

Subcamp Operations Manual

**National Scout Jamboree
July 26–August 4, 2010
Fort A.P. Hill, Virginia**

Subcamp Operations Guide INTRODUCTION

“Celebrating the Adventure . . . Continuing the Journey”

“The best, most exciting, fun-filled, safest jamboree ever” starts and ends in the campsites of our Scouts and Scouters. We must “be prepared” to welcome each and every person as they enter the main gates of Fort A.P. Hill. With over 900 campsites and 37,000 Scouts springing up overnight, one might be overwhelmed by the complexities of the logistics.

This manual is designed to help ease fears, answer questions, and be a guideline for all to utilize as we prepare for the first few days on the Hill. The manual, organized by groups, should be a document that you can refer to many times as you prepare for your role in the subcamps and as you help others prepare for this once-in-a-lifetime opportunity we call the jamboree.

Each jamboree has a life of its own by virtue of size, staffing, and location. As this jamboree will be in conjunction with our 100th Anniversary, the level of excitement and anticipation will be at an all-time high. As we all plan and work together, we will be able to ensure *“the best, most exciting, fun-filled, safest jamboree ever.”*

See you on the Hill!



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Director
Jamboree Department
Boy Scouts of America

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JAMBOREE MANAGEMENT GROUP

This manual is categorized into seven sections. In addition, located at the end of the manual is an appendix of documents, policies, and forms related to each section.

These seven sections parallel the seven major jamboree groups that support this event, and provide a baseline for an understanding of the jamboree and how it operates.

The manual is an overview of the jamboree with the overall time-tested *modus operandi*, and is not meant to provide details of hour-by-hour events during the actual execution.

A logical outgrowth of this manual would be to document the day-to-day activities during the jamboree. This needs to be captured by the various jamboree group directors, service directors, and functional managers and their volunteers.

In order for this information to be captured, it is imperative that professional staff turn to their volunteer counterparts, who are the heart and soul of our jamboree. Their knowledge is paramount if we are to have a complete document that records the entire event.

In order to plan for the future, it is often necessary to understand the past. Jamborees have relied on the input of previous events in the form of After-Action Reports, which have a military acronym of AARs.

During the 1997, 2001, and 2005 jamborees, it was decided that additional criteria were necessary to develop the business plan for future jamborees.

While the AAR was an excellent tool to determine lessons learned, mitigation, and recommendations for the future, it was usually the narrative of a single voice that made the difference—even though the process may have included other staff input.

It was therefore determined that there should be a series of surveys and recaps in different formats that would cross-pollinate and present a more unbiased summary of the most recent jamboree. It was further determined that all of this data needed to be collated and reviewed in order to build the business plan and critical path for the next jamboree.

JAMBOREE EVALUATION PROCESS

I After-Action Report (Boy Scouts of America)

- (a) Distributed by e-mail to all group and service chairmen and directors. Final report summarized by group directors.
- (b) Distributed by e-mail to all functional chairmen and/or managers. Final report summarized by service directors.
- (c) Distributed by e-mail to all regional and subcamp chairmen or chiefs and directors. Final report summarized by regional coordinators.
- (d) Service chairmen and director reports are due by September 1, 2010. Group chairmen and director reports are due by September 15, 2010, and the jamboree summary report is due by October 1, 2010.

II After-Action Report (Military)

- (a) These AARs are prepared by the staff leaders (DOD directorate) at Fort A.P. Hill and by the command staff of the task force commander.
- (b) Reports due September 1, 2010.

III Project 2013 Report (Boy Scouts of America)

- (a) The Project 2013 report is an independent summary by outstanding volunteer Scouters having no functional responsibility at the 2010 National Scout Jamboree.
- (b) The purpose of these volunteer Scouters is to make observations and recommendations to strengthen and improve future jamborees.
- (c) Report due September 15, 2010.

IV Internal Audit (BSA)

- (a) Conducted by the Assistant Chief Scout Executive/CFO office by the BSA internal auditor.
- (b) Audit reviews a random sampling of jamboree business operations and makes a report using an identical format as if being tracked by an outside audit.
- (c) Due to the scope and nature of the audit, this report is submitted by the internal auditor whenever the review is completed.

V Risk Management Assessment (BSA)

- (a) A comprehensive assessment by BSA Risk Management Service was performed during previous jamborees.
- (b) A similar assessment took place prior to the 2005 National Scout Jamboree.
- (c) Assessment is due to the Jamboree Department upon completion, prior to the jamboree.

VI Conclusion

All of the research becomes the basis for developing the jamboree business plan, capital, and operating budget. The various reports are reviewed by both the Jamboree Department and newly appointed group directors, and a business plan is developed and implemented. It is recognized that there may be significant changes in the jamboree as the BSA moves it to its new location in West Virginia.

CRITICAL PATH

The 2010 data is critical in enabling us to benchmark the jamboree operations. A critical path is developed to allow each jamboree group and service director to make their preparations following a logical sequence.

I Critical Path

Gantt charts (critical path) are best used as a visual overview of project timelines; however, they do not show task relationships and should not be substituted for a master schedule listing.

Critical Path Goals

- (a) Timeline for all key meeting dates
- (b) Milestones
- (c) Staff recruiting
- (d) Budget planning submission, review, and approval
- (e) Preliminary, detailed, and final planning dates

- (f) Construction for special projects and operations setup
- (g) Restoration of site
- (h) Purchasing/distribution (specifications, acquisition, warehousing, and distribution)
- (i) Staff arrival buildup and preparations
- (j) Asset recovery
- (k) Implementation of the event by the BSA and the military
- (l) Staff departure (afternoons of August 4 and 5)
- (m) Analyze data and develop plan
- (n) Feedback and control
- (o) Assess and evaluate

II Pre-Jamboree Meetings

Formal meetings allow multiple people to report on issues, express their opinions and resolve unanswered questions. Small meetings, or one-on-ones, tend to be more candid and get to the final mitigation of a problem.

Pre-jamboree meetings are divided into the following five categories.

- (a) Group directors meet with the jamboree director in a formal setting to discuss issues (includes 10–14 people).
- (b) Group and service directors, as well as functional managers, meet in a formal setting to listen to reports and issues by each group (includes 50-70 people).
- (c) Jamboree Executive Committee meets at the same time as the National Executive Board at the annual business meeting of the BSA. This is the policy-making body of the jamboree and is composed of National Executive Board and Advisory Council members, supported by their respective group directors, who act as advisers. This group meets prior to the jamboree and daily during the event.
- (d) Military meetings and in-progress review (IPR) meetings. The jamboree director meets on a regular basis with Fort A.P. Hill and the U.S. Department of Defense. Leading into the jamboree, there is a series of formal IPR meetings held at Fort A.P. Hill. In addition, two to three formal IPR meetings will be held at Fort A.P. Hill, and will include service directors at least once and group directors two times prior to the jamboree.

III Jamboree Minus 30 Days

This date is vitally important to an orderly stand-up of our various groups and services. It is critical that BSA staff members follow the exact arrival process, and date and time of arrival at the jamboree site. There is little tolerance for deviating from the scheduled arrival time by either the military and public safety officers or the Jamboree Department for staffers, contractors, exhibitors, and suppliers prior to the jamboree.

It is the responsibility of those reading this guidebook to insist that your staff follow the plan for arrival at Fort A.P. Hill. (See Staff Week Arrival/Departure Schedule, Appendix U.)

IV Jamboree Startup

Jamboree startup begins Sunday evening, July 23, with the Jamboree Staff Show. This is the time to thank the BSA and military staffs for their roles in conducting the jamboree. We encourage all staff to get a good night's sleep and be ready to serve our 925 arriving troops as they begin arriving July 26, 2010.

The letter of appointment for the 2010 National Scout Jamboree states, "As a staff member, you will be asked to arrive earlier than July 26 and possibly remain later than August 4. You will receive those dates in the near future." Please note: Your reporting and departing dates may change depending on specific staff positions. Exact dates were communicated via staff leaders. It is requested that 75 percent of staff depart the **afternoon** of August 4 and the remaining 25 percent of staff should depart on August 5. Wilcox Dining Hall will be open through breakfast on August 5.

To conduct staff training and to set up programs, support, action centers, and subcamps, group/service directors—as well as regional coordinators, subcamp directors, and action center directors—will advise via e-mail the date you must arrive at Fort A.P. Hill.

It is vital that you adhere to your arrival date and time so transportation (internal and external), registration, food service, medical, housing, and public safety personnel are ready and in place to process your arrival. **No exceptions.**

V Jamboree Shutdown

Like any Scout encampment or Scout camp, it is the intention of the Jamboree Executive Committee to ensure all program, support, and emergency services are provided until the last troop departs by 11 A.M. Wednesday, August 4, 2010. **Staff supervisors must keep most staff on duty until all units depart** (see Staff Week Arrival/Departure Schedule).

Bus and van service for departing staff going to airports will begin no earlier than noon on August 4. Private motor vehicles can be picked up at the Archer Dead Storage parking lot, beginning with bus service to the lot at noon on August 4 and running until 10 P.M.

Staff members not adhering to the departure date of August 4 or later will not be considered for future world or national Scout jamboree positions. If there is a valid exception, you may request an exemption by writing to the jamboree registrar at the national office by June 30, 2010.

Two major responsibilities of our staff are to leave Fort A.P. Hill cleaner than we found it and to recover all equipment and supplies and return them to the storage containers on site. A detailed procedure for the latter is in the purchasing/distribution section.

On the evening of Tuesday, August 3, all program supplies need to be checked into containers in the program and action centers. All other supplies and equipment in subcamp, service, and group headquarters must also be inventoried and placed in their containers. Unlike 2005, most jamboree program supplies and equipment have been pre-sold to Boy Scout councils for their summer camp operations in 2011.

VI Purchasing/Distribution Prior to Jamboree

In order to comply with national office purchasing policies, the Jamboree Department has developed what appears to be an extremely good purchasing and distribution plan for the 2010 National Scout Jamboree. This is covered in depth in the Contracting and Sourcing section.

Contracting and Sourcing is charged with developing specifications, and purchasing supplies and equipment, as well as warehousing and distributing to the various subcamps, action centers, and services at the jamboree. In order to facilitate this activity for 2010, the staging of most supplies and

materials for the jamboree will take place at the material staging area (MSA) in PODS containers, where cross-docking will take place for the final delivery to the subcamps and action centers. **Due to this strategy, no materials will be received when shipped directly to Fort A.P. Hill unless previous authorization has been granted by the purchasing/distribution team.**

VII Purchasing During the Jamboree (on-site):

- (a) Regional and subcamp staff:** Regions operate within their own budgets administered by their regional coordinators and subcamp directors. All items purchased from local merchants must be paid by cash-and-carry or credit card. Every purchase, no matter what dollar amount, must be pre-approved by regional headquarters or subcamp headquarters.
- (b) Central staff (jamboree group and service directors):** No purchase can be made without authorization being given by above-named directors.
- (c) Purchases made without a jamboree requisition will not be reimbursed by the BSA.**

PROGRAM AND REGIONAL SUPPORT GROUP

The 2010 National Scout Jamboree program will focus on the activities of Boy Scouting and the universal spirit of brotherhood. The full breadth of the program encompasses four major areas: special events, action centers, outback centers, and displays and activities. Combined, the program areas promise to challenge the unbounded energy of our Scouts. To guarantee a fun-filled, exciting, and rewarding experience, jamboree youth will participate as individuals, in patrols, or as a troop. The various activities will stimulate teamwork and encourage physical fitness.

SUBCAMP AND ACTION CENTER START-UP

To conduct staff training and to set up action centers and subcamps, regional coordinators, subcamp directors, and action center directors will advise in writing the date you must arrive at Fort A.P. Hill.

It is vital that staff adhere to their arrival date and time so transportation (internal and external), registration, food service, medical, housing, and security and fire services personnel are all ready and in place to process your arrival. There will be **no exceptions**.

SUBCAMP AND ACTION CENTER SHUTDOWN

At the conclusion of the jamboree on Wednesday, August 4, all equipment and supplies for the action centers and subcamps must be returned to their respective trailers or storage containers to be inventoried and accounted for by the subcamp equipment officer and/or action center personnel responsible for inventory. Representatives from both banking services and purchasing/distribution must be present to verify final inventory.

Other special activities will offer the chance for friendship and fellowship. Scouts will have the opportunity to exchange tokens of friendship, souvenir items, patches, and cultural understanding with others from all over the United States and many parts of the world. Spectacular arena shows will be emotional experiences that Scouts will remember for the rest of their lives.

SUBCAMP OPERATIONS

The subcamps and action centers are at the heart of the jamboree. When the action centers and subcamps are operating successfully, the jamboree as a whole is a great success.

The 21 subcamps and four action centers are divided between the four regions of the Boy Scouts of America. The Southern Region operates Action Center A, the Central Region operates Action Center B, the Western Region operates Action Center C, and the Northeast Region operates Action Center D. The action centers' staff members will live in the subcamps of the region they are working in. For the 2010 National Scout Jamboree to be a success, the subcamps and action centers must be successful in providing outstanding programs in the action centers, as well as supplying support services to the troops.

Within the subcamps, the two people responsible for the overall operations are the camp chief and the camp director. The other key people include support staff, administration staff, medical staff, commissioner staff, and program staff.

The 90–95 staff members in each subcamp need to work as a team and interface with the central staff members who compose the various jamboree groups. Below are the key subcamp staff for the four regions for the 2010 National Scout Jamboree.

KEY STAFF

Northeast Region		Western Region	
Camp Chief	Mark Kriebel	Camp Chief	Jim Rogers
Camp Director	Don McChesney	Camp Director	Thomas Fitzgibbons
Camp Commissioner	Kenneth King	Camp Commissioner	Michael Rooney
Regional Coordinator	Linwood Wiley	Regional Coordinator	John VanDreese
Subcamp 01 Director Chief	Richard Trier William Downey III	Subcamp 06 Director Chief	Shane Calendine Mark Stolowitz
Subcamp 02 Director Chief	Todd McGregor Mike Palmer	Subcamp 07 Director Chief	Bob Dees Dave Woodall
Subcamp 03 Director Chief	Steven Smith John Mason	Subcamp 08 Director Chief	Rick Williamson Marty Kasman
Subcamp 04 Director Chief	Ron Brown Glenn Achey	Subcamp 09 Director Chief	Ian Lilien Don Gentry
Subcamp 05 Director Chief	Ed McLaughlin Scott Christensen		
Action Center D		Action Center C	
Director Chief	Trip McMillan Chuck Ferguson	Director Chief	Chris Hunt Chuck Erickson
Action Alley	Paul Eckman	Action Alley	Wes Smith
Air Rifles	Charlie Harris	Air Rifles	Jon Hodges
Archery	Victor Vergara	Archery	Mark Kolstoe
Bikathlon	Brian Oneill	Bikathlon	Bruce Anderson
Buckskin Games	Bob Gross	Buckskin Games	Terry Meinzer
Climbing	Jerry Clark	Climbing	Randy Perry
Confidence Course	Greg Placy	Confidence Course	Dale Radcliff
Motocross	Jack Sedgwick	Motocross	Gilbert Canady
Pioneering	Norm Major	Pioneering	Paul Edwards
Rappelling	Jerry Clark	Rappelling	Randy Perry
Trapshooting	John Robinson Sr.	Trapshooting	Iona Baldock
Central Region		Southern Region	
Camp Chief	Brian P. Williams	Camp Chief	Russell Smart
Camp Director	Al Lambert	Camp Director	Ponce Duran
Regional Coordinator	Jeff Stout	Regional Coordinator	Larry Mahoney

Camp Commissioner	Stephen B. King	Camp Commissioner	Joe Domino
Subcamp 10 Director Chief	Fred Wallace Dr. Morris Cooper	Subcamp 16 Director Chief	Rob Hofmann John Stewart
Subcamp 11 Director Chief	John Coleman, Jr. Rick Boeshaar	Subcamp 17 Director Chief	John Morton John Young
Subcamp 12 Director Chief	Matthew Thornton Phillip G. Howard	Subcamp 18 Director Chief	Rob Keener Scott Sorrels
Subcamp 13 Director Chief	Dale L. Holbrook Larry C. Horwath	Subcamp 19 Director Chief	Chuck Ezell Dwight Neese
Subcamp 14 Director Chief	Alan M. Anderson Reid A. Christopherson	Subcamp 20 Director Chief	Shaw McVeigh
Subcamp 15 Director Chief	Phillip Cranford Ted Spangenberg	Subcamp 21 Director Chief	Larry Brown James Hendren
Action Center B		Action Center A	
Director Chief	Donald R. Day Wilson Gum	Director Chief	Greg Taylor Mike Rubison
Action Alley	John Cookinham	Action Alley	Bo Terry
Air Rifles	Tom Herbert	Air Rifles	Bill Nalle
Archery	Karen Herbert	Archery	Alma Barrera
Bikathlon	Ginger Smietana	Bikathlon	Charles Buster
Buckskin Games	John Campbell	Buckskin Games	Jose Garcia
Climbing	Todd Whiteley	Climbing	Andrew Miller
Confidence Course	Ron Johnson	Confidence Course	Tom Roberts
Motocross	Earl Moorhouse	Motocross	Dave Eckland
Pioneering	Kenneth King	Pioneering	Bill Hogg
Rappelling	Arick Mahan	Rappelling	Paul Susenbach
Trapshooting	Gary Highfill	Trapshooting	Robert Whiteside

SUBCAMP NAMES

As we celebrate the 100th Anniversary of the Boy Scouts of America, we should reflect on what really makes up our great organization—the people, of course. And in our case, those people come from all walks of life and from every corner of the United States. The jamboree is an outstanding venue to bring all of these people together, celebrate our commonalities, and develop new friendships. Before you can make a friend, you need a starting point or introduction. With that in mind, each region has selected for their respective subcamp an iconic image of a place, an animal, or a person that best represents the geographic area the councils in that subcamp come from. Each image will be puzzle-pieced together to form the number “100,” which will be screen-printed on a neckerchief and distributed to the boys. The neckerchief will be made of a canvas material, and the boys will be encouraged to gather signatures from the new friends they meet during their jamboree experience. Patches will also be available for sale and trading purposes.

Northeast Region

Subcamp 1—Camp Freedom
Subcamp 2—Camp Liberty
Subcamp 3—Camp Niagara
Subcamp 4—Camp Keystone
Subcamp 5—Rough Riders Camp

Central Region

Subcamp 10—Honest Abe
Subcamp 11—Lewis and Clark
Subcamp 12—Popcorn
Subcamp 13—Wright Brothers
Subcamp 14—Heartland

Southern Region

Subcamp 15—Gulf Coast
Subcamp 16—Lone Star
Subcamp 17—Colonial
Subcamp 18—The Mountainmen
Subcamp 19—Pit Crew
Subcamp 20—Flight Crew
Subcamp 21—Rough Necks

Western Region

Subcamp 6—Great Basin Buffalo
Subcamp 7—Northwest Moose
Subcamp 8—Sierra Ram
Subcamp 9—Mountain Elk

MOBILIZATION

When it's time for the arena shows, the troops mobilize for the march to the arena. The two people primarily responsible for the mobilization are the regional mobilization officer and the subcamp mobilization officer.

The regional mobilization officer works with the jamboree mobilization chairman for the overall coordination of moving 37,000 Scouts and leaders to and from the arena. The regional mobilization officer trains the subcamp officers on correct procedures and the use of cell phones during mobilization.

The subcamp mobilization officer will distribute the schedule and procedures for the mobilization to the Scoutmasters. The subcamp mobilization officer coordinates with the Scoutmasters to ensure the march to the arena is safe and orderly. The Scoutmaster stresses to the Scouts the importance of every Scout bringing adequate drinking water, a flashlight, healthy snacks, and rain gear.

Medical Services will prescreen all participants with “mobility special needs” based on their BSA Jamboree Physical Form. Those identified in these medical screenings are individuals who cannot walk to and from the arena shows. There will be a list of these Scouts and Scouters available prior to the

jamboree. It will be used to determine who will receive a special bus pass for the arena show mobilizations. These passes will be issued by the subcamps. The special-needs mobilization, in buses, will be on a “last into the arena show/last out of the arena show” basis. The special-needs mobilization individuals will be seated at the top of the arena show area, next to the waiting buses, in a marked special section and will have restroom facilities available to them in that area during the show.

On-site identification of special-needs mobilization Scouts and Scouters that are not on the pre-jamboree list will be the responsibility of the region and subcamp mobilization officers. They will have a specified number of bus passes to issue to these individuals from their subcamps.

Each special-needs mobilization individual will be allowed one companion to sit with them in the designated area at the arena shows, but not an entire troop of attendees or large groups of visitors.

Each subcamp will be given a line-up time and specific route to follow to the arena. Maps are in the Appendix.

SUBCAMP ACTIVITIES

Subcamp activities will include a 5K run. Equipment will be checked out from the subcamp activity area. The activities are informal, free-time events with no winners or losers. While GPS units will be available to check out at each subcamp, Scouts and units are also encouraged to bring personal GPS units for use in the geocaching program.

The subcamp activities and mobilization officer works with the regional activities and mobilization chairman. The subcamp activities and mobilization officer is responsible for the coordination of free-time activities. Working with the regional counterpart, this person will provide the subcamp with the equipment and supplies for carrying out the free-time activities. The subcamp officer works with each Scoutmaster to schedule and check out the equipment (volleyballs, Frisbees, soccer balls, Nerf footballs, etc.).

WORLD FRIENDSHIP FUND (IT’S A SMALL WORLD)

A Good Turn opportunity for jamboree participants will be provided at breakfast on Thursday, July 29. At that time, a collection will be taken for the World Friendship Fund. The purpose is to make Scouts and Scouters aware of how the fund has helped Scouts around the world, and to give them a chance to contribute to world Scouting endeavors. Encourage troops in your subcamps to give and to help their subcamp be the top giver. The highest average gift by a subcamp will be published in the Sunday jamboree newspaper.

A collection bag will be given to each troop by the subcamp program officials prior to the collection. Follow your subcamp instructions regarding how to turn in your collection bag after breakfast.

INTERNATIONAL DAY

International Day will be held by troops on Thursday, July 29, and will emphasize the World Brotherhood theme. There will be a World Friendship Scavenger Hunt, the opportunity for troop-site evening international campfires, and a collection for the World Friendship Fund.

COMMISSIONER STAFF DUTIES

Upon arrival at the jamboree, the primary task of the commissioner staff is to check out the individual troop site locations. These are marked by the Army ahead of time. However, past experiences indicate mistakes are sometimes made.

Some sites are unusable due to terrain (poor drainage, for instance). In addition, lot lines are sometimes in the wrong place, resulting in some sites being too large while others are too small. In this case, a 100-foot measuring tape can be useful. The practice is to outline the sites with binder twine and place a paper plate with the troop number at the recommended location for the troop gateway.

On arrival day, each commissioner staff member meets their assigned troop as it arrives, and boards the bus to escort them to their site. Be ready to make substitutions if two or more troops arrive at the same time. If possible, each staff member should have assigned troops in close proximity to minimize wear and tear on the legs. After the troops are set up, it is the responsibility of the staff to hook up and check the propane stoves for gas leaks (see Appendix J). Testing the stoves can be as simple as using a paper cup filled with a soap and water solution and a small paintbrush—each commissioner will facilitate this operation. The commissioner staff is also responsible for checking out the gateways to see they are installed safely (see Appendix T—Subcamp Gateway Details).

On show days, the commissioner staff is responsible for working with the mobilization team to organize the march, escorting the troops to the arena, and controlling the troops at the show. Daily routine for the commissioner includes attendance at a subcamp commissioners meeting at the regional headquarters, and a meeting of the subcamp senior staff and the commissioner staff. Information is passed both ways during these meetings to keep everyone apprised of problems and changes to the program.

It has been the practice for the commissioner staff members to make morning rounds to visit their assigned troops, make site inspections, and pick up the report forms from the senior patrol leaders. This provides a good opportunity to pass on information regarding program changes and to look for problem areas.

Teams of two commissioner staff members are assigned to man the desk each afternoon and evening. Their purpose is to handle any problems that arise during the day and to receive the bed-check reports after taps (see Appendix A). With a six-person staff, this permits everyone ample time to enjoy the jamboree exhibits. It is probably a good idea to assemble the entire staff in the late afternoon to make an information run, if necessary, to get any last-minute program changes to the troops.

On departure day, the staff members are responsible for checking out the troop sites prior to dismissal. The staff member must sign the release form before the units are permitted to leave (see Appendix V).

SUPPLEMENTAL EQUIPMENT LIST

Sturdy walking shoes	Day pack with water bottle
Cushion to sit on at the arena shows	Folding lawn chair
Plastic sheet for covering bedding during the day	Small area rug for bedside
Screw-in light receptacle with pull-chain switch	Backboard for cot if desired
Small electric fan with extension cord	Padlock for footlocker
Two pieces of 2x2-inch wood to raise your footlocker off the ground	
Shoe boxes for keeping clothing sorted inside the footlocker.	

COMMISSIONER STAFF ITEMS

100-foot measuring tape

Binder twine

Packaging tape

10-inch crescent wrenches (one for each commissioner)

1-inch paintbrushes or small spray bottles
(one for each commissioner)

3-pound hammer

Staple gun

Pie plates (approx. 50)

Waterproof Magic Markers

ARENA SHOWS

Sunday evening, July 25, all subcamp and action center staff are invited to the arena for the staff appreciation show. The two huge arena shows are scheduled for Wednesday morning, July 28, and Saturday evening, July 31.

DISPLAYS AND ACTIVITIES The displays and activities that are a special feature of the jamboree will include the Merit Badge Midway (merit badge requirement demonstrations), Technology Quest (formerly Arts and Sciences), national exhibits, a replica of the 1907 Brownsea Island camp, American Indian village, and The Mysterium Compass. Displays and activities will be open daily.

K2BSA AMATEUR (HAM) RADIO OPERATORS Amateur radios can be an excellent source of communication during emergencies. You might not need a ham radio operator's services, but it is good to have them available, just in case. Information on specific frequencies will be announced later so operators can prepare their equipment for the jamboree.

TECHNOLOGY QUEST (FORMERLY ARTS AND SCIENCES) Technology Quest is an exciting hands-on adventure! Come visit our high profile Partners, eager to bring their latest and greatest innovations to share with you. Interactive events are the key to excitement and Technology Quest will deliver! Explore with National Geographic, NASA, LEGO Mindstorms, and more. The Technology Quest complex will be located by the bus turnaround near Trading Post A.

BROWNSEA ISLAND CAMP The historical re-creation of the first Boy Scout camp, conducted by Baden-Powell in 1907 on Brownsea Island off the coast of England, will feature demonstrations, games, and activities conducted by a select group of Scouts dressed in the costume of the time. British and Canadian Scouts will also be involved in the Brownsea Island experience.

DISABILITIES AWARENESS (SCOUTS WITH DISABILITIES) CHALLENGE Hands-on activities from the Disabilities Awareness merit badge will be offered in and around the midway. From wheelchair basketball and blind bowling to shooting a bow and arrow with one arm, this daily activity can greatly improve understanding of the challenges and opportunities people with disabilities face.

ORDER OF THE ARROW AMERICAN INDIAN VILLAGE American Indian-style dance performances and demonstrations will be presented during mornings of the jamboree. In the afternoons, the staff will demonstrate and teach various crafts such as beadwork and porcupine quillwork, and Indian games. At the Indian village, Scouts will have the opportunity to work on the Indian Lore merit badge. Evening powwows will take place on different occasions. Scouts who are dancers are invited to bring their dance outfits and join the dance circle. Everyone is invited to sit under the arbor and watch the vivid colors and skilled movements of the different styles of American Indian dancing.

MERIT BADGE MIDWAY More than 100 booths will fill the Merit Badge Midway, featuring many exciting, hands-on activities for Scouts. It is designed to stimulate their interest in a wide variety of merit badges, including Auto Mechanics, Skiing, Communications, Energy, Aviation, and Computers. Scouts will have an opportunity to practice many skills related to the merit badges. They may meet some of the requirements of the badge at the jamboree and then complete the requirements at home. The Merit Badge Midway will be open July 26 to August 3 from 9 A.M. to 4 P.M. It will be closed for religious services on Sunday.

NATIONAL EXHIBITS Near the visitors' parking lot, large tents and several outdoor areas will be set up with the following national exhibits: International Division, Program Membership, National Eagle Scout Association, Venturing, Sea Scouting, The Outdoor Adventure Place, Professional Recruiting, Information Services Department and Chartered Organizations, Alpha Phi Omega, and many more.

Most groups of the BSA's national organization will be represented. Several national associations, national chartered organizations, the armed services, and federal agencies also will participate. National Exhibits hours of operation will be Monday, July 26, from 1 P.M. to 5 P.M.; and Tuesday, July 27, through Tuesday, August 3, from 9 A.M. to 5 P.M. daily.

BOYS' LIFE EXHIBITS

At **Boys' Life exhibits**, you can learn the finer points of whittling and carving at the fun-filled **Whittler's Tent**; experience how *Boys' Life* magazine is published at the special **Publishing Boys' Life** exhibit; see *Pedro, Live-and-In-Person!* at **Pedro's Corral**; learn more about the dangers of drug use and abuse at **Drugs: A Deadly Game!**; earn a partial completion of the **Reading merit badge**; and, you and all your patrol members will want to participate in one of the National Scout Jamboree's most popular traditions—the **Boys' Life patrol flag contest**.

RELATIONSHIPS AND RELIGIOUS SERVICES

Chaplains representing many faiths will be at the jamboree to conduct services, visit the sick, and provide personal counseling. Religious observances and chaplain services for Scouts, leaders, and staff of all faiths will be coordinated by a chaplain for each faith. Daily religious services are held in each subcamp during the jamboree as arranged by chaplains. Religious services and observances will provide an opportunity for youth to grow in their faiths. Chaplains will be available in each subcamp. Compass will be the official daily devotional booklet available for individual use. A special award may be earned by Scouts who meet certain religious requirements, which will be listed in the devotional booklet.

Schedule of Weekend Religious Services

DENOMINATION	TIME OF RELIGIOUS SERVICE
AME	Sunday morning (part of Protestant Services)
Assembly of God	Sunday morning (part of Protestant Services)
Baptist	Sunday morning (part of Protestant Services)
Buddhist	Sunday morning
Catholic	Sunday morning
Christian Scientist	Sunday morning
Church of Christ	Sunday morning (five separate services based upon geographic location)
Community of Christ	Sunday morning

Disciples of Christ	Sunday morning
Eastern Orthodox	Sunday morning
Episcopal	Sunday morning
Friends (Quakers)	Sunday morning
Interfaith Service	Sunday morning
Jewish	Friday evening and Saturday morning (Sunday morning also–Synagogue Tent)
Lutheran	Sunday morning
Muslim	Sunday morning
Presbyterian	Sunday morning (part of Protestant Services)
Protestant	Sunday morning (two separate services based upon geographic location)
Quakers (Friends)	Sunday morning
The Church of Jesus Christ of Latter-day Saints (Mormon)	Sunday morning
United Methodist	Sunday morning

Check the daily jamboree newspaper and subcamp bulletin board for other information concerning the times and locations of these and other religious services. If you would like to know if there are religious services for your particular denomination, please contact one of your subcamp chaplains. Relationships Service also administers the activity patch segment for the Duty to God segment.

SUBCAMP ACTIVITIES Subcamp activities will include geocaching, Jamboball, and a 5K run, among others. Equipment will be available for checkout from the subcamp activities area. These in-subcamp activities should be informal, pickup-type events with no winners or losers. Interaction within and between patrols and troops should be encouraged. While GPS units will be available for checkout at each subcamp, Scouts and units are also encouraged to bring personal GPS units for use in the geocaching program.

5K FUN RUN Four 5K fun runs/walks will be conducted simultaneously, one in each region, at 6 A.M. on Friday, July 30. In the event of inclement weather, the alternate day is Tuesday, August 3, at 6 A.M. Scouts and Scouters are encouraged to participate, and everyone who completes the course will receive the 5K segment as recognition. Water and first aid will be available on each course, which will be free of moving vehicles. No special recognition will be given for the best times. Scouts who normally do not run should be cautioned not to overexert themselves.

ACTION CENTERS

The four Action Centers will offer the following activities:

AIR-RIFLE SHOOTING

This activity will be operated as a standard target rifle range following National Rifle Association and BSA requirements. Target shooting will take place on the range, and safety techniques will be taught in the waiting area. Participants will receive an orientation in target-shooting safety, and the proper care and maintenance of target shooting rifles. A 15-foot air-rifle shooting range with NRA-approved targets will be used in each Action Center.

ACTION ALLEY

Action Alley is a full obstacle course with a zip line. Although most Scouts will be able to complete the course successfully, only those who are more physically fit will be able to post the best times.

ARCHERY

Jamboree participants who visit the archery range will enjoy shooting with the latest in target-shooting equipment. Participants also will receive instruction in safety techniques for this exciting sport. The archery ranges are designed to accommodate 40 archers at one time.

BIKATHLON

In the Bikathlon, competitors ride specially geared mountain bikes cross-country. At designated stations, the Scout will be required to target-shoot air-rifles. As in the modern Olympic biathlon, success in the Bikathlon is measured in riding times and shooting scores.

BUCKSKIN GAMES

The Buckskin Games are a set of competitive activities that men participated in during the early 19th century. The games feature instruction in and firing of muzzle-loading guns, a tomahawk throw, a knife throw, a bucking bronco event, bullwhip cracking, and branding.

CONFIDENCE COURSE

The confidence course is designed to promote and reinforce the participants' confidence, physical and mental awareness, endurance, fun, and competition. The course includes a series of "low course" COPE activities. This is a team event—participants should plan to attend as a patrol of six to eight members.

MOTOCROSS (BMX)

In bicycle motocross, one of the fastest growing sports in the country, jamboree participants can test their skills at riding bikes along a motocross course with a series of obstacles. The course is designed to the specifications of the National Bicycle Motocross Association. Those who have never participated in motocross will be instructed in proper motocross methods.

PIONEERING

In this activity, the patrol will work as a team using simple tools and practical pioneering skills to move objects, build structures, experience crossing completed bridges, climbing a tower, and playing games. Participants will learn how to use pulleys, the block and tackle, slip hooks, quick links, and shackling to complete the tasks. This is a hands-on area.

RAPPELLING TOWER

This artificial mountain will allow participants to rappel (descend using ropes) a vertical wall. Special mini-towers will aid in the instruction. While waiting to ascend the tower, Scouts can practice on a horizontal (bouldering) climbing wall.

TRAP SHOOTING

Many Scouts will handle a shotgun for the first time at the trapshooting range. Before trying to shoot the fast-moving clay "pigeons," they will be instructed in safety and proper shooting techniques.

CLIMBING WALL

This activity will provide Scouts with an opportunity to climb an artificial vertical structure that attempts to mimic the experience of an outdoor climbing wall on a top rope belay.

In addition, these two sports will be offered individually at separate locations:

MOUNTAINBOARDING

A mountainboard is an oversized skateboard with composite decks, aluminum trucks, and bindings to keep your feet attached to the board. When cruising down a hill or dirt road, it feels like a cross between snowboarding and wakeboarding.

Mountainboards come in all shapes, sizes, and weights, and are designed to be matched up with riders based on weight. Smaller riders generally have smaller boards and bigger riders have bigger boards. Once you have the right board picked out for you, the next step is to complete your equipment with elbow pads, knee pads, wrist pads, and a helmet.

CAMP THUNDER SHOTGUN

Camp Thunder Shotgun is designed to recruit shooters into BSA shooting sports and offer an opportunity for them to begin a continuing development program in rifle and shotgun.

The program will introduce the participants to advanced shotgun shooting sports concepts that will challenge them to achieve a basic success level, which will result in a unique award at the jamboree. This award should act as a stimulus to begin a development program that will allow them to advance in shooting sports as they continue to advance in their other Scouting activities.

OUTBACK CENTERS

CONSERVATION Participants will be offered a wide range of hands-on opportunities to experience the latest in environmental developments and to become involved in conserving our world's natural resources.

FISHING More than 20,000 bass, channel catfish, bluegills, and other fish are stocked in Fishhook Lake. Assisted by experts, participants may fish here throughout the jamboree. Fishhook Lake will be open from 6 A.M. to 5 P.M. every day beginning July 27, 2010, except Sunday, when it will open at 1 P.M. On July 30, it will open after the completion of the 5K.

AQUATICS The Aquatics Center will provide opportunities for participants to row, canoe, kayak, snorkel, and scuba dive. Aquatics activities include the following:

1. **Canoe Slalom:** A two-Scout crew will run through slalom gates over a timed course using canoeing skills.
2. **Canoe Sprint:** A two-Scout crew will race a canoe through a set of buoys over a timed course, testing maneuvering and speed.
3. **Discover Scuba:** Scouts have an opportunity to enjoy the underwater world, led by experienced instructors from the Professional Association of Diving Instructors.
4. **Kayak Fun:** Participants will learn basic kayak-handling skills and will run a timed, set course.
5. **Racing Shell Fun:** Two Scout crews in sleek, lightweight racing shells will race each other down Upper Travis Lake.

6. Raft Encounter: Two Scouts per raft meet in a multi-raft challenge, a splash-and-dash, hand-paddle experience where everyone gets wet.
7. Snorkel Search: Following a short instruction on the use of snorkeling equipment, participants will find souvenirs in a clear-water pool.
8. Swimming: Swimming will consist of recreational swimming and water games to keep Scouts cool.

BUDDY TAGS FOR AQUATIC ACTIVITIES Each participant in jamboree aquatic activities must have their swimming ability classified before coming to the jamboree. The classifications are nonswimmer, beginner, and swimmer. Jamboree troop leaders are responsible for swim classification checks and completing the buddy tags. Scoutmasters should bring the buddy tags to the jamboree for distribution to their members on-site at the start of the jamboree. Each tag will be marked with the Scout's name and swim classification. Correct classification by leaders involves a serious level of trust, since a life could depend on it. A single buddy tag is issued by the troop leader to each participant. This tag will be used for the supervised aquatic activities and must be presented by the Scout on arrival at the waterfront area. Scouts who do not have buddy tags will be treated as nonswimmers. A safety pin would be useful for pinning the buddy tag to the swimsuit. Buddy tags should be kept by troop leaders following the pre-jamboree training and brought to the jamboree.

FOOD SERVICE GROUP

THE SUBCAMP DINING STAFF TEAM

Each subcamp has both a commissary staff, consisting of 16 people, and a dining staff, consisting of nine to 11 people. These two teams, along with their counterparts in the other subcamps, are responsible for feeding the 37,000 Scouts and leaders via the commissary and lunch kiosk. The dining crew will feed 2,800-3,000 subcamp and action center staff, who provide the programs and support for the jamboree. The Food Service Group staff wants to establish a positive working relationship with all subcamp dining and commissary staff.

THE TASK

You will be providing meals beginning with breakfast on Friday, July 23, and ending with brunch on Wednesday, August 4. This is a total of 35 meals: one brunch, 12 breakfasts, 11 lunches, (assisting at kiosks), and 11 evening meals. The draft menus for these meals are a part of this manual. Please note that your menus are **NOT** always identical to those of the troops. The container size will not always match that issued to troops; you will receive quantities that are considered restaurant pack in No. 10 cans or other bulk pack sizes. We will alert you of these changes prior to the evening delivery. Please realize that these are draft menus. They could and probably will change to some degree as gift-in-kind, and as other food sources are finalized.

BACKGROUND

At previous jamborees, there has always been some uncertainty about the number of people in each subcamp dining area, especially during the first two or three days. This has always made the food delivery difficult. Upgrades in the jamboree registration system should make accurate counts available beginning on Friday morning, July 23.

The Food Service Group will make the initial food delivery on July 21. Each subcamp should have between 160 and 170 staff members. Each of the four regions will have a HQ staff size from 13 to 15 members. Each regional coordinator will notify the Food Service Group at which subcamp the regional staff will be eating by June 15, 2010.

ADJUSTING THE HEAD COUNT

The Food Service Group will check the jamboree registration database on July 20 to obtain updated staff numbers and will adjust the deliveries accordingly.

By the end of the first day of the jamboree, your head count should agree with the number of paid staff in your subcamp.

FOOD PORTIONS

The Subcamp Dining Staff will be issued enough food to feed your subcamp staff and action center staff, plus additional food to feed the regional staff who selected to eat at your subcamp. At the time of this writing, there will be no military-style tray packs as were issued in past jamborees. The evening meals will be refrigerated, fresh food that in most cases are pre-cooked or ready for easy preparation.

SURPLUS FOOD ITEMS

If you have fewer people in your subcamp than expected, please return any surplus food to your liaison (distribution) officer so it can be immediately taken to the Food Service Group warehouse. Your returned surplus will ease the pain in another subcamp, or in some cases, extra portions will go to the Good Turn for America program and feed needy people in Caroline County, Virginia. **PLEASE, DO NOT HOARD.**

GUESTS AND WALK-INS

While we don't encourage guests and walk-ins, we know this may occur. We are **not** in a position to supply additional quantities beyond the agreed-upon number of subcamp/action center/regional staff. The executive board of a council visiting the jamboree should request their meals through guest reception. Executive board members should be encouraged to use the catered guest food service at Heth annex. Councils will be mailed catering information during the spring of 2010. Catering information will also be available on the jamboree Web site at www.bsajamboree.org.

SPECIAL MEALS

Special meals are available during the jamboree. For those meals, contact the Food Service Group Catering department.

FOOD ITEMS

On July 21, 2010, our food vendor will make a delivery. On that truck your kitchen should receive the following staples:

Ketchup	Mustard	Mayonnaise	Peanut butter
Jelly	Cooking Oil	Coffee, regular	Coffee, decaf
Tea bags	Cocoa	Creamer	Sugar
Sugar substitute	Salt and pepper	Salad dressing	Barbecue sauce

SUPPORT ITEMS

Aluminum foil	1-gal. Ziploc® bags	Stirrers	Cold drink cups
Hot drink cups	9-inch paper plates	6-inch paper plates	Plastic knives
Plastic forks	Plastic spoons	Plastic soup spoons	Plastic wrap
Juice cups	1-qt. Ziploc® bags	Plastic gloves	Sponges
Dish soap	Matches	Napkins	Paper towels

SALAD BAR

As in staff dining facilities, an all-you-can-eat salad bar will be provided in your subcamp's dining facility. The items listed will be provided on the July 21 delivery. We encourage you to provide variety in your salad bar and to be creative in recycling leftovers.

The salad bar items scheduled for delivery include:

Raisins	Carrots	Green peppers	Bermuda onions
Cucumbers	Cherry peppers	Dill pickles	Sweet pickles
Bacon bits	Croutons	Crackers	Sunflower seeds
Green olives	Black olives	Pickled beets	Three-bean salad
Pineapple bits	Garbanzo beans	Chili peppers	Mushrooms
Broccoli	Cauliflower	Celery	Picante sauce

Tomatoes	Italian dressing	Thousand Island dressing	French dressing
Ranch dressing	Fat-free ranch dressing	Creamy Italian dressing	Blue cheese dressing
Cottage cheese	Cheddar cheese	Catalina dressing	Fat-free raspberry vinaigrette

FOR STAFF FOOD PREPARATION

Please try to keep an eye on the rate at which consumables are being used by the Scout troops, your subcamp kitchen, and your own subcamp commissary. When it appears that an initial issue consumable item is running low, please notify your liaison (distribution) officer when they pick up the delivery invoices in the morning. The item can be replenished on the following delivery from our food service company. **If the subcamp dining officer has a favorite recipe, handle the request through a special purchase order form, which will be delivered to our catering section.**

THE COFFEE SERVICE

Your coffee urns will be put to heavy use during the jamboree. We will issue coffee, both regular and decaf; sugar and sugar substitute; powdered creamer; tea bags; and stirrers. Additional quantities of the above items are also available. Your liaison (distribution) officer will be in daily contact with you to determine the usage rate, re-supply your facility, and project the needs throughout the jamboree.

REFRIGERATION AND ICE

There will be one 8-by-20-foot refrigeration unit and **two ice merchandisers for the storage of ice.** There are no frozen foods on the menu and no freezer space available. Please be advised that the capacity of the merchandisers must be used **for ice only** or your subcamp will run short during the day.

The BSA is responsible if damage occurs to these units at the jamboree. The doors are especially easy to damage. **PLEASE BE GENTLE . . . and be a good Scout!**

The ice in the merchandisers is for the use of the dining operation, the troops (issued by the commissary), and the subcamp medical and regional staff.

PLEASE NOTE: No attempt should be made to turn the refrigeration unit's temperature down, trying to make them freeze. This will lead to maintenance problems and loss of refrigeration.

DINING PREPARATION EQUIPMENT

The Food Service Group, with the help of selected dining officers from around the country, has purchased equipment for your use. There are prep tables in the kitchen or dining area and 12 burners for tabletop preparation.

The dining tent is 40-by-60 feet, with seating for up to 240 people. This tent should have much better airflow than the smaller Army tents used at previous jamborees. You may want to use some of the preparation tables in the dining tent.

JANITORIAL SUPPLIES

Cleaning supplies are part of the commissary issue and are on the BOM (bill of materials) to be issued by your commissary officer or designated staff (see Appendix M).

IMPORTANT MEETINGS FOR DINING OFFICERS

On Wednesday, July 21, at 9 A.M. at the Heth Schoolhouse, join subcamp commissary officers to receive information about the evening delivery system and the morning follow-up. Our food supplier for this jamboree, the service (receiving) representatives, liaison (distribution) officers, and the Food Service Group business manager will be in attendance.

A briefing will take place on the delivery of food and staple items occurring on July 21. The paperwork involved and the delivery procedure will be covered in detail. A detailed list of what each subcamp kitchen will receive in that delivery by size and quantity will be provided.

A second meeting will be held Thursday, July 22, 9-10:30 A.M. in the Heth Schoolhouse. A United States public health officer from the Centers of Disease Control will conduct this session. When 45,000 people are being fed in a temporary setting (as at a jamboree), there are opportunities for food-borne disease outbreaks. The United States Public Health Service is charged with advising us of potential problem areas and the means to avoid them.

On **Friday, July 30**, at 8 P.M. will be the closedown meeting of the jamboree at the Heth Schoolhouse to deal with any leftover foods in subcamp kitchens. We will be moving as much food as possible to our food service warehouse on Monday, August 2. This meeting is important so you know exactly what to do to shut down your operation. Perishable foods will be donated to local area food banks. Unopened nonperishable products will be returned to the vendor for credit. Please help us in our fiduciary responsibility to keep jamboree expenses in check.

ITEMS TO BRING TO THE JAMBOREE KITCHEN SITE

The following is a list of items your kitchen may need:

- Paper, both lined and unlined (You need to leave notes for the next shift!)
- Pencils, pens, markers
- Straight edge/ruler to assist in drawing lines and making forms
- General office supplies, including Post-It notes
- Self-adhesive labels
- Paper clips
- String/cord
- Rubber bands
- Stapler and staples
- Tape (Scotch, masking, and duct)

FOOD SERVICE PRIOR TO DINNER ON FRIDAY, JULY 23

Upon staff check-in at the Fort A.P. Hill Visitors Center, all subcamp, regional headquarters, and action center staff will be issued a meal pass for breakfast, lunch, or dinner.

JAMBOREE FEEDING

During the jamboree, be smart as you prepare food for your staff. Check trends on the number of people eating breakfast, lunch, and dinner, and adjust accordingly. Don't put up roadblocks.

FINAL TIPS

Includes draft menus and a list of kitchen equipment for review.

Many food products will be in institutional packs to help you and your staff in minimal preparation time in opening containers and serving each meal.

Both subcamp and action center staff will pick up their luncheon meals at the lunch kiosk adjacent to the action centers. Kiosk meals begin on Monday, July 26, for all staff, Scouts, and leaders.

In order to make sure action center staff get to their job sites on time, they should be scheduled for breakfast in the first shift and at dinner in the last shift.

COMMISSARY STAFF SCHEDULING—DUTY ROSTER

THE STAFF

The subcamp commissary team is composed of 16 volunteers who understand that these positions require difficult physical and mental work, some of which is performed at night. In recognition of this, the subcamp commissary officers at previous jamborees devised ways to permit their staff time to participate in the jamboree activities and to rest.

STRUCTURE

In the past, most of the subcamp commissary staffs were organized into three teams or crews of five people, with one person designated as the leader or assistant commissary officer. The subcamp commissary officer was free to handle other duties, but was also available to fill in for team members when necessary. In 2010, the subcamp commissary officer needs to also coordinate with a lunch kiosk manager to make sure adequate commissary staff are in place to distribute lunches each day.

ROTATION SCHEDULES

At previous jamborees, there were three different work rotation arrangements used. Everyone worked during set-up on the days prior to troop arrival. These are schedule examples that have worked in the past. Select one of these or create another, as long as your subcamp has sufficient staff with five people at your lunch kiosk on a daily basis. The two schedules follow:

	This arrangement uses a 12-hour-on—24-hour-off schedule for each team.							
		Mon	Tue	Wed	Thu	Fri	Sat	Sun
SCHEDULE 1	10 P.M.–10 A.M.	A	C	B	A	C	B	A
	10 A.M.–10 P.M.	B	A	C	B	A	C	B
	OFF	C	B	A	C	B	A	C
	Another arrangement requires one team to work two non-consecutive, eight-hour shifts in one day, and one eight-hour shift the next day, and then take 24 hours off.							
		Mon	Tue	Wed	Thu	Fri	Sat	Sun
SCHEDULE 2	7 A.M.–3 P.M.	A	B	C	A	B	C	
	3 P.M.–11 P.M.	C	A	B	C	A	B	
	11 P.M.–7 A.M.	C	A	B	C	A	B	C

*Team A consists of members 1-5; team B consists of 6-10; team C is 11-15.

SCHEDULES, SHIFTS, AND KIOSK WORKERS

Most of the shifts used by the commissary staff at past jamborees can still be used in conjunction with the lunch kiosk operations. The commissary staff (usually about 16) is usually split into two teams.

The shifts usually begin and end in the midmorning to early afternoon. **Each team that has a shift beginning or ending during the time period will need to have five members work at the lunch kiosk.** For instance, Team A gets off at 10 A.M. and Team B starts at 10 A.M. Team B needs to have five members work the kiosk from 11 A.M. to 2 P.M. for a total of five workers from each subcamp.

COST TO JAMBOREE

The 21 subcamps will consume more than \$5 million worth of food. Please remember “A Scout is thrifty.” The food represents a substantial cost to the jamboree budget. Keeping track of the food delivered is an important part of the subcamp commissary operation. The BSA is charged for all items listed on the invoice as delivered.

CHECKING ORDERS

Major deliveries will occur daily, usually between midnight and 2 A.M. The subcamp commissary officer and your troop food group service (receiving) representative are responsible for checking all orders received in the subcamp commissary as the trucks are unloaded. It is important to check all items or pallets against the invoice, and to note any differences. Give a corrected invoice to your subcamp food liaison (distribution) officer who visits the subcamp commissary each morning.

The service (receiving) representative or liaison (distribution) officer will take corrective action. The errors may be in the total case count or in the number of case contents. If you wait too long to discover and report differences, there will probably not be sufficient time to solve the problem to everyone’s satisfaction and fulfill our mission.

THE PAPER TRAIL

In order to resolve the problems, there must be a paper trail. This means the documents that support the errors and transfers must be available for the business managers and accountants on the day following the delivery. Usually, overages received at one subcamp are needed to fill shortages in another subcamp’s delivery. In any case, sign for only what is actually received, and document any transfer of food with your service (receiving) representative or liaison (distribution) officer.

INITIAL ISSUE

ONE-TIME ISSUES

For this jamboree, there are two one-time issues to commissaries. The first issue includes the items packed in the subcamp equipment pods. The second issue is the delivery made by our food service company.

PODS STORAGE UNITS

The PODS storage units include a portable halogen floodlight to be used to illuminate the area between your commissary tent and the road while receiving night food deliveries, thermometers for your subcamp refrigerators and ice machines, cleaning supplies, kitchen preparation equipment, and other necessary items.

FOOD DELIVERY SERVICE

MAJOR FOOD DELIVERIES

The Compass Group delivers all food items, including milk, birthday cakes, and ice. Their deliveries will be made between midnight and 2 A.M. If the delivery time must be changed, such as arena show nights, you will be notified the day before the delivery. The trucks will be met by the service (receiving) representative assigned to your subcamp.

ICE DELIVERIES

Ice deliveries are made by the ice company during the same hours as the grocery deliveries. The Food Service Group will be scheduling ice deliveries to the subcamps. If you do not receive ice by 2 A.M., you should contact the Food Service Group by telephone. If you have a need for additional ice during the day, you should contact your liaison (distribution) officer or the Food Service Group office by phone.

CHECK ALL DELIVERIES

Immediately check the delivery and report any breakage, shortages, or overages to your service (receiving) representative. They are in radio contact with the Food Service Group Headquarters and can best solve the problem. If you wait until issue to discover and report deficiencies, it is less likely that the problem can be solved to everyone's satisfaction. Your shortage or overage may balance out another subcamp's overage or shortage. Please cooperate in the spirit of Scouting.

CRITICAL PROBLEMS

If a breakfast item is involved, call the Food Service Group headquarters. If you are short, please do not automatically short your subcamp dining officer, since the subcamp food issue is packed in institutional sizes and the patrols require the smaller packing. The Food Service Group will work to see that no one goes hungry.

LIAISON (DISTRIBUTION) OFFICER RESPONSIBILITIES

If a shortage or overage is discovered at a later time, report it to the liaison (distribution) officer assigned to visit your subcamp each morning, even if you have called the Food Service Group. They can arrange for the return of surplus food, hunt for the missing item(s), and make adjustments in the quantity of food delivered. The liaison (distribution) officer will also pick up the signed copy of the invoices for food and ice delivered the previous night.

LUNCH KIOSK OPERATION

Fresh lunches will be packed nightly and delivered to 12 sites strategically located near subcamps, action centers, and other program areas.

On Monday, July 26, 12 trucks will be spotted either at their existing kiosk location or closer to subcamps for troops arriving at Fort A.P. Hill and requiring lunches. Lunches for **July 26 only** will be packed in units of 40 for quick distribution to the assistant Scoutmaster in charge of supplies. The last few days of staff week will also incorporate the use of kiosk lunches. Practice can take place during staff week to get ready for the first big day, July 27.

You will need five commissary personnel from your subcamp to man a specified truck and/or kiosk on July 26 between 10:30 A.M. and 2 P.M.

MILK

BACKGROUND

Milk has been a source of surplus food and waste during previous jamborees, according to a number of subcamp commissary officers.

Naturally, milk consumption drops on days when the temperature is in the high 80s, and increases on days when dry cereal is on the menu. Also, some patrols just don't drink much milk. Subcamp kitchens must keep an accurate count of milk used on a daily basis for USDA reporting. Information about how this count should be made will be discussed at the Heth Schoolhouse meetings.

USAGE

Milk usage is estimated to be of 1½ gallons per 10 people per day served during breakfast and supper. Milk is not on the menu for the luncheon meal. Again, inform your liaison (distribution) officer of your consumption pattern so adjustments up or down can be made if necessary.

CONTAINER SIZES

For all meals other than the departing brunch, milk will be distributed in half-gallon containers. Milk for the last breakfast on Wednesday, August 4, will be issued as part of the brunch package for each Scout, leader, and staff member.

RULES

The patrols are instructed in the *Patrol Cooking Manual* to pick up their milk just before they are ready to sit down to eat. This avoids having milk sit out either in a tote box or in a patrol site in hot weather.

Each patrol preparation sheet instructs that only one container of milk be open at a time and that patrols not using all their issued milk should only take one of the half-gallons. Some subcamp commissaries only issue one container, and ask the patrols to come back for a second container when cereal was not on the menu or when high temperatures were expected.

ISSUING MILK

It is suggested that one member of the subcamp commissary staff be assigned at the milk refrigerator to issue milk just prior to mealtime. If a good record is kept, the Food Service Group staff can get a better handle on consumption and adjust the issue.

CHECKING CONSUMPTION

In order to reduce the time involved in adjusting the milk issue to consumption, the liaison (distribution) officers will make a quick check at each of their subcamps and report the results to the Food Service Group before the cutoff time for the next food delivery (see Milk Inventory form, Appendix K).

MILK POLICY

The dairy cannot accept returned milk, so it is important to track milk consumption carefully. Opened, surplus milk containers should be dumped in the deep sinks located in the subcamp lavatory tents. Consult your liaison (distribution) officer before disposing of any unopened surplus milk. We can help the needy by giving unopened milk containers to local food banks in Caroline County.

HEALTH REQUIREMENTS

Milk containers are dated. If there is unopened milk left over after the supper issue, make sure it is returned, stacked near the front of the refrigerator, and issued first at breakfast the next day. There should never be milk that is more than one day old in subcamp refrigerators.

Public health officials will not allow **any** opened milk containers from the patrols to be reissued. However, it is encouraged to ask the patrols to return their unused milk to you for disposal for two reasons. First, it will encourage removal of milk from the patrol sites, where a Scout may try to save milk to drink later. Second, it will show who isn't using all of their milk and perhaps allow a cutback on the milk issue to that patrol or troop.

RECYCLING CONTAINERS

Empty milk containers are to be recycled. They must be rinsed and placed in the proper container at the subcamp commissary.

SPECIAL FOOD ITEMS

KOSHER AND HALAL DIETS

The Food Service Group, through our special food service, will distribute pre-ordered kosher and halal food items. (All troop requests must be submitted BEFORE May 1, 2010. Submission instructions are on the order form. The order form can be found in the appendix (Appendix F)

During the commissary officers meeting, a list of the kosher/halal-food recipients and their troop numbers will be distributed, as well as menus and issue amounts.

DIETARY FOODS

Scouts and staff members with special dietary needs other than kosher and halal are asked to bring a supply of nonperishable food products with them. Due to the number of participants at a jamboree, custom feeding is just not possible, as has been stated in both the staff and troop leaders' guide books.

BAKED GOODS

Many jamboree staff areas may desire to have quality baked goods delivered to their area each morning. The subcamp commissary will not have to process the order or handle these items, as the responsibility for ordering baked goods is in the hands of the area wanting those items, and the special food officers will make the deliveries. Ordering information will be available on the jamboree Web site at www.bsajamboree.org.

ALL-OCCASION CAKES

All-occasion cakes are a very special food item. Scouts, their parents, and jamboree Scoutmasters are strongly encouraged to order cakes before coming to the jamboree. A cake order form will be available on the jamboree Web site.

You will receive a list of the cakes pre-ordered for your subcamp the day of delivery. All-occasion cakes will be delivered to your subcamp commissary by the Special Food Service staff by 6 A.M. The subcamp commissary has the responsibility to see that the all-occasion cake gets to the proper jamboree troop, as the recipient often does not know that the cake has been ordered. (Parents like to surprise sons.)

CAKE PLATES AND UTENSILS

Paper plates and plastic eating utensils for use with the all-occasion cakes **will** be supplied by the Food Service Group. This is so troops that choose to eat their cakes later in the evening will not have to wash another set of dishes and utensils.

ORDERING CAKES AT THE JAMBOREE

Cakes not pre-ordered and other special food items may be ordered through your subcamp commissary. Prepayment is required by credit or debit card on the jamboree Web site or by jamboree account number. Your subcamp may have a purchase order number set up to handle special purchases. Items ordered and charged to a jamboree account must be approved by the subcamp director.

Cakes must be ordered by 8 A.M. at least **two** days before the delivery day to ensure timely arrival. Use the “cake” special order form on the jamboree Web site.

SURPLUS FOOD—TRACKING CONSUMPTION

REASONS FOR SURPLUS

Surplus food occurs for a variety of reasons. Among them are:

1. The Food Service Group may miscalculate the quantities required to serve a particular subcamp.
2. An item may not appeal to the taste of the troops in a subcamp.
3. A change in the weather may affect consumption.

REPORTING SURPLUS

It is important to inform the subcamp liaison (distribution) officer on a daily basis of any surplus food in your commissary. Subcamp storage space is limited, especially in the refrigerators. A supply of surplus food may take up space required for incoming supplies.

AFTER-JAMBOREE SURPLUS STORAGE

At the close of the jamboree, any surplus food is returned to the Food Service Group warehouse (TISA) by the liaison (distribution) officers and receiving staff. Items are assembled in case lots using the carefully opened case cartons.

PROPER TEMPERATURES

Refrigerators must be kept at or below 45° F, but should not be run below 35° F. The walk-in units have been set to maintain 35° to 40° F.

TEMPERATURE READING AND RECORDING

Thermometers for each refrigerator will be delivered to your commissary. The Food Service Group provides charts for recording the temperature of each refrigeration unit by the subcamp commissary persons.

KEEP THE DOORS CLOSED

The temperature reading in a unit will be greatly affected by the number of times the door has been opened, and after a number of door openings, does not necessarily reflect the temperature of the goods. A more accurate temperature reading is obtained after the unit has been closed for at least one hour.

The doors of these units must be kept closed at all times, except when products are being loaded into or distributed from them. Maintaining proper temperature is difficult in July.

FORKLIFTS

The Food Service Group will be using forklifts to unload the trucks at the subcamps. The food service staff has been trained to OSHA standards to use the forklifts.

Once the food has been unloaded in the subcamps, the forklifts will be locked until the next evening. Forklifts are not to be used by the subcamp staff.

TOTE BOXES

Tote boxes are open-top containers in which food is issued to the patrols in the troops. They measure 21¾ by 15¼ inches at the top and taper down to 17⅞ by 12½ inches at the bottom, which makes them easy to stack when empty. They are 12 11/16 inches deep. The Food Service Group will supply two per patrol to each subcamp commissary: one in blue and one in red.

TOTE USE

The intent is that two of the food runners from each troop will take their empty tote boxes to the subcamp commissary at food issue time and trade them for full ones. If one tote box doesn't hold a patrol's issue, troops may be required to return the empty ones right after breakfast and/or supper at the same time unused milk is returned.

Experience indicates that each tote should be labeled with the troop number and patrol name. If one box of each color is labeled for each patrol, you can tell at a glance which is missing a tote box or boxes issued to your commissary.

In 2010, food will be distributed by troop rather than by patrol. This will make distribution somewhat easier, but the jamboree still supports patrol cooking. Most of the items will be by patrol size, with very few items being distributed that troops will have to subdivide.

ADMINISTRATIVE GROUP

PHYSICAL ARRANGEMENTS

Physical Arrangements (PA) is tasked with developing and implementing all physical arrangements, construction, and ongoing maintenance for each jamboree. To fulfill that mission, a number of changes have occurred between the 2005 and 2010 jamborees. Physical Arrangements headquarters serves as offices for the various services of this group, including electrical, environmental, mechanical, construction, and maintenance control.

YOUTH SERVICES

As staff arrive on site, they will need to check in and register. Youth staff who work in subcamps and action centers will be under the supervision of a youth staff officer. The youth staff officer will schedule the youth staff as required for daily activities. He will also work with the subcamp activities officer to make sure staff needs are met.

The youth staff officer determines the youth staff schedule for work, meals, recreation periods, time off, and opportunities to participate in selected jamboree activities. The officer is also responsible for developing a recreational program.

Regional coordinators must have direct oversight to youth staff housing via their subcamp directors. All other youth staff will be housed and supervised by appropriate staff from their overall jamboree group, service, or troop.

Jamboree group and service directors must give direct oversight to youth staff housing via their functional managers. The qualifications for youth staff are as follows: born between July 26, 1984, and July 26, 1994, and registered members of the Boy Scouts of America.

CHECK-IN PROCEDURES

(Please note: All check-in procedures are different in 2010 than previous years)

STAFF CHECK-IN PROCEDURES

AIRPORT SHUTTLE INFORMATION

Beginning July 19 through July 24, 2010, bus transportation will be available from Reagan National (DCA), Washington Dulles (IAD), and Richmond (RIC) airports to the jamboree site. Shuttle bus tickets will be available online and must be purchased in advance prior to arrival. Procedures will be posted on the jamboree Web site at www.bsajamboree.org.

Upon arrival at the Fort A.P. Hill Visitors Center Check-In (hereinafter referred to as **Jamboree Registration HQ**), all national jamboree staff (**including regional and subcamp staff**) will be instructed to take their gear off the bus.

All staff (**including regional and subcamp staff**) will be processed at the Jamboree Registration HQ. The check-in process will include a review of payments, jamboree medical, and current Youth Protection Training. Any concerns regarding payments, jamboree medical, or Youth Protection Training will be handled at the Jamboree Registration HQ. All fees are due prior to arrival at the jamboree site. If there

are discrepancies in payments, all differences will be collected via a **credit/debit/gift card**. Upon completion of check-in, credentials and staff packets (including hats and neckerchiefs) will be handed out. Region and subcamp staff will then be directed to their region's designated tent for region-specific materials and further instructions. Buses will be available to transport all staff to their housing/subcamp areas.

SUBCAMP STAFF CHECK-IN PROCEDURE, IF ARRIVING VIA PRIVATE VEHICLE

Beginning July 19, those arriving by private vehicles will be able to check in at the jamboree. Upon arrival at Fort A.P. Hill, all staff (**including regional and subcamp staff**) will need to go to Jamboree Registration HQ, where all staff will be processed. Vehicles should be parked in the designated spaces at Jamboree Registration HQ. The check-in process will include a review of payments, jamboree medical and current Youth Protection Training. Any areas of concern with payments, jamboree medical, or Youth Protection Training will be handled at the Jamboree Registration HQ. All fees are due prior to arrival at the jamboree site. If there are discrepancies in payments, all differences will be collected via a **credit/debit/gift card**. Upon completion of the check-in process, credentials and staff packets (including hats and neckerchiefs) will be handed out. Region and subcamp staff will then be directed to their region's designated tent for region-specific materials and further instructions.

Those with personal/private vehicles will need to go to the area designated for vehicle passes, where they will be asked to show vehicle registration, insurance, and a valid driver's license. A security staff member will affix a permit on the inside of the front windshield directly behind the rearview mirror. This permit will allow access into the jamboree area until **noon on Sunday, July 25**. At that time, all personal/private motor vehicles must be stored at Archer Camp. Vehicles will not be allowed back into the jamboree area until **11 A.M. on Wednesday, August 4**. Those driving a truck or pulling a trailer with jamboree troop gear will receive a window placard for your vehicle from your local council. This placard will be used by military police as quick identification upon arriving at the entrance to Fort A.P. Hill.

Those hauling troop equipment must take their truck and trailer to Archer Camp until their council troops arrive.

STAFF CHECK-IN PROCEDURE NOTES

1. **A COMPLETED MEDICAL FORM IS REQUIRED FOR ALL JAMBOREE STAFF.** If a staff member arrives without a completed medical form, **they will be required to pay a minimum of \$75 for an on-site physical. If the staff member does not pass the on-site physical exam, they will be sent home at their own expense—NO EXCEPTIONS.**
2. Staff members will not be allowed to report to housing or their work assignment unless a completed medical form is received, Youth Protection Training is current, and ALL payments have been made.
3. All fees are due prior to your arrival onsite. If there is a discrepancy in payments, all differences will be collected via **credit/debit/gift card**. If payments are duplicated, a refund will be processed **AFTER** the jamboree.
4. Meal passes will be issued to each of the regional coordinators. These meal passes may be used at Longstreet Dining Hall. The remaining dining halls will open on Friday, July 23. Subcamp meals begin with breakfast on July 23.

5. **We must process 8,000-plus staff in a very tight window, so please be good Scouts and BE PATIENT.** Having all necessary paperwork completed and turned in to the Jamboree Department prior to July 1 will have a dramatic impact on the time it takes to check in each person. **Absolutely no one will be allowed to proceed into camp until all paperwork and financials are in order.**

TROOP CHECK-IN PROCEDURES

TROOP ROSTERS

A troop roster will be sent via e-mail to each council jamboree contact by July 1, 2010. The council contact should immediately contact the Jamboree Department via e-mail with any discrepancies. The jamboree Scoutmaster should have two copies of this roster easily accessible at on-site check-in.

When troops arrive at Fort A.P. Hill, they are to go to their pre-assigned check-in gate. Buses will be permitted to line up beginning at 6 A.M. on July 26, 2010. Each troop bus is to be clearly marked in the front window with a sign that indicates the jamboree troop number of that bus and that the Scoutmaster is on that bus. For example, "TROOP 123-SM ON BOARD." Each troop bus will be met and escorted by a greeter (a national jamboree staff member). The Scoutmaster will work with the staff member to review the troop roster, medical forms, and appropriate Youth Protection Training. The national jamboree staff member will work with the Scoutmaster on any outstanding issues.

The staff greeter will meet the troop at their assigned gate, ride with the troop to their campsite and collect all necessary paperwork (i.e. troop roster, completed medical forms, etc.). If all paperwork is in order, the Scoutmaster will be escorted to the proper subcamp medical facility to turn in all paperwork and receive the troop credentials.

ID CARDS

ID cards and rosters will be delivered to subcamp registration in packets sorted by troop number. Packets will be given to the staff greeter at the subcamp after the check-in process is complete. Staff greeters will give registration packets to the Scoutmaster. Any outstanding issues will be handled at the Jamboree Registration HQ.

ARRIVAL OF EQUIPMENT TRUCKS AND TRAILERS

Due to increased safety measures, all troop equipment trucks and trailers must arrive with the troop when entering the jamboree site. Jamboree troops will need to make arrangements to reconnect or rendezvous with their troop equipment prior to entering the safety screening area for Fort A.P. Hill. Troops are to complete this reconnection no closer than seven miles away from the jamboree site. Additional information regarding arrival and departure procedures will be sent to your Scout executive/jamboree adviser in the spring of 2010. All vehicles entering this U.S. Army garrison are subject to inspection.

DEPARTURE OF EQUIPMENT TRUCKS/TRAILERS

Beginning at 4 P.M. on Tuesday, August 3, only support and equipment trucks and trailers may enter subcamp areas for loading. These vehicles must be removed from the subcamp area no later than dark on that evening and driven off-site or parked at the Archer Camp parking lot. Beginning at 5:30 A.M. on Wednesday, August 4, troops will leave the jamboree site in accordance with the prearranged schedule developed by the transportation service and given to the subcamp transportation director. All buses and

equipment vehicles are to be off the property by 11 A.M. This is necessary as jamboree staff begin departing at noon.

JAMBOREE TRANSPORTATION (ON-SITE)

All vehicles are stored in a motor pool on the east side of A.P. Hill Drive between the visitors' center and the main gate of the garrison. The regional coordinator should work out a detailed schedule to have subcamp personnel transported to the motor pool operated by BSA driver training and vehicle management employees. This may require a bus provided by transportation services to pick up subcamp drivers and regional headquarters personnel.

Each person must provide a valid driver's license and successfully complete the driver's training program on-site if not completed prior to the jamboree. The military police and public safety officers from Fort A.P. Hill will rigidly enforce both vehicular and pedestrian traffic rules and regulations.

Vehicles will have a windshield permit affixed to the vehicle, allowing access to either internal or perimeter roadways at the jamboree. They are holographic and luminous at night, but will self-destruct if removed from the windshield.

There is an entire protocol for filling out insurance information and documentation in the event of a vehicular accident on-site at the jamboree. This will be located in the vehicle.

Gasoline for vehicles is obtained at a BSA gas station located at the intersection of Engineer Road and Lee Drive.

INTERNAL BUS TRANSPORTATION

Prior to Monday, July 26, (troop arrival day) most jamboree buses will be used to move arriving subcamp and action center staff to their respective staff housing. Regional coordinators will work with their subcamp directors and transportation service to move staff back and forth to dining facilities, where applicable.

The jamboree transportation service operates a fleet of approximately 80 buses to provide internal transportation between the four regional encampments, 21 subcamps, major program venues, and support areas at the jamboree site. In 2010, buses will run at hours that support subcamp troops, subcamp staff, and action center staff. Bus stops will be clearly marked and identified for riders' convenience.

ACTION CENTER STAFF

Action center staffs will live, eat, and shower in the nearest subcamps. This system allows all action center staff to be close to their respective action centers and not be billeted at different locations around the jamboree.

STAFF TENTS (ARMY)

Tents at a national jamboree are supplied either by the U.S. military or by outside private contractors for subcamp and action center staff. Troop contingents provide their own tents and dining flies as part of the patrol and troop package. Fort A.P. Hill provides general-purpose (GP) medium tents as sleeping accommodations for staff. Normally, eight to 10 staff sleep in each GP medium that is provided with cots.

Electrical outlets and lights will be provided in each tent. Ten amps will be available in each tent and must be shared among the occupants. **Please leave your refrigerators, TVs, and laptops at home.**

GATEWAYS, TROOP TENTS, AND FLAGPOLES

Gateways: The height of gateways will be limited to a maximum of 10 feet. No electrical components are permitted. The 10-foot height restriction includes flagpoles, which must be of non-conductive material (wood, PVC etc.). There will be NO climbing allowed in the erection of unit gateways. No tents or other unit components will be allowed within the “fall zone” (the height of the gateway itself) of the gateway. Gateways may only be secured to the ground by rope.

If a variance to the height restriction is sought, a drawing with a licensed engineer’s stamp must be approved by the region and sent to Physical Arrangements for approval, and then sent to Fort A.P. Hill for final approval. If the proposed gateway is approved in writing by all parties, then it may be installed on-site. The written approval must be on site with the troop in order for the gateway to be installed. All requests for variances to the height restriction must be received by Physical Arrangements by March 1, 2010.

Subcamp and regional gateways may not exceed 16 feet in height (including attached flagpoles or other amenities) and 20 feet in width. This corresponds to the existing design of the jamboree-installed wooden gateway structures. These are to be decorated as located on the site plans. Each subcamp and region must develop a detailed construction and demolition plan for decorating the provided gateway. No climbing will be allowed on the gateway as part of the plan. No modification to the structure is allowed. No electrical components are permitted. Gateways may only be secured by rope. Metal poles for troop tents are permissible; however, no troop tents may exceed 10 feet in height.

Safety concerns relative to underground utilities, utility line easements, and right of ways dictate that the only tents allowed to be erected in subcamps, other than those put up under the supervision of PA, will be in the assigned troop sites. These tents should be noncommercial tents with stakes no longer than eight inches. Any modification to the layouts of the troop sites or relocation of troops must be approved by Physical Arrangements.

Each subcamp and region (as well as national venues) will be provided with central flagpoles greater than 10 feet in height. All other flagpoles are limited to 10 feet in height, and may not have “in ground” support (i.e., no holes dug). The provided flagpoles must be identified on the jamboree site plans and installed by Physical Arrangements.

RESTROOM AND SHOWER FACILITIES

A variety of facility types will be available for staff. Fort A.P. Hill has built a number of very nice, large, modern shower and toilet facilities, and has agreed to make them available for our use. They are located around the jamboree site, and the ones designated for subcamp use are located in Jackson Camp (Southern Region), Davis Camp (Central Region), and Rhodes Camp (Western Region). Staff facilities will be supplemented with portable or mobile rental air-conditioned units. Cleaning of mobile restrooms and chemical toilets will be done by contractors. Cleaning of all other facilities is the responsibility of the users: staff for their facilities, and Scouts and leaders for theirs. Tent facilities for Scouts and leaders include flush toilets, heated water for showers, and cold-water lavatories with mirrors.

Careful calculations have been made to provide the proper number of toilets in each subcamp for youth, adults, and staff. These calculations were based on the information provided by the regions regarding the demographics of their contingents. Subcamps will work out schedules for use of the facilities to accommodate female staff.

The facilities provided in the subcamps, toilet and shower trailers, and portable toilets have been located specifically not only to serve the population within the camp, but also to provide the servicing vendor ease of access. Additionally, water, sewer, and power access has been taken into account. **NO FACILITY IS TO BE MOVED FROM ITS PLACED LOCATION.** Any facility, especially portable toilets, moved from where it is placed will NOT be serviced. The savings built into our contracts would be negated by the additional fees the servicing vendor would charge BSA to provide “private service.”

RECYCLING

Our refuse contractor has developed a waste removal and recycling program for the 2010 National Scout Jamboree. Each subcamp will have distinct containers for waste and recycling materials. Each container will be clearly marked according to the materials that should go inside.

Our refuse company maintains a network of locations that buy recoverable products. One goal of the 2010 jamboree is to be the “greenest” jamboree to date. The proceeds from these transactions will be utilized to offset the expense of hauling and disposing non-recyclable materials.

Non-recyclable trash will be bagged and collected in a marked subcamp container that will be emptied regularly by our refuse company and disposed at a landfill.

Dishwater and wet kitchen waste should be collected in pails and taken to the nearest grinding station for appropriate disposal by subcamp maintenance and environmental personnel. Scouts are required to do the same. Although food waste recycling is being explored, guidelines and containers for this type of recycling will be made clear should a program be enacted.

ELECTRIC POWER

Fort A.P. Hill has a lot of infrastructure, some of which dates back to the 1940s. The primary power lines feeding the jamboree site have only so much capacity. Physical Arrangements has made sizable investments in updating the electrical system, removing unneeded or abandoned lines, installing new lines, and providing a new final distribution system at the jamboree site for safety considerations. The power provided to staff tents is intended for lights, clocks, and other minor conveniences. Do not use power strips to run refrigerators, TVs, laptops, AC units, and other such items in the subcamps. The system is simply not designed to support this level of an electrical load.

The Rappahannock Electrical Cooperative (REC) is the public utility company that operates Fort A.P. Hill’s electrical system. They have enforcement power and dictate who can make final secondary connections.

No attempt should be made by any individual, regardless of license or experience, to rewire any area or facility at Fort A.P. Hill. Furthermore, any electrical problems should be reported to Maintenance Control.

POWER LINE RIGHT-OF-WAYS

The Rappahannock Electrical Cooperative requires that no tents or structures (such as flag poles, gateways, or trailers) be located in the right-of-ways for their electrical lines. These right-of-ways are 40 feet wide on primary lines and 20 feet wide on secondary lines. Subcamps have been provided drawings showing the right-of-ways in their areas. If you do not have access to these drawings, simply make sure that you are not within 20 feet of overhead lines of any kind.

DIGGING

No digging is allowed at Fort A.P. Hill during the jamboree. The fort has many utilities buried underground at the jamboree site. Accidentally cutting into power lines, water lines, communication cables, and other buried utilities is dangerous and costly to repair. The fort has an extensive “excavation permit,” or dig permit, process. This process takes a significant amount of time and effort, and is not possible to complete even if started on the first day of the jamboree. **Therefore, no digging is allowed in the subcamp areas.** This includes holes for flagpoles, gateways, fire pits, and/or stakes driven into the ground at a depth greater than eight inches.

MAINTENANCE CONTROL

In order for Physical Arrangements to provide emergency and routine repairs within the subcamps and action centers, a maintenance control center has been established. Please contact your subcamp equipment and maintenance officer if there is a request that must be dealt with during the course of the jamboree. All calls for maintenance must be routed through the maintenance control center so they can be assigned a number, logged, and tracked. Otherwise, there is no way of following up on your maintenance request. **When in doubt, call maintenance control.**

SUBCAMP PHYSICAL PLANT

A training course conducted by Physical Arrangements is scheduled for Wednesday, July 21, from 1:30 to 3:30 P.M. for all key subcamp personnel prior to the opening of the jamboree. It is **strongly** recommended that all subcamp equipment and maintenance officers or other representatives attend.

The following will be discussed in detail so staff will be fully knowledgeable about their subcamp:

- Environmental services
 - Chemical toilets
 - Solid waste
 - Trailer restrooms/showers
 - Water supply
- Maintenance control
 - Who do you call?
 - What will happen?
 - What do you need to know?
- Propane
 - Service contracts
- Plumbing and electrical
 - Construction
 - Who do you call?
 - What happens?

- Janitorial
 - Guidelines
 - Who to call?
 - Service contracts

OUTSIDE CONTRACTORS AND VENDORS

All work in the subcamps will be completed by jamboree staff or participants. No outside contractors or vendors are permitted on site. (Note: All contractors and vendors at the jamboree site must meet both Fort A.P. Hill and national BSA requirements. These requirements cannot be met by showing up on the opening day of the jamboree.)

MILITARY TENTS AND EQUIPMENT

We borrow a great deal of equipment from Fort A.P. Hill and only pay for lost or damaged equipment. To prevent damage to Army tents, avoid hanging things from the tent, poles, or ridges. Return all cots and bedding used in the subcamps to a central location (commissary tent) for storage until counted and returned.

DAMAGE AND ABUSE

The Boy Scouts of America incurs substantial costs after jamborees to pay for damaged equipment and facilities we “borrow” from Fort A.P. Hill or rent from vendors. Most of the damages stem from simple neglect or inconsiderate use by BSA. Please do all you can to maintain the condition of all facilities, equipment, and furniture within your area of influence.

CLEANUP

Upon departure from the jamboree site, each subcamp should stack all furniture within its commissary tent. In addition, please see that all waste gets placed in the appropriate container. Prior to departure, PA will provide 30-cubic-yard, roll-off trash containers for subcamp use. The site clean-up and furniture retrieval are areas where the Boy Scouts of America incurs high costs for labor. Please do all you can to take care of the site and help us in site recovery operations with our host, Fort A.P. Hill.

HOUSING SERVICES

This service is responsible for staff housing outside of the regional camps and subcamps.

LOST AND FOUND

When 45,000 Scouts, leaders, and staff get together, something is bound to be lost. Scouts or leaders who find articles should turn them in to the subcamp staff. The subcamp staff should then turn them over to the regional headquarters. A team of lost-and-found staff members will pick up the items and take them to lost-and-found at the Heth Schoolhouse. The items will be logged in and stored until claimed. Scouts and leaders who lose items should check with the lost-and-found officer at the Heth Schoolhouse. Valuable items will be locked up until recovered. If these items are not claimed by the end of the jamboree, they will be returned to the national office. Claim forms will be provided to the subcamps by lost-and-found.

CARE OF VALUABLES

Each troop should make arrangements for the safe storage of members' valuables. Do not wear or carry any more valuables than necessary with you while out on jamboree activities. Leave them at your campsite in a safe storage place.

BANKING SERVICES

All check-cashing services for staff members will be performed at the trading posts during the operating hours indicated in this guide under "Trading Posts." Two forms of identification (an official jamboree identification card and another piece of personal identification) will be required when cashing personal traveler's checks at trading posts.

Reports of lost traveler's checks will be processed at the jamboree accounting office in Heth Schoolhouse #215. Replacement will depend on the policy of the company issuing the traveler's checks. Automated teller machines will be conveniently located next to Trading Posts A, B, and C.

TRAVELER'S CHECKS, CREDIT CARDS, DEBIT CARDS

It is recommended that everyone carry their jamboree money in traveler's checks or in a prepaid debit card. The trading posts will accept traveler's checks and Visa, MasterCard, Discover, and American Express credit cards.

VEHICLE TOWING POLICY

All staff exhibitor's, contractor's, or private motor vehicles (PMV) must be removed from the jamboree site proper (the egg or oval) by noon on Sunday, July 25, 2010, and parked at the Archer Camp parking lot. Staff who drive private vehicles will be able to gain access to the oval prior to the jamboree (beginning July 19), as long as they have the yellow staff windshield sticker or equipment truck placard (color designated by the region).

If a vehicle is parked illegally, it will be towed to the Archer Camp security compound. A towing fee will be assessed to the registered owner or driver of that vehicle. Any jamboree vehicle parked illegally will be assessed the same towing fee to the assigned driver.

If an exhibitor or visitor to the jamboree site is parked illegally or parked after hours, the vehicle will also be towed to the Archer Camp security compound. A towing fee will be assessed to the registered owner or driver of that vehicle.

RETAIL GROUP

TRADING POSTS

Three jamboree trading posts and one convenience store will be operated in convenient locations. The following services and types of items will be available in each trading post:

Souvenirs. An attractive line of jamboree souvenirs and other materials will be available to send or take to the folks back home.

Sundries. A variety of hardware, drug, and miscellaneous items will be on sale at the convenience store near Trading Post B.

Snacks. Different food items such as hamburgers, pizza, and ice cream will be available at the three major trading post areas—provided by recognizable fast food vendors—and the jamboree snack bars. There will also be refreshment stands with drinks only throughout the jamboree area.

For your shopping convenience, trading posts and concession stands will be open throughout your troop's stay at the jamboree. The hours of operation will be daily from 9 A.M. to 9 P.M. unless that conflicts with an arena show, religious service, or other major activity.

Hours of operation are 4 to 9 p.m. Monday, July 26; noon to 9 p.m. Wednesday, July 28; 9 a.m. to 7 p.m. Saturday, July 31 (Trading Post D will be open until 9 p.m. on this day; and 1 to 9 p.m. Sunday, Aug. 1.

POSTAL SERVICES

For efficient postal service, letters and packages must be addressed in this manner:

(Fill in participant's full name)

Jamboree Troop (Fill in number)

Subcamp No. (Fill in number)

2010 National Scout Jamboree

Bowling Green, VA 22428-(Fill in the last four digits of the zip code using the person's jamboree troop number.)

All incoming mail will be handled through the regular Jamboree Postal Service. Packages to individuals will not be accepted on a collect (cash-on-delivery) basis. They must be sent prepaid to the jamboree. Due to base security, packages sent by carriers other than the U.S. Postal Service will be delayed. For example, items sent via UPS or FedEx will not be delivered to the subcamp by those carriers and will need to be X-rayed off-site. Once cleared, those packages will be turned over to the Jamboree Postal Service for delivery. Therefore, it is highly recommended to use the U.S. Postal Service for packages.

Mail for each subcamp will be handled by a subcamp postmaster, and each jamboree troop leader will assign an adult leader within his troop to serve as troop postmaster.

MAIL FROM THE JAMBOREE

Outgoing letters and packages can be mailed from an official U.S. Postal Service from the main post office located at Heth Schoolhouse near trading posts B and C. U.S. Postal Service hours of operation are 9 A.M. to 5 P.M. For the return address on all mail or packages, each participant must use his home address. Otherwise, undelivered mail will be returned to the jamboree site long after participants have departed for home.

ENTERPRISE RISK MANAGEMENT GROUP

For 2010, the Enterprise Risk Management Group will assume the role of the former Public Safety Group. The former Health and Safety Service will be split into Medical Service, focused on pre-jamboree health and fitness promotion and medical treatment should it be required, and a proactive Safety Service with qualified safety and health professionals working to prevent injury, illness, and accidents. In addition, the group will provide risk management services, including insurance coverage, security services, including parking, and fire prevention services to supplement fire protection provided by the Joint Task Force.

SECURITY AND PARKING SERVICE

Fort A.P. Hill is a military installation and is under the jurisdiction of military police and public safety officers. Military police exercise the same jurisdiction as U.S. marshals. All adult leaders, staff members, youth participants, and visitors must obey military police and jamboree security personnel instructions about traffic, safety, crowd control, parking, and directions. Do not argue or have a confrontation with the military police. If you have a complaint or concern about actions or directions given by the military police and jamboree security personnel, you should inform your subcamp headquarters or subcamp commissioner as soon as possible after the incident.

Observe all speed limits, and always be very careful of pedestrian traffic within the boundaries of Fort A.P. Hill. The military police and public safety personnel are performing their assigned duties in support of the jamboree. Many of them are BSA volunteers and were youth members in Scouting programs.

Remember, a Scout is courteous.

FIRE AND EMERGENCY MEDICAL SERVICES

The jamboree will be a tent city of more than 45,000 inhabitants, with many of the fire hazards that afflict any community. Therefore, each troop will need a fire prevention plan and a fire guard responsible for enforcing and carrying out the plan. The fire guard, consisting of the senior patrol leader as chief and the fire warden from each patrol, will have the following duties:

- Regularly check stoves to ensure that they are turned off.
- Instruct troop members on what to do in case of fire.
- Scouts are not to fight fires that may develop. The Joint Task Force and Fort A.P. Hill Fire Department will provide all suppression activities.

We are using propane for cooking in the campsite. Extreme care must be taken to prevent injury. Troop leaders must know how to operate stoves properly. Under no circumstances are stoves powered by liquid fuels (gasoline or kerosene) permitted. Also, no liquid or compressed-fuel lanterns are permitted in the campsite. All propane connections will be checked by a designated Scoutmaster or assistant Scoutmaster for each troop using soap and water furnished by the troop.

Open flames of any kind are especially dangerous inside tents, where fire or asphyxiation is a sure result. No open flames are permitted in the tents. Only battery-operated lanterns are permitted. If a tent catches fire, or if a fire starts dangerously near a tent, drop the tent immediately if safe to do so.

SAFETY SERVICE

New in 2010 is a separate Safety Service. This team of qualified safety and health professionals will provide hazard assessment and risk analysis support before, during, and after the jamboree to make this the safest jamboree ever. Each region will have a dedicated Regional Safety Chair, Subcamp Safety Officers, and an Action Center Safety Officer to assist in evaluating regional, subcamp, and Action Center activities. As part of the National Safety Officer cadre, liaisons will be assigned to work with the related jamboree activities (e.g., Merit Badge Midway, National Exhibits, Arena Shows, etc.) and general assets (e.g., Physical Arrangements, Dining, Security, etc.) to promote and ensure a safe and healthy staff and participant environment. The use of the Program Hazard Analysis (or PHA) process will be applied to jamboree activities and assets. The use of the PHA process helps to systematically identify, assess, and resolve hazards associated with various program and general assets. The use of PHA is also consistent with the vision, mission, goals, aims, and methods of the Boy Scouts of America.

Adherence to jamboree safety and health concerns, issues, and rules will be the responsibility of each and every staff member. The national, region, subcamp, and Action Center safety officers are responsible for activities within their circle of influence and will elevate concerns thru the chain of command as required. Failures to follow the rules and code of conduct may lead to removal from the jamboree site.

MEDICAL SERVICES

MEDICAL REQUIREMENTS

Weather at the jamboree is typical for Bowling Green, Virginia, in the summer. While the average temperature in July and August is 87 to 65 degrees, temperature extremes have varied from a high of 104 to a low of 43 degrees. In addition to the heat, July has the highest amount of average precipitation for the year (including thunderstorms), contributing to the high humidity. The exciting high-adventure activities, long days, and short nights are in a non-air-conditioned environment, and you are subject to walking five to 10 miles per day. You should be capable of walking steadily for an hour without rest in high temperatures and humidity, or you should rethink your participation.

It is very hot at the jamboree, and the activities are very strenuous. Therefore, it is very important you drink plenty of water. Scouts and leaders are required to bring a personal water container (sports bottle, canteen, etc.).

It is also very important that Scouts observe a very strict standard of personal hygiene, washing their hands before eating and after every bathroom break at a minimum.

PHYSICAL EXAMINATION

All applicants will be required to submit a complete and detailed health history, meet immunization requirements, and undergo a thorough physical fitness examination between July 27, 2009, and March 1, 2010. Physical examinations should be done by a licensed health care professional, and will be subject to review and evaluation by the jamboree subcamp, regional, and national Medical Service. Not completing the fitness examination process by the March 1, 2010, deadline will limit or even prohibit your jamboree participation, and you may be sent home at your expense. Participants are subject to a medical recheck upon arrival to verify provided information and their current fitness level. In the event a participant is found medically unfit at this time, he cannot serve and must return home at his own expense.

IMMUNIZATIONS

Immunization requirements are based on recommendations by the U.S. Public Health Service. All participants must provide proof of immunization for tetanus within 10 years (five years preferred). In addition, participants must provide verification of the following immunizations since birth: (1) measles, mumps, and rubella (MMR); (2) polio vaccine (oral or injection); (3) diphtheria, pertussis, and tetanus (DPT); and (4) chicken pox. It is recommended that immunizations for hepatitis B (for people age 15 and older) be considered. We recognize the right of participants to not have immunizations because of religious beliefs, but a signed statement and a medical check for contagious diseases are still required.

Exceptions to immunization on medical grounds If there is a medical reason why you should not comply with vaccination requirements, obtain a statement to that effect from a physician. That statement must include specific reasons so it can be given full consideration by the jamboree medical staff.

Special-Needs Scouts and Scouters

The new bar-coded BSA jamboree physical forms will have information on them for parents or guardians or for the participant's medical provider to declare restrictions regarding the participation of the jamboree attendee. In addition, the jamboree physical form includes an additional information sheet that can be used to capture instructions regarding the special needs of an attendee that can document:

1. What their special need is
2. To clarify how the troop leadership plans to manage the special needs of this Scout or Scouter at the jamboree

These forms are to be filled out prior to the jamboree, but additional information sheets bar-coded to the individual can be scanned or faxed and added at a later date. This information, plus any participants who are discovered on-site by subcamp medical officers or subcamp leadership to have special needs, will be combined on a special subcamp list of special-needs individuals.

Individuals on this list who have mobility issues relating to the use of a power wheelchair or scooter, a regular or sport wheelchair, crutches, braces, canes, or other mobility devices will be considered special-needs mobilization Scouts or Scouters.

It is necessary for all of these individuals to be identified in a list compiled by those screening the medical forms in order to get an accurate pre-jamboree idea of the number of special-needs individuals that will be in attendance and who will require transportation to the arena shows.

The day-to-day management of and accommodations for special-needs Scouts and Scouters at the jamboree is the responsibility of the subcamp leadership and medical officers.

Throughout the regular jamboree, there will be regular bus transportation routes that will be available to special-needs participants and all Scouts and Scouters to all of the various activities. The jamboree will not have special equipment such as wheelchairs, crutches, etc. available to participants unless they are injured at the jamboree and require these.

There will be staff available at the subcamp operations headquarters entitled Chairman of Special-Needs Scouts and Scouters for troubleshooting, resolving problems, gathering complaints, and resolving disputes related to special-needs Scouts and Scouters and handicapped issues. The staff in this

ombudsman role can be contacted if problems arise, but do not need to be regularly contacted or made aware of all ongoing special-needs Scouts and Scouter issues that can be, and should be, handled in the subcamps.

RISK FACTORS FOR JAMBOREE PARTICIPATION

Excessive body weight (obesity):

To have the best experience, participants should be of proportional/normal height and weight. Excessive body weight puts a participant at risk for numerous health problems. One such measure is the Body Mass Index. You can calculate yours using a tool from the Centers for Disease Control.

Both adult and youth calculators are available. It is recommended that adults have a BMI of less than 30 (obese) for staff positions requiring moderate to high physical exertion. Those with BMIs in excess of 40 (morbidly obese) should reconsider participation until a higher level of fitness is achieved.

Cardiac or cardiovascular disease:

Adults who have had any of the following are at risk and should undergo a thorough evaluation before considering participation:

- Angina (chest pain caused by blocked blood vessels or coming from the heart)
- Myocardial infarction (heart attack)
- Heart surgery or heart catheterization (including angioplasty to treat blocked blood vessels, balloon dilation, or stents)
- Stroke or transient ischemic attacks (TIAs)
- Claudication (leg pain with exercise caused by hardening of the arteries)
- Family history of heart disease or a family member who died unexpectedly before age 50
- Diabetes
- Smoking and/or excessive weight

Youth who have congenital heart disease or acquired heart diseases such as rheumatic fever, Kawasaki disease, or mitral valve prolapse should undergo a thorough exam before considering participation. Participants with the first seven risk factors should undergo a physician-supervised stress test.

Hypertension (high blood pressure):

Participants should have a normal blood pressure (less than 135/85). People with significant hypertension should be under treatment, and their condition should be under control in the six months prior to the jamboree. The goal of the treatment should be to lower blood pressure to normal levels. Participants already on antihypertensive therapy with normal blood pressures should continue treatment and should not choose the time they are at the jamboree to experiment with or change medications. Conditions requiring diuretic therapy to control hypertension could lead to dehydration when coupled with the high heat and nature of the jamboree environment. Pressures over 150/95 may result in a medically unfit condition for participation.

Insulin-dependent diabetes mellitus:

Any individual with insulin-dependent diabetes mellitus must be able to self-monitor blood glucose and know how to adjust insulin doses. The diabetic person should also know how to give themselves an injection and recognize indications of high and low blood sugar. You must bring enough medication, testing supplies, and equipment for your jamboree stay. This includes batteries (without provisions for recharging)

to be both brought to and taken away from the jamboree (remember Leave No Trace guidelines) for pumps.

An insulin-dependent diabetic who has been newly diagnosed (within six months of the fitness examination) or who has undergone a change in delivery system (e.g., an insulin pump) in the same period should not attempt participation. A diabetic person who has been hospitalized for diabetic ketoacidosis or who has had problems with hypoglycemia in the last year should not participate.

Seizures (epilepsy):

Seizure disorder or epilepsy should be well-controlled by medications. A minimum of six seizure-free months prior to the fitness examination is considered under control. Participants with a history of seizures need to limit high-adventure activities (e.g., climbing or rappelling). The jamboree is not a venue to modify maintenance medications.

Asthma:

Acute or severe bronchial asthma under treatment anytime during the past 24 months must be well-controlled before participating in the jamboree. Key indicators of well-controlled asthma are the use of an inhaler once or less a day and no need for nighttime treatment with a short-acting bronchodilator. Well-controlled asthma may include the use of long-acting bronchodilators, inhaled steroids, or oral medications such as Singulair.

The following asthma conditions are considerations of a medically unfit decision:

- Exercise asthma not prevented by medication.
- Hospitalization or have gone to the emergency room to treat asthma in the six months before your fitness examination.
- Treatment that required oral steroids (prednisone) in the six months before your fitness examination.
- Participants must bring an adequate and backup supply of medications and spare inhalers that are current. You must carry your inhaler with you at the jamboree. Not having a proper supply of medication is considered medically unfit.

Sleep apnea:

Participants with sleeping disorders may experience health risks due to long days and short nights for the duration of the jamboree. Participants with sleep apnea requiring a CPAP machine should reconsider participation. If considered fit, all equipment (e.g., CPAP machine) must be provided by the participant and be self-contained, as there will not be electrical support for the machine. This includes batteries (without provisions for recharging) to be brought to and taken away from the jamboree (remember Leave No Trace guidelines).

Allergy or anaphylaxis:

The outdoor setting of the jamboree has many risks (e.g., wasps, hornets, and other stinging insects) that could trigger anaphylactic reactions in individuals prone to reaction. While it is not an automatic indicator of medical unfitness, participants who have had an anaphylactic reaction from any cause must contact the Health and Safety Service for review by the Medical Service as soon as possible. If declared fit, you will be required to have appropriate treatment with you at all times.

Allergy shots required for maintenance doses are acceptable for people who have not had an anaphylactic reaction. You must bring all appropriate medications and be able to self-administer them. Not having a proper supply of appropriate medication is considered medically unfit.

Ingrown toenails, recent musculoskeletal injuries, and orthopedic surgery:

Every jamboree participant will put a great deal of strain on their feet, ankles, and knees by walking five to 10 miles per day. Every participant should be able to walk steadily for an hour without rest in high temperatures and humidity or they should rethink their participation. Ingrown toenails should be treated within a month prior to the jamboree. Participants who have had orthopedic surgery, including arthroscopic surgery, or significant musculoskeletal injuries, including back problems, six months prior to the fitness exam may find it difficult or impossible to meet the walking requirements. Fitness exams for these surgeries or injuries must include a release from the surgeon or treating physician in addition to the fitness examiner. A participant wearing a cast on an extremity must have a treating physician release. Medical fitness is still subject to review by the jamboree Medical Service.

Psychiatric, psychological, and emotional difficulties:

The jamboree is not designed to assist participants in overcoming psychological or emotional problems, and it may exacerbate existing conditions. The experience and expertise of the Medical Service indicates these problems frequently are magnified, not lessened, when participants are subjected to the physical and mental challenges of the jamboree. Any condition must be well controlled without the services of a mental health practitioner. Under no circumstances should medication be stopped before or during the jamboree. Participants are required to bring an appropriate supply of medication for the duration of the jamboree, as well as travel to and from the jamboree. Not having a proper supply of medication is considered medically unfit.

Other risk factors:

Sickle-cell anemia, hemophilia, current cancer treatment, and blood borne pathogens such as hepatitis and HIV infection provide special challenges to participants and the jamboree. To plan for, prepare for, and support the participants having these medical conditions, an individual evaluation of each situation by the Medical Service is required. There may be instances where proper medical support at the jamboree site is impossible. Under such circumstances, participation may be denied.

Any person with a severe physical disability, one of the conditions listed above, or with a reason to believe they may be medically unfit for jamboree participation should contact the Medical Service as soon as possible. In writing, contact Boy Scouts of America, Health and Safety Service, Attention Jamboree Medical Officer, S410, 1325 West Walnut Hill Lane, P.O. Box 152079, Irving, TX 75015-2079. Please mark the envelope as personal and confidential. By e-mail: jamboree.medical@scouting.org.

MEDICAL FACILITIES

Each subcamp or regional hub includes a medical facility to take care of 24-hour medical emergencies during the course of the jamboree. These medical facilities are adjacent to each subcamp headquarters tent or are located centrally for a group of subcamps.

For medical services, regional, subcamp, and action center staff should use the medical center in your respective subcamp. There are six additional medical facilities at Wilcox, Heth, Trading Post A adjacent to Heth, the main parking lot, Longstreet Camp, and at the aquatics headquarters on Lower Travis Lake

Road. The current plan is that the military provides a complete 50-bed military hospital at Wilcox Camp (Jamboree General), should it be needed.

First aid

All medical care beyond minor cuts and scratches should be referred to the medical center closest to your location. Whenever possible, jamboree staff members should advise their staff leader whenever they are feeling ill. If an injury or illness occurs on the jamboree grounds away from your program area, subcamp, housing, or action center, it should be reported to any one of the other medical centers identified with the star of life symbol.

Each medical center will be staffed 24 hours a day with a physician and a medical team. A ward tent is next to the clinic tent for those who may need to be observed for a short period or who need a short rest.

Personal care and cleanliness

Shower facilities will be located in each subcamp. Leaders should see that participants use them daily.

Foot care

The jamboree can be a miserable experience for anyone with sore or injured feet. Here are some ways that leaders can help prevent the occurrence of foot problems:

1. Make sure that everyone has the proper footwear. New shoes that are not broken in; shoes that fit too tightly or have wrinkled linings; and socks that are too tight, wrinkled, have holes, or are unclean should not be worn.
2. Include a check on foot conditions during your daily inspection, and send anyone to the subcamp medical center at the first sign of a blister or scratch.
3. Regularly instruct Scouts to bathe their feet daily, dry them thoroughly between the toes, keep toenails trimmed straight across, cover tender spots with adhesive or other dressing, and use foot powder.
4. Teach your Scouts to wear shoes at all times, except when they are in their tents or in the shower. A foot injury can ruin a jamboree experience.

Sunburn

Encourage Scouts to wear headgear and to use a sunscreen lotion with a sun protection factor rating of 15 or more on the face, ears, nose, knees, and backs of knees. Apply sunscreen two or three times a day. Report cases of sunburn to the subcamp medical center, and treat mild sunburn with an appropriate lotion or cream, obtainable from any of the jamboree trading posts.

Ticks, spiders, and other “critters”

Ticks, often associated with wooded areas and camping, can be a problem at the jamboree. It is possible that ticks in Virginia could be carriers of Rocky Mountain spotted fever or Lyme disease. These diseases are transmitted when a tick attaches itself to and feeds on its victim. Ticks frequently imbed themselves in hair or around the belt line or ankles; they are visible, crablike insects. Should a tick be discovered imbedded in a person, a physician at a medical center must remove it and treat the bite. A regular daily examination for ticks on the body is required for all participants. Spiders, poisonous and nonpoisonous, as well as other insects might be present at the jamboree site. It is recommended that campers use DEET, Permanone, or similar repellents to which they are not allergic.

Liquid Intake

Scouts and adults must drink a large amount of water during the jamboree because of the heat, humidity, and physical exertion. This is very important in combating heat exhaustion or possible heat stroke. It is particularly important that each person carry water with them during the day and to the arena on show nights. Availability of water at the arena site is very limited.

Campsite health and safety

Troop adult and junior leaders are expected to inspect their campsite areas daily in order to maintain high standards of camping and safety. Subcamp safety officers on the subcamp staff will conduct their own daily inspections of the troop site areas, and can be a big help to leaders in the maintenance of quality campcraft.

Latrines

Flush toilets designed to accommodate several troops, with hand-washing facilities in or near the area, will be available. Here are a few helpful hints on latrine use:

1. Keep the facilities clean at all times. Assign a service patrol to do this daily.
2. Encourage all participants to check the latrine throughout the day, keeping it neat and clean.
3. Make it clear to everyone that the latrine is theirs. This will help offset misuse of the facilities, such as the dumping of refuse into it.
4. Each troop is provided a hand-washing facility in its campsite for use after returning from the toilet.

Use either soap and water or a sanitizing hand disinfectant after using the facilities.

Chemical toilets will also be available throughout the jamboree grounds, such as in jamboree headquarters, trading posts, and other locations on-site, for use by participants and the general public.

Bedding

A good camper never lets a sleeping bag get wet. In the morning, as soon as he gets up, he hangs it outside to air, weather permitting. Before leaving camp for the day's activities, the sleeping bag is rolled and placed in a waterproof bag. It stays there until the camper is ready to go to bed. Protect bedding from ground moisture by using waterproof ground cloths.

Rest

Be sure to allow for daily rest periods and undisturbed sleep at night, since the jamboree program is an active one.

Bad weather

It is not unusual in the summer to have a thunderstorm or some other weather disturbance. When you have 10 days of camping, you should expect and prepare for inclement weather. Here are some ideas to help you prepare: First, expect to have some bad weather. Put the tent up correctly. Tent pegs should be driven to the proper depth. When you leave the campsite, close all flaps. Wind and rain can enter an open flap and cause damage. Keep your sleeping bag rolled in a waterproof bag or trash bag during the

day. If it starts to rain at night, put your sleeping bag inside a waterproof bag and crawl in. This should protect you from tent leaks.

When bad weather comes, help others. Make sure other tents are secure. If another troop's tents are down, offer to help repitch them.

RISK MANAGEMENT SERVICE

The following simple precautions can be taken by Scouts and leaders to help make our jamboree the safest ever.

SHARP-EDGED TOOLS

Prior to their arrival at the jamboree, participants should be taught the proper way to use and maintain knives. Scouts and leaders should already have their Totin' Chip.

TROOP EQUIPMENT SAFETY

Troops will arrive at the jamboree with numerous exhibits and other equipment to be used in some phase of the program, all of which must be checked beforehand for adherence to safety standards. Work gloves should be worn when handling equipment to prevent hand injuries.

Firearms, live or blank cartridges, or explosives of any kind are not permitted at the jamboree.

POLICY ON TRAFFIC SAFETY

It is essential that motor vehicles be used to transport materials, supplies, and certain personnel through the jamboree site. The Boy Scouts of America has established common safety guidelines over the years; it is in the best interests of all jamboree participants to follow these guidelines. Participants' personal bicycles, skateboards, roller skates, in-line skates, and power scooters will not be permitted at the jamboree.

PEDESTRIANS

- Walk on the left shoulder of the road, facing traffic, and carry a flashlight at night.
- Stay off the roadway, except to cross.
- Cross roadways only at established crossings.
- Give emergency vehicles (with flashing lights) the right of way.

BICYCLISTS

(Riding in performance of a troop job. *Hometown News* troop youth reporters are allowed to check out bicycles from the *Hometown News* office.)

- Must wear a helmet at all times.
- Ride bicycles on the right side of the roadway, the same as a motor vehicle.
- Always give right-of-way to pedestrians in a crosswalk.
- Always obey traffic signs.
- Refrain from riding bicycles on walking trails.

MOTOR VEHICLES

- Use of motor vehicles on the jamboree site is by approval only.
- Always buckle your seat belt; **insist passengers do likewise.**

- Travel slower than the posted speed limits, as this is a highly congested area.
- Truck beds must not be used for transporting passengers.
- Give the right-of-way to all pedestrians and bicycles.
- Give the right-of-way to emergency vehicles with flashing lights (restricted to ambulances, fire trucks, and security service vehicles).
- Both vehicular and pedestrian traffic rules will be rigidly enforced by the military police, public safety officers from Fort A.P. Hill, and our own security service.

REPORTING EMERGENCIES AT THE JAMBOREE

In case of any emergency, such as fire, injury, or a lost person, call the regional headquarters and say, “I want to report an emergency.” The region will set in motion prearranged plans for dealing with the particular problem. A telephone in your subcamp may be found in the medical center or headquarters tent.

REPORTING MILITARY EXPLOSIVES

In case a Scout or leader should find any military devices or cartridges, they should be treated as potentially dangerous and are not to be touched. Report all information you can provide (including what and where) to the nearest medical center.

POLICING OF GROUNDS

One of the big problems in connection with an operation the scope of the jamboree is the maintenance of orderly and neat conditions in heavily used areas. The cooperation of all Scouts and leaders is requested to see that all trash is deposited in the containers provided. Constant leadership in this regard will be helpful in preventing a major problem. Every Scout and leader should make it a practice and a tradition that no one passes by trash—pick it up and put it in the proper container.

POLICY ON SMOKING, ALCOHOL, AND DRUGS

Whenever a member of the Boy Scouts of America appears before the public, especially in uniform, that member is literally on parade before the people of America. This will be especially true while young people and their leaders are headed for the jamboree, are at the jamboree, or are returning home. All of us must make sure that the conduct of each youth and adult is above reproach. This places a great responsibility on all leaders—youth and adults alike.

The Boy Scouts of America prohibits the use of alcoholic beverages and controlled substances at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members. Leaders should support the attitude that tobacco and secondary smoke are harmful to the health of adults and youth. It is a carcinogen and should not be used by participants at the jamboree. All Scouting functions, meetings, and activities should be conducted tobacco-free. The jamboree is a Scouting function and should be smoke-free.

The use of alcoholic beverages and controlled substances *will not be permitted at the jamboree or while en route to and from the jamboree.* Council jamboree committees should discuss this with their leaders so everybody understands the conduct that is expected.

JAMBOREE YOUTH PROTECTION POLICIES

Completion of the BSA's *Youth Protection Training for Volunteer Leaders* is required of each jamboree adult member. You are responsible for taking this training in your local council before coming to the jamboree. This training helps prepare you to fulfill the youth protection responsibilities of your jamboree position. It contains information to enable you to identify and report suspected child abuse. It also sets forth in detail the BSA's Youth Protection policies. Adult Youth Protection Training is available through a course offered by your local council or possibly on your council Web site.

It is recommended that all youth be required to view the video *A Time to Tell* in a session conducted by an adult following the material in the Youth Protection Meeting Guide before attending the jamboree. The guide describes situations in which sexual abuse could occur and emphasizes the “three R's”—Recognize, Resist, and Report—of Youth Protection.

At the jamboree, you must report any and all cases of suspected abuse to your subcamp director.

The BSA Youth Protection Training you receive will provide information about signs that could indicate the abuse of children. If you observe these signs, you must make a report. The sample form (Appendix E) contains the information necessary to report suspected child abuse. Having a written record of factual information helps investigative agencies follow up on reported child abuse. If you need to make a report of suspected child abuse, try to provide as much information as possible. If the form is not available, write down the information on a sheet of paper. Your subcamp director needs to receive these written reports from you shortly after you tell them of your suspicions. Child abuse is against the law and the Boy Scouts of America does not tolerate any form of child abuse.

Youth Protection Training will be provided on-site. If you have not completed this in advance, it will delay your check-in and arrival. **It is advised that all jamboree adult leaders complete the training in advance.**

MEDIA AND CORPORATE ALLIANCES GROUP

The Media and Corporate Alliances Group is responsible for several major areas that affect subcamp operations. Jamboree media includes *Jamboree Today*, *Leaders Update*, QBSA radio, the Web site, and *Hometown News*.

Good jamboree public relations can be a great benefit to the Scouting movement. Scouting's ability to grow and serve youth is largely dependent on the level of understanding that people have of the program. The image of Scouting in the community affects the recruiting of volunteers, the organizing of troops, and the financial support Scouting receives. Because of the size of the encampment, the jamboree provides an outstanding opportunity for good public relations. Members of the jamboree troop will represent their community, the council, and the state in a Scouting exhibition of the highest caliber.

SPECIAL GUEST RECEPTION

Headquartered at Heth, Special Guest Reception will provide a favorable experience to military and political dignitaries and council executive board groups as they visit the 2010 National Scout Jamboree.

COMMUNICATIONS

Stop a sharp-looking jamboree troop. Ask a few questions. The odds are that each member is fully informed about the jamboree and can relate this to the public. Leaders should keep their troop well-informed, but also should have an ear tuned to feedback. Troop morale and esprit de corps play a major factor in public relations, and two-way communication goes a long way toward establishing a favorable climate. The use of mail, telephone, direct contact, troop meetings, or other means of communication will keep the stream of information flowing. Corrective action should be taken to resolve any conflicts that turn up in the feedback process. During the entire jamboree, news media representatives will be on-site and will turn up at the most unexpected times and places. Scouts and leaders need to be well-informed and maintain a neat appearance at all times.

QBSA RADIO STATION

The jamboree radio station, QBSA, will be an excellent source of information and entertainment for the subcamps. The station will also offer Scouts the chance to be radio operators covering events on-site. In the event of an emergency such as inclement weather, Scouts should tune into QBSA to receive important instructions.

JAMBOREE TODAY NEWSPAPER

A daily newspaper will be distributed for all participants at the jamboree. The newspaper will be full of news, special features, photos, and announcements.

HOMETOWN NEWS CORRESPONDENTS

Scouts in your troop can share their jamboree stories and adventures with everyone back home by becoming a national Hometown News correspondent. Local news editors and news directors are responsive to telling the story of an event of the magnitude of the 2010 National Scout Jamboree.

The purpose of Hometown News is to obtain as much positive local and regional publicity as possible, as well as to provide an educational experience for those Scouts who participate as correspondents.

Hometown News is staffed with newspaper, radio, and television professionals who will guide the Scout correspondents in creating their own news stories in the media area at the jamboree site.

Scouts apply to become Hometown News correspondents through the national office of the Boy Scouts of America. They must be credentialed by a news organization from their home area to report on the jamboree. They will write news stories, take photos, and file radio and television reports that are transmitted directly back home to the local news organization.

Hometown News correspondents do not fill the same role as troop reporters. A troop reporter is selected by the jamboree troop leader in conjunction with the local council. Troop reporters are not required to have credentials from local news organizations; therefore, they are not considered part of the Hometown News operation. While there is usually one troop reporter per troop, there may be more than one Hometown News correspondent from the troop. Troop reporters or any other troop member can apply through the Boy Scouts of America's national office to be a Hometown News correspondent.

Additional information is available from your local council or by writing to Jamboree Hometown News, S314, Boy Scouts of America, 1325 West Walnut Hill Lane, P.O. 152079, Irving, TX 75015-2079.

ON-SITE MEDIA OFFICE

National office public relations professionals will staff an around-the-clock media relations operation at the jamboree site. These professionals are available for any public relations or media questions you may have. You are the eyes and ears of the jamboree, and your observations can help the public relations staff discover publicity opportunities at the jamboree. Volunteers and staff at the media tent will coordinate most media activities during the jamboree, but it is possible that some media may visit the site without the office's knowledge. All visiting media are required to have jamboree media credentials, which are distributed by national news and media staff. This same staff is available to help you share your positive jamboree and Scouting experiences with media representatives both during and after the jamboree.

IN CASE OF EMERGENCY

Please immediately report any emergencies to the public relations on-site office. One of the national office public relations staff members will act as the national spokesperson in dealing with the media in the event of any accident, emergency, or death.

APPENDIX B—JAMBOREE DAILY SCHEDULE

2010 NATIONAL SCOUT JAMBOREE DAILY SCHEDULE										
Monday 07/26/10	Tuesday 07/27/10	Wednesday 07/28/10	International Day Thursday 07/29/10	Friday 07/30/10	Saturday 07/31/10	Sunday 08/01/10	Monday 08/02/10	Tuesday 08/03/10	Wednesday 08/04/10	
TROOPS ARRIVE 6:00 a.m. to 4:00 p.m.	Fishing opens		Fishing opens	5K Run Event	Fishing opens		Fishing opens	Fishing opens	DEPARTURE OF TROOPS	
	REVEILLE				REVEILLE					
		Mobilization for Arena Show	BREAKFAST							
			Raise Colors-Court of Flags, Heth School House							
		Arena Show	ALL PROGRAM VENUES, ACTIVITIES AND EXHIBITS OPEN				RELIGIOUS SERVICES 9:00 a.m. to 11:30 a.m.			
	KIOSK LUNCH STATIONS OPEN FROM 11:00 am TO 2:00 pm									
								Program Activities and exhibits close		
	DINNER				Quick Dinner	DINNER				
	Lower Colors				Mobilization for Arena Show	Lower Colors				
	Regional Stage Shows/Subcamp Activities			Jewish Religious Services	Arena Show "100th Anniversary"	Regional Stages/Subcamp Activities		Last Night in Camp		
Troop Campfires				Troop Campfires						
TAPS										
ALL QUIET										
									DEPARTURE OF STAFF	

APPENDIX D

A TIME TO TELL TROOP MEETING GUIDE

Using This Guide

The video *A Time to Tell* shows several strategies child molesters use to attempt sexual molestation. In addition, one scenario introduces bullying as a personal safety concern. When using this video, we encourage the facilitator to watch each scenario to become familiar with the strategies used.

Each scenario is broken into two segments. The first is the recognition segment. At the end of this segment, the video is to be stopped. There should be a brief discussion about the scenario and some of the indicators that the intended victim is in a risky situation. This guide is intended to help in the discussions.

After this discussion, the video should be continued with the resist-and-report segment. At the end of this segment, the video should be stopped again for discussion. Following each scenario, the video recaps the points made.

The Boy Scouts of America uses a simple way to help Scouts learn to prevent sexual molestation. The three R's of Youth Protection convey a simple message the BSA wants its youth members to learn:

- Recognize* situations that place him at risk of being molested, how child molesters operate, and that anyone could be a molester.
- Resist* unwanted and inappropriate attention. Resistance will stop most attempts at molestation.
- Report* attempted or actual molestation to a parent or other trusted adult. This prevents further abuse and helps protect other children. Let the Scout know he will not be blamed for what occurred.

Discussion Guide: Abuse by a Relative

Introduction (before the scenario is shown)

FACILITATOR: In the following scenes, you will see what happens when Justin visits his Uncle Joe. Can you tell what is actually happening? Think about Uncle Joe. Are there things about what he does that would cause you to be concerned if you were Justin? What is Uncle Joe doing? When we finish this first part, we will see if we can answer some of these questions and **recognize** the danger signs.

Start the video.

Recognize Discussion

FACILITATOR: What kinds of things was Uncle Joe doing that caused you to think he may not be trustworthy?

- Isolated situation
- Flattery about physique
- Physical contact
- Use of "toys" to interest kids
- No enforcement of rules
- Use of alcohol
- Activities involving removal of clothes

- Pornographic video to break down resistance

FACILITATOR: It's important to note that these are only **possible** indicators that something questionable is happening, but you should **recognize** them as possible indicators of risk. What might you do in this situation to make sure nothing more occurs?

- Resist** the breakdown of your personal boundaries. If you know your parents would not approve, behave as if they were present. Why would an adult be so permissive?
- Resist** any efforts to involve you in activities that require the removal of clothing. This includes games like those shown by the video, as well as wrestling contests and posing for photographs.
- Remember that child molesters often use alcohol and sexually oriented pictures to reduce your ability to **resist** their inappropriate attention.

FACILITATOR: Let's see what happens next.
Start the video.

Resist and Report Discussion

FACILITATOR: In the video, how does Justin resist his uncle's attempted molestation?

- He said "Stop! Don't do that!" in a way that showed he was serious and wanted his uncle to stop.
- He got up and moved away from his uncle very quickly.
- He left his uncle's house.

FACILITATOR: One thing this video demonstrates is that even after a situation develops, it is often possible to avoid sexual molestation by asserting yourself and resisting the attempts of the molester. Why is it important that anyone in Justin's situation report the incident to a trusted adult?

- Adults can help protect the young person and prevent further molestation from happening.
- Adults can help the young person report the incident to the police or other authorities to protect others from being molested. Most child molesters have many victims; by reporting, you may be able to stop the molester from abusing more kids.
- Adults can help young people get the help they need if they have been physically or emotionally harmed.

FACILITATOR: Now let's see what we learned from Justin's experience with his uncle.
Restart the video for the wrap-up presentation.

Discussion Guide: Abuse by a Youth Leader **Introduction (before the scenario is shown)**

FACILITATOR: We all have hopes and desires. At times, there may be something you want so badly that you are willing to do almost anything to be able to do it. While the scenario we are going to watch involves a hockey coach, remember that the majority of coaches for youth sport programs are truly interested in the sport and the training of young athletes. It's important to recognize that whether the field is athletics, music, acting, or other driving ambitions, some adults will pretend to be interested in helping

the young people with whom they work, but in reality will be looking for a chance to engage in sexual activities with them. In the scenario we are going to watch, Jesse has a dream of becoming a professional hockey player. Let's see how his dreams are used to put him at risk.

Start the video.

Recognize Discussion

FACILITATOR: In this scenario, the coach pays a lot of attention to Jesse. He tells Jesse that he believes he has the potential to be a professional player. What's happening that should help Jesse recognize that the coach is not really interested in his athletic future?

- Spending a lot of time alone with Jesse. Why is the coach really interested?
- Bribing Jesse with tickets to hockey games.
- Constantly touching Jesse. Getting Jesse used to being touched is part of the coach's strategy to accept more intrusive touching.
- Wanting Jesse to take off his clothing and then touching Jesse's crotch.
- Telling Jesse to keep it secret and almost threatening Jesse if he were to tell.

FACILITATOR: One reason Jesse was vulnerable to the coach was that he thought the coach had control over his future accomplishments. How can you help prevent something similar from happening to you?

- Be realistic about your abilities and aspirations. If you're really good, you don't need to submit to victimization to accomplish your dreams.
- There are no shortcuts. Be true to your convictions and you will be successful in the things that really count.
- Anytime someone tells you to keep a secret that puts you at risk of being harmed, you must ask an adult you trust for help.
- Remember that an adult who tries to sexually molest you is responsible for your abuse; however, once you recognize what might be happening, you can take steps to help protect yourself from further abuse.

FACILITATOR: Let's see what the future holds for Jesse.

Start the video.

Resist and Report Discussion

FACILITATOR: Jesse has some decisions to make. What are they? How would you act in Jesse's situation?

- Jesse needs to decide if he is going to continue to go along with the coach in what places him in an uncomfortable position. If he asks an adult for help, he will probably find that help is available.

FACILITATOR: Jesse is in an uncomfortable position. How might he resist any further abuse by the coach?

- At this point, Jesse needs to find an adult to help him. He needs to talk with his mother or the school counselor.

- Many athletes in Jesse's position have transferred to another school or joined another team to avoid abusive coaches.

FACILITATOR: As you look at this scenario, think about all the effort the coach had made to communicate with Jesse's mother. How can Jesse let his mother know the coach is not the great guy she seems to think he is?

- It will be difficult, but Jesse needs to tell his mother everything that has happened and that he doesn't want to be alone with the coach.
- Jesse may need to seek help from other relatives or adult friends to talk with his mother.

FACILITATOR: As you can tell from this scenario, the coach has been careful to keep Jesse separated from others when he tried to molest him. Because of this, Jesse may find it hard to convince authorities that the coach molested him—in effect, it will be Jesse's word against the coach's. That should **not** keep Jesse from reporting. Many schools and athletic leagues have policies forbidding one-on-one contact between coaches and athletes, and barring coaches from contact with players outside their official duties. Violation of these policies may be enough to call the coach's actions into question.

Discussion Guide: Abuse by a Youth

Introduction (before the scenario is shown)

FACILITATOR: Have you ever done something with other kids that you would never have done if you had been alone? Sometimes we do things because we think our friends want us to or because we are afraid what they will think if we don't do it. In the scenario we are about to watch, Kyle is introduced to an older youth by a couple of his friends. See how he handles the pressure to do things he knows he shouldn't.

Start the video.

Recognize Discussion

FACILITATOR: What are some of the things Kyle should recognize as risky in this situation?

- No adults are present.
- Why does Steve hang out with a group of kids so much younger than him? That's a clue that something is wrong.
- Removing clothing.
- Use of alcohol and drugs that can reduce his ability to resist going along with the crowd.
- Pressure to do things he knows are wrong and that he really doesn't want to do.

FACILITATOR: One thing you need to know about this situation is that child molesters often use alcohol and drugs to reduce resistance to sexual molestation. Being under the influence of illegal substances is also one way a child molester can shift the blame for his actions from himself to his victim. If the person is extremely incapacitated, they may have only a vague memory of the incident. The use of drugs in this scenario carries an antidrug message, and it also demonstrates the way drugs can be used to reduce resistance to sexual molestation.

Start the video.

Resist and Report Discussion

FACILITATOR: You might think this party is a bit too much and such events don't really happen, but unfortunately they do. One youth group in a Southern state had more than 10 of its members become victims of a molester who used parties, drugs, and alcohol to reduce their inhibitions—the victims were all guys in their teens.

FACILITATOR: Let's talk about how one might resist going along with the crowd in this kind of situation. What are some ways you can think of to resist?

- Leave when you find out what is going on.
- Don't take any drugs or alcohol.
- Keep your clothes on.
- Stay with the crowd. Don't go into bedrooms or other areas alone with someone you don't feel comfortable with.

FACILITATOR: Place yourself in Kyle's situation. Should you report Steve to your parents or some other trusted adult? Why?

- Reporting this kind of situation will prevent further harm from happening to your friends.
- Steve may be able to be helped. He has a problem that will almost always get worse as he ages. Teenage child molesters can be helped.

FACILITATOR: Some kids in Kyle's situation may not report Steve to their parents or other trusted adult. We've talked about what you should do; the question now is what would you do? (**Note to facilitator:** *This question is intended to cause the troop members to think about their personal values and priorities. Doing the right thing in this situation is not easy, and the Scouts need to be able to express their feelings.*)

FACILITATOR: Let's see what happened.
Start the video.

Discussion Guide: Internet Safety

Introduction (before the scenario is shown)

FACILITATOR: The Internet has become an important source of knowledge and offers new opportunities for a lot of fun. Using the Internet also brings some risks if you don't follow basic safety rules. This lesson was learned by Brian in the following scenario. Let's watch.

Start the video.

Recognize Discussion

FACILITATOR: What are some of the things that should have helped Brian recognize that Scott was not "the real deal?"

- Wanting him to come alone to the apartment
- Asking for his e-mail address and other personal information
- Offering him a free demo
- The inconsistency between having expensive guitars and living in an apartment too small for a few people to visit

- The inconsistency between being successful and wanting to socialize with kids
- A photograph of guitars that was staged versus taken inside an apartment

Start the video.

Resist and Report Discussion

FACILITATOR: It took a while, but Brian did recognize that Scott was someone he really did not want to see. How did he resist?

- Brian tried to avoid Scott.
- Brian said he needed to check with his parents.
- Brian made excuses for not meeting Scott.

FACILITATOR: What other ways can you think of to resist people who act like Scott?

- Do not respond to any e-mail, instant messages, or other electronic communication that threatens you or makes you feel uncomfortable or scared.
- Set up blocks on your e-mail and instant messenger programs to reject messages from individuals who harass you online.
- Change your e-mail address.

FACILITATOR: Brian seems to recognize that the problem with Scott has grown beyond his capacity to handle it. To whom might he go to report Scott's harassment and stalking behavior?

- The immediate situation is at school, so Brian could go to the school principal, school safety officer, counselor, or a teacher for help.
- Brian also needs to talk with his parents to let them know what has been happening. They may be upset that he didn't talk with them sooner, but it's not too late.

FACILITATOR: Let's watch the video.

Start the video.

Discussion Guide: Bullying by Peers

Introduction (before the scenario is shown)

FACILITATOR: The video we are about to watch addresses a topic that has become all too common. We often see it in schools, but it can happen anywhere. The topic is bullying. Let's watch the video and see how Sean handles unwanted attention by his tormentors.

Start the video.

Recognize Discussion

FACILITATOR: Recognizing bullying is pretty easy if you are the target. Just as in Sean's situation, many kids who are bullied don't seek help on their own. What could you do to help someone whom you recognize as being bullied?

- Offer to accompany the bullied victim so they will not be as vulnerable as when they are alone.

- Talk to a teacher or another adult in charge about what you see happening.
- Let the bullies know you don't think picking on other kids is right. It's not fun for the person being picked on, nor is it acceptable behavior.
- Label the behavior. Some bullies don't realize they are behaving like bullies.

FACILITATOR: Let's see how Sean tries to resist the bullies in his life.

Start the video.

Resist and Report Discussion

FACILITATOR: As you can see from Sean's experience, resistance doesn't always work. He did try some resistance strategies that sometimes work. What are some of the strategies that Sean tried?

- Sean tried to ignore the bullies.
- He tried using humor.

FACILITATOR: The bullies who were bothering Sean had begun to use mild physical bullying, such as pushing and shoving. If you were Sean, what might you have done if the physical bullying became more serious?

- It's difficult to walk away from a fight, but many schools have a zero tolerance for any fighting—even one started by a bully. Anyone fighting may be punished. Avoiding a fight is the best course of action.
- Might does not make right. The odds of winning a fight with a bully are not very good. Bullies generally pick fights with people they feel they can beat.
- If the bullying is physical, then see your doctor or school nurse. Ask them to write down your experience and any injuries so you have a record.

FACILITATOR: Sean and his brother Mark worked together to address Sean's problem with bullies. It's important for bullies' victims to know they don't have to deal with bullies alone. What would you do to report the bullying if you were Sean?

- Talk with your parents about the problem. They may be able to contact the school on your behalf.
- Talk with a teacher or school counselor.
- If the bullying takes place in other places, for example a shopping mall, ask for help from a security guard or police officer.

FACILITATOR: Bullying is a serious problem. It causes some victims to miss school, take weapons to school for protection, and sometimes even to consider suicide; none of these is an acceptable strategy. If you are being bullied, seek help. Ask an adult you trust to help you decide how to handle the situation. Let's watch to see if we have covered all the bases.

Start the video.

APPENDIX E—SUSPECTED CHILD ABUSE REPORTING FORM

The following information was provided to:

(Name of person/position)
(Telephone number/address)
Additional witness

(Name)
(Telephone number/address)
Name of suspected abuser

Address _____

Telephone No. _____ Scouting position, if known _____

Child's name _____ Date of birth _____

Jamboree Troop No. _____

Address _____

Parent's name _____

Address _____

Telephone No. _____

Physical indicators observed

Behavioral indicators observed

Other indicators observed/known

Reporter's name and position

Date of report _____ Signature _____

Please print clearly.

APPENDIX G—SAMPLE FORM

SUBCAMP ____ DEPARTURE SCHEDULE

TROOP NO.	TIME	TRUCK IN DEAD STORAGE	TRUCK FROM OUTSIDE

APPENDIX H—SUGGESTED SUBCAMP/ACTION CENTER SCHEDULE

Monday July 19	<ul style="list-style-type: none"> • Only a few key subcamp and action center staff will arrive. You should spend the day orienting key personnel to Fort A.P. Hill.
Tuesday July 20	<ul style="list-style-type: none"> • Prepare to meet with key personnel on-site. • Begin moving vehicles into subcamp from GM motor pool. • Coordinators should conduct meeting with subcamp chiefs and directors.
Wednesday July 21	<ul style="list-style-type: none"> • Begin check-in process of both subcamp trailers/containers and action center trailers/containers. • This will be done by appointment with Purchasing and Distribution staff. <u>DO NOT</u> attempt to open any container prior to the appointment date. • Staff check-in begins at 8 A.M. until 8 P.M.
Thursday July 22	<ul style="list-style-type: none"> • Continue check-in process of both subcamp trailers/containers and action center trailers/containers. • This will be done by appointment with Purchasing and Distribution staff. <u>DO NOT</u> attempt to open any container prior to the appointment date. • Continue distribution to areas only if staff is present to provide security. • Staff check-in: 8 A.M. until 8 P.M.
Friday July 23	<ul style="list-style-type: none"> • Subcamp/action center setup of areas continues. • Regional gateway and subcamp gateways • Staff training • Staff check-in: 8 A.M. until 8 P.M. • First meal served in subcamps on Friday—breakfast
Saturday July 24	<ul style="list-style-type: none"> • Subcamp/action center setup of area continues. • Staff training • Staff check-in: 8 A.M. until 8 P.M.
Sunday July 25	<ul style="list-style-type: none"> • Sunday church service • Subcamp/action center setup of areas continues. • Staff training concludes • Staff Arena Show • Staff check-in 8 A.M. until 8 P.M.
Monday July 26	<ul style="list-style-type: none"> • Early breakfast in all subcamps • Scoutmasters meeting to orient them to subcamp operations • Share last minute information and review code of conduct, Youth Protection, emergency evacuation, and arena show etiquette.
Tuesday July 27	<ul style="list-style-type: none"> • Program starts

APPENDIX I—PARTICIPANT STATEMENT OF UNDERSTANDING

2010 National Scout Jamboree

Participant Statement of Understanding and Code of Conduct

Statement of Understanding: All participants are selected to represent their local councils based on their qualifications in character, camping skills, physical and personal fitness, and leadership qualities. By signing the letter of appointment, all participants agree to the conditions of the Code of Conduct and Statement of Understanding as a condition of participation. It is with the further understanding that serious misconduct or infraction of rules and regulations may result in expulsion, at the participant's expense, from the jamboree. Ultimately we want each participant to be responsible for their own behavior, and only when necessary will the procedure be invoked to send the participant home from the jamboree.

All participants are expected to abide by the Code of Conduct as follows:

- The unit's adult leaders (Scoutmaster and assistants) are responsible for the supervision of its membership in respect to maintaining discipline, security, and the jamboree Code of Conduct.
- The Scout Oath and Law will be my guide throughout the jamboree.
- I will set a good example by keeping myself neatly dressed and presentable. (The official Scout uniform and jamboree identifying items are the only acceptable apparel.)
- I will attend all scheduled programs and participate as required with other unit members and leaders.
- In consideration of other unit participants, I agree to follow the bedtime and sleep schedule of the unit, unless otherwise directed by the jamboree program.
- I will be responsible for keeping my tent and personal gear labeled, clean, and neat. I will adhere to all jamboree recycling policies and regulations. I will do my share to prevent littering of the jamboree grounds.
- I understand that the purchase, possession, or consumption of alcoholic beverages or illegal drugs by any youth member is prohibited. This standard shall apply to all participants—both youth and adult leaders.
- Serious and/or repetitive behavior violations by youth, including use of tobacco, cheating, stealing, dishonesty, swearing, fighting, and cursing, may result in expulsion from the jamboree, or serious disciplinary action and loss of privileges. The jamboree headquarters must be contacted for the expulsion procedure to be invoked. There are no exceptions.
- I understand that gambling of any form is prohibited.
- I understand that possession of lasers of any type, and possession or detonation of fireworks is prohibited.
- I will demonstrate respect for unit and jamboree property, and be personally responsible for any loss, breakage, or vandalism of property as a result of my actions.
- Neither the unit leader nor the Jamboree Division of the BSA will be responsible for the loss, breakage, or theft of personal items. I will label all my personal items and check items of value at the direction of unit leaders. Theft will be grounds for expulsion.
- While participating in the action centers, aquatics, and other activities, I will obey the safety rules and instructions of all supervisors and staff members.
- In accordance with U.S., local, and state laws, adult leaders and youth are prohibited from having firearms and weapons in their possession.
- Scoutmasters and assistants will be guided by the Scout Oath and the Scout Law, and will obey all U.S., local, and state laws.
- Scoutmasters and assistants must receive Youth Protection Training and follow the guidelines therein prior to pre-jamboree training.
- Hazing has no place in Scouting. Nor does running the gauntlet, belt lines, or similar physical punishment. Leaders and older youth must prevent any youth from being "initiated" into the troop with hazing.
- Adult leaders should have the good judgment to avoid trading souvenirs or patches with a child or youth member in Scouting. Youth members may trade with youth members. Adult leaders may trade only with other adults 18 years of age or older.
- Adult leaders and youth leaders must instruct youth to avoid confrontation with groups, demonstrators, or hecklers, and must assume a passive reaction to name-calling from individuals or groups. Units or groups must be removed from the area of potential conflict immediately.
- Participants' and staff members' personal bicycles, skateboards, roller skates, and in-line skates will not be permitted at the jamboree. In addition, golf carts, all-terrain vehicles (ATVs), and scooters are prohibited.
- Serious violation of this code may result in expulsion from the jamboree at the participant's own expense. All decisions will be final.

APPENDIX J—INSTRUCTION FOR THE CARE AND OPERATION OF PROPANE STOVES

A. Setup and Testing (only under direct supervision of a SM or ASM)

1. Set up two stove stands in an upright position on a level surface. Put some water in a cooking pot and place on a stand shelf to determine how level the setup is. Attach “jam-boards” as illustrated in the *Troop Leader’s Guide*.
2. Place stoves on stands, open lids to full open position, and lock windshields in place. Check once again for level by placing pots of water on stoves.
3. Before connecting hose assemblies to stoves, check to see that the valves on both the stoves and hose assemblies are turned completely “off” (fully clockwise).
4. Place a 20-pound propane tank alongside the stove stands. It is recommended that the tank be placed in a plastic milk crate for additional stability. Connect the individual stove and regulator assembly to the “T” adapter. Be sure fittings are tight.
5. Install a “T” adapter in the outlet of the propane tank. Tighten fittings with a wrench (old-style internal tank left hand thread “POL” fittings) or hand-tighten connections, and test again. If leaks persist, contact commissioner for assistance.
6. Check for leaks by brushing or spraying soapy water on all connections. First open valve on tank. Check connections. If no leaks are apparent, open regulator valve. Check connections again. If bubbles appear, shut off tank, re-tighten connections and test again. If leak persists, contact commissioner for assistance.

B. Operation

7. If there are still no apparent leaks, hold a lighted match or lighter at the burner (keep fingers, hand, and arm to side of burner). Slowly turn the burner knob to “ON” (counterclockwise) and adjust flame.
8. After checking all burners, close valve at the tank and allow the gas in the hose to burn out. Then turn stove valves off. **Always follow this procedure when stove use is completed after a meal.** This is necessary to prevent a buildup of pressure in the hoses during high temperature conditions. It also minimizes the buildup of wax fouling the stove orifices as a result of paraffin in the propane.
9. If the burner goes out while the stove is in use, remove the cooking pot before attempting to re-light it.

The above instructions apply to primus camp stoves; however, they can be adapted to other types of camp stoves as necessary.

C. Safety Guidelines

10. The Scoutmaster or an assistant Scoutmaster must be present at all times when stoves are in operation to provide proper supervision. Only adult leaders are to connect or disconnect hose and “T” assemblies.

11. Adult leaders must check connections for leaks at least once a day with a soapy water solution.
12. Do not leave a lighted stove unattended.
13. Never hook up a camp stove without using a pressure regulator.
14. Camp stoves generate heat. Do not place them closer than three feet from canvas. NEVER use them inside a tent.
15. The smell of gas indicates leakage. Immediately close the valve on the tank and check for leaks with a soapy water solution.
16. The stability of the stoves should be checked while in operation.
17. Water heated for washing and/or rinsing purposes must be removed from the stove during washing and rinsing activities.
18. Never attempt to move a lighted stove under any circumstances.
19. In the event of a flare-up:
Turn off the stove at the pressure regulator or tank.
Get others away from the immediate area.
Let the fire burn out.
Do not attempt to douse the fire with water.

APPENDIX K—MILK INVENTORY

DATE	7/24	7/25	7/26	7/27	7/28	7/29	7/30	7/31	8/1	8/2	8/3
Day	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED
DELIVERY											
STARTING TOTAL											
ISSUED											
Breakfast											
Inventory After Breakfast											
Supper											
Subcamp											
Total Issued											
SURPLUS/ DEFICIT											
Projected											
Actual											

DELIVERY is what is dropped off during the night. STARTING TOTAL is the sum of milk left over from yesterday plus DELIVERY. INVENTORY AFTER BREAKFAST is STARTING TOTAL less the breakfast issue; this is the number that your liaison (distribution) officer will want.

Projected SURPLUS/DEFICIT can be determined after breakfast, starting Tuesday, July 24, using the previous day's supper and subcamp issues plus today's INVENTORY AFTER BREAKFAST. If you show a projected deficit, you may want to tell your liaison (distribution) officer to bring more milk before supper. If you show a projected surplus, you may want to reduce that night's delivery. Feel free to exercise your judgment.

APPENDIX L—LIST OF KITCHEN EQUIPMENT

<u>Description</u>	<u>Quantity</u>
Stock Pot 60-quart	2 ea
Stock Pot 40-quart	2 ea
Stock Pot 20-quart	2 ea
Stock Pot 12-quart	2 ea
Cover 60-quart	2 ea
Cover 40-quart	2 ea
Cover 20-quart	2 ea
Cover 12-quart	2 ea
Steam Broiler	1 ea
Fry Pan 14-inch	3 ea
Colander 14-quart	1 ea
Chaffer Water Pan Full Size	4 ea
Steam Table Pan Full Size 4-inch Deep	6 ea
Cover Steam Pan Full Size	6 ea
Chaffer 8.3-quart	4 ea
Canned Heat 6-hour stem wick	5 ea
Mixing Bowl 13-quart	4 ea
Mixing Bowl 4-quart	4 ea
Food Pan Plastic Full Size 4-inch Deep	8 ea
Covers 1 Case Full Size 4-inch Deep	8 ea
Food Pan Plastic Full Size 6-inch Deep	2 ea
Food Pan Plastic Half Size 6-inch Deep	8 ea
Food Pan Plastic 1/4 Size 6-inch Deep	6 ea
Cover 1/2 Size	8 ea
Cover 1/4 Size	6 ea
Utility Tongs 9 ½-inch	16 ea
Utility Tongs 12-inch	4 ea
Squeeze Bottle 24-ounce	12 ea
Pancake Dispenser Drip-cut 32-ounce	1 ea
Dish Box 21 ¾ by 15 by 6 ¾ inches	4 ea
Thermometer -58 to 302 degrees F	1 ea
Ladle 6-oz 15-inch	4 ea
Ladle 4-oz 13-inch	2 ea
Measuring Cup 4 quart	2 ea
Measuring Cup 16 ounce	2 ea
Spatula 13 1/2-inch Spoon Shape	1 ea
Serving Spoon Slotted 13-inch	3 ea
Serving Spoon Slotted 15-inch	4 ea
Serving Spoon Solid 13-inch	6 ea
Serving Spoon Solid 15-inch	4 ea
Turner 8 by 3 inches	2 ea
Turner 6 by 3 inches	2 ea
Pie Server 4 ½-inch	1 ea
Whip Piano 14-inch	2 ea
Cutlery Dispenser 21 by 12 by 4 inches	4 ea
Bun Pan 18 by 26 by 1 inches	4 ea
Cook's Knife 12-inch	2 ea
Boning Knife 6-inch	2 ea
Paring Knife 3 ¼-inch (two-pack)	2 ea
Sandwich Spreader 3 ½-inch	6 ea
Can Opener Swing-A-Way #107	1 ea
Brush 20-inch Block Kitchen	2 ea
Broom 54-inch	1 ea

Description	Quantity
Percolator 40- to 100-cup	2 ea
Sandwich Knife 9-inch Scalloped	1 ea
Towel Kitchen 14 by 26-inch Cotton	24 ea
Cast Iron Skillet 15 1/4 by 2 1/4 inches	1 ea
Nozzle Insulated For Hot Water	1 ea
Mixing Bowl 30-quart	2 ea
Pastry Brush 2-inch	3 ea
Food Storage Container 2-quart	6 ea
Food Storage Container 4-quart	3 ea
Salad Serving Spoon 1.3-ounce	2 ea
Kitchen Shears 9 1/2-inch	1 ea
Sponge Med. Cellulose Case	1 ea
Pie Server Amer. Metal 5-inch	1 ea
Measuring Spoons 4-piece set	2 ea
Oven Mitt 17-inch	6 ea
Thermometer -40 to 70 degrees F	3 ea
Cutting Board 12 by 18 by 1/2 inches	2 ea
Dipper 1-quart	3 ea
Cook's Fork 19-inch Two Tine	3 ea
Cook's Fork 14-inch Two Tine	2 ea
Grater 4 by 4 by 9 inches	1 ea
Can Opener Manual to 11-inch can	1 ea
Peeler	3 ea
Skimmer 6 5/16-inch base, 12 3/4-inch handle	1 ea
Utility Pan 24-quart, 21 3/4-inch diameter	2 ea
Pitcher 72-ounce	24 ea
Percolator 25- to 55-cup	2 ea
Decorative Tray	1 ea
Hot Water Hose 5/8 inches by 50 feet	1 ea
Gloves Powder Free Serving Style	0.5 case
Tablecloth Two-ply Tissue 54 by 108 inches	3 ea
Chemicals Pot and Pan	1 ea
First Aid Kit	1 ea
Mop Bucket 26-quart	1 ea
Mop Handle 63-inch	2 ea
Mop Head 32-ounce (two cases)	2 ea
Toasters Four-slice	3 ea
Toasters Two-slice	3 ea
Tables Stainless 30 by 72 inches	7 ea
Tables Stainless 30 by 96 inches	2 ea

APPENDIX M—SUBCAMP JANITORIAL SUPPLIES
(To be placed on each bill of material—commissary issue)

Item	Quantity
Goggles	4 each
Rubber gloves	6 pair
Buckets (five-gallon)	4 each
Scrub brush	2 each
Toilet brush	4 each
Mop	4 each
Broom	4 each
Trash totes (100-gallon)	12 each
Trash cans (30-gallon)	8 each
Plastic trash can liners	1 case for each size
Feminine napkin containers	1 each
Toilet paper	4 cases
Cleaners (disinfectant)	
Floor cleaner (institutional grade)	2 gallons
Toilet, sinks, and urinal cleaner (institutional grade)	2 gallons
Shower cleaner (institutional grade)	2 gallons
Glass cleaner (institutional grade)	1 gallon
Food grinder operation (each station)	
Buckets (five-gallon)	3 each
Gloves	4 pair
Aprons	4 each
Face shield	2 face shields for each grinder station
50-foot garden hose—used to clean floors and sponge own floor in showers and latrines	4 each

APPENDIX N—LATRINE DUTY INSTRUCTIONS

Sample Rotation

1. Troop leaders from **Subcamp 6** and **Subcamp 7** will provide coverage on Thursday, July 28, and Friday, July 29, from 7 A.M. to 10 P.M.

Troop leaders from **Subcamp 5** and **Subcamp 6** will provide coverage on Saturday, July 30, and Sunday, July 31, from 7 A.M. to 10 P.M.

Troop leaders from **Subcamp 5** and **Subcamp 7** will provide coverage on Monday, August 1, and Tuesday August 2, from 7 A.M. to 10 P.M.

Troop leaders from **Subcamp 5** will provide coverage from 10 to 11 P.M. on Saturday, Monday, and Tuesday, and from 11 P.M. to midnight on Sunday after the arena show.

2. Latrine monitors are to patrol the shower and latrine buildings in pairs, inspect the shower and toilet facilities at 10- to 15-minute intervals, and investigate any suspicious sounds and/or activities immediately.
3. Any Scouts found abusing the facilities are to be asked to produce identification as to their name and troop number. A written report is to be made to the appropriate subcamp headquarters tent, giving the particulars as to the Scout's name, troop number, damage done, time, and monitors' names. If the offending individual refuses to produce identification, he is to be escorted to a subcamp headquarters.
4. The laundry facilities have been posted for adults only and are not to be used by the Scouts.

APPENDIX O—GARBAGE GRINDING

HOURS: **8 A.M. to 9:30 A.M.**
 6:30 P.M. to 8:30 P.M.

INSTRUCTIONS: PLEASE DO NOT DUMP CONTAINERS INTO SINK.

Leave buckets on the deck and pick up later if the Scouts are not willing to wait. Buckets will be emptied by the staff. The operation is being hampered by the dumping of containers into the sinks, causing breakdowns of the disposal units.

APPENDIX P—TROOP LEADERSHIP ROSTER

DATE	July __, 2010										
SUBCAMP __ TROOP LEADERSHIP ROSTER											
TROOP NO.	SM	1ST ASM	2ND ASM	3RD ASM	SPL	ASPL	QM	SCRIBE			

APPENDIX Q—SAMPLE COMMISSIONER DUTY ROSTER

Hour	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tue	Wed
	26 Jul	27 Jul	28 Jul	29 Jul	30 Jul	31 Jul	1 Aug	2 Aug	3 Aug	4 Aug
8:30 to 12:30	A	1	2	3	1	2	3	1	2	A L L
	L	2	3	1	2	3	1	2	3	
	L	3	1	2	3	1	2	3	1	
LUNCH										
1:30 To 5:30	A									
	L	2	3	1	2	3	1	2	3	
	L									
SUPPER										
7:00 to 11:00			A				A			
	2	3	L	2	3	1	L	3	1	
			L				L			
Bed Check	2	3	1	2	3	1	2	3	1	

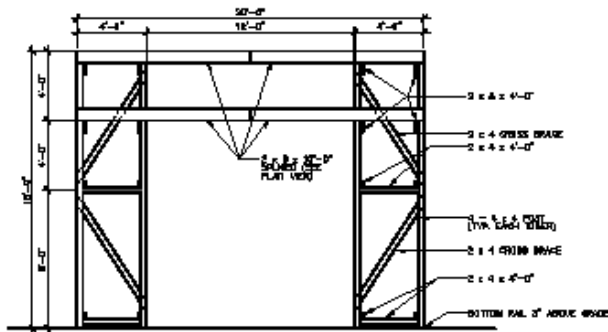
APPENDIX R—SAMPLE FORM

SUBCAMP _____ LATRINE DUTY			
START	END	TROOP NO.	ADULT LEADER'S NAME
7 A.M.	8 A.M.		
8 A.M.	9 A.M.		
9 A.M.	10 A.M.		
10 A.M.	11 A.M.		
11 A.M.	NOON		
NOON	1 P.M.		
1 P.M.	2 P.M.		
2 P.M.	3 P.M.		
3 P.M.	4 P.M.		
4 P.M.	5 P.M.		
5 P.M.	6 P.M.		
6 P.M.	7 P.M.		
7 P.M.	8 P.M.		
8 P.M.	9 P.M.		
9 P.M.	10 P.M.		
10 P.M.	11 P.M.		
11 P.M.	MIDNIGHT		

**APPENDIX S—KIOSK STAFFING
2010 National Scout Jamboree
Regular and Alternate Locations**

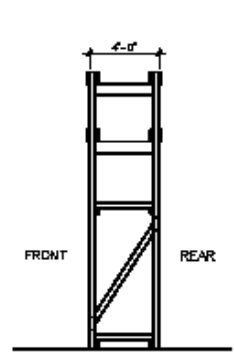
KIOSK NUMBER	LOCATION	SUBCAMP STAFF
Kiosk 1	<u>Bullock Road</u>	15-16
7/25 Location	Near Subcamp 16 HQ	Serving 15 and 16
Kiosk 2	<u>Jackson Road</u>	17-18* (both)
7/25 Location	Near Subcamp 18 HQ	Serving 17, 18, and 19
Kiosk 3	<u>Travis Lake Road</u>	Kiosk Staff
7/25 Location	A.P. Hill and Engineer Road	Serving 4 and 5
Kiosk 4	<u>Jeb Stuart Road</u>	1-2
7/25 Location	Stays the same	Serving 1 and 2
Kiosk 5	<u>Engineer Road</u>	3-4
7/25 Location	Stays the same	Serving 3 and 4
Kiosk 6	<u>Rodes Area</u>	5-6
7/25 Location	Stays the same	Serving 5 and 6
Kiosk 7	<u>Merit Badge Midway – North</u>	7-8
7/25 Location	Near Subcamp 8 HQ	Serving 7 and 8
Kiosk 8	<u>Thomas Road near Arena Entrance</u>	9-10
7/25 Location	Public Relation Media Area	Serving 9
Kiosk 9	<u>Gordon Trail</u>	11-12
7/25 Location	On Penlan Road	Serving 10 and 11
Kiosk 10	<u>Penlan Road</u>	13-14* only
7/25 Location	Stays the same	Serving 12 and 13
Kiosk 11	<u>12 Cubed 3</u>	19*-20 only
7/25 Location	Between Subcamps 14 and 20	Serving 14 and 20
		*Staff will be shuttled by van from subcamp to kiosk by kiosk manager or assistant.

APPENDIX T—SUBCAMP GATEWAY DETAILS

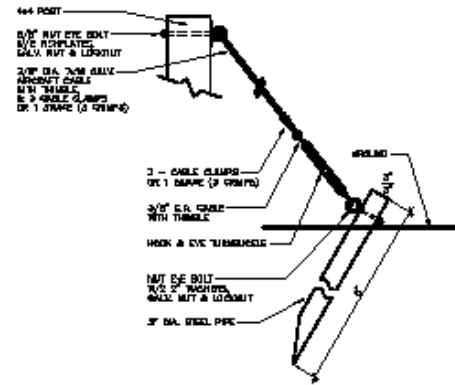


13 REGION / SUBCAMP GATEWAY STRUCTURE (FRONT ELEVATION)
SCALE: 1/4" = 1'

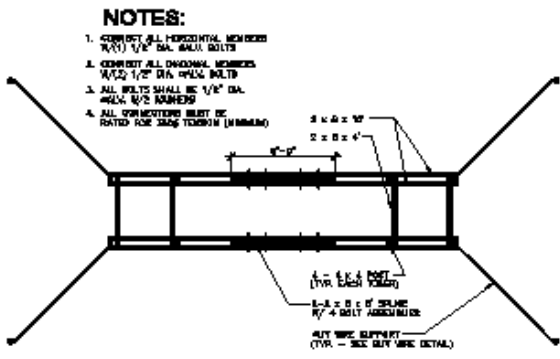
NOTE:
TROOP GATEWAYS NOT TO EXCEED 10'-0"



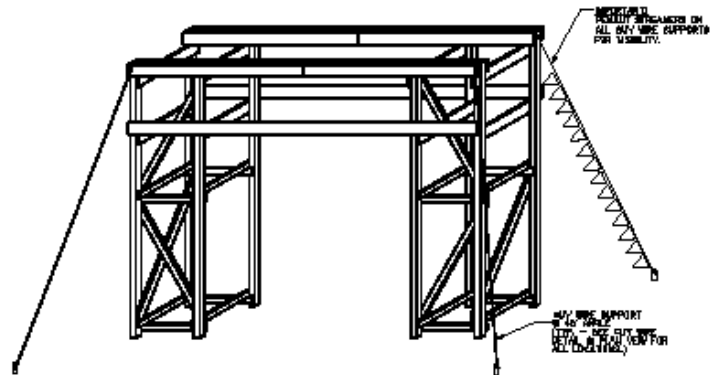
14 GATEWAY STRUCTURE (SIDE ELEVATION)
SCALE: 1/4" = 1'



15 GUY WIRE DETAIL
SCALE: N.T.S.



16 GATEWAY STRUCTURE (PLAN)
SCALE: 1/4" = 1'



17 GATEWAY STRUCTURE (ISOMETRIC)
SCALE: N.T.S.

- NOTES:
1. CONSTRUCT ALL HORIZONTAL MEMBERS W/ 1/2" DIA. GALV. BOLTS
 2. CONSTRUCT ALL DIAGONAL MEMBERS W/ 1/2" DIA. GALV. BOLTS
 3. ALL BOLTS SHALL BE 1/2" DIA. W/ 3/8" NUTS
 4. ALL CONNECTIONS MUST BE RATED FOR 3000 LBS. (MINIMUM)

APPENDIX U

2010 NATIONAL SCOUT JAMBOREE STAFF WEEK ARRIVAL/DEPARTURE SCHEDULE

	Monday 7/19/10	Tuesday 7/20/10	Wednesday 7/21/10	Thursday 7/22/10	Friday 7/23/10	Saturday 7/24/10	Sunday 7/25/10	Monday 7/26/10	Wednesday 8/4/10	Thursday 8/5/10
6 a.m.										
7 a.m.			6:30-8 a.m. Breakfast at Longstreet Dining Hall	6:30-8 a.m. Breakfast at Longstreet and Wilcox dining halls	6:30-8 a.m. Breakfast-all dining halls	6:30-8 a.m. Breakfast-all dining halls	6:30-8 a.m. Breakfast-all dining halls	Troops arrive 6 a.m. to 4 p.m.	Departure of troops	
8 a.m.										
9 a.m.	Group directors and chairmen arrive at FAPH.	Service directors and chairmen arrive at FAPH.	30% of your staff should arrive at FAPH.	31%-60% of your staff should arrive at FAPH.	61%-90% of your staff should arrive at FAPH.	91%-100% of your staff has arrived.	9-11 a.m. Religious services	75% of staff begins to depart.		Remaining staff departs.
10 a.m.										
11 a.m.										
Noon										
1 p.m.										
2 p.m.										
3 p.m.										
4 p.m.										
5 p.m.										
6 p.m.			6-7 p.m. Dinner at Longstreet Dining Hall	6-7 p.m. Dinner at Longstreet and Wilcox	6-7 p.m. Dinner at all dining halls	6-7 p.m. Dinner at all dining halls	6-7 p.m. Dinner at all dining halls			Directors depart.
7 p.m.										
8 p.m.										
9 p.m.										

APPENDIX V

SUBCAMP ____ CHECKOUT REQUIREMENTS

TROOP _____

COMMISSARY TOTES RETURNED _____

EQUIPMENT CHECKED IN _____

MEDICAL FORMS PICKED UP _____

COMMISSIONER OK TO DEPART _____

(Site and adjacent public areas cleaned satisfactorily)

HAVE A SAFE TRIP HOME!!!!