



Circular No. 4/2017/669-73

Dated : 5<sup>th</sup> June, 2017

**Email & Post**

**Reminder I**

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

**Sub: Reminder - Annual Training Report for the Year 2016-2017 (Scout Wing)**

Ref : NTC Circular No. 02/2017/327 dated 24<sup>th</sup> April, 2017.

Sir / Madam,

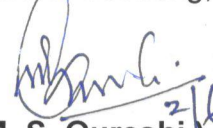
As per subject and reference cited above, please refer NTC Circular No.02 dated 24<sup>th</sup> April, 2017. The Annual Training Report of Scout Wing is to be reached to NTC, Pachmarhi on or before 25<sup>th</sup> June, 2017.

NTC has received a very few ATR. Also received some by Email. As per circular, please note that the Annual Training Report should be accepted only in hard copy i.e. by post with duly seal and signature of authority.

All the State Training Commissioners (Scouts) are requested to please take it seriously and arrange to send the same on or before 25<sup>th</sup> June, 2017. After that the same will not be included in the Annual Training Report (Scout Wing). The copy of circular including format is enclosed once again for ready reference.

Soliciting your co-operation and with thanks.

Yours in Scouting,

  
( M. S. Qureshi )  
Joint Director, NTC

Copy to :

1. All the NHQ Office Bearers.
2. All the Asst. Directors with instruction to maintain ATR in RHQ. Also send the regional consolidated copy to NTC on or before 25<sup>th</sup> June, 2017.
3. The State Commissioners (S) for information.
4. The State Trg. Commissioners (S) for immediate action.



# THE BHARAT SCOUTS AND GUIDES

## भारत स्काउट्स एवं गाइड्स

National Training Centre, Pachmarhi, M.P. राष्ट्रीय प्रशिक्षण केन्द्र, पचमढ़ी, म.प्र.

Phones : 07578-252026, Fax : 07578-252541, E-mail: ntc@bsgindia.org, Website : www.bsgindia.org

PRESIDENT : DR. ANIL KUMAR JAIN

CHIEF NATIONAL COMMISSIONER: SHRI B. I. NAGARALE, IAS (Retd.)

अध्यक्ष : डा. अनिल कुमार जैन

मुख्य राष्ट्रीय आयुक्त : श्री. बी. आई. नगराले, भा.प्र.से.(सेवा निवृत्त)

Circular No. 2 / 2017/327.

E = MAIL ONLY

Dated : 24<sup>th</sup> April, 2017

To

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

Sub : **Annual Training Report for the Year 2016-2017 (Scout Wing)**

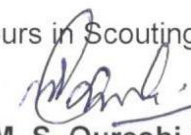
Sir / Madam,

With reference to the Scheme of Training (Scout Wing) Rule No. 13, Page No. 38. State Training Commissioner (S) collect and consolidate and send the Annual Training Report to the Dy. Director (Scouts) Ldr. Trg. on or before 25.05.2017. The said report will be consolidated and send to NHQ before 30<sup>th</sup> June, 2017.

1. ATR should be sent in **HARD COPY** with signature and seal, are essential.
2. ATR should be given in the same format provided by NTC.
3. All the Annexure (10 Numbers) may be printed in separate pages and additional sheets may be used if required.
4. Duly filled ATR with all the annexure will be accepted by the NTC, Pachmarhi. ATR receiving without annexure will not be entertained and will be returned back.
5. Clearly mention the name of courses (specially Basic, Advanced and HWB) conducted by state with the name of LOC, name of trainers (assisted in the course), number of candidates attended, number of qualified, date and place of course. **The same record will be verified during the renewal of Hon'ble Charges.**
6. It is observed that courses are not conducted as per SOT. The courses strength should be as per Scheme of Training (Scout Wing).

Soliciting your co-operation and with thanks.

Yours in Scouting,

  
( M. S. Qureshi ) 24/4,  
Joint Director, NTC

- Encl.: 1. ATR format – 2 Pages.  
2. ATR (10 Annexure) 5 pages.

Copy to :

1. All the NHQ Office Bearers.
2. All the Asst. Directors instructed to maintain ATR in RHQ. Also send the regional consolidated copy to NTC on or before 25<sup>th</sup> June, 2017.
3. The State Commissioners (S) for information.
4. The State Trg. Commissioners (S) for immediate action.

**ANNUAL TRAINING REPORT FOR THE**  
**YEAR 2016-2017**

Name of the State : \_\_\_\_\_

Name of the STC (S) : \_\_\_\_\_

A. Total No. of Trainers as on 31.03.2017	<b>CUB</b>	<b>SCOUT</b>	<b>ROVER</b>
a. A.L.T.	_____	_____	_____
b. L.T.	_____	_____	_____
B. Total No. of H.W.B. Parchment Holders as on 31.03.2017	_____	_____	_____
C. Place and date of Training Team Meet conducted during 2016-2017	_____	_____	_____

**ACHIEVEMENTS DURING 2016-2017**

**No. of Courses  
conducted**

**No. attended**

*( Please don't write participants number attended in National / NTC / Regional courses )*

1. Basic Courses conducted as per <u>Annexure No. 1.</u>		
a. Cub	_____	_____
b. Scout	_____	_____
c. Rover	_____	_____
2. Advanced Courses conducted as per <u>Annexure No. 2</u>		
a. Cub	_____	_____
b. Scout	_____	_____
c. Rover	_____	_____
3. H.W.B. Courses conducted as per <u>Annexure No. 3.</u>		
a. Cub	_____	_____
b. Scout	_____	_____
c. Rover	_____	_____
4. Training Study Certificates registered at NTC		
a. Cub	_____	_____
b. Scout	_____	_____
c. Rover	_____	_____
5. No. of Parchment received during		
a. Cub	_____	_____
b. Scout	_____	_____
c. Rover	_____	_____
6. No. of ALT Hon'ble Charges received		
a. Cub	_____	_____
b. Scout	_____	_____
c. Rover	_____	_____

7.	No. of L.T. Hon'ble Charges received		
	a. Cub	_____	_____
	b. Scout	_____	_____
	c. Rover	_____	_____
8.	Special Courses / events conducted as per <u>Annexure No. 4.</u>	<b>No. of Courses Conducted</b>	<b>No. of Participants</b>
	a. Patrol Leader Trainers (Training Course)	_____	_____
	b. Commissioners' Courses	_____	_____
	c. Secretaries Courses	_____	_____
	d. Trg. Counsellors Course	_____	_____
	e. Badge Instructors Course	_____	_____
	f. Camp Fire Leaders Course	_____	_____
	g. Organisers Course	_____	_____
	h. Group Leaders Course	_____	_____
	i. Refresher/Re-orientation Course	_____	_____
	j. MOP (Messenger of Peace)	_____	_____
	k. Surf Smart	_____	_____
	l. Free Being Me	_____	_____
	m. Stop the Violence	_____	_____
	n. Any other Special Courses (Please mention name of the course)	_____	_____
	<b>Total No. of Courses</b>	_____	_____
9.	Informal Training conducted as per <u>Annexure No. 5.</u>		
	a. Seminars	_____	_____
	b. Forum	_____	_____
	c. Workshop	_____	_____
	d. Symposium	_____	_____
	e. Exhibitions	_____	_____
10.	a. No. of D.T.Cs. as per <u>Annexure No. 6</u>	_____	
	b. No. of Training Counsellors as per <u>Annexure No. 7</u>	_____	
11.	Participation in National Level Training Courses as per <u>Annexure No. 8</u>	_____	
12.	Details of Trainers assisted in National level Adult Training Courses – 2016-2017. <u>Annexure No. 9.</u>	_____	
13.	Advancement of Unit Leaders (As on 31.03.2017) <u>Annexure No. 10.</u>	_____	

STATE SECRETARY

STATE TRG. COMMISSIONER (SCOUTS)

**Annexure No. 1. : Details of Basic Courses**

SL	Sec.	Place	District	Date		No. of Participants	Leader of the Course	Name of the Course Staff	Remarks
				From	To				

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 2. : Details of Advanced Courses**

SL	Sec.	Place	District	Date		No. of Participants	No. of Qualified	Leader of the Course	Name of the Course Staff	Remarks
				From	To					

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 3. : Details of H.W.B. Courses**

SL	Sec.	Place	District	Date		No. of Participants	No. of Qualified	Leader of the Course	Name of the Course Staff	Remarks
				From	To					

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 4. : Details of Special Courses**

SL	Name of the Course	Place	District	Date		No. of Participants	Leader of the Course	Name of the Course Staff	Remarks
				From	To				

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 5. : Details of Informal Courses**

SL	Name of the Course	Place	District	Date		No. of Participants	Leader of the Course	Name of the Course Staff	Remarks
				From	To				

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 6. : Name of District and District Training Commissioners**

SL (1)	Name of the District (2)	Name of the D.T.C. (3)	Qualification (4)	Sec. (5)	Name of other Trainers in the District (6)

**Note :** Give the names of all the districts of your state. If DTC is not appointed please give the name of incharge DTC with his Scouting Qualification.

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 7. : Name of Training Counsellors**

SL	Name of the Training Counsellors	For how many Unit	Section	Qualification	Whether undergone Training Counsellors Course, if so place and date

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 8. : Participation in Adult Training Courses 2016-2017 - Name and Date of the Courses.**

SL. NO.	Courses with Dates	No. of participants attended the course from your State
1	Basic Commr 6-8 Apr-2016	
2	Workshop SLM 19-23 Apr-2016	
3	W.S. Uldrs HB 1-5 May-2016	
4	HWB CM-A 11-17 May-2016	
5	HWB CM-B 11-17 May-2016	
6	HWB SM-A 11-17 May-2016	
7	HWB SM-B 11-17 May-2016	
8	HWB RSL-A 11-17 May-2016	
9	HWB RSL-B 11-17 May-2016	
10	ROT(S) 19-21, May-2016	
11	Adv. Commr. 25-27 May-2016	
12	ALT(S) GA-8-12 June-2016	
13	ALT(S) GB-8-12 June-2016	
14	Pre-ALT (GN) 15-19 June-2016	
15	ROT (BBSR) 21-23 June-2016	
16	Pre-ALT Taradevi 26-30 Aug-2016	
17	R/R Service 5-11 Sep-2016	
18	B. Commr. CG -22-24 Sep.2016	
19	Adv. Adventure 22-28 Sep.2016	
20	Ldr. Trianer (S) 4-8 Nov-2016	
21	Disaster Pre 15-19 Nov-2016	
22	Skill Dev. 15-19 Nov-2016	
23	ALT(S) 15-19 Jan- 2017	
24	Ldr. Trainer (S) 4-8 Feb, 2017	
25	Pre-ALT (BGR) 13-17 Feb-2017	
26	ROT (S) 20-23 Mar-2017	
27	Pre-ALT (CG) 11-15 Mar-2017	
28	Pre-ALT (TN) 27-31 Mar-2017	
	<b>Total</b>	

**Note :** If no body attended write Nil :

**STATE TRG. COMMISSIONER (SCOUTS)**



**Annexure No. 9. : Details of Trainers assisted in National Adult Training Courses**

SL	Name of the Trainers	ALT / LT	Name of the Course	Place	Date		Remarks
					From	To	

**STATE TRG. COMMISSIONER (SCOUTS)**

**Annexure No. 10. :**

**Unit Leader Advancement (As on 31.03.2017)**

SI	Details of Unit Leaders	Cub	Scout	Rover
1.	Number of Units			
2.	No. of Unit Leaders Existing			
3.	No. of Unit Leader Basic Trained			
4.	No. of Unit Leaders Advanced Trained			
5.	No. of Unit Leaders Completed Training Study			
6.	No. of Unit Leaders attended successfully HWB Courses			
7.	No. of Unit Leaders received HWB Parchment			
8.	No. of Unit Leaders attended successfully Pre-ALT Course			
9.	No. of Unit Leaders who are ALTs.			
10.	No. of Unit Leaders who are LTs.			

**STATE TRG. COMMISSIONER (SCOUTS)**