



Troop 230 has implemented a new inventory procedure to maintain the troop's camping equipment. Over the previous year, a number of tents have not been returned and we have experienced issues with the condition of patrol boxes and contents. Our procedure is that Scouts take the tents home to air out and clean after campouts. Tents are to be returned to Quartermasters at the following troop meeting. The missing tents may be due to forgetfulness. **If you happen to still have a tent in your possession, we kindly request that you return it to the Quartermasters immediately.**

Effective August 2013, all Troop 230 Scouts and Adults who participate in camping activities will be required to have a personal mess kit for dining during campouts. The Troop will no longer provide plastic plates, cups, bowls or silverware.

TENTS

The new process will consist of a Quartermaster Form for tent check-out. Both of the Scouts who will be using the tent will sign the form. **Both Scouts will be financially responsible for the tent until it is properly returned and accepted by the Quartermasters.** The process will be managed by the Quartermasters and an Adult Leader. A tent will not be considered returned until the Quartermaster Form is validated with an authorized Quartermaster signature accepting the receipt and condition of the tent.

PATROL EQUIPMENT

For patrol equipment (lanterns, patrol boxes, cookware, etc.), the new process will be similar to the sign out procedures for tents, as described above. The Grubmaster for each camping patrol will sign out the equipment **as a representative of the entire patrol.** Equipment will be issued by color code and the patrol is responsible for keeping all color coded items together. The patrol members will be financially responsible for the equipment until properly returned and checked in by the Quartermasters.

DAMAGED ITEMS

Equipment damages that occur during a campout are to be reported immediately to a Campout Quartermaster or the Senior Patrol Leader, if a Campout Quartermaster is not available. If the item is repairable, the patrol has the responsibility to make the repair at the campout, before the equipment is returned to the Quartermasters. If the equipment is damaged due to intentional misuse or negligence, replacement cost assessments will be made for items that are broken beyond repair. See section on REPLACEMENT COSTS, below.

MISSING ITEMS

If the items checked-out are not returned within two (2) weeks after a campout, a courtesy letter will be sent via email to the Scouts and parents as a reminder. If the items are not returned within thirty (30) days following the campout, the replacement cost of the item(s) not returned will be deducted from the Scout Accounts. If the Scout does not have a Scout Account established or the account has insufficient funds, an invoice will be issued to the Scout and parents for the cost of replacement. All such invoices

are due upon receipt. Scouts with outstanding invoices (past due amounts) will not be permitted to participate on campouts.

REPLACEMENT COSTS

The final decision as to the replacement cost to be charged for missing or damaged items will be proposed by the Patrol Leadership Council and assessed by the Troop Committee. Current market prices and other factors will be considered. If the assessment is in dispute, a written Appeal may be directed to the Committee Chair within one week of assessment.

We believe these new procedures will provide accountability for Scouts who use troop equipment and will also ensure that the troop maintains an adequate equipment store for future activities.

NOTE: The Troop Committee will review this policy annually to assess effectiveness and make adjustments, as necessary.

Adopted: March 2013

BOY SCOUT TROOP 230



Camping Equipment Policy Acknowledgement

Both the Scout and his parents/guardians must sign the acknowledgement below and return it to the Troop Committee Chair. Full agreement, legible signing and returning of this acknowledgement are a condition of registration and participation in Troop 230.

I have read and been informed about the Camping Equipment Policy of Boy Scout Troop 230 and understand the expectations of Scouts who check out troop equipment. I am willing to accept financial responsibility for the equipment that I or my Scout check-out for use.

Scout Name (PRINT): _____

Scout Signature: _____

Date: ___/___/___ Home Phone: _____ Cell Phone: _____

Parent/Guardian #1 Name (PRINT): _____

Signature: _____

Date: ___/___/___ Home Phone: _____ Cell Phone: _____

Parent/Guardian #2 Name (PRINT): _____

Signature: _____

Date: ___/___/___ Home Phone: _____ Cell Phone: _____

Boy Scout Troop 230



Request for the Return of Camping Equipment

Date: _____

Dear Parent:

Your Scout, _____ attended a Troop 230 camping activity on _____ and signed out one of the troop's _____ for use at that event. As of this date, the item has not been returned to the Troop Quartermaster. We ask that you ensure that your Scout returns the item at the next Troop meeting or function. The Camping Equipment Policy provides the opportunity for the items to be returned without charge for thirty (30) days following an event. After this period, the replacement price for the item signed out by your Scout will be deducted from their Scout Account. If your Scout does not have a Scout Account established or the account has insufficient funds, you will receive an invoice for the cost of replacement, in accordance with the Camping Equipment Policy.

Thank you for your understanding and attention in this matter. If you have any questions, please contact the Troop Committee Chair.

Troop Committee Chair (print)

Signature

E-mail Address

Phone Number