



NCAP Circular No. 10

NCAP elevates camps to new levels of excellence...

National Council, Boy Scouts of America

November 10, 2017

2018 National Camp Standards Revisions

At its October meeting, the National Camp Accreditation Committee reviewed proposals for updates to the BSA's National Camp Standards based upon changes in National policy, recommendations from National committees and task forces, and suggestions from local councils and individuals involved in the assessment process. Proposed changes were also discussed at the 2017 Philmont NCAP course with an eye to ensuring that no unintended consequences would occur and that the proposed changes would be implemented consistently throughout NCAP. Based upon the work done, the National Camp Accreditation Committee approved the following changes to the BSA National Camp Standards effective January 1, 2018.

As in the past, each **revised standard** change is presented in the Circular, with deletions noted in ~~strike through~~ and additions noted by underlining. In some cases, where the item is added are explained by *[bracketed and italicized text]* to avoid repeating lengthy, unchanged materials. **Replaced standards** are noted and reproduced in their entirety and may omit strikeouts. A discussion of the reason for the change follows in the section entitled "Rationale for change."

Questions about any of the changes should be directed to Eric Hiser, National Standards Chair, at ehiser.BSA@gmail.com, or Brian Gray, NCAP Staff Advisor, at brian.gray@scouting.org.

The revisions follow.

Revised Standard

PD-103. Boy Scout/Varsity Scout Program Design

(Revised January 1, 2018)

STANDARD:

Programs for Boy Scouts ~~and Varsity Scouts~~ are exciting, dynamic and appealing to today's youth; meet the needs of the youth and units attending camp; and are fun and safe.

Specific Requirements of the Standard:

[Revise Specific Requirement B]

B. Boy Scout ~~and Varsity Scout~~ programs meet the following requirements:

1. Offer activities that strengthen the patrol method (e.g., patrol cooking, patrol competitions, patrol leaders' council meetings) ~~or the team/squad method~~. Resident camps offer at least three opportunities of different types over the course of a week.

Applies to:

[Revise applicability section under bullets as follows]

Other camps that offer programs for Boy Scouts ~~or Varsity Scouts~~

Rationale for the change:

BSA is discontinuing the Varsity Scout program effective January 1, 2018. The change is made to conform to this national program change.

Revised Standard

SQ-403. Camp Management

(Revised January 1, 2018)

[Revise Specific Requirement A.2. by adding new d.]

d) For all camps, completed "Camp Director Understanding and Prevention of Youth-on-Youth Abuse training."

[Revise Specific Requirement B.2 by adding new c.]

c) For all resident, trek, specialty adventure and high adventure camps, completed "Camp Director Understanding and Prevention of Youth-on-Youth Abuse training."

[Add new section]

History: CSTF 2013; Circ. 10

Rationale for the change:

BSA is seeking to enhance youth protection at camp and this requires addressing the possibility

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and prevention of and response to possible youth-on-youth abuse. The requirement is being added for all camp directors and for program directors at resident, trek, specialty adventure and high adventure camps, where the opportunity for this type of abuse is more likely.

Replaced Standard

SQ-404. Camp Ranger

(Revised January 1, 2018)

STANDARD:

If the camp employs a full-time, year-round resident property superintendent or a full-time, year-round resident ranger, this person is at least 21 years of age and has the training set forth in the Specific Requirements of the Standard.

Specific Requirements of the Standard:

A. Proof of successful completion of Camp Ranger Basic from Scouting U or, if hired prior to January 1, 2018, a current certifi-

cate of training from the Ranger section of National Camping School.

B. Youth protection training.

C. American Red Cross Standard First Aid.

D. American Red Cross CPR/AED for Professional Rescuers (or equivalent).

E. Planning and Preparing for Hazardous Weather training.

INTERPRETATION:

Scouting U training must be obtained within 12 months of date of employment. Rangers holding NCS Ranger section cards may recertify using an NCS ranger recertification course until BSA implements its continuing ranger education program, at which time all rangers will participate in that program in lieu of NCS recertification. Youth protection training must be obtained prior to ranger having unsupervised or overnight access to campers. American Red Cross Standard First Aid, CPR/AED and hazardous weather training must be obtained within 6 months.

This standard applies to any employee assigned a ranger's responsibilities on a year-round basis, regardless of title, including assistants. Seasonal employees are not considered camp rangers for purposes of this standard.

History: CSTF 2013; Circ. 10

Rationale for change:

Beginning in 2018, BSA is changing ranger training from a National Camping School (NCS) to a Scouting U course for newly hired rangers. Rangers with existing

NCS credentials may keep the NCS credential active through periodic recertification at NCS until BSA releases its ranger continuing education program. The purpose of these changes is to improve the breadth and depth of ranger training beyond what can typically be accomplished in an NCS setting.

Revised Standard

SQ-407. Firearms Range Staff

(Revised January 1, 2018)

INTERPRETATION:

[Replace first paragraph with the following]

The shooting sports director shall hold a current NCS shooting sports card. In addition, the shooting sports director shall have current NRA or USAA/NFAA cards as an instructor or coach in each discipline that he or she supervises (rifle (includes pellet and BB guns), muzzle loading, shotgun, pistol, and/or archery). A camp may use multiple shooting sports directors to meet this requirement. The camp staff plan shall detail which NCS shooting sports director supervises which programs and this shall be made available to the camp assessment team.

VERIFICATION:

[Revise]

- Relevant BSA and NRA certificates on file (may be submitted with declaration). Starting September 2013, BSA, NRA and USAA certificates have different validity periods. All cards must be checked for currency. An NCS shooting sports director card

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*PUBLICATION OF THE
NATIONAL CAMP ACCREDITATION PROGRAM
BOY SCOUTS OF AMERICA*

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[Revise SQ-409, line 6 of table “COPE and Climbing Program Staffing and Participant Requirements” as follows]

6	<u>Portable challenge structure</u>	<u>Portable challenge structure facilitator</u>	Portable challenge structure facilitator; COPE Level I instructor, COPE Level II instructor, COPE instructor in training (IIT), COPE Director; Climbing Level I instructor, Climbing Level II instructor, Climbing IIT, Climbing Director	2	As recommended by manufacturer, but not to exceed 6:1
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requires at least one currently effective NRA or USAA instructor card to be valid.

History: CSTF 2013; Rev. Cir. 7 (interim); Cir. 8; Cir. 10

Rationale for the change

The change is made to ensure that camp staff and assessment teams understand that the BSA NCS card is not interchangeable with the NRA instructor credentials and that both sets of cards must be reviewed. In addition, the change is made to ensure awareness that while NCS cards are good for five years, the NRA card/credential is good for only two years.

Revised Standard

SQ-409. COPE and/or Climbing Staff

(Revised January 1, 2018)

Specific Requirements of the Standard:

D. All COPE and climbing programs are operated according to the guidelines contained in the

following table. All staff members may be considered as part of the staff to maintain the required ratio of staff to participants; however, instructors in training must be directly supervised by a Level I or Level II instructor or a director. **A Level II instructor or director directly supervises the program and must be present at the program site except for bouldering or portable challenge structure sites.**

History: CSTF 2013; Cir. 9, 10

Rationale for the change:

The changes in the portable challenge structure and portable challenge structure qualified supervision and staffing were inadvertently omitted from the standards compilation when revised last year. It clarifies that the supervisor for a portable challenge structure, such as a wall or tower, must be trained in accordance with the manufacturer’s instructions (the “portable challenge structure facilitator”) and that staff working the program must also have COPE or climbing training as set forth in the revision. A Level II instructor or director is not

required and Specific Requirement D is revised to state this explicitly.

Revised RP

RP-458. Camp Leadership Experience

(Revised January 1, 2018)

VERIFICATION:

[Replace bullet]

- Review of staff tenure ~~age~~ (may be submitted with declaration)

History: CSTF 2013, Circ. 10.

Rationale for change:

Corrects a typographic error in the original standard, which specified “age” rather than “tenure”.

Revised Standard

HS-501. Youth Protection

(Revised January 1, 2018)

STANDARD:

Each camp will ensure that it meets the youth protection policies set forth in the current edition of the Guide to Safe Scouting on-line and applicable state

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regulations.

INTERPRETATION:

Youth protection policies will be interpreted according to current guidance on the BSA youth protection website at www.scouting.org. Camp policies must conform to Camp Leadership—Youth Protection Begins with You.

Camp staff must complete basic youth protection training for registration in addition to specific camp staff training contemplated in SQ-402.

VERIFICATION:

- A current printed copy of the Guide to Safe Scouting must be available in the camp director’s office.
- Review of certificate(s) and/or training roster(s).
- Review of facilities usage for compliance with guidelines.
- Discussion with camp director.

REFERENCES:

Additional youth protection training for camp directors and program directors is specified in Standard SQ-403.

BSA’s youth protection website and guidance on state child abuse reporting statutes is available at <http://councils.scouting.org/Training/YouthProtection.aspx>

“Camp Leadership—Youth Protection Begins with You” is available at <http://councils.scouting.org/filestore/pdf/623-127.pdf>

History: CSTF 2013; Rev. Circ. 10.

Rationale for the change

BSA updated its youth protection standards. The revisions ensure that camp policies are interpreted consistently with guidelines on the official BSA youth protection website and also note specific guidelines for camp. On-line is added to the standard to clarify that the on-line version of the Guide to Safe Scouting is the authoritative version in case of question. The references section notes additional requirements for camp directors and program directors and provides a direct link to the referenced guidelines.

Revised Standard

FA-711. Motor Vehicles

(Revised January 1, 2018)

Specific Requirements of the Standard:

[Add new subdivision F]

F. Fifteen passenger vans, regardless of ownership, may only be used for camp purposes if all of the following conditions are met:

1. The van is of 2005 or later model year manufacture, as indicated in the owner’s manual; and
2. The van is equipped with Automatic Stability Control; and
3. The van is equipped with seat belts for the driver and each passenger.

INTERPRETATION:

[The last paragraph of the Interpretation is revised as follows:]

Unlicensed vehicles are to be maintained to applicable state standards ~~but are not required to be inspected.~~

Rationale for the change:

This update is being made to conform to the Guide to Safe Scouting and BSA general liability insurance requirements. The change on inspection of unlicensed vehicles means that camps must comply with local law on when inspection is required.

Revised Standard

AO-803. Insurance

(Revised January 1, 2018)

INTERPRETATION:

[Revise third bullet as follows]

- Automobile liability insurance in the minimum amount of ~~\$500,000~~ \$1,000,000.00 for owned or unowned vehicles. Unlicensed vehicles do not require automobile liability insurance.

History: CSTF 2013; Circ. 10

Rationale for change

The change is being made to conform to changes in BSA’s general liability insurance program.

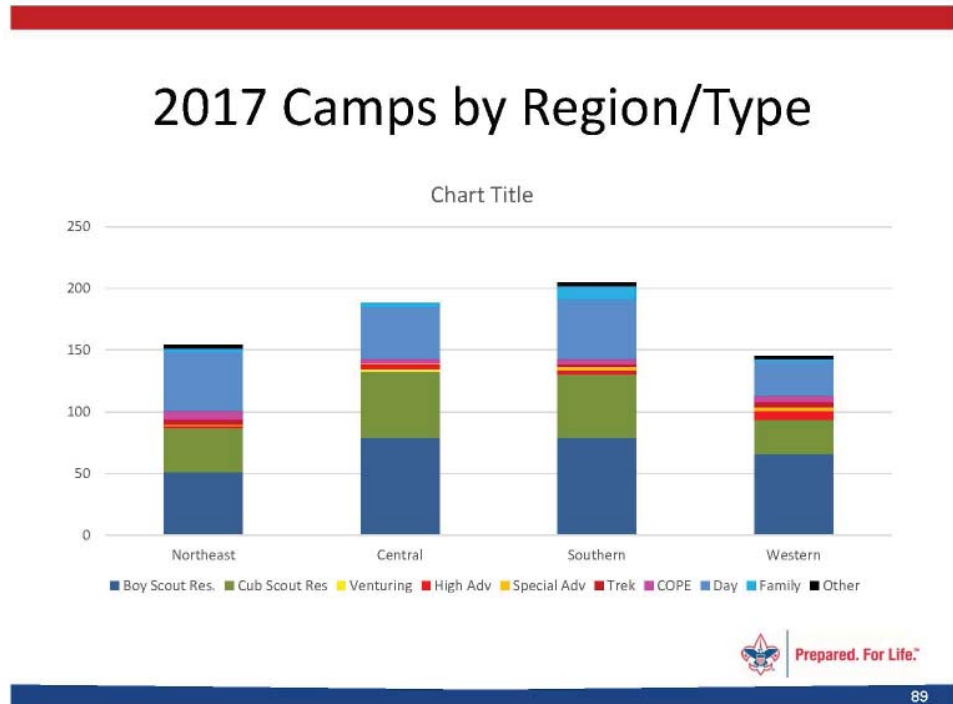
Analysis of 2017 Assessment Results

In 2017, NCAP assessed 695 total camps. A team of over 1100 volunteer assessors assisted NCAP in assessing these camps. Over sixty-five training courses were offered across the United States. NCAP appreciates the efforts of these dedicated volunteers and the area assessment chairs responsible for their training. The area assessment chairs and assessment teams ensured that all Nationally-assessed camps received timely assessments. The effort of our National and local councils to develop and operate high quality camping programs is impressive. Together, our councils and camps are elevating the performance of our camps to bring a better experience to our youth.

The 2017 camp assessment assessed 695 camps with the following breakdown:

- 275 Boy Scout resident camp
- 171 Cub Scout resident camp
- 3 Venturing resident camp
- 19 High adventure camp
- 8 Specialty adventure camp
- 10 Trek camp
- 19 COPE/climbing
- 165 Day camp
- 19 Family camp
- 6 Other camp
- 695 TOTAL CAMPS

A number of these figures represent significant changes from 2016. Boy Scout resident camps declined from 302 to 275; Cub Scout resident camps from 203 to 171, Venturing resident camps from 7 to 3, high adventure camps from 28 to 19, specialty adventure camps from 15 to 8, trek camps from 22 to 10, and COPE/Climbing courses from 37 to 19. These declines, which may be due in



part to the National Jamboree, were offset in part by increases in the number of Cub Scout day camps (increased from 74 to 165) and family camps (increased from 3 to 19).

190 of these camps are located in the Central Region; 154 in the Northeast Region, 205 in the Southern Region, and 146 in the Western Region. A breakdown of the camps by region and type is presented in Figure 1. As can be seen, the number of Boy Scout resident camps is similar in each region, but the Central Region operates considerably more Cub Scout resident camps than the other regions. The Northeast Region reported the greatest number of Cub Day Camps, while the Western Region reported the largest number of high adventure and trek camps.

Self-Assessment Issue

The first issue that NCAP identified in the 2016 results and then again in 2017, is that many local councils are not reporting their self-assessment results to NCAP and the area assessment chair. This can be seen in the low number of day camp and family camps reported as assessed compared to numbers reported as day or family camping in the National Camping Report. **All councils conducting self-assessments must submit the self assessment forms to NCAP@scouting.org with a copy to their area camp assessment chair.** Documenting and submitting self-assessments is critical to the BSA's ability to maintain itself as a self-regulating and accrediting body.

Standards Assessment

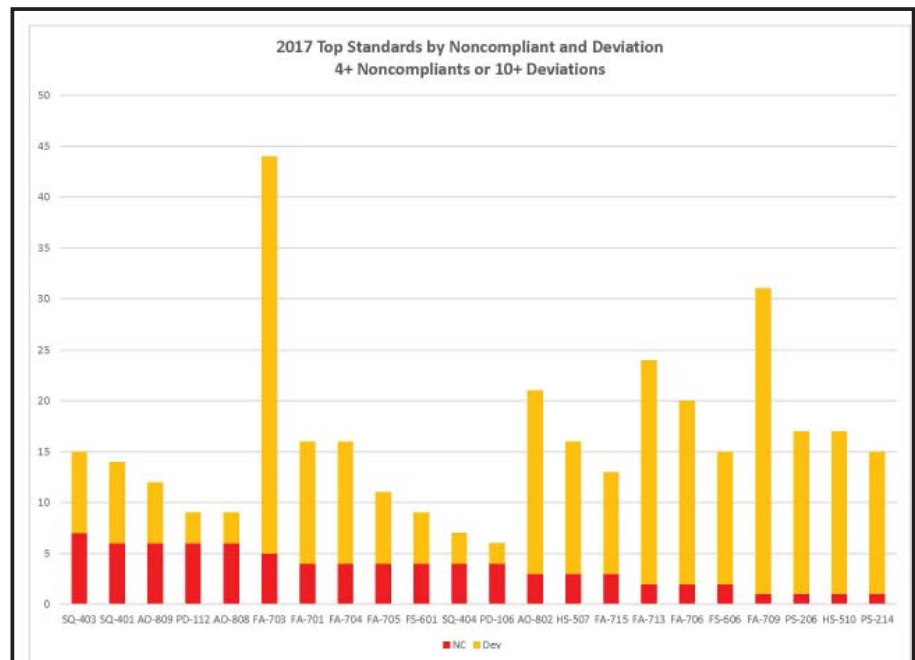
A summary of the 2017 assessment results is produced on the next page of this NCAP Circular.

Analysis of 2017 Assessment Results

Red represents noncompliant findings and yellow represents deviation findings. All Standards with four or more noncompliant findings or more than ten deviation findings are shown.

Noncompliant Findings. The number of noncompliant findings was higher this year, led by seven noncompliants for SQ-403 (Camp Management), six each for SQ-401 (General Staff), AO-809 (Customer Satisfaction Survey), PD-112 (Council Program Design, Safety and Risk Review) and AO-808 (BSA Reporting). The two staff standards also had nearly ten deviations each. NCAP is concerned about camps falling short of expectations for staffing because staffing is well-known to be the principal ingredient in camp success. Similarly, NCAP is concerned that failures to address AO-808 and PD-112 represent increased risks to councils, staff and campers when program is not properly reviewed, safety is not considered and risks reviewed.

Deviation Findings. The number of deviation findings also increased. The Standard with the greatest number of deviation findings for the third year in a row is FA-703 (Fire Detection and Prevention), with nearly 40 findings. NCAP’s expectation is that all fire detection and protection equipment will be fully deployed and operable throughout the camping season. If one or two smoke detectors or carbon monoxide detectors are found with battery issues or fire extinguishers with a missed inspection date, that may not rise to a deviation, but any additional one (or a combination of the items noted above) warrants a deviation. If the issue is systemic across multiple parts of



the camp, then a noncompliant finding is warranted. Camps are encouraged to carefully inventory their fire detection and protection equipment so that it can be checked routinely throughout the camping season. These steps can help ensure proper operation of alarms, allowing prompt escape and avoided injuries and diminished property loss.

The Standard with the second greatest number of deviations is FA-709 (Refrigeration Unit Maintenance and Temperature Control) with nearly 30 findings. This represents a substantial, and troubling, increase in an area of basic food safety. All camps, camp professionals and camp directors are urged to pay attention to this issue.

Other Standard with more than fifteen combined noncompliants and deviations included the following:

- **Standard FA-713 (Hazardous Materials).** Many camps are still facing difficul-

ties properly securing hazardous materials. In some camps, issues arise with historic preservation or similar concerns. If such concerns exist, identify a safe alternative that meets the goals of the Standard and seek a variance from NCAP..

- **Standard AO-802 (BSA Authorization to Operate).** Completing the required paperwork to ensure that a camp is properly designed to deliver a high quality, safe program is the essence of NCAP.
- **Standard FA-706 (Stationary Fuel-Fired and Electromechanical Equipment)** also showed a substantial increase in noncompliants this year. Once again, safety is a core requirement of NCAP.

Other standards showing 15 or more noncompliants or deviations:

- FA-701 (Camp Facility Evaluation and Postcamp/Precamp Inspection)

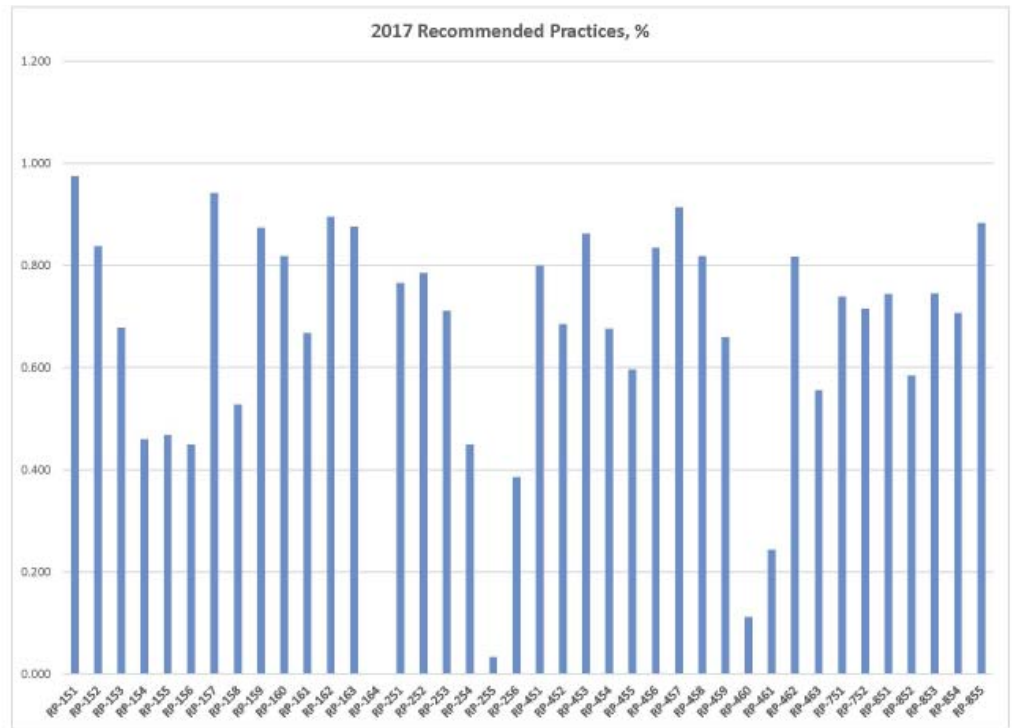
Analysis of 2017 Assessment Results

- FA-704 (Conservation Plan)
- HS-507 (Medical Recordkeeping and Reporting)
- PS-206 (COPE and/or Climbing Programs)
- HS-510 (First Aid Kits)

Recommended Practices

Most camps have adopted many of the Recommended Practices. At this time, the following Recommended Practices (RPs) have achieved sufficiently great adoption (e.g., over 90% in all resident+ camps) that they are under consideration for possible translation into Standards in lieu of Recommended Practices:

- **RP-151. Precamp Marketing.** This RP directs the camp to have a marketing program that reaches its potential customers.
- **RP-157. Inspirational Ceremonies.** This RP directs the camp to provide inspirational programs, including starting and ending ceremonies.
- **RP-162. Exposure to BSA Programs.** This RP directs the camp to expose participants to the next BSA program the participant is eligible to join.
- **RP-451. Reservation, Base and Camp Director Experience.** This RP directs that the camp, base, or reservation director is at least 25 years of age and has at least two seasons of prior Scout camp administrative or supervisory experience.
- **RP-457. Camp Staff Age.** This RP directs that the camp staff should consist of at least 50 percent individuals 18 years of age or older (excluding food service, CITs, and



- den chiefs).
 - **RP-458. Camp Leadership Experience.** This RP directs that at least 50 percent of individuals holding camp leadership positions (director or supervisory position) have (a) three or more years of experience on camp staff or (b) a college degree in recreation management or a related field.
 - **RP-851. Council Committee/Volunteer Support.** This RP directs that Council committees provide support to camp staff, as requested by the camp director, to ensure continuity, quality of training, and resources for high-quality programming.
- A number of these Recommended Practices will be considered for possible conversion to standards as part of the upcoming 2019 standards review.

Waivers Results

The next chart (on the following page) “2017 Variance and Waiver Requests by Region” shows the number of waivers requested, granted and denied by region. NCAP is concerned that the number of waivers increased by over 50% over 2016 in 2017. The Central Region has been the source of the most waiver requests since the inception of NCAP and that trend continued in 2017.

Turning to the merits of the waivers, NCAP remains concerned about the number of waivers being requested for program directors and aquatics directors. All camps should have a succession plan that looks to fill these spots even before the end of the current season.

Waiver Policy Change

As a result of the increase in waivers, NCAP will be making changes to the waiver program. Effective for the 2018 camping season, only is the most extraor-

Analysis of 2017 Assessment Results

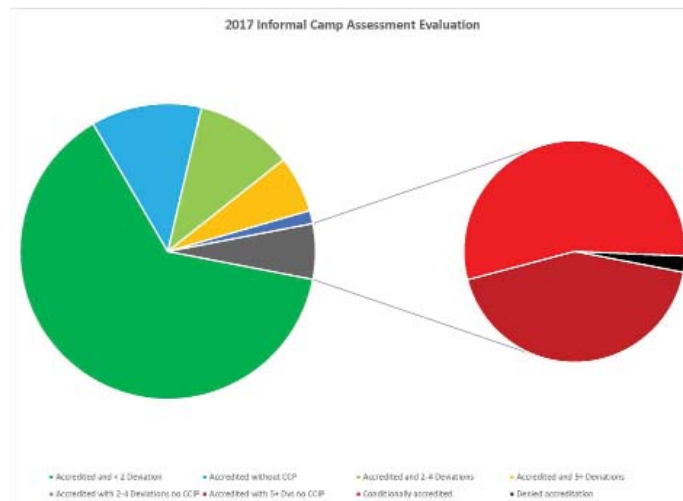
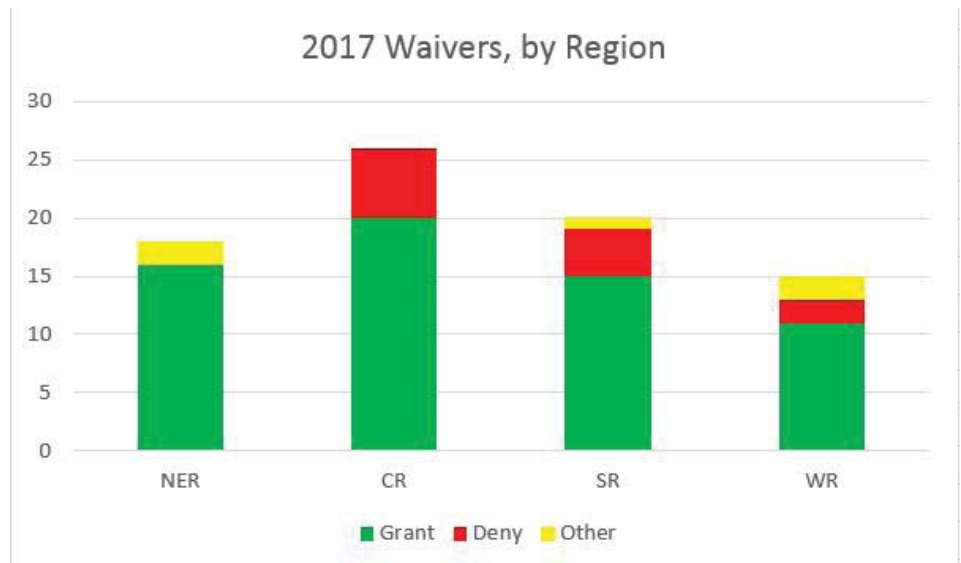
dinary, exceptional cases will NCAP consider granting a waiver for a camp that has been unable to hire a qualifying individual. The standards establish the minimum expectations for staffing. If a camp cannot hire an individual meeting the standards, NCAP will no longer acquiesce to the increased risks to safety and program quality nor to the dilution of the Scouting brand by camps that are unable or unwilling to meet BSA standards.

Councils and camps are urged to consider the ramifications of this policy change and to begin recruiting key positions, such as camp director, program director, aquatics director, COPE/Climbing director and shooting sports director, as soon as possible. Councils and camps are reminded that there is a nationwide shortage of lifeguards and aquatic supervisors. Councils and camps may need to adjust pay scales or collaborate to lengthen seasons by sharing personnel between camps to make a competitive offer to retain the highest quality staff.

There are exceptions to this policy for camp rangers, explained in SQ-404, and for certain aquatics directors, explained in SQ-406. NCAP will also consider waivers where a staff member is injured, becomes ill or disabled, or is otherwise incapacitated, provided that the council and camp can demonstrate substantial equivalency with the National Camp Standards for both program safety and program quality. Councils and camps should be prepared to thoroughly document their request and to submit them well in advance of need.

Evaluating What It Means

The final chart, "2017 Camp Accreditation Results," presents



an informal breakdown of camp performance. NCAP officially recognizes only three classifications: Accredited, Conditionally Accredited, and Unaccredited. In 2017, out of 694 camps assessed with ascertainable scores, one camp was denied accreditation, 23 camps (3.3%) were conditionally accredited. The balance (96.5%) were accredited.

Eric Hiser, the National Standards Chair, *unofficially* has further broken down camps into the following categories:

- < 2 deviations (goal) 441 camps (63.5%, shown in darker green);

- Missing CCIP 84 camps (12.1% shown in blue);
- 2-4 deviations 74 camps (10.7% shown in light green);
- 5+ deviations 43 camps (6.2% shown in yellow);
- 2-4 deviations and no CCIP 10 camps (14.4% shown in dark blue);
- 5+ deviations and no CCIP 18 camps (3.0% shown in dark red on right);
- Conditionally accredited 23 camps (3.3%); and
- Denied accreditation 1 camp (0.1%).

5 or more deviations or missing CCIP is a sign of weakness.

Waiver Policy Change Effective January 1, 2018

The National Camp Accreditation Committee is announcing a change in its policy for the granting of waivers.

Effective January 1, 2018, NCAP will no longer grant waivers to councils and camps that are unable to hire an individual meeting NCAP standards in the first instance. NCAP will continue

to consider requests for waivers where an individual withdraws, is injured, or otherwise unable to fulfill an employment contract. Over 25 of the 2017 waivers fall into this category. Camps are advised to consider this in planning their staff recruiting needs for 2018.

NCAP will also consider alternative training credentials for posi-

tions listed in Standard SQ-412 if those credentials were not listed in the Authorization to Operate. All applications must demonstrate how the proposed waiver or variance will achieve substantially equivalent or greater program quality and safety than the National Standard. Contact Eric Hiser at ehiser.BSA@gmail with questions.

Update of Declaration of Readiness Form for 2018

The Declaration of Readiness (DoR) form #430-072 is a statement by the council that the camp is ready, or is working on getting ready, to open and will comply with the NCAP standards. The DoR, which has been in use since the beginning of the NCAP assessment process, has recently been updated to provide clearer guidance to councils as they gather the materials needed for the annual camp assessment. The directions now indicate that the signed form and the requested attachments are to be submitted directly to the Area Assessment Team Leader. There is one new item asking that the council provide the Assessment Team Leader with a copy of last year's Assessment Score Sheet and management letter.

While the balance of the requested information and the May 15 due date remain the same as the original DoR, NCAP recognizes that not all of the documents required for the assessment will be available by that date. However, councils are encouraged to submit as much material as is available by the May date and to work with the assigned Area Team Leader, providing the remaining items as they become available. The ultimate goal is to submit as much as possible before the date of the onsite visit.

By completing the paperwork ahead of time, the day of site visit in the camp can be more productively spent looking at the actual quality and delivery of program instead of sitting in the camp office reviewing paperwork. There will, of course, still be a few items to

be checked off during the site visit such as: trigger pull log, rope logs for COPE, temperature charts, health lodge logs, etc.

In addition, based on feedback from the field, we have streamlined the requirement for providing the staff listing along with associated credentials and training dates. Instead of having to fill out the PDF form which was page 3 of the original DoR, councils can simply provide their existing Excel (or similar) spreadsheet; listing the staff along with the required information. Again, this spreadsheet can be updated and resubmitted as staffing positions are confirmed.

If you have recommendations on other improvements to NCAP forms, please send them to NCAP@scouting.org.

NCAP Program Updates

NCAP is planning a series of updates and improvements between the end of the 2017 camping season and the start of the 2019 camping season.

First, as noted above, NCAP is updating the Declaration of Readiness to make it easier to use.

Second, NCAP will be updating the waiver/variance application form to clarify the expectations.

Third, NCAP is revising the *Council Implementation Guide* and the *Guide to the Continuous Camp Improvement Program* to provide additional assistance and guidance to councils and camps in succeeding with NCAP.

Fourth, NCAP is reviewing the National Camp Standards and will be releasing proposed updates to the standards and recommenda-

tions to the field in late 2017 in NCAP Circular No. 11 for review and comment prior to submitting them to the National Camp Accreditation Committee for approval in early to middle 2018. The goal is to have final standards ready by the May 2018 National Annual Meeting.

If you have recommendations on any of these items, please submit them to NCAP@scouting.org.

Interim Standards in Effect in 2018

All council camping chairs, NCAP chairs, camp directors and camp staff, and all NCAP assessors are reminded that **Interim Standards PS-201.1 (Personal Watercraft); PS-205 (All Terrain Vehicles), SQ-406.H (PWC staff), SQ-412.H (ATV staff) and FA-716 (All Terrain Vehicle facilities**

requirements) are in effect for camps that are offering these programs. Assessors should ensure that these programs are reviewed under the Interim Standards.

The Interim Standards currently in effect are reprinted below in this issue of the **NCAP Circular**.

NOTICE:

Crossbow Restriction

All councils and NCAP personnel are notified that notwithstanding Standard PS-213, Specific Requirement A, *crossbows* are only authorized at The Summit pending further review by the National Council.

PS-201.1 [Interim] Personal Water Craft Programs

Effective April 15, 2016

STANDARD:

If offered, the camp provides a safe introductory program into personal water craft (PWC) use and operation.

Specific Requirements of the Standard:

A. Program.

1. The course or program must follow BSA's PWC Operations Manual in its entirety. No deviation is permitted from the course outline.
2. A qualified staff member (see Standard SQ-406.H) must be present at all times participants are riding. No unsupervised riding is allowed at any time.
3. PWCs may not carry passengers beyond the designated rider. The PWC may not be used to pull anyone or anything.
4. Course content must address the ethical use of PWCs using materials drawn from BSA's Outdoor Code and TreadLightly!, as appropriate.

B. Equipment.

1. The council must own or lease the PWC used for the program. These PWCs may not be leased to third parties during the off-season.
2. Personal PWCs are not authorized for use.
3. PWCs must be used and maintained in accordance with manufacturer's instructions at all times. Records of maintenance must be maintained.
4. All required safety equipment must be present and in good repair.

C. Course.

1. On-camp property courses must be addressed by and follow the camp's conservation plan to minimize impacts on the environment.
2. Off-camp property courses must have approval in writing from the land owner or land manager.

D. Safety and risk management.

1. Instructor PWCs or craft must carry the following at a minimum: first-aid kit, fire extinguisher, radio and cellphone, 25 feet of sturdy rope, and 5 feet of rolled duct tape.
2. Other PWCs must carry an approved audible signaling device.
3. Instructors and participants must be outfitted with life jackets and any other personal protective equipment required by the council's risk and safety review.
4. Each parent and/or guardian (for a minor participant) or participant must complete a permission slip, inclusive of hold-harmless language, prior to beginning the program.

Interim Standards in Effect in 2018

Interim Standard PS-201.1 *continued*

E. *Approval.*

1. Prior to seeking council executive board or executive committee approval, the council has convened a task force to review: all local, state, and federal guidelines, including vehicle registration and age restrictions, licensing and/or certification courses, equipment and personal protective equipment standards, number of riders, and any other standards recommended by the original equipment manufacturer or other governing body, costs, risks to participant and staff safety, impact on other camp programs, and impacts on the camp environment. This task force must complete a risk and safety review consistent with Standard PD-111 and ensure that the program conforms to BSA's Sweet Sixteen of Safety.

The council executive board or executive committee must have reviewed the costs and risks of the proposed program prepared by the task force prior to authorizing the program. A copy of the executive board or executive committee resolution authorizing the program must be available.

3. The council has submitted its board resolution to Outdoor Programs at the National Service Center (email to outdoorprograms@scouting.org) and have written approval before conducting the course.

INTERPRETATION

Councils operating pursuant to a National Council approval using Form 430-045 may continue to operate their existing approved program pursuant to that approval for the 2016 and 2017 camping seasons.

VERIFICATION

- Councils operating pursuant to a National Council approval pursuant to Form 430-045 must provide a copy of that form to the assessment team.
- Councils operating pursuant to this Interim Standard must produce a copy of the Interim Standard, the Board resolution (E.1), National Service Center approval (E.3) conservation plan provision and any land-owner approvals (C.1 & 2), maintenance records (B.3).
- Review with staff the course outline being followed and how it complies with the BSA's PWC Operations Manual (A.1) and outdoor ethics training components (A.4).
- Ensure safety equipment present.

Interim Standard SQ-406.H (associated PWC Staff Quality Interim Standard)

SQ-406. [Interim] Specific Requirement H

Effective April 15, 2016

Specific Requirement of the Standard

- H. If a personal watercraft (PWC) program is offered,
 1. Two staff members must participate in PWC activities in non-lifeguarded areas.
 2. All PWC staff must successfully complete the prescribed state safe boating training program and be trained in accordance with BSA's PWC Operations Manual.
 3. All PWC staff must be familiar with applicable outdoor ethics principles and conservation limits on PWC activities.

History: CSTF 2013; Rev. Circ. 7 (Interim)

Interim Standards in Effect in 2018

Interim Standard PS-205

PS-205 [Interim] All-Terrain Vehicle Programs

Effective April 15, 2016

STANDARD:

If offered, the camp provides a safe introductory program into all-terrain vehicle (ATV) use and operation following the safety training program of the All-Terrain Vehicle Safety Institute.

Specific Requirements of the Standard:

A. **Program.**

1. The course or program must follow the ATV Safety Institute's SafeRider program in its entirety. No deviation is permitted from the course outline.
2. A qualified staff member (see Standard SQ-412.H) must be present at all times participants are riding. No unsupervised riding is allowed at any time.
3. Manufacturer restrictions on the age, weight and height of riders shall be followed.
4. ATVs may not carry passengers beyond the designated rider. The ATV may not be used to pull anyone or anything.
5. Course content must address the ethical use of ATVs using materials drawn from BSA's Outdoor Code and TreadLightly!, as appropriate.

B. **Equipment.**

1. The council must own or lease the ATVs used for the program. These ATVs may not be leased to third parties during the off-season.
2. Personal ATVs are not authorized for use.
3. ATVs must be used and maintained in accordance with manufacturer's instructions at all times. Records of maintenance must be maintained.
4. All required safety equipment must be present and in good repair.

C. **Safety and risk management.**

1. Instructor ATVs must carry the following at a minimum: first-aid kit, radio and cellphone, 25 feet of sturdy rope, and 5 feet of rolled duct tape.
2. Instructors and participants must be outfitted with helmets, safety goggles or full mask, long sleeves, long pants, gloves, footwear to support the ankles, and any other personal protective equipment required by the council's risk and safety review.
3. Each parent and/or guardian (for a minor participant) or participant must complete a permission slip, inclusive of hold-harmless language, prior to beginning the program.

D. **Approval.**

1. Prior to seeking council executive board or executive committee approval, the council has convened a task force to review: all local, state, and federal guidelines, including vehicle registration and age restrictions, licensing and/or certification courses, equipment and personal protective equipment standards, number of riders, and any other standards recommended by the original equipment manufacturer or other governing body, costs, risks to participant and staff safety, impact on other camp programs, and impacts on the camp environment. This task force must complete a risk and safety review consistent with PD-111 and ensure that the program conforms to BSA's Sweet Sixteen of Safety.
2. The council executive board or executive committee must have reviewed the costs and risks of the proposed program prepared by the task force prior to authorizing the program. A copy of the executive board or executive committee resolution authorizing the program must be available.
3. The council has submitted its board resolution to Outdoor Programs at the National Service Center

Interim Standards in Effect in 2018

Interim Standard PS-205 *continued*

(email to outdoorprograms@scouting.org) and have written approval before conducting the course.

INTERPRETATION

Councils operating pursuant to a National Council approval using Form 430-044 may continue to operate their existing approved program pursuant to that approval for the 2016 and 2017 camping seasons.

Councils should consult available resources for designing ATV trails to minimize injury risks to riders and the environment. The resources consulted and the safety and conservation measures implemented should be addressed in the task force report.

VERIFICATION

- Councils operating pursuant to a National Council approval pursuant to Form 430-044 must provide a copy of that form to the assessment team.
- Councils operating pursuant to this Interim Standard must produce a copy of the Interim Standard, the Board resolution (D.1), national service center approval (D.3), conservation plan provision and maintenance records (B.3).
- Review with staff the ATV Safety Institute course outline being followed (A.1) outdoor ethics training components (A.4).
- Ensure safety equipment present.

REFERENCES

Facility standards are set forth in Interim FA-716. Staffing standards are set forth in Standard SQ-412, Specific Requirement H.

History: CSTF 2013; Circ. 7 (interim)

Interim Standard SQ-412.H (associated ATV Staff Quality Interim Standard)

SQ-412. [Interim] Specific Requirement H

Effective April 15, 2016

Specific Requirement of the Standard

- H. If an ATV program is offered,
1. Two staff members must participate in ATV activities.
 2. At least one ATV staff member must hold a valid current ATV Safety Institute's instructor certification. All other ATV staff must have been trained by an ATV Safety Institute certified instructor.
 3. All ATV staff must be familiar with applicable outdoor ethics principles and conservation limits on ATV activities.

History: CSTF 2013; Rev. Circ. 7 (interim)

Interim Standards in Effect in 2018

Interim Standard FA-716

FA-716. [Interim] ATV Course and Facility Standards

Effective April 15, 2016

STANDARD

If offered, an ATV course is designed and maintained to provide safe, efficient operation of an ATV safety training program.

Specific Requirements of the Standard:

- A. On-camp property courses must be addressed by and follow the camp's conservation plan to minimize impacts on the environment.
- B. Off-camp property courses must have approval in writing from the land owner or land manager.
- C. Minimum course size is 150 feet by 200 feet. The course must also provide for covered, secured storage for the ATVs.
- D. The course must provide for a vehicle wash area and appropriate handling and disposal of wash waters.
- E. The course should conform to design standards of the National Off Highway Vehicle Conservation Coalition.

INTERPRETATION

Councils operating pursuant to a National Council approval using Form 430-044 may continue to operate their existing approved program pursuant to that approval for the 2016 and 2017 camping seasons.

VERIFICATION

- Review the conservation plan provision and any landowner approvals.
- Ensure course looks maintained in accordance with plan provisions.

REFERENCES

Program standards are set forth in Standard PS-205. Staffing standards are set forth in Standard SQ-412, Specific Requirement H.

History: CSTF 2013; Rev. Circ. 7 (interim)

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Area 9 Assessment Chair	NA	NA	Austin Landry <i>austinlandry88@gmail.com</i>	NA

NCAP Dates

September 30, 2017

2017 National Camping Report due.

November 15, 2017

Planned release date for NCAP Circular No.11 with proposed 2019 standards revisions.

November 30, 2017

Intent to Operate due for all camps.

November 15, 2017 - January 10, 2018

Comment period on proposed 2019 standards revisions

January 1, 2018

2018 Standards take effect; full manual and packets available at www.scouting.org/NCAP

May 15, 2018

Declaration of Readiness due to team lead unless other arrangements made with area NCAP assessment chair or council NCAP chair for day/family

May 25, 2018

Planned release date for 2019 standards at National Annual Meeting

September 16-22, 2018

Philmont Training Center: 2019 Standards Overview