12 August 2011

Subject: Asia-Pacific Sub-Regional Risk Management Workshop

Dear Colleagues,

Greetings from Manila!

Scouting gives emphasis on safety while delivering the educational programme to young people. Over the years, the Scout Movement has always been committed to ensure that all National Scout Organizations maintain good standards of safety at all times.

Seeing the importance of strengthening risk management in every member Scout organization at all levels, we are happy to announce that Bangladesh Scouts will host the next Asia-Pacific Sub-Regional Risk Management Workshop on 26 – 30 January 2012. Previously two events, one in Singapore and one in Bhutan, were held in 2003 and 2006, respectively.

Aim
To create awareness and ensure that our organization, considering the importance of managing risks, will develop a Risk Management Policy and adopt strategies, procedures and controls in minimizing risk.

Objectives
- To define and explain the meaning of Risk Management in relation to Scouting
- To clarify the importance and advantages in implementing the Risk Management approach
- To equip the participants with basic knowledge on Risk Management resources
- To share knowledge in formulating National Risk Management Policy for Scouts.

Venue
Jamuna Resort, Tangail
About three (3) hours drive from Dhaka Airport.

Dates
26 – 30 January 2012
Participants are expected to arrive on 25th January and leave on 31st January 2012

Registration Fee
US$100
(which covers inland transport, food and accommodation during the event, workshop materials, souvenirs, and educational tour).
Participants
Key leaders responsible for Youth Program, Events Organization, Adult Resources, Risk Management in various National Scout Organizations at national and sub-national levels who are interested in the subject, and willing to share the knowledge back in the NSO and willing to undertake Risk Management tasks benefitting the NSO.

NSOs are requested to send the names of their participants latest by **30 September 2011** using the attached reply slip. Details of the workshop will be sent to the NSO and participants sometime in September.

With best regards,

Abdullah Rasheed
Regional Director

ar/sps/czl
12 August 2011
Our NSO will send the following participants to this event. Travel itinerary will follow later.

<table>
<thead>
<tr>
<th>Full Name (in print)</th>
<th>Gender</th>
<th>Age</th>
<th>Position in Scouting</th>
<th>Personal Email Address (not the NSO)</th>
<th>Any Dietary Restriction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Remarks (if any): __________________________________________________________________________________

Please send this Reply Slip **not later than 30 September 2011** to:

**Mr. Abdullah Rasheed**  
Regional Director  
World Scout Bureau/APR  
219 Salcedo St, Legazpi Village  
Makati City, Philippines  
Tel No: +63 2 818 0984/ 817 1675  
Fax No: +63 2 819 0093  
Email: asia-pacific@scout.org

**Mr Md Abul Kalam Azad**  
Chief National Commissioner  
Bangladesh Scouts  
National Headquarters  
60 Anjuman Mufidul Islam Road  
Kakrail, Dhaka- 1000, Bangladesh  
Tel No: +880 2 9337714/ 9333651  
Fax No: +880 2 9342226  
Email: scouts@bangla.net

Signature: __________________________________________  
Printed Name: _______________________________________

Position in Scouting: __________________________________  
Date: _________________________________________