



YOUNG MARINES
3rd Young Marine Division
5851 Camellia Dr
Orlando, FL 32807



01 March 2019

From: John Gionet, 3rd Young Marine Division Commander, Young Marines
5851 Camellia Dr, Orlando, FL 32807
To: All Unit Commanders, 3rd YM Division

Subject: **3RD YOUNG MARINE DIVISION SUMMER ENCAMPMENT 2019**

Encl: (1) Unit Roster
(2) Dietary/Allergy Roster
(3) Diabetic Care Plan
(4) General Orders
(5) Proposed Gear/Equipment List
(6) Schedule of Events (TBD)
(7) Map of Daniel Boone Camp
(8) Fact Sheet
(9) Special Instructions

1. **Purpose:** To promulgate instructions for the upcoming 3rd Young Marine Division Encampment from 28 July to 3 August 2019.

2. **Background:** The 3rd Young Marine Division will host a Division Encampment scheduled at **BSA Camp Daniel Boone 3647 Little East Fork Rd Canton, NC 28716**
Enclosures (1) through (9) either provides information or forms required for attendance.

3. **Information:**

- **Place:** Camp Daniel Boone, 3647 Little East Fork Rd., Canton, NC 28716
- **Phone:** (828) 254-6189
- **Email:** at Melinda.Kuehn@scouting.org
- **Website:** <https://www.campdanielboone.org/>
- **Leaders Guide:** <https://www.campdanielboone.org/files/17392/2018-CDB-Guide-final-11717small-pdf>
- **Report Date/Time:** 28 July 2019 and check in starts at 1300 ends 1600
- **Depart Date/Time:** 3 August 2019 and depart after clean up
- **Cost:** \$160 per YM/AV
- **Division Event:** **Registration Opens 1 April and closes midnight 16 June 2019**
- **Events:** TBD

4. **Sleeping Quarters:** Tents with military style cots and or 4 to 6 person Adirondacks will be available for Young Marines & Adult Volunteers at each camp site. There are 6 Shower facilities that have 12 showers for Young Marines and 4 to 6 private showers for registered adults. Limited to no electrical outlets in the camp site areas. **Females and males will be separated in different camp sites. All females will be in the same Camp Site together.**
5. **Required Forms:** The following forms are required to be completed before any YM can attend the campout.
 - (a) **General Orders:** Enclosure (4)
 - (b) **S.A.T. (Standard Activity Form)** – Completed online via Ultra Camp, Must be completed by parent and or guardian and must contain all the requested information, including medical insurance information, and certified by the Unit Commander. **Printed out completed S.A.T. forms and General Orders will be turned in at check-in.** The following items must be completed:
 1. **PHOTO:** Color passport type photo in uniform with no uniform cover on.
 2. **MEDICAL INSURANCE CARD:** Provide a copy of front and back. Military ID cards are authorized to copy for medical purposes.
 3. **TETANUS SHOT:** Include month, day and year YM received last tetanus shot.
 4. **MEDICATION:** All prescribed and over the counter medication **MUST** be in the original container with dosage and instruction and turned into the Unit AMO to maintain and administer. **YM must maintain possession of their inhaler if they have one prescribed.**
 5. **MEDICAL PROBLEMS:** If a Young Marine has been injured after his/her enrollment, you must notify the Division Medical Officer and provide documentation, indicating such injury or condition to include any restrictions and or assisted devices (i.e. splint, braces and or crutches).
 6. **Diabetic YMs:** If a YM is a diabetic, include their Diabetic Care Plan (located in YMDBS Library).
 - (c) **COMPLETED FORMS: Enclosures 1 – 4 must be scanned in a PDF format and emailed to the following personal as indicated below by Close of business 1 July 2019. ***Note changes can be made after this date, but communication is required on a one to one basis).**
 1. **Richard Barber:** richard.barber@youngmarines.com (Required forms and associated paperwork if a medical condition or medical problem is an issue)
 2. **Roxanne Tweedy:** nursetweedy@mac.com (Required forms and associated paperwork if a medical condition or medical problem is an issue)

6. **Action:**

a. UC's will

(1) Sign-up YMs & AVs through the YMDBS via Event Registration "Div/Reg Encampments" beginning Midnight 01 April 2019 but no later than 15 Jun 2019.

- a) Parent, YM and UC will receive email once set to pending with information to complete SAT via Ultra Camp.
- b) Parent will complete SAT on Ultra Camp.
- c) Receive email with link to print and complete Unit Commander Endorsement.
- d) Print out completed SAT and bring hard-copy with endorsement and other required forms to encampment to be turned in at Check-in.

(2) Register unit and sign up YMs for their events on the BSA Website beginning Midnight 01 April 2019 but no later than 15 Jun 2019.

(3) ***Submit a minimum of a \$220 deposit per unit upon initial registration with the BSA. Remaining balance must be paid no later than midnight 16 Jun 2019.*** Units may pay online by Credit/Debit Card, E-Checks or mail a check (see below). Acceptable method of payment by Credit/Debit Cards are MasterCard, Visa, or Discover.

- If paying by check, make checks payable to: **Daniel Boone Council**
- Address: **Daniel Boone Council 333 W Haywood St, Asheville, NC 28801**

(4) Submit by email as listed below an estimated count for YM and Adult Volunteers; Broken down by gender utilizing enclosure (1) no later than Midnight 30 June 2019.

(5) Ensure all forms are properly filled out and turned in as listed in paragraph 5.

(6) Ensure the YMDBS is current and up to date with YM's current medical physical and tetanus shots.

(7) Ensure that a Unit Activity Medical officer (AMO) is assigned. **Units will be responsible for maintaining and administering their own prescribed medications along with completing all required medical forms and associated paperwork.**

(8) No YM will be in possession with the exception of an "inhaler" and or Epi Pen" or administer their own medication.

(8) Ensure unit bring a minimum of a 5 gallon water jug and a complete First Aid Kit.

(9) Ensure unit conforms to Young Marine standards, protocols and that unit maintains good order and discipline while at the encampment. Enclosure 4 will be used.

c. **Training Officer and Division Staff:**

- (1) Coordinate activities
- (2) Coordinate supervision for activities
- (3) Ensure equipment needed for activities is on hand
- (4) Ensure requirements are met for awards/ribbons
- (5) RUST Insurance form submitted for Division

d. Division/Regimental Sergeants Major will:

- (1) Conduct formations
- (2) Coordinate Units for chow
- (3) Ensure SR YM are kept-up-to-date
- (4) Assign Units for clean-up details
- (5) Assist Division Commander, Camp Commandant and Training officer

e. Unit Commander's / Adult Volunteer in Charge will:

- (1) Coordinate activities with the Training Officer
- (2) Ensure the schedule is adhered to
- (3) Ensure discipline is maintained
- (4) Enforce all HQYM and Division Rules and Policies
- (5) Ensure that the Unit's AMO administers their prescribed medications along with completing all required medical forms and associated paperwork.
- (6) Ensure Camp Sites are maintained daily and clean

f. Encampment Commandant will:

- (1) Coordinate working parties
- (2) Ensure the schedule is adhered to
- (3) Ensure discipline is maintained
- (4) Conduct any boards as required

g. Division AMO will:

- (1) Receive and review emailed forms.
- (2) Responsible for completing required medical forms to include incidents for insurance purposes.
- (3) Responsible for assisting BSA Medical Staff with handling medical injuries and notifying the Division Commander and Camp Commandant.

h. Available YM Division Billets: The following billets are available as listed below. You may send your requests with a brief history of your qualifications to the emails listed below.

- Division YM SgtMaj: YM/SgtMaj Talla Aasved
- Division Guide: One YM (TBD)
- Division YM 1stSgt x 3 (TBD)
- YM Division Flag Bearers for morning and evening Colors (TBD Daily)
- Others: as directed by Division Commander

7. Point of Contact:

SgtMaj John Gionet
Richard Barber

(407) 963-9388 or by email: john.gionet@youngmarines.com
(954) 558-8762 or by email: richard.barber@youngmarines.com

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