



NTC Circular No. 29/2907/2017.

Dated: - 2 FEB 2017

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

Sub: Pre-ALT Course (Guide Wing) – 11th to 15th April' 2017 at NTC, Pachmarhi.
Ref: Director's E – Mail dated 27.01.2017.

Sir / Madam,

We are pleased to inform you that the Pre-ALT Course (Guide Wing) is scheduled in the month of April, 2017 according to the schedule of the event of National Headquarters. The details are as follows :

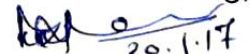
1	Name of the Course	Pre-ALT Course (Guide Wing).
2	Date of the Course	11.04.2017 to 15.04.2017 (FIVE DAYS).
3	Venue	Bharat Scouts & Guides, National Training Centre, Pachmarhi, M.P.-461881
4	Arrival	On 10.04.2017 evening or before 09.00 AM on 11.04.2017 : Registration at 10:00 AM on 11.04.2017 in proper Uniform. Late comers will not be admitted for any reason.
5	Departure	15.04.2017 evening at 4:00 PM (Accordingly return journey reservation may be done).
6	How to Reach	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 NTC.
7	Fee	Development Fee Rs. 200/- + Special Fee Rs. 80/- = Total Rs. 280/- only.
8	Financial Assistance	NO T.E will be reimbursed from NHQ / NTC. Free hospitality will be provided by NTC.
9	Quota	Six from each state (If the state needs more quota, please contact the undersigned well in advance).
10	Eligibility	1. They should have completed 06 months after receiving HWB Parchment. 2. They have assisted atleast one Basic / Advanced course in her section after receiving the Parchment. 3. Trained at least 2 Swarn Pank / 4 Tritiya Sopan / 2 Rajya Puraskar in her unit. 4. Participants should be running unit effectively with valid warrant (Submit Form No. 16 – copy enclosed).
11	What to Bring	Usual camp kit, 2 sets of correct & complete Uniform as per APRO III, (Black shoes, camel colour socks, HWB scarf, nylex belt). personal medicines if any, bedding, torch, odomos tube, chart paper, pen, pencil, marker pen, knotting rope etc. Participants should bring 25 Questionnaires & 25 B.P.Sayings with reference on Scouting for Boys and WAGGGS (in the form of booklet separately) to be submitted at the time of Registration. Prepare well for lesson demonstration (syllabus of Basic course) and games demonstration.

The application has to be submitted to National Training Centre, Pachmarhi with the copies of the certificates duly recommended by concerned district / state officials on or before 15th March 2017.

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

Thanking You,

Yours in Guiding,



(M. N. MACHAMMA)

Dy. Director Guide (Ldr. Trg.)

Encl. :

1. Application form.
2. Proforma of Progress Report.
3. Unit Running Certificate.

Copy to :

1. All the NHQ Office Bearers for information.
2. All the Asst. Director's for necessary action.
3. The STC (G) for necessary action and ensure participation.



Application for Admission to Pre-ALT Course (Guide Wing)

Name of the State :

Course Date : From : **to** **Place** :

Section : Bulbul / Guide / Ranger

1. Full Name (In Block Letters) : _____
2. Full Address : _____
Pincode : _____
- E-mail ID : Mob./Ph No. _____
3. Date of Birth : _____ (.....Year,..... Month,.....Day)
4. Educational Qualification :
5. Designation :
6. Whether you have been a Bulbul/Guide/Ranger, if so give details, Place, Years etc. :
7. Name of the Running Group : From :..... to
Charter No. Date : Renewed upto :
8. Service in the Movement as an Adult: Warrant No Date Renewed upto
Rank Year.

9. Details of Training Courses :

Sl	Name of the Courses	Dates		Venue	Certificate No & Date	Name of the LOC
		From	To			
1	Basic Course					
2	Advanced Course					
3	HWB Part 1 / Trg. Study					
4	HWB Course					

10. H.W.B. Parchment No. : Date : Section
- (Copy enclosed)
11. List of Books on Guiding you have studied :
12. Well versed subject in Guiding :
13. Course assisted as a full time staff in the Training Courses (at least one after receiving Parchment).

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

14. Detail -Trained 2 Swarn Pankh / 4 Tritiya Sopan / 2 Rajya Puraskar Ranger in her Unit after receiving Parchment :

Sl	Name of B/G/R	Date of completion	Certificate No.
1			
2			
3			
4			

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

Signature of applicant

Date

Recommended

Signature of D.C.(Guide)

Date : _____

Recommended

Signature of STC(Guide)

Date : _____

Signature of State Secretary / Jt. Secretary

Date : _____

Encl.:

1. Copy of Warrant.
2. Copy of Parchment.
3. Unit Running Certificate.
4. Unit Progress Report.

Progress Report of Unit
For Pre-ALT Course
(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 year and current year) :

Sl	Number of Bulbul / Guide / Ranger	As on		
		01.04.20.....	01.04.20.....	01.04.20....
1	Pravesh			
	Bulbul/Guide/Ranger			
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	Total			

8 Details of Courses / events :

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

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

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

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

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)

**Kind attention of State Training Commissioner (G) .
Copy To Rigion Ad**