

Policies and Procedures

Ground Transportation

1. You will enforce safe travel speed in accordance with national, state and local laws and use only vehicles that are in safe mechanical condition.
2. Driver Qualifications. All drivers must have a valid driver's license and be at least 18 years of age.
3. If the vehicle to be used is designed to carry more than fifteen persons (including driver) the driver must have a commercial driver's license (CDL).
4. Driving time is limited to a maximum of 12 hours and must be interrupted by frequent rest, food, and recreation stops.
5. Seat belts are provided for, and must be used by all passengers and driver. Exception: A school or commercial bus.
6. Passengers will ride only in the cab if trucks are used. Passengers should not ride in rear of station wagons.

Vehicle Insurance

All Vehicles: The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed and the states where travel will occur. (Coverage should be at least \$50,000 (each person) \$100,000 (each accident) \$50,000 (property damage). Any vehicle carrying ten (10) or more passengers is required to have minimum coverage of \$100,000/\$500,000/\$100,000. In the case of rented vehicles, the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage by the owner of the rented vehicle. All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country. Note: You may reduce your paperwork by assembling vehicle insurance information on a master sheet and highlighting drivers when you submit your tour permit.

Required Reading

All leaders of tours/outings/expeditions must read the current edition of the Guide to Safe Scouting and the current edition of the **BSA Tours and Expeditions** booklet. These documents give you the necessary information for conducting safe trips, tours, etc. with your Scouts. They explain what your responsibilities are and what you may or may not do.

Our Pledge of Performance

1. We will be certain that fires are attended at all times. We will apply for a fire permit from local authorities in all areas where it is required.
2. We will at all times be a credit to the Boy Scouts of America and will not tolerate rowdiness or un-Scoutlike conduct, keeping a constant check on all members of our group.
3. We will maintain high standards of personal cleanliness and orderliness and will operate a clean and sanitary camp, leaving it in a better condition than we found it.
4. We will not litter or bury trash, garbage or tin cans. All rubbish taken to the nearest recognized trash disposal or all the way home, if necessary.
5. We will not deface trees, restrooms or other objects with initials or writing.
6. We will respect the property of others and will not trespass.
7. We will not cut standing trees or shrubs without specific permission from the landowner or manager.
8. We will collect only souvenirs that are gifts to us or that we purchase.
9. We will pay our own way and not expect concessions or entertainment from any individual or group.
10. We will provide every member of our party an opportunity to attend religious services on the Sabbath.
11. We will observe the courtesy to write thank you notes to persons who assisted us on our trip.
12. We will, in case of back country expedition, read and abide by the Wilderness Use Policy of the BSA.
13. We will notify, in case of serious trouble, our local council service center, our parents or other local contact.
14. If more than one vehicle is used to transport our group, we will establish rendezvous points at the start of each day and not attempt to have drivers closely follow the group vehicle in front of them.