


Scouting America
Greater Tampa Bay Area Council
Short Term Camp Director Pledge

Event Name: _____

Event Location / Date(s): _____

Health Officer Name: _____

Short Term Camp Administrator Name: _____

I agree to abide by all of the guidelines set forth by Scouting America and the Greater Tampa Bay Area Council. I understand that I am the camp director under the supervision of the Greater Tampa Bay Area Council. In addition to abiding by the Guide to Safe Scouting, the rules outlined by the BSA and the council, I agree to the following:

- I will actively promote this event and work with my staff to increase attendance.
- If a ranger or council staff member asks that an activity stop that I will comply immediately.
- All participants and staff for the event will be registered through the online registration system and pay the proper fees before the event commences.
- My event will have a health officer with the proper training as outlined by SQ-405.
 - I will require all participants to have current health forms while attending the event. The forms may remain with the unit.
 - At registration, unit leaders will be asked if there are campers with health issues.
- I will have a short-term camp administrator assigned to the event as outlined by SA-003 and SA-006.
 - This cannot be the camp director or a principal staff member of the event.
 - I will meet with them prior to the event to complete the NCAP Local Council Authorization and Assessment Declaration Form.
 - If the event does not occur at a council camp, I will arrange with them a pre-site inspection and complete the NCAP Site Appraisal Form.
 - I will meet with the administrator at the opening/beginning of the camp program for the assessment.
 - Any activities not specifically detailed in a BSA manual will be submitted to the DSS for a Program Hazard Assessment at least 60 days prior to the event.
- I agree to following the GTBAC Event Safety Procedures:
 - Using wristbands to identify participants, staff and guests.
 - Give a safety brief at the beginning of the event that contains the information found in the sample safety brief located in the council emergency action plans.
 - Climbing, shooting, aquatics and kitchen staff are credentialed and approved by their respective committees and there is the appropriate number of staff present.
- I agree to the following Fiscal Procedures:
 - All expenses must be budgeted and preapproved by the staff advisor.
 - All out of pocket expenses must be preapproved in writing and be submitted with itemized receipts to get reimbursed.
 - Only council staff can bind the council to contracts or order items directly from vendors.

Camp Director Name: _____

Camp Director Signature: _____ Date: _____

Staff Advisor Signature: _____ Date: _____