



SCOUTS[®]
Creating a Better World

World Organization of the Scout Movement
Organisation Mondiale du Mouvement Scout
Всемирная Организация Скаутского Движения
Organización Mundial del Movimiento Scout
المنظمة العالمية للحركة الكشفية

World Scout Bureau, Asia-Pacific Regional Office
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Circular No. 13 series of 2018

To: Chief Commissioners
International Commissioners
Chief Scout Executives
Representatives of External Partner
Organizations

11 April 2018

26th Asia-Pacific Regional Scout Conference 2018 **DISPLAYS AND SCOUTING MALL FOR** **NATIONAL SCOUT ORGANIZATIONS** **AND PARTNER ORGANIZATIONS**



Dear Colleagues,

Greetings from the Asia Pacific Support Centre!

All National Scout Organizations (NSOs) and selected partner organisations are invited to put up a display during the 26th Asia-Pacific Regional Scout Conference, which will take place from 15 – 20 October 2018 at the Philippine International Convention Center in Pasay City, Philippines.

The display should showcase Scouting in their country and their partnerships or projects related to Scouting. The display is a good opportunity to:

1. Illustrate the conference theme of "Growth and Stability";
2. Highlight the flagship project of your organisation;
3. Show "promising practices," new ideas and literature on Youth Programme, Adult Training, Public and External Relations, Fundraising, Partnership, etc; and
4. Invite Scouts from other countries to attend upcoming events in your country.

Display panels must be reserved in advance by completing and sending us back the attached reservation form. The display panels will be situated in a separate area/room outside the main conference hall. Every effort will be made to provide good display positions for each organization. Space will be allocated on "first- come first-served" basis. Please read all the requirements and the technical details about the display and information about Scouting Mall, which are given in Annex 1 attached with this circular.

If you are interested to put up a display, please send back the attached reservation form mentioned in Annex 2, at the **latest by 30 June 2018**. In the reservation form, please provide also details/general information on the contents of the display you wish to highlight.

Thank you and best regards,

Yours in Scouting,

J. Rizal C. Pangilinan
Regional Director

Scouting Mall and the technical requirements/details of display

When planning your display, please keep the following points in mind:

- Displays must be directly related to Scouting or partnership/projects related to Scouting and should focus on the subjects or areas mentioned above. Displays, which are of any political nature, or those which might offend delegates from other countries, will not be permitted;
- To make the displays more interactive, please ensure that a person from your NSO or organisation is present at your display area during break time as most of the conference delegates would take the opportunity to view and interact during this time in the display area.
- No sale or trading should be done on the exhibition booths.
- It cannot be guaranteed that the display area will be protected or secured at all times therefore each exhibitor shall take responsibility for the items in the display area.
- You can ONLY USE adhesive (scotch, masking, double-sided) tape on the panel boards. You CANNOT use staples, gun tackers, board tacks, push-pins or any pointed objects to fix/attach your display on the panel boards.
- The exhibition will be for five days, from the morning of Day 1 (15 October 2018) until the evening of Day 5 (19 October 2018) of the conference. You are requested to set up your display on Day 1 (15 October 2018), preferably before the Opening Ceremony and kindly take your display down on the Day 5 (19 October 2018) of the conference, preferably before the farewell dinner.

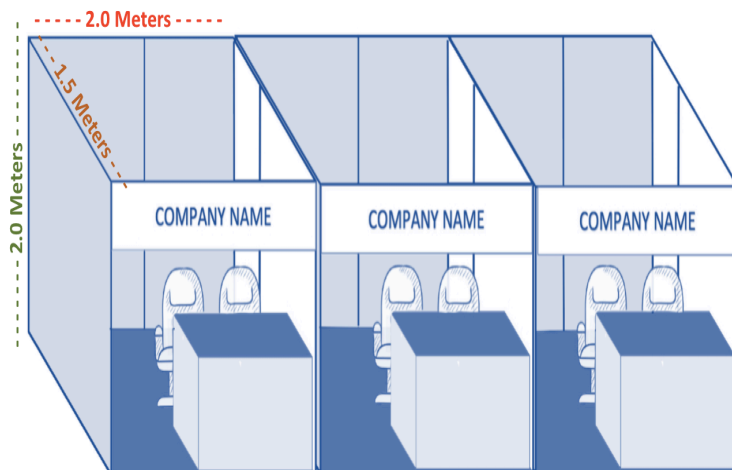
Scouting Mall

Please be informed that in the conference program there is a specific component called SCOUTING MALL, which is scheduled on the afternoon break of Day 4 (Thursday, 18 October 2018). During this time, all the conference participants is expected to visit each of the displays.

Although the representative of your NSO/organisation will be available at the booth for the whole duration of the exhibition, please ensure that a representative from your NSO/Organisation **must be available** during the Scouting Mall to attend to the visitors. Please be ready with your materials and/or souvenirs that you will wish to present to guests when passing-by your display area.

Display Board

On request, each NSO or partner organization will be provided with one booth area, which will include 1 table and 2 chairs.



The dimension of the booth is 2 meters [L] X 1.5 meters [W] X 2 meters [H] (please see the picture). The panels will be attached to the floor.

Electricity connection is by request. The standard voltage in the Philippines is 220 volts, 60Hz. The Philippines uses Type A and Type B electrical plug.



Display Panel Reservation Form

Name of the Organization: _____

Yes, we want to reserve one booth to display/exhibit the following:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

We will need power (electricity) outlet for _____

Signed: _____ Date: _____

Title: _____ Country: _____

Email address: _____

Please complete this form and return it **latest by 30 June 2018** to the following:

Mr. J. Rizal C. Pangilinan
Regional Director
World Scout Bureau/APR
Email: asia-pacific@scout.org

Mr. Rogelio S. Villa, Jr.
Secretary General
Boy Scouts of the Philippines
Email: bsp@scouts.org.ph