



Outing Planning Guide

- ☐ 1. Parents notified of the outing route?
- ☐ 2. Committee approval of the outing/route?
- ☐ 3. Adequate transportation to and from the outing area?
- ☐ 4. All drivers meet minimum requirements according to Guide to Safe Scouting?
- ☐ 5. All cars have minimum California Insurance - \$15,000, \$30,000 coverage? (or your states minimum)
- ☐ 6. Adequate menu for the outing, providing balanced diet for everyone?
- ☐ 7. All participants shall meet the units/group personal equipment list requirements.
- ☐ 8. All participants shall meet any and all requirements for the Award, for the outing.
- ☐ 9. Signed permission slips for the outing. Unit personalized or BSA form.
- ☐ 10. U.S. Forestry Fire Permits obtained if required - in Angeles, Los Padres, San Bernardino, and Cleveland National Forests.
- ☐ 11. Wilderness Parking permit obtained for all vehicles on the outing, if applicable.
- ☐ 12. Outing Leader knows where closest Ranger Station is _____
 - i. Phone is _____
 - ii. Hospital or emergency center is _____
- ☐ 13. Outing Leader knows who to contact for help (a) Sheriffs Dept. (b) Highway Patrol (c) Mountain Rescue (d) Other _____
- ☐ 14. Itinerary written out so a copy can be given to:
 - i. Someone at unit level at home - Single Point of Contact.
 - ii. Ranger.
 - iii. Filed with award application if required.
- ☐ 15. Any and all special permits requested for and obtained prior to taking the outing. (i.e., wilderness, National Park, National Monument, etc.).
- ☐ 16. Adequate group First Aid Kit for the outing.

Notes: _____

- ☐17. Have plans for advancement for the outing been established and included in outing plan.
- ☐18. Has Outing Leader checked the weather forecast for the duration of the outing.
- ☐19. Type of hike: rain; snow; sunny desert; mountain; beach; etc. are you prepared for these?
- ☐20. Adequate Group equipment for this outing?
- ☐21. All participants have their 10/18 essentials?
- ☐22. Are we within the maximum group size for the area the hike is in.
- ☐23. Do we have the minimum of 2 adults, one at least 21, for the group - (recommended one adult for each 10 youths) Female adult (21) required if female Venture Crew members are present.
- ☐24. Venturing co-ed outing rules have been explained and understood.
- ☐25. Roster with name, address, phone number of each youth and adult going on trips and with whom to notify in case of emergency. (in each vehicle)
- ☐26. Does each youth and adult participant have an Emergency Medical Release form signed by his parents or guardian - one on his person and one with the outing leader? (Orange Cards recommended)
- ☐27. Does the single point of contact have the A/B/C forms and release forms of the participants on the outing? (in case they need to be faxed to EMS)
- ☐28. Outing Leader or some other adult on trip has a Standard First Aid/CPR/AED Card. BSA Wilderness & Remote First Aid required for High Adventure Bases.
- ☐29. Outing Leader or other adult on trip has completed a BSA Council Basic Backpack Awareness Course.
- ☐30. Any special equipment needed for this outing - i.e., snowshoes, climbing rope, ice ax, etc.
- ☐31. No one on the hike is carrying or has firearms, drugs or alcoholic beverages in his or her possession unless specifically required for their profession or required for a medical reason.
- ☐32. All pets left at home except seeing eye and hearing impairment dogs.
- ☐33. Has any of the participants completed the BSA, Wilderness & Remote First Aid?
- ☐34. Has careful consideration been given for the ability to communicate in the event of an emergency? (Satellite Phone, SPOT, HAM Radio)