

To  
All the State Secretaries  
State Associations of  
The Bharat Scouts and Guides  
Indian Union









**Circular No : 23/2024/1486**  
**Date : 06th March 2024**

**Sub : 94<sup>TH</sup> Course for Assistant Leader Trainers [Residential Module].**







Sir/Madam,

Greetings from National Training Centre, Pachmarhi.

We are pleased to inform you that The Bharat Scouts and Guides National Training Centre is organizing the residential module of "94<sup>TH</sup> Course for Assistant Leader Trainers (Scout Wing)" at NTC Pachmarhi from 10.06.2024 to 16.06.2024. The course details are as follows :

<b>Name of the Course</b>		<b>94<sup>TH</sup> Course for Assistant Leader Trainers (Scout Wing)</b>
<b>Purpose</b>		The aims for the training of Assistant Leader Trainers are "to introduce the principles and methods of training and to identify the purpose of Leaders training and demonstrate the methods and techniques used and their application in the interpretation of policies and procedures" of the Bharat Scouts and Guides.
<b>Dates</b>		<b>10.06.2024 to 16.06.2024</b>
<b>Venue</b>		The Bharat Scouts and Guides, National Training Centre, Pachmarhi, Madhya Pradesh-461881
<b>Reporting</b>		<b>10<sup>th</sup> June 2024</b> , before registration. Registration from 09.00 to 10.30 hrs. Participants will appear for registration with proper uniform. Late comers will not be admitted.
<b>Departure</b>		<b>16<sup>th</sup> June 2024</b> , after Lunch. Return reservation to be made accordingly. Participants will not be allowed to leave early
<b>Eligibility</b>		<ol style="list-style-type: none"> <li>1. Should be a person of high moral standards and spiritual life.</li> <li>2. Should be able to work in a team.</li> <li>3. Should be physically fit to withstand the strain of training courses.</li> <li>4. Must have relevant background, educational or professional skills or qualifications that equip him / her to manage a group of adults in a training situation.</li> <li>5. Must have thorough understanding and competence of the principles, aims and methods of Scouting.</li> <li>6. Must have the experience of at least one year after the completion of Pre-ALT Course successfully and run the Unit effectively. A certificate to this effect is to be submitted along with application of the course.</li> </ol> <p>NB : Conditions in Sl.No. (6) is not applicable in case of full time professionals at all levels.</p> <ol style="list-style-type: none"> <li>7. Must have good ability as a practical Scouter and a good record as a warrant holder.</li> <li>8. Should assist for the whole duration at least one Basic / Advanced courser after Pre-ALT Course.</li> <li>9. Should complete the Pre-Course Assignments provided by the National Training Centre.</li> <li>10. Should be prepared to develop his/her skills further, once appointed.</li> </ol>
<b>Timeline</b>		<ul style="list-style-type: none"> <li>• <b>03<sup>RD</sup> May 2024, 5.30 PM</b>— submission of application.</li> <li>• (Seat limited, admission on first com first served basis)</li> <li>• <b>09<sup>TH</sup> May 2024, 5.30 PM</b>—selection letter to be issued by NTC.</li> <li>• <b>14<sup>TH</sup> May 2024, 7.00 PM</b>—Pre-Course Counselling (virtually).</li> <li>• <b>03<sup>RD</sup> June 2024, 5.30PM</b>—Last date to submit Pre-Course Assignment.</li> </ul>

**Cont...2..**

<b>Documents</b>		Photocopy of Aadhaar or any other National ID is to be submitted at the time of registration. BSG UID, Participants not having UID, may be allowed provisionally, Course certificate will be issued only after registration at OYMS Portal
<b>Weather</b>		18°C to 29°C
<b>Scout Guide Welfare Fund</b>		<b>Rs.3500/- (Rupees. Three Thousand Five Hundred Only)</b> to cover the cost of boarding, lodging and training materials. NO CASH- will be accepted at the time of Registration. All the payment to be made through online. UTR Number and Date, should be submitted along the application form or at the time of registration. <b>OR</b> <b>BANK DETAILS FOR ONLINE PAYMENT</b> Bank Name- State Bank of India Branch- Pachmarhi Branch Bank A/c No. - 11265122084 IFSC Code - SBIN0001046
<b>Subsidy</b>		Subsidy @ Rs. 70/- per head per day and travelling expenses @ Rs.550/- or actual whichever is less will be reimbursed on receipt of Government Grant
<b>Self Learning Modules</b>		Will issue along with selection letter
<b>Pre-Course Assignment</b>		Attached herewith.

Application duly filled in and recommended by state officials should reach at NTC before last date. State Training Commissioners are requested make use of this opportunity.

Your co-operation is highly solicited

Thanking you.

Yours in Training,

  
6/3/24.

Smriti Sourabh Ray  
Deputy Director of Scout  
(Leader Training)

Encl. :

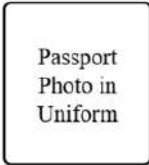
1. Application Form.
2. Pre-Course Assignment.
3. Unit Running Certificate.
4. Basic / Advanced Course assist certificate.
5. Recommendation Form

Copy to :

1. All the NHQ office Bearers.
2. All the Assistant Directors – with a request to ensure participation from their region
3. The State Training Commissioner (Scout).

**Application for Course for Assistant Leader Trainers (SW)**

To  
 The Dy. Director (S) Ldr. Trg.  
 Bharat Scouts & Guides,  
 National Training Centre,  
 Pachmarhi, M.P. 461881.



Sir,

I hereby apply for the Course for Assistant Leader Trainers to be held at NTC Pachmarhi from \_\_\_\_\_ to \_\_\_\_\_

1. Name of State : .....
2. Full Name (In Block Letters) : .....
3. Full Home Address : .....  
 .....  
 ..... PIN Code : .....

E-mail ..... Mob. ....

UID .....  
 Online Membership Registration – visit and register at [www.bsgindia.org](http://www.bsgindia.org)

4. Occupation / Employment : .....
5. Where employed / How long : .....
6. Date of Birth : .....
7. Educational Qualification :
8. Whether have been a Cub / Scout / Rover, if so give details, Place, Years etc. :
9. Service in the Movement as an Adult Leaders. Give details. Rank, Years, Warrant Nos.
10. List of books on Scouting you have studied.
11. Scout subject in which you are well versed.
12. I now hold warrant for rank (Photocopy enclosed) : .....  
 Warrant No. \_\_\_\_\_ Date \_\_\_\_\_ Valid till \_\_\_\_\_

13. Past training details

Sl	Name of the Course	From	To	Place	Certificate No. & Date	Leader of the Course
1	Basic Course					
2	Advanced Course					
3	HWB Course					
4	Pre-ALT Course					

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14. Training Courses Assisted after Pre-ALT.

Sl.	Name of the Course	From	To	Type of work done	No. of Participant	Leader of the Course
1						
2						
3						
4						

\* Produce Certificate issued by Competent Authority.

15. Any special interest / skill : \_\_\_\_\_

**Signature of the Candidate**

**Recommendation**

The applicant Mr/Ms..... is an active Unit Leader of ..... LA/DA and is interested to spare his services in the area of Unit Leaders Training. We recommend that he / she may be admitted to the Course for Assistant Leader Trainers (SW). **His /Her Hon'ble Charge may be issued on successful completion of the course**

**State Commissioner (Adult Resources)**

**State Training Commissioner (Scouts)**

**Forwarded to National Training Centre, Pachmarhi**

**Date**

**Signature of State Secretary**

Encl :

1. Photocopy of HWB Parchment
2. Photocopy of Pre-ALT certificate
3. Unit Running Certificate
4. Course Assisted Certificate by LOC/STC(S)
5. Attested copy of valid warrant.

**USE FOR THE NTC OFFICE**

Admitted in the Course from ..... to .....

Observations if any :

**DY. DIRECTOR (S) LDR. TRG.**

**PRE COURSE ASSIGNMENT  
FOR ASSISTANT LEADER TRAINER COURSE  
At NTC from 10.06.2024 to 16.06.2024**

**ASSIGNMENT NO-1**

1– Make a video around 3 to 4 minute on Join Scouting.  
(Target Group)– (A) Parent or (B) Head of the Institution.

**ASSIGNMENT NO-2**

1– Prepare 50 questions from Rule book (Chapter State Association and District Association) with answer in word format.

**Assignment no-3**

1– Prepare 50 Multiple Choice Question from “Scouting for Boys” in word format will four answer and mention page number and correct answer.

**Assignment no-4**

- Plan a Special Unit meeting for your respective section based on any movie...

**Assignment no-5**

1-Prepare 25 quiz questions form Scheme of Training (Scout wing) at least 2 from each chapter.  
(In word format question with answer and page no.)

**Soft copy of the assignment to be submitted, No hard copy will be accepted.**

**UNIT RUNNING CERTIFICATE**

This is to certify that Mr. / Ms. / Mrs. .... Cub Master / Scout Master / Rover Scout Leader of (Name of the Unit) ..... His / her Warrant No. is ..... dated ..... and Group Charter No. is ..... dated ..... He / she is running Unit effectively.

<b>Dist. Org. Commr. (S)</b>	<b>Dist. Trg. Commr. (S)</b>	<b>District Commr. (S)</b>
Name .....	Name .....	Name .....
District .....	District .....	District .....

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**COURSE ASSISTED CERTIFICATE**

This is to certify that Mr. / Mrs. / Ms. .... Cub Master / Scout Master / Rover Scout Leader of (Name of the Unit) ..... has assisted full time during Basic / Advanced Course for Unit Leaders of Cub / Scout / Rover section was held at ..... State ..... from ..... to .....

**Leader of the Course (ALT / LT)**  
**Name :** .....  
**Hon'ble Charge No.....**



**Recommendation for appointment as  
Assistant Leader Trainer (Scout Wing)**

Passport  
Size Colour  
Photo  
In Scout  
Uniform

1. Name of the State Association : .....
2. Name of the Candidate : .....  
(Block letters)
3. Full Postal Address : .....  
.....  
..... Pin Code 

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- E-mail ID : ..... Phone/Mob. ....  
 UID .....  
 Online Membership Registration – visit and register at [www.scout.ind.in](http://www.scout.ind.in)
4. Date of Birth : 

D			M			Y			
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 Age : ..... Years.
5. Educational Qualifications : .....
6. Name of the Group : .....  
 Registered from : ..... Warrant No. .... Date : .....
7. Completed HWB in Cub/ Scout/ Rover : .....  
 Name of District ..... Place .....
8. H.W.B. Parchment No. & Date:      Parchment No. .... Date .....
9. Pre-ALT Course                      :      Certificate No. .... Date .....
10. Details of Training Course after completing Pre ALT :  

Course Date	Venue	LOC	Cert.No./ Date
11. Current Rank / Position in the Movement : .....

Date : .....

**Signature of the Applicant**

(Cont-2)

**TO BE FILLED BY STATE TRAINING COMMISSIONER (S)**

Shri/ Ms. ....  
is an active Scouter of our State

	Remarks
Scouting Knowledge	
Leadership Qualities	
Willingness to spare time	
Warrant Holder	

Honourable Charge of Assist Leader Trainer may be issued his / her favour

**State Training Commissioner (S)**

**State Secretary /Jt. State Secretary**

**State Commissioner (Adult Resources)**

**State Chief Commissioner**

Date : .....

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**FOR THE USE AT NATIONAL TRAINING CENTRE**

11. ALT Course : Certificate No. .... Date .....

Recommendation received on : .....

Recommendation for appointment : .....

**Dy. Director Scout (Leader Training)**

**Chief Commissioner (Scouts)**

**Chief National Commissioner**

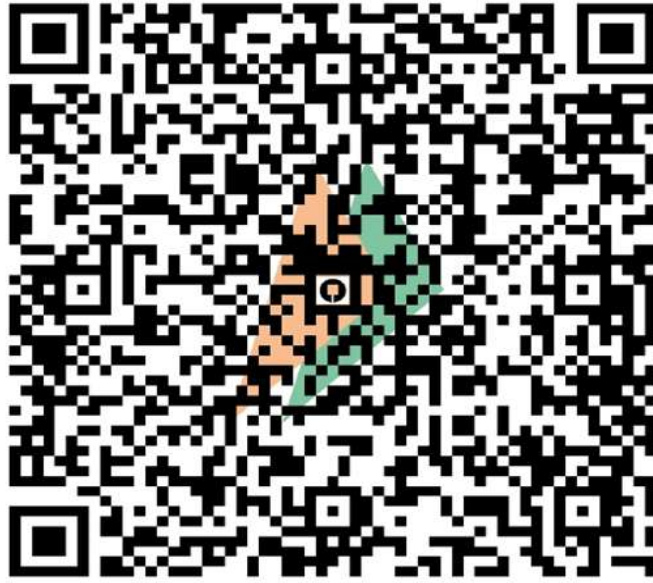
Honourable Charge No. : \_\_\_\_\_ Date : \_\_\_\_\_ Issued On : \_\_\_\_\_





**Merchant Name : THE BHARAT SCOUTS AND GUI**

**UPI ID : 11265122084@sbi**



भारत 2023 INDIA

वसुधैव कुटुम्बकम्

ONE EARTH • ONE FAMILY • ONE FUTURE

**BANK DETAILS FOR ONLINE PAYMENT**

**Bank Name - State Bank of India**

**Branch - Pachmarhi**

**Bank A/c No. – 11265122084**

**IFSC Code - SBIN0001046**