



National Camp Standards Replacement Pages for converting the 2023 NCAP Standards Book to become the 2024 NCAP Standards Book

On behalf of the National Camp Accreditation Program Committee, thank you for updating the 2023 National Camp Accreditation Program Standards to become the 2024 National Camp Accreditation Program Standards. We appreciate you recycling dated pages in your current edition and replacing them with the enclosed updates.

You will find all content changes made to the standards as of January 1, 2024, attached. Please use the attached pages to replace their corresponding pages in the 2023 printing.

You will notice blank pages in this group. The blank pages are placed there so you can print your pages double sided so that they will replace the current pages (standards) or inserted in the case of Standard RP 552.

For any additional information on the National Camp Accreditation Program please refer to www.scouting.org/ncap or email ncap@scouting.org.

Thanks for your commitment to making the BSA camps the best they can be.

For best results:

Start printing from page 3 of this document and have your printer print them in the double-sided mode.





NATIONAL CAMP
ACCREDITATION PROGRAM

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BOY SCOUTS OF AMERICA®

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INTRODUCTION TO THE NATIONAL CAMP STANDARDS

PURPOSE OF THE STANDARDS

The BSA National Camp Standards are established to:

1. Promote the health, safety, and well-being of every camper, leader, visitor, and staff member while participating in a BSA-accredited camp.
2. Guide councils so that each camper and leader obtains a quality program consistent with the BSA brand.

The local council is responsible for maintaining the BSA National Camp Standards. The National Camp Standards are the foundation of the National Camp Accreditation Program, which assesses council and camp conformance with the requirements of the National Camp Standards.

THE NATIONAL CAMP ACCREDITATION PROGRAM

The purpose of the BSA's National Camp Accreditation Program (NCAP) is to help councils elevate camps to new levels of excellence in delivering Scouting's promise to youth. Councils will engage in rigorous review of camps and properties, continuous improvement, and correction or elimination of substandard practices.

In addition to the National Camp Standards, the NCAP involves three separate but interrelated cycles that both support the standards and ensure that camps meet continuous improvement goals: (1) the multiyear Authorization cycle; (2) the continuous camp improvement program, which has multiyear and annual components; and (3) the annual Assessment and Accreditation cycle.

Multiyear Authorization Cycle

The multiyear Authorization cycle starts with the council submitting an application to the National Council. The application contains a description of all the council's camps for which it is seeking an Authorization to Operate and accreditation. For each camp property and camp (or group of camps for day camps or short-term camps), the application will describe the program goals; the facilities; how the council will meet the standards; the recommended practices, if any, the council intends to adopt; and any additional quality commitments that the council intends to meet to provide the safest and highest possible quality program to participants. The application requires approval by the council executive board or executive committee. All councils will also submit Council Sustainability Data Sheets. Based on the data sheet, the National NCAP Committee may request that the council submit additional information as part of the application process.

The Authorization to Operate represents a determination by the National Council, through the National NCAP Committee, that the council has demonstrated that its camp properties and camps meet the requirements for accreditation. The Authorization to Operate identifies additional commitments, if any, made by the council concerning the operation of its camp properties and camps. Specified terms and conditions of the Authorization to Operate are treated in the same fashion as standards. Authorizations to Operate remain valid for five years, unless there is a basis to revoke the Authorization to Operate or to issue an Authorization to Operate for fewer than five years.

As part of the continuous camp improvement program (discussed below), the council will submit a camp strategic improvement plan for its camps. The camp strategic improvement plan will be attached to the Authorization to Operate to record the council's plans. A council may amend the camp strategic improvement plan by submitting changes or alternatives to the National NCAP Committee. Camp strategic improvement plans are not terms or conditions of the Authorization to Operate, but are evidence of the council's commitment to continuous camp improvement.

In addition, the Authorization to Operate will include the terms of any variances issued to a camp property or camp. If questions arise on the application of a standard to a camp, the authorization should be consulted to determine if it provides resolution. The Authorization to Operate is binding on both the council and the camp assessment team.

At the time noted in its Authorization to Operate, the council will need to file a new application to renew its Authorization to Operate, and the multiyear Authorization cycle starts over.

If a council wishes to add a new camp property or a new long-term camp, or start a day camp or short-term camp program when the council has not previously been authorized to conduct such a program, it must submit an application for authorization to the National NCAP Committee for assignment to a national authorization team. A new application is not required to add sessions of an existing long-term camp, day camp, or short-term camp.

Questions about the multiyear Authorization cycle should be directed to the National NCAP Committee or national outdoor program staff.

The Continuous Camp Improvement Program

The continuous camp improvement program is a process during which the council, after consultation with affected stakeholders and camp staff, develops goals to maintain and to improve the quality of the camp experience for participants, consistent with Scouting's commitment to continuously improve the camp experience. The council identifies areas of strength that should be maintained and then outlines areas of improvement. The continuous camp improvement program should identify improvements across all facets of camp operation, including:

- Staff
- Program
- Program equipment
- Facilities
- Sustainability
- Marketing and communication
- Attendees and participation

The continuous camp improvement program has two components: a multiyear camp strategic improvement plan, and an annual camp improvement program. The camp strategic improvement plan identifies one or more areas of improvement and one or more areas of strength that the council will address over the next four to seven years, which collectively should address at least five of the continuous camp improvement categories.

For each identified area, the camp strategic improvement plan sets forth improvement measures, an approximate time for initiation and completion, and how the camp will determine the success of its measures. This plan can be revised as needed by the council by submitting a letter to the National

NCAP Committee. Councils are encouraged to review this plan as part of the application process and then again at the annual progress review (and may do so more frequently).

The annual camp improvement program identifies one or more areas of improvement and one or more areas of strength that the camp will address during the year or camping season, which collectively address at least four of the continuous camp improvement categories. Some of the measures may come from the camp strategic improvement plan, while others may come from camp staff reports, postcamp and precamp inspections, or customer surveys. These programs are intended to be living documents used by the camp staff. Like the camp strategic improvement plan, they should include definite goals, metrics, and success criteria to help the camp evaluate progress toward improvement.

Annual Assessment and Accreditation Cycle

In addition to the multiyear Authorization cycle, there is an annual Assessment and Accreditation cycle that ensures that each camp meets the requirements of the National Camp Standards and the Authorization to Operate (once issued). The annual cycle includes the following steps:

1. Intent to Operate

The Intent to Operate is to be completed by October 31 the year prior to operation for long-term camps and camp properties. It is the application for approval for the camp to operate on behalf of the council. Long-term camps and camp-property intent-to-operate submissions are approved by the National Outdoor Programs Team on behalf of the National NCAP Committee. The long-term Intent to Operate is used by NCAP leadership to facilitate the scheduling of the assessments of the camps and properties. An Intent to Operate is not needed for short-term camps or day camps.

2. Postcamp/Precamp Inspection

Postcamp/Precamp Inspection is an inspection conducted by the council to help prepare each camp property for the upcoming program year. At least once during each Authorization cycle, the council will use the Camp Facility Evaluation tool to provide a brand fitness evaluation.

3. Declaration of Readiness (Long-Term Camps)

The Declaration of Readiness for long-term camps is due to the assigned zone assessment team leader by May 15 or 30 days in advance if the event is not held in the summer. The declaration is a statement by the council that the long-term camp is ready to open and will comply with the standards. Councils are encouraged to attach much of the paperwork required for demonstrating compliance with the standards to the Declaration of Readiness to save time during the assessment. Councils will also include in their Declaration of Readiness their prior-year annual camp improvement program goals, metrics, success criteria, whether the camp achieved the goals, and if not, the lessons learned. The Declaration of Readiness will also present the initial annual camp improvement program goals, metrics, and success criteria for the current year, which collectively address at least four of the continuous camp improvement categories.

4. Assessment and Accreditation

Each year, the assigned NCAP national zone camp assessment team (for long-term camps) the council self-assessment team (for day camps, COPE/Climbing courses, and camp properties), or the Short-Term Camp Administrator (for short term camps) will visit the camp property or camp

STANDARD:

The BSA National Camp Standards apply to any BSA-branded *camp property* or *camp*. All *camp properties* and *camps*, regardless of type, must comply with the standards applicable to the facilities and programs offered. When applicable, at *camp properties* and *camps*, the National Camp Standards take precedence over other national or local council policy or requirement except as provided herein.

SPECIFIC REQUIREMENTS OF THE STANDARD:

The BSA National Camp Standards apply to each of the following *camps* or *camp properties*:

- A. **Camp property.** A *camp property* includes any property over which a BSA council exercises long-term control that is made available to BSA units or individuals for use in BSA-branded program activities. A BSA camp property does not include the following:
1. Property held for use, investment, or sale that is not made available to BSA units or youth for use in BSA program activities;
 2. Service centers and Scout shops where activities of a primarily office or sales nature occur, except that Scout shops located in conjunction with a BSA camp (e.g., a camp trading post) are covered by the standards. A COPE or climbing course located at a service center or Scout shop is subject to the standards.
- B. **Camp.** *Camp* includes any program that provides a BSA-branded program to individuals or youth using the same or substantially the same personnel. Except for day camps as provided below, a camp is an overnight program. In determining the length of a camp, count all nights where any participants (other than staff) are present with substantially the same camp leadership or camp staff, regardless of what the camp is called, unless there is a gap of five or more nights between sessions. *Camp* includes the following classifications:
1. **Day camps.** A *day camp* is a council-organized program designed for Scouts for two or more days, under council-retained leadership at an approved site with no overnight. The program may operate at age-appropriate Cub Scout, Scouts BSA, Venturer, or Sea Scout level. A council may choose to treat a one-day event (without an overnight) as a day camp.
 2. **Short-term camps.** A *short-term camp* is any council-organized overnight camping program, whether one-time or continuing, that is one, two or three nights in length where the council or its agents

Applies to:**Camp
properties****Day camp****Short-term
camp****Long-term
camp**

(Revised January 1, 2024)

Applies to:

Camp properties

Day camp

Short-term camp

Long-term camp

provide the staffing and may provide program and food services, and includes camps conducted off council properties. National training courses, specifically National Camping School, Leave No Trace Level II Instructor, National Youth Leadership Training, Wood Badge, OA trainings such as NLS, are subject to the short-term camp requirements, regardless of format or duration. All other national training courses designation must be determined based on the number of nights of the camp (such as Powderhorn or KODIAK).

- 3. **Long-term camps.** A *long-term camp* is a council-organized camp of four nights or more that operates under council-retained leadership and can include static campsites, transient campsites, adventure or trekking programs, or some combination thereof. A long-term camp may operate at multiple age-appropriate Cub Scout, Scouts BSA, Venturer, or Sea Scout levels, but each program level must be offered a separate camp experience meeting the relevant program design standards and cannot be combined into a single camp experience.

C. **Exclusions from National Camp Standards.** The World Scout Jamboree, National Scout Jamboree, and the National Order of the Arrow Conference are excluded from coverage under the BSA National Camp Standards. The following programs are excluded from coverage under the BSA National Camp Standards, except when conducted on a camp property, in which case the *camp property* must meet the standards applicable to a *camp property*:

- 1. BSA council meetings
- 2. Events. An event is a council-sponsored activity that is not overnight and not a day camp. Events at a *camp property* are subject to the National Camp Standards applicable to the *camp property*.
- 3. Unit activities. A unit activity is subject to the [Guide to Safe Scouting](#) in lieu of the National Camp Standards even if located at a camp property. The council must continue to meet any standards applicable to the camp property and the unit must comply with council policies that implement the standards.

D. **Precedence.** At *camp properties* and *camps*, the National Camp Standards take precedence over inconsistent statements in other BSA policy statements, manuals and guides, regardless of whether issued at the national or local council level, except in the following circumstances:

1. The National Camp Accreditation Committee issues an NCAP Circular that states it supersedes certain sections of the National Camp Standards.
2. The National Camp Accreditation Committee issues a variance, waiver, equivalency determination, or other relief in accordance with Standard SA-005, which is binding upon the parties covered.
3. The National Camp Standards expressly reference and adopt another policy, manual or similar document, such as the [Guide to Safe Scouting](#), as controlling for certain issues. Additionally, the National Camp Standards explicitly allow councils and *camps* to adopt more stringent requirements. Where a council or camp exercises that authority, the more stringent requirement prevails.
4. The National Camp Standards take precedence only over inconsistent statements in other BSA publications only at *camp properties* and *camps*. For activities not at *camp properties* or *camps*, other BSA publications provide the applicable requirements.
5. Notwithstanding the above, *camp properties* and *camps* must always operate in compliance with federal, state and local laws, regulations and permits. Those legal requirements prevail over inconsistent Standards. *Camp properties* and *camps* are expected to comply with both law and the Standards to the extent consistent and possible. Councils facing this situation should apply for a variance pursuant to Standard SA-005 to eliminate inconsistency or tensions.

INTERPRETATION:

BSA council includes the National Council and its service territories, subdivisions and subsidiaries and any BSA-chartered local council and its districts, subdivisions and subsidiaries.

BSA-branded program includes any program offered using the name, trademarks, copyrights, or trade dress of the BSA.

A **long-term camp** is a camp of four or more nights. A short-term camp is one to three nights. The question arises of how to distinguish them when the camp is repeated. The answer is that the total number of nights of the program using essentially the same leadership and staff and within less than five days of each are counted to determine program length. Examples:

- A five-night camp is followed by a two-night camp using the same staff. This is a seven-night program and both camps must meet the long-term camp standards.

Applies to:

Camp properties

Day camp

Short-term camp

Long-term camp

NATIONAL CAMP STANDARDS APPLICABILITY

SA-001

(Revised January 1, 2024)

Applies to:

Camp properties

Day camp

Short-term camp

Long-term camp

- A three-night camp is followed by a day off followed by another three-night camp using the same staff. This is a six-day camp and the camps meet the long-term camp standards.
- The council offers a campmaster program where a varying staff offers a generally consistent program each weekend. Because these programs are five days apart, they are separate camps. This is a *short-term camp*.
- A Cub Scout camp is offered for four or more night sessions using the same program and staff. This is a long-term camp.

Long-term control means that a council or affiliated entity owns or leases the property or has a multiyear permit or license to operate a camp on the property. A council or affiliated entity that makes non-trivial improvements to facilities at a property is presumed to exercise long-term control over that property.

A council meeting is a meeting of a council executive board, any of its committees, subcommittees, or task forces, or of council members in a governance capacity.

Events. An event may not be subdivided to avoid application of the BSA National Camp Standards. For example, a camp that runs over five days cannot be split into daily activities to avoid the standards. *Events* not subject to the National Camp Standards are subject to the [Guide to Safe Scouting](#) and Youth Protection policies. Events at a camp property are subject to the standards applicable to the camp property, including any requirements of an applicable Authorization to Operate, for that camp property.

Exclusions. The World Scout Jamboree, National Scout Jamboree, and National Order of the Arrow Conference are mass events subject to additional health and safety requirements specific to those events which are equivalent to or more stringent than the National Camp Standards. Unit activities are subject to the [Guide to Safe Scouting](#).

Specific national training courses, National Camping School, Leave No Trace Level II Instructor, National Youth Leadership Training (NYLT), Wood Badge, and OA trainings such as NLS, are subject to the short-term camp requirements, regardless of format or duration.

All other national training courses designation must be determined based on the number of nights of the camp (such as Powderhorn or KODIAK).

VERIFICATION:

- Verification of compliance by a council with this standard will be determined during the zone conducted council NCAP program administration assessment and not individual camp assessments.

OUTSIDE PROVIDERS OF PROGRAM, ACTIVITIES, AND SERVICES

(Revised September 1, 2023)

STANDARD:

If a council uses public or private outside (non-BSA) providers of programs, activities, or services, the council has a written agreement with each provider that outlines the responsibilities of both parties, consistent with BSA standards and policies.

SPECIFIC REQUIREMENTS OF THE STANDARD:

The council selects only providers who:

- A. Present programming in keeping with BSA standards.
- B. Provide an adequate number of instructors/guides with verified qualifications.
- C. Use equipment that is safe, age-appropriate, and in good repair.
- D. Provide evidence that they meet or exceed BSA insurance requirements.
- E. Meet or exceed the requirements outlined in the [Guide to Safe Scouting](#).
- F. If outside vendor personnel will remain at the camp overnight, will be present regularly at the camp, or will have unsupervised contact with camp participants, the camp must:
 - 1. Either conduct criminal background checks on such personnel or obtain a written certification from the vendor that such personnel have received a criminal background check meeting BSA's minimum requirements; and
 - 2. Verify that the outside vendor personnel have completed either BSA's Youth Protection Training or received equivalent youth protection training meeting BSA's minimum requirements.
- G. Additional guidelines for specific programs:
 - 1. Scuba contractors shall also comply with the requirements of Standard PS-203.
 - 2. Transportation contractors shall also comply with the requirements of Standard PS-216.

The council requires staff to accompany campers participating in outside programs and ensures that these staff members are well-informed of their responsibilities for camper supervision.

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

OUTSIDE PROVIDERS OF PROGRAM, ACTIVITIES, AND SERVICES

(Revised September 1, 2023)

PD-109

Applies to:

Camp properties

Day camp

Short-term camp

Long-term camp

INTERPRETATION:

Councils and camps arranging for outside vendors required to have criminal background checks and youth protection pursuant to Specific Requirement F should contact the National Service Center for current minimum requirements by emailing NCAP@scouting.org. Written agreements must reflect vendor's agreement to meet or exceed minimum requirements of BSA National Camp Standards or policy.

When accompanying campers to programs or activities presented by outside private or public providers, staff supervisory responsibilities include, but are not limited to, camper behavior management, youth protection, communication, and health and safety-related matters.

Overnight and ongoing program providers must demonstrate compliance with BSA Youth Protection policies. Day on-site providers must demonstrate compliance with BSA Youth Protection Policies or be accompanied by youth protection-trained staff at all times. Day off-site providers providing service at a place of public accommodation (e.g., general public swimming pool, public beach) should meet as many of these policies as is reasonably possible, and accompanying staff should ensure maintenance of Youth Protection at all times. An "ongoing" vendor is one who is present during much of camp; a "day" vendor is one who appears sporadically (delivery personnel or delivers program during only a single day with no overnight or unsupervised access).

Where compliance with the standard as written cannot be achieved due to unusual circumstances, the council should seek a variance pursuant to Standard SA-005.

VERIFICATION:

- Review of the agreement and discussion with staff and/or director
- Review of list(s) of outside vendor personnel who will remain at the camp overnight, will be present regularly at the camp, or will have unsupervised contact with camp participants on council or vendor letterhead stating that criminal background checks have been completed and all personnel cleared for work at camp

REFERENCES:

- The [Guide to Safe Scouting](#) is available at www.scouting.org/health-and-safety/gss/
- Current BSA minimum requirements for equivalent background checks and youth protection training can be obtained by contacting ncap@scouting.org

STANDARD:

When a camp develops a new activity not addressed by these standards or part of current BSA program, it must develop the program following the guidelines in the BSA's [Guide to Safe Scouting](#), Youth Protection policies, program hazard analysis process, and age-appropriate guidelines.

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. Written procedures set forth criteria for success, staff skill levels and training, safety considerations and procedures, equipment required, needed property support, and site-specific considerations.
- B. If the risk assessment for the new activity, before controls are developed in the risk management process, is classified as IA, IB, IC, ID, IIA, IIB, IIC, IID, IIIA, IIIB, or IIIC on the Risk Assessment Chart in Program Hazard Analysis, No. 680-009, the council must submit a variance request prior to commencing the new activity.

INTERPRETATION:

Camp leadership is actively encouraged to create new, exciting, and dynamic nontraditional camp activities. Care must be exercised to ensure maximum camper and staff safety, securing necessary certificates and training (as needed), and should include procedures for care of equipment and grounds.

The BSA's program hazard analysis process is available at scouting.org/filestore/pdf/680-009.pdf

The Program Hazard Narrative Form is at scouting.org/filestore/HealthSafety/doc/Narrative.doc

The Program Hazard Analysis Chart is at scouting.org/filestore/HealthSafety/doc/ProgHazAn.doc

Variance requests should be submitted to NCAP@scouting.org at least three months prior to the proposed program or activity.

VERIFICATION:

- Observation of program in process and/or leader and staff evaluations and staff leadership comments to help review the program
- Observation of program hazard analysis narratives and chart for the new activity

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

RECOMMENDED PRACTICE:

Trading post operations support the aims of Scouting and program objectives.

Applies to:

INTERPRETATION:

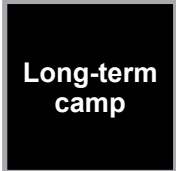
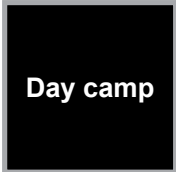
A trading post, if present, supports character, citizenship, and physical fitness, as well as the program’s objectives. Specific trading post practices include the following:

- Offer healthy foods, including fresh fruits or vegetables.
- Minimize sugary and fattening foods, including candy bars, energy drinks, and sodas. Elimination of sugary and fattening foods is not required.
- Provide items that are age-appropriate to the participants.
- Provide program- or camp-specific memorabilia/merchandise.

At least three of the items must be met.

VERIFICATION:

- Visit to trading post



STANDARD:

If offered, scuba programs are conducted in a safe manner and in accordance with the [Guide to Safe Scouting](#), BSA Scuba Policy and applicable industry requirements.

Applies to:

Day camp

Short-term
camp

Long-term
camp

SPECIFIC REQUIREMENTS OF THE STANDARD:

A. Participation Limits

1. Youth members in Cub Scouting, including Webelos Scouts, are not authorized to use scuba in any activity.
2. Youth members in Scouts BSA, Venturing, and Sea Scouting may participate in the introductory Scuba BSA program and may obtain scuba certification as conducted by recognized agencies appropriate to their age. Recreational dives are allowed at a camp or council event provided such dives are consistent with their current level of certification and are under the direct, on-site supervision of a responsible adult currently certified as a divemaster, assistant instructor, or higher rating from a recognized agency. All such activities must meet all requirements of the Scuba Policy in the [Guide to Safe Scouting](#).
3. Standards of the recognized scuba agencies require students for open-water certification programs to be at least 15 years of age but allow special certification programs for younger students. Because all instruction for BSA scuba programs must be conducted by professionals certified by a recognized agency, additional agency-specific, age-related restrictions, and protocols apply to students under 15 years of age.
4. The divemaster or instructor supervising a recreational dive by a BSA group must implement the following policies for all divers under 15 years of age, as well as any additional junior diver restrictions and protocols adopted by that person’s certifying agency:
 - a. Depths are limited to 40 feet for divers under 12 years of age and to 60 feet for divers 12 to 14 years of age.
 - b. Each diver under 15 years of age must have an adult buddy certified as an open-water diver who is either the junior diver’s parent or an adult approved by the parent.
 - c. Additional divemasters or instructors must be present to maintain a ratio of one trained supervisor to four buddy pairs (eight divers) containing no more than four divers under 15 years of age.

AQUATICS: SCUBA PROGRAMS

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(Revised January 1, 2024)

Applies to:

Day camp

Short-term
camp

Long-term
camp

B. Program Supervision. Any camp offering scuba must comply with this standard and deliver the scuba program using one of the following two options:

1. The scuba program is supervised by a recognized scuba contractor meeting the requirements of Standards PD-109 and PS-203; or
2. The camp is a nationally accredited scuba adventure program meeting the requirements of Standard PS-203, Specific Requirements E through I.

C. Medical Requirements

1. All scuba participants must submit a current (within one year) BSA Annual Health and Medical Record. In addition, all scuba participants must submit a current (within one year) medical statement approved by the Recreational Scuba Training Council (RSTC). Each scuba training agency recognized by the BSA requires a specific health history form prior to enrollment in a certification program. The BSA requires review and approval of the completed form by a physician even if the scuba agency itself does not require physician approval. Various risk factors identified on the forms may exclude a person from scuba training, either temporarily or permanently. Risk factors include but are not limited to ear and sinus problems, recent surgery, spontaneous pneumothorax, asthma or reactive airway disease (RAD), seizure disorders, diabetes, leukemia, sickle-cell disorder, pregnancy, panic disorders, and active psychosis.
2. The divemaster or instructor supervising the program must review the BSA annual health and medical record and the RSTC Diver Medical Participant Questionnaire and evaluate risk conditions using medical standards consistent with those used by their certifying agency and the BSA, whichever is more stringent. Either the divemaster/instructor or the camp health officer may disapprove a participant for a scuba activity but only the divemaster/instructor may approve a participant for a scuba activity. Scuba diving is prohibited for people with the following conditions:
 - a. Participants with a history of seizures or epilepsy unless allowed under the BSA Scuba Policy.
 - b. Individuals with diabetes or similar conditions, unless well-controlled and allowed under the BSA Scuba Policy.
 - c. History of asthma or RAD unless resolution is confirmed in accordance with the BSA Scuba Policy.

Applies to:

Day camp

Short-term camp

Long-term camp

- d. Participants with ADD, ADHD, anxiety and depression, or related conditions requiring any medication unless allowed under the BSA Scuba Policy.
 - e. Any person with conditions listed as “severe” by the Undersea and Hyperbaric Medical Society.
- D. **Risk Management.** Councils contracting a vendor to conduct scuba operations have an annual Letter of Agreement with Facility outlining requirements found in BSA Scuba Policy and Standards PS-203.
 - 1. The annual letter of agreement must meet BSA minimum requirements.
 - 2. The annual letter of agreement must be specifically approved by the council’s enterprise risk management committee consistent with Standard PD-112.
 - 3. Local council programs may not compress or sell air for scuba use, or sell, rent, or loan scuba equipment (scuba cylinders, regulators, gauges, dive computers, weights, or BCDs) All air and equipment for local council program use must be obtained from professional sources (dive stores, resorts, dive boats, etc.) affiliated with a scuba agency recognized by the BSA. Use of personal air or equipment is not authorized.
- E. **Recognized Scuba Contractor: Qualification**
 - 1. The contractor must be a member, in good standing, of an RSTC agency. Recognized scuba agencies are:
 - a. Professional Association of Diving (PADI)
 - b. National Association of underwater Instructors (NAUI)
 - c. Scuba Schools International (SSI)
 - d. International Diving Educators (IDEA)
 - e. Professional Diving Instructors Corporation (PDIC)
 - f. Scuba Diving International (SDI)
 - g. National Academy of Scuba Educators (NASE)In addition to the agencies listed by name, any current member of the World Recreational Scuba Training Council (WRSTC), which includes all RSTC members, is also a recognized scuba agency.
 - 2. The contractor (and its facility) must operate within local, state, and federal government laws and regulations.

AQUATICS: SCUBA PROGRAMS

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(Effective January 1, 2024)

Applies to:

Day camp

Short-term
camp

Long-term
camp

3. The contractor must have written safety plans for its facility or the camp or camp property at which the scuba program will be offered which include:
 - a. Visibility and sea/water conditions constraints
 - b. Inclement weather
 - c. Lost diver
 - d. Medical emergency at sea/on the water
 - e. Vessel emergency; grounding, sinking, fire (if program is based off boat).
4. Contractor (and its facility) and any vessels used as part of the program must operate within USCG laws and regulations. Each vessel must submit to either a USCG Safety Examination or Inspection annually (depending on the size and weight of vessel) and submit to USCG Incident Reporting requirements and procedures.
5. Vessels must be equipped with USCG approved first aid kits, emergency equipment, rescue equipment, and emergency oxygen equipment along with an AED (not required by USCG). Oxygen equipment and AED are stored in a safe and accessible location.

F. Recognized Scuba Contractor: Staffing Minimum Requirements

1. Contractor must employ a Scuba Director, over the age of 25, with 5 or more years of industry experience, who is an RSTC Instructor or greater, PADI Emergency First Response Instructor or equivalent, PADI Emergency O2 Instructor or equivalent to provide leadership to scuba-based programs, facilities, and operations.
2. Scuba instructors employed by contractor are 18 years of age or older and hold a current RSTC Instructors certification along with PADI Emergency First Response or equivalent, and PADI Emergency O2 or equivalent certifications.
3. Scuba divemasters employed by contractor are 18 years of age or older and hold a current RSTC divemaster certification along with PADI Emergency First Response or equivalent, and PADI Emergency O2 or equivalent certifications.
4. Scuba staff with potential rescue responsibilities employed by contractor must possess a RSTC Rescue Diver or greater certification along with PADI Emergency First Response or equivalent, and PADI Emergency O2 or equivalent certifications.

Applies to:**Day camp****Short-term
camp****Long-term
camp**

5. If required for program, USCG Captains subcontracted or employed by contractor must hold a current and active USCG license appropriate for the size of vessel operated along with PADI Emergency First Response or equivalent, and PADI Emergency O2 or equivalent, certifications OR USCG approved/required medical training.
6. Scuba staff members, including all listed in Specific Requirements F.1-4, must attend scuba department training annually and submit to a position specific skill review. This skill review may include training of other personnel under observation of scuba director or their designee.
7. Scuba staff members, including all listed in Specific Requirements F.1-5, must be active members of a USCG-sanctioned Drug Consortium and, where required, submit to annual and random drug screenings.

G. Recognized Scuba Contractor: Minimum Medical Requirements

1. Contractor must either have a formal relationship with an MD or DO who is versed in dive and hyperbaric medicine OR have a formal relationship with Divers Alert Network to review and provide guidance to safety standards and procedures, answer technical medical questions, and train staff members to recognize symptoms of dive related illness.
2. Contractor shall employ trained staff members to review scuba medicals in alignment with BSA Scuba Policy. Any individual outside of BSA Scuba Policy must be denied participation; concerning medical records are forwarded for review to the scuba medical director or referred to Divers Alert Network or to a licensed hyperbaric physician via a PCI compliant method.

H. Recognized Scuba Contractor: Equipment Minimum Requirements

1. Contractor maintains an up-to-date inventory of all equipment.
2. If contractor maintains equipment, maintenance must be done by trained and certified individuals. If maintained by a vendor, the vendor must be trained and/or licensed.
3. Contractor maintains a written maintenance and replacement schedule for all scuba equipment. Maintenance logs are kept for all equipment.
4. Contractor must conduct timely routine maintenance of air compressors such as filter and oil changes accomplished by a trained staff member or vendor, and a maintenance log is kept. An

AQUATICS: SCUBA PROGRAMS

PS-203

(Revised January 1, 2024)

Applies to:

Day camp

Short-term
camp

Long-term
camp

annual inspection of the compressor is performed by a certified service center. The compressor area and fill station are enclosed and locked when unsupervised. There is an “Authorized Personnel Only” sign posted.

5. Air produced by compressors is tested a minimum of four times per year or as required by state law. Results are sent to the applicable state health department or other regulatory authority as required.
6. Qualified inspectors supervise the visual inspection of all scuba dive cylinders and tank valves annually. Official inspection stickers are affixed to each cylinder. Scuba cylinders are filled to a maximum of 3,000 PSI by trained staff members only.

- I. **Nationally Accredited Scuba Adventure Program.** Nationally accredited Scuba Adventure programs are authorized to perform and shall comply with the requirements of the recognized scuba contractor under Specific Requirements E through H. The following programs are recognized as nationally accredited Scuba Adventure programs:

- BSA Sea Base

VERIFICATION:

- Review of staff chart and certifications (may be submitted with declaration)
- Discussion of procedures in practice with director and staff
- Review of cylinders to ensure in accordance with standard
- Review to ensure proper health form and supplement are reviewed in medical screening
- Verification of written contract for recognized scuba contractor and verification of RSTC membership
- Review to ensure required plans in place
- Discussion of medical review procedures used by contractor
- Review of equipment logs and maintenance practices

REFERENCES:

- The BSA Scuba Policy is found in the [Guide to Safe Scouting](#) at www.scouting.org/health-and-safety/gss/
- UHMS Diving Medical Guidance to the Physician (current edition), available at www.uhms.org/

STANDARD:

If offered, COPE or climbing programs are operated safely and in compliance with the policies of the Boy Scouts of America, Association for Challenge Course Technology (ACCT) Standards, and other governing jurisdiction regulations.

Applies to:**Camp
properties****Day camp****Short-term
camp****Long-term
camp****SPECIFIC REQUIREMENTS OF THE STANDARD:****A. Program Equipment**

1. All specialized equipment needed for conducting a safe COPE and/or climbing program must be available to participants and staff members and approved by a qualified person. Personal climbing helmets and harnesses may be used if inspected and approved by the on-site Level II instructor or director. All equipment and cordage must be used, inspected, and retired according to the manufacturer's recommendations. In the absence of a manufacturer's recommendation, all soft goods must be retired no more than 10 years from the date of purchase.
2. Each participant and staff member in the fall zone of a climbing site or COPE high-course site must wear a rock-climbing helmet. Observation areas for onlookers must be outside of the fall zone.
3. An inventory of all cordage and rope used in the program must be kept, including: (a) manufacture date, (b) purchase date, (c) in-service date, and (d) any unusual or environmental or mechanical stress. All rope and cordage must be uniquely marked, permanently identified, and traceable in the inventory.
4. Equipment is retired according to the manufacturer's recommendations for inspection or age. In the absence of a manufacturer's retirement recommendation, all soft goods must be retired no more than 10 years from the date of purchase.
5. Staff members inspect all program equipment before and after each use and are taught how to inspect equipment for defects that render equipment unsafe for use. Disposal of retired equipment is done in such a way that it cannot be used for life safety systems.
6. When not being used, equipment must be kept in locked, protected storage, away from exposure to sunlight, heat, moisture, chemicals, and destruction or contamination by animals.

COPE AND/OR CLIMBING PROGRAMS

PS-206

(Revised January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

- B. Participant Requirements. Participation in COPE and climbing activities shall comply with the Age-Appropriate Guidelines for Scouting Activities available in the [Guide to Safe Scouting](#). Additionally, program staff shall ensure that all participants have adequate maturity to participate in the activities.
- C. Program Operation
1. All COPE and climbing staff use written procedures for:
 - Opening and closing the program site
 - Conducting a site and safety orientation before the program activity
 - Safety during program operation
 - Equipment use
 - Disabling or limiting access to program sites
 2. No participant is ever coerced or pressured into attempting an activity. A participant may be encouraged to take the next small step, but the final choice of participation and performance is left entirely up to the individual.
 3. The technique of spotting is explained, demonstrated, and practiced before any activity requiring that skill.
 4. Prior to any activity using life safety systems, participants are trained in:
 - Proper belaying technique
 - Backup belay technique
 - Belay transfers
 - Signal use
 - CHECK or equivalent procedure
 - Equipment use
 5. The Level II instructor or director determines if a participant's safety might be compromised by course conditions, staffing, weather or any other factor, and is empowered to open and close the COPE or climbing program. Staff members are trained to monitor environmental conditions and their effect on participants during challenge activities. Alternative weather-appropriate activities should be available.
 6. All participants are top-roped when climbing. When transferring from one belay system to another, a consistent process is used to ensure

that the new belay attachment is secure before the old system is disconnected. All rappelling participants use an acceptable rappel belay method.

7. Only trained COPE and climbing staff may climb using lobster claws or similar tether systems to self-belay above the anchor, such as during a staple climb. Load-limiting or fall-arresting devices shall be used in these situations.
8. Measures are in place to provide for the safety of everyone at the program site, including observers. Everyone must be belayed or tethered when within 8 feet of an edge where a fall of more than 6 feet could occur. All zip line staff who are working on launch or landing areas where the staff member can come in contact with a moving participant must be tethered.
9. A consistent process is used by all COPE and climbing staff to ensure that clothing, head protection, environment, connections, and knots are double-checked in any belayed events for staff members and participants. This requirement must also be followed by staff at all times, including setup and takedown of life safety systems.
10. Written incident resolution plans identifying likely emergencies, including rescues, and procedures for resolving them are reviewed with COPE and climbing staff members and rehearsed annually. Plans must address emergency access (see Standard AO-805).
11. At least one person at the program site must have a valid certificate of training in first aid and American Red Cross Adult CPR/AED training or equivalent, and be physically present whenever the program is in operation. If the program site is more than 60 minutes away from emergency medical services (EMS), then a person trained to a minimum level of wilderness first aid must be present on the program site.
12. Rescue equipment and medical supplies appropriate for likely incidents must be on-site and accessible when the program is in operation, and at least one person must be trained in the use of all supplies.

D. Temporary Anchor Systems

1. All temporary anchor systems must provide sufficient strength to limit potential falls. Anchors are placed to provide the most effective protection for both the climber and the belay.

Applies to:

**Camp
properties**

Day camp

**Short-term
camp**

**Long-term
camp**

COPE AND/OR CLIMBING PROGRAMS

PS-206

(Revised January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

2. Trees used as anchor points in an anchor system must be well-rooted, healthy, at least 6 inches in diameter at the point of attachment, and protected from damage.

INTERPRETATION:

A COPE course is defined as any challenge elements that are part of a challenge course program and artificial climbing structures. Climbing and rappelling programs include natural rock sites and artificial climbing structures. These standards apply to all COPE and climbing activities that are operated by councils and/or their districts at any location and any time of the year. Scouting units wishing to conduct climbing programs should consult the Climb On Safety guidelines and [Guide to Safe Scouting](#). Unit leaders must take Climb On Safety training (available online at [scouting.org](https://www.scouting.org)) prior to taking their units on climbing activities.

Scout camp structures such as monkey bridges, obstacle courses, and pioneering towers are expected to meet safety standards in equipment and supervision comparable to COPE but are not subject to COPE and climbing standards under these conditions, do not require professional inspection, and do not require an onsite COPE Level II instructor or director. Councils may find their COPE and climbing committee to be a valuable resource for writing operating procedures and providing training for staff who supervise these activities.

Soft goods: Rope, webbing, cordage, helmets, harnesses, slings, etc.

Life safety systems: Life safety systems are generally required where a fall of more than 6 feet could occur. Some low COPE course elements such as “The Wall” may have a fall potential of more than 6 feet. Proper spotting techniques or life safety systems may be acceptable practices on these elements.

Proper belaying technique: Belayer’s position must be in direct line with a potential fall and allow for no slack between the anchor point, if used, and the belayer. Horizontal traversing elements require either a movable dynamic belay system with a belay team or a static belay system using an observer. **Backup up belay is required.** In rare natural areas where there is not enough space for a backup belayer or during initial set up of a course with only two trained staff, using trained belayers to belay with an assisted-braking device or hitch is allowed. (Artificial climbing surfaces or elements that do not allow for a backup belay must be redesigned or their operating procedures modified to meet this requirement.)

Acceptable rappel belay methods: Rigged using a releasable rappel or other belay system that allows participants to be quickly and safely lowered if the rappel device becomes jammed.

- Recommended: Double-line rappel with an independent belay line
- Recommended: Single-line rappel with an independent belay line
- Acceptable: Double-line rappel with a fireman's belay
- Acceptable: Single-line rappel with a fireman's belay

Some activities employ life safety provisions similar to COPE or climbing (e.g., caving, canyoneering, ice climbing, via ferratas, spar pole climbing, etc.), and may involve the use of equipment and/or techniques that are not covered in typical BSA instructor training. Staff members must consult with experts familiar with and trained in the use of this equipment and these techniques prior to implementing the program. Specific training and assessment for instructors operating these programs must be documented prior to operating these programs.

VERIFICATION:

- Observation of procedures in practice with participants
- Evaluation of program documents (may be submitted with declaration):
 - Equipment record/inventory
 - Daily orientation and operating procedures
 - Plans for likely emergencies

REFERENCES:

- Many states regulate some or all COPE elements and may require permits. See Standard AO-801.
- Staffing requirements are set forth in SQ-409.
- Facilities requirements are set forth in FA-715.
- Additional information on COPE and Climbing programs may be found in *Belay On!*, No. 300-530.

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

TARGET AND RANGE SPORTS: FIREARMS PROGRAMS

(Revised January 1, 2024)

STANDARD:

If offered, the camp operates a safe, age-appropriate firearms shooting sports program.

Applies to:

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. Shooting is confined to approved ranges. Each range is designed in accordance with guidelines at www.scouting.org/outdoor-programs/shooting-sports/ which provides examples of approved range layouts.
- B. Age-appropriate restrictions on firearms used:
 1. Tigers, Cub Scouts and Webelos Scouts may use BB guns in council-operated programs.
 2. At long-term camp only, Webelos Scouts may use pellet rifles on a council-operated range meeting the requirements of paragraph A of this standard.
 3. Scouts BSA members may use BB guns, pellet rifles, .22-caliber rimfire, bolt-action rifles, shotguns, and muzzle-loading rifles. If magazines are used, range commands must include "magazines out after firing all your shots" to ensure the firing line is safe after shots are fired, if repeaters are used.
 4. Venturing youth, Sea Scouts, and Scouts BSA members who are 14 years of age or older, or are 13 and have completed the eighth grade may participate in the Scouting pistol safety and marksmanship program.
 5. Venturing youth and Sea Scouts may use BB guns; pellet rifles; any cartridge-firing rifle with open, scope, or dot sights; shotguns; pistols; and muzzle-loading rifles, muzzle-loading shotguns, and muzzle-loading pistols.
- C. Safe, age-appropriate equipment is maintained in good repair. Firearms modified to fit the size of the shooters are desirable:
 1. Bolt-action .22-caliber rifles used in BSA shooting sports must have a trigger pull in excess of 3 pounds and are tested with a 3-pound weight or scale at least once a week while in use. If any mechanism fails, the firearm is immediately removed from service. Test documentation is maintained.
 2. All pellet rifles (CO₂, pump, break barrel, etc.) are limited to single-shot, designated for target shooting, velocity of 500 to 540 feet per second, with a minimum of 2.5 pound trigger pull. Pellet rifle propellant is limited to CO₂ cylinders or air compressor/scuba tanks. If scuba

Day camp

Short-term
camp

Long-term
camp

TARGET AND RANGE SPORTS: FIREARMS PROGRAMS

(Revised January 1, 2024)

PS-214

Applies to:

Day camp

Short-term
camp

Long-term
camp

tanks are used, each tank must be labeled appropriately, visually inspected annually, and hydrostatically tested every five years by a qualified technician. Refilling of scuba tanks used for shooting sports only is conducted by qualified adults with appropriate controls. Scuba tanks used for shooting sports purposes may not be used for scuba purposes.

3. Use of approved shooting safety glasses and ear protection is required for all shooters and instructors. Ear protection is not required for BB guns and air rifles. All personal protective equipment and standard operating procedures required pursuant to Specific Requirement D shall be followed at all times the program is in operation.
 4. Safe, separate, and locked storage (can be the same building) is provided for firearms, ammunition, and CO₂ cylinders and bulk tanks.
 5. Qualified supervision (see SQ-407) and appropriate ratio of adult coach/instructor to youth participants is present at all times.
 6. Ready access to communication and first aid is required.
- D. Prior to initiating the program in Specific Requirements E, F, G, or H, the council has convened a task force to review all local, state, and federal guidelines; age restrictions; licensing and/or certification courses; equipment and personal protective equipment standards, 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 [Guide to Safe Scouting](#). Appropriate standard operating procedures must be developed. The complete program, including standard operating procedures, must be specifically named and approved pursuant to Standard PD-112.
- E. Scouting Pistol Safety and Marksmanship Program. Instruction shall follow the *Scouting Pistol Safety and Marksmanship Program Instructor Syllabus*. No sections shall be moved or changed. Participant range instruction must occur in the order assigned in the syllabus.
1. Each youth participant shall be provided a copy of *Scouting Pistol Safety and Marksmanship* for the course. It is recommended that each youth take this copy with them as a reference for safety and maintenance of pistols at the conclusion of the course.

TARGET AND RANGE SPORTS: FIREARMS PROGRAMS

(Revised January 1, 2024)

2. Only one type of pistol action shall be demonstrated and used per course session.
 3. Only .22-caliber handguns are authorized for this program.
 4. The council must submit the Shooting Sports Application to the National Council, Outdoor Programs, and retain a copy of the application identifying that the council will operate this program.
- F. Cowboy Action Shooting Program. Instruction shall follow the *Cowboy Action Shooting Program Guide* guide in the current edition of the BSA *Shooting Sports Manual*, No. 430-938.
1. Before moving to the shooting positions, each participant shall participate in a cowboy action shooting safety briefing using the outline in *Cowboy Action Shooting Program Guide*. This guide can be found in the appendix of the BSA *Shooting Sports Manual*, No. 430-938.
 2. The course of fire must be clearly explained during the safety briefing so that the participants understand what they are to do at each station and when and where they are to move. No variation from the course of fire is allowed.
 3. Each youth participant shall be assisted by an instructor at each shooting position.
 4. No variation in the course of fire is authorized during any session. Different courses of fire consistent with the *BSA Cowboy Action Shooting Program Guide* may be used at different sessions.
 5. Only .22-caliber handguns, bolt-action or lever action .22 rifles, and 12- or 20-gauge shotguns are authorized for this program. Only council-maintained firearms and ammunition shall be used.
 6. In addition to Specific Requirement A, each cowboy action shooting range is designed in accordance with Appendix 14 of the *Cowboy Action Shooting Program Guide*. Each shooting position shall have a “red” ready line behind each shooting position.
 7. The instructor responsible for each shooting position shall load the firearms prior to the participant arriving. Participants shall not load the firearms in this program.
 8. The council must submit the Shooting Sports Application to the National Council, Outdoor Programs, and retain a copy of the application identifying that the council will operate this program.
- G. Chalk Ball Programs. Venturers, Sea Scouts, and Scouts BSA members may participate in the chalk ball program. Instruction shall follow the program guidelines outlined in the Chalk Ball Program guide in the BSA *Shooting Sports Manual*, No. 430-938.

Applies to:

Day camp

Short-term
camp

Long-term
camp

TARGET AND RANGE SPORTS: FIREARMS PROGRAMS

(Revised January 1, 2024)

PS-214

Applies to:

Day camp

Short-term
camp

Long-term
camp

1. Pointing any type of firearm or simulated firearm at any individual is prohibited. Participants shall shoot at targets that are neither living nor human representations.
2. Before moving to the shooting positions, each participant shall participate in a safety briefing using the outline in the *BSA Chalk Ball Program Guide*, Appendix 13.
3. The trail and rules of the trail must be clearly explained during the safety briefing so that the participants understand what they are to do at each station and when and where they are to move. No variation from the trail and its defined shooting areas is allowed.
4. No variation in the trail and stations is authorized during any session. Different trails and stations consistent with the *BSA Chalk Ball Program Guide* may be used at different sessions.
5. Range staff must accompany the participants along the trail and at each station. Range staff shall carry the markers in a box between shooting stations; they will also carry the markers between shooting positions.
6. Only paintball markers using chalk balls or paintballs are authorized for this program. The camp will need an adequate number of chalk ball containers (15 recommended) and targets (10 metal targets and six cowbell targets recommended). Only council-maintained equipment and chalk balls or paintballs shall be used.
7. The camp will need a supplier/vendor to refill 20-ounce CO₂ canisters. Alternatively, the camp will need an approved CO₂ cylinder (two 50-pound cylinders are recommended) and several 20-ounce CO₂ canisters (a minimum of eight is recommended). If the alternative is chosen, the camp must follow training and safety requirements outlined in its risk review (see Specific Requirement D).
8. The Laporte throwing system and Flashball® program, or any program shooting a flying target, are not authorized under this Standard.
9. Each range is designed in accordance with Appendix 13 of the *BSA Chalk Ball Program Guide*. A “red” ready line shall be placed behind each shooting position.
10. Each chalk ball course shall have a radio or telephone, a first-aid kit, and adequate eye protection for the number of participants. Each pair of safety glasses must be cleaned before a new participant uses it.

TARGET AND RANGE SPORTS:
FIREARMS PROGRAMS

(Revised January 1, 2024)

11. The council must submit the Shooting Sports Application to the National Council, Outdoor Programs, and retain a copy of the application identifying that the council will operate this program.
- H. Multi-Gun Airsoft Experience Program. Venturers, Sea Scouts, and Scouts BSA members may participate in the multi-gun airsoft experience program. The program shall follow the *Multi-Gun Airsoft Experience Operations Guide*. This guide can be found in the appendix of the *BSA Shooting Sports Manual*, No. 430-938.
1. Only airsoft guns and accessories listed in Appendix 12g of the *Multi-Gun Airsoft Experience Operations Guide* are permitted. All airsoft guns must be obtained from an approved supplier listed in Appendix 12f.
 2. Fully automatic operation of airsoft guns is not authorized. All guns must be set to semiautomatic or single shot position. A gun that fires multiple airsoft pellets at a trigger pull, but does not continue to fire, is not considered fully automatic.
 3. Each range is designed in accordance with the section “Airsoft Range Layout” and Appendices 12i and 12j of the *Multi-Gun Airsoft Experience Operations Guide*. Each shooting position shall have a ready line and a control line behind each ready line. The coach and instructor must be able to see all areas at all times.
 4. Each range shall have a radio or telephone, a first-aid kit, and an adequate number of safety glasses for the number of participants.

INTERPRETATION:

A .22-caliber rimfire, bolt-action rifle is defined as either (1) a breech-loading, single-shot, bolt-action rifle or (2) a repeater bolt action rifle with a box magazine. Tubular, extended, or high-capacity magazines are not allowed. Trigger pull will be in excess of 3 pounds.

A pistol is defined as: (1) .177-caliber air pistol with at least or in excess of a 2.5-pound trigger pull; open, scope, or dot sights; air, CO₂, or precharged pneumatic; or (2) a cartridge-firing pistol with a minimum of a 3-pound trigger pull; open, scope, or dot sights.

It is recommended that 20-, 16-, or 12-gauge semiautomatic shotguns be used. The council should specify whether it will allow personal equipment and, if so, under what conditions, in its literature. Consult the *BSA Shooting Sports Manual*, No. 430-938, for additional guidance. The current Scouting Pistol Safety and Marksmanship Program Syllabus is available at the BSA Advanced Pistol Safety and Marksmanship Class.

Paintballs are authorized as an alternative to chalk balls under Specific Requirement G.

Applies to:

Day camp

Short-term camp

Long-term camp

TARGET AND RANGE SPORTS: FIREARMS PROGRAMS

(Revised January 1, 2024)

PS-214

Applies to:

Day camp

Short-term
camp

Long-term
camp

VERIFICATION:

- Observation of procedures in practice.
- Review of the Shooting Sports Application, the council's Standard PD-112 risk-and-safety review, and standard operating procedures and compliance with cited manuals and guides—if programs pursuant to Specific Requirements E, F, G, or H are offered.
- Review of course operation consistency with the FIRST Steps Syllabus and standard operating procedures.
- Verification of age, equipment, and permission slip controls.

REFERENCES:

Staffing standards are set forth in Standard SQ-407. Sample standard operating procedures are available in Appendix of the BSA *Shooting Sports Manual*, No. 430-938.

Program guides cited in the Specific Requirements are available in the BSA *Shooting Sports Manual* as follows:

- Appendix 11: Scouting Pistol Safety and Marksmanship Program
- Appendix 12: Multigun Airsoft Experience
- Appendix 13: Chalk Ball Program
- Appendix 14: Cowboy Action Shooting Program

Find Shooting Sports program details at

www.scouting.org/outdoor-programs/shooting-sports/

STANDARD:

If a camp provides transportation service to its participants, it does so in a safe fashion, complying with applicable laws, BSA standards and policies.

INTERPRETATION:

Councils that include transportation costs in their fees for camp programs (for example, to transport passengers to and from a camp or trek site) are subject to regulations for nonbusiness private motor carrier of passengers (PMCPs). The [Guide to Safe Scouting](#) provides additional information on PMCP limitations. If outside contractors are used, the council must also comply with Standard PD-109 Outside Providers of Program, Activities, and Services.

A person who operates a vehicle as part of a PMCP must have a commercial driver's license to drive a vehicle designed to carry 16 or more passengers, including the driver; or that has a gross vehicular weight of more than 10,000 pounds.

All vehicle operators who are required to have a commercial driver's license are subject to drug and alcohol testing. There are no exceptions within the nonbusiness PMCP category, which includes Scouting volunteers. Local councils should establish guidelines for volunteer drivers based on the requirements of the state where they are located.

It is essential that drivers be thoroughly familiar with the bus or vehicle they will be driving, including knowing the location of emergency exits and fire extinguishers and how to operate them. To be prepared, a driver is expected to:

- Be able to handle and brake a fully loaded vehicle.
- Transport no more passengers than there are seating locations and working seat belts.
- Ensure that luggage and equipment are safely secured.
- Check that emergency exits are clear of people and things.
- Conduct a pre-trip inspection of critical systems (signals, fuels, tires, windshield wipers, horn, etc.).

Satisfactory driving record and appropriate insurance for each driver should be evaluated as part of the hiring process.

All drivers must comply with BSA Youth Protection policies and meet one of the following criteria: (1) be a registered camp staff member; (2) be an outside contractor meet equivalent requirements pursuant to Standard PD-109 Outside Providers of Program, Activities, and Services; or (3) be a registered BSA adult volunteer leader. All other Youth Protection requirements apply. If a BSA unit is

Applies to:**Day camp****Short-term
camp****Long-term
camp**

TRANSPORTATION SERVICES

PS-216

(Revised January 1, 2024)

Applies to:

Day camp

Short-term
camp

Long-term
camp

traveling as part of a camp program, it is highly recommended that at least one unit adult be present in each vehicle traveling with unit youth; if traveling as part of a non-unit-based program, at least one staff member assigned to the youth travel with the youth.

Standard PS-216 requirements do not apply to public common carriers—for example, trains, public buses, and commercial airlines—on regularly scheduled public routes. Youth Protection policies must be followed as applicable.

VERIFICATION:

- Observation of contract (may be submitted with declaration)
- Documentation of current required general or commercial driver's licenses

STANDARD:

If offered, adventure programs or activities are exciting, dynamic, and appealing to today's youth; meet the needs of participating youth; are challenging; allow for personal reflection and growth; and are conducted in a safe manner and in accordance with the National Camp Standards and program- and activity-specific procedures.

SPECIFIC REQUIREMENTS OF THE STANDARD:**A. Definitions.**

1. *Adventure program* is any program lasting two consecutive nights, or 48 hours or more, with the same or substantially the same group. An adventure program that meets the definition of a "trek program" must also meet the requirements of Standards PS-218 through PS-221.
2. *Adventure activity* is any activity lasting less than two consecutive nights or 48 hours. An adventure activity that meets the definition of an "outpost" (see Standard PS-217) must also meet the requirements of Standard PS-217.

B. Participant Eligibility. Participation in adventure programs must conform to the Age-Appropriate Guidelines for Scouting Activities or more stringent guidelines established by the council or camp.

C. Programs and Activities Covered. The following adventure programs and activities are covered by this standard:

1. BMX bike programs
2. Boardsailing or standup paddleboarding beyond introductory merit badge or BSA aquatics award training
3. Caving, except in a guided cave program open to the general public
4. Cross-country or downhill skiing and snowshoeing
5. Mountain bike adventure programs where the trail is not smooth and participants are expected to jump obstacles, thread between obstacles with less than 18 inches of tread clearance or 36 inches of body clearance, or descend grades greater than 15 percent. A trail meeting IMBA's Black Diamond or Double Diamond rating is subject to this standard
6. Rock climbing, rappelling, or bouldering off of a BSA accredited *camp property*
7. Scuba or snorkeling in waters not on or adjacent to an accredited *camp property*, unless conducted in accordance with Standard PS-203

Applies to:

**Camp
properties**

Day camp

**Short-term
camp**

**Long-term
camp**

ADVENTURE PROGRAMS AND ACTIVITIES

PS-222

(Effective January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

8. Snow and ice climbing
9. [Reserved]
10. Whitewater canoeing/kayaking/rafting
11. Any of the following activities when they also meet the definition of a “trek program”:
 - a. Backpacking or mountaineering
 - b. Bicycling or mountain biking
 - c. Canoeing or kayaking
 - d. Sailing or motorboating, unless conducted in accordance with Standard PS-201
 - e. Sledding or sledging
 - f. Trail horse riding
 - g. Winter camping
12. Any activity, other than those described above, during which a participant will do any of the following:
 - a. Travel through the air at heights greater than 4 feet above ground, other than in a COPE or climbing course, obstacle course, or tower or bridge built as part of a pioneering class or on a bridge or walkway open to the general public.
 - b. Travel at speeds greater than 10 mph, other than in a licensed vehicle or in a boating, biking, or horse program addressed in these standards.
 - c. Requires respiratory assistance or may be subject to significant impact damage to the body.
13. Any activity for which a national approval or variance is required pursuant to Standard PD-111 or where the risk is classified as ID, IIC, IID, IIIB, or IIIC using the BSA Program Hazard Analysis before controls are implemented and remains higher than IVC, IVD, or IVE after controls are implemented.
14. Any activity which the council's enterprise risk management committee directs be classified as an adventure activity or which the National Council so provides in an Authorization to Operate.

D. Program Design Requirements.

1. The adventure program or activity includes action, adventure, challenge, a risk factor for excitement, and vigorous activity.

2. The program design shall set limits on the minimum and maximum number of participants. Unless otherwise specified by law, the minimum group size shall be four, unless Standard PS-218 (Trek Programs), HS-501 (Youth Protection) or HS-511 (Buddy System) requires six.
3. Participants in an adventure program have an opportunity to reflect on personal goals and to apply what they have learned as a result of their adventure experience.
4. Camps offering an adventure program or activity provide participants a risk advisory and an outline of physical and other preparations that should be completed prior to arrival so that they are prepared for the adventure experience.

E. Program Safety Elements. A camp offering an adventure program or adventure activity shall complete a program hazard analysis pursuant to Standard PD-111, including a variance if required, and obtain a specific risk clearance for the program or activity pursuant to Standard PD-112. Program safety elements must address:

1. Staff training
2. Program equipment
3. Staff and participant personal protective equipment
4. Other safety equipment
5. Required safety protocols

F. Procedures and Training. The camp will develop the appropriate level of training required based on the complexity of the task and minimum trainee qualifications contained in training requirements specified for the program or activity. Procedures must address the instruction in and use of personal protective equipment. Precautionary notations in manuals will be standardized. Safety critical tasks, duties, and activities related to the program or activity will require evaluation of staff proficiency, which shall be documented. The training guidelines shall clearly specify the training to be provided to program or activity staff and the training to be provided to participants, if any.

1. Any adventure program or activity involving COPE or climbing shall also comply with Standards PS-206, SQ-409 and FA-715 (if on a camp property) or PD-109 (if off a camp property) or obtain a variance.

Applies to:**Camp
properties****Day camp****Short-term
camp****Long-term
camp**

ADVENTURE PROGRAMS AND ACTIVITIES

PS-222

(Effective January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

2. Any aquatics program (swimming, boating or similar) shall also comply with Standards PS-202 through PS-204 and Standard SQ-406 or obtain a variance.
3. All areas of the program are re-examined annually and compared with results of end-of-week surveys to validate program effectiveness.

INTERPRETATION:

Camps that were operating as a high-adventure or specialty-adventure camp prior to January 1, 2020, shall continue to meet the minimum program quality and design specifications that they were meeting before that date until they receive a new Authorization to Operate that addresses the former high-adventure or specialty-adventure programming, the camp receives an appropriate variance or waiver, or the program is discontinued.

VERIFICATION:

- Review of eligibility screening procedures
- Review of the Program Hazard Analysis conducted pursuant to Standard PD-111 and the council's approval pursuant to Standard PD-112. The council's approval must specifically identify the adventure program or activity.
- Review of the program to ensure that it is following the requirements set forth in the Program Hazard Analysis and the council's approval as it relates to procedures, program equipment, and safety equipment
- Discussion with staff concerning elements of risk, challenge, adventure, and personal reflection time

REFERENCE:

The staff must be trained in the outdoor specialties offered in the program as specified in Standard SQ-411.

RECOMMENDED PRACTICE:

At least one staff member is trained as a Leave No Trace Level I or Level II Instructor. A Leave No Trace Level I Instructor course, Leave No Trace skills course, or Leave No Trace awareness course, or other outdoor ethics awareness workshop is offered to leaders and campers.

VERIFICATION:

- Review of certificate (may be included in the Declaration of Readiness)
- Review of schedule and discussion with staff

Applies to:

Long-term
camp

CAMP STAFF QUALIFICATION: GENERAL

(Revised January 1, 2024)

STANDARD:

- A. All camp staff are registered members of the Boy Scouts of America. All other camp personnel either are registered members of the Boy Scouts of America or meet alternative criteria pursuant to Standard PD-109.
1. Long-term camp youth staff and personnel 17 and under must complete a youth application using the registration category “Council Camp Staff Youth” even if registered in another capacity.
 2. Long-term camp adult staff and personnel must complete an adult application using the registration category “Council Camp Staff Adult” even if registered in another capacity.
 3. Long-term camp staff and personnel at a National High Adventure Base must complete an adult application using the registration category “National Camp Staff” or a youth application using the category “National Camp Staff Youth” even if the adult or youth is registered in another capacity.
- B. Long-term camp employees must be 15 years of age or older, except lifeguards for swimming activities other than in swimming pools must be 16 years of age. Trek and adventure program and activity employees must be 16 years of age or older. Long-term camp counselors-in-training (CITs) and day camp staff must be 14 years of age or older.
- C. The camp complies with all federal and state child labor laws. (Federal child labor laws set a limit of eight hours per day that a paid worker 15 years of age or younger may work. Minors (14 or 15 years of age) cannot perform hazardous duty, such as working on or operating a motor vehicle and maintenance and operation of power-driven equipment.)
- D. The camp complies with all federal and state labor laws. This may include a seasonal camp staff application, a letter of agreement along with a written position description and having access to a camp staff manual prior to starting work.
- E. If present, international camp staff members must be 18 years of age or older, have been approved by the BSA International Department, and may not hold any camp staff position for which National Camping School training is mandatory. International youth visitors/guests or volunteers may not serve on camp staff. Please visit the State Department’s list of Camp Counselor Designated Sponsors to find an organization that can assist you in hiring an international camp counselor once BSA International Department approval has been obtained.

Applies to:

Day camp

Long-term
camp

CAMP STAFF QUALIFICATION: GENERAL

(Revised January 1, 2024)

SQ-401

Applies to:

Day camp

Long-term
camp

STANDARD (continued):

- F. The complete, approved uniform is worn by camp staff during formal ceremonies such as campfires, evening meals, retreats, etc., as determined by the council. A staff shirt with uniform shorts/pants may be approved informal staff attire.
- G. The camp has a staff organization chart and a policy specifying minimum staff requirements.

INTERPRETATION:

Camp staff and personnel must be registered each year using Council Camp Staff Youth, Council Camp Staff Adult, National Camp Staff, or National Camp Staff Youth as appropriate. For purposes of the National Camp Standards:

- *Camp staff* includes all personnel, paid or volunteer, working under the direction of the council or camp management, who interact with camp participants. Camp staff includes employees, CITs, and continuing volunteers (e.g., camp commissioners, volunteers asked by the camp management to assist program on an ongoing basis).
- *Camp personnel* includes all other personnel, working under the direction of the council or camp management or by contractors working at the camp, who do not typically interact with camp participants as part of their assigned duties. Examples might include kitchen staff, commissary or warehouse staff, or ranger staff without program responsibilities.
- Camp staff and camp personnel do not include (1) third parties who come on-site to offer a program to camp participants, are accompanied by camp staff while present, and do not remain on-site overnight; and (2) parents and volunteers in day camps and who assist in program while staff are present and provide supervision. In any camp, an unsupervised volunteer must meet the requirements for camp staff.
- Day camp den chiefs may be under the age of 14 only if they are serving as a den chief for the same Cub Scout/Webelos den they serve in the local pack.
- Scouts BSA members under the age of 14 may volunteer to help at day camp if under the direct supervision of a parent, guardian, or troop leader. However, they are not considered staff members.

CAMP STAFF QUALIFICATION: GENERAL

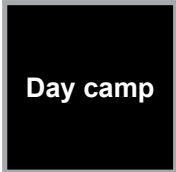
(Revised January 1, 2024)

- The camp staff manual should include such items as the staff organization chart, position descriptions, purpose and philosophy of camp, policies and regulations, unacceptable behavior, dress code, and other stipulations of the council.
- Formal and informal staff uniform requirements are consistent for all staff in camp, depending on duties. Theme-based costumes are an acceptable substitute for themed-camp programs. Consistent with the methods of Scouting, the official BSA uniform is used where appropriate as determined by the council.
- The staff organization chart should clearly define the chain of command. The camp has a policy specifying which key staff members cannot be out of camp at the same time. The camp has a policy specifying the minimum number of staff members who must be present in camp at all times.

VERIFICATION:

- Sample staff application and letter of agreement. Copies of position descriptions and camp staff manual (may be submitted with declaration).
- Camp staff organization chart indicating chain of command. Policy regarding key staff in camp requirements and minimum number of staff required in camp at all times (may be submitted with declaration).
- Observation—uniform, staff manual, signed agreements at long-term and day camps as required.

Applies to:



STANDARD:

The aquatics program is properly staffed and supervised by qualified individuals.

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

SPECIFIC REQUIREMENTS OF THE STANDARD:

Camp properties are only subject to Specific Requirement F and only if they have a pool.

A. Program supervision. At all camps:

1. The aquatics director is 21 years of age or older and holds a current certificate of training as a BSA Aquatics Instructor from a National Camping School. The aquatics director also is currently certified as a BSA Lifeguard, American Red Cross Lifeguard, or equivalent training recognized by state legislation or regulation (a "valid lifeguard certification"), and is currently trained in American Red Cross First Aid and CPR/AED for the Professional Rescuer or Health Care Worker, or equivalents. For long-term camps, the aquatics director holds no other staff position and lives on-site if youth participants or staff remain on the premises overnight. (Note: State or local regulation may require previous lifeguard experience and should be reviewed to ensure compliance.)
2. If an individual trained as a BSA Aquatics Instructor is not available, the camp may apply for and be issued a waiver that would allow a person 21 years of age or older, currently trained by the American Red Cross as a Lifeguard Instructor, in Lifeguard Management, and as a Water Safety Instructor (all three required) and CPR/AED for the Professional Rescuer or Health Care Worker to fill the position for one season. The waiver will require the individual to review the Swimming and Water Rescue and Paddle Craft Safety PowerPoint presentations at www.scouting.org/outdoor-programs under the Aquatics tab and to review the relevant sections of Aquatics Supervision, No. 34346.

B. Camps with separated aquatics areas on camp property or reservation. At all camps: Each aquatics area shall be supervised by a person, 18 years of age or older, who holds the following training and credentials when the aquatics director is not present at the area:

1. A valid lifeguard certification
2. Current certification in CPR/AED for the Professional Rescuer or Health Care Worker and American Red Cross First Aid (or equivalents)
3. For a swimming area, either a current BSA Aquatics Instructor card from National Camping School or American Red Cross Lifeguard Management training
4. For a boating area, at least one of the following: (a) a current BSA Aquatics Instructor card from National Camping School, (b) current

AQUATICS STAFF

SQ-406

(Revised January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

BSA Paddle Craft Safety training, or (c) an instructor rating from the American Canoe Association or other national boating organization appropriate for the activity

5. For adventure or trek activities, comply with Standard SQ-411 for activities that occur on trek and off camp property or Specific Requirement D for swimming activities at a non-BSA owned or operated swimming facility.

C. **Aquatics area staff. At all camps:** the following requirements apply to aquatics area staff:

1. All aquatics lifeguarding staff are tested for competency by the aquatics director before assuming lifeguarding or instructional duties. The aquatics director shall keep written documentation of staff and the areas and activities for which they are qualified. Staff in training may not work unsupervised until approved in written documentation by the aquatics director. The required skill competencies for lifeguarding include:
 - a. All lifeguards can reach the bottom at the deepest part of the swimming area.
 - b. All lifeguards can reach the furthest extent of their assigned zones within 20 seconds.
 - c. All lifeguards can currently perform water rescue skills (possession of a lifeguard training certificate is not enough; each aquatics director must check that they can still perform to standards).
 - d. All lifeguards can currently perform basic life support and first-aid skills (possession of a card is not enough; each aquatics director must check that they can still perform to standards).
 - e. All lifeguards must be trained to execute written emergency action plans specific to local camp swimming areas and activities.
 - f. All lifeguards respond to bloodborne pathogen incidents according to the OSHA-mandated exposure control plan.
2. At least 50 percent of the aquatics staff members, excluding CITs, hold a valid lifeguard certification and current American Red Cross CPR/AED for the Professional Rescuer or Health Care Worker, or equivalent, and American Red Cross First Aid, or equivalent.
3. In accordance with Department of Labor regulations, 15-year-old paid staff members with valid lifeguard certifications may work as lifeguards only for swimming activities in a swimming pool. Lifeguards for swimming activities not at a swimming pool must be at least 16 years of age and have a valid lifeguard certification appropriate for the venue.

(Revised January 1, 2024)

- D. **Outside providers.** If a camp conducts a swimming program at a non-BSA– owned or –operated swimming facility, supervision must be provided by facility employees whose training is regulated by state authorities, in lieu of the supervision required as above. This specific requirement applies to established pools, water parks, or lake front swimming areas with lifeguards provided by the venue. In this case, the requirements of the Safe Swim Defense must be implemented in accordance with Standard PS-201 Aquatics: General. If lifeguards are not provided, then the requirements of this Standard must be met.
- E. **Personal watercraft (PWC) program.** If a PWC program is offered at a camp, staff must successfully complete the prescribed state safe boating training program and any additional requirements prescribed by the National Council, Outdoor Programs, in the program approval.
- F. **Pool operator.** When required by applicable law or regulation, a camp property with a pool shall have a licensed pool operator, who shall be responsible for pool operation and maintenance as established by law. The aquatics staff shall comply with directions from the licensed pool operator within the scope of the license.

INTERPRETATION:

Cub Scouting aquatics activities must fully comply with the requirements of Standards PS-201 and SQ-406.

“Valid lifeguard certification” means current certification as a BSA Lifeguard, American Red Cross Lifeguard, or equivalent training recognized by state legislation or regulation.

American Red Cross Basic Life Support (BLS) and American Red Cross CPR/AED class are equivalent. Similarly, BLS for Healthcare Providers and CPR/AED for the Professional Rescuer or Health Care Worker are equivalent. Cards with either name remain valid until expiration. Equivalents for BLS and BLS for Healthcare Providers include any training recognized in SQ-405 for the camp health officer or equivalent courses approved for lifeguards by state legislation or regulation.

Specific Requirement B provides the minimum supervision requirements for separated aquatics areas when the aquatics director is not physically present in the area, such as when monitoring a different aquatics program area or moving between areas. Separated areas are those divided by sufficient distance or barriers such that the aquatics director in one area is unable to directly monitor activities or supervise emergency action plans in the other areas. Specific Requirement B does NOT supersede the requirements of Specific Requirement A. A qualified aquatics director is always required onsite whenever any aquatics

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

AQUATICS STAFF

SQ-406

(Revised January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

program(s) are underway. For example, a camp without a swimming program that conducts a single boating activity may not use the qualifications stated in Specific Requirement B to avoid meeting Specific Requirement A.

VERIFICATION:

- Relevant certificates on file (may be submitted with declaration)
- Documentation of ages
- Observation of aquatics program implementation
- If PWC program offered, review of National Council approval for additional training requirements and staff assurance that requirements are met

TARGET AND RANGE SPORTS: FIREARMS AND THROWING SPORTS

(Revised January 1, 2024)

STANDARD:

The firearms and throwing sports programs and each range must be adequately supervised by qualified persons.

Applies to:

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. *Program supervision.* The firearms program is supervised by a shooting sports director, at least 21 years of age, who holds a valid certificate of training from the Shooting Sports section of National Camping School, unless as noted below.
1. The shooting sports director must hold current National Camping School and NRA instructor credentials in each firearm discipline (rifle [also includes pellets and BBs], shotgun, muzzleloading, and pistol) offered at the camp.
 2. For long-term camps, the shooting sports director must be in camp when any firearms range is in use.
 3. An NCS-trained shooting sports director is not required if the camp **only offers** a BB, chalk ball, pellet rifles or airsoft program and no other firearms shooting sports program.
 4. If an individual trained as a BSA shooting sports director is not available, the camp may be granted a waiver so that the shooting sports program may be operated for one season only by currently certified instructors from military, law enforcement, or 4-H, or NRA instructors for the discipline in which they hold such certification. Evidence of certification shall include a current military range control card, law enforcement instructor credentials from the NRA or state certifying entity, 4-H instructor credentials and/or NRA civilian (other than LE) instructor credentials.
- B. *Range supervision.* At all times a firearms range at a camp is in operation, one or more qualified persons shall be present at the range who meet the requirements in the Firearms Range Supervision Chart (next page) applicable to the firearms being used. The range supervisor is responsible for safety and adherence to all applicable standards, policies and procedures.

Day camp

Short-term
camp

Long-term
camp

TARGET AND RANGE SPORTS: FIREARMS AND THROWING SPORTS

(Revised January 1, 2024)

SQ-407

Applies to:

Day camp

Short-term
camp

Long-term
camp

Firearms Range Supervision Chart

	Camp and Range Type	Range Supervision Required	Alternate Supervision Option (Requires waiver)
1	Day camp, Short-term camp, Long-term camp: BB range	<p>Range Supervision Options:</p> <ul style="list-style-type: none"> • BB rangemaster at least 18 years old (BB rangemaster certification course instructed by NCS shooting sports director or NRA Rifle Instructor**) • NCS shooting sports director • NRA Rifle Instructor** • Certified Military shooting instructor** • Certified Law Enforcement Shooting Instructor ** • Certified 4-H Shooting Instructor** <p>*BB range programs do not require an NCS shooting sports director to be on site. See A.3.</p> <p>**These individuals also must review Cub Scout shooting sports section of the BSA <i>Shooting Sports Manual</i> and be familiar with Cub Scout shooting sports if program is offered to Cub Scouts.</p>	None
2	<p>Day camp, Short-term camp, Long-term camp: Pellet range</p> <p>*This program is for Webelos, Scouts BSA, Venturing, Sea Scouting</p> <p>*Webelos program limited to long-term camp ONLY</p>	<ul style="list-style-type: none"> • NCS shooting sports director <p>OR</p> <ul style="list-style-type: none"> • NRA Rifle Instructor 	<ul style="list-style-type: none"> • Rifle instructor from military, law enforcement, 4-H in the discipline offered <p>AND</p> <ul style="list-style-type: none"> • NRA Range Safety Officer (RSO) or equivalent RSO from one of the above institutions
3	<p>Long-term camp: All disciplines other than BB or pellet</p> <p>Scouts BSA, Venturing, Sea Scouting</p>	<ul style="list-style-type: none"> • NCS shooting sports director with current NRA instructor credentials for the discipline offered at the range <p>OR</p> <ul style="list-style-type: none"> • NRA instructor with current credentials for the discipline offered at the range 	<ul style="list-style-type: none"> • Instructor for the discipline being offered from military, law enforcement, 4-H
4	<p>Short-term camp: All disciplines other than BB or pellet</p> <p>Scouts BSA, Venturing, Sea Scouting</p>	<ul style="list-style-type: none"> • NCS shooting sports director with current NRA instructor credentials for the discipline offered at the range <p>OR</p> <ul style="list-style-type: none"> • Range Supervision requires two separate individuals: <ul style="list-style-type: none"> - NRA instructor for the discipline being offered AND - NRA Range Safety Officer (RSO) 	<ul style="list-style-type: none"> • Instructor for the discipline being offered from military, law enforcement, 4-H <p>AND</p> <ul style="list-style-type: none"> • NRA Range Safety Officer (RSO) or equivalent RSO from one of the above institutions
5	Short-term camp: Webelos Pellet Range	PROGRAM NOT AUTHORIZED FOR THIS CAMP TYPE	None
6	Day camp: Webelos Pellet Range	PROGRAM NOT AUTHORIZED FOR THIS CAMP TYPE	None
7	<p>Day camp: All disciplines other than BB or pellet</p> <p>Scouts BSA, Venturing, Sea Scouting</p>	<ul style="list-style-type: none"> • NCS shooting sports director with current NRA instructor credentials for the discipline offered at the range <p>OR</p> <ul style="list-style-type: none"> • Range Supervision requires two separate individuals: <ul style="list-style-type: none"> - NRA instructor for the discipline being offered AND - NRA Range Safety Officer (RSO) 	<ul style="list-style-type: none"> • Instructor for the discipline being offered from military, law enforcement, 4-H <p>AND</p> <ul style="list-style-type: none"> • NRA Range Safety Officer (RSO) or equivalent RSO from one of the above institutions

TARGET AND RANGE SPORTS: FIREARMS AND THROWING SPORTS

(Revised January 1, 2024)

C. *Firearms range instructor ratios.* (Except as provided in Specific Requirements D through H.)

1. When loading or firing rifles, pellet guns, or BB guns, there is a ratio of one qualified instructor per eight participants (1:8 instructor to participant ratio). For each additional eight participants, or fraction thereof, the minimum requirement is an 18-year-old or older instructor trained by the shooting sports director using at a minimum the NRA FIRST Steps three-hour training (for rifle and pellet guns) or the BB rangemaster training for BB guns in the BSA *Shooting Sports Manual*, No. 430-938 as applicable.
2. When loading or firing shotguns or muzzleloaders, there is a ratio of one qualified instructor per participant (1:1 instructor-to-participant ratio).
3. For Venturing/Sea Scout pistol ranges, the ratio is one qualified instructor per two participants (1:2 instructor-to-participant ratio).
4. The firearms range supervisor (see paragraph B above) at a long-term camp only or the BB rangemaster at a BB range may serve as one of the instructors for purposes of the instructor-to-participant ratios in this standard.

D. **Scouting Pistol Safety and Marksmanship Program instructor and range supervision requirements (Scouts BSA, Venturing, Sea Scouts only)**

1. Each instructor must be an NRA-certified pistol instructor.
2. At least two individuals holding the Scouting Pistol Safety and Marksmanship certification must be on the range at all times. One individual acts as the chief instructor and the other individual acts as the Range Safety Officer.
3. Only an instructor holding a current Scouting Pistol Safety and Marksmanship program certification may serve as lead instructor for the classroom portion of the course and shall present the material. The other NRA-certified pistol instructors may assist participants but may not present material.
4. Only a Range Safety Officer (RSO) holding the Scouting Pistol Safety and Marksmanship program certificate may serve as the range supervisor/Range Safety Officer (RSO) for this program. This individual may not serve as an instructor for purposes of the instructor-to-participant ratio. No more than six participants shall be supervised by the range supervisor/Range Safety Officer (RSO).

Applies to:

Day camp

Short-term
campLong-term
camp

TARGET AND RANGE SPORTS: FIREARMS AND THROWING SPORTS

(Revised January 1, 2024)

SQ-407

Applies to:

Day camp

Short-term
camp

Long-term
camp

5. The instructor-to-participant ratio when on the range working with the firearms in this program is one qualified NRA-certified pistol instructor to every two participants (1:2 instructor-to-participant ratio).

E. Cowboy Action Shooting program instructor and range supervision requirements

1. Each shooting position will have a qualified NRA-certified pistol, rifle, or shotgun instructor, depending on the firearm at the shooting position. *Note: An NCS shooting sports director may also serve as instructor if they are certified in the firearm discipline(s) being used at the shooting position.*
2. The instructor-to-participant ratio when on the range working with the firearms in this program is one instructor to every one participant, regardless of the firearm discipline (1:1 instructor-to-participant ratio).
3. The range supervisor must hold a current NRA Range Safety Officer (RSO) certification.

F. Chalk Ball program instructor requirements

1. The chalk ball trail/course shall be under the supervision of an NRA Range Safety Officer (RSO).
2. The instructor-to-participant ratio when on the range working with chalkball is one instructor to every one participant (1:1 instructor-to-participant ratio).

G. Multi-Gun Airsoft Experience instructor requirements

1. Each bay in a multi-gun airsoft experience must be supervised by an airsoft instructor, who must be a BSA BB rangemaster, a BSA shooting sports director, or an NRA instructor, and all of whom also require an airsoft endorsement. An airsoft endorsement may be granted by the local Scout executive (or designee) if the requirements from the appropriate guide in the appendix of the *Shooting Sports Manual, Multi-Gun Airsoft Experience Operations Guide* are met. The endorsement is evidenced by a certification valid for two years.
2. The instructor-to-participant ratio when on the range working with multi-gun airsoft is one instructor to every one participant (1:1 instructor-to-participant ratio). It is recommended that each bay also have a coach who is an individual authorized by the airsoft instructor. If there is no coach, the airsoft instructor shall perform the duties of coach.

TARGET AND RANGE SPORTS: FIREARMS AND THROWING SPORTS

(Effective January 1, 2024)

H. Slingshot and throwing sports instructor requirements

1. The slingshot program must be supervised a BSA BB rangemaster or an NRA rifle instructor.
 - a. The adult-to-participant ratio when on the range working with slingshots is one adult to every one Cub Scout participant (1:1 adult-to-participant ratio) and one adult to four for every Scouts BSA and older participant. Note these adults need not be BB rangemasters for adult to participant ratio requirements.
2. *Throwing Sports requirements:* All other throwing sports programs such as tomahawks and throwing knives must be operated in accordance with the [Guide to Safe Scouting](#) and BSA *Shooting Sports Manual*, No. 430-938.

INTERPRETATION:

The **program supervisor** is the individual responsible for supervising the camp's firearms program. The program supervisor must be an NCS shooting sports director for a long-term camp, day camp, or short-term camp that offers a firearms program. For a long-term camp only, the shooting sports director must be at the camp at any time the firearms program is operating. For day camps and short-term camps, the shooting sports director does not need to be at camp as long as the director has reviewed and approved the program and staffing. An NCS shooting sports director is NOT required for those camps that only offer a BB gun, chalk ball, pellet rifle or airsoft program or a throwing sports program.

A shooting sports director shall hold a current NCS shooting sports certification. In addition, the shooting sports director shall have current NRA certifications as an instructor in each discipline supervised (rifle, including pellet and BB guns; muzzle loading; shotgun; and/or pistol). 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. A waiver by rule is available under the conditions set forth in Specific Requirement A.4. An NCS shooting sports director may also serve as a range supervisor if they are physically present on the range and have a current NRA instructor card for the firearms being used.

Applies to:

Day camp

Short-term
camp

Long-term
camp

TARGET AND RANGE SPORTS: FIREARMS AND THROWING SPORTS

(Revised January 1, 2024)

SQ-407

Applies to:

Day camp

Short-term
camp

Long-term
camp

The **range supervisor** is the individual or individuals responsible for supervising a specific firearms range. A range supervisor must be a current NRA instructor in the firearms used at the range (e.g., rifle, shotgun, pistol). A range supervisor must be present at all times the range is in operation. The program supervisor may serve as a range supervisor if they are physically present on the range and have a current NRA instructor card for the firearms being used on the range.

Shooting at camp properties other than as part of a camp subject to this Standard must meet the requirements of the [Guide to Safe Scouting](#). The [Guide to Safe Scouting](#) requires different supervision outside of the supervised camp environment.

Information on obtaining the Scouting Pistol Safety and Marksmanship Program training certification may be obtained from Outdoor Programs or NCAP.

For the multi-gun airsoft experience, the instructor must hold a current airsoft endorsement. An NRA RSO is not considered a qualifying certification because the training differs from that of an NRA instructor.

VERIFICATION:

- Documentation of age
- Relevant BSA and NRA certificates on file (may be submitted with declaration). Note that BSA, NRA, and USAA certificates have different validity periods. **All certifications must be checked for currency.** An NCS shooting sports certification requires at least one currently effective NRA instructor certification to be valid.
- Observation of program implementation

REFERENCES:

Additional recommendations for operating a shooting sports program are found in the *BSA Shooting Sports Manual*.

TARGET AND RANGE SPORTS: ARCHERY

(Revised January 1, 2024)

STANDARD:

The archery range must be supervised by trained and qualified staff.

Applies to:

Day camp

Short-term
camp

Long-term
camp

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. **Program Supervision.** The archery program must be under the supervision of a shooting sports director meeting the requirements of Standard SQ-407, Specific Requirement A, unless there is only a single archery range and one or more BB ranges, in which case the respective range supervisor shall provide program supervision for the archery and BB programs, respectively.
- B. **Range Supervision.**
1. The range supervisor and any staff supervising the firing line must be 18 years of age or older.
 2. The range supervisor shall be a BSA archery rangemaster or USA Archery Level 1 instructor. Other archery staff must be trained by a National Camping School-trained shooting sports director or USA Archery instructor, who must issue a training course pocket certificate. The certificate must be renewed every two years.
 3. A Sporting Arrows range operated pursuant to Standard PS-213, Specific Requirement D, must be supervised by a USA Archery Level 1 instructor at least 18 years of age who has successfully completed the Sporting Arrows module and who may supervise a maximum of three participants at a time.
- C. **Archery range staff.** All staff must be trained by a range supervisor or firing line supervisor who is a USA Archery Level 1 or higher instructor.

INTERPRETATION:

The range supervisor and staff supervising the firing line must be 18 years of age, but other staff assisting with the program may be younger.

The Sporting Arrows training module is available on the Outdoor Programs website.

VERIFICATION:

- Documentation of age
- Relevant certificates on file (may be submitted with declaration)
- Observation of program implementation during assessment

REFERENCES:

Design Guidelines 313 and 316 are available at

www.scouting.org/outdoor-programs/properties/resources/design-guidelines/

STANDARD:

All trek program leaders and staff must have appropriate age, experience, and training to safely operate a quality trek program.

Applies to:**SPECIFIC REQUIREMENTS OF THE STANDARD:**

- A. The trek director of a trek program must be at least 21 years of age and hold a current certificate of training from the Trek Leader section of National Camping School. If another member of the staff holds a current certificate of training from the Trek Leader section of National Camping School, then the trek director may hold a current certificate of training from the Resident Camp Director section or Resident Camp Program Director section of National Camping School and have prior trek leadership training or experience.
- B. At least one staff member is a Leave No Trace Level II Instructor (weeklong course) or Level I Instructor (two-day course) and conducts training for all trek staff members with program responsibilities (support and administrative staff are exempt).
- C. Trek staff must be at least 18 years old and successfully complete training specific to the trek program operation.
- D. The trek staff member accompanying crews must hold a current American Red Cross Wilderness and Remote First Aid with CPR/AED certification, Emergency Care and Safety Institute (ECSI) Wilderness First Aid, or equivalents. Training is provided in reasonably foreseeable first-aid scenarios and use of supplied first-aid kits.
- E. Staff members leading trek or high-adventure programs have evidence of training in their area of responsibility consistent with Standard SQ-411. Activities offered during a trek must comply with the National Camp Standards, including relevant staff qualification.
- F. Provision must be made for the NCAP Assessment team to observe this program during the assessment.

Short-term
camp

Long-term
camp

INTERPRETATION:

The Application for Authorization of a trek program must set forth the required ages, certification requirements, and training for the trek director and for all trek staff. If the trek will include an adventure or activity, the additional requirements of the staff qualification and training standard, SQ-411 Adventure Staff, must also be met.

TREK LEADERSHIP AND ACTIVITY STAFF

SQ-410

(Revised January 1, 2024)

Applies to:

Short-term
camp

Long-term
camp

VERIFICATION:

- Documentation of age
- Review of training/certifications held by staff leading programs and activities
- Variance or authorization approval for training
- Relevant certificates on file (may be submitted with declaration)
- Observation of program implementation during visitation

ADVENTURE PROGRAM AND ACTIVITY STAFF

(Revised January 1, 2024)

STANDARD:

All adventure program and activity leaders and staff shall have appropriate age, experience, and training to safely operate a quality program.

Applies to:

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. **Adventure Programs Leadership.** The staff member responsible for day-to-day operation of an adventure program must be at least 21 years of age and hold a current certificate of training from the National Camping School or equivalent training approved in this standard, a variance, or an Authorization to Operate.
1. A swimming-based aquatics adventure program leader must meet Standard SQ-406, Specific Requirement A and have specific training provided in the adventure.
 2. A boating-based aquatics adventure program leader must meet Standard SQ-406, Specific Requirement A and:
 - a. If canoeing, appropriate training from the American Canoe Association, or equivalent
 - b. If whitewater canoeing, kayaking, or rafting, appropriate training for the class of water and type of craft from the American Canoe Association or American Whitewater or completion of state or other agency licensing requirements for professional whitewater guides
 - c. If large boat, training satisfying the requirements of Standard PS-202.
 3. A COPE or climbing-based adventure program or activity must meet the staffing requirements of Standard SQ-409. If Standard SQ-409 is not appropriate, a variance must be sought.
 4. A mountaineering-based adventure activity leader must have trek leader training if only backpacking is involved. If off-trail mountaineering is included, the adventure activity leader must have Philmont Ranger Training or Alpine Guide course from the American Mountain Guides Association (AMGA), or equivalent.
 5. A winter-based adventure activity leader must have Okpik or Kanik training or Alpine Guide course from the American Mountain Guides Association, or equivalent.
 6. An ice-climbing activity program leader on an artificial ice structure must have specific ice-climbing training, experience and/or certification that could include AMGA, NOLS, EMS or similar. An ice-climbing activity program leader on natural ice must have specific ice-climbing training from AMGA or an national equivalency determination pursuant to Standard SA-005.

Short-term
camp

Long-term
camp

ADVENTURE PROGRAM AND ACTIVITY STAFF

(Revised January 1, 2024)

SQ-411

Applies to:

Short-term
camp

Long-term
camp

7. A camp or council proposing an activity not clearly addressed above must apply for a variance for approval of its staff training plan.
8. Provision must be made for the NCAP Assessment Team to observe this activity.

B. Adventure Activities Leadership

1. Staff members supervising an adventure activity must be 18 years of age or older and have evidence of training in their area of responsibility consistent with that approved in this standard, a variance, or the Authorization to Operate.
2. Staff members supervising a swimming or boating adventure activity must meet the requirements of Standard SQ-406, Specific Requirement A or be under the supervision of a person meeting those requirements and meet the requirements of Standard SQ-406, Specific Requirement B.
3. Staff members supervising a COPE or Climbing adventure activity must meet the requirements of Standard SQ-409.

C. Staff Members Accompanying a Crew. Staff on an adventure program or activity must be trained by and under the supervision of a program leader meeting the requirements of Specific Requirement A and, if a trek program, a trek leader meeting the requirements of Standard SQ-410, or must meet those requirements themselves.

1. Staff members accompanying a crew on an aquatics-based adventure must also be trained in Safe Swim Defense and Swimming and Water Rescue, Safety Afloat and Paddlecraft Safety, or all of the above as appropriate.
2. Staff members accompanying a crew on a COPE or climbing-based adventure must meet Standard SQ-409.
3. A camp or council proposing an activity not clearly addressed above or seeking to vary from the training specific above must apply for a variance for approval of its staff training plan.

D. Other Adventure Program and Activity Staff. Staff members assisting in an adventure program or activity must have evidence of training in their area of responsibility consistent with that approved in this standard, a variance, or the Authorization to Operate.

ADVENTURE PROGRAM AND ACTIVITY STAFF

(Effective January 1, 2024)

INTERPRETATION:

“Adventure program” and an “adventure activity” are defined in Standard PS-222.

An adventure activity that meets the definition of a trek program must also meet Standard SQ-410. An adventure program or activity including a COPE and/or climbing course must also meet the requirements for COPE and/or climbing courses in Standards PS-206 and SQ-409.

Some activities employ life safety provisions similar to COPE or climbing (e.g., caving, canyoneering, ice climbing, via ferratas, spar pole climbing, etc.), and may involve the use of equipment and/or techniques that are not covered in typical BSA instructor training. Staff members should consult with experts familiar with and trained in the use of this equipment and these techniques prior to implementing the program. Specific training and assessment for instructors operating these programs must be documented prior to operating these programs.

VERIFICATION:

- Documentation of age
- Review of the training plan required in Standard PS-222, Specific Requirement F and verification that adventure program/activity leadership and staff has completed the required training by review of certificates and training logs or other documents.
- Variance and/or authorization approval for adventure training
- Relevant certificates on file (may be submitted with declaration)
- Observation of program implementation during visitation

REFERENCES:

- AMGA is the American Mountain Guides Association
- EMS is Eastern Mountain Sports
- NOLS is the National Outdoor Leadership School

Applies to:

Short-term
camp

Long-term
camp

RECOMMENDED PRACTICE:

Staff accompanying a trekking crew hold Leave No Trace Level 1 Instructor certificate of training.

INTERPRETATION:

This recommended practice applies to trek programs.

VERIFICATION:

- Review of certificates (may be supplied with declaration)

Applies to:

Long-term
camp

(Revised January 1, 2024)

STANDARD:

The camp requires the current BSA medical forms for all staff and participants and has parent/guardian authorizations for emergency treatment for all minors.

Applies to:**SPECIFIC REQUIREMENTS OF THE STANDARD:****A. Long-term camps and day camps.**

1. Long-term camps: Upon arrival, each camper, adult leader, and staff member must present to the camp health officer or designee an up-to-date BSA Annual Health and Medical Record form signed by a licensed medical professional. Parts A, B, and C are required for camps of greater than 72 hours (and are recommended for all camps regardless of length).
2. Day Camps: Upon arrival, each camper, adult leader, and staff member must present to the camp health officer or designee an up-to-date BSA Annual Health and Medical Record. Parts A and B are required only for day camps that are under 72 hours in length.
3. Health forms and permission forms must be on file in a secure location accessible to appropriate staff members while the camper, adult leader, or staff member is in attendance.

B. Short-term camps.

1. Upon arrival, each leader of a unit must have for each camper and adult leader an up-to-date BSA Annual Health and Medical Record form. Staff members, adult volunteers, and youth not attending with a unit must present to the camp health officer or designee an up-to-date BSA Annual Health and Medical Record form. Parts A and B are required for short-term camps.
2. Health forms and permission forms must be kept in a secure location accessible to the unit leader and camp staff while the camper or adult leader is in attendance. For those not attending with a unit, health forms and permission forms must be on file in a secure location accessible to appropriate staff members while the camper, staff member or volunteer is in attendance.

C. Campers' medical forms must be available to adults authorized to provide camp health care and to adults accompanying minors off-site where emergency health care may be needed.**D. Health information is shared only on a need-to-know basis.****Day camp****Short-term
camp****Long-term
camp**

MEDICAL INFORMATION

HS-503

(Effective January 1, 2024)

Applies to:

Day camp

Short-term
camp

Long-term
camp

- E. National training courses, as defined in the Interpretation to Standard SA-001, require the Annual Health and Medical Record Parts indicated in the course syllabus.

INTERPRETATION:

AHMR requirements for a participant are based on the duration of the camp session and not the duration of the entire camping season. So, if the camp session the participant is attending is 72 hours or longer, Parts A,B and C are required. If the camp is 72 hours or less, Parts A and B are required. AHMR requirements for camp staff are based upon the duration of the entire camping season. Councils and camps may require Parts A, B, and C as a matter of local policy.

Part C of the BSA Annual Health and Medical Record is to be completed and signed by a certified and licensed health care provider, which is a physician (MD or DO), nurse practitioner, or physician assistant, or as stated on the current Annual Health and Medical Record, No. 680-001. If only Parts A and B are required, then the signature of a certified and licensed health care provider is *not* required.

The camp has a written policy that addresses the health form requirements for parents and visitors who will spend less than 72 hours at the camp and not participate in activities with a risk element.

The camp has written policy setting forth how staff and participant privacy interests in their medical information will be protected.

VERIFICATION:

- Observation of the file of medical forms and spot-check of completeness, without excessive intrusion into the privacy of an individual
- Discussion with the camp director or a member of the camp medical staff regarding the procedures for maintaining confidentiality of the records balanced by accessibility on a need-to-know basis

REFERENCES:

The BSA Annual Health and Medical Record, No. 680-001 available at www.scouting.org/health-and-safety/ahmr/

MEDICAL RECORDKEEPING AND REPORTING

(Revised January 1, 2024)

STANDARD:

All health-related interactions and incidents are promptly and appropriately recorded and reported.

Applies to:

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. Daily records of all first-aid and medical treatments (written in ink) are kept in the First Aid Log books, maintained separately for campers and for staff members.
1. Except as provided below, the BSA First Aid Log, No. 33681, must be used for recording all first-aid and medical treatments as well as administration of all medications.
 - a. Day camps and short-term camps may use the First Aid Log for Council/District Activity or Event, No. 680-127WB, in lieu of the First Aid Log, No. 33681.
 - b. Trek crews shall keep daily documentation of all first aid performed during the trek, which shall be recorded in the program's official First Aid Log at the completion of the trek.
 2. The camp health officer shall review the First Aid Log with the camp director during each camp session, not less often than once a week, to determine trends to be analyzed and any corrective actions to be taken. The camp director shall sign or initial the book during each review to indicate that the records have been reviewed.
- B. All injuries, illnesses, and incidents requiring the intervention of a medical provider beyond basic Scout-rendered first aid are reported promptly following BSA guidelines. The camp health officer or their designee shall follow the procedures outlined in the First Aid Log to report incidents involving the intervention of a medical provider beyond camp resources. The camp director shall be immediately informed, and reports shall be filed in accordance with MyBSA/Resources/Incident reporting system.
- C. Fatalities or other catastrophic incidents, including multiple serious injuries or illnesses, are immediately reported using the BSA's Incident/Near Miss Reporting protocol. Nonfatalities or catastrophic events that require more than Scout-rendered first aid are reported within the following week.

Day camp

Short-term
camp

Long-term
camp

MEDICAL RECORDKEEPING AND REPORTING

(Revised January 1, 2024)

HS-507

Applies to:

Day camp

Short-term
camp

Long-term
camp

- D. In the event of a fatality or catastrophic injury or illness, the camp director is in charge, and the camp health officer supports the camp director in following BSA procedures and any applicable state or federal regulations.
- E. At the close of camp, all First Aid Logs and incident reports are made available to the enterprise risk management committee for review and are stored in a secure site, to be retained for 18 years or longer as required by applicable law.

INTERPRETATION:

Medical logs must be in a bound book with prenumbered pages. Separate books for staff and for campers shall include both medical treatment and medications administered. Electronic systems may be approved by application for variance. At a camp that does not operate for a full week, the camp health officer and camp director must meet at the end of each camp session to conduct the review required in Specific Requirement A.2.

VERIFICATION:

- Medical staff description of procedures in practice
- Observation of procedures in practice (where applicable)
- Observation of the medical log(s) and spot-check of completeness, without excessive intrusion into the privacy of an individual.

REFERENCES:

The BSA's Incident/Near Miss Reporting protocol is available at www.scouting.org/health-and-safety/incident-report/

RECOMMENDED PRACTICE:

The camp includes a safety moment as part of its daily program to help foster safety awareness and a culture of safety.

VERIFICATION:

- Review of camp program and safety moments used.

REFERENCES:

Example safety moments may be found at the BSA national health and safety website: www.scouting.org/health-and-safety/safety-moments

Applies to:**Day camp****Short-term
camp****Long-term
camp**

STANDARD:

Toilets and latrines are clean, well-ventilated, in good repair with adequate insect and pest control, and located throughout camp and/or in each campsite. Procedures for separate use of restroom facilities by males and females and by youth and adults are in effect.

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. For long-term camps, at least one seat is required for every 15 campers. Hand-washing or sanitation facilities are provided near each facility.
- B. For day camps and short-term camps, at least one seat is required for every 30 campers. Hand-washing or sanitation facilities are provided near each facility.
- C. Trek programs must meet the long-term standard in a base camp. In the field, toilets and latrines must meet the standard if provided.
- D. The camp or camp property shall have procedures in place, including periodic checks, to ensure that safety, sanitation, and privacy of participants is maintained.

INTERPRETATION:

Multiple toilets in a single location do not require redundant hand-washing or sanitation facilities.

All procedures must comply with Youth Protection policies. The procedures should specify periodic checks to ensure safety and sanitary conditions are maintained and privacy is not compromised. Daily checks during high-use/ high-exposure periods may be needed with less frequency required during off-season periods. It is recommended that staff performing the checks be rotated during camp to maintain a high standard. It is preferred to have separate facilities for staff and campers.

COPE/climbing courses should ensure some toilet facilities are available if located on a camp property.

Short-term camps held on a camp property may supplement the fixed toilets and latrines with portable toilets to achieve the required ratio without requiring the camp property to increase the number of fixed toilets or latrines, if consistent with applicable law.

VERIFICATION:

- Visual inspection
- Discussion of check procedures

Applies to:**Camp
properties****Day camp****Short-term
camp****Long-term
camp**

STANDARD:

All campers, leaders, and staff members have access to clean shower facilities and comfortably warm showers on a regular basis throughout the session. The facilities are checked to verify their safe and sanitary condition and privacy on a periodic basis. At least one operable showerhead is provided for each 20 participants (including staff). Procedures for separate use of shower facilities by males and females and by youth and adults are in effect.

Applies to:

INTERPRETATION:

All procedures must comply with Youth Protection policies. The procedures should specify periodic checks to ensure safety and sanitary conditions are maintained and privacy is not compromised. Daily checks during high-use/ high-exposure periods may be needed with less frequency required during off-season periods. It is recommended that staff performing the checks be rotated during camp to maintain a high standard. It is preferred to have separate facilities for staff and campers.

Trek programs must have sufficient showers to meet staff and camper needs in the base camp(s).

VERIFICATION:

- Visual observation
- Discussion of check procedures

Long-term
camp

STANDARD:

All vehicles used in camp are kept in safe mechanical order and operated in a safe and legal manner. Vehicles are maintained to state inspection standards, if applicable, whether licensed or not. Policies are in place to address motor vehicle use and parking, including personal vehicles.

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. A first-aid kit and fire extinguisher are carried in all camp service motor vehicles (UTV/golf cart/LTV, etc.). Operators and passengers must use safety belts and rollover protective structures, if provided by the original manufacturer, following the manufacturer's guidelines.
- B. Vehicles owned by staff members, leaders, and visitors are parked in designated camp parking areas.
- C. The council has established a vehicle access, parking, and use policy that provides guidelines for when and where vehicles may be used, handling of keys, and safety requirements for vehicle use.
- D. Training for golf carts or LTVs must follow the specific manufacturer's training requirements and include operating limitations. Training must be documented and maintained on file.
- E. Training for UTVs must follow specific manufacturers' training requirements and include blended or hands-on certification of all operators via rohva.org. Online training only is not adequate; drivers must also complete the hands-on Basic Driver Course component certified by the Recreational Off-Highway Vehicle Association.
- F. UTVs and golf carts may be used by maintenance personnel or to transport disabled or other individuals on camp property when the operator is 18 years of age or older and is trained in the safe operation of the vehicle according to the council usage policy and sections C, D, and E above.
- G. ATVs may be used by maintenance personnel or other staff on camp property when the operator is 18 years of age or older and has completed an All-Terrain Vehicle Safety Institute (ASI) safety training program in its entirety. No deviation is permitted from the course outline in the safe operation of the vehicle. Proper personal protection equipment is used at all times during ATV operation by staff. No passengers are allowed.

Applies to:**Camp
properties****Day camp****Short-term
camp****Long-term
camp**

MOTOR VEHICLES

FA-711

(Revised January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

- H. ATVs may only be used for program if the camp is part of the official BSA ATV program.
- I. Passengers may not be carried in the beds of trucks or in UTVs or trailers.
- J. Hayrides may be provided following the guidelines in the [Guide to Safe Scouting](#).
- K. Fifteen-passenger vans, regardless of ownership, may be used for camp purposes only 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.
 - 2. The van is equipped with Electronic Stability Control.
 - 3. The van is equipped with seat belts for the driver and each passenger.

INTERPRETATION:

"Motor vehicles" include:

- Trucks and automobiles
- All-terrain vehicles (ATVs) (not including ATV program vehicles subject to Standard PS-205 All-Terrain Vehicle Programs)
- Utility terrain vehicles (UTVs)
- Recreational off-highway vehicles (ROHVs)
- Golf carts or LTVs
- Farm equipment

The following interpretive rules are used in applying this standard:

- A vehicle classified by the manufacturer as an ATV, ROHV or UTV is classified as that type of vehicle under the standards regardless of changes made to the vehicle.
- An ROHV that is not classified as either an ATV or a UTV shall be treated as a UTV. NCAP will accept ATV training for an as-delivered single person ROHV as equivalent to UTV training.
- A vehicle which is not an ATV, ROHV, UTV or farm equipment may be classified as an LTV if all of the following conditions are met: (1) its maximum speed as delivered from the manufacturer is under 20 mph; and (2) it was not equipped with a rollbar as delivered.
- Farm equipment includes tractors, harvesters and similar specialty equipment. It does not include trucks, ATVs, ROHVs, UTVs or LTVs even if used incidentally in farm operations.

Personal vehicles used for camp purposes are to be considered “council-operated vehicles” for purposes of this standard. All vehicles used in camp for camp purposes (e.g., including personal vehicles used for camp purposes) must meet this standard and council and [Guide to Safe Scouting](#) guidelines. Designated parking areas must be utilized.

Unlicensed vehicles are to be maintained to applicable state standards.

VERIFICATION:

- Visual observation
- Verification of training records if UTVs or golf carts/LTVs are used
- Verification of council UTV/golf cart usage policy
- Discussion of motor vehicle use with key staff
- Inspection and documentation of vehicle maintenance
- Verification of All-Terrain Vehicle Safety Institute training for ATV usage
- Visual observation of appropriate use of personal protection equipment

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

STANDARD:

All COPE and climbing facilities are properly installed and inspected in compliance with the policies of the Boy Scouts of America; Association for Challenge Course Technology Standards; and other governing jurisdiction regulations.

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. Program sites on BSA property are located where access is controlled or monitored and warning signs are posted.
- B. The COPE course, climbing area (natural and/or constructed), bouldering walls, and portable climbing structures are properly inspected annually by members of the council.
- C. All COPE course and artificial climbing structures shall receive a professional inspection pursuant to ANSI/ACCT Standard 03-2019, Chapter 1, Sections B.1.2 and B.2 annually.
 1. This inspection shall be documented by a written report.
 2. The council shall prepare a written response to the inspection report within 60 days setting forth a schedule to correct any deficiencies.
 3. A council or camp may not operate a COPE or climbing course element after a professional inspection finding of an imminent life safety deficiency until the deficiency is corrected and the correction is approved by a qualified person.
- D. Portable challenge structures (e.g., portable climbing walls, portable challenge courses) shall be set up, operated, maintained, inspected, and recertified according to manufacturer's recommendations.
 1. All custom fabricated portable challenge structures shall receive an acceptance inspection pursuant to ANSI/ACCT Standard 03-2019, Chapter 1, Section B.1.1 and B.2 prior to use.
 2. All custom fabricated portable challenge structures shall also comply with Specific Requirement C.
- E. Climbing bolts and hangers installed on BSA property must have written council approval and have been properly installed and inspected twice annually by a qualified person and be specifically designed for climbing purposes. Pitons are never used in BSA climbing.
- F. All newly constructed COPE and climbing facilities must have an initial acceptance inspection pursuant to ANSI/ACCT Standard 03-2019, Chapter 1, Section B.1.1 and B.2 prior to use. BSA requires an independent qualified person conduct this inspection.

Applies to:**Camp
properties****Day camp****Short-term
camp****Long-term
camp**

COPE AND CLIMBING FACILITIES

FA-715

(Revised January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

INTERPRETATION:

A COPE/climbing course or portable challenge structure should receive at least the following inspections annually under NCAP: a precamp/postcamp inspection by the council; an annual professional inspection under the ANSI/ACCT Standard 03-2019, and an annual NCAP inspection (this will occur at least twice if the program is located at a long-term camp—once by the council and once by the zone). Some states may regulate zip lines or other COPE course elements as amusement rides, which may also require an inspection. Councils are responsible for ensuring compliance with all state and local laws.

The purpose of the precamp/postcamp inspection is for the council to assess what needs to be done to prepare the course for the next season. This fulfills requirements under Standard FA-701. It could also fulfill Specific Requirement B.

The purpose of the professional inspection is to ensure that the COPE/climbing course or custom-fabricated portable challenge structure physically meets life safety requirements under ANSI/ACCT Standard 03-2019. The inspector must prepare a written report confirming that the inspection conforms to Standard 03-2019, that the inspector is a qualified person, and setting forth any deficiencies and recommendations. The council has 60 days to prepare a written response setting forth the proposed corrective action (or disputing the finding) and a schedule by which it will be implemented. Corrective action must be verified by a qualified person or a competent person acting for a qualified person. This may occur during the inspection.

The purpose of the NCAP assessment is primarily to view the course in action to assess whether the staffing and program requirements of Standard PS-206 and SQ-409 are met and are primarily addressed in that standard. However, the NCAP assessment must also confirm that the professional inspection has occurred, that the council has responded, and that the review of the paperwork shows that the course is being maintained as necessary to protect life safety. If, based upon the written report and response, the NCAP assessment team has concerns that life safety may not be protected (for example, the report identifies a life safety issue that the response does not address at all), it should immediately contact the National NCAP staff advisor and identify those concerns in its report.

Independent qualified inspector means an inspector without a financial interest in the initial construction of the COPE or climbing course. After the initial inspection, any qualified inspector may conduct subsequent inspections.

Properly installed: Installed by a qualified person according to manufacturer's recommendations for the specified application/situation.

Properly inspected: Checked against a written standard or checklist developed by a qualified person and documented in writing.

Professional inspection: Defined by the Association for Challenge Course Technology (ACCT) standards as: “An inspection carried out by a qualified person or competent person under the supervision of a qualified person to assess the condition of the course and identify whether there are any areas failing to meet standard or likely to fail to meet standard in the near term.” In this case, the qualified person directing the activities of the inspection must have extensive knowledge, training, and/or experience in maintenance and inspection of COPE and climbing facilities and equipment.

Qualified person: Defined in the Association for Challenge Course Technology standards as: “An individual who, by possession of a recognized degree, certificate or professional standing; or who, by possession of extensive knowledge, training and/or experience in the subject field; has successfully demonstrated ability in design, analysis, evaluation, installation, inspection, specification or training in the subject work, project or product, to the extent established by this Standard.” Possession of a National Camping School certificate, standing alone, does not make a person a “qualified person” under the ANSI/ACCT standard for purposes of assessing course facilities and life safety.

For example, in item B, a person who develops the written maintenance checklist must have extensive knowledge, training, and/or experience in maintenance and inspection of COPE and climbing facilities and equipment.

Another example is item E, which specifies that climbing bolts must be installed and inspected by a “qualified person.” In this case, the person who installs or inspects climbing bolts must have training and experience installing and inspecting climbing bolts.

VERIFICATION:

- During an NCAP assessment of a COPE/climbing course, the assessment team shall verify that the ANSI/ACCT inspection has occurred within the past year (within 12 months) by reviewing the professional inspection report and the council’s response. If the report is not available, or does not state that it was conducted in accordance with ANSI/ACCT Standard 03-2019, or does not state that the inspector is a qualified person, or the council’s response appears inadequate to address a health or safety concern, then the assessment team should notify NCAP@scouting.org.
- Physical inspection of elements and structures meeting the description of a COPE/climbing course

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

COPE AND CLIMBING FACILITIES

FA-715

(Effective January 1, 2024)

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

- Evaluation of program documents (may be submitted with declaration):
 - Inspection documents
 - Council self-inspection checklist and reports
 - Documentation of corrective actions
 - Inspection documents
 - Qualified inspector report for constructed facilities
 - Documentation of corrective actions
 - Access to a current edition of ACCT standards through a verified ACCT member
 - Manufacturer's documentation for portable climbing walls
 - Bolt and hanger installation and inspection records

REFERENCES:

The Association for Challenge Course Technology (ACCT) standards are available to members online. The council must have a printed or digital copy available or at least one ACCT member to access the on-line standards.

Discounted membership rates may be available. Contact NCAP@scouting.org for guidance on obtaining the discounted rate.

A list of professional ACCT vendors is found at www.acctinfo.org/page/PVMList

STANDARD:

If a camp offers sleeping accommodations or changing areas, the accommodations are clean, safe, and provide reasonable privacy for changing.

Applies to:**Camp
properties****SPECIFIC REQUIREMENTS OF THE STANDARD:**

- A. **Bunk beds.** Effective January 1, 2025, if a camp or camp property offers bunk beds, the beds must meet the following requirements:
1. For purposes of this standard, a “bunk bed” is any bed that has the bottom of its mattress foundation more than 30 inches above the floor. The mattress foundation is the base or support upon which a mattress is placed (or would be placed if used without a mattress).
 2. Unless fixed against a wall on one side, bunk beds must have at least two upper bunk guardrails, with at least one rail on each side. Bunk beds affixed to a wall must have a guardrail on the side not adjacent to the wall. Lower bunks with mattress foundations 30 inches or less from the floor do not require guardrails. Guardrails must extend at least five inches above the mattress top. The guardrails must be either permanently fastened or else require movement in two or more different directions, one after another, to release.
 3. The guard rail on one side need not be continuous but may have an opening for a ladder or access to the top bunk. This opening shall comply with federal or state law or, if none apply, shall be no greater than 15 inches.
 4. The guardrails and bunk bed structure shall not create any entrapment hazard where a youth or adult arm, hand, leg, head or neck could be trapped. The bed shall be free of sharp edges or corners. All bunk bed components must be structurally sound.
- B. **Changing areas.** Effective January 1, 2024, the camp or camp property has procedures that specify periodic checks to ensure privacy in changing areas is not compromised. Daily checks during high use/high exposure periods may be needed with less frequency required during off-season periods. It is recommended that staff performing the checks be rotated during camp to maintain a high standard. A changing area for purposes of this standard includes shower facilities, aquatics areas, locker rooms and similar areas where participants change clothes but does not include lodging or tents assigned to a person or group for the duration of their stay.

**Short-term
camp****Long-term
camp**

SLEEPING/CHANGING QUARTERS

FA-717

(Effective January 1, 2024, except as specified)

Applies to:

Camp
properties

Short-term
camp

Long-term
camp

VERIFICATION:

- Discussion with ranger or staff about procedures to check beds and changing areas
- Visual review of a reasonable sample of beds

REFERENCES:

- Bed guard-rail and structural openings must be less than 3.5 inches or greater than 9 inches to minimize the risk of entrapment. Find details on testing for entrapment at 16 Code of Federal Regulations parts 1213.4 and 1513.4 at www.ecfr.gov/current/title-16/chapter-II/subchapter-B/part-1213/section-1213.4 and www.ecfr.gov/current/title-16/chapter-II/subchapter-C/part-1513/section-1513.4
- BSA Safety Moment, Bunk Beds:
www.scouting.org/health-and-safety/safety-moments/bunk-beds/

REQUIREMENTS FOR COUNCIL REPORTING

(Revised January 1, 2024)

STANDARD:

The camp has completed required BSA reports in a timely manner.

Required reports include:

- A. **National BSA incident and near miss reports** in the form and within the times required by BSA Incident Reporting at the following URL:
www.scouting.org/health-and-safety/incident-report/
- B. **Camping Attendance Report.**

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. **Precamp.** Within 60 days prior to the start of camp, the camp director, program director (for long-term camps and day camps) and professional advisor shall access the BSA Incident Report page, download a copy of the current Incident Information Reporting Tool, Youth Protection/ Membership Infraction Information Reporting Tool, and Near Miss Incident Information Reporting Tool and review the balance of the webpage. The individuals shall sign a certification statement that this review was completed and keep a copy of each tool available. The certification statement shall be provided to the assessment team.
- B. **Camp.** At camp, the camp director shall ensure that all required reports are filed within the times set forth on the BSA Incident Report page. The camp director shall notify the professional advisor of all incidents requiring reporting, including those requiring notice to the National Crisis Communication Support team (PR@scouting.org), occupational injury reporting, and U.S. Coast Guard reporting. If the professional advisor or Scout executive cannot be reached within the required times, the camp director shall make any required reports.
- C. **Camp Attendance Reports.** National Outdoor Programs will email a link to each council for filing attendance reports. The report shall be filed within the time specified in the Outdoor Programs email or an extension sought from NCAP@scouting.org

VERIFICATION:

- The National Service Center will review reports and notify NCAP if a council or camp is not filing reports as required by this standard. The NCAP staff advisor will provide direction to the assessment team on the required action.
- Review the certification statement and discuss with the camp director when incident reporting is required and how it is accomplished.

REFERENCES:

Detailed instruction on reporting and frequently asked questions are found at www.scouting.org/health-and-safety/incident-report/

Applies to:

Camp
properties

Day camp

Short-term
camp

Long-term
camp

STANDARD:

The camp participates in the BSA Continuous Camp Improvement Program that addresses improvements in:

- Staff
- Program
- Program equipment
- Facilities
- Sustainability
- Marketing and communication
- Attendees and participation

Applies to:

Camp
properties

SPECIFIC REQUIREMENTS OF THE STANDARD:

- A. The council has performed an analysis to identify its stakeholders and involved them in gathering information on areas of possible improvement and areas of strength.
- B. The camp has a camp program and property strategic improvement plan that identifies one or more areas of improvement and one or more areas of strength that the council will address over the next four to seven years, which collectively address at least five of the continuous camp improvement categories. For each identified area, the plan sets forth improvement measures, an approximate time for initiation and completion, and how the camp will determine the success of its measures.
- C. Each year, the council will develop an annual camp improvement plan that identifies one or more areas of improvement and one or more areas of strength that the camp will address during the year, which collectively address at least four of the continuous camp improvement categories. Some of these measures may be based on the camp strategic improvement plan and some should be based on postcamp/precamp inspections, camp staff reports, customer satisfaction surveys, or other feedback. For each area identified, the council determines a goal, a quantitative metric, and success criteria.
- D. Annually, the council collects data that indicates progress on the measures, and at the start of the following season includes in the Declaration of Readiness a report on the goals, their success criteria, and whether the goals were achieved.

Long-term
camp

CONTINUOUS CAMP IMPROVEMENT

AO-810

(Revised January 1, 2024)

Applies to:

Camp
properties

Long-term
camp

INTERPRETATION:

The continuous camp improvement program is the heart of Scouting’s effort to provide a better experience to each camper each year. Detailed guidance on the continuous improvement process is provided in the *Guide to the Continuous Camp Improvement Program*. The standard requires that the council and camp participate in the process contemplated by the standard and does not require the camp to successfully complete each goal. It is the process of identifying goals, measures, and metrics, and completing them that will elevate camp performance.

Specifically, Requirement A emphasizes that all stakeholders should have a role in the process. The best program is a collaboration of the council professionals, volunteers, camp staff, and camp users.

Requirement B is the multiyear camp strategic improvement plan. It is intended that this plan ultimately work in concert with the Application and Authorization to Operate process, where the plan is prepared and submitted with the application. Councils are to develop a plan that takes them to or beyond their next application period. The camp strategic improvement plan is not a term or condition of the Authorization to Operate.

Requirement C is the annual or seasonal improvement plan. These are the specific steps that the council will take during the year. Some of these may come from the camp strategic improvement plan identified in Requirement B, while others will be items that come up from camp staff, customer satisfaction surveys, or the work of council professionals or committees. The goals should be specific, measurable, attainable, and realistic, and have a targeted metric that can be tracked to show progress. The annual plan should be revised as needed during the season to address customer feedback and improve the camper experience.

Camps that operate off camp property should review the existing facilities for adequacy and may propose steps (such as negotiating for improvements or relocating), but are not expected to provide for physical improvements to noncouncil property.

VERIFICATION:

- The authorization reviewer will review the camp strategic improvement plan for consistency with BSA standards and continuous camp improvement goals. The approved plan will be attached to the Authorization to Operate.
- The camp assessment team should review the Authorization to Operate and any attached camp strategic improvement plan, and comment in the report on whether steps called for in the camp strategic plan were implemented in a timely manner. However, an explained failure or delay is not the basis for a noncompliant or deviation finding if the council has made other improvements.
- On the annual plan, the camp assessment team should review the Declaration of Readiness to ensure it includes: 1. the prior year's goals, metrics, and success criteria, and whether the goals were successfully achieved and, if not, any lessons learned; and 2. the current year's goals, metrics, and success criteria. Failure to have prepared and measured goals in the prior year reported in the Declaration of Readiness or failure to have prepared and be measuring goals in the current year by the date of assessment warrants a noncompliant finding. Partial or late compliance should be noted with a deviation.

REFERENCES:

The *Guide to the Continuous Camp Improvement Program* is available at www.scouting.org/NCAP

Applies to:**Camp
properties****Long-term
camp**

