



NTC Circular No. 06 /2018-19 / 3130-3133

Dated: 22nd Jan, 2019

To,
All the State Secretaries,
State Associations of
Bharat Scouts & Guides
INDIAN UNION

Sub: Pre-ALT Course (Guide Wing) – 23.04.2019 to 27.04.2019, at NTC, Pachmarhi.
Ref : Director's Mail Dated: 21.01.2019

Sir / Madam,

We are pleased to inform you that the Pre-ALT Course (Guide Wing) is scheduled in the month of April, 2019 at NTC Pachmarhi according to the schedule of the event of National Headquarters. The details are as follows :

1	Name of the Course	Pre-ALT Course (Guide Wing).
2	Date of the Course	23.04.2019 to 27.04.2019 (FIVE DAYS).
3	Venue	The Bharat Scouts & Guides, National Training Centre, Pachmarhi, M.P.-461881
4	Arrival	On 22.04.2019 evening or before 09.00 AM on 23.04.2019 : Registration at 10:00 AM on 23.04.2019 in proper Uniform. Late comers will not be admitted for any reason.
5	Departure	27.04.2019 evening after 4:00 PM (Accordingly return journey reservation may be done).
6	How to Reach	Pachmarhi is located on the Mumbai Jabalpur route (Between Itarsi and Jabalpur Station). Pipariya is the nearest Railway station from Pachmarhi. The distance from Pipariya to Pachmarhi is 56 k.m. Buses are available from Pipariya to Pachmarhi. Number of private jeeps are also available on nominal rate. The Bharat Scouts & Guides is just 5 k.m. from Pachmarhi bus stand. Local Conveyance available to reach National Training Centre from Pachmarhi Bus Stand. Those who are coming by private Jeep can directly come up NTC (Queenie Park)
7	Fee	Development Fee Rs. 200/- + Special Fee Rs. 80/- = Total Rs. 280/- only.
8	Financial Assistance	NO T.E will be reimbursed from NHQ / NTC. Free hospitality will be provided by NTC.
9	Quota	Six from each state (If the state needs more quota, please contact the undersigned well in advance).
10	Eligibility	A Guider Must:- <ul style="list-style-type: none">• Have completed 06 months after receiving HWB Parchment.• Have assisted atleast one Basic / Advanced course in her section after receiving the Parchment.• Trained at least 2 Swarn Pank Bulbul / 4 Tritiya Sopan Guide / 2 Rajya Puraskar Ranger in her unit.• Be running unit effectively with valid warrant (Submit Form No. 16 – copy enclosed).
11	What to Bring	Usual camp kit, 2 sets of correct & complete Uniform as per APRO III, (Black shoes, camel colour socks, HWB scarf, nylax belt). personal medicines if any, bedding, torch, odomos tube, chart paper, pen, pencil, marker pen, knotting rope etc. Participants should submit 25 Questionnaires from Scouting for Boys and WAGGGS (separately) & 25 B.P.Sayings in the form of booklet at the time of Registration. Prepare well for lesson demonstration (syllabus of Basic course of concerned section) and games demonstration.
12	Last Date	Application should reach NTC on or before 31.03.2019

The application has to be submitted to National Training Centre, Pachmarhi with the copies of the certificates duly recommended by concerned district / state officials on or before **31.03.2019**.

Participants **SHOULD NOT** proceed for the course without receiving the "FINAL INFORMATION LETTER" from NTC, Pachmarhi . Participants bringing application by hand will not be admitted. Candidates will not be allowed to bring children / escorts with them.

Thanking You,

Yours Sincerely,

(M. N. MACHAMMA)
Dy. Director Guide (Ldr. Trg.)

Encl. :

1. Application form.
2. Proforma of Progress Report.
3. Unit Running Certificate.

Copy to :

1. All the NHQ Office Bearers for information.
2. All the Asst. Director's for necessary action.
3. The STC (G) for necessary action and ensure participation.



Application for Admission to Pre-ALT Course (Guide Wing)

Name of the State : -----

Course Date : From : **to** **Place** :

Section : Bulbul / Guide / Ranger

1. Full Name (In Block Letters) : _____

2. Full Address : _____

Pincode : _____

E-mail ID : Mob./Ph No. _____

3. **Aadhaar No.**

4. Date of Birth : _____ (.....Year,..... Month,.....Day)

5. Educational Qualification :

6. Designation :

7. Whether you have been a Bulbul/Guide/Ranger, if so give details, Place, Years etc. :

8. Name of the Running Group : From :..... to
 Charter No. Date : Renewed upto :

9. Service in the Movement as an Adult: Warrant No Date Renewed upto
 Rank Year.

10. Details of Training Courses :

Sl	Name of the Courses	Dates		Venue	Certificate No & Date	Name of the LOC
		From	To			
1	Basic Course					
2	Advanced Course					
3	HWB Course					

11. Training Study Certificate No. Date.....

12. H.W.B. Parchment No. : Date : Section

13. List of Books on Guiding you have studied :

14. Well versed subject in Guiding :

15. Course assisted as a full time staff in the Training Courses (at least one after receiving Parchment).

Sl No	Name of the Course	Venue	Date		Leader of The Course
			From	To	
1					
2					

16. Detail -Trained 2 Swarn Pankh Bulbul / 4 Tritiya Sopan Guide / 2 Rajya Puraskar Ranger in her Unit after receiving Parchment :

Sl	Name of B/G/R	Date of completion	Certificate No.
1			
2			
3			
4			

I am prepared to undergo further training and to give preference to the work of Training. I will abide by the Rules. Scheme of Training and discipline of the Bharat Scouts & Guides and the Training Courses.

Signature of applicant

Date

Recommended

Signature of D.T.C(Guide)

Date : _____

Recommended

Signature of STC(Guide)

Date : _____

Signature of State Secretary / Jt. Secretary

Date : _____

Encl.:

1. Copy of Warrant.
2. Copy of Parchment.
3. Unit Running Certificate.
4. Unit Progress Report.

Progress Report of Unit For Pre-ALT (G) Course

1. Name of the State :
2. Name of Unit :
3. Name of Unit Leader :
4. Group Charter No. Date Copy attached.
5. Warrant No. Date Copy attached.
6. Progress chart are given below (After receiving the Parchment) :

Sl	Number of Bulbul / Guide / Ranger	As on		
		01.04.20.....	01.04.20.....	01.04.20....
1	Pravesh			
2	Komal Pankh / Pratham Sopan / Praveen			
3	Rajat Pankh / Dwitiya Sopan / Nipun			
4	Swarn Pankh / Tritiya Sopan			
5	Heerak Pankh / Rajya Puraskar			
6	Golden Arrow / Rashtrapati Guide / Rashtrapati Ranger			
7	Numbers of Bubluls / Guides / Rangers Trained Under FBM / STV/Surf Smart			
8	Total			

9 Details of Courses / Events :

a. District level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					
lii					

b. State level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					
lii					

c. National level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					
lii					

d. International level					
Sl	Name of the Event	Venue	Dates		No attended
			From	To	
I					
ii					

It is to certify that above information are correct and her unit is running effectively.

Dist. Org. Commissioner (G)

Dist. Trg. Commissioner (G)

Dist. Commissioner (G)

UNIT RUNNING CERTIFICATE

This is to certify that Ms. / Mrs.
Flock Leader / Guide Captain / Ranger Leader of (Name of the Unit)
..... Her Warrant
No. is dated and Group Charter
No. is dated She is running the Unit
effectively.

Dist. Org. Commissioner (G)

Dist. Trg. Commissioner (G)

District Commissioner (G)