

# Tour Plans

Effective 6/18/2012:

**Tour Plans are no longer required for all outings outside the normal meeting place provided that the activities are within the Los Angeles Area Council boundaries\*(See below).** Under the new policy (the same as the National BSA policy),

## **Tour and Activity Plans are required, for the following outings:**

- \* Trips of 500 miles or more
- \* Trips outside of council borders (exception: not to council-owned properties Firestone Scout Reservation, Log Cabin Wilderness or Forest Lawn Scout Reservation)\* (See Below)
- \* Trips to any national high-adventure base, national Scout jamboree, National Order of the Arrow Conference, the Summit Bechtel Reserve, or a regionally sponsored event
- \* When planning Eagle Projects

## **When conducting any of the following activities outside of council or district events:**

- \* Aquatics activities (swimming, boating, floating, scuba, etc.)
- \* Climbing and rappelling
- \* Orientation flights (process flying plan)
- \* Shooting sports
- \* Any activities involving motorized vehicles as part of the program (snowmobiles, boating, etc.)

## **What you need to have prior to filing a Tour and Activity Plan**

- \*How many Scouts
- \*Names of Adults going, do they have current Youth Protection Training, who are the drivers  
and what vehicles they are driving (The Tour Plan Chair can help you with vehicle and insurance information)
- \*Training of the Adults going – one adult must have Hazardous Weather Training. Safe Swim, Climb on Safely, CPR and First Aid are some of the training. Please contact the Adult Training Chairperson if you need assistance.
- \*Location and date of event,
- \*Purpose of event
- \*camping spot,
- \*driving directions
- \*hiking trek

## **How to fill out the Tour and Activity Plan**

1. THE COMPLETED TOUR PLAN HAS TO BE SUMMITTED AT LEAST 2 WEEKS PRIOR TO THE EVENT Please try to fill out the plan 3 weeks in advance in case you have any difficulties the Tour Plan Chair can help you.
2. Go to [www.MyScouting.org](http://www.MyScouting.org), put in your user name and password. If you have never used this site, registered volunteers must open a MyScouting.org account at [MyScouting.org](http://MyScouting.org) by keying-in their Membership ID Number. If you have lost or have not received your Membership ID Card please contact Council Registrar, Estela Chicas at (213) 413-4400 Ext 346.
3. Go to Tour and Activity Plans – found on the left under Unit Tools
4. On the top –“Create a New Plan” – Please make sure to put the year after the name, then push go
5. Follow the steps through the plan and push “NEXT” to get to the next page
6. Please put Brenda Caropino 310-871-9409 [cbcaropino@cox.net](mailto:cbcaropino@cox.net) as your emergency contact – that way she can go on and help you with the plan if needed
7. DO NOT SUMMIT the plan unless it is complete – just X out and it will save it for you
8. If it is complete – print out the summary and bring that with you on your event. You will not receive any confirmation from Council. They will e-mail or call you if there are any issues.
9. Summit the plan

\*If the event has no drivers to the event, ie Eagle Project, please put in the description of the event that each Scout will be driven by their own parent.

If you have any questions or run into any problems please give the Tour Plan Chairperson a call or e-mail.

**For a complete list of Frequently Asked Questions (FAQ's) and sanctioned Tour Plan activities go to**

<http://www.scouting.org/sitecore/content/home/healthandsafety/demotourplanfaq.aspx>.

**Tour Planners are also encouraged to visit the online Tour Plan tutorial at**

<http://www.youtube.com/watch?v=bxh4H4pk-xU>

**\*Los Angeles Area Council Districts** *(Needed for the first two sections)*

- *Frontier District* - serving the communities of [Maywood](#), [South Gate](#), [Artesia](#), [Bellflower](#), [Cerritos](#), [Compton](#), [Downey](#), [Hawaiian Gardens](#), [La Mirada](#), [Lynwood](#), [Norwalk](#) and [Paramount](#)
- *North Star District* - serving the Los Angeles communities of [downtown Los Angeles](#), [Angelino Heights](#), [Atwater Village](#), [Chavez Ravine](#), [Chinatown](#), [Echo Park](#), [Filipinotown](#), [Griffith Park](#), [Hancock Park](#), [Harvard Heights](#), [Highland Park](#), [Hollywood](#), [Koreatown](#), [Little Tokyo](#), [Los Feliz](#), [Larchmont Village](#), [Mount Washington](#), [Silver Lake](#), [South Park](#), [Thai Town](#), [Toy District](#), [Virgil Village](#); and [South Pasadena](#).
- *Pacifica District* - serving the communities of [Carson](#), [El Segundo](#), [Gardena](#), [Harbor City](#), [Hermosa Beach](#), [Lomita](#), [Manhattan Beach](#), [Palos Verdes Estates](#), [Rancho Palos Verdes](#), [Redondo Beach](#), [Rolling Hills Estates](#), [San Pedro](#), [Torrance](#) and [Wilmington](#)
- *Rio Hondo District* - serving the communities of [Montebello](#), [Pico Rivera](#), [Santa Fe Springs](#) and [Whittier](#)
- *Thunderbird District* - serving the Los Angeles neighborhoods of [Firestone Park](#), [Baldwin Hills](#), Central and King, [Boyle Heights](#) and [Wagner](#); the South Los Angeles neighborhoods of [Watts](#), [Leimert Park](#) (near Koreatown), [August F. Haw](#), [Westchester](#), [Exposition Park](#), [Crenshaw District](#), [Windsor Hills](#)) and the communities of [Lawndale](#), [Hawthorne](#) and [Inglewood](#)