



World Organization of the Scout Movement
Organisation Mondiale du Mouvement Scout

World Scout **Bureau** Mondial du Scoutisme

Asia-Pacific Regional Office
Bureau Régional Asie-Pacifique

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CIRCULAR N° 17, series of 2003

To: International Commissioners
Secretary Generals
Chief Scout Executives

28 May 2003

45th APR Basic Management Course

Dear Colleagues:

Greetings from Manila!

We are happy to inform you that Bharat Scouts & Guides/India, in collaboration with the Asia-Pacific Region, is organizing the 45th Asia-Pacific Region Basic Management Course for Professional Scout Executives. Since 1972, 43 Basic Management Courses have been organized and more than 1,800 Scout Executives have been benefited. The 44th Basic Management Course will be held in Pakistan in July this year. Other details of the 45th course are as follows:

Aim of the course: To help Scout Executives acquire knowledge and skills to further strengthen individual competencies and leadership in order to effectively perform their professional responsibilities and meet emerging challenges.

Venue: Officers Training School, Jaipur, India. From Delhi it is 45 minutes flight and from Mumbai it is 1hr, 40 minutes flight. Jaipur is also linked with the road transport from Delhi – Agra - Mumbai. Luxury bus service is available from Delhi round the clock.

Dates: 01 - 15 November 2003 (arrival in the afternoon of 31 October and departure in the afternoon of 15 November)

Fees: The fee is US\$150.00 which will cover inland transportation, food, accommodation, course materials and educational tour.

Participants: Professional Scout Executives at the national and sub-national levels. Potential Professional Scouters may be nominated to take part in the course.

Course staff: The course staff will be composed of experienced leaders from the region and host country. Non Scout Resource persons will be invited to handle special topics.

Weather: The weather of Jaipur in November will be pleasant (maximum 30°C and minimum 16°C.)

What to bring: Two sets of Scout uniform, personal kit and umbrella or rain jacket.

Course Contents: Mission of Scouting, SWOT Analysis, Youth Programme, Adult Resources Management, Membership Growth concept, Professional Scouters Concept, Human Resources and behavioral Management, Leadership, Resources Development and Financial Management, Office Management, Public Relations, Information Technology, Management Principles, Management by

Objectives, Management by Results, Strategic Planning. Change Management, Management learning and World Strategy in Scouting.

May I request you to send at least two participants to this course. Please return the **reply slip not later than 31 August 2003.**

Thank you for your attention and positive response.

Yours sincerely,



ABDULLAH RASHEED
Regional Director

AR/mgs

45th APR Basic Management Course

1-15 November 2003

Officers Training School, Jaipur, India

REPLY SLIP

National Scout Organization: _____



The following Scout Leader/s from our Scout association will participate in the 45th APR Basic Management Course in Jaipur, India on 1-15 November 2003.

Name	Position	Age
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



Our NSO will not be represented in the 45th APR Basic Management Course in Jaipur, India on 1-15 November 2003.

Remarks: _____

Date: _____

Signature: _____

Printed Name: _____

Designation: _____

Please send this reply slip not later than **31 August 2003**.

To: **Mr Shri D L Sharma**
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