbow with turned up and stitched down cuffs. 4 cm. wide, open sports collar with epaulettes on both shoulders. The Salwar and Kameez shall not be tight-fitted. The Dupatta shall be deep sky-blue in color made of plain non-transparent material.

OR

Midi skirt and Blouse : Midi skirt in deep sky blue color made of plain non-transparent material with side pockets and a slit at the back. The length of the skirt will be up to the half distance between, knee and ankle. A white blouse of plain non-transparent material with two patch pockets, half sleeves 8 cm. above the elbow with turned up and stitched down cuffs 4 cm. wide, open sports collar with epaulettes on both the shoulders. The length of the blouse shall be 8 cm. below the waistline. The blouse shall not be tight fitted.

OR

Saree and Blouse : Deep sky-blue saree made of plain non-transparent material and a white blouse of plain non-transparent material with two patch pockets, half sleeves 8 cm. above the elbow with turned up and stitched down cuffs 4 cm. wide, open sports collar with epaulettes on both the shoulders. The length of the blouse shall be 8 cm. below the waistline. The blouse shall not be tight fitted.

(ii) **Belt:** Brown nylax belt with the official Brass buckle of the Bharat Scouts & Guides supplied by the National Association.

(iii) **Scarf:** A scarf of the group colour and pattern other than green, purple and yellow as approved by the Local or

District Association shall be worn round the neck and over the collar and epaulettes with the group woggle. The shape of the scarf shall be triangular with a base and two sides, each of the two sides shall have a minimum length of 70 cm. and a maximum of 80 cm.

(iv) **Socks :** Camel Colour.

(v) **Footwear :** Black leather or Black canvas closed shoes Black sandals without heels may be allowed (on medical ground).

(vi) **Hair Style :** Hair locks (Juda) or hairs should be tied with black clip/ band (only for short hair).

(vi) **Membership Badge :** A cloth badge with green background with Fleur-de-lis in yellow superimposed by the Trefoil with Ashoka Chakra also in yellow in the centre shall be worn in the middle of the left sleeve.

(viii) **Shoulder Badge :** A shoulder badge 6 to 8 cm. length and 1.5 cm. width with white background and red border, the serial number (optional) and the name of the Group/District/State in red letters shall be worn on the both shoulders just below the seam with a little curve.

(ix) **World Guide Badge** :World Guide Badge shall be worn in the middle of the right sleeve.

(x) The Name Stripe containing “The Bharat Scouts & Guides” supplied by National Headquarters may be worn above the right pocket on the blouse or kameez. The size of the stripe should be 11 cm. x 2 cm. the right corner of which would be tri-colour of National Flag of the size of 3cm. x 2 cm. and rest for the Title “The Bharat Scouts & Guides”

(xi) **Cardigan/Blazer** :When worn it shall be black without any design. Sleeveless according to the season allowed.

(b) OPTIONAL :

(i) **Camp Uniform** :Deep blue Salwar, deep blue kameez with the same pattern as mentioned above and deep blue dupatta.

(ii) **Working Casual Wear** :Working uniform or field activity uniform as optional items with the deep blue jeans/plain sky blue colour T-shirt with collar having a pocket superimposed with BS&G emblem /deep blue salwarkurta, dupatta be worn during the field activity along with comfortable shoes.

(iii) **P. Cap** can be worn when they go for outing.

(iv) **A black pouch shall be worn** :The pouch shall not be worn at the time of the Ceremony.

(v) **Metal Badge** :A “metal badge” of the Bharat Scouts & Guides may be worn when not in uniform.

(vi) **Lanyard and Whistle** :White lanyard with a whistle may be worn round the neck.

(vii) **Jewellery** :No jewellery shall be worn except those enjoined by religion or custom.

(viii) **Rank Badge** : The badges for the Guide Captain and the Asstt. Guide Captain shall be in white metal with

the Bharat Scouts & Guides emblem on it in different colors as follows:

(a) The badge for the Guide Captain shall green in colour with green border and shall be worn 4 cm. above the right Pocket for SalwarKameez, Saree-blouse and skirt-blouse. i.e. Rank Badge for all Unit Leaders to all the Section in guide wing wearing salwarkameez, to be put up on the right side of the Dupatta.

(b) The badge for the Assistant Guide Captain shall be green in colour with red border and shall be worn as stated in (a) above.

Uniform for Sea Guide Captain and Assistant Sea Guide Captain.

The Sea Guide Captain and Assistant Sea Guide Captain shall wear uniform as for a Guide Captain and Assistant Guide Captain respectively. She shall also wear the Sea Guide Badge above the right pocket.

Uniform for Air Guide Captain and Assistant Air Guide Captain.

The Air Guide Captain and Assistant Air Guide Captain shall wear uniform as for a Guide Captain and Assistant Guide Captain respectively. She shall also wear the Air Guide Badge above the right pocket.

The Patrol System :

(i) A company shall be divided into Patrols. Each Patrol will have Patrol Corner, Patrol Song, Patrol Yell, Patrol

Sign, Patrol Flag.

(ii) Each Patrol may consist of six to eight guides inclusive the Patrol Leader and the second.

(iii) Each Patrol shall bear the name of a flower chosen in consultation with the Patrol-in- council and every member of the Patrol shall wear the emblem of the Patrol on the uniform.

(iv) **Company Leader** :One of the Patrol Leaders, with not less than 6 months service as a Patrol Leader, with DwitiyaSopan Badge, may be appointed as Company Leader by the Guide Captain in consultation with the Court of Honour. She shall wear the Guide uniform and in addition three Green Armlets each 1.5 cm wide, stitched over the cuff of the left sleeve, each 1 cm a part and Company Leader’s Badge with its base 4 cms. above

the right sleeve. She offers active assistance to the Guide Captain and Assistant Guide Captain and take charge of the unit in the absence of the Adult Unit Leaders.

Company Leader's Badge is a rectangular Badge with Emblem in yellow on green background with a yellow ring round it and three vertical stripes to the left of the emblem.

(v) **Assistant Company Leader:** One of the Patrol Leaders with not less than 6 months service as a Patrol Leader,

with Dwitiya Sopan Badge may be appointed as Assistant Company Leader by the Guide Captain in consultation with the Court of Honour. She shall wear the Guide Uniform and in addition three green armlets each 1.5 cm wide stitched over the cuff of the left sleeve. Each 1 cm apart and Asstt. Company Leader's Badge with its base 4 cms.

above the right sleeve, as per diagram shown on page no. 175 & 176. The Assistant Company Leader assists the Company Leader as directed.

Assistant Company Leader's Badge is a rectangular Badge with emblem and ring around it in green colour and three green vertical stripes to the left of the emblem.

(vi) **Patrol Leader :** There shall be a Patrol Leader for each Patrol. Patrol leader is a Guide appointed as a Patrol

Leader by the Guide Captain in consultation with the Court of Honour and the concerned Patrol to lead a Patrol of Guides. She shall wear the Guide uniform and in addition two green armlets each 1.5 cm wide stitched

over the cuff of the left sleeve each 1 cm. apart.

(vii) **Second :** There shall be a Second for each Patrol. A Second is a Guide selected by the Patrol Leader with the

approval of the Guide Captain and the Court of Honour. She shall assist the Patrol Leader and take her place in her absence. She shall wear the Guide Uniform and in addition one green armlet 1.5 cm wide stitched over the cuff of the left sleeve 1 cm. above the lower edge.

(viii) **Court of Honour :** There shall be a Court of Honour for every Company. The Court of Honour shall consist

of the Company Leader, Assistant Company Leader and the Patrol Leaders; Seconds may be admitted as members of the Court of Honour, except when matters of discipline are dealt with. The Company Leader, Assistant Company Leader or one of the Patrol Leader elected shall function as Secretary. The Court of Honour

shall plan activities and deal with the internal matters of the Company and also matters of finance and discipline.

The Guide Captain and the Assistant Guide Captain shall act as advisers.

(ix) **Patrol-in-Council :** There shall be a Patrol-in-Council for every Patrol. The Patrol-in-council shall consist of

the members of the Patrols. Patrol Leader shall be the Chairman. The Patrol-in-Council shall deal with all affairs of the Patrol.

The Guide :

(i) A girl who is a citizen of India and who has completed ten years but not seventeen years of age is eligible to be

become a Guide **Aspirant**.

(ii) A Guide **Aspirant** shall complete the Pravesh requirements and will work for three months to the satisfaction of the Guide Captain before being invested as a Guide.

(iii) **Pravesh Requirements :**

a) (i) **Have brief information of the origin of Guiding along with definition, purpose principle and method of the Bharat Scouts and Guides.**

(ii) **A Guide Aspirant must have holistic knowledge of the movement**

b) Guide Promise and Law.

c) Guide Motto, Sign, Salute and Left Hand Shake.

d) Daily Good Turn at home and maintain a diary at least for a month.

e) Know the parts of Guide Uniform and how to wear it?

f) Know the composition and significance of the National Flag, the Bharat Scouts & Guides

Flag and the World Guide Flag **and the Flag Etiquette**

g) **Sing correctly National Anthem, Bharat Scouts & Guides Prayer and Flag Song. Know about the composer, duration and meaning of the songs.**

h) Attend at least four Company meetings.

i) **Undertake a 4 hour purposeful outing with her Patrol.**

(iv) She then makes the Guide Promise to the Guide Captain and is invested as a Guide. She is eligible to wear the

Guide Uniform and the membership badge. The Membership Badge is a cloth badge with green background with fleur-de-lis in yellow superimposed by the Trefoil with Ashoka Chakra also in yellow in the centre. Membership badge is worn in the middle of the left sleeve, as per diagram shown on page no. 175. The membership badge shall be issued by the Local or the District Association, as the case may be, on the recommendation of the Guide Captain.

Note :

(a) Guides should be given opportunity so that they acquire the habit of doing at least one Good Turn every day.

(b) The Promise for the Guide is

“On my honour, I promise that I will do my best to do my duty to “God” and my country, to help other people and to obey the Guide law.”

The word “Dharam” may be substituted for the word ‘God’ if so desired.

(c) The Law for the Guide is

(i) A Guide is trustworthy.

(ii) A Guide is loyal.

(iii) A Guide is a friend to all and a sister to every other Guide.

(iv) A Guide is courteous.

(v) A Guide is a friend to animals and loves nature.

(vi) A Guide is disciplined and helps protect public property.

(vii) A Guide is Courageous.

(viii) A Guide is thrifty.

(ix) A Guide is pure in thought, word and deed.

(d) **Motto** : The Motto of the Guide is “Be prepared”. This has to be achieved by being physically strong, mentally

awake and morally straight.

(e) **Sign** : The Guide sign is given by raising the right hand in level with the shoulder, palm to the front with three

fingers stretched together and the thumb closing on the little finger.

(f) **Salute** : The Guide Salute is given by raising the right arm smartly to the level of the shoulder, palm to the front with three fingers stretched together, the first touching the forehead above the right eyebrow and thumb closing on the little finger. After salute the arm is smartly brought down. **If a stick or thumb stick is carried, it must be passed to left hand or kept under left arm pit. When a staff is carried the salute is given with left forearm bent at right angle at elbow with three fingers open, thumb closing on the little finger palm downwards, the first finger touching the staff. When hands are occupied, the salute is given by eyes left or right as the case may be.**

Guide Uniform :

A Guide shall wear Uniform as given below:

(a) Compulsory :

(i) **An overall** : Deep sky blue overall made of plain nontransparent material with two top patch pockets and two side pockets from underside, half sleeves 8 cm above the elbow with turned up and stitched down cuffs 4 cm wide and open sports collar with epaulettes on both shoulders. The overall shall not be tight-fitted.

OR

Salwar, Kameez and Dupatta : A deep sky blue Salwar and Light blue Kameez of plain non-transparent material. The length of the Kameez shall be up to the knees. The Kameez shall have two patch pockets and

two side pockets, half sleeves 8 cm. above the elbow with turned up and stitched down cuffs. 4 cm. wide, open sports collar with epaulettes on both shoulders. The Salwar and Kameez shall not be tight-fitted. The Dupatta shall be deep sky-blue in colour made of plain non-transparent material.

OR

Midi Skirt and Blouse : Midi in deep sky-blue made of plain non-transparent material with side pockets and a slit at the back. The length of the skirt will be up to the half distance between knee and ankle. A white blouse of plain non-transparent material with two patch pockets half sleeves 8 cm. above the elbow with turned up and stitched down cuffs 4 cm. wide, open sports collar with epaulettes on both the shoulders. The length of the blouse shall be 8 cm. below the waistline. The skirt and blouse shall not be tight-fitted.

(ii) **Belt:** Brown nylax belt with the official Brass buckle of the Bharat Scouts & Guides supplied by the National Association.

(iii) **Scarf:** A scarf of the group colour and pattern other than green, purple and yellow as approved by the Local or

District Association shall be worn round the neck and over the collar and epaulettes with the group woggle. The shape of the scarf shall be triangular with a base and two sides, each of the two sides shall have a minimum length of 70 cm. and maximum of 80 cm.

(iv) **Socks :** White Colour.

(v) **Footwear :** Black leather or Black canvas **closed shoes stripe with buckle.**

(vi) **Hair Ribbon :** Black plain ribbon or black plain hairband (without any design only for short hair).

(vii) **Membership Badge :** A cloth badge with green background, with Fleur-de-lis in yellow Superimposed by the Trefoil with Ashoka Chakra also in yellow in the centre shall be worn in the middle of the left sleeve.

(viii) **Shoulder Badge :** A shoulder badge 6 to 8 cm. length and 1.5 cm. width with white background and red border, the serial number, (optional) and the name of the Group/District/State in red letters shall be worn on the both shoulders just below the seam with a little curve.

(ix) **World Guide Badge :** World Guide Badge shall be worn in the middle of the right sleeve.

(x) **Patrol Emblem :** Every Guide shall wear Patrol emblem, it shall be embroidered on black background with green border, 4 cm. in diameter. It shall be worn in the centre of the top of the sash.

(xi) The Name Stripe containing "The Bharat Scouts & Guides" supplied by National Headquarters may be worn above the right pocket on the blouse or kameez. The size of the stripe should be 11 cm. x 2 cm. the right corner of which would be tri-colour of National Flag of the size of 3 cm. x 2 cm. and rest for the Title "The Bharat Scouts & Guides"

(xii) **Cardigan :** When worn it shall be black without any design. Sleeveless according to the season allowed.

(xiii) **Sash :** Deep sky blue Sash with 10 cm. width should be worn on left shoulder across the chest so, that the lower end of the sash will come up to just below the hip level on the right side with Proficiency Badges earned in accordance to the girls programme in the ascending order.

(b) OPTIONAL :

(i) **Camp Uniform :** Deep blue Salwar, deep blue kameez with the same pattern as mentioned above and deep blue dupatta.

(ii) **During Outing and Hiking :** Deep blue Jeans, Sky Blue T-Shirt with collar having a Pocket Superimposed with BSG emblem.

(iii) **P. Cap** can be worn when they go for outing.

(iv) **A black pouch shall be worn :** The pouch shall not be worn at the time of the Ceremony.

(v) **Metal Badge :** A "metal badge" of the Bharat Scouts & Guides may be worn when not in uniform.

(vi) **Lanyard and Whistle :** White lanyard with a whistle may be worn round the neck.

(vii) **Jewellery :** No jewellery shall be worn except those enjoined by religion or custom.

Uniform for Sea Guide : A Sea Guide shall wear the uniforms for a Guide. She shall also wear Sea Guide Badge above the right pocket.

Uniform for Air Guide : An Air Guide shall wear uniform as for a Guide, She shall also wear the Air Guide Badge above the right pocket.

Scheme for Advancement of a Guide :

- (i) (a) Having worked for at least three months and attended four Company Meetings. A **Guide Aspirant** can be invested as a Guide on completion of Pravesh Test.
- (b) A Pravesh Guide will work at least for six months to qualify for Pratham Sopan.
- (c) A Pratham Sopan Guide will work at least for **six months** to qualify for Dwitiya Sopan.
- (d) A Dwitiya Sopan Guide will work at least for **six months** to qualify for Tertiya Sopan.
- (e) A Tertiya Sopan Guide will work at least for nine months to qualify for Rajya Puraskar Award.
- (f) A Rajya Puraskar Guide will work at least for twelve months to qualify for Rashtrapati Guide Award.

(ii) **Efficiency Cords :**

- (A) Guide Efficiency Cords are made of chiffon threads specially designed and supplied by N.H.Q. It will be worn under the right shoulder strap extending the cord to the right pocket.
- (B) After Dwitiya Sopan Badge, a Guide may earn more proficiency badges.
 - (a) If a Dwitiya Sopan Guide earns six proficiency badges in all, shall be awarded "**Blue Cord**" by the Asst. District Commissioner (G).
 - (b) If a Tertiya Sopan Guide earns twelve proficiency badges in all, shall be awarded "**Green Cord**" by the District Commissioner (G).
 - (c) If a Rajya Puraskar Guide earns eighteen proficiency badges in all, shall be awarded "**Golden Cord**" by the District Chief Commissioner.

Tests for Pratham Sopan :

(I) LOOKING AFTER YOURSELF :

- (a) Be able to tell correctly "your duties at home".
- (b) Be able to make your bed.
- (c) Know the health rules regarding personal cleanliness.
- (d) Learn B.P. Six exercises and Practice Yoga / Asanas / Surya Namaskar.
- (e) Stitch a button.

- (f) Clean and polish canvas/ leather shoes.
- (g) Make a personal First -Aid Kit and know its contents.

(II) DISCIPLINE :

- (a) Learn about your Patrol, its Flag, Yell, Song, Patrol Corner and Participate in a Patrol-in-Council.
- (b) Learn & practice Hand & Whistle Signals.
- (c) Foot Drill: Savdhan, Vishram, Aram se, Dahiney, Bayen & Pichey Mur.
- (d) Participate in a Company & Patrol game.
- (e) Satisfy the Guide Captain that your behaviour at home and at school is good.

(III) ROPE WORK:

- (a) Whip the ends of a rope.
- (b) Tie & demonstrate the uses of the following knots: Reef knot, Sheet Bend, Clove Hitch, Bowline, Sheep Shank, Fisherman, Round Turn & Two Half Hitches.
- (c) Tie and demonstrate Sheer Lashing Mark I and Mark II.
- (d) Make a gadget or a handicraft useful at home.

(iv) SERVICE :

- (a) Undertake a Company Service Project in your School or Guide Headquarters under the guidance of your Guide Captain.
- (b) Should know the definition and Golden rules of First Aid.
- (c) Deal with simple cuts, burns & bleeding from the nose.
- (d) Undertake household responsibilities like cooking, water storage, hospitality, cleanliness etc. with the help of parents for a week.
- (e) Daily Good Turn at home and maintain a diary at least for a month.
- (f) Participate in the following activities,
 - (i) Discuss with your Guide Captain and render some service involving any one of the points of Guide Law and submit a report to your Guide Captain within a week.
 - (ii) Undertake a nature study project in consultation with your Patrol Leader and submit the report within ten days.

OR

Visit a village Panchayat Samiti/Block Development / Municipality / Municipal corporation office and learn about the services rendered by one such public organisation and submit a report to your Guide Captain within ten days.

(v) COMMUNICATION :

Be able to use the PCO & Mobile Phone and be acquainted with the facilities available on it.

(vi) OUT OF DOORS :

- (a) Know the simple wood crafts signs & follow a trail with her patrol of not less than half a kilo meter.
- (b) Know & Practice Road Safety Rules for pedestrians.
- (c) Participate in a Nature Study Trail.

(vii) Serve as a Pravesh Guide for at least six months.

SEA GUIDE :

In addition to the above tests, a Sea Guide will have to qualify for the following :

- (a) Have a General Knowledge of Sea Guiding.
- (b) Know about water safety precautions.
- (c) Get over fear in water.

AIR GUIDE :

In addition to Pratham Sopan test, an Air Guide will have to qualify for the following :

- (a) Have General knowledge of Air Guiding.
- (b) Collect Photographs/Pictures of different types of Aircraft.
- (c) Have General knowledge of our Badges and Flag.
- (d) Recognise at least ten types of Air Crafts used by the Air Force/Civil Aviations in the country.
- (e) Prepare a log of the Aircrafts seen during the period fixed by the Guide Captain.

Note :

(i) On the successful completion of the PrathamSopantests, the Guide shall be issued the PrathamSopan Badge by the Local or the District Association as the case may be, on the recommendation of the Guide Captain who acts as the examiner.

(ii) The PrathamSopan Badge is a scroll with the words:

“BE PREPARED” “TAYYAR” in devanagri script. It shall be worn below the Pravesh Badge

Tests for DwitiyaSopan :

(i) Pioneering :

(a) Demonstrate Timber hitch, Rolling hitch, Marline spike/Lever hitch & Figure of Eight knot and their uses.

(b) Tie the following lashings: Square and Figure of Eight lashing and know their uses.

(c) Demonstrate the uses of hand axe or chopper and know the safety rules and how to keep them sharp.

(d) Demonstrate the use, safety and sharpening of a dagger or a pen knife and the use of a screwdriver, pliers and hammer.

(ii) Fire :

(a) Know different types of fire used in camping/ outing.

(b) Lay and light a wood fire in the open with not more than two match sticks.

(iii) Cooking :

(a) Know the working & maintenance of a kerosene pressure stove or a Gas stove.

(b) Cook in open two simple dishes enough for two persons & make tea/coffee.

(c) Know the safety precautions in case of gas leakage.

(iv) Compass & Map :

(a) Know the sixteen points of a compass.

(b) Be able to find North by at least two constellations during night.

(c) Using a compass find the bearing of various objects from your position.

(d) Follow a trail laid out using compass bearing & distances.

(e) Know the terms : Scale, Direction, Conventional signs, Contours & Grid reference

(f) Be able to use a tourist map

(v) First Aid :

(a) Have knowledge about wounds and know how to deal with Bleeding, Burns & Scalds, Sprains, Stings & Bites.

(b) Demonstrate the use of Roller bandage.

(c) Demonstrate the use of a Triangular Bandage for the Head, Hand, Knee, Foot, Ankle and Fracture of Arm.

(d) Improvise a stretcher.

(vi) Estimation :

(a) With the help of improvised apparatus, estimate two distances/widths of not more than one hundred metres but not less than thirty metres.

(b) Know the length of your stride/pace & using this, estimate the distance travelled.

(vii) OUT OF DOORS :

(a) Participate in a Company Wide Game.

(b) Participate in a Company Campfire & know at least two folk/patriotic songs & participate in a Patrol skit.

(c) Know & practice Road Safety Rules for vehicles.

(d) Know how to ride a bicycle.

(e) Visit a factory in the neighborhood of schools/colleges/residence to understand the manufacturing process of various products and also to respect the dignity of labour.

(viii) SERVICE :

Complete any one of the following:

(a) Undertake a development Project in your school in consultation with the head of the institution.

(b) Participate in one or more Social Service Camp/camps covering over a period of a month.

(c) Serve in community Fair or Mela including preparatory and post event assignments of Fair/Mela.

(d) Participate in an Anti Litter Campaign with your Patrol and help to clean up an area around your

school or headquarters.

(e) Demonstrate the 3R's of Conservation: Reduce, Recycle & Reuse.

(f) To form and participate in Self Help Groups and such other sustained activities where Guide Skills are made use of.

(ix) **SENSE TRAINING :**

Know and play Kim's game to enhance observation, taste, sound, smell and touch.

(x) Qualify for **any Two** from the following Proficiency Badges:-

(i) Cook, (ii) Debator, (iii) Friends to Animals, (iv) Gardener, (v) Handy Women, (vi) Cyclist, (vii) Laundress, (viii) **Reader**, (ix) **Child Nurse**.

(xi) **DISCIPLINE :**

(a) Know the various Company formations.

(b) Be able to march three deep with your Company smartly & in good order. Follow drill commands during marching.

(c) Participate in Four All Faiths Prayer meetings in your Company

(xi) **COMMUNICATION :**

(a) Use a Computer and know the advantages & disadvantages of mobile phone and internet.

(b) Know how to use the internet & access the website of the Bharat Scouts & Guides.

(xiii) **PATRIOTISM :**

Collect information on our heritage and culture and prepare a log book.

(xiv) Serve as Pratham Sopan Guide for at least six months.

SEA GUIDE :

In addition to the above tests, a Sea Guide will have to qualify for the following :

(i) Learn Swimming.

(ii) Have in general knowledge about boat, sail, an oar and an anchor.

(iii) Learn about DOs & DON'Ts in a boat.

(iv) Learn to perform artificial respiration.

AIR GUIDE :

In addition to the Dwitiya Sopan tests given above, an Air Guide will have to qualify for the following :

(i) Know about the history of Air Force in the Country.

(ii) Know about the marking on the Aircraft Military.

(iii) Have in general knowledge of an aircraft and its main parts.

(iv) Have knowledge of an Airfield or an Aerodrome.

(v) Have in general knowledge of flying procedures (take off, landing, banking etc.)

Note :

(i) On the successful completion of the tests for Dwitiya Sopan Badge to the satisfaction of independent examiners arranged by the Training Counsellors and appointed by the Badge Committee of the Local or District Association as the case may be on the basis of the certificates issued by the examiners, the Guides shall be issued the Dwitiya Sopan Badge.

(ii) The Dwitiya Sopan Badge consists of the Bharat Scouts & Guides Emblem with scroll "**TAYYAR**" in Devanagari script under it.

(iii) The Dwitiya Sopan Badge shall be worn on the left sleeve in place of Pratham Sopan Badge.

Tests for Tertiya Sopan :

(1) **PIONEERING :**

(a) **Tie & know the use of the following:** Fireman's chair knot, Man Harness knot, Bowline on a Bight, Draw Hitch.

(b) Tie & demonstrate the use of the Diagonal Lashing.

(c) Use another method of whipping other than the one used in Pratham Sopan.

(d) Make a flag mast of at least three staves with your patrol and demonstrate for Flag Break.

(e) Make a temporary shelter for yourself.

(f) Know any one method of Splicing: Eye/Back/Short.

(2) (i) **Swimming :**

- (a) Swim fifty metres.
- (b) Know the safety rules of swimming.
- (c) Know how to deal with cramps.

OR

(ii) Earn any one of the following Proficiency Badges:

- (a) Athlete (b) Climber (c) Games leader. (d) Gymnast (e) Hiker (f) Yoga (g) Cyclist

(3) **Estimation :**

Be able to estimate height, depth, width, numbers & weight using recognized methods of estimation.

(4) **First Aid :**

- (a) Know how to deal with emergency situations such as Drowning, Electric Shock, General Shock, Automobile Accidents and Human Being caught in fire.
- (b) Treat for Choking.
- (c) Deal with simple fracture of collar bone, Upper arm, Forearm, Hip & Lower leg.
- (d) Treat for Heat Stroke and Sun Stroke
- (e) Demonstrate CPR (Cardio Pulmonary Resuscitation).
- (f) Place an unconscious victim in the Recovery position.
- (g) Transportation of victim - One Rescuer & Two Rescuers.

(5) **Mapping :**

Be able to access a GPS Map & use it to follow a given route.

Or

Draw a map of the area using a Triangulation method with the help of compass or Plane Table method.

Or

Sketch a map of the route undertaken for at least four kms by using Road Traverse method or Gilwell sketch.

(6) **Talk :**

During the company meeting, give a talk for about five minutes on **any one** of the following subjects:

- (a) National Integration,
- (b) Child Abuse, Child Education, Child Health, Child Social Security & Child Labour.
- (c) Substance Abuse.
- (d) Your future Guide Training.
- (e) Gender Equality.
- (f) Free Being Me.

(7) **Out of Doors :**

- (a) Plan an overnight Patrol camp.
- (b) Undertake a day hike of ten kms on foot with Patrol/Company members. Prepare meals & Tea for the patrol. Make a report & submit it within a week after the hike is over. The hike route is to be given by the examiner.
- (c) Participate in a Night Game.

(8) **Cooking :**

Cook food for your patrol by using Backwoodsman method.

(9) **Signalling :**

Learn Morse Signalling and be able to send and receive simple messages of ten words.

(10) **Qualify for any two Proficiency Badges. One from each group (not earned earlier).**

Group - A : (i) Civil Defence (ii) Community Worker (iii) **Ecologist** (iv) Pioneer (v) Safety knowledge (vi) Self Defence (vii) World Conservation.

Group - B : (i) **Aids Awareness** (ii) Book Binder (iii) Citizen (iv) **Computer Awareness** (v) **Drug Awareness** (vi) **Healthy Women** (vii) **Hostess** (viii) Naturalist (ix) Path Finder

(11) **KNOWLEDGE :**

- a) Knowledge of Guiding in India & WAGGGS (World Association of Girl Guides & Girl Scouts)
- b) Know and understand the safety measures while using ATM Card and Mobile Phone.

or

Use basic electrical/electronic devices and assemble a useful gadget at home under the

supervision of a trained adult.

(12) Fire :

Complete any three of the following:

- a) Safety precautions regarding fire.
- b) Demonstrate Bucket Chain method to put off fire
- c) How to tackle dry grass fire
- d) Types of fire extinguisher and use thereof.

(13) Service :

Know and understand the disease tuberculosis its symptoms, treatment and precautionary measures for preventing the disease, knowledge about Directly Observed Treatments (DOTS).

(14) Serve as a Dwitiya Sopan Guide for at least six months.

SEA GUIDE :

In addition to Tertiya Sopan tests given above, a Sea Guide will :

- (i) Swim thirty meters.
- (ii) Learn to dive.
- (iii) Have knowledge of different types of boats oars and sails and anchors.
- (iv) Learn Signalling by Semaphore Method.
- (v) Know any three constellations to find Directions.

AIR GUIDE :

In addition to Tertiya Sopan tests given above, an Air guide will have to qualify for following :

- (i) Know the history of flying.
- (ii) know the theory of Flight.
- (iii) Know about the Flight safety procedures.
- (iv) Have in general knowledge about Civil Aviation National and International Airways/Lines.

Note :

- (i) On the successful completion of the tests for Tertiya Sopan Badge to the satisfaction of independent examiners arranged by the Training Counsellors and appointed by the Badge Committee of the Local or District Association as the case may be, on the basis of the certificate issued by the examiners, the Guide shall be issued the Tertiya Sopan Badge.
- (ii) The Tertiya Sopan Badge consists of the Emblem of the Bharat Scouts and Guides and scroll as for Dwitiya Sopan Badge surrounded by a laurel.
- (iii) The Tertiya Sopan Badge shall be worn on the left sleeve in the place of Dwitiya Sopan Badge.
- (iv) A Tertiya Sopan Guide will work at least nine months to qualify Rajya Puraskar.

Tests for Rajya Puraskar :

- (i) Ensure Proficiency in the tests undertaken up to Tertiya Sopan.
- (ii) Hold Tertiya Sopan Badge.
- (iii) Earn Ambulance Badge
- (iv) Undertake overnight hike for ten kms, along with group of Guides of her own Company and submit report to the Guide Captain within ten days.

Or

An overnight cycle hike for twenty five kms along with group of Guides of her own Company and submit report

to the Guide Captain within ten days

- (v) Work on one of the following for six months and submit a report –Kitchen garden/Roof Garden/Hanging Garden
- (vi) Mapping: Make a map by using any one of the methods not done earlier: Plane Table or Triangulation or Road

Traverse

(vii) Camp Craft :

- A). Be able to pitch strike and pack a Single/Double fly tent.
- B) Splicing - Eye / Back / Short – anyone-not done earlier.
- C) Make a model of any pioneering Project.

(viii) Earn any three of the Proficiency Badges not earned earlier from among the given below:

(a) Child Nurse, (g) **Public Health**, (b) Community Worker, (h) **Soil Conservator**, (c) Ecologist, (i) **Solar Energy Awareness**,

(d) Literacy, (j) **Safety Knowledge**, (e) **Community Singing**, (k) **Rural Worker**, (f) Sanitation Promoter, (l) **Rescuer**.

(ix) Earn any two of the Proficiency Badges not earned earlier out of the following:

i) Camper, ii) Pioneer, iii) Star Gazer, iv) Naturalist, (v) Tracker, vi) Electronics, vii) Signaler, viii) Cancer Awareness, ix) Health, x) Nutrition Educator. xi) Farmer, xii) Dairymaid, xiii) Writer, xiv) Beautician, xv) Free Being Me, xvi) Dancer.

(x) Have knowledge about the BS&G website and gain information about your Regional Headquarters.

Note :

This award is presented by the Governor or Patron/President of the State Association on the recommendation of State Chief Commissioner and can be withdrawn under compelling circumstances by him/her

SEA GUIDE :

In addition to above tests, a Sea Guide will have to qualify for the following:

- (a) Swim fifty meters by back stroke and by one other stroke.
- (b) Dive and remain under surface for some time (1 min.)
- (c) Learn rescue methods of saving a drowning person.
- (d) Send and receive simple words by Semaphore Method.
- (e) Know about the National Flags for neighbouring countries.
- (f) Know at least three navigational stars.

AIR GUIDE :

In addition to Rajya Puraskar tests given above an Air Guide will have to qualify for the following.

- (a) Make at least two dummy aero models of different types of Aircrafts.
- (b) Know about Air Field, Signal codes.
- (c) Plan and prepare a model of an Air field.
- (d) Make on a National map, the Air-Fields/Aerodromes in the country.

Note :

(i) The Rajya Puraskar Badge consists of the emblem of the Bharat Scouts and Guides at the bottom, the Ashok Chakra at the top; and the word 'SEVA' in Devanagari script in the centre surrounded by a laurel.

(ii) The badge is issued on the basis of certificate issued by Independent examiners appointed by the Local/District

Badge Committee.

(iii) Guide who has already earned the qualifying badges, will have to attend Rajya Puraskar Testing Camp organised

by the State Association under the supervision of the State Organising Commissioner (Guides) where the knowledge and the skills of the Guides will be retested. After being qualified in the Testing Camp, the Guide will be eligible for the award of Rajya Puraskar Badge and Certificate.

(iv) The Rajya Puraskar Badge shall be worn in place of Tertiary Sopan Badge on Left Sleeve.

(v) The State Chief Commissioner who is the final authority to grant Rajya Puraskar Badge shall issue from time to

time, suitable directives in respect of Badge tests and ensure the adequacy of knowledge and skills up to Tertiary Sopan Badge.

This award is presented by the Governor or Patron/President of the State Association on the recommendation of State Chief Commissioner and can be withdrawn under compelling circumstances by

State Chief Commissioner.

Rashtrapati Guide Award :

A. (i) The President of the Indian Union has been graciously pleased to authorize issue of a special certificate to a Guide who earns the Rashtrapati Guide Award after serving as a Rajya Puraskar Guide for at least twelve months.

(ii) The Guide Captain who is advanced trained shall inform the National Headquarters through proper channel on a registration form available from the State Headquarters/BSG Website that Rajya Puraskar Guide has completed the requirements of Rashtrapati Guide Award. The Guide shall record her attainments for Rashtrapati Guide Award on the said form and submit the same to the **Regional Headquarters** through proper channel. In the absence of Guide Captain, the Assistant Guide Captain who is advanced trained will be competent to make recommendation.

At the time of Rashtrapati Award Testing Camp a Guide should produce her individual **progress card along with Photo ID Proof in original.**

(iii) Rashtrapati Guide Award certificates are presented at a formal ceremony by the President of India on the request of the **Chief National Commissioner.**

(iv) Rashtrapati Guide Badge shall be worn on the left sleeve below the Ambulance Badge and **above the Membership Badge** surrounded by Proficiency Badges of Rashtrapati Award.

(v) The **Chief National Commissioner** shall issue suitable directives from time to time in respect of badges; tests etc. and ensure the standard of skills involved.

(vi) A Guide Captain/Assistant Guide Captain will recommend only up to 25% Guides of the total census of the unit (not exceeding 32) for Rashtrapati Award in a year. Special cases could be recommended by the District Chief

Commissioner and State Chief Commissioner **subject to maximum of 50% in a year.**

(vii) Rajya Puraskar Guide, who has already fulfilled all required conditions, will have to be tested at State Level and certified by the State Organising Commissioner (G) before coming for Rashtrapati Guide Award **Testing Camp organised by the National Association under the supervision of the concerned Asst. Director/Dy. Director.**

B Tests for Rashtrapati Guide Award :

(i) Hold the Rajya Puraskar & be able to maintain the standard.

(ii) Camping :

a) Camp with her Company/Patrol for three consecutive nights in the open. Gatherings like Jamborees, Rallies etc are not to be counted.

b) Be able to improvise either a shelter or a hut or a machan with available natural material for two persons to sleep in.

(iii) (a) Hold the Disaster Management Badge.

(b) Re-pass Ambulance Badge.

(iv) Qualify for any two of the following Proficiency Badges not earned earlier:

a. **Aids Awareness,**

b. **Handy woman**

c. **Beautician,**

d. **Pathfinder**

e. **Sea Fisherwoman**

f. **Hiker,**

g. **World Conservation**

h. **Interpreter,**

i. **Farmer**

k. **Free Being Me,**

l. **Solar Energy Awareness,**

m. **Event manager,**

n. **Self Defence,**

(v) **Participate in a sustained community development project at least two hours in a week for six months on**

any two of the following subjects:

A Promote gender equality and empower women

B Reduce child mortality

C Improve maternal health

D Combat HIV/AIDS, Malaria & other diseases

E Ensure environmental sustainability.

(vi) Under the guidance of the Guide Captain, teach games for younger children for fifteen days.

OR

Show the knowledge of Interior Decoration and Fancy Cooking.

(vii) **Have knowledge & prepare a log book on the five world centres of WAGGGS.**

(viii) Serve as Rajya Puraskar Guide at least for 12 months.

Note :

(i) Rashtrapati Guide Award is awarded by the President of India.

(ii) Rashtrapati Guide Award is presented by the President of India on the recommendation of **Chief National Commissioner** and **can be withdrawn under compelling circumstances by the Chief National Commissioner.**

1. Aids Awareness
2. Alpana or Rangoli
3. Ambulance
4. Archer
5. Artist
6. Athlete
7. Basket Worker
8. Bee Master
9. Beautician
10. Bird Warden
11. Boatman
12. Book Binder
13. Braille
14. Camper
15. Camp Warden
16. Cancer Awareness
17. Child Nurse
18. Chorister
19. Citizen
20. Civil Defence

SEA GUIDE :

In addition to above, a Sea Guide will have to qualify for the following:

- (i) Swim hundred meters using Back Stroke.
- (ii) Dive in different styles.
- (iii) Have in general knowledge of our Navy and of Ranks in the Navy.
- (iv) Learn Signalling using Morse Code.
- (v) Know in general, about ships.
- (vi) Have a general knowledge of weather, winds and tides
- (vii) Know about the Zodiac in the sky.

AIR GUIDE :

In addition to Rashtrapati Guide Award tests given above, an Air Guide Will have to qualify for the following:

- (i) Know about picketing and Marshalling of AirCrafts.
- (ii) Participate in atleast three Air model exercises and report to the Guide Captain.
- (iii) Make an air model fuel mixture and use it in an exercise.

Guide Proficiency Badges :

(a) The Guide Proficiency Badge are as follow :

53. Hiker
54. Home Maker
55. Hostess

56. Interpreter
57. Interpreter to Deaf
58. Journalist
59. Knitter
60. Lace Maker
61. Laundress
62. Leather Worker
63. Leprosy Control
64. Meteorologist
65. Musician
66. Music Lover
67. Naturalist
68. Nutrition Educator
69. Path Finder
70. Photographer
71. Pioneer
72. Population Education
73. Poultry Farmer
74. Public Health
75. Reader
76. Rescuer
77. Rural Worker
78. Safety Knowledge
79. Sales Women
80. Sanitation Promoter
81. Scholar
82. **Sea Fisherman**
83. Secretary
84. Self Defence
21. Climber
22. Community Singing
23. Community Worker
24. Computer Awareness
25. Computer Skill
26. Cook
27. Cyclist
28. Dairymaid
29. Dancer
30. Debator
31. **Disaster Management**
32. Domestic Service
33. Drug Awareness
34. Ecologist
35. Electronics
36. Embroidress
37. Entertainer
38. Event Manager
39. Farmer
40. Fireman
41. Florist
42. Folk Dancer
43. **Free Being Me**
44. Friend to Animals

45. Games Leader
46. Gardener
47. Good Neighbour
48. Gymnast
49. Handy Woman
50. Health
51. Herbalist
52. Heritage

(b) A Guide can start working for Proficiency Badges at anytime after investiture and continue working for them

till she completes the guide age even after gaining the Rashtrapati Guide Award.

(c) The tests for these Badges are given in the Appendix.

(d) Proficiency Badges are issued on the basis of the certificates of qualified and independent examiners appointed by the Badge Committee from the panel of Examiners approved by Local or District Association.

(e) All the proficiency Badges, unless otherwise stated, shall be worn on the sash in parallel rows in ascending order from Dwitiya Sopan to Rajya Puraskar, the Ambulance Badges are worn one each on both the arms below the shoulder Badge. Patrol emblem to be worn in the center of the top of the sash.

(f) These Badges can be worn by Guides only.

(g) All Proficiency Badges of the Guide Section will be green on white background with the exception of Ambulance, Child Nurse and Sick Nurse.

Hike, Treks and Camp for Guides :

(i) Periodical hikes or treks and camps for Guides must be encouraged and arranged.

(ii) A Guide who wishes to go on a hike or trek within the District must obtain the permission of the District Commissioner (G) through the Guide Captain.

(iii) For hikes or treks outside the District besides permission of the parent or guardian, permission of the State

85. Sick Nurse

86. Signaller

87. Singer

88. Soil Conservation

89. Solar Energy Awareness

90. Star Gazer

91. Swimmer

92. Tailor

93. Tracker

94. Thrift

95. Toymaker

96. Weaver

97. World Conservation

98. World Friendship

99. Writer

100. Yoga

Commissioner (G), through the District Commissioner of the District to which the Guide belongs, to be obtained. Provided when the names and addresses of the concerned State Commissioner are not known, the District Commissioner of the District to which the Guide belongs, must be requested to send intimation of the hike or trek.

(iv) In order to have proper arrangement for trek or hike 'permit card' signed by the Guide Captain shall be issued. The concerned District Organising Commissioner shall issue permit card only to the Guide Captain, in charge of the Company and the Guide Captain in turn shall issue such 'permit card' to the Patrol Leaders.

(v) A Guide shall not trek or camp except with the previous written permission of the parent or guardian, the Guide

Captain and the concerned, District Commissioner.

(vi) In order to obtain the written permission of the concerned District Commissioner, sufficient intimation in the prescribed form must be given to the District Commissioner to enable her to issue necessary written permission.

(vii) A guide who wishes to join a camp must produce a health certificate from her parent.

(viii) A Guide shall not be permitted to camp except under the leadership of a Patrol Leader or Guide Captain qualified and trained for the purpose.

(ix) When the Guides propose to camp outside their own District, fourteen days intimation shall be given to the District Commissioner so that District Commissioner of the District in which the camp is proposed to be held may be informed of the camp in time.

(x) Guides who propose to camp in uniform outside the State must first obtain the permission of the State Association. An application for such permission shall be recommended by the Concerned Assistant State Commissioner, District Commissioner of Local or District Association.

(xi) A Guide who goes on camp must be fully equipped with uniform and camp kit, inclusive of bed and blanket of

which she should satisfy her Guide Captain.