



**2018 – 2019**  
**COUNCIL & UNIT**  
**PLANNING GUIDE**

PHILMONT SCOUT RANCH

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# PREFACE

This guide is designed to assist council contingents and units in planning a successful Philmont adventure. Your journey has already begun and proper preparation now will result in a smoother, more enjoyable expedition.

It is important that each adult Advisor become familiar with every aspect of the trip. Equally important is sharing information with participants and their parents. Philmont is not like *other* Scout camps and we understand that Philmont might not be for everyone. The stamina required to hike is much greater due to the distances traveled, elevation changes, and the overall length of the trek. Every participant should understand *Philmont's Risk Advisory* which can be found in the BSA Annual Health and Medical Record. It is important that everyone is aware of potential hazards. Philmont places emphasis on physical preparation including a detailed Annual Health and Medical Record. Crews should carefully select participants taking height/weight and medical conditions into consideration.

Philmont and the Boy Scouts of America expect that all participants will conduct themselves in a Scout-like manner. An estimated 22,000 participants attend Philmont every summer from across the nation and the world. While this provides an enriching experience for participants, it also requires a great deal of respect for each other. Let the Scout Oath and Law guide your crew in ALL situations.

Please read this guide carefully. Both experienced and new Advisors will find the answers to many of their questions regarding their upcoming Philmont trek within these following pages. Good luck as you continue to prepare for the trek of a lifetime and we look forward to serving you and your crew.

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**Cimarron, NM**

# PHILMONT SCOUT RANCH – HIGH ADVENTURE

## HIGH ADVENTURE COMMITTEE

Planning and preparing for a successful expedition to Philmont Scout Ranch requires careful consideration of several different aspects of trip planning and execution. To accomplish these tasks efficiently, it helps to have a committee of interested individuals. The burden of planning and executing this experience should not rest in the hands of one or two individuals who are also serving as adult Advisors on the trek. Responsibilities should be divided among members of a Philmont Scout Ranch High Adventure Committee. Regardless of whether the expedition is reserved as a Council Contingent (single or multiple crews) or as a Unit Contingent (single or multiple crews), a committee will ensure that all required tasks are accomplished.

## COMMITTEE PROSPECTS

- Council/district volunteers or members of a unit committee with an interest in High Adventure
- Past participants—youth and adult. Youth participants within the last ten years are great resources and are eligible to serve as adult Advisors.
- Past Philmont staff members
- Parents of participants
- Adult Advisors
- Philmont Ambassadors

## COMMITTEE ASSIGNMENTS

- Leadership
  - Select adult Advisors for each crew and identify alternates in the event of last minute cancellations.
  - Support the selection of youth leadership roles for each crew (Crew Leader, Chaplain's Aide, and Wilderness Pledge Guide).
  - Work with Lead Advisors and provide support in using the Camping Gateway and selecting itineraries.
- Promotion/Marketing
  - Develop a recruiting program to ensure that all available participant slots are filled. Crews that reach the maximum capacity of twelve participants will receive the "La Docena Adventurado" Award (Cavalcades can support a maximum of fifteen participants).
  - Conduct Philmont information sessions at the local troop and council level at events such as summer camp, camporee, training events, and roundtables.
  - Include information about additional Philmont opportunities such as individual programs for those that cannot join the crew due to schedule conflicts.
  - Utilize all marketing channels available such as unit and/or council websites, newsletter, and social media platforms.
  - Continue marketing and recruiting any potential alternate participants in the event of last minute cancellations (both youth & adult).
  - Conduct parent information nights and be prepared to address any questions and/or concerns.
  - Be prepared to organize a "Welcome Home" event to share the crew's adventure with friends and family. Use this as another opportunity to promote individual programs at Philmont for participants that are already eager to return to Philmont.
- Finance
  - Develop a budget. Explore as many travel options as possible to find the most cost effective means of travel and lodging.
  - Include a contingency fund in the planning process to help cover emergencies that might arise during travel to and from Philmont as well as during your trek.

- Utilize available scholarships. Philmont participants can apply for the Waite Phillips Scholarship which has assisted approximately 750 Scouts every year totaling approximately \$300,000. Look for other local scholarship opportunities as well.
- Plan and support fundraising activities to help participants work to raise the funds needed for their travel and expedition expenses.
- Transportation
  - Develop travel plans that include the following:
    - Overnight accommodations
    - Meals
    - Side trips and tours
  - Arrange transportation to and from Philmont Scout Ranch (Cimarron, NM) via:
    - Private vehicles
    - Public Transportation
    - Charter services
  - Ensure the trip plans and accommodations abide by “The Sweet Sixteen of BSA Safety” and the policies and guidelines outlined in the “Guide to Safe Scouting” <https://www.scouting.org/health-and-safety/resources/sweet16/>
  - Submit arrival and departure plans in the Camping Gateway.
- Equipment
  - Help and support each crew member in securing the correct equipment for the experience.
  - Coordinate the selection and procurement of all crew equipment required for the expedition.
  - Coordinate special items including crew t-shirts at [www.philmontcustoms.com](http://www.philmontcustoms.com).
  - Coordinate special food needs for medical and/or religious requirements.
  - Assist with food and equipment needed for weekend shakedown training trips.
- Training
  - Ensure that the crew meets the requirements for Wilderness First Aid and CPR training (At least TWO individuals must present current training certifications upon arrival).
  - Conduct two weekend shakedown training events (using the Philmont Shakedown Guides Part 1 and Part 2).
  - Provide necessary training for youth and adult leaders to support their position in the crew.
  - Participate in PASS (Philmont Advisor Skills School) and/or PAW (Philmont Advisor Workshop) if they are provided in your local area or arrange to have at least one adult Advisor attend a Philmont PASS Weekend Course.
- Health & Fitness
  - Assist all members of the crew in completing their Annual Health and Medical Record. Work with the Lead Advisor to ensure that all participants meet the Philmont requirements including the height/weight requirements.
  - Review all Annual Health and Medical Records to be sure they are complete and that each participant has included a copy of their health insurance information with their medical record.
  - Develop and implement a physical fitness program for all members of the crew.
  - Track fitness activities to encourage all members of the crew to be ready for the physical demands of a Philmont trek.

## ADULT LEADERSHIP – BSA POLICY

The best available adult leadership should be recruited to accompany each crew. In keeping with the policy of the Boy Scouts of America, TWO (2) registered adult leaders 21 years of age or over are required at all Scouting activities. There must be a registered female adult leader over 21 in every unit serving females. A registered female adult must be present for any activity involving female youth.

Each crew MUST have at least TWO (2) BSA registered adult Advisors. Philmont strongly recommends that each crew participates with THREE (3) adult Advisors. This provides flexibility in the event that an adult Advisor needs to leave the trail. A participant who is 18 to 20 years of age may be counted as a youth or be an assistant adult Advisor. **Each crew is required to have a majority of youth participants; the maximum number of adults (21 years and over) is four (4) per crew.**

All Venturing and Sea Scouting participants 18 years of age but not yet 21 years of age must complete an adult application, criminal background check disclosure/authorization form, and Youth Protection Training.

Coed Venturing Crews and Explorer Posts are required to provide coed leadership while en route to and from Philmont and while on trek. A coed Venturing Crew or Explorer Post must have at least one male Advisor and at least one female Advisor, each of whom must be at least 21 years of age. Female Advisors must be responsible for female participants and male Advisors must be responsible for male participants.

Crews with coed youth members must function under Venturing and/or Learning for Life policies.

- Council Contingent crews may have a mixed registration of Boy Scouting, Venturing, and Exploring members. Each crew that has coed youth members must follow Venturing and/or Learning for Life policies.
- If a father and daughter (under 18 years of age) are participants, the crew must have male and female Advisors 21 years of age or over. A female who is 18 to 20 years of age may be registered and participate as an adult Advisor for a Boy Scout Troop.

Age appropriate and separate accommodations for adults and youth are required. When staying in tents, no adults may share a tent with a member of the opposite sex unless that person is his or her spouse. No youth may share a tent with an adult or a person of the opposite sex other than a family member or guardian. Assigning youth members more than two years apart in age to sleep in the same tent should be avoided unless the youth are relatives.

All Advisors must be physically capable of hiking and camping for the entire length of the trek. Each Advisor is expected to reflect high moral standards established by custom, traditional values, religious teaching, and following the Youth Protection guidelines.

Philmont recommends that groups identify alternate adult leadership who are available to step in at the last minute in the event that an adult Advisor is unable to attend. Philmont CANNOT provide staff to meet the BSA's two-deep leadership requirement.

\*Refer to *Guide to Safe Scouting*, No. 34416, for additional adult leadership policy.

## YOUTH PARTICIPANTS

In keeping with the policies of the Boy Scouts of America, rules for participation are the same for everyone without regard to race, color, national origin, religion, age, sex, gender, sexual orientation, marital or familial status, genetic information, citizenship status, protected activity, or any other status or classification protected by applicable federal, state, and/or local laws.

**Participants must be registered members of the BSA who will be 14 years of age OR completed 8<sup>th</sup> grade and be at least 13 years of age prior to participation. Please do NOT request or expect any exceptions to this rule.**

Youth participants must be registered members of the Boy Scouts of America and may participate in a Philmont trek in one of the following ways:

- As members of a chartered unit—Boy Scout Troop, Varsity Team, Venturing Crew, or Explorer Post.
- As members of a council contingent or district contingent with required leadership.

- As individuals in the Rayado Men/Women, Ranch Hands, Trail Crew Trek, ROCS Men/Women, Order of the Arrow Trail Crew, or STEM Treks (Participation age requirements vary for individual treks).

Each participant must be capable of participating in the backpacking or horseback riding trek. Each participant must meet the health requirements as outlined in the BSA Annual Health and Medical Record.

**Unregistered guests or family members are NOT permitted as there is no scheduled program or available housing accommodations for family members of trek participants.**

## YOUTH PROTECTION

All registered adults must have current BSA Youth Protection Training (within the past two years). This means all participants 18 years of age and older who are registered in Venturing, Exploring, Sea Scouting, or as an adult volunteer must have current Youth Protection Training. Because of the great concern the Boy Scouts of America has for the issue of child abuse in our society, the Youth Protection program has been developed to help safeguard both our youth and adult members. Adult BSA Registration requires verification of Youth Protection Training. All adults participating in a Philmont trek must be registered.

Youth Protection Training and documentation are available at your local council or online at [www.scouting.org](http://www.scouting.org) or [www.myscouting.org](http://www.myscouting.org).

**Philmont will strictly enforce Youth Protection policies which include the *Barriers to Abuse within Scouting*.** (See Appendix F)

## BSA REGISTRATION

Lead Advisors must verify that all adult Advisors and youth participants are registered members of the Boy Scouts of America. Verification is also required that all participants 18 years of age and older have a current certification of Youth Protection Training (within the past two years).

## HAZING, INITIATIONS, & DISCIPLINE

Any form of hazing, initiation, ridicule, inappropriate teasing, or bullying is prohibited and must not be allowed.

## A WORD ABOUT CONDUCT

The Scout Oath and Law should serve as the guide in all interactions with other participants and staff. Philmont serves groups from many different backgrounds and it is important that each group respect each other. This includes coed and female crews and female staff. It is not acceptable to act in a manner which belittles, harasses, or makes others uncomfortable.

Each group should develop a procedure regarding unacceptable behavior and/or conduct. The best method to accomplish this is to outline expectations before the trip, as well as consequences if a participant chooses to act in a way that is contrary to the established guidelines. Parents/guardians must be informed of these guideline.

Remember, Advisors are responsible for their participants at all times—Philmont cannot provide supervision should a participant be removed from the trail for discipline reasons. They will be sent home at their own expense. **NOTE: An adult Advisor will be required to come off the trail to provide supervision and assist with transportation arrangements in the event a participant is sent home.**

## TOBACCO, ALCOHOL, & DRUG ABUSE

Philmont strongly recommends tobacco products not be used. Smoking and the use of smokeless tobacco is prohibited in all Philmont buildings, tents, vehicles, and on Philmont trails. If tobacco is used, it must be in designated areas.

Possession or use of alcoholic beverages or non-prescribed drugs (including marijuana) or abuse of prescribed drugs are expressly prohibited at Philmont. Groups or individuals found in violation of this policy will be sent home immediately as arranged with the responsible council or parent/guardian.

Philmont offers a program to all crews called the Trail of Courage—Right Decisions, Right Now. This program emphasizes healthy living. Each participant is asked to take the Trail of Courage Pledge. The pledge states:

1. I pledge to become personally fit.
2. I pledge to eat a nutritious diet.
3. I pledge to exercise.
4. I pledge to be tobacco free and not smoke or use smokeless products.
5. I pledge to live free of drug and alcohol habits.
6. I pledge to learn the seven cancer danger signs.
7. I pledge to live the Scout Oath and Law.

Philmont will supply each Crew Leader with resources to support implementation of the Trail of Courage program. Each participant who makes the Trail of Courage Pledge will be eligible to receive a free patch at the end of their trek.

## ORGANIZE YOUR CREW

### YOUTH EXPERIENCE

Philmont Scout Ranch is designed to be a youth experience. Waite Phillips set forth the following statement at the time of his gift to the Boy Scouts of America:

*“These properties are donated and dedicated to the Boy Scouts of America for the purpose of perpetuating faith, self-reliance, integrity, and freedom—principles used to build this great country by the American pioneer. So that these future citizens may, through thoughtful adult guidance and by the inspiration of nature, visualize and form a code of living to diligently maintain these high ideals and our proper destiny.”*

Waite Phillips wanted the Philmont experience to focus on the youth participants.

### PRACTICING THE PATROL METHOD

Your Philmont Trek will provide you an opportunity to practice many skills that you have learned while participating in your Boy Scout Troop, Venture Crew, Varsity Team, or Explorer Post. This experience brings in focus the importance of the Patrol Method. Each crew is a small group of participants much like a patrol. The crew members are close in age and experience level, and working together helps each other develop a sense of pride and identity. The participants elect their Crew Leader, divide up the jobs to be done, and share in the satisfaction of accepting and fulfilling group responsibilities.

Three members of the crew will have a leadership responsibility that lasts the duration of the trek: Crew Leader, Chaplain’s Aide, and Wilderness Pledge Guia. In addition, all members of the crew will serve in some leadership role each day, either as the primary or the assistant. Examples of rotated leadership responsibilities for the crew include: navigator, cook, dishwasher, bear bags manager, water gatherer, and fire watchman (when fires are permitted).

The camping methods practiced at Philmont Scout Ranch support the Patrol Method concept. Two examples of this include cooking and washing dishes as one group. Members of the crew will rotate throughout the trek and fulfill these important responsibilities. This allows crew members to practice servant leadership as they take on a task that will support the entire crew.

Some of the current wilderness camping methods focus on the individual. In support of the Boy Scouts of America, Philmont will focus on the crew and the accomplishments that they can achieve by working together as a team.

The Ranger/Horseman/Wrangler assigned to the crew will help the entire crew achieve the most from their Philmont Adventure!



## CREW SIZE (12 MAXIMUM, 7 MINIMUM)

The maximum crew size is twelve (12) people and the minimum crew size is seven (7) people, including adult Advisors. These standards are strictly enforced. Each crew is required to have a majority of youth participants, and the maximum number of adults (21 years and over) is four (4) per crew.

Philmont strongly recommends that each crew participate with a minimum of eight (8) people. A minimum crew size of eight (8) will be recommended for 2018 and 2019 and will be required for 2020.

Experience, as well as wilderness emergency procedures and Low Impact Camping principles have been proven that a group of seven to twelve people is the best size for a Philmont crew. The itineraries have been developed for this number. You will find handling crew chores more efficient, food distribution best, and program opportunities greater. Also, keeping the crew together on the trail will be easier. Campsites are designed to comfortably accommodate a maximum of twelve campers. Crews with a full crew of twelve participants will also receive the La Docena Adventurado Award. Cavalcade crews with a full crew of fifteen participants are also eligible for the award.

Council contingents and other large groups should organize their crews according to hiking and camping abilities. Each crew can then choose an itinerary that corresponds to the abilities of its participants and travel at comparable pace.

**Philmont reserves the right to combine smaller crews within contingents or multi-crew groups to maximize staff resources.** Should something happen to one of the Advisors, other adult Advisors need to be prepared to move to another crew within a contingent or multi-crew group. This may be on the same itinerary or a different itinerary.

NOTE: The maximum crew size for a Cavalcade is fifteen (15) people including adult Advisors. A Cavalcade crew may consist of a maximum of five adults (21 years and over).

## YOUTH LEADERSHIP

Throughout the history of the Ranch, the leadership growth of each youth member, while practicing the Patrol Method, has been a critical part of the total experience. This is particularly true for the Crew Leader, Chaplain's Aide, and Wilderness Pledge Guide (Guide). Practicing servant leadership by the key leaders ensures that the crew has an enjoyable and successful trek. Adult Advisors must make every effort to help youth leaders succeed. By coaching and mentoring, adults can play a critical "behind-the-scenes" role. Adults make sure that safety procedures are followed and that Youth Protection policies are practiced.

## CREW LEADER

A well-qualified Scout, Venturer, or Explorer should be elected as Crew Leader before training begins. The Crew Leader is responsible for organizing the crew, assigning duties, making decisions, and recognizing the capabilities of each crew member. He or she leads by example and discusses ideas and alternatives with the entire crew to arrive at a consensus before taking action. This responsibility requires someone with leadership ability who is respected by everyone. The adult Advisors will work closely with this individual.

### The Crew Leader should:

- Be elected by the crew
- Lead by example
- Be respected by the crew
- Exhibit the following traits: positive attitude, attentiveness to all crew members' needs, and the ability to identify and resolve conflicts before they develop into larger issues

### The Crew Leader responsibilities include:

- Incorporate the principles of the Scout Oath and Law into the trek experience.
- Lead by example and discuss ideas and alternatives with the entire crew to arrive at a consensus before taking action.
- Conduct Roses, Thorns, and Buds each night.
- Encourage the crew to fulfill their personal Duty to God with the help of the Chaplain's Aide.
- Support the Wilderness Pledge Guide and ensure the Wilderness Pledge is upheld.
- Follow the assigned itinerary.
- Complete a crew duty roster.
- Adhere to all Philmont bear and wildlife procedures.
- Promote and encourage crew members to participate in the Trail of Courage program.

### **CHAPLAIN'S AIDE**

Each crew should also select a Chaplain's Aide, perhaps a member of the crew who has received a religious award in Scouting. The Chaplain's Aide is responsible for assisting the crew in meeting their responsibility to the twelfth point of the Scout Law, as well as working with the Crew Leader and Lead Advisor to ensure the smooth operation of the crew.

The Chaplain's Aide will be asked to lead daily devotionals from the *Eagles Soaring High* booklet, lead grace before meals, and encourage participation in religious services. A packet of worship resources including the *Eagles Soaring High* booklet will be provided for use along the trail during a training session on the day of your crew's arrival at Philmont. The Chaplain's Aide will guide the crew's participation in the Duty to God program and will certify completion of the requirements of the Duty to God Award for each crew member (Awards will be available to purchase at the Tooth of Time Traders at the conclusion of the trek; proceeds support the Chaplain Program at Philmont).

### The Chaplain's Aide responsibilities include:

- Set a good example by living the principles of the Scout Oath and Law.
- Teach the Philmont Grace to crew and use it before meals.
- Support the Crew Leader in conducting Roses, Thorns, and Buds each night.
- Assist the Crew Leaders and Advisors in conflict resolution.
- Provide support to fellow crew members that are having difficulties.
- Encourage fellow crew members in their own personal "Walk with God."
- Lead crew in daily reflections from *Eagles Soaring High* booklet.
- Encourage congeniality, cooperation, communication, and community.
- Set a positive, cheerful tone within the crew.
- Encourage the crew to attend chapel services in Base Camp and in the backcountry if available on the crew's itinerary.

### **WILDERNESS PLEDGE GUIDE**

Each crew will select a Wilderness Pledge Guide. This individual will help the crew understand the principles of the Philmont Wilderness Pledge and Leave No Trace principles. This person will help the crew focus on camping practices that will adhere to the wilderness ethics outlines in the two approaches and ensures that the crew follows all Philmont camping practices. With more than 22,000 participants camping each summer at Philmont, it is important that each person do their share to ensure that we protect Philmont and our neighbor's properties for generations to come. The Wilderness Pledge Guide will certify completion of requirements of the Wilderness Pledge Achievement Award for each crew member (Awards will be available to purchase at the Tooth of Time Traders at the conclusion of the trek; proceeds support the Sustainability Program at Philmont).

### The Wilderness Pledge Guia responsibilities include:

- Learn the principles of the Wilderness Pledge and Leave No Trace and assist the crew in implementing these principles throughout your trek.
- Guide the crew in discussions about wilderness ethics by focusing on a different principle of Leave No Trace for seven days on the trail.
- Help the crew follow all camping practices as outlined by their Ranger and strictly follow Philmont's bear and wildlife procedures.
- Help crew members earn the Wilderness Pledge Achievement Award with the help of the Ranger/Horseman/Wrangler.

## **LEAD ADVISORS**

The Lead Advisor is the principle Advisor responsible for coordinating a successful Philmont experience for each member of the crew. All adults support the Lead Advisor in accomplishing the duties of the Advisor.

Advisors' main role is to coach, mentor, and support the Crew Leader, Chaplain's Aide, and Wilderness Pledge Guia. By doing this, the youth leaders will gain leadership experience throughout the trek and will be able to help all members of the crew develop into a strong team.

Advisors should ensure the safety and well-being of each crew member through:

- First aid treatment.
- Administration of required medications.
- Proper water purification.
- Supervision any time a stove is in use.
- Guidance and support in emergency situations.

Advisors also help foster positive crew dynamics, help settle disputes between members of the crew, assist with administering proper discipline if required, and ensure that the crew operates following all Youth Protection guidelines.

## **EXPEDITION TRAINING & PLANNING**

To ensure the success and enjoyment of a Philmont trek, proper training and planning needs to occur. Each crew should conduct several backpacking trips to prepare each member physically and mentally and to mold the unit into an efficient camping crew. Philmont encourages crews to conduct at least two shakedown weekend trips. Step by step guides have been prepared for your reference to conduct these weekend training trips. The Shakedown Guides Part 1 and Part 2 can be found in Appendix J and K or at [www.philmontscoutranch.org/camping/hikers/shakedown.aspx](http://www.philmontscoutranch.org/camping/hikers/shakedown.aspx).

Participants on most Philmont treks are eligible to earn the 50-Miler Award. Ten hours of conservation service are required to earn the award. Each participant will complete three hours of conservation service during their trek. Crews are encouraged to conduct an activity that allows time for seven hours of conservation service prior to their trek. Spending time together in service is another opportunity to grow together as a team. By completing the additional service prior to the trek, each member of the crew will be eligible to receive the 50-Miler Award upon their return home.

Each crew member should be in top physical condition to enjoy the rugged southwest experience. Personal physical conditioning should begin several months prior to the trek. This conditioning should include regular aerobic activity.

## **PHILMONT ADVISOR SKILLS SCHOOL (PASS) & PHILMONT ADVISOR WORKSHOP (PAW)**

Available to adult Advisors in the fall prior to the summer of their trek are special training experiences called Philmont Advisor Skills School (PASS) and Philmont Advisor Workshop (PAW). Weekend PASS courses are offered at Philmont Scout Ranch in Cimarron, NM. Saturday or Sunday day-long PASS courses or evening weeknight PAW courses are offered in select cities across the country. To find out what kind of PASS or PAW course is best for you and how you can find a course in your area, check out [www.philmontscoutranch.org/pass-paw.aspx](http://www.philmontscoutranch.org/pass-paw.aspx).

## ADVISOR'S PACKET

In March of the year that your crew is scheduled to come to Philmont, each registered Lead Advisor will be sent a packet of materials for the crew. Included will be the *Philmont Treks Itinerary Guidebook*, *Guidebook to Adventure* (a copy for each member of the crew), an overall Philmont map, insurance pamphlet, crew roster, and other important information to share with the crew. The Lead Advisor's packet contains all of the information needed for final preparation for your Philmont trek. For multi-crew registrations, the packets will be mailed to the Reservation Contact. This person will be responsible for distributing each packet to each crew's Lead Advisor.

Please notify Philmont if a change occurs in the Reservation Contact or if their address or email changes as updates are emailed occasionally and materials are mailed to the contact on record.

## PHILMONT CAMPING GATEWAY

The Philmont Camping Gateway is an online platform specially designed to help units register and plan for a successful Philmont trek. If you registered your unit to Philmont, then you have already accessed the Camping Gateway. After registration, units can access the Camping Gateway to find updates such as wait list position and payment schedules.

Sometime after Philmont records the first payment for a reservation, the Camping Gateway will send a special email to the Reservation Contact with a link to access their online crew roster. The Camping Gateway will walk the Reservation Contact through inviting their crew Lead Advisor(s). Each lead Advisor will be responsible for entering participant information for each member of their crew. In April of the year of your trek, each Lead Advisor will access their register to participate in the itinerary selection process and to share their group's arrival plans.

**Reservation Contact:** This person creates the initial Philmont reservation and is the primary contact for payments and planning. The Reservation Contact will often continue to serve as the Contingent Leader. Sometimes the Reservation Contact is also a Lead Advisor.

**Lead Advisor:** Each Philmont crew has one designated Lead Advisor. This adult organizes their crew and enters information for each crew member into the Philmont Camping Gateway prior to arriving at Philmont.

## RECOMMENDED PREPARATION PLAN

It is important to have a detailed plan to help organize your crew to prepare for the adventure. A Recommended Preparation Plan can be found in Appendix B. The plan provides a breakdown of tasks and actions by quarter and month. A space is available to insert the name of the person responsible for completing the item.

## PARTICIPATION FEES & EXPEDITION BUDGET

The 12-Day expedition fee is \$940 in 2018 and \$970 in 2019 for each participant, youth or adult. A reservation fee of \$100 per participant (including adult Advisors) is required to hold your arrival date. Please refer to your last financial statement for your specific payment schedule.

**ALL fees (Reservation, Advance, and Balance as indicated in the payment schedule) are NON-REFUNDABLE and NON-TRANSFERABLE to the balance of fees in the event of cancellation. Be cautious of making reservations or paying fees for those who have not made a financial commitment.**

Philmont must commit financial resources to employ staff, purchase food and supplies, and prepare for summer operations. Participants are therefore, also required to make a financial commitment to attend. Be conservative in making reservations to avoid losing fees due to cancellations. Additional crew participants can be added to fill a crew to twelve members. Fees for additional participants can be included with your advance payment due October 1, the balance payment due March 1, or upon arrival at Philmont.

Should your registration decrease by one crew or more, you will be eligible for a refund of the Advance and Balance fees IF a replacement crew(s) is secured from the reserve list. The refund will be limited to the fees paid by the number of

participants registered with the replacement crew. Please notify Philmont as early as possible so replacements crews can be secured.

**SEND FEES TO:**           Camping Registrar  
                                  Philmont Scout Ranch  
                                  17 Deer Run Road  
                                  Cimarron, NM 87714

## 2018 FEE PAYMENT SCHEDULE

Be sure you have completed and submitted the Reservation Form with the initial fee payment.

	AMOUNT DUE (Per Person)			
TRANSMITTAL	12-Day Trek	7-Day Trek	Cavalcade	DUE DATE
Reservation	\$100.00	\$100.00	\$100.00	With Reservation Form
Advance	\$420.00	\$230.00	\$342.50	October 1, 2017
Balance	\$420.00	\$230.00	\$342.50	March 1, 2018
	\$940.00	\$560.00	\$750.00	

## 2019 FEE PAYMENT SCHEDULE

Be sure you have completed and submitted the Reservation Form with the initial fee payment.

	AMOUNT DUE (Per Person)			
TRANSMITTAL	12-Day Trek	7-Day Trek	Cavalcade	DUE DATE
Reservation	\$100.00	\$100.00	\$100.00	With Reservation Form
Advance	\$435.00	\$245.00	\$352.50	October 1, 2018
Balance	\$435.00	\$245.00	\$352.50	March 1, 2019
	\$970.00	\$590.00	\$805.00	

## SCHOLARSHIPS

Philmont offers scholarships to young people through the generosity of Waite Phillips in the 1960's. The funds are distributed by two primary methods:

1. Funds are allocated to each council with a contingent participating at Philmont. If you have young people who need financial assistance, contact your local Scout Service Center about the availability of scholarship money. Youth apply to the council and the award amount is credited after the certification form is received by Philmont.
2. Individual unit (Boy Scout Troops, Varsity Teams, Venturing Crews, Explorer Posts) may apply for a Waite Phillips scholarship. Each crew may apply for one scholarship worth \$350. Application forms are emailed to Unit Reservation Contacts and are due back to Philmont by December 31 prior to the upcoming summer. This scholarship is to help make it possible for a youth member to participate who might not otherwise be able to experience Philmont.

If you have questions about Philmont scholarships, please contact [camping@philmontscoutranch.org](mailto:camping@philmontscoutranch.org).

2019 Scholarships will be announced and distributed in August of 2018.

## BUDGET

In establishing the actual fee for each participant, please review the budget worksheet found in Appendix A. it is important to include all expenses.

## CONTINGENCY FUND

Groups should have a contingency fund to cover unexpected expenses such as emergency transportation, roadside repairs, equipment failure, or additional luggage fees.

# FIRST AID & HEALTH REQUIREMENTS

## WILDERNESS FIRST AID & CPR

Wilderness First Aid is the assessment of and treatment given to an ill or injured person in a remote environment where definitive care of a physician and/or rapid transport is not readily available. Wilderness First Aid training is a sixteen hour course. Several hours may be required for Philmont staff to reach a remote backcountry location after a message is delivered to the nearest staffed camp. Wilderness First Aid and CPR training will result in proper and prompt attention being given to injuries and/or illnesses.

**Philmont requires that each crew have two participants who have completed Wilderness First Aid and two participants with CPR training.** Current certification cards must be presented upon check-in to verify this requirement. With two Wilderness First Aiders and two CPR trained members on the trek, the crew will be better able to handle emergencies. This requirement can be met by youth and/or adult participants.

\*Equivalent training can be obtained from the following nationally recognized organizations:

American Red Cross – [www.redcross.org](http://www.redcross.org)

American Safety and Health Institute (ASHI) – [www.ashinstitute.org](http://www.ashinstitute.org)

Emergency Care and Safety Institute – [www.ECSInstitute.org](http://www.ECSInstitute.org) – Wilderness First Aid Advanced Level Course

Longleaf Wilderness Medicine – [www.longleafmedical.com](http://www.longleafmedical.com)

National Safety Council – [www.nsc.org](http://www.nsc.org) – NCS Advanced First Aid

National Ski Patrol – [www.nsp.org](http://www.nsp.org) – Outdoor Emergency Care

Remote Medical International – [www.remotemedical.com](http://www.remotemedical.com)

Sierra Rescue – [www.sierrarescue.com](http://www.sierrarescue.com)

SOLO – [www.soloschools.com](http://www.soloschools.com)

The Mountaineers – [www.mountaineers.org](http://www.mountaineers.org) – Mountaineering Oriented First Aid

Wilderness Medical Associates (WMA) – [www.wildmed.com](http://www.wildmed.com)

Wilderness Medicine Institute (WMI) – [www.nols.com/wmi/](http://www.nols.com/wmi/)

Wilderness Medicine Outfitters – [www.wildernessmedicine.com](http://www.wildernessmedicine.com) – Distance Learning Course does NOT qualify)

Wilderness Medicine Training Center – [www.wildmedcenter.com](http://www.wildmedcenter.com)

Wilderness Safety Council – [www.wfa.net](http://www.wfa.net)

Wilderness Safety & Emergency Response (W.I.S.E.R.) – [www.wiser-wfr.com](http://www.wiser-wfr.com)

The Boy Scouts of America and the American Red Cross and Emergency and Safety Institute (ECSI) have national agreements with the primary goal to help councils become self-sufficient in teaching First Aid Courses. Wilderness First Aid is a specified course in these agreements. Visit with your council service center for more information about the implementation of the agreements that are working with your council.

Philmont will accept the following advanced levels of training and a copy of the current license or certification must be shared with Philmont during the registration process:

- Wilderness First Responder
- Outdoor Emergency Care/Ski Patrol
- EMT-Basic, EMT-Advanced, or Paramedic
- Military Corpsman, Medic, or Equivalent Medical Training
- Registered Nurse
- Licensed Nurse Practitioner
- Licensed Physician's Assistant
- Licensed Physician, MD or DO

## RELIGIOUS BELIEFS & MEDICAL CARE

The following is the policy of the Boy Scouts of America regarding medical requirements:

*Medical examinations for camp attendance are required of all campers for the protection of the entire camp group. The immunization requirement is waived for persons with religious beliefs against immunization.* This form can be obtained at [www.philmontscoutranch.org/camping.aspx](http://www.philmontscoutranch.org/camping.aspx).

## HEALTH & MEDICAL RECORD

Every camper and Advisor is required to have a medical evaluation within 12 months of his or her participation date by a physician licensed to practice medicine. An annual health and medical record is valid through the end of the 12<sup>th</sup> month from the date it was administered by your medical provider. An examination conducted by a physician's assistant or a nurse practitioner will be recognized for states where they may perform physical examinations to students enrolled in public school systems. The Annual BSA Health and Medical Record form must be used. This form is available on Philmont's website at [www.philmontscoutranch.org/resources/philmonthealthform.aspx](http://www.philmontscoutranch.org/resources/philmonthealthform.aspx). Parts A, B, C, and the Philmont Supplemental Information should be downloaded and completed for each crew member. Advisors are to collect and hold the forms to be turned in at the Infirmary upon arrival at Philmont during Day One basecamp procedures. Advisors should review each participant's medical form to be familiar with any health restrictions, check for parental and physician's signatures, and be certain that a copy of each participant's health insurance card is attached.

Philmont Scout Ranch Supplemental Information should be read by each participant and parent or guardian, if under 18 years of age, and shared with the medical provider completing the medical evaluation. The Supplemental Information contains helpful information and interpretation.

An individual should always contact the family physician first and call Philmont at (575) 376-2281 if there is a question about the advisability of participation. Philmont's Chief Medical Officer and other medical staff of the Philmont Infirmary reserve the right to make medical decisions regarding participation of individuals at Philmont.

## FIRST AID KIT

Each crew must bring a first aid kit. The *Guidebook to Adventure*, available in the Lead Advisor Packet, will contain recommended first aid kit supplies. Many "over the counter" medications are available at the Tooth of Time Traders.

## FOOD ALLERGIES & DIETARY RESTRICTIONS

Philmont trail food is a high carbohydrate and high caloric diet by necessity. It is high in wheat, milk products, sugar and corn syrup, and artificial coloring/flavoring. If an individual in your crew is allergic to some food products in our menu or requires a special diet, suitable replacement food must be purchased at home and brought to Philmont to replace those items. **Philmont asks that food substitutions be made ONLY for medical (including allergies) or religious reasons.** All food shipped to the backcountry is subject to inspection to ensure the best delivery method. There is no fee reduction for individuals who bring their own food.

If replacement food is required, go to the Philmont website ([www.philmontscoutranch.org](http://www.philmontscoutranch.org)) to find the menu and ingredients list. The list for the summer menu will be available online May 1 each year. Review the list and determine which items in each meal would cause a problem and replace with substitute food items. Keep in mind that Philmont participants need approximately 3,000 calories per day.

All meals are numbered 1 to 10. Package the substitutes for each meal together in a plastic bag and label them each with your expedition number, the person's name, and the meal that the substitute food bag is needed for (ex: Lunch 5). Do this for all items that need to be substituted in all meals. The key is to be sure all bags are clearly labeled.

On the afternoon of your arrival at Philmont, your crew's Ranger/Horseman/Wrangler, the Crew Leader, and individual(s) needing the substitute food should bring the food bags and the crew's Crew Leader Copy to Logistics. The Logistics staff will then group the meal by backcountry commissary and will arrange for them to be delivered. At the time of your backcountry food pickup, both the standard issued meal bags and the substitute food bags will be available

at the commissary. Everyone is issued the standard meal bags and it will be the responsibility of the person(s) with food substitutes to remove the items they cannot have.

Appropriate substitutions can be arranged for food served in the dining hall by speaking with the dining hall manager upon your arrival at Philmont.

## KOSHER TRAIL MENU

Philmont supports a Kosher/Halal trail menu. Philmont has requested that all food suppliers bid products that are identified as Kosher. To assist crews identify those items that are Kosher, the menu has an identification mark by each item that qualifies.

Crews or individuals that require a Kosher trail menu may bring substitutes for items that are not Kosher for each meal. These items must be prepared as outlined in this section.

*My Own Meal* products are available at Philmont as a substitute for the entree in the dinners and need only to be immersed in boiling water for five minutes to be ready. All of the products used in *My Own Meal* are Glatt Kosher and are Halal. Philmont has Kosher vessels (brand new and not used) available. We recommend that Jewish and Muslim Scouts either bring their own trail stove or purchase one at Philmont so that they do not have to wait for a crew stove to boil their water and as a result, not eat at the same time as their crew members.

Philmont Scout Ranch will do its best to provide specific information to help in planning meals for Jewish and Muslim Scouts. Substitute food items that are brought to Philmont and substitute *My Own Meal* products provided by Philmont will be packaged using the process described in this section and delivered to specific commissaries to match the meals they are needed for.

You may direct specific questions or concerns to the Philmont Jewish Chaplain or the Philmont Scout Ranch Director of Camping Services by emailing [camping@philmontscoutranch.org](mailto:camping@philmontscoutranch.org).

## MEDICATIONS

Each participant at Philmont who has a condition requiring medication must bring an appropriate supply. The pharmacy at the Philmont Infirmary is limited and the identical medications may not be available. In certain circumstances, duplicate or even triplicate supplies of vital medications are appropriate. Participants will be charged for maintenance medications or medications that should have been brought to Philmont and are dispensed by the Philmont Infirmary.

Persons who have had an **anaphylactic reaction** from any cause must contact Philmont before arrival. If you are allowed to participate, **you will be required to have appropriate unexpired treatment with you.** Any person who has needed treatment for asthma in the past three years must carry a rescue inhaler on the trek. If you do not bring a rescue inhaler, you must buy one before you will be allowed to participate.

## IMMUNIZATIONS

Verification is required that adequate Tetanus Immunization has been given within the last 10 years prior to arrival at Philmont. If this service must be performed at Philmont, you will be charged accordingly.

## HIGH BLOOD PRESSURE

Upon arrival at Philmont, all adult participants 21 years of age and older will have their blood pressure checked. Participants should have a blood pressure less than 140/90. People with hypertension (blood pressure greater than 140/90) should be treated and have their blood pressure controlled before attending Philmont, and should continue on medications while participating. The goal of treatment should be to lower the blood pressure to normal levels. Those individuals with blood pressure consistently greater than 160/100 at Philmont may be kept off the trail unless their blood pressure decreases.



## SEIZURES (EPILEPSY)

The seizure condition must be well-controlled by medication. A well-controlled condition is one in which a year has passed without a seizure. Exceptions to this guideline may be considered on an individual basis and will be based on the specific type of seizure and likely risks to the individual and/or other members of the crew.

## DIABETES MELLITUS

Both the person with diabetes and one other person in the group need to be able to recognize signs of excessively high or low blood sugar. An insulin-dependent person who was diagnosed or who has had a change in delivery system (insulin pump) in the last six months is advised not to participate. A person with diabetes who has had frequent hospitalizations or who has had problems with low blood sugar should not participate until better control of the diabetes has been achieved. If an individual has been hospitalized for diabetes-related illnesses within the past year, the individual must obtain permission to participate by contacting the Philmont Infirmary at (575) 376-2281.

## ASTHMA

Asthma must be well-controlled before participating at Philmont. Well-controlled asthma may include the use of long-acting bronchodilators, inhaled steroids, or oral medications such as Singulair.

This means:

- The use of a rescue inhaler is less than two times per week.
- Nighttime awakenings for asthma symptoms is less than two times per month.

You will NOT be allowed to participate if:

- You have asthma NOT controlled by medication.
- You have been hospitalized or gone to the Emergency Room to treat asthma in the past six months
- You have needed treatment by oral steroids (prednisone) in the past six months.

You must bring ample supply of your medication and a spare rescue inhaler, none of which are expired. At least one other member of the crew should know how to use the rescue inhaler. Any person who has needed treatment for asthma in the past three years must carry a rescue inhaler on the trek. If you do not bring a rescue inhaler, you must buy one before you will be allowed to participate.

## ALLERGIES & ANAPHYLAXIS

People who have had an anaphylactic reaction from any cause must contact the Philmont Infirmary before arrival. If you are allowed to participate, you will be required to have appropriate treatment with you. You and at least one other member of your crew must know how to administer the treatment. If you do not bring appropriate treatment with you, you will be required to buy it before you will be allowed to participate.

## RECOMMENDATIONS FOR CHRONIC ILLNESSES

Adults or youth with any of the following conditions should undergo an evaluation by a physician before considering participation at Philmont.

- Chest pain, myocardial infarction (heart attack), or family history of heart disease in any person before age 50
- Heart surgery, including angioplasty (balloon dilation), to treat blocked blood vessels or place stents
- Stroke or transient ischemic attacks (TIAs)
- High blood pressure
- Claudication (leg pain with exercise caused by hardening of the arteries)
- Diabetes
- Smoking or excessive weight

## RECENT MUSCULOSKELETAL INJURIES & ORTHOPEDIC SURGERY

Participants will put a great deal of strain on their joints. Individuals who have significant musculoskeletal problems (including back problems) or orthopedic surgery/injuries within the last six months must have a letter of clearance from their treating physician to be considered for approval, and Philmont should be contacted in advance of participation. Permission is not guaranteed. Ingrown toenails are a common problem and must be treated 30 days prior to arrival.

## PSYCHOLOGICAL & EMOTIONAL DIFFICULTIES

Parents and Advisors should be aware that no high adventure experience is designed to assist participants overcoming psychological or emotional problems. Experience demonstrates that these problems frequently become worse when a participant is under the stress of the physical and mental challenges of a remote wilderness setting. Medication must never be stopped prior to participation and should be continued throughout the entire Philmont experience.

## HEIGHT & WEIGHT RESTRICTIONS

Philmont Scout Ranch has established weight limit guidelines and uses this measurement because overweight individuals are at a greater risk for heart disease, high blood pressure, stroke, altitude sickness, sleep problems, and injury. Each participant's weight must be less than the maximum acceptable limit in the weight chart. Participants 21 years and older who exceed the maximum acceptable weight limit for their height at the Philmont medical recheck WILL NOT be permitted to backpack or hike at Philmont. They will be sent home.

For participants under 21 years of age who exceed the maximum acceptable weight for height, the Philmont staff will use their judgement to determine if the youth can participate. Philmont will consider up to 20 pounds over the maximum acceptable weight limit, however, exceptions are not made automatically and discussion with Philmont in advance is required for any exception. Due to rescue equipment restriction and evacuation efforts from remote sites, under NO circumstances will any individual weighing more than 295 pounds be permitted to participate in backcountry programs.

Participants planning to participate in the Cavalcade program or horse rides must not exceed 200 pounds.

## HEIGHT/WEIGHT CHART

Height (inches)	Maximum Weight (lbs)	Height (inches)	Maximum Weight (lbs)	Height (inches)	Maximum Weight (lbs)	Height (inches)	Maximum Weight (lbs)
60	166	65	195	70	226	75	260
61	172	66	201	71	233	76	267
62	178	67	207	72	239	77	274
63	183	68	214	73	246	78	281
64	189	69	220	74	252	79+	295

## INSURANCE

The Philmont camper fee includes insurance coverage for health, accident, and sickness en route to and from home and while hiking the trails of Philmont. This policy is an Excess Insurance Plan meaning that the plan will pay all those eligible expenses incurred from a covered accident or sickness not paid by any other collectible insurance or pre-paid health plan in force for you or a dependent child/children. If no other collectible insurance or pre-paid health plans are in effect at the time of the loss, this plan will pay all eligible covered expenses up to the plan limits. There is no deductible under this plan. Specific information about the camper's insurance plan will be included in the Advisor's Packet.

**Name and policy number of the family policy must be noted on each medical form AND a copy of the insurance card must be attached. If no insurance is in force, state NONE on the form.**

# TRAVEL & TRANSPORTATION

## ARRIVAL & DEPARTURE

Many months of planning lead up to a crew's arrival at Philmont. Arrange your travel itinerary to arrive at Philmont between 8:00am and 10:00am on your SCHEDULED arrival day. Very early afternoon arrivals are acceptable and will still permit your crew to complete all base camp procedures.

Your expedition begins with lunch on your arrival day (Day 1), you come off the trail on Day 12 and depart Philmont after breakfast on Day 13. Please refer to your financial statement for your specific arrival and departure dates. The Philmont fee covers 36 meals and 12 nights lodging, staff, and program supplies. Prorating for missed meals is not available.

7-Day Treks will come off the trail on Day 7 and depart on Day 8. Cavalcades will come off the trail on Day 8 and depart on Day 9.

Please DO NOT arrive early or depart late unless required by airline or train schedules. If a crew finds that their travel arrangements require arriving or departing other than on scheduled days, Philmont recommends that groups utilize other alternatives. **If it is necessary to arrive early or depart late, please enter the information in the Philmont Camping Gateway. All layovers are limited to one night either arrival or departure.**

To reduce the impact on other crews and program activities, early arrival crews must arrive prior to 7:00pm. This might require making overnight arrangements at other locations and arriving at Philmont in the morning the regularly scheduled arrival day.

Scheduled expeditions will have priority for base camp accommodations over groups arriving early or departing late. All early arrivals/late departures will be assigned trail tents for lodging unless space is available in regular 7' x 9' wall tents on platforms with cots. The charge for additional meals is \$6 per person, per meal and extra lodging is \$6 per person, per night if you use your own tents or \$10 per person, per night if you use Philmont tents.

If a crew is delayed in route due to some unexpected situation, please notify Philmont by calling (575) 376-2281 and ask for the Logistics Manager.

Your arrival time will determine your first meal at Philmont. Meals are served at the following times:

### TRAILBOUND CREWS

Breakfast – 6:30am

Lunch – 11:30am

Dinner – 4:45pm

### HOMEBOUND CREWS

Breakfast – 7:00am

Lunch – 12:15pm

Dinner – 5:45pm

A continental breakfast option is available at 5:45am for groups departing Philmont very early. This must be arranged at the Registration Office upon arrival at Philmont.

As a courtesy to all groups in base camp (homebound and trailbound), please DO NOT plan to depart Philmont prior to 5:45am. Early morning departures impact everyone's ability to obtain adequate rest. Planning a travel tour day could allow a crew to leave Philmont at a reasonable time and position themselves closer to airports for early plane departures one day later.

## DAY ONE AT PHILMONT

The first stop at Philmont will be the Welcome Center at Camping Headquarters. The crew will meet their Ranger/Horseman/Wrangler, obtain tent assignments and directions for parking.

Your Ranger/Horseman/Wrangler will guide you through a series of important check-in stops, each designed to help your crew prepare for your adventure.

Stops will include:

- Camping Headquarters
- Logistics – Trip Planning
- Marketing & Photo Services – Crew Photo
- Philmont Infirmary – Medical Recheck
- Shakedown
- Emergency Information
- Security – Lost and Found
- Outfitting Services – Gear/Food Issue
- Conservation – Site Orientation
- Mail Room
- Laundry
- Tooth of Time Traders

By utilizing your time wisely, your crew will have time to visit the Philmont Museum – Seton Memorial Library, Villa Philmonte, Kit Carson Museum at Rayado, Historic Chase Ranch, and the Tooth of Time Traders.

### INFORMATION FOR COUNCIL CONTINGENT/MULTIPLE CREW GROUP

Philmont allows councils to make reservations for multiple crews. Councils may make these reservations in advance of the unit registration process. This has efficiencies for Philmont in that Philmont needs to deal with only one person for financial matters, most of the paperwork, and contact with their participants. Among other benefits, Council Contingents and multiple-crew groups provide the ability to speed the check-in process for all of the crews in their reservation.

The reservation for a Council Contingent or multiple-crew group provides Philmont with a single point of contact. If this contact person will not be an Advisor that will accompany the crews to Philmont, an “On-Site Contingent Advisor” or “On-Site Group Advisor” should be designated from the Advisors travelling with the contingent.

The Day 1 check-in process has several steps. One of these is Registration where financial matters are settled, crew rosters updated and verified, and certifications for Wilderness First Aid and CPR are checked. With a Council Contingent (or any unit reservation with four or more crews), the On-Site Contingent or Group Advisor can handle these for the entire group. When this has been completed, each individual crew’s Lead Advisor can go through the abbreviated Registration check-in. This significantly speeds up the process for all of the crews in the contingent/group.

Upon arrival at Philmont’s Welcome Center, the On-Site Contingent or Group Advisor should identify themselves to the Welcome Center staff. The first step in the check-in process for a Council Contingent or multiple-crew group is for the On-Site Contingent or Group Advisor to go to Registration. They should take the Council Contingent/Group’s records with them and be prepared to pay any outstanding fees the Council Contingent or Group has incurred. These may include outstanding camping fees, transportation charges, early arrival overnight, meal charges, etc. If each crew is individually responsible for these charges, they will be able to pay their charges when they individually check-in later at Registration. The On-Site Contingent or Group Advisor should also have collected the following from EACH CREW in the contingent /group and take them to Registration:

1. Copy of online Crew Roster with any last minute changes noted.
2. Two current certifications for Wilderness First Aid and CPR.
3. A check or other form of payment for any outstanding fees or charges.

After the On-Site Contingent or Group Advisor has completed the Registration process, they can rejoin their crews to complete base camp procedures. When the On-Site Contingent or Group Advisor has completed the group check-in

process, each crew in the Council Contingent/Group will individually go to Registrations to complete their check-in as directed by their crew's Ranger/Horseman/Wrangler.

## INDIVIDUAL CREW CHECK-IN

In addition to the above information, the Contingent/Group Advisor will have, each crew will need the following documents for individual crew check-in:

1. An acceptable form of payment for expedition balance fees, additional crew photos, transportation, or any other potential charges that may be due by the individual crew.
2. Completed Annual Health and Medical Record with a copy of the health insurance card for each crew member.

Not having these documents ready and filled out before arriving at Philmont will delay crews during the base camp procedures and could result in afternoon bus transportation to itinerary turnarounds on Day 2.

## TRANSPORTATION

**Arrival and Departure plans must be submitted in the Camping Gateway at least two weeks prior to your arrival at Philmont.** Reservation Contacts and Lead Advisors will receive instruction on when and how to access the Camping Gateway. Any last minute changes to arrival information can be made by emailing Logistics at [philmont.logistics@scouting.org](mailto:philmont.logistics@scouting.org) or by calling (575) 376-2281 and asking for the Logistics Manager.

Travelling to and from Philmont is an important part of the High Adventure experience. Most crews will find transportation to be the largest expense in the budget. Study the various travel options before making a final decision. Choose one that has the greatest appeal and is affordable.

Philmont participants have found public carriers to be reliable transportation to the Ranch. Contact the representative of any of the following carriers for scheduling information and costs. Your local travel agency can also provide this service.

**Philmont does not endorse any agency or vendor listed in this publication**, but provides this information to assist groups in making travel and lodging arrangements.

- Airlines to Denver (270 miles from Philmont), Colorado (190 miles from Philmont), Pueblo (159 miles from Philmont), Albuquerque (220 miles from Philmont), and Amarillo (220 miles from Philmont) – obtain chartered bus directly to Philmont.
- Charter bus service arranged at home direct to Philmont.
- Amtrak Train to Raton, NM; Philmont bus to and from Philmont – (800-872-7245 or [www.amtrak.com](http://www.amtrak.com)).
- Amtrak Train to Denver, CO; obtain charter bus directly to Philmont.

Inquire from airline reservation personnel about the possibility of supplemental chartered airline services offering packaged plans with reduced group rates. Review baggage fees and other airline related costs to include in the budget process.

Travel companies serving Philmont include the following:

- **Gray Line** of Colorado Springs (800-345-8197 or [joanie@coloradograyline.com](mailto:joanie@coloradograyline.com)) provides transfer services to/from Philmont for groups or individuals from Colorado Springs Airport.
- **Gray Line** of Denver (800-348-6877 or [joann@coloradograyline.com](mailto:joann@coloradograyline.com)) provides daily transfer services to/from Philmont for groups or individuals from Denver International Airport and Denver Amtrak.
- **Blue Sky Adventures** (877-225-8375 or [www.blueskyadventures.net](http://www.blueskyadventures.net)) charter service from Albuquerque, Denver, or Colorado Springs.
- **Advantage Rent-a-Car** (505-242-6154 Albuquerque) Rentals available.
- **Albuquerque Star Limo, LLC** (505-848-9999 or [info@505starlimo.com](mailto:info@505starlimo.com)) Van and Mini-Bus Service from Albuquerque, NM.

- **American Tour Bus Company** (505-342-2303 or [www.americabuslic.com](http://www.americabuslic.com)) charter service from Albuquerque, NM.
- **Carey Southwest Limousine** (505-766-5466 or [reservations@aol.com](mailto:reservations@aol.com)) charter service from Albuquerque.
- **Cornerstone Bus Leasing & Rental** (844-496-8287 or [www.cornerstonebusleasing.com/philmont-shuttle-rental-discount](http://www.cornerstonebusleasing.com/philmont-shuttle-rental-discount)) Rental/Leasing of Mini-Bus Chassis from Denver or Colorado Springs.
- **Faust's Transportation** (575-758-3410) charter service from Albuquerque.
- **Follow the Sun, Inc** (866-428-4786 or [info@ftstours.com](mailto:info@ftstours.com)) charter service from Albuquerque, NM.
- **Global Transportation** (303-298-1585 or [info@globaltransportation.us](mailto:info@globaltransportation.us)) charter service from Colorado.
- **Go Shuttle, LLC** (888-722-1483) Van shuttle service from Denver and Colorado Springs.
- **Greyhound Charter Services** (800-454-2487 or [www.greyhound.com](http://www.greyhound.com))
- **Herrera Coaches, Inc** (505-242-1108, Fax: 505-242-1125 or [www.herreracoaches.com](http://www.herreracoaches.com))
- **Hertz-Rent-a-Car** (303-598-1485 or [trthomas@hertz.com](mailto:trthomas@hertz.com)) Rental Service from Denver, Colorado Springs, and Raton (use discount #1909769).
- **Leading the Way Tours, Inc** (866-696-5073 or [christine@leadingthewaytours.com](mailto:christine@leadingthewaytours.com)) charter services from Colorado Springs, Denver, or Albuquerque.
- **Main Event Transportation** (888-881-2819 or [www.scouttransport.com](http://www.scouttransport.com)) from Albuquerque.
- **Pacesetter** (800-877-6001 or [sales@pacesetterbus.com](mailto:sales@pacesetterbus.com)) provides service from Denver (airport or Amtrak) and Colorado Spring.
- **Premier Charters, Inc** (303-289-2222 or [ryan@ridepremier.com](mailto:ryan@ridepremier.com)) provides service from Denver and Colorado Springs.
- **Ramblin' Express** (800-772-6254 or 719-590-8687 or [info@ramblinexpress.com](mailto:info@ramblinexpress.com)) service in the Rocky Mountain region.
- **The Mountains USA** (866-433-2244 or [info@themountainusa.com](mailto:info@themountainusa.com)) rental of 15-passenger vans from Denver and Colorado Springs.
- **Thrifty Car Rental** (800-847-4389) 7 or 12-passenger vans available to rent from Albuquerque based on availability.

## TRAVEL ETIQUETTE

Scouts and Venturers are respected nationwide because of how they travel and appear to the public:

- Wear your Scout or Venturing uniform proudly! You are a member of the Boy Scouts of America, a highly regarded youth organization. A Scout or Venturer properly uniformed, sharp appearing, courteous, and well-mannered is the best medium for public relations.
- Use the buddy system – no one person ever leaves the group alone.
- Telephone ahead to your next day's stopping place. It is inconsiderate to drop in or cancel without adequate notification.
- Do NOT use tobacco in public; it may be offensive to those around you.

Express appreciation to those who extend courtesies to you along the way.

## PRIVATE VEHICLES

This method of transportation should be used only with full assurance that vehicles are safe and drivers are reliable. Make sure there is adequate insurance coverage for each vehicle. Review requirements found in the *Guide to Safe Scouting*. Information about automobile liability insurance requirements, motor vehicle and driver checklist, and using automobiles, SUVs, and vans can also be found in the *Guide to Safe Scouting*. **Philmont is NOT responsible for vehicles parked in designated parking areas.**

## TOURS & EXPEDITIONS BROCHURE

This brochure, No. 33737, is a useful reference book for planning your trip to Philmont and is available at your local council service center.

## PHILMONT BUS SERVICE

Philmont provides round-trip bus transportation to and from the bus and train stations in Raton, NM at a cost of \$45.00 per person (subject to change) and to Cimarron, NM at a cost of \$10.00 per person. Buses are scheduled upon entering your Arrival Plans through the Camping Gateway. Because of commercial schedules, it may be necessary for you to eat in Raton, NM prior to arriving at Philmont. If you arrive in Raton, NM after 10:30am or 5:00pm, plan to eat a meal in town as you will not make it to Philmont in time for a scheduled meal. The shuttle bus driver will take you to a fast food location in Raton, NM. This bus fee is payable on the day your crew checks-in at Philmont.

## EMERGENCY TRANSPORTATION

Philmont will assist with transportation arrangements when a family emergency (death or serious illness) occurs during an Expedition requiring a participant to return home or if a participant must return home for medical reasons. Be aware that transportation to airports may not be available at short notice and could be delayed before a participant is able to depart Philmont to an airport. Participants will be required to reimburse Philmont for any transportation services provided, including transportation to a required airport.

## OVERNIGHT ACCOMMODATIONS NEAR PHILMONT

A list of all locations that offer low cost overnight accommodations for groups traveling to Philmont is available at [www.philmontscout ranch.org/TrekPreparation/TravelingtoPhilmont/staynear.aspx](http://www.philmontscout ranch.org/TrekPreparation/TravelingtoPhilmont/staynear.aspx). Contact locations directly to make a reservation or seek specific information.

## LODGING IN & AROUND CIMARRON, NM

Phone Number	Agency & Address	Location	Distance from Philmont
575-377-6271	Cimarron Canyon State Park P.O. Box 185 Eagle Nest, NM 87718 <a href="http://www.nmparks.com">www.nmparks.com</a>	Ute Park, NM	20 Miles
505-474-2066 OR 505-474-2074	New Mexico Army National Guard Attn: Administrative Office P.O. Box 457 Springer, NM 87747	West of Springer, NM	25 Miles
575-445-3615	NRA Whittington Center P.O. Box 700 Raton, NM 87740 <a href="mailto:info@nrawc.org">info@nrawc.org</a> <a href="http://www.nrawc.org">www.nrawc.org</a>	10 miles SW of Raton on Highway 64	40 Miles
575-376-2343	Ponil Campground 31006 U.S. Highway 64 Cimarron, NM 87714	Cimarron, NM	6 Miles
575-445-5607	Sugarite Canyon State Park HCR 63, Box 386 Raton, NM 87740 <a href="mailto:rdye@state.nm.us">rdye@state.nm.us</a> <a href="http://www.nmparks.com">www.nmparks.com</a>	Raton, NM	55 Miles
575-376-2268	Cimarron Inn & RV Park 212 E 10 <sup>th</sup> Street Cimarron, NM 87714	Cimarron, NM	5 Miles
575-376-2664	St. James Hotel 617 Collision Ave Cimarron, NM 87714	Cimarron, NM	4 Miles

## ADDITIONAL LODGING WITHIN DRIVING DISTANCE

Phone Number	Agency & Address	Location	Distance from Philmont
505-292-2729	KOA Albuquerque 12400 Skyline Drive NE Albuquerque, NM 87123 I-40, Exit 166 <a href="http://www.koa.com">www.koa.com</a>	Albuquerque, NM	225 Miles
719-384-4411	Koshare Indian Museum 115 W 18 <sup>th</sup> Street P.O. Box 580 La Junta, CO 81050 <a href="http://www.kosharehistory.org">www.kosharehistory.org</a>	La Junta, CO	150 Miles
806-335-3175	Kwahadi Mesuem of the American Indian 9151 I-40 East P.O. Box 32125 Amarillo, TX 79120 <a href="mailto:kwahadi@sbcglobal.net">kwahadi@sbcglobal.net</a> <a href="http://www.kwahadi.com">www.kwahadi.com</a>	Amarillo, TX	238 Miles
303-455-5522	Denver Area Council, BSA Colorado Adventure Point Urban Scout Adventure Center 10455 West Sixth Street Denver, CO 80215	Denver, CO	262 Miles

## GENERAL INFORMATION

### TRADING POST – TOOTH OF TIME TRADERS

The Tooth of Time Traders carries gear that will cover all of your crew gear and personal equipment needs as well as Philmont souvenirs. To sign up for email updates and mailings, go to [www.toothoftimetraders.com](http://www.toothoftimetraders.com) and register your account today. If you want further information or have any question, you can email [toothoftimetraders@scouting.org](mailto:toothoftimetraders@scouting.org).

Start shopping at [www.toothoftimetraders.com](http://www.toothoftimetraders.com).

### UNIFORMS

Philmont strongly recommends groups wear the BSA field uniform while in base camp, especially at chapel services, dinner, and opening and closing campfires. The uniform is also appropriate for traveling to and from Philmont. It is NOT required on the trail.

The Tooth of Time Traders can produce custom t-shirts for your crew. Information can be found online at [www.philmontcustom.com](http://www.philmontcustom.com). They also carry a wide variety of Scouting t-shirts and other clothing. The use of Philmont logos is permitted provided they are manufactured by a BSA licensed vendor.

### PACK RENTAL

Philmont maintains several different brands of internal and external frame backpacks for rent. This can be helpful for participants who find that their pack is not the correct size, is not durable enough for Philmont's trails, or are not able to purchase a backpack for the trek. Philmont rents packs for \$30 which includes a pack cover for the duration of the trek.

### PHOTO TALENT RELEASE

All Philmont Scout Ranch participants are informed that photographs, films, video tapes, electronic representations, and/or sound recordings may be made during their visit to Philmont Scout Ranch. These images may be used for training and promotion purposes for Philmont Scout Ranch and other projects approved by the Boy Scouts of America.



Each participant, by completing the Annual Health and Medical Record “Part A: Informed Consent, Release Agreement and Authorization”, will fulfill the necessary Photo (Talent) Release requirements for Philmont Scout Ranch. (For complete statement, please refer to Part A of the Annual Health and Medical Record).

## FISHING LICENSES

Fishing licenses for participants under 18 years of age may be purchased as the Tooth of Time Traders OR at backcountry camps that offer fishing programs. The cost of a ten-day license is \$2.00.

All participants 18 years of age or older will be required to purchase a fishing license from New Mexico Department of Game and Fish through a mandatory web based sales system that was launched in 2014. A special online kiosk at the Tooth of Time Traders will be available to help participants obtain their licenses. Fishing licenses for participants 18 years of age and older will NOT be available for purchase in the backcountry.

Fees for nonresident fisherman will be as follows:

- One day = \$12
- Five days = \$24
- Annual = \$56

If you are purchasing a one-day or five-day license, we recommend that you do so after you arrive at Philmont so that we may help you align the actual fishing days with your itinerary before purchasing a non-refundable license.

Annual fishing licenses may be purchased online at the New Mexico Department of Game and Fish website: [www.wildlife.state.nm.us](http://www.wildlife.state.nm.us). The New Mexico Department of Game and Fish requires each applicant to create an online profile with a username and password. The system will assign the applicant a unique Customer Identification Number (CIN). You can speed up the process to obtain your license at Philmont by obtaining this information before your arrival.

## DRONES

Philmont does NOT condone or allow the use of drones for any purpose, unless the approval of Philmont Management has been granted.

## CREW LOCKERS & SECURITY

Philmont provides crew lockers and safekeeping (vault) storage services for crews. Crew lockers (2’x2’x3’) are available for items not needed on the trail. **These lockers are limited and groups traveling by private vehicle will be required to store items in their vehicles. Crews using lockers will be limited to 2 lockers based on availability.** Safekeeping storage is available for valuables such as tickets, traveler’s checks, credit cards, etc. Items are sealed in envelopes and placed in the safe. Never leave valuables in tents or unattended. Philmont is not responsible for lost or stolen items.

## BACKPACKING STOVES

Philmont requires crews to use backpacking stoves. Philmont will provide stoves. Visit [www.toothoftimetraders.com](http://www.toothoftimetraders.com) for information on fuel for your Philmont Expedition.

White gas and isobutene/propane fuel type canisters will be available at Camping Headquarters and Trading Posts/Commissaries along your itinerary in the backcountry. All liquid fuel containers should be spun aluminum or hard plastic bottles designed to carry fuel. Backpacking stoves are used with adult supervision and never in or near tents.

If you are traveling by commercial transportation, you will need to ship your stoves and fuel bottles by United States Postal Service (USPS), United Parcel Service (UPS), or FedEx. Your package must be sent using ground service only.

If you plan to ship your stoves and fuel bottles, please follow the steps below:

1. Wash fuel bottles with hot, soapy water and air dry for at least 24 hours.
2. Purge stoves with attached tanks until they sputter and go out.

3. Box stoves and fuel bottles. Do NOT ship matches, lighters, compressed fuel canisters, or other hazardous materials.
4. Use the following address to ensure that you receive your stove and fuel bottles:  
Advisor's Name, Expedition Number  
47 Caballo Road  
Cimarron, NM 87714
5. This address is for participant mail and packages which will be delivered to the base camp Mail Room. Please ship your packages at least two weeks prior to your arrival to allow ample time for delivery.
6. If you are using UPS or FedEx, we strongly recommend that you obtain a prepaid return shipping label. Without a prepaid return shipping label, Philmont Mail Room staff will assist you by shipping with USPS or UPS.
7. At the conclusion of your expedition, the Philmont Mail Room staff will coordinate the shipping of your items home. Similar steps in preparing your stoves and fuel bottles are required. Stoves with attached tanks must be purged and fuel bottles must be washed with hot, soapy water. The Mail Room will allow the items to dry before the boxes are sealed and shipped. This part of the process will usually take place after your crew has departed. Return instruction sheets are provided when you arrive at Philmont.

Philmont works closely with the local US Post Office and UPS. These procedures must be followed closely to comply with all regulations to ensure that your stoves and fuel bottles are shipped properly.

Backpacking stoves must be used with adult supervision and should never be used in or near tents because of fire danger. Bottles designed to carry fuel should be used. Isobutene/propane fuel stoves are also acceptable. The Tooth of Time Traders carries fuel bottles and several brands of isobutene/propane canisters. White gas may be purchased at Outfitting Services in Camping Headquarters. White gas and canister fuel is also available on the trail at commissary camps where you pick up food. Check the O-rings on your fuel bottles to prevent leaks. If your stoves are without fuel lines to fuel bottles, a small funnel is recommended for easy transfer of liquid fuels.

If your crew will be using isobutene/propane fuel stoves, be sure that they are designed to hold an 8-quart pot. The safest stoves on the market that accomplish this requirement have a fuel line that separates the canister from the stove. This reduces the reflected heat from impacting the canister and permits the user the ability to adjust the temperature safely.

Smaller, one or two person stoves have become available and popular, however they do not meet the requirements for using the Patrol Method at Philmont. Biofuel stoves are generally small, but due to the desert southwest climate and potential fire danger, these are not permitted for use at Philmont.

## MESSAGES FROM HOME OR WORK

While at Philmont, your crew will be in the backcountry and will NOT be able to receive messages from home or work. In the event of an emergency, call Philmont at (575) 376-2281. If it is possible to get a message to a crew member, it may take between several hours and a day to deliver the message. It may not be possible for the crew member to return the message. Because of this, all crew members should make appropriate arrangements for others to conduct their business for the duration of the trek.

## SMART PHONES

In an age of technology, smart phone are a common tool to use in everyday life. While backpacking in the wilderness of Philmont is an experience best enjoyed without the distractions of technology, Philmont recognizes that their use is more common than ever. Photographs and videos can be taken on these phones, solar chargers are widely available, as well as a number of useful outdoor apps.

If it is imperative that a smart phone be taken on the trail, please ensure that it is being utilized in a way that enhances the Philmont experience, not detracts from the adventure for your crew or that of other crews on the trail. Download apps that will help the learning experience. Find a good stars/constellation app, or an animal tracks/scat/calls app,

compare bird calls you hear on the trail with a bird call app, or even the Boy Scout Handbook app might prove useful on the trail! Reserve texting and phone calls for emergency use only; make it a contest to see how long crew members can go without using their phone! Also, keep in mind that there are NO opportunities on the trail or in any backcountry camp to ever recharge a smart phone, camera, or other electronic device.

## PRESERVING THE PHILMONT WILDERNESS

Philmont is a magnificent wilderness camping area with an immense network of trails and camps tied together by service roads designed for service and protection of both campers and land.

Since 1938, thousands of young people have enjoyed the great scenic beauty of Philmont's mountain terrain and experienced the unique and memorable programs of its staffed camps. However, in the past, a number of inconsiderate and impolite Scout campers, employing improper camping methods have marred certain areas of this magnificent land. Consequently, Philmont asks all campers and their Advisors to commit themselves to good Scout camping and genuine wilderness understanding.

Each camper and Advisor will be asked to sign the Philmont Wilderness Pledge, which declares that he or she will do everything possible to preserve the beauty and wonder of the Philmont wilderness and its facilities through good Scout camping. It is expected that Philmont campers will carry this pledge to all camping areas that they might visit throughout America and the world.

The major areas of emphasis involved in the Philmont Wilderness Pledge are:

- **LITTER and GRAFFITI** – Each camper should make sure that all backcountry facilities, trails, campsites, and latrines are left neat and clean, including Camping Headquarters shower and tent areas. While litter can be picked up, graffiti often permanently defaces BSA property and detracts from the “Philmont Experience”. Do not contribute to this problem.
- **WILDLIFE** – Respect Philmont's wildlife, including livestock. Follow all guidelines regarding food handling and trash disposal. Never feed or harass wild animals.
- **WATER** – You are in a land where water is scarce and very precious. Conservation and wise use of water has been practiced since the first person entered this land. Use water properly. You should never bathe, do laundry or dishes in or near springs or streams. Do not disturb or throw rocks in springs, or touch any solar pumps. They are easily damaged and the flow of water can be disrupted. Everyone needs water and you should always leave springs and streams as clean as you found them.
- **TRAILS** – Pledge yourself to respect all trails at Philmont. Do not cut green boughs or trees or mark on them. Do not cut across switchbacks and do not alter or change trail signs.
- **CAMPsites** – Each crew is responsible for leaving a neat and orderly campsite, whether it be in Camping Headquarters, staffed camps or trail camps. Your campsite must be left litter-free with its latrines and sumps clean. Carry out all trash. Fires must be left DEAD OUT and then cleaned of debris before you depart. Leave a courtesy woodpile when possible. Do not trench tents; pitch them on high ground. You should respect the feelings of those crews camping near you and those that will come after you.

Philmont serves approximately 22,000 Scouts, Venturers, Varsity Teams, Explorer Posts, and their Advisors each year. Consequently, some trails and camps are subjected to heavy use. Nevertheless, it is not the wear of so many pairs of boots that mars Philmont; it is the carelessness and thoughtlessness of inconsiderate campers. It is our sincere hope that through your commitment to the Philmont Wilderness Pledge, Philmont and all other areas will always remain beautiful, clean, and natural in order to enjoy outdoor adventure. We ask for your dedication in the fulfillment of this goal.

Coinciding with the Wilderness Pledge is a practice at Philmont called Low Impact or Leave No Trace camping. For Philmont to survive the intense backcountry use year after year, each participant must make a personal commitment to the environment. However, we realize that there will be some High Impact areas in Philmont's backcountry due to the number of participants in our program each year.

The philosophy of Low Impact or Leave No Trace camping is that we leave minimum evidence of our passing through the wilderness. In other words, a conscientious camper should erase any sign of camp. It is the genuine desire of the Philmont staff to instill the Low Impact or Leave No Trace philosophy into our participants. We hope they carry this way of camping into other primitive and delicate areas around the nation. Take with you precious memories, and leave only footprints.

The Wilderness Pledge Guia program and Wilderness Pledge Achievement Award are designed to add emphasis to the important issue of adherence to camping ethics.

## **PHILMONT MUSEUMS**

Exhibits at the four Philmont Museums recount and interpret its rich historical past. They are open every day, and you will have the opportunity to visit them either at the beginning or the end of your trek. There is no admission charge. A new museum is under construction and will house the National Scouting Museum. This new building is located between the Philmont Training Center and Camping Headquarters and is scheduled to open during the summer of 2018.

Backcountry museums are located at Ponil, Indian Writings, Metcalf Station, French Henry, Baldy Town, Fish Camp, Cyphers Mine, Hunting Lodge, Rich Cabins, Abreu, Crooked Creek, Clear Creek, and Black Mountain.

### **PHILMONT MUSEUM—SETON MEMORIAL LIBRARY**

Located at Camping Headquarters, the Philmont Museum houses history exhibits related to the Philmont area. The Seton Memorial Library is home to the personal art, library, and anthropological collections of the founder and first Chief Scout of the Boy Scouts of America, Ernest Thompson Seton. The Museum Gift Shop carries a wide variety of Native American jewelry, carvings, blankets, Southwestern books, and other specialty items appropriate as mementos of your Philmont trek.

### **KIT CARSON MUSEUM AT RAYADO**

Philmont lies on part of a land grant given to Carlos Beaubien and Guadalupe Miranda by the Mexican government in 1841. Mountain man, Lucien Maxwell founded a colony on the grant on the Rayado River in 1848. A year later, he was joined at the settlement by frontiersman Kit Carson. In 1951, the Boy Scouts of America constructed an adobe museum at Rayado to serve as an interpretive area to portray his history. It was named in honor of Kit Carson.

Staff at the Kit Carson Museum dress in period clothing and demonstrate frontier skills and crafts like blacksmithing, cooking, shooting, and farming. Each room in the museum is outfitted with reproduction furniture and objects typical of New Mexico in the 1850's. The Rayado Trading Company, located at LaPosta at the museum, sells books, maps, reproduction tools and equipment, moccasins, and blankets. Tour the historic Maxwell-Abreu house which dates around 1847.

Kit Carson Museum is located seven miles south of Camping Headquarters. Bus transportation to and from the museum is available from Camping Headquarters each day. Large groups should schedule with Logistics before going to the Kit Carson Museum.

Rayado is a registered historical site on the Santa Fe National Historic Trail.

### **VILLA PHILMONTE**

When Waite Phillips gave Philmont to the Boy Scouts of America in 1941, he included in the gift his palatial summer home, the Villa Philmonte. Philmont maintains and preserves the "Big House" as a memorial to Phillips and his generosity to the Boy Scouts. It is listed on the National Register of Historic Places. Tours of the Villa may be scheduled at the Philmont Museum.

### **HISTORIC CHASE RANCH**

Since 2013, Philmont has managed the historic Chase Ranch, founded in 1869 and operated successfully by the Chase family for over 140 years. The Ranch is famous for its role in establishing the ranching industry in New Mexico territory

as well as hosting famous visitors such as Lew Wallace and Clay Allison. The Rach House, built in 1871, is open for tours daily. Knowledgeable staff help visitors experience this important piece of western history, showcasing everything from dinosaur bones and local Native American relics to ranching equipment and fine art.

The Chase Ranch is located seven miles north of Camping Headquarters. Bus transportation is available daily. Arrangements for this transportation should be scheduled with Logistics.

## PHILMONT GLOSSARY

**Adult Advisor** – Each crew is required to have at least two adult Advisors, one of whom must be at least 21 years of age. The second adult must be at least 18 years of age. There are no gender restrictions for adult leadership. The Advisors' role is primarily coaching, counseling, and advising the Crew Leader. During emergencies, the Advisor may assume direct leadership of the crew.

**Arrival Date** – Reservations made with Philmont designate the arrival date at Philmont. Each 12-Day expedition hits the trail the after its arrival and returns on its twelfth day.

**Cavalcade** – An 8-day backcountry experience on horseback.

**Chaplain's Aide** – A youth member who accepts responsibility to conduct appropriate religious activities during the trek.

**Chartered Unit** – An expedition composed of members from a chartered Boy Scout Troop, Varsity Team, Venturing Crew, or Explorer Post with its own registered leadership.

**Coed Crew** – A Venturing Crew with male and female participants. These crews MUST have adult male and female Advisors at least 21 years of age.

**Council Contingent** – A provisional expedition composed of Scouts, Varsity Scouts, and/or Venturers and Advisors from a district or council. Contingents with multiple crews should designate an On-Site Contingent Advisor who is responsible for transportation (lodging, meals, tours, etc.) and serves as the liaison for the group.

**Crew** – A group varying in size from 7 to 12 people. Youth must be in the majority and no more than 4 adults 21 years of age or older.

**Crew Leader** – A member of the crew and elected by the crew to be its leader. This is the same relationship a patrol leader has to a patrol. Ideally, this young person will have attended council junior leader instructor training or a previous Philmont trek.

**Departure Date** – Crews on 12-Day treks will depart from Philmont on the morning of the thirteenth day. Crews on 7-Day treks will depart on the morning of the eighth day. Cavalcade crews will depart on the morning of the ninth day.

**Expedition Number** – The number assigned to a chartered unit expedition or council contingent expedition by the Philmont Camping Registrar to identify an expedition and its crew(s). A crew arriving at Philmont on June 20 will be assigned 620 along with a letter of the alphabet (ex: 620-A, 620-B, etc.). A multi-crew expedition will be numbered further (ex: 620-A-01, 620-A-02, etc.). Please use your correct expedition number in all correspondence with Philmont.

**Itinerary** – Each crew has an itinerary which is the hiking and program schedule for all days on the trail. The itinerary outlines the trails to be taken and the crew's daily destination (either staffed or unstaffed camps). The itinerary will be selected after receiving the March mailing of the *Philmont Treks Itinerary Guidebook*. The itineraries will also be posted online.

**Ranger** – Upon arrival at Philmont, each crew will be met by a Philmont Ranger. The Ranger stays with the crew for three days serving as a guide and trainer in camping and teamwork skills.

**7-Day Treks** – Four (4) crews can arrive on Saturdays and Sundays throughout the summer and any start dates From August 10-14 to participate in a 7-Day Trek.

**Wilderness Pledge Guia** – A youth member of the crew who accepts the responsibility of guiding the crew in their camping ethics during the trek.

## RISK & PHYSICAL PREPAREDNESS

### PHILMONT SCOUT RANCH EXPERIENCE

The Philmont experience is NOT risk-free. Staff will instruct participants in safety measures. Be prepared to listen to and follow these measures. Accept responsibility for the health and safety of yourself and others in your crew. Each participant must be able to carry 25 to 35% of their body weight while hiking 5 to 12 miles per day in an isolated mountain wilderness ranging from 6,500 to 12,000 feet in elevation over trails that are steep and rocky.

Summer/Autumn climate includes temperatures from 30 to 100°F, low humidity (10 to 30%), and frequent, sometimes severe thunderstorms. Winter climate conditions can range from -20 to 60°F. During a Winter Adventure experience, each person will walk, ski, or snowshoe along snow-covered trails pulling loaded toboggans or sleds for up to 3 miles—or even more on a cross-country ski trek.

### RISK ADVISORY

Philmont has an excellent health and safety record and strives to minimize risks to participants by emphasizing appropriate safety precautions. Because most participants are prepared, are conscious of risks, and take safety precautions, they do not experience injuries. If you decide to attend Philmont, you should be physically fit, have proper clothing and equipment, be willing to follow instructions, work as a team with your crew, and take responsibility for your own health and safety.

Philmont staff members are trained in first aid, CPS, and accident prevention. They can assist the adult Advisors in recognizing, reacting to, and responding to accidents, injuries, and illnesses. Each crew is required to have at least two members trained in Wilderness First Aid and CPR. Response times can be affected by location, terrain, weather, or other emergencies and could be delayed for hours or even days in a wilderness setting.

All Philmont participants should understand potential health risks inherent at or above 6,700 feet in elevation in a dry Southwest environment. High elevation; a physically demanding high-adventure program in remote mountainous areas; camping while being exposed to occasional severe weather conditions such as lightning, hail, flash floods, and heat; and other potential problems, including injuries from tripping and falling, falls from horses, heat exhaustion, and motor vehicle accidents, can worsen underlying medical conditions. Native wild animals such as bears, rattlesnakes, and mountain lions usually present little to no danger if proper precautions are taken.

Guests attending conferences and family programs at the Philmont Training Center who are unfamiliar with the backcountry should review the supplemental information available on the Philmont website, especially information about activities that may be new to them.

Please call Philmont at (575) 376-2281 if you have any questions. All participants and guests should review all materials and websites related to the experiences they are planning to have at Philmont Scout Ranch.

### PHYSICAL PREPARATION

To enjoy the Philmont experience participants must be physically prepared to carry a 35 to 50 pound backpack over steep, rocky trails at elevations ranging from 6,500 to 12,500 feet. A regular program of physical conditioning for at least three to six months prior to the trek is essential. A longer period of conditioning is required for those unaccustomed to physical exercise.

A program of regular aerobic exercise is highly recommended to become physically conditioned for Philmont. Plan to exercise for 30 to 60 minutes 3 to 5 times per week.

Jogging, running uphill, long flights of stairs, or walking up and down stadium bleachers, and hiking with a full backpack are excellent methods of preparation. How fast you run or how far you go is not nearly as important as regular exercise. Other aerobic exercises such as swimming, bicycling, stationary cycling, and aerobic exercise classes can supplement your training. Start slowly and gradually increase the duration and intensity of your exercises. Start a journal to record your progress. If anyone has questions, have them contact their family physician or exercise physiologist.

Backpacking is the best way to prepare for a Philmont trek. It is highly recommended that everyone in a Philmont crew fulfill the requirements for the Backpacking Merit Badge. These include three 15-mile treks with two overnights each and one 5-day backpacking trek covering at least 30 miles. Fulfilling these requirements will enable you to enjoy a Philmont trek. The Venturing Backpacking pamphlet also has excellent tips for preparing for a Philmont trek. Be Prepared!

Select a hilly area for your training. Start with a short hike and a light pack. Increase the mileage and your pack weight as your training progresses. It is important to hike often enough while carrying a pack and wearing the boots that you will use at Philmont to toughen your feet and break in your boots.

Most of the crews that participate indicate on their elevation forms that additional physical training by all members of their crew would have been helpful.

### SUGGESTED CONDITION PROGRAM

MONTH	CONDITIONING
December/January	<p>Complete health history on individual medical form and get parental approval (signature).</p> <p>Be examined by a physician or osteopath. Call attention of the physician to note on the medical form that describes the rigors of a Philmont trek and to the box that indicated areas of medical concern. Ask the physician about any special medical needs or areas of concern. If overweight, get a physician's recommendation on how to lose weight through dieting and exercise in order to meet Philmont's height and weight requirements.</p> <p>Walk, jog in place, swim, or ride a stationary bike for 20 minutes or more at least 3 to 5 times per week. Gradually increase the length of time and intensity of exercises.</p> <p>Purchase a pair of quality hiking boots. A pair of boots 6 to 8 inches high with sturdy sole are recommended. Wear your boots to school or work and when walking anywhere to break them in and to condition yourself.</p>
February/March	<p>When weather permits, jog, run, or walk outdoors. Start with 20 minute sessions and gradually increase the length and the incline or speed. While walking, begin to carry your backpack and gradually add weight to it.</p>
April/May	<p>Continue exercising. Schedule a couple of 5 to 10 mile day hikes and at least two overnight backpacking trips of 10 to 20 miles. Plan the second trek to cover more rugged terrain or increase the mileage. Whenever possible, hike in the boots that you will use on the trail and carry your backpack.</p>
June/July	<p>Continue exercising right up to the day you depart for Philmont. Come to Philmont in top physical and mental condition ready for backpacking with a 35 to 50 pound pack over steep, rugged trails at high elevations.</p>

## APPENDIX A – BUDGET WORKSHEET

### 2018 Individual Cost:

\$940 – 12-Day Trek

\$560 – 7-Day Trek

\$785 – Cavalcade

### 2019 Individual Cost:

\$970 – 12-Day Trek

\$590 – 7-Day Trek

\$805 – Cavalcade

FEE & DESCRIPTION		TOTAL FEES (\$)
<b>Philmont Fees</b> Covers all Philmont meals, tents, cooking gear, program resources, camper's insurance, Advisor's packets, medical care, chaplain services, use of horses and burros, Philmont Arrowhead patch, crew photo, etc. All Philmont participants are charged the same fee.		
<b>Transportation</b> Transportation costs to and from Philmont. Be sure to check insurance coverage on packs and gear in transit.		
<b>Meals &amp; Lodging</b> All meals and lodging en route to and from Philmont (use of military bases helps cut down expenses). Include gratuities and occasional treats along the way.		
<b>Training</b> Meals and other incidental costs for weekend training events.		
<b>Promotion</b> Costs for promotion including production of all material, postage, etc. including hats and/or t-shirts.		
<b>Equipment – Purchase or Rental</b> Include purchase or rental of any equipment or supplies required by expedition. Expeditions are required to bring backpacking stoves (crews using commercial transportation must ship their stoves and fuel bottles using ground service only prior to their arrival).		
<b>Side Trips &amp; Tours</b> During travel to and from Philmont		
<b>Contingency</b> Allowance for any contingency during the trip that may require unexpected expenditures. Refund at the end of the trip if unused.		
<b>Philmont Scholarship</b> Waite Phillips Scholarships are available from Philmont by two primary methods—your local council or directly through the contact of a unit reservation. Deduct if you have a participant who receives financial assistance.		
<b>TOTAL</b>	\$	\$



## APPENDIX B – RECOMMENDED PREPARATION PLAN (2019)

(U) – Unit, (CC) – Council Contingent

MONTH/SEASON	SUGGETED ACTION	PERSON RESPONSIBLE
Winter/Spring/ Summer 2018	Recruit a Philmont High Adventure Committee; Conduct monthly meetings (CC, U)	_____
	Conduct critique with previous years' expedition Advisors (CC)	_____
	Council Philmont Kick-Off (CC)	_____
	Determine attendance objective for councils & districts (CC)	_____
	Establish schedules for mailings, meetings, promotions (CC)	_____
	Confirm two-deep leadership per crew with at least one alternate (CC, U)	_____
	Announce details in council bulletin and provide Philmont updates noting leadership participation, trip details, age/grade requirements, and height/weight requirements for participation (CC)	_____
	Share Philmont plans with Camping Committee (CC)	_____
	Share Philmont plans with Unite Committee (U)	_____
	Promote Philmont at Roundtables (CC)	_____
	Recruit participants and collect Reservation Fee Payment from each participant (CC, U)	_____
	Transmit Reservation Fee Payment to Philmont (CC – May 1, U – Jan 31)	_____
Fall 2018	Enter Crew Roster on the Philmont Camping Gateway; Advisors will be able to enter, update, or modify information; Please complete roster at least two weeks prior to arrival (CC, U)	_____
	Continue recruiting members of the Philmont High Adventure Committee; Conduct monthly meetings (CC, U)	_____
	Collect Advance Fee Payment from each participant (CC, U)	_____
	Transmit Advance Fee Payment to Philmont (due Oct 1, CC, U)	_____
	Philmont High Adventure Committee meets with all selected expedition Advisors and reviews plans (CC)	_____
	Conduct Philmont Parents' Rally (CC, U)	_____
	Sign up 100% of quota (CC)	_____
	Share Risk Advisory Statement with parents (CC, U)	_____
	Arrange transportation and overnight accommodations to and from Philmont (CC, U)	_____
	Make plans for training and the second parent's meeting (CC, U)	_____
	Receive BSA Annual Health & Medical Forms from Philmont or download online (CC, U)	_____
		_____

MONTH/SEASON	SUGGETED ACTION	PERSON RESPONSIBLE
December 2018/ January 2019	Apply for Waite Phillips Scholarship (due Dec 31, U)	_____
	Each participant should schedule a medical exam; Review completed medical forms prior to shakedown training (CC, U)	_____
	Continue updating Philmont news in council bulletin (CC)	_____
	Begin physical fitness plan (CC, U)	_____
	Conduct shakedown training weekends (at least 2 recommended) prior to arrival at Philmont; start moderate and gradually increase pack weight and difficulty (CC, U)	_____
	Submit Scholarship Certification Form to Philmont by stated due date (CC)	_____
	Review "Sweet 16 of BSA Safety" (CC, U)	_____
March/April 2019	Conduct Philmont High Adventure Committee monthly meeting (CC, U)	_____
	Transmit Final Fee Payment to Philmont by March 1 (CC, U)	_____
	Receive Advisor's Packet; Includes <i>Philmont Treks Itinerary Guidebook</i> , <i>Guidebook to Adventure</i> , and an overall Philmont map (CC, U)	_____
	Continue physical fitness training (CC, U)	_____
	12-Day and 7-Day reservations complete the online Itinerary Selection through the Camping Gateway on their assigned date and time (CC, U)	_____
	Share Accident and Sickness Insurance information, Risk Advisory Statement, Expedition Number, and Philmont Address & Emergency Phone Number with parents (CC, U)	_____
	Complete and confirm details for travel plans (CC, U)	_____
May 2019	Continue physical fitness training (CC, U)	_____
	Conduct Philmont High Adventure Committee monthly meeting (CC, U)	_____
	Complete Crew Roster and Arrival & Departure Information online in the Camping Gateway at least two weeks prior to arrival (CC, U)	_____
	Prepare a Press Release story for your local news publications; Press Release form is included in Advisor packet or available online at <a href="http://www.philmontscoutranch.org/pressrelease.aspx">www.philmontscoutranch.org/pressrelease.aspx</a> (CC, U)	_____
June/July/August 2019	Continue physical fitness training (CC, U)	_____
	BRING TO PHILMONT: Completed BSA Annual Health and Medical Records, Wilderness First Aid & CPR certifications, and a copy of the completed crew roster (CC, U)	_____
	Email <a href="mailto:philmont.logistics@scouting.org">philmont.logistics@scouting.org</a> or call Logistics at (575) 376-2281 with any last minute changes to arrival plans (CC, U)	_____
	Conduct Philmont High Adventure Committee Meeting to review the experience & evaluate preparation for the next High Adventure experience (CC, U)	_____
	Plan family follow-up event to share photos and stories (CC, U)	_____

# APPEDIX C – SUGGESTED PROGRAM FOR PHILMONT PARENT RALLY

## PURPOSE OF MEETING

- To acquaint parents and youth with Philmont and the Risk Advisory
- To share the calendar of events leading up to departure for Philmont
- To inform them of procedures regarding payment of fees, BSA Annual Health & Medical Records, equipment needs, travel itinerary to and from Philmont, and any other trek requirements
- Introduce expedition leadership
- Introduce a physical fitness plan and shakedown training plan

## OPENING

- Philmont maps posted; photos of previous Philmont trips (if applicable)
- Display of snapshots, souvenirs, mementos, etc. from Philmont
- Display of personal equipment needed with explanation for certain pieces of gear

## MEETING

- Welcome & Introductions
- What is Philmont?
  - Presentation by a youth or Advisor who has been to Philmont on a previous trek; Brief history of Philmont; Use Philmont's promotional videos from [www.youtube.com/philmontscoutranch](http://www.youtube.com/philmontscoutranch)
  - Keep it brief (no more than 30 minutes)
- Administrative Details
  - Explain budget and what contributes to all of the costs associated
  - Emphasize deadline of Fee Payments and the commitment required by each participant
- Travel Plans
  - Uniform highly recommended for travel and base camp
  - Backpack (for ALL trek related gear); mention the opportunity to rent a backpack for financial efficiency
  - Day pack for travel essentials
  - Boots (sturdy, comfortable, well broken in)
  - Guide for spending money during travel, at Philmont, and on the trail
  - Review organization of crews and plans for shakedown training
- Physical Preparation
  - Review and distribute Risk Advisory to all parents
  - BSA Annual Health and Medical Record
  - Height/Weight Requirements
  - Fitness plan
- Discuss the importance of parents engaging and support their child's success at Philmont
- Review the plan for team building and communication
- Distribute any forms and collect fees
- Question & Answer Session

## CLOSING

- Introduce the Philmont Hymn

## NOTES

- Additional parent informational/organization meetings may be necessary
- Suggestion: Plan a cookout using dehydrated/freeze-dried menus and invite parents; Review additional fitness suggestions

## APPENDIX D – THE SWEET SIXTEEN OF BSA SAFETY

Few youth organizations encompass the breadth, volume, and diversity of physical activity common to Scouting, and none enjoys a better safety record. The key to maintaining and improving this exemplary record is the conscientious and trained adult Advisor who is attentive to safety concerns. As an aid in the continuing effort to protect participants in Scouting activities, the Health and Safety Team of the BSA National Council has developed the "Sweet Sixteen" of BSA safety procedures for physical activity. These sixteen points, which embody good judgment and common sense, are applicable to all activities.

1. **QUALIFIED SUPERVISION** – Every BSA activity should be supervised by a conscientious adult who understands and knowingly accepts responsibility for the well-being and safety of the children and youth in his or her care. The supervisor should be sufficiently trained, experienced, and skilled in the activity to be confident of his or her ability to lead and to teach the necessary skills and to respond effectively in the event of an emergency. Field knowledge of all applicable BSA standards and a commitment to implement and follow BSA policies and procedures are essential parts of the supervisor's qualifications.
2. **PHYSICAL FITNESS** – For youth participants in any potentially strenuous activity, the supervisor should receive a complete health history from a health care professional, parent, or guardian. Adult participants and youth involved in higher-risk activity (e.g. scuba) may require professional evaluation in addition to the health history. The supervisor should adjust all supervision, discipline, and protection to anticipate potential risks associated with individual health conditions. Neither youth nor adults should participate in activity for which they are unfit. To do so would place both the individual and others at risk.
3. **BUDDY SYSTEM** – The long history of the "buddy system" in Scouting has shown that it is always best to have at least one other person with you and aware at all times as to your circumstances and what you are doing in any outdoor or strenuous activity.
4. **SAFE ARE OR COURSE** – A key part of the supervisor's responsibility is to know the area or course for the activity and to determine that it is well-suited and free of hazards.
5. **EQUIPMENT SELECTION AND MAINTENANCE** – Most activity requires some specialized equipment. The equipment should be selected to suit the participant and the activity and to include appropriate safety and program features. The supervisor should also check equipment to determine that it is in good condition for the activity and is properly maintained while in use.
6. **PERSONAL SAFETY EQUIPMENT** – The supervisor must ensure that every participant has and uses the appropriate personal safety equipment. For example, activity afloat requires a personal floatation device (PFD) properly worn by each participant; bikers, horseback riders, and whitewater kayakers need helmets for certain activities; skaters may need protective gear; and all need to be dressed for warmth and utility depending on the circumstances.
7. **SAFETY PROCEDURES AND POLICIES** – For most activities, there are commonsense procedures and standards that can greatly reduce the risk. These should be known and appreciated by all participants, and the supervisor must ensure compliance.
8. **SKILL LEVEL LIMITS** – There is a minimum skill level requirement for every activity, and the supervisor must identify and recognize this minimum skill level and be sure that no one is put at risk by attempting activity beyond the individual's ability. A good example of skill levels in Scouting is the venerable "swim test" that defines conditions for safe swimming based on individual ability.
9. **WEATHER CHECK** – The risk factors in many outdoor activities vary substantially with weather conditions. These variables and the appropriate response should be understood and anticipated.
10. **PLANNING** – Safe activity follows a plan that has been conscientiously developed by the experienced supervisor or other competent source. Good planning minimizes risks and also anticipates contingencies that may require emergency response or a change of plan.

11. **COMMUNICATIONS** – The supervisor needs to be able to communicate effectively with participants as needed during the activity. Emergency communications also need to be considered in advance for any foreseeable contingencies.
12. **PERMIT AND NOTICES** – BSA tour plans, council office registration, government or landowner authorization, and any similar formalities are the supervisor’s responsibility when such are required. Appropriate notification should be directed to parents, enforcement authorities, landowners, and others as needed, before and after the activity.
13. **FIRST AID RESOURCES** – The supervisor should determine what first aid supplies to include among the activity equipment. The level of first aid training and skill appropriate for the activity should also be considered. An extended trek over remote terrain obviously may require more first aid resources and capabilities than an afternoon activity in the local community. Whatever is determined to be needed should be available.
14. **APPLICABLE LAWS** – BSA safety policies generally parallel or go beyond legal mandates, but the supervisor should confirm and ensure compliance with all applicable regulations or statutes.
15. **CPR RESOURCE** – Any strenuous activity or remote trek could present a cardiac emergency. Aquatic programs may involve cardiopulmonary emergencies. The BSA strongly recommends that a CPR trained person (preferably an adult) be part of the leadership for any BSA program. Such a resource should be available for strenuous outdoor activity.
16. **DISCIPLINE** – No supervisor is effective if he or she cannot control the activity and the individual participants. Youth must respect their leader and follow his or her direction.

## APPENDIX E – SCOUTING’S BARRIERS TO ABUSE

The BSA has adopted the following policies for the safety and well-being of its members. These policies primarily protect youth members; however, they also serve to protect adult leaders. Parents and youth using these safeguards outside the Scouting program further increase the safety of their youth. Scout leaders in positions of youth leadership and supervision outside the Scouting program will find these policies help protect youth in those situations as well.

**Two-deep leadership on all outings required.** A minimum of two registered adult leaders, or one registered leader and a participating Scout’s parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older.

### ***Patrol Activities***

There are instances, such as patrol activities, when the presence of adult leaders is not required and adult leadership may be limited to patrol leadership training and guidance. With proper training, guidance, and approval by troop leaders, the patrol can conduct day hikes and service projects.

### ***Adult Supervision/Coed Activities***

Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those including parent and child. Both male and female adult leaders must be 21 years of age or older, and one must be a registered member of the BSA.

**One-on-one contact between adults and youth members is prohibited.** In situations requiring a personal conference, such as a Scoutmaster conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.

**Two-deep leadership and no one-on-one contact between adults and youth members includes digital communication.**

Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.

**Age-appropriate and separate accommodations for adults and Scouts are required.**

***Tenting*** – No adult may share a tent with the opposite sex unless he or she is that adult’s spouse.

No youth may share a tent with an adult or a person of the opposite sex other than a family member or guardian. Assigning youth members more than two years apart in age to sleep in the same tent should be avoided unless the youth are relatives.

***Shower Facilities*** – Whenever possible, separate shower and latrine facilities should be provided for male/female adults and male/female youth. If separate facilities are not available, separate shower times should be scheduled and posted.

**The buddy system should be used at all times.** The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Self-selection with no more than two years age or significant differences in maturity should be strongly encouraged. When necessary, a buddy team may consist of three Scouts. No youth should be forced into or made to feel uncomfortable by a buddy assignment.

**Privacy of youth is respected.** Adult leaders and youth must respect each other’s privacy, especially in situations such as changing clothes and taking showers at camp. Adults may enter youth changing or showering areas only to the extent that health and safety requires. Adults must protect their own privacy in similar situations.

**Inappropriate use of smart phones, cameras, imaging, or digital devices is prohibited.** Although most Scouts and leaders use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the

privacy of other individuals with such devices. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.

**No secret organizations.** The BSA does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

**Youth leadership is monitored by adult leaders.** Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure BSA policies are followed.

**Discipline must be constructive.** Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted. Disciplinary activities involving isolation, humiliation, or ridicule are prohibited. Examples of positive discipline include verbal praise and high fives.

**Appropriate attire is required for all activities.** Proper clothing for activities is required.

**No hazing.** Hazing and initiations are prohibited and may not be included as part of any Scouting activity.

**No bullying.** Verbal, physical, and cyberbullying are prohibited in Scouting.

### **Mandatory Reporting of Child Abuse**

All persons involved in Scouting must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. This duty cannot be delegated to any other person. Immediately notify the Scout executive of this report, or of any violation of BSA's Youth Protection policies, so he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

State-by-state mandatory reporting information is available at [www.childwelfare.gov](http://www.childwelfare.gov).

**All adult leaders and youth members have responsibility.** Everyone is responsible for acting in accordance with the Scout Oath and Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership. For more information, please see the BSA's *Guide to Safe Scouting* and Youth Protection resources.

**Units are responsible to enforce Youth Protection policies.** Adult leaders in Scouting units are responsible for monitoring the behavior of youth members and other leaders and interceding when necessary. If youth members misbehave, their parents should be informed and asked for assistance.

**Incidents requiring an immediate report to the Scout executive.** The following must be reported to the council Scout executive for action immediately:

- Any threat or use of a weapon
- Any negative behavior associated with race, color, national origin, religion, sexual orientation, or disability
- Any reports to authorities where the BSA's Mandatory Reporting of Child Abuse policy or your state's mandatory reporting of child abuse laws apply
- Any abuse of a child that meets state reporting mandates for bullying or harassment
- Any mention or threats of suicide

If someone is at immediate risk of harm, call 911.

If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is not working to solve the problem, contact the BSA's Member Care Contact Center at 972-580-2489, or send an email to [youth.protection@scouting.org](mailto:youth.protection@scouting.org).

**Link to the Volunteer Incident Report Form:**

[http://www.scouting.org/filestore/pdf/680-676\\_WEB.pdf](http://www.scouting.org/filestore/pdf/680-676_WEB.pdf)

**Your Responsibility:**

- Stop the policy violation or abuse
- Protect the youth
- Separate alleged victim from alleged perpetrator
- Summon needed assistance (911, EMS, additional leaders, etc.)
- Notify parents
- Notify appropriate Scouting professional

**Chartered Organization Responsibility**

The head of the chartered organization or chartered organization representative and their committee chair must approve the registration of the unit's adult leaders.

**Link to the Local Council Locator:**

<http://www.scouting.org/LocalCouncilLocator.aspx>

**Link to the Bullying Prevention Guide:**

<http://www.scouting.org/filestore/training/pdf/BullyingPreventionGuide.pdf>



## APPENDIX F – INDIVIDUAL TREK OPPORTUNITIES

### RAYADO

Older Scouts and Venturers (not coed crews) who have mastered basic outdoor skills should consider applying for the challenging and selective Rayado trek program. Rayado participants will experience more of Philmont's backcountry and will have program opportunities not available to participants on 12-Day or 7-Day treks. Rayado is unparalleled for developing outdoor leadership, group dynamics, wilderness problem solving, and advanced outdoor skills. A Rayado trek encourages participants to attain a high level of personal growth and self-reliance. Rayado is a twenty (20) day program. Participants depart the morning of the twenty-first (21<sup>st</sup>) day (July 10 and August 7 are departure dates).

2018/2019 Dates & Fees	
Sessions/Dates	#1: June 20 – July 10 #2: July 18 – August 7
Cost	2018 = \$780 2019 = \$800
Age	15 by program start date; not yet 21 by program conclusion
Length	20 days and nights

### RANCH HANDS

Ranch Hands is a program for Scouts and Venturers who have knowledge of horsemanship and horse care and want to expand their skills and experience. The Ranch Hands crew will spend eight days working in the horse department hauling hay, saddling, carrying out daily chores, and completing other horse program tasks. Then, they will participate in their own special Cavalcade itinerary for eight days. Ranch Hands is a sixteen (16) day program. Participants will depart the morning of the seventeenth (17<sup>th</sup>) day (July 23 is a departure date).

2018/2019 Dates & Fees	
Sessions/Dates	#1: July 7 – July 23
Cost	2018/2019 = \$300
Age	16 by program start date; not yet 21 by program conclusion
Length	16 days and nights

### TRAIL CREW TREK (TCT)

Trail Crew Trek (TCT) is a coed educational program focused on conservation and leadership development. TCT is a fourteen (14) day program that involves seven days of trail building, a seven-day educational trek throughout Philmont, hands-on experience with a variety of conservation projects, and visits from guest speakers involved in conservation and resource management. TCT provides a strong foundation for participants to become involved in service through conservation. Participants depart the morning of the fifteenth (15<sup>th</sup>) day (June 28 and August 9 are departure dates).

2018/2019 Dates & Fees	
Sessions/Dates	#1: June 14 – June 28 #2: July 26 – August 9
Cost	2018 = \$300 2019 = \$325
Age	16 by program start date; not yet 21 by program conclusion
Length	14 days and nights

## ORDER OF THE ARROW TRAIL CREW (OATC)

In partnership with the Order of the Arrow, Philmont offers an opportunity to join other Arrowmen in cheerful service and the formation of lasting brotherhood on the trails here at Philmont. The first week focuses on trail construction and maintenance under the guidance of Philmont trail crew foremen. The second week is a seven-day backpacking trek that is designed by the participants. The OATC is a fourteen (14) day program. Participants depart the morning of the fifteenth (15<sup>th</sup>) day (June 22, 29, July 6, 13, 20, 27, August 2, 9, and 16 are departure dates).

2018 Dates & Fees		2019 Dates & Fees
Sessions/Dates	#1: June 8 – June 22 #2: June 15 – June 29 #3: June 22 – July 6 #4: June 29 – July 13 #5: July 6 – July 20 #6: July 13 – July 27	#1: June 8 – June 22 #2: June 15 – June 29 #3: June 22 – July 6 #4: June 29 – July 13 #5: July 6 – July 20 #6: July 13 – July 27 #7: July 20 – August 2 #8: July 27 – August 9 #9: August 3 – August 16
Cost	2018 = \$300	2019 = \$300
Age	16 by program start date; not yet 21 by program conclusion	16 by program start date; not yet 21 by program conclusion
Length	14 days and nights	14 days and nights

## ROCS (ROVING OUTDOOR CONSERVATION SCHOOL)

The Roving Outdoor Conservation School (ROCS) is an exciting program for Scout and Venturers who have an interest in conservation, environmental science, and natural resource management. ROCS will offer participants hands-on experience in conservation and environmental science. As the crew hikes the Ranch, they will camp in different forest types and participate in activities in the following areas: Forestry, Fire Ecology, Insects, Fisheries Management, Wildlife Management, Geology, Plant Identification, Dendrology, Watershed Management, and Range Management. In addition, part of the trek will practice Leave No Trace and Tread Lightly principles. ROCS is a twenty-one (21) day program. Participants depart the morning of the twenty-second (22<sup>nd</sup>) day (July 7, 14, 21, 28, and August 4 are departure dates).

2018/2019 Dates & Fees	
Sessions/Dates	#1: June 16 – July 7 #2: June 23 – July 14 #3: June 30 – July 21 (Female Session) #4: July 7 – July 28 #5: July 14 – August 4
Cost	2018 = \$570 2019 = \$585
Age	16 by program start date; not yet 21 by program conclusion
Length	21 days and nights

## STEM TREK

The STEM Trek is an exciting program for Scouts and Venturers that are looking to enjoy a 12-Day trek throughout Philmont's rugged mountain wilderness in the Sangre De Cristo Range of the Rocky Mountains while learning about science, technology, engineering, and mathematics in the process. Hike and learn about Forestry, Wildlife Management, Geology, Botany, Watershed Management, Physics, Chemistry, Astronomy, Stream Ecology, and Range Management. STEM Trek participants will hike alongside Philmont staff with academic backgrounds in the subject matter and have experience with outdoor education. Participants depart the morning of the thirteenth (13<sup>th</sup>) day (July 28 and August 3 are departure dates).

2018/2019 Dates & Fees	
Sessions/Dates	#1: June 10 – July 22 #2: July 16 – July 28 #3: July 22 – August 3
Cost	2018 = \$940 2019 = \$970
Age	14 by program start date; not yet 21 by program conclusion
Length	12 days and nights

## APPENDIX G – FALL & WINTER PROGRAMS

### AUTUMN ADVENTURE

The fall is a great time to experience Philmont. Autumn Adventure treks are scheduled from September through October. Each trek can be customized to fit the schedule of the group attending and can vary from a leisurely day hike to an extended backpacking expedition.

Autumn Adventure is open to crews of seven to 12 participants accompanied by an Autumn Adventure Guide. Larger groups are organized into multiple crews. A crew may be assembled from a Boy Scout Troop, Venturing Crew, Explorer Post, or an all-adult group such as a unit, district, or council committee members. All participants must be registered members of the BSA.

Youth participants must be at least 14 years of age or in 8<sup>th</sup> grade and at least 13 years of age at the time of participation. Youth groups must be accompanied by at least two adult leaders. Coed youth groups must have at least one adult male and one female adult Advisor.

Every participant is required to have a current medical examination within the previous 12 months and meet requirements for physical condition. Philmont requires at least one crew member be certified in Wilderness First Aid and CPR.

The following programs are offered through Autumn Adventure:

- **All-Adult Trek** – A great opportunity for team building and planning for your unit, district, or council. What better way to bring a group together than fly fishing on the Rayado Creek or enjoying the changing aspen?
- **Rock Climbing Trek** – This hands-on experience focuses on skills and interests related to rock climbing. Try your hand at climbing various types of rock including sandstone and dacite porphyry. Limited spots available.
- **Mountain Bike Trek** – Cover more ground with this exciting program. Travel the backcountry roads and trails on two wheels. Must be comfortable spending extended time on a mountain bike. Limited spots available.
- **Backpacking Trek** – A great experience for Scouts during fall break. This experience is for crews of 7 to 12 members with youth giving leadership to crew. Go for your 50-Miler Award or enjoy the backcountry while focusing on rank advancement and merit badges.
- **Fly Fishing Trek** – Tie some flies and cast away along the beautiful water features at Philmont Scout Ranch. This program focuses mainly on fishing and hopefully some catching as well. Limited spots available.
- **Council/Group Planning Retreat** – Gain familiarity with the ranch including pre-trek planning and training, remote locations in the backcountry, and the skills required to achieve success at Philmont. This program can be more focused in base camp or backcountry as desired.
- **Family Retreat** – Strip away the distractions of everyday life and spend some time getting to know your family. This program is hosted by Philmont's Training Center and caters to your family needs with roofed housing, activity centers, and transportation to scenic nearby attractions.

### WINTER ADVENTURE

Participants in Winter Adventure learn to camp comfortably in cold weather and enjoy Philmont's beauty in winter. After an initial training session, several program options are available to each group depending on its interests, the weather, and snow conditions. Crews hike through the backcountry, sleep in tents or snow shelters, participate in activities such as ski touring and snowshoeing, snow shelter building, winter ecology, Search and Rescue Merit Badge, and avalanche beacon education.

Winter Adventure expeditions are scheduled around weekends from late December through March. Space is limited, and each season fills up quickly, so make your reservations early!

The Winter Adventure program is available to crews of 6 to 12 participants which will be accompanied by a Winter Adventure Guide. A crew may be assembled from a Boy Scout Troop, Venturing Crew, Explorer Post, and must have a majority of youth participants. All participants must be registered members of the BSA.

Each crew must have at least two registered adult Advisors. One of the Advisors must be at least 21 years of age or older; the second Advisor must be at least 18 years of age. For coed Venturing Crews and Explorer Posts, there must be a male and female Advisor, both at least 21 years of age or older. Youth participants must be at least 14 years of age or in 8<sup>th</sup> grade and at least 13 years of age at the time of participation.

Every participant must be in good physical condition and present an Annual BSA Health and Medical Record form with a current medical examination filled out by their physician (within the past 12 months).

A typical Winter Adventure trek lasts three days, scheduled over a weekend, but the length of the trek can be adjusted to fit the schedule of the group attending. However, groups that wish to limit their trek to only the weekend will have limited time for program activities.

- **Special Holiday Program** – Philmont offers a special deal on Winter Adventure between Christmas and New Year's.
- **Cold Weather Camping Program** – Winter Adventure is based on Northern Tier's Okpik program which teaches participants how to camp comfortable during cold winter months.
- **Learn Winter Camping Basics** – With the help of a trained Winter Adventure Guide, you will learn to camp, cross-country ski, and build snow shelters.
- **Camp Comfortably in the Cold** – Winter Adventure's main goal is to teach crews how to be "comfortably cool" while out in the cold, giving Scouts skills to take home and use in their own cold weather camping programs.
- **Downhill Skiing Package** – For a small extra fee, you may add a day of downhill skiing at the beautiful Red River Ski Resort when you participate in Winter Adventure.
- **Cross Country Skiing Package** – For a small extra fee, you may add a day of cross country skiing at the Enchanted Forest Cross Country Ski Area when you participate in Winter Adventure.

## LEAVE NO TRACE MASTER EDUCATOR COURSE

The five day Master Educator course is designed for people who are actively teaching outdoor skills or providing recreation information to the public. This valuable training is recognized throughout the world by the outdoor industry, land management agencies, and the outdoor recreation community. Master Educators can train others in Leave No Trace skills as well as facilitate Leave No Trace Trainer courses and awareness workshops.

This course is offered during one week of the Autumn Adventure season. The dates for 2018 are September 23-29. Please contact Philmont Registration for additional information.

## APPENDIX H – EQUIPMENT LISTS

To help prepare for your adventure, Philmont recommends the following personal and crew equipment. If you have any questions on any of the items included in the Equipment Lists, please contact Philmont's Tooth of Time Traders at (575) 376-2281 or [toothoftimetraders@scouting.org](mailto:toothoftimetraders@scouting.org).

### YOUR PERSONAL EQUIPMENT

#### LOWER BODY LAYERS

You will need 1-2 synthetic insulating layers. All must fit comfortably over each other so they can be worn in combination.

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Base Layer	1	Long underwear bottom, mid-weight, synthetic or wool. Used for cold mornings or evenings & as extra warmth while sleeping.	T	
Rain Pants	1	Lightweight & sturdy	T, A	
Long Pants	1	Pants needed for spar pole climbing, horseback riding, cold weather, and conservation project. No heavy jeans		
Underwear	3		T	
Hiking Shorts	2		T	

#### UPPER BODY LAYERS

It is imperative to layer your clothing, combining different garments to achieve protection from the elements and optimum insulation. Synthetic or wool layers are recommended as they insulate when wet. Avoid cotton as it does not insulate when wet.

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Base Layer	1	Long underwear top, mid-weight, synthetic or wool. Used for cold mornings or evenings & as extra warmth while sleeping.	T	
Middle Layer	1	Wool sweater or fleece pullover	T	
Top Layer	1	Lightest and warmest available. Wool or fleece is best since they both provide warmth if wet.	T, E	
Rain Jacket	1	Sturdy, waterproof jacket with a hood. Layer over fleece for extra warmth.	T, A, E	
Shirt – Short Sleeve	2	Moisture wicking; avoid cotton.	T	
Shirt – Long Sleeve	1	Moisture wicking; avoid cotton. Warmth layer for cold mornings or evenings.	T	
Sports Bra	2	Synthetic blend	T	

#### HEAD/NECK/HANDS

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Wool or Fleece Hat	1	Preserves body heat during cool evenings and while sleeping.	T	
Glove Liners or Mittens	1	Polypro or wool is best for warmth in cool, wet conditions. Work gloves for conservation projects are provided.	T	
Baseball Cap or Wide Brim Hat	1	Protect ears and face from the sun.	T	

#### PACKS AND BAGS

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Backpack	1	Internal frame 75L (4600 cubic in) External frame 65L (3966 cubic in) Rental available w/pack cover = \$30	T	
Summit or Daypack	1	For side hikes	T, S	
Lashing Straps	1	To hold sleeping bag or other gear on pack.	T	
Gallon Ziploc Bags	6-12	Keep your gear dry and clothing organized.	T	
Pack Cover	1	Waterproof; make sure it fits over the pack when full and any external items.	T, A	
Small Stuff Sacks	2-3	Pack personal items and keep organized.	T	
Ditty Bags	2-3	Put all personal smellables in one bag to and raise in the bear bag at night.	T	

## SLEEPING GEAR

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Sleeping Bag	1	Rated to 20°F and less than 4 lbs.	T	
Waterproof Stuff Sack	1	Alternatively you can also use a compression sack lined with a plastic trash bag.	T	
Sleeping Pad	1	Provides padding and insulation from the ground.	T	
Sleep Clothes	1 set	Worn only in your sleeping bag; T-shirt and gym shorts are acceptable.	T	

## FOOTWEAR

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Boots	1 pair	Well broken in boots that are durable and fit comfortably. Trail runners are accepted, but boots with ankle support are highly recommended.	T	
Socks	3 pairs	Synthetic or wool.	T	
Liner Socks	3 pairs	Synthetic or wool; wicks away sweat from foot and can help prevent blisters.	T, O	
Camp Shoes	1 pair	Sturdy, lightweight, closed-toe shoes; Used in camp, on side hikes, for rock climbing, biking, etc.	T, O	

## MICELLANEOUS ITEMS

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Bowl	1	Deep bowl; lightweight material	T	
Mug/Cup	1	12-20 oz.; measuring style recommended.	T, O	
Spoon/Spork	1	Lightweight	T	
Water Bottles	4+	Waters bottles should have 1 quart capacity; any combination of bladders and bottles are accepted, but at least one water bottle is necessary; minimum total water capacity per person = 4 quarts	T, A, BB, E	
Pocket Knife	1	Small knife for opening food packages and water purification tablets.	T, A, S, E	
Matches or Lighter	1	Pack in waterproof container for lighting camp stove; can be shared w/buddy or among the crew.	T, BB, S, E	
Flashlight or Headlamp	1	Durable and lightweight; everyone in the crew should have a personal light source; bring extra batteries.	T, E	
Trekking Poles w/rubber tips	1 pair	Rubber tips prevent erosion of trails; can reduce impact on ankles and knees by up to 25%; improve balance especially on stream crossings.	T, O	
Philmont Sectional Maps	2 sets	Overall maps are not suitable for navigation; sectional maps provide more detail for accurate navigating.	T, A, S, E	
Compass	1	Liquid filled compass w/rotating dial is optimal.	T, A, S, E	
Bandana or tube headgear	2	Serves as a washcloth, hot pot holder, and a variety of other uses.	T, BB	
Money	\$20-\$50	ATM in base camp; small bills; backcountry trading posts have a variety of items.	BB	
Lip Balm	1	Moisturizing balm with SPF 25+	T, A, BB	
Soap	1	Biodegradable; for body and clothes; small amount needed.	T, BB, S	
Toothbrush	1	Travel size	T, BB	
Toothpaste	1	Small amount needed.	T, BB, S	
Camp Towel	1	Quick drying and small.	T	
Tampons and/or Pads		Strongly recommended for all female participants to bring; enough supplies for duration.	T, BB	
Personal Medication		Enough for entire trek.	BB	
Sunglasses	1		T	
Watch	1	Several recommended throughout crew members; preferable with an alarm feature.	T, O, E	
Camera	1	Bring sufficient supply of batteries and memory cards.	T, BB, S	

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Whistle	1	To signal an emergency	T, E	
Fishing Equipment	1	Some itineraries have fishing opportunities.	T, O	
Fishing License	1	NM State fishing license required; Purchase at Tooth of Time Traders or <a href="http://www.wildlife.state.nm.us">www.wildlife.state.nm.us</a> .	T, O	
Postcards	1+	Pre-stamped; Mailing available while on trek.	T, O	
Foot Powder	1	Can soothe tired feet, absorb moisture, and reduce chance of blisters.	T, BB, S, O	
Notepad & Pen	1	For journals or emergency messages; The Philmont Passport is great for journaling.	T, BB, O	

**CODE:** (T)=Available at Philmont's Tooth of Time Traders; (A)=Easily accessible in pack or carried on person; (BB)=Packed in bear bag at night; (S)=Share with a buddy; (O)=Optional

#### ITEMS PROHIBITED:

- Deodorant
- Radios
- MP3 Players
- Video Game Devices
- Hammocks
- Turkey Bags
- Bear Bag Pulley Systems

#### EQUIPMENT PROVIDED BY CREW

Necessary items for each crew to bring or purchase upon arrival.

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Sewing Kit	1	Heavy thread & needle used to repair pack, tents, clothing, etc.	T	
Tent Stakes		5 tent stakes per person for tents and dining fly.	T	
Water Container	2-3	Collapsible containers; 2.5 gallon capacity.	T	
Backpacking Stove	2	Ability to safely hold an 8 quart pot.	T	
Fuel Bottle	2	1 quart capacity	T	
Multi-Tool	1		T	
First Aid Kit	1	See recommended items in the <i>Guidebook to Adventure</i> or Appendix I	T, BB	
Duct Tape	1	For repairs on the trail	T, BB	
Spices		For cooking	T, BB, O	
Waterproof Ground Cloth	1 per tent	5' x 7'	T	
Nylon Cord	3	50 feet in length; 1/8 inch in diameter	T	
Sunscreen	2-3	6oz tubes; SPF 25 or higher	T, BB	
Insect Repellent	2	Small bottles, no aerosol spray cans	T, BB	
Water Purifiers or Filters	2-3	Optional; Philmont will provide Micropur water purification tablets; if using a water filter, you must still use a purifier to eliminate viruses.	T	
Trowel or Shovel	1		T	
Carabiner	1	Carabiner must be climbing rated for use rigging "oops" bag with bear bags.	T	



## EQUIPMENT ISSUED BY PHILMONT

Each crew of 7-12 persons is issued the following equipment free of charge (except for any damage or replacement charges upon return).

EQUIPMENT	QTY	COMMENTS	CODE	CHECK
Thunder Ridge Shelter (Dining Fly)	1	12' x 10'; weight 2lbs, 3oz; Crews may bring their own; A wide/short dining fly is preferred over a tall narrow one.		
Collapsible Poles	2	For dining fly; weight 1lb, 5oz; Trekking poles are a convenient substitute.		
Philmont Thunder Ridge Tent	1 per 2 ppl	Weight with poles 5lbs, 13oz; Footprint 88" x 54"; Personal tents must be fully enclosed; Single person tents are NOT allowed due to larger overall camp impact, except in the event of odd numbered crews or male/female tenting needs.		
Cooking Pot	1	8 quart aluminum pot with lid; weight 1lb, 12.8oz; Must be large enough to cook for everyone in the crew; Must be large enough to fully submerge dishes and utensils for sanitizing before eating.		
Dishwashing Pot	1	8 quart aluminum pot without lid; weight 1lb, 4oz; Must be large enough to heat water for washing and rinsing.		
Large Spoon	1	3oz		
Hot Pot Tongs	1	4oz; Multi-tool with pliers or hook can be used instead.		
Plastic Trash Bags	10	Personal preference; multi-purpose	C	
Salt/Pepper		Personal preference for meals.	BB, C	
Dishwashing Soap	1	Camp Suds; a little goes a long way.	BB, C	
Hand Sanitizer	1	Personal hygiene	BB, C	
Scrub Pads	1	1 large piece that can be cut into smaller pieces for cleaning pot and dishes after dinner.	BB, C	
Water Purifier Tablets	10 per prsn	Crew will receive 1 sheet that holds 10 tablets for each person in their crew; 1 Micropur tablet treats 1 liter of water; save empty sheets for resupply at backcountry commissaries.	C	
Bear Rope	2-3	Nylon; weight 1lb, 3.2oz each; 100 feet in length, 1/4 in in diameter; We require that crews use Philmont bear rope or personal rope of equivalent dimensions; Smaller ropes are more difficult to hoist, can fray, and can either snap on bear cable or damage bear cable; 2 ropes on Philmont property, 3 ropes off Philmont property.	BB	
Bear Bags	5-8	For hanging food and other smellables; weight 1lb, 8oz; can hold up to 20 liters.	BB	
Food Strainer & Scraper	1	8oz	BB	
Toilet Paper		Please refrain from binging personal toilet paper—it could be considered smellable and may not be biodegradable.	C	

**CODE:** (T)=Available at Philmont's Tooth of Time Traders; (A)=Easily accessible in pack or carried on person; (C)=Available for resupply at commissary camps; (BB)=Packed in bear bag at night; (E)=The Essentials for Hiking at Philmont; (S)=Share with a buddy; (O)=Optional

## APPENDIX I – MEDICAL TREATMENT & FIRST AID KIT

Each crew carries its own first aid kit to treat minor cuts, bruises, scratches, and burns. Philmont requires that at least two persons in each crew be currently certified in Wilderness First Aid and CPR or the equivalent. More serious cases must be treated by Philmont's medical staff, which includes doctors, nurses, and medical students. All staff camps have two-way radios for reporting serious illnesses and injuries to the Philmont Infirmary. The nature of the injury and the patient's location determine whether to transport to Headquarters or a medical staff member goes to the patient.

Everyone who gives first aid when blood or body fluids may be present must wear latex gloves. Anyone who comes into contact with body fluids or substances should immediately wash with soap and water the skin surfaces that came in contact with body fluids. Report it at the next staff camp so that they can contact the Philmont Infirmary.

Several Philmont employees are certified by the New Mexico State Police to serve as Field Coordinators for search and rescue operations. When necessary, Philmont can request resources from throughout the state of New Mexico and adjacent states including trained search and rescue personnel (in addition to the Philmont staff), search dogs, trackers, helicopters, and other support. Philmont has written plans for managing different types of emergencies that may arise. Staff are trained in how to respond to emergencies that are most likely to occur.

The most common injuries and illnesses treated at Philmont are:

- Sprains (knee or ankle)
- Abrasions/Lacerations
- Altitude Sickness
- Dehydration
- Upper Respiratory Infections
- Upset Stomach
- Sore Throat

First aid providers should be knowledgeable in recognizing and treating these ailments.

### FIRST AID KIT

These items are recommended for a first aid kit to be used by a crew en route to, during, and returning home from a Philmont trek.

25 Assorted Band-Aids	Blister Kit
10 Gauze Pads 4x4	Antihistamines (Benadryl)
1 Tape Roll 1"x5 yards	Disposable Alcohol Wipes
1 Elastic Bandage 4"	Triple Antibiotic Ointment
Hydrocortisone Cream	CPR Barrier Device
Tylenol	Triangular Bandage
Ibuprofen	Small Scissors
Antacids	Throat Lozenges
Medicated Foot Powder	Tweezers
Non Latex Gloves	Ziploc or Small Biohazard Bag

Charges for maintenance medication dispensed by the Infirmary must be paid at the Registration Office. Many "over the counter" medicines and first aid supplies are available at the Tooth of Time Traders and backcountry trading posts.

# APPENDIX J – OFFICIAL PHILMONT SHAKEDOWN GUIDE, PART 1

Revised September 1, 2017

Refer to the Philmont website <http://philmontscout ranch.org/filestore/philmont/pdf/ShakeDownGuideP1.pdf> and

<http://philmontscout ranch.org/filestore/philmont/pdf/ShakeDownGuideP2.pdf> for updates to this guide and the most up-to-date information regarding your trek preparation.

This guide is intended to be an all-encompassing tool for crews to utilize in order to prepare for an upcoming Philmont trek. It is highly recommended that crews participate in at least two shakedown hikes prior to their trek. To help facilitate this, we have split this guide into two separate documents to allow the crew to focus on different topics on each hike.

In Part 1, we will cover crew leadership positions, gear and food selection, conditioning tips, and backcountry camping practices used at Philmont.

## CREW POSITIONS

- **Crew Leader** – Responsible for organizing the crew, assigning duties, making decisions, and recognizing the capabilities of each crew member. He/she leads by example and practices servant leadership to allow the crew to have an enjoyable and successful trek. The Crew Leader should have leadership capabilities that are respected by everyone and should be selected prior to the first shakedown hike. Successful Crew Leaders exhibit the following traits: positive attitude, attentiveness to all crew members' needs, and the ability to identify and resolve conflicts before they develop into larger issues.
- **Chaplain's Aide** – Responsible for leading the crew in following the 12<sup>th</sup> point of the Scout Law. They help the crew earn the Duty to God Award and lead daily devotionals from the *Eagles Soaring High* Booklet as well as facilitating Roses, Thorns, and Buds each night. The Chaplain's Aide should be selected by the crew prior to the first shakedown hike. On the shakedown hikes, it is a great time to start Roses, Thorns, and Buds with the crew. During Roses, Thorns, and Buds each crew member will say their rose (something they liked about the day), thorn (something they disliked about the day), and bud (what they are looking forward to tomorrow or in the near future). Each crew member should be allowed to talk uninterrupted to allow this exercise to facilitate crew bonding.
- **Wilderness Pledge Guia** – Responsible for helping the crew understand and follow the principles of the Philmont Wilderness Pledge and Leave No Trace. They help the crew earn the Wilderness Pledge Achievement Award with the help of the Ranger. They also help enforce Philmont's bear procedures. The Philmont Wilderness Pledge reads as follows:

Through good Scout camping, I pledge to preserve the beauty and splendor of the Philmont wilderness. I commit myself to:

1. An absence of litter and graffiti
2. Respect for wildlife
3. Conservation and proper use of water
4. Respect for trails and trail signs
5. Proper use of campsites

The seven principles of Leave No Trace are:

1. Plan Ahead and Prepare
2. Travel and Camp on Durable Surfaces
3. Dispose of Waste Properly
4. Leave What You Find
5. Minimize Campfire Impacts
6. Respect Wildlife
7. Be Considerate of Other Visitors

The Wilderness Pledge *Guia* should be selected by the crew prior to the first shakedown hike and should help the crew follow these two wilderness ethics both at home and at Philmont.

- **Lead Advisor** – The Lead Advisor is the principal Advisor responsible for coordinating a successful Philmont experience for each member of the crew. All adults support the Lead Advisor in accomplishing the duties of the Advisor. Advisors’ main role is to coach, mentor, and support the Crew Leader, Chaplain’s Aide, and Wilderness Pledge *Guia*. By doing this, the youth leaders will gain leadership experience throughout the trek and will be able to help all members of the crew develop into a strong team. The second primary role of the Advisors is to ensure the safety and well-being of each crew member:

First aid treatment; Administration of required medications; Proper water purification;  
Any time a stove is in use; Guidance and support of the crew through emergency situations.

Advisors also help foster positive crew dynamics, help settle disputes between members of the crew, assist with administering proper discipline if required, and ensure that the crew operates following all youth protection guidelines.

## GEAR SELECTION

Your Ranger will cover a gear shakedown with you in Base Camp before you depart for the backcountry. The purpose of the gear shakedown is to ensure everyone has the appropriate gear and clothing before leaving for the wilderness and to make sure unnecessary items are stored in Base Camp to save weight and bulk. Here is a list of the items most commonly asked about while preparing for a trek:

- **Backpack** – Internal frame packs are highly functional and most commonly used. The pack needs to have a padded hip belt. Anything between a 65-85 liter carrying capacity will fit personal gear, crew gear, food, and water. To properly pack an internal frame backpack, place the heavy gear along the spine and close to the hiker’s back to keep the center of gravity forward and low. Lighter gear should be packed at the top of the backpack and on the outer edges of the main compartment. Sleeping bags usually fit at the bottom of the pack. Avoid having loose/dangling gear, as it is more likely to get caught in vegetation and requires you to exert more energy to offset its swaying motion. Backpacks are available for rent from Outfitting Services in Base Camp for \$30 (this includes a pack cover as well). This is a great option for youth who you know will outgrow a pack in a year or two.
  - A video titled *How to Pack a Backpack* can be found on YouTube at: <https://www.youtube.com/watch?v=MA9nSJ7RuYY>
  - A video titled *How to Fit a Backpack* can be found on YouTube at: <https://www.youtube.com/watch?v=V8OMUn-tFoY&list=PL34836244149F115A>
- **Boots** – Mid to high top boots are highly recommended for ankle support on rocky, uneven trails. Boots should be well broken in before a Philmont trek. Waterproof boots are recommended: keeping your feet dry is one of the biggest keys to a successful trek.
  - A video titled *Choosing Your Hiking Boots* can be found on YouTube at: <https://www.youtube.com/watch?v=fG5UICHIWA8&list=PL34836244149F115A>
- **Stream Crossing Shoes** – Due to recent changes in annual weather patterns, streams at Philmont are running at their highest levels in 15 years. It is impossible to keep your feet dry in many stream crossings. It is highly recommended to bring camp shoes that can double as stream crossing shoes to prevent having to use hiking boots to cross knee-deep water. Old tennis shoes work great for camp/stream crossing shoes because they are lightweight, closed toed, can pack up small, and don’t cost anything since you already have them and can easily recycle them at the end of the trek. After crossing a stream, tie the stream crossing shoes to the outside of your



pack to let them dry off. They will be dry by the time you get to camp and it will be nice to let your feet flex and air out while wearing these shoes.

- **Tents** – Philmont requires closed-walled tents to prevent rodents, snakes, scorpions, and spiders from entering your sleeping facility. Two-person tents are required, as it is often difficult to find a spot to set up a larger tent in forested campsites. Mountain Safety Research (MSR) partnered with Philmont in 2012 and developed the Thunder Ridge tent specifically for use at Philmont. The MSR Thunder Ridge is a two-person, three-season tent and is available for crews to use free of charge while on their Philmont trek. Each MSR Thunder Ridge tent is washed using Nikwax Tech Wash® upon returning to Base Camp to ensure all Philmont-issued tents are clean and waterproof. Ground cloths (not provided) are required for use with the MSR Thunder Ridge tents and the dimensions of the tent are 88" x 54". Lightweight materials such as Tyvek work great as ground cloths and are affordable if purchased in bulk for the crew.



- **Sleeping Bags** – Philmont recommends a 20°F temperature rating on sleeping bags. Synthetic bags are easier to care for than down bags but a synthetic bag will not compress as small and will weigh more than a down equivalent. If a down bag is used at Philmont, it is recommended that the person using it is very experienced in its care since down loses all insulation value when wet. Sleeping pads are also highly encouraged for added warmth.
- **Pots** – Philmont requires all crews to have at least two pots. Both pots must be at least eight-quarts in size. The purpose of having the second pot is for the dishwashing process which requires one pot for washing and one pot for rinsing. All utensils will be sanitized in the early stages of the following meal's preparation process. The full dishwashing process (wash, rinse, and sanitize) is very important in the backcountry in order to prevent sickness on the trail. Eight-quart pots are available for crews to use from Outfitting Services in Base Camp free of charge.



- **Stoves** – White gas stoves are most commonly used at Philmont. Models such as the MSR WhisperLite, MSR DragonFly, and the Optimus Nova are great stoves for a Philmont backpacking trek. White gas stoves are preferred by most crews because they are more efficient at higher elevations and colder temperatures and the fuel bottles are refillable, making them more environmentally friendly than canister stoves. Canister stoves such as the MSR WhisperLite Universal and Optimus Vega are acceptable stoves for a Philmont trek due to their design of separating the canister from the stove, making it much more stable and safer than a typical canister stove that screws on directly above the fuel canister. Although they should not be used for cooking meals, canister stoves such as the MSR PocketRocket, Optimus Crux, and Jetboils work great for small items like boiling

water for coffee. (It is important to never use a windscreen with one of these stoves due to the fact that the heat source and fuel are both in the same enclosed space, making it highly combustible.) Backcountry commissary camps can refill white gas and have canister fuel available for purchase. It is recommended that a crew has approximately 6 oz. of white gas carrying capacity per person. Open flame stoves without a shutoff valve like BioLite stoves or alcohol stoves are not allowed at Philmont for safety reasons and wildfire risk.

- A video titled *Choosing The Right Stove For Philmont* can be found on Philmont's YouTube channel at: <http://www.youtube.com/watch?v=agWkvuVDJzc>
- **Patrol Cooking Method** – As mentioned above, crews are required to use two pots in the backcountry. The eight-quart pot is used for boiling water and re-hydrating food while the second pot is for dishwashing. Turkey bags or other bags used as a barrier between the cooking pot and the food are not allowed at Philmont due to the amount of extra trash created, which in turn requires extra use of gasoline for backcountry trash pickups. The purpose of the patrol cooking method is to give Scouts the opportunity to lead the cooking and cleaning processes during a meal in the backcountry by practicing servant leadership. By utilizing the crew duty roster, a Scout will be the assistant cook/dishwasher one night then the lead cook/dishwasher the following night.
  - A video titled *Philmont Backcountry Cooking Method* can be found on Philmont's YouTube channel at: [http://www.youtube.com/watch?v=UA\\_Q1ZnJDvQ](http://www.youtube.com/watch?v=UA_Q1ZnJDvQ)
- **Bear Ropes & Bear Bags** – Philmont requires crews to use two nylon bear ropes measuring 100' in length and ¼" in diameter to hang all smellables (A smellable is anything that might attract a bear. For a more detailed list, see the "Setting Up Camp" section). Bear ropes and bear bags are available for crews to check out from Outfitting Services in Base Camp free of charge. Crews are allowed to bring their own bear ropes and bags but the ropes must be the same dimensions as Philmont's (100' x ¼") and the bags must be able to be tied or clipped to the rope. Pulley systems are not allowed for use at Philmont due to their tendency to get jammed, their weight, and their lack of having two tie-off points. Two tie-off points are required so that if a bear cuts one line, the bags will still be suspended by the second line.
  - A video titled *How to Hang a Bear Bag* can be found on Philmont's YouTube channel at: <https://www.youtube.com/watch?v=DN2y50oUcS8>
- **Water Purification** – Katadyn Micropur® tablets are issued to purify untreated water at Philmont. These tablets are lightweight, pack down to almost nothing, and are provided for free. They kill protozoa, bacteria, and viruses whereas filters are only effective against protozoa and bacteria. You may bring water filters if you would like but it is not necessary due to the Micropur tablets you will receive in Base Camp.
  - A video titled *What You Need To Safely Treat Water In The Backcountry* can be found on YouTube at: <http://www.youtube.com/watch?v=GZAIUVfpDul>

## MENU

The Philmont trail menu is easy to replicate and your crew can practice cooking on your shakedown with the same kind of food you will be eating on your trek. Although the 2017 trail food menu may differ, here are examples of a few trail meals Philmont used in 2017:

<b>BREAKFAST</b> Instant oatmeal Pop Tarts Granola bar Turkey sausage links Hot cocoa mix	<b>LUNCH</b> Club crackers Cheese wedges Beef and cheese sticks Honey Stinger chews Corn nuts Gatorade	<b>DINNER</b> Jambalaya pasta Beef stick Fruit and nut trail mix Pecan sandies
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The complete 2018 trail meal menu is available online at:  
<http://www.philmontscoutranch.org/TrekPreparation/Dining.aspx>  
Look to the icons on the right side of the webpage for links to the ingredients list.



2017 trail meals are available for purchase for \$5.00 a bag. Each bag feeds two people. 2017 trail meals can be purchased online at:  
<http://www.philmontscoutranch.org/Camping/~./link.aspx?id=D5BEC69924704397B0C27E881D87C B69&z=z>

## PHYSICAL PREPAREDNESS

It is crucial to successful individual and crew experiences that hikers are in strong physical condition for their Philmont trek. In order to get into physical shape that is appropriate for a Philmont trek, crew members need to start exercising at least eight months in advance. The most important aspects to focus on are aerobic/cardiovascular and lower body strength. Here are some activity suggestions for getting in shape:

- Go to your local high school football stadium and run/walk up the bleachers for an hour-long session twice a week. Turn it into a crew experience and have every crew member join, ensuring that everyone is in great shape. Once this activity becomes easy for you, bring your fully loaded backpack with you to get an idea of how your pack will feel, allowing you to tinker with your pack and figure out which settings work best.
- Go cycling twice a week. The distance is up to you: the leg workout combined with the cardiovascular aspect makes cycling a great preparation activity for backpacking.
- Keep track of your exercises by recording a logbook and post the activities you did over the past week on a crew-wide board at each troop meeting. This will let others know how dedicated you are to your trek and your crew and it will keep everyone accountable for getting into shape.

In addition to physical activity, eating right will go a long way in helping you get in shape for Philmont. A balanced diet is essential to healthy living and as Scouts we have all pledged to keep ourselves physically strong. It is crucial that all crew members – youth and advisors – be in excellent physical condition for their trek: the crew will be able to get to camp faster and have more time for program opportunities such as rock climbing, shooting, horseback riding, etc. while also having more energy in general. The hard work put into exercising now will pay off tenfold by the time of your trek.

## DUTY ROSTER

As mentioned previously, the duty roster is a great tool that allows Scouts to learn new skills and teach those skills to another crew member the following day. It also allows Scouts to rotate through positions so that a single job does not become monotonous over the course of a 12-day period. The positions that should be included on a duty roster are: cooking, cleaning, bear bags, water/fire, and navigator. When set up appropriately, a crew member will go from being the assistant of a task one day to the leader of that task the following day then back to being an assistant of a new task, with the cycle continuing throughout the trek. For smaller sized crews, youth crew members might have to do multiple tasks each day and adult advisors should expect to assist with duties (but never as a leader of a task, only as the assistant). Here is an example of an effective duty roster:

		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
<b>Cooking</b>	Lead	Eric	Colin	Caleb	Matt	Jason	Katie
	Assistant	Colin	Caleb	Matt	Jason	Katie	Kyle
<b>Cleaning</b>	Lead	Caleb	Matt	Jason	Katie	Kyle	John
	Assistant	Matt	Jason	Katie	Kyle	John	Baden
<b>Bear Bags</b>	Lead	Jason	Katie	Kyle	John	Baden	Eric
	Assistant	Katie	Kyle	John	Baden	Eric	Colin
<b>Water/Fire</b>	Lead	Kyle	John	Baden	Eric	Colin	Caleb
	Assistant	John	Baden	Eric	Colin	Caleb	Matt
<b>Navigator</b>		Baden	Eric	Colin	Caleb	Matt	Jason

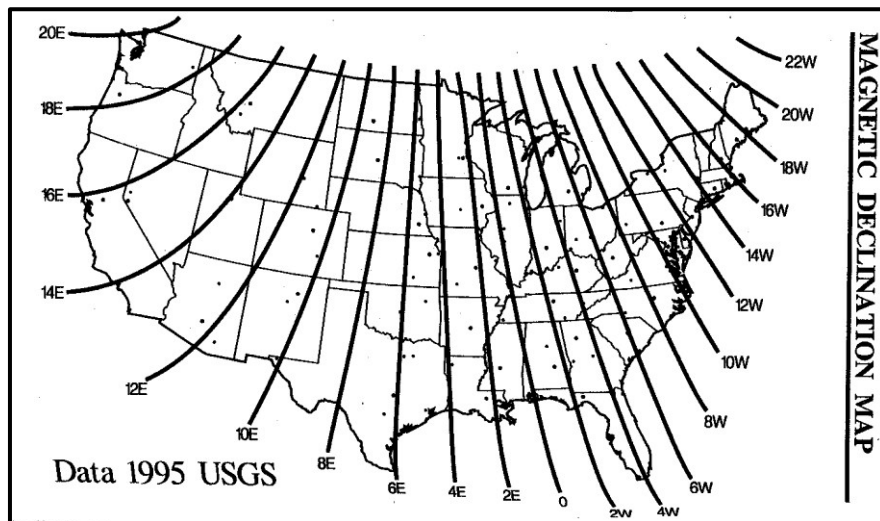
The duty roster should be written by the Crew Leader before the trek occurs. Here is a general guideline for each of the four positions:

- **Cooking** – Responsible for setting up the cooking area, boiling water, sterilizing dishes, and re-hydrating and serving the food.
- **Cleaning** – Responsible for boiling water for dishwashing, washing and rinsing dishes and utensils, stacking dishes by the sump, and emptying dirty wash water into the sump using the food strainer and “yum-yum bags” (yum-yum bags hold the dirty scrubby pad piece and leftover food particles from the cleaning process). The crew members responsible for cleaning also ensure the food strainer, scraper, yum-yum bags, and trash are hung in the “oops” bag at night.
- **Bear Bags** – Responsible for dividing bear bags from oops bags (bear bags will stay hung until the following morning; oops bags hold the night’s dinner, personal toiletries, medications, the first aid kit, etc. and are accessible for dinner and in case of an emergency), throwing bear rope over the bear cable, hoisting the bags, and tying the ropes off to trees. The two crew members responsible for bear bags should get the rest of the crew to help with the lifting and lowering of the bags due to weight and safety concerns.
- **Water/Fire** – Responsible for finding the closest water source, purifying, and bringing water back to camp. At some camps it will be a spring, well, or stream, all of which need to be purified. At other camps the water will already be purified and accessible from spigots. Water crew members should ask the rest of the crew to give them any of their empty bottles or bladders that need to be refilled. The crew members in charge of water retrieval can usually enlist the help of the advisors to help carry the water back to camp. Additionally, the crew members responsible for water retrieval will also be responsible for the building, lighting, supervision, and extinguishing of a campfire if there is no fire ban and your crew chooses to build one. Details for how to build a fire at Philmont can be found in the “Setting Up Camp” section of this guide.
- **Navigator** – Sets pace and hikes at the front of the crew, carrying a map and compass. At any trail junctions, orients the map and confers with the rest of the crew on which way to go.



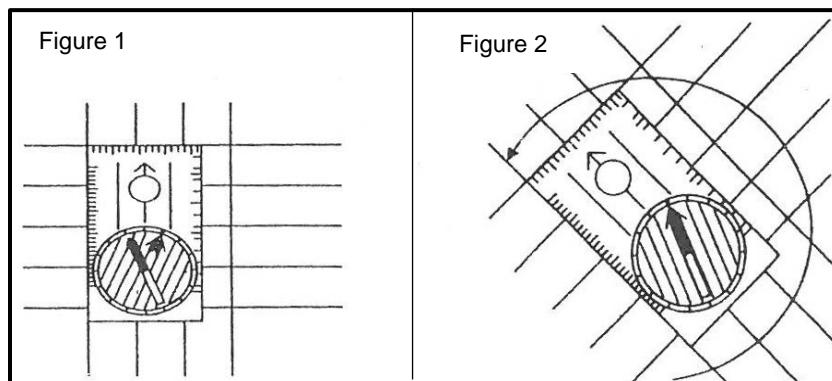
## BACKCOUNTRY SKILLS

- **Navigation** – Before you begin hiking, always remember to check your map. To do this effectively, you must first orient your map. Orienting the map involves using a compass to align the map with true north. To find true



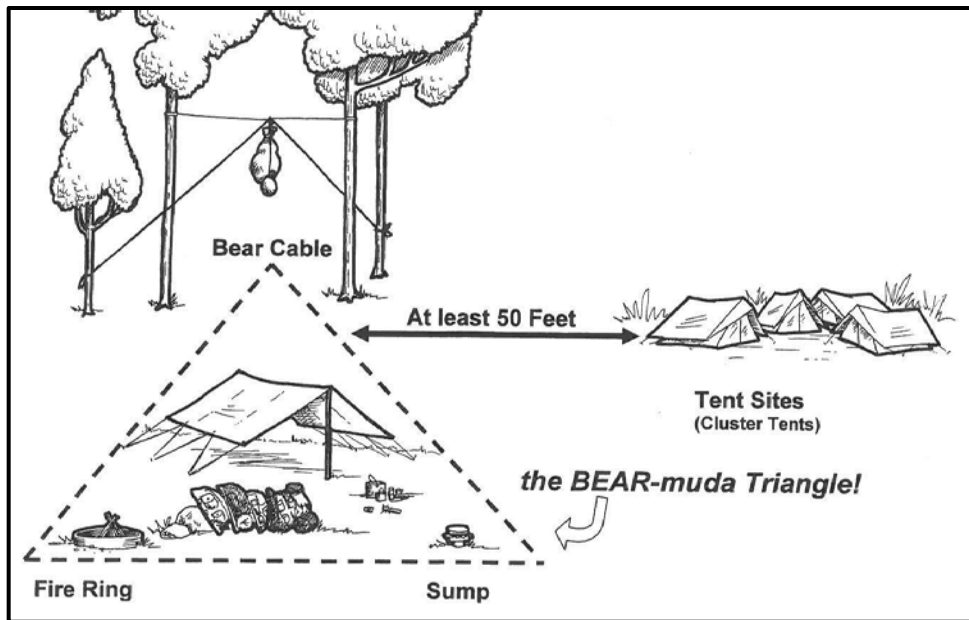
north, you must account for declination (the angle difference between true and magnetic north). Declination changes depending on where you are on the globe; here is a map showing the degrees of declination for the lower 48 states:

The declination at Philmont is right around 10° east which means we set our compass at 350°. Once the dial is set to 350°, align a straight edge of the compass with a grid line on the map so that the compass, not the compass needle, is aligned with north on the map's compass rose (Figure 1). Then rotate the map (with the compass lying on it) so that the compass needle is pointing toward the N on your compass dial (Figure 2; known as "red in the shed"). Now the map is oriented and you can accurately decide which trail to take to your destination.



- A video titled *How To Use A Map & Compass* can be found on Philmont's YouTube channel at: <https://www.youtube.com/watch?v=Vih43ViXVY8>
- **Starting the Hike** – The navigator should set a hiking pace that is comfortable for each crew member. Good communication between the back and front of the crew will help keep the crew hiking at a comfortable pace without getting separated. Crew members should be spaced out approximately every 8-10 ft. but a crew should never split up. Before a crew begins hiking, the navigator should ask the question: "Is anybody not ready?" The reason we phrase the question this way rather than, "Is everybody ready?" is because with the latter question all you would hear would be 11 voices saying "yes" and the one "no" would be drowned out.
- **Hiking Etiquette** – You will come across many crews over the course of your trek; knowing how to properly interact with them will help make your trek much more enjoyable. Additionally, proper hiking etiquette within your crew will help mitigate unnecessary tension and stress between crew members.

- **Pace** – Your crew should choose a pace that keeps the crew together and allows the crew to hike for extended amounts of time without needing to stop and take a break. If one crew member is significantly slower than the rest of the crew, have them hike near the front of the crew so that they can easily communicate with the navigator/pace setter.
- **Spacing** – It is common for crew members to hike too close together at Philmont and as a result, crew members are not able to see the views and wildlife all around them. It is recommended that crew members are spaced out about 8-10 ft. to allow them to look around and enjoy the views as well as stop in time if the person in front of them were to all of a sudden stop on the trail. The reason why you do not want your crew to be too spaced out is that part of the crew may go the wrong way at a trail junction, causing a search and rescue operation because the group was not hiking together as a solidary crew.
- **Breaks** – Crews should take breaks when needed and anyone in the crew should feel comfortable calling for a break. There are two kinds of breaks: a five-minute or less break and a 20-minute or more break. The reason for the two different breaks is the lactic acid buildup that will occur in your muscles after resting for more than five minutes. Lactic acid will leave your muscles feeling sluggish and you will exert much more energy if you hike during lactic acid buildup. After 20 minutes, the lactic acid will dissipate and your muscles will be able to move unrestricted. Additionally, make sure to never step on the critical edge of the trail, especially when taking breaks. The critical edge is the outside (or downhill) edge of the trail and stepping on it will weaken it and lead to the erosion of the trail.
- **Passing a Crew** – If you encounter another crew heading in the same direction you are hiking, take a five minute break. If you approach them again, take another five minute break. If you approach them a third time, ask if you may pass. If you do pass the other crew, do not stop for at least 45 minutes to prevent the two crews from leapfrogging one another.
- **Another Crew Passes You** – As stated earlier, a crew hiking behind you will probably ask if they can pass you. If they do, let them hike in front since you may not have seen them the other two times they approached you. Once passed, taking a five minute break is a good idea just to give the two crews spacing.
- **Right of Way** – When two crews meet on a hill and are hiking opposite directions, the crew hiking uphill has the right of way and the crew hiking downhill should step off the trail allowing the other crew to pass. The reason for this is that it is harder to get your momentum going uphill than downhill.
- **Pack Animals** – Cavalcade crews or crews with a burro always have the right of way. Listen to the directions of the Horseman or Wrangler for which side of the trail to move to.
- **Stream Crossings** – Cross streams and bridges one person at a time. Unbuckle your hip belt and sternum strap so that if you fall in, you can quickly escape your pack and avoid drowning. The navigator should continue about 30 ft. up the trail and wait for the rest of the crew. When the last person crosses the stream they should call out “All across” then the navigator will ask the question: “Is anybody not ready?” before hiking on.
- **Trekking Poles** – If you decide to use trekking poles on your trek, make sure to use rubber tips to save our trails from erosion. Trekking poles can reduce the impact on your knees by up to 25% while backpacking but we have found that trails erode much quicker when the sharp tip of the poles are exposed.
- **Setting Up Camp** – When you arrive at your day’s destination, you will need to start setting up camp before anything else. The general rule of thumb is to take care of crew gear before personal gear. The order of campsite setup is as follows:
  - **Identify the Bear-muda Triangle**
    - Fire Ring
    - Sump
    - Bear Cables



- Smellables always stay inside the Bear-muda Triangle
- Smellables include, but are not limited to the following:

- |  |   |   |
|--|---|---|
| • Food   | • Soap and shampoo                            | • Sunscreen                                       |
| • Trash  | • Extra batteries                             | • Insect repellent                                |
| • Water bottles that have ever had anything other than water in them | • Film from disposable cameras                | • Food strainer, yum-yum bag, and condiments bag  |
| • Unwashed dishes  | • Deodorant (should not have or use on trail) | • Clothes that have food or drink spilled on them |
| • Squishy bowls  | • Foot powder                                 | • Vomit   |
| • Medicine   | • Toothpaste/toothbrush                       | • Roll of duct tape                               |
| • Feminine hygiene products  | • First aid kit                               |   |
| • Tobacco  | • Chap stick                                  |   |

- **Create 3 piles of gear around the fire ring**
  - Food
  - Crew gear – dining fly, stoves, pots, bear ropes, bear bags, toilet paper, etc.
  - Personal smellables – toiletries, medications, etc.
- **Decide what will go in the bear bags and what will go in the “oops” bag**
  - Typically, all food other than the night’s dinner will go in the bear bags along with anything else that will not be needed until morning.
  - The oops bag typically has the night’s dinner, the cleaning supply bag, personal smellables, the first aid kit, and smellable water bottles (a water bottle that has ever had anything other than water in it).
- **Hang Bear Bags**
  - Always check that there are at least two tie-off points behind you before throwing the rope.
  - Never attach a rock, carabiner, water bottle, or anything of weight to the rope prior to throwing over. The reasons for this are: 1) the weight could wrap around the cable and the rope will get stuck; 2) the weight could swing back around and hit someone; and 3) the carabiner could clip onto the cable.
  - The rope should have a loop exactly in the middle. Fold the rope back so that you are throwing a 50 ft. double-line. Throw the end with the loop and make sure to hold the tail ends.
  - Once the bear rope is over the cable, attach a weight-bearing carabiner to the loop you threw over the cable.

- Tie the bear bags to alternating sides of the loop by using lark's head knots.



1. Make a loop.



2. Put your hand through the loop.



3. Grab the two pieces of rope and pull through the loop.







4. Make sure the entire top of the bag is through the knot.

5. Move the knots as close to the carabiner as possible.

- Pull the second bear rope (now referred to as the “oops” line) halfway through the carabiner.
- When all the bear bags are tied to the rope, have 6-8 Scouts pull on the free end of the rope to raise the bags. It is important that no one stands underneath the bear bags at any time in case they fall.
- When the tops of the bags are approximately 4” lower than the line, separate the two ropes and tie off to two separate trees. Use sticks between the bark of the tree and the rope to prevent girdling (permanent damage that kills the tree). Wrap the rope around the sticks and trunk of the tree at least three times and tuck the excess rope into the wrapped rope. The reasoning for tying off to separate trees is because if a bear knocks down or cuts one of the lines, there is still a second rope suspending the bags as a backup.



- If you will not be cooking dinner within the next 30 minutes, hang the “oops” bag.
- Tie-off the “oops” bag near the center loop of the “oops” line by using a lark’s head knot. Pull the “oops” line to raise the “oops” bag to the bear bags and tie the two ends of the “oops” line to two unused trees. (If there are no unused trees, you may tie the “oops” line to the same trees the bear line is tied to. Make sure to leave at least a foot of separation between the “oops” and

bear lines.) Wrap the rope around the sticks and trunk of the trees just like with the bear rope and tuck the excess rope away.

- The bear bags should be more than a person's wingspan away from the closest tree (at least 6 ft.) and high enough that the tallest person in the crew cannot touch them while jumping (about 10 ft.). These spacing requirements are intact so that a bear cannot climb the tree or stand on their hind legs and reach the bags.
- **Set Up The Dining Fly**
  - Must go inside the Bear-muda Triangle, near the fire ring.
  - Whenever you are setting up the dining fly or a tent, keep in mind the four W's:
    - Wind – set up so that a corner is facing into the wind for stability
    - Water – avoid setting up over drainages that would flood when it rains
    - Wildlife – avoid setting up over game trails, ant hills, gopher holes, etc.
    - Widow Makers – avoid setting up under dead trees or limbs that could fall on you
  - Using a 25' x 1/8" rope and two small sticks, attach the dining fly to the rope using lark's head knots and tie-off to two poles using a clove hitch. (Hiking poles can be substituted in place of the aluminum poles.)



- Use a taut line hitch to stake the rope into the ground.
- Stake the four corners. Stake the two sides too if you have extra stakes.



- The dining fly is a great place to eat if it is raining. No open flames should be under the dining fly at any time. Stoves, fuel bottles, and toilet paper should be stored under the dining fly at night. Packs should not be piled up under the dining fly because if one person left a smellable in their pack, every pack would be destroyed. It is better for everyone to put their pack cover on and lean their pack against a tree in the fire ring area. Additionally, packs are never clean and should be kept in the Bear-muda triangle at all times, not near tents.
- The dining fly may be tied to trees. This allows the dining fly to be tied in either the standard A-frame style (shown above) or a lean-to style. It also enables you to determine which style works

best for the environmental element you are trying to eliminate (ex. A-frame for rain, hail, and wind; Lean-to for sun and shade).

- The dining fly must still be setup within the Bear-muda Triangle.
- When securing to trees, sticks must be placed between the rope and tree to prevent damage to the tree (as with bear bags). If tying to trees, lines need to be tied at either 3 ft. and lower or 7 ft. and higher – tying between these heights may lead to injury.
- Wrap the rope around the tree at least one full rotation then tie a taut line hitch to make the fly adjustable and sturdy enough to remain secured in high winds.

#### ○ **Set Up Tents**

- Tents must be at least 50 ft. away from any part of the Bear-muda Triangle.
- Remember to check the four W's before setting up your tent.
- Tents should be placed in a tight cluster about 5-7 ft. apart and not in any geometric shapes like circles, squares, or lines. The reason for this is because an animal may feel trapped if it walks inside the circle and may become aggressive. Also, if the tents are set-up in a line, there is the possibility that a deer would try jumping over a tent without seeing the tents behind it, knocking them down and injuring people inside.
- There should be no isolated tents as the majority of bear attacks involving tents happen to an isolated tent.
- Some people have inquired about using hammocks on their trek but they are not allowed at Philmont due to damage on trees (girdling), the safety concern of someone walking into it at night, wildlife doing damage to it, and weather concerns.
- The only items allowed inside a tent are a sleeping bag, sleeping pad, sleep clothes, flashlight, book, eyeglasses (no contacts), rain jacket, fleece, boots, socks, camp shoes, and emergency medication such as EpiPens®, inhalers, and diabetic medication. (All emergency medication should be wrapped in a sock and placed inside the right boot.)
  - A video titled *How To Setup A Campsite* can be found on Philmont's YouTube channel at: <https://www.youtube.com/watch?v=BPnwAUhQjMA>

#### ○ **Begin Preparing For Dinner**

- Dinner preparation should be in or near the fire ring.
- Gather all appropriate dinners for the evening meal.
- Set out an unused bear bag on the ground as the "kitchen countertop".
- Emphasize that crew members should minimize the amount of walking they do near the kitchen area and the cooks should be the only people inside the kitchen area. The purpose of this is to limit the amount of dirt that is kicked into the food. Also, more movement around the kitchen increases the chance of the pot getting knocked over.
- The cooks should be wearing closed toed shoes in case the pot with boiling water spills over.
- The cooks should start boiling about four quarts of water depending on the meal.
- The cooks should open all the dinner meal bags and organize the individual food packets on their kitchen countertop.
- Bowls, spoons, and all utensils that will be used for the meal should be placed on the kitchen countertop.
- Once the water reaches a rolling boil, all dishes must be sanitized for at least 30 seconds in order to prevent illness on the trail. (By sanitizing immediately before a meal rather than the





night before, you are able to save on fuel and water by having two uses: sanitizing and rehydrating.)

- Pour the dehydrated meal into the empty eight quart pot.
- Turn the stove off and carefully pour the hot water into the eight quart pot with the food. Use your best judgment on how much water to add. You can always add more water later but once it is added, it cannot be easily removed.
- Stir the food thoroughly with a large spoon to ensure all the food is getting rehydrated.
- Place the lid on the pot and let sit for 10-12 minutes or follow the directions on the food bag.
- Say grace.
- Stir the food one last time and serve.
- **Eat Dinner**
  - Make sure to be careful while eating: any clothing that has food spilled on it needs to be hung in the bear bags at night.
  - Encourage your crew to eat all of the food as this will make the cleanup process much easier.
  - Consolidate the trash into one empty meal bag and collect the other empty meal bags, shiny food wrappers (Terracycle), and paperboard for recycling.
- **Clean Up**
  - Once the food is all gone, use the leftover hot water (no longer boiling and now warm) to pour into the dirty food pot, now referred to as the “wash pot”. Add 3-4 drops of Campsuds® biodegradable soap into the wash pot and cut a small 1.5” x 2” piece off of a scrubby pad.
  - Pour one quart of water into the pot that was used to boil the water originally. This pot is now referred to as the “rinse pot”.
  - Gather all dishes and utensils used in the dinner and begin scrubbing them in the wash pot starting with the cleanest items first, rinsing them in the rinse pot, and stacking them up by the sump to dry for the night.
  - Once all the dishes are cleaned, scrub the wash pot of all the food particles and bring the wash pot, rinse pot, food strainer, scraper, and two yum-yum (Ziploc®) bags over to the sump.
    - A video titled *How To Wash Dishes* can be found on Philmont’s YouTube Channel at: <https://www.youtube.com/watch?v=eLt8XjCG7So>
- **Sump**
  - Pour the wash water through the food strainer and into the sump.
  - Use the scraper to remove all food particles from the food strainer and place the food particles into one yum-yum bag.





- Pour the rinse water into the wash pot and swirl around to rinse out any remaining soap or food.
- Pour the rinse water out of the wash pot through the food strainer and into the sump. Clean away any food particles from the food strainer and sump screen by using the scraper. Place the food particles and used scrubby pad in the “yum-yum” bag and treat as trash by hanging them up in the “oops” bag at night.
- Place the food strainer and scraper into the unused yum-yum bag and also hang them up in the “oops” bag at night.
- **Hang “Oops” Bag**
  - Let crew members brush their teeth, remove contacts, take medication, etc.
  - Have every crew member double check their pockets, pack, and the campsite in general for any smellables. The Wilderness Pledge Guia should reinforce bear procedures every night on trail.
  - Pack up all trash, food, ditty bags, first aid kit, and smellable water bottles into the oops bag. Ideally, smellable water bottles should be empty so that the “oops” bag is not as heavy to lift.
  - In order to save space, you should clip your smellable bottles onto the “oops” rope, outside of the bags.
  - Tie the “oops” bag to the “oops” line, raise the bag, and tie-off to two unused trees using sticks around the trunk.
- **Campfire**
  - Make sure campfires are allowed where you are camping. Due to Philmont’s arid landscape and high winds, a fire ban is common during the summer months.
  - Sticks should be no longer than your forearm and no wider around than your wrist.
  - Keep the fire small, no higher than 18”.
  - Keep a pot of water nearby and never leave the campfire unattended.
  - Burn all wood to ash and pour water over the fire and stir with a stick when the fire is out to ensure the fire is “out cold”. You should feel comfortable putting your hand in the ash since it is cold.
- **Breaking Camp**
  - The Crew Leader should be responsible for waking the crew. A normal time to wake up is anywhere between 5:30 and 6:00am. People should pack up their personal gear first (sleeping bags, tents, etc.) then get the bear bags down and finish packing their packs.
  - Lead by the Wilderness Pledge Guia, make sure to “fluff your duff” by returning the appearance of your tent site to what it was before your tent was placed. To rejuvenate the grass, pine needles, etc. that was under your tent, use your hands or feet to gently rearrange the material into a position that is more natural than the imprinted rectangle left by your tent.
  - Form a line with your crew to police the area, picking up all trash and making sure no gear is left behind.
  - Pack out cold ashes from campfire ring by using an empty meal bag. Ashes should be dispersed 30 minutes outside of camp and 100 ft. off the trail.
  - Some crews prefer to eat breakfast while hiking or 30 minutes down the trail as an extra incentive to get out of camp early.

## CONDUCTING A SHAKEDOWN HIKE

As mentioned earlier, crews are highly recommended to participate in at least two shakedown hikes before their Philmont trek. These shakedowns will vary from crew to crew depending on where you are from but three-day/two-night trips covering between 15-25 miles over as much elevation change as possible is recommended for a crew. On these shakedown hikes, it is possible for Scouts to receive credit towards a few merit badges with a little extra preparation. The Camping, Cooking, Hiking, and Backpacking merit badges all have requirements that can be completed

through these shakedown hikes while preparing for a Philmont trek. The requirements that can be earned from the Camping merit badge are: 2, 3, 4, 5, 6, 7, 8, and 9b; from Cooking: 5, 6, and 7; from Hiking: 2, 3, 4, and count towards the hikes for 5, 6, and 7; and from Backpacking: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

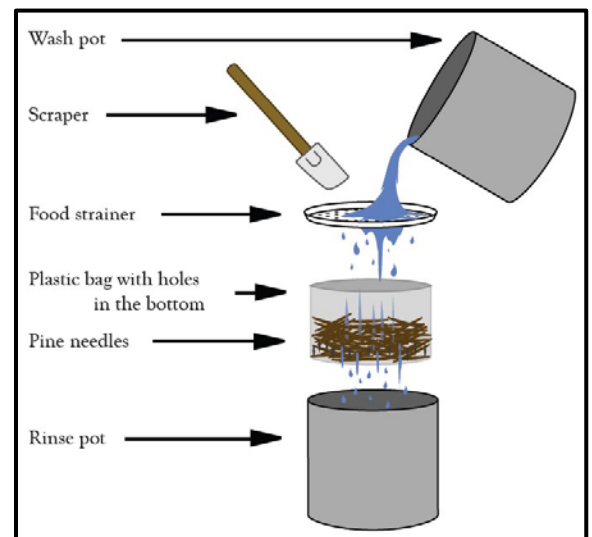
In the early stages of your crew's preparation for Philmont, it is recommended that every member of your crew signs a "crew member contract." This contract should be written by the crew and tailored to the crew's specific needs. Examples of topics used in crew member contracts are: exercise at least three times a week for no less than an hour each session, pay deposits on time, participate in two shakedown hikes, etc. It is found that crews who sign one of these contracts are usually more prepared and have a more successful trek because of it.

After the two shakedown hikes, a third crew activity of completing seven hours of conservation work is recommended to build additional comradery amongst the crew as well as get you the additional seven hours needed for the 50 Miler Award. The 50 Miler Award requires 10 hours of conservation work in addition to a 50 mile trek and your expedition at Philmont will get you three hours already. This extra time spent bonding with your crew is a great way to all get on the same page as well as get a rarely earned award out of it too.

Although the campsites your crew will stay at during your shakedown hikes probably will not have sumps or bear cables, you can begin to practice Philmont's alternative low-impact method. Here are the directions for making and using low-impact sumps and bear bags:

### LOW-IMPACT SUMP

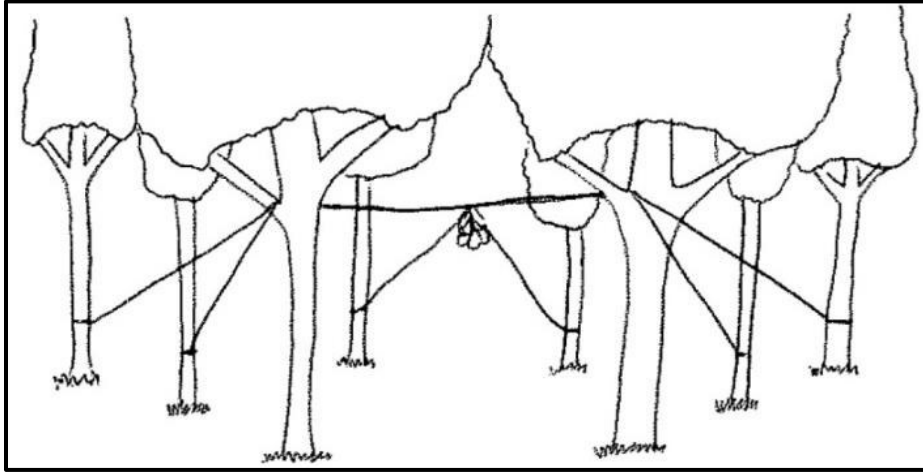
- Take a gallon size Ziploc® bag (trail meal bags work great too) and poke about 20 small holes in the bottom.
- Fill  $\frac{1}{4}$  of the bag with pine needles.
- Pour the rinse water into the wash pot
- Pour the water from the wash pot, through the food strainer, through the bag, and into the second pot.
- Then pour the water through the food strainer, bag, and into the other pot a second time and repeat until no more food particles drip into the pot.
- Distribute the water in a rainbow-like fashion 200 ft. from camp and water sources.
- Rinse the pots.
- Pack out the bag with pine needles as trash.



### LOW-IMPACT BEAR BAGS

- Requires three 100' x  $\frac{1}{4}$ " bear ropes, bear bags, a carabiner, and eight trees.
- Fold a bear rope back on itself to create a double-lined 50' rope and throw over the branch of a tree.
- Pull the rope halfway over the branch.
- Fold a second bear rope and throw over another tree branch about 20 feet away.
- Pull the second bear rope halfway over the branch.
- Connect the two bear ropes by using a weight bearing carabiner through the center loops.
- Feed the third bear rope halfway through the carabiner.
- Tie bear bags to alternating sides of the carabiner.
- Pull the first two ropes and wrap the two ends of each line to separate trees while using sticks just like with normal bear lines.
- Tie oops bags near the center loop of the third bear rope.

- Pull up the third bear rope and wrap each end around unused trees. Use sticks between the rope and the bark just like with normal bear ropes.



In Part 2 of the guide, we will cover more detailed Leave No Trace examples, Philmont-specific first aid, weather, hygiene, the stages of group dynamics, additional conditioning tips, and a general outline for the order of events of the arrival day at Philmont.

Refer to the Philmont website <http://philmontscoutranch.org/filestore/philmont/pdf/ShakeDownGuideP1.pdf> and <http://philmontscoutranch.org/filestore/philmont/pdf/ShakeDownGuideP2.pdf> for updates to this guide and the most up-to-date information regarding your trek preparation.

# APPENDIX K – OFFICIAL PHILMONT SHAKEDOWN GUIDE, PART 2

Revised September 1, 2017

Refer to the Philmont website <http://philmontscout ranch.org/filestore/philmont/pdf/ShakeDownGuideP1.pdf> and

<http://philmontscout ranch.org/filestore/philmont/pdf/ShakeDownGuideP2.pdf> for updates to this guide and the most up-to-date information regarding your trek preparation.

This guide is intended to be an all-encompassing tool for crews to utilize in order to prepare for an upcoming Philmont trek. It is highly recommended that crews participate in at least two shakedown hikes prior to their trek. To help facilitate this, we have split this guide into two separate documents to allow the crew to focus on different topics on each hike.

In Part 2 of the guide, we will cover advanced Philmont-specific outdoor skills, Leave No Trace, the stages of group dynamics, additional conditioning recommendations, and the events of your arrival day at Philmont.

## ADVANCED OUTDOOR SKILLS

To help your crew be more prepared for your Philmont trek, this section will cover more Philmont-specific skills than the first part of the guide.

### FIRST AID

There are many different first aid situations that your crew may experience while on the trail. Taking the required Wilderness First Aid and CPR certifications will help you to be prepared for the most common injuries and ailments, such as dehydration, blisters, heat injuries, altitude illness, and musculoskeletal injuries.

- **Dehydration**

- **Prevent:** Drink plenty of water and sports drinks during strenuous hiking and hot/dry weather - a hiker will need to drink several liters a day. Alternating between water and sports drinks will help to replace important electrolytes as well as fluids lost during strenuous hiking.
- **Recognize:** Headache, fatigue, and nausea are early signs of dehydration. More severe signs of dehydration may include dizziness, vision changes, difficulty walking and altered level of consciousness. If a patient is unable to keep down adequate amounts of fluid, then advanced medical care may be required.
- **Treatment:** It is important to begin treating dehydration as soon as you recognize the symptoms. Prevent the dehydration from becoming worse by resting and staying out of the heat. Rehydrate with water or half-strength sports drink; full strength sports drinks may cause upset stomach in an already nauseated patient, but a half strength sports drinks will still provide needed electrolytes for the dehydrated patient.

- **Blisters**

- **Prevent:** Blisters are caused by the heat resulting from friction and rubbing between the shoe and the foot. Wearing well broken in boots and good fitting, clean hiking socks will prevent friction and blisters. Hikers should recognize a “hot spot” and take steps to treat them before they become blisters.
- **Recognize:** Blisters are areas of irritated and painful skin, where fluid and blood begins to collect and can be very painful.
- **Treatment:** If a blister forms, do not pop or drain it. Use moleskin to create a cushion to protect the blister by cutting a hole in the middle of the pad slightly larger than the blister. Place the moleskin over the affected area so that the blister is surrounded by the bandage but not covered. This will reduce the friction between the blister and the sock, preventing the blister from getting any larger. If the blister pops on its own, make sure that the area stays clean and covered and watch for signs of infection.



- **Heat Related Illness**

- **Prevent:** Philmont's dry desert climate can reach temperatures above 100° F, and drop close to freezing temperatures at night in higher elevations. It is important that hikers at Philmont be prepared with appropriate equipment and anticipate the potential for extreme temperatures. When high heat is anticipated avoid hiking in the heat of the day, and take frequent breaks, avoid wearing dark or tight fitting clothing, and stay hydrated.
- **Recognize:** Signs of heat illness can vary widely from profuse sweating, red skin, elevated temperature, and irritability, to more severe symptoms such as altered level of consciousness, and seizures.
- **Treatment:** Sit down in shade and hydrate with half-strength sports drink to replenish fluids and electrolytes. If heat exhaustion is treated appropriately, heat stroke will not occur. Heat stroke, a life-threatening condition, is when a person's body temperature gets too high and the body can no longer cool itself. Heat stroke patients may exhibit an altered level of consciousness, have seizures, and die if not treated quickly.

- **Acute Mountain Sickness**

- **Prevent:** Philmont Scout Ranch is located at elevations between 6,500 and 12,500 feet. This is a higher elevation than most of the U.S. and it is not uncommon for participants to feel the effects of altitude in their first few days at Philmont. Altitude symptoms can be prevented by ascending to altitude slowly. Participants traveling from low elevations may benefit by spending an extra day at altitude (Colorado Springs for example) on the way to Philmont. It is important to stay hydrated, eat a balanced diet, and get plenty of rest to allow your body to adjust to the altitude.
- **Recognize:** Symptoms of acute mountain sickness can vary but generally consist of a headache, nausea, and feeling lethargic. Some people report insomnia and loss of appetite. In more severe cases of altitude illness, patients may experience shortness of breath at rest or change in level of consciousness.
- **Treatment:** The best treatment for altitude illness is descending to a lower altitude and allowing time to adjust. Symptoms may also be treated by staying hydrated and taking an over the counter pain medication.

- **Ankle & Knee Injuries**

- **Prevent:** Philmont trails are often rough and rocky. It can be easy to slip, fall, and injure an ankle or a knee when carrying a large backpack. When hiking, it is important to watch where you are going, avoid horseplay, and wear mid- to high-top boots that provide ankle support.
- **Recognize:** It is not uncommon for a hiker's ankles and knees to be sore after a long day of hiking, but it is important to recognize when it is more than soreness and may be an injury. Signs of a possible injury include deformity, swelling, discoloration, and an inability to take more than four steps without severe pain.
- **Treatment:** For the treatment of most ankle and knee injuries remember the acronym R.I.C.E. This stands for Rest, Ice, Compression, and Elevation. Following the R.I.C.E. method helps to reduce pain and swelling of the injury. If the ankle is injured, keep the boot on to help prevent swelling and splint the ankle to immobilize it. For a knee injury, splint the leg from the thigh to the calf, in the most comfortable position for the patient.



## WEATHER

There are five life zones found at Philmont: high desert plains, foothills, montane, subalpine, and alpine. Here is a general guide to adapting to Philmont's weather patterns and our environment:

- **High Desert Plains**



- From Philmont's lowest elevations (6,500 ft.) to approximately 7,500 ft.
- This area is easily recognizable by the abundance of native grasses, scrub oak, sage brush, yucca plants, cottonwood trees, and the occasional ponderosa pine.
- During the summer, daytime highs can get into the upper 90's/low 100's and overnight lows can drop to the mid 50's.
- Water and shade can be scarce in this region. It is highly recommended that crews wake up early and hike to their destination before the heat of the day sets in.

- **Foothills**



- From 7,500 ft. to 8,500 ft.
- Characterized by large ponderosa pine forests with scrub oak underbrush.
- Daytime highs in the mid 90's and overnight lows into the high 40's are possible in the summer months.
- Water becomes easier to find than in the high desert plains, but you should still fill up all of your water capacity whenever you have the chance.

- **Montane (Spruce-Fir Zone)**



- From approximately 8,500 ft. to 10,000 ft.



- Recognized by the abundance of wildflowers, streams, Douglas fir, blue spruce, and aspen trees.
- During the summer, daytime highs will approach the upper 80's and overnight lows will drop to the mid 40's.
- Since most of this region is located on the east side of the Cimarron Range of the Sangre de Cristo Mountains, and since storms almost always move in from the west, it can be difficult to see weather patterns coming in over the mountains until the system is right above you.
- Longer periods of rain (up to a week) can engulf this region especially during the monsoon season from late-June/early-July to early-August. Good rain gear and a fleece jacket will help with staying dry and warm during these weather patterns.

- **Sub-Alpine**



- Recognized by a decrease in tall vegetation.
- Other than grasses, the only substantial plants that grow in this zone are Bristlecone Pines and Limber Pines.
- Daytime highs in the low 80's to overnight lows in the upper 30's can be common in the sub-alpine zone.
- Storm systems form quickly and water can be scarce because of the elevation. If camping at a trail camp in this zone, most crews cook their dinner meal for lunch at a lower elevation and eat their dry lunch for dinner to save on water.

- **Alpine**



- From 11,500 ft. up.
- This region is recognized by a significant decrease in the amount of vegetation. Grasses are typically the only plants that grow in this zone although the occasional bristlecone pine can be spotted above tree line.
- Daytime highs in the mid 60's to overnight lows in the low 30's are typical for this region in the summer.
- Weather systems can form extremely quickly and often times without warning in this zone. It is highly recommended that crews wake up early and hike through alpine areas by noon to avoid getting caught in a lightning storm without the protection of trees.

Philmont experiences different weather patterns depending on the time of year. In June, we normally receive very little precipitation and daytime highs can reach as high as 100°F with single digit humidity. The monsoon season hits northeast New Mexico between late-June and early-July and will stay until early-August most years. The monsoon season is characterized by large thunderstorms that build throughout the morning and bring rain, hail, and lightning in the afternoon. Usually the rain, hail, and lightning last anywhere between 45 minutes and two hours then the skies clear up and temperatures rise again. Regardless of the time of year of your trek, it is recommended that crews always bring adequate rain jackets and rain pants, a good fleece jacket, and a stocking cap. Staying well hydrated is another key to having a successful trek, even in colder, rainy weather when hikers often forget to keep drinking water.



As mentioned earlier, the lightning danger is very high at Philmont. A crew should count the amount of time that passes between when lightning is seen and thunder is heard. If the time is 30 seconds or less, you should already be in safer terrain. If you determine that the safest thing for your crew to do is to go into the lightning position, first space out 30 feet between crew members so that if someone on one side of the crew is struck, someone from the other side can come over to perform CPR. Once you have spaced out, keep your feet together to minimize the risk of being affected by ground current. Then crouch down (while keeping your feet together) to minimize the chances of a direct strike. Lastly, if you feel that a strike is imminent, cover your ears and close your eyes. Remember to keep an eye on the rest of your crew, stay in wooded areas, and never stand near the tallest object.

In 2012, Philmont began recording rainfall and temperature readings at 8:00am, Noon, and 5:00pm at each staffed backcountry camp. Once you know your itinerary, refer to the spreadsheets on our website (below) if you want a more accurate idea of what weather to expect camp-to-camp:

<http://www.scouting.org/Philmont/Camping/~link.aspx?id=566FDAD4373F47B2A15F59F5CE874521&z=z>

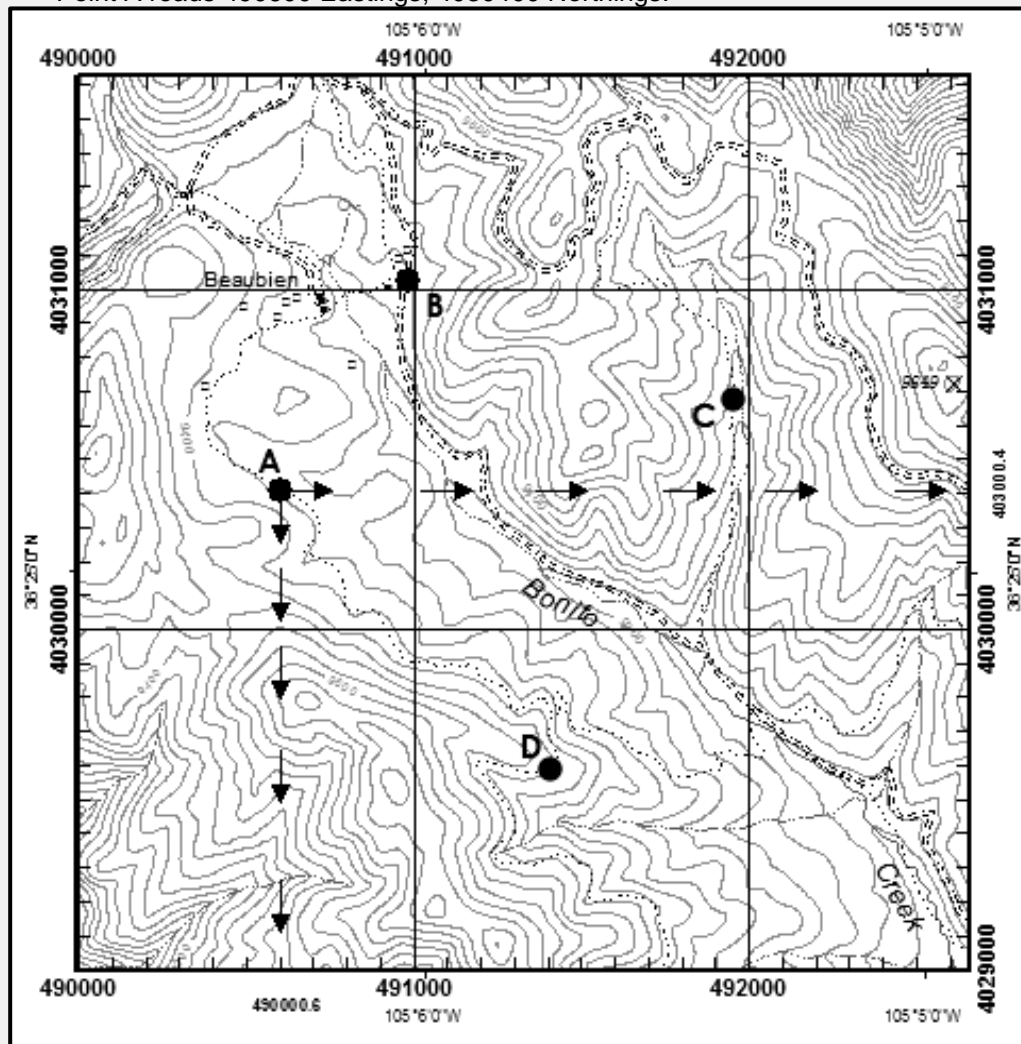


## NAVIGATION

Universal Transverse Mercator (UTM) coordinates are very helpful when using a map, compass, or GPS. UTM's are based off a metric grid system and allow you to accurately pinpoint your current location or the location of a distant goal. In North America, we use eastings and northings. Think of them like an X, Y axis. The eastings are your X and the northings are your Y. Always read out the eastings first and the northings second. Make sure to always orient your map before working with UTM's. At Philmont, UTM trail signs are used so that you can accurately pinpoint your location on the map then decide which trail to take. Becoming familiar with UTM coordinates and how to read them will greatly assist your crew in route finding on your trek. Use the exercise below to practice using UTM's:

To report the coordinates of point A on the map:

- Follow the vertical arrows to the edge of the map: 490600 (Eastings).
- Follow the horizontal line to the edge of the map: 4030400 (Northings).
- Point A reads 490600 Eastings, 4030400 Northings.



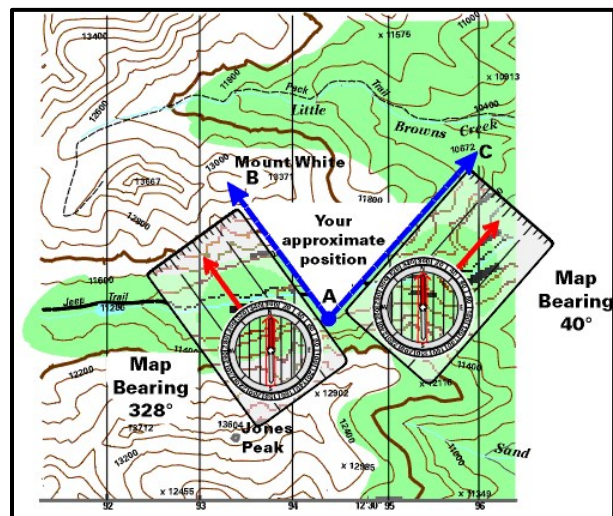
Find the UTM Coordinates for Points B, C, and D.

Point B:

Point C:

Point D:

Triangulation is another skill that can be useful in the backcountry. To triangulate, orient the map then find recognizable landmarks on the map that you can see from your current location. Shoot a bearing to your first recognizable landmark and rotate the dial so that the “shed” is over the red end of the needle. Place the corner of the compass on the landmark on the map and pivot the compass around that landmark until the red needle is in the “shed”. Use a pencil to draw a straight line along the edge of the compass and continue to the edge of the map. If you are on a trail, then the line should intersect the trail that you are on and your position is at that intersection. Find two other landmarks and repeat the process: you are somewhere in the triangle formed by these three lines. To be more accurate, take more bearings and trace them onto the map.



For additional resources on navigation, refer to the *BSA Fieldbook* and *Orienteering Merit Badge Book*.

## HYGIENE

A Scout is clean. It is extremely important that backpackers stay clean and healthy in the backcountry. The dirtier you become, the more likely it is that you will become sick, get an infection, or sustain an injury. The best ways to stay clean on the trail include: changing clothes regularly (especially socks and underwear), brushing your teeth, taking showers whenever possible, washing clothes whenever possible, washing your hands after using a latrine, washing and sanitizing your hands before each meal, and properly washing, rinsing, and sanitizing your dishes. Although a few backcountry camps have showers, you can have a “bandana bath” at any campsite. Simply get a wet bandana and a drop of Campsuds and wash yourself off at the sump. Remain clothed at all times to keep in compliance with youth protection and make sure to dispose of all waste water at the sump. To help your crew stay clean and healthy, Philmont now approves the use of clotheslines during daylight hours so that you can efficiently dry your clothes after you wash them. Remember to remove the clotheslines at dusk to prevent someone from walking into them at night. It is important to regularly wash clothes that touch the skin, i.e. socks, underwear, and shirts. Wearing the same dirty clothes day after day can lead to serious problems. For example, if you wear the same socks four days straight, your chances of getting a severe blister are much greater, making your trek much more difficult.

## LEAVE NO TRACE

There are seven principles of Leave No Trace outdoor ethics. Here are the principles and some tips to ensure they are met while on your trek:

1. **Plan Ahead and Prepare** – Knowing the rules and regulations outlined in this guide is a good start to being prepared for your trek. Each night as you are waiting for the water to boil for dinner, it is a good idea to start looking over the map for the next day’s hike. Look for which trails to take, elevation gain, water availability, which camps you will pass through, etc. to get a clear picture of what the day should look like. Proper preparation will allow your crew to get to camp quickly while optimizing your time and program opportunities along the way.
2. **Travel and Camp on Durable Surfaces** – Philmont practices concentrated impact camping and has roughly 360 miles of maintained trails, 36 staffed camps, and 86 trail (unstaffed) camps. Hiking and camping on our established trails and campsites (except where they do not exist in the Valle Vidal of the Carson National Forest) allows us to preserve the 99% of land we do not impact. Please follow switchbacks and avoid creating social trails through meadows or riparian areas.
3. **Dispose of Waste Properly** – Every staff camp other than Black Mountain and Crooked Creek accepts consolidated trash. They also collect plastic meal bags, shiny food wrappers (Terracycle), and paperboard for



recycling. Liquid food waste should be poured down the sump and solid food waste should be packed out as trash. Human waste is concentrated into pit-style latrines.

4. **Leave What You Find** – From elk sheds to wildflowers to artifacts; a typical crew will find a variety of items left by the people and animals that have made their home at Philmont over the years. You must only photograph these items and leave them for other crews to enjoy. Anything made by humans that is over 50 years old is considered an artifact and should be left undisturbed. Report anything noteworthy to the next staffed camp you hike through and give them the UTM coordinates so that we may look at it for further investigation.
5. **Minimize Campfire Impact** – As mentioned in Part 1 of this guide, campfires should be kept small. Sticks used as fuel should be no wider than your wrist and no longer than your forearm. Always keep a full pot of water near the fire ring when a campfire is burning. Stir up the coals with a stick and pour water over the coals to ensure the fire is “out cold” before going to bed. When campfires are allowed at Philmont, it is important to dispose of the ashes properly. In the morning as you are ready to leave your campsite, pack the ashes into an empty meal bag and hike them 30 minutes outside of camp then spread the ashes 100 ft. off the trail. This keeps our campsites clean and ready to use for the next crew.
6. **Respect Wildlife** – Philmont’s fauna is varied and includes black bears, mule deer, mountain lions, rattlesnakes, hawks, elk, falcons, cutthroat trout, chipmunks, hummingbirds, raccoons, bighorn sheep, and porcupines, just to name a few. We need to respect these animals by never approaching, throwing rocks, or feeding them. Simply give them distance and let them go about their way. Always hang your smellables up in the bear bags and never leave smellables unattended. Remember, it is common for the quietest crews to see the most wildlife.
7. **Be Considerate of Other Visitors** – With 4,500 people in Philmont’s backcountry at any one time, it is very important to remain respectful towards those around you. This includes not yelling or singing loud songs along the trail or in camp, not writing graffiti, not talking on the cell phone on the summit of mountains, etc. Additionally, highlighter-colored shirts are frowned upon in the backcountry setting, as the bright colors are an eyesore and distraction from the beautiful scenery you will encounter.

## GROUP DYNAMICS

Every crew undergoes a transformation during their trek as they move through the four stages of group dynamics: forming, storming, norming, and performing. Some crews move through these stages quicker than others: just because a crew is at a certain stage does not mean the crew cannot revert back to a previous stage. The key to anything relating to group dynamics is communication. Doing Roses, Thorns, and Buds every night before bed is a great way to hear everyone out and discover crew issues to address before they blow up out of control.

- **Forming** – The first stage, recognizable by excitement and the hidden fears of crew members not knowing what comes next. Crew members may still be getting to know one another and people will be hesitant to come out of their shell. The members within a crew should ask their p basic “get to know you” questions in order to find similarities and common ground. This is especially true for crews consisting of youth from multiple home units.
- **Storming** – The second stage, occurring when people begin to come out of their shell and do not sugar coat any communication as they did in the forming stage. Different personalities begin to clash and conflict usually arises. For some crews this stage takes about a half hour to get through, for others it can take days. The best way to learn from this stage and move on to the norming stage is through good and honest communication. The basic “get to know you” questions from the forming stage can be vital to the transformation in this storming stage because the crew can find similarities amongst themselves and can build off of that rather than be torn apart by their differences.
- **Norming** – Once the crew gets all the kinks out of the system, they move on to the norming stage and begin to set the groundwork for the rest of the trek. Personal goals that may have been chosen earlier in the trek need to be revisited now that everyone has a clearer picture of what their trek is like. Once everyone’s personal goals are set, the crew needs to determine crew goals that meet the expectations of every crew member and how they will work towards them. It is best to come to a consensus when determining crew goals since people generally support ideas they helped create.

- **Performing** – All the crew members are comfortable around each other and know their specific role within the crew. Everyone knows the crew goals and how to achieve them. Trust is exhibited throughout the crew and efficiency is at its peak. Constant communication and a servant leadership demeanor are demonstrated by all members within the crew.

## PHYSICAL PREPAREDNESS

Hopefully each crew member has been exercising on a regular basis, at least three times a week for no less than an hour each session. If they have not, try revisiting the *crew member contract* that was discussed in part one of this guide. Once you have built up your aerobic/cardiovascular ability, weight lifting is a good next step to build strength needed for hauling a 45- to 55-pound pack around rugged mountainous terrain. Some core exercises include crunches and sit-ups: doing these for 20 minutes three times a week will help you get into great shape for your Philmont trek. Push-ups are a great upper body workout and will help you have a well-balanced exercise regimen when combined with the lower body and core exercises we have already discussed.

Your Ranger will introduce you to the Trail of Courage program, a personal health initiative sponsored by the BSA. The Trail of Courage's purpose is to promote healthy lifestyles that you can take with you beyond your Philmont trek. A well-rounded exercise regimen combined with a healthy diet will go a long way – what better time to start than in preparation for your Philmont trek? Additionally, make sure to consult with your doctor before starting a new exercise program.

## FIRST DAY AT PHILMONT

The first day of your trek is very busy with many Base Camp stops to ensure you are all set and ready for the backcountry. The general order of the first day is as follows:

- **Arrive at the Welcome Center**
  - The earlier the better. Typically, crews that arrive before 10:00am get through the Base Camp procedures in one day.
  - Crew Leader and Lead Advisor check-in and receive tent assignments.
- **Meet your Ranger**
  - Your Ranger will be waiting for you at the Welcome Center and they will meet your crew right after you are done getting checked in.
  - Your Ranger will be with you the entire day, guiding you through the Base Camp process to ensure you are ready to hit the trail the following day.
  - He or she will go out into the backcountry with you for two nights and teach you everything you will need to know about having a safe and enjoyable Philmont trek.
- **Drop off gear at your tents**
  - Your Ranger will instruct everyone to bring water, raingear, and prescription medications with them through the rest of the stops in Base Camp.
  - The Lead Advisor needs to bring the crew roster, medical forms, payment paperwork, and Wilderness First Aid and CPR certifications with them.
  - The Crew Leader needs to bring an unmarked overall map and their Crew Leader Fieldbook with them.
- **Crew Photo**
  - Extra photos can be purchased in the Camping Registration office.
  - Can be taken in field uniforms or crew t-shirts.
- **Camping Registration**
  - Ranger and Lead Advisor go inside while the rest of the crew waits outside the building.
  - Any outstanding payments are made and certifications are checked.
  - The crew roster is turned in.

- **Outfitting Services**
  - Receive gear such as tents, bear bags, bear rope, pots, dining fly, etc.
  - Receive food for first few days of the trek.
  - Purchase fuel needed for the trek.
- **Medical Recheck**
  - All crew members review their medical forms with Philmont Infirmary staff member.
  - Bring all prescriptions in their original containers to be reviewed at medical recheck for expiration date and dosing, this includes emergency medications such as EpiPens® and inhalers.
- **Mail Room**
  - Any gear that was shipped ahead of time can be picked up.
- **Shakedown**
  - Your Ranger will run through a gear shakedown with your crew ensuring all necessary gear is taken on trail and all non-essential gear is stored in Base Camp.
- **Logistics Trip Plan**
  - Crew Leader and Lead Advisor will be called into Logistics and will receive information about campsites, trails, program opportunities, water availability, horse rides, etc.
  - The Crew Leader needs to bring an unmarked overall map and their Crew Leader Fieldbook with them.
- **Security**
  - Receive lockers if crew did not use personal vehicles for transportation.
- **Museums**
  - Take a tour of the Villa Philmonte, Kit Carson/Rayado, and the Historic Chase Ranch.
  - Sign up at the Philmont Museum and Seton Memorial Library.
- **Dining Hall**
  - Lunch is at 11:30am
  - Dinner is at 4:45pm
  - Breakfast the following morning is at 6:30am
- **Crew Leadership Meetings**
  - The Crew Leader, Chaplain's Aide, Wilderness Pledge *Guia*, and Advisors all meet at the Hardesty Casa Central at 5:45pm for their respective meetings.
- **Chapel Services**
  - Begin at 7:00pm
- **Opening Campfire**
  - Meet at the Welcome Center at 8:15pm.
- **Depart Base Camp**
  - The first buses leave for the backcountry at 8:00am and the last buses leave Base Camp at 3:00pm.
  - Typically, a crew departs for the backcountry approximately 24 hours after they arrive at Philmont. The earlier you can arrive, the easier the first few days will be.

## PHILMONT ADVISOR SKILLS SCHOOL & PHILMONT ADVISOR WORKSHOP

Beginning in the fall of 2015, Philmont launched the Philmont Advisor Skills School (PASS) and Philmont Advisor Workshop (PAW) courses both at Philmont Scout Ranch in Cimarron, NM and in cities across the country. These courses are designed to better help you prepare for an upcoming trek and are taught by experienced members of Philmont's Ranger Department. To learn more about these courses and the future courses for the fall of 2017 visit:

[www.philmontscoutranch.org/pass](http://www.philmontscoutranch.org/pass)

This two-part guide is an overview of how to prepare for a Philmont trek. If you have more questions or just want to get your daily dose of Philmont, check out our YouTube channel and watch videos describing additional Philmont procedures, programs, and opportunities. Your Ranger will teach you everything you will need to know to have a successful trek at Philmont but if your crew is in the proper physical condition, has the right gear, and is familiar with the Philmont way of camping ahead of time, the adjustment period over the first few days of your trek will be much easier. Enjoy the hiking and we will see you this summer!

*Refer to the Philmont website <http://philmontscoutranch.org/filestore/philmont/pdf/ShakeDownGuideP1.pdf> and <http://philmontscoutranch.org/filestore/philmont/pdf/ShakeDownGuideP2.pdf> for updates to this guide and the most up-to-date information regarding your trek preparation.*

## APPENDIX L – THE ESSENTIALS FOR HIKING AT PHILMONT

The Essentials should be carried on all hikes, including side hikes. Once you are ready to go, be sure to tell someone your itinerary, including when you plan to return.

(\*) Philmont allows these indicated items to be shared with a buddy.

- **\*Map & Compass** – and the ability to read a map and use a compass.
- **\*Sun & Insect Protection** – sunscreen, broad-brimmed hat, sunglasses, insect repellent.
- **Water & Extra Food** – a minimum of 4 quarts of treated water is ESSENTIAL in the Southwest.
- **Rain Gear & Extra Clothing** – preferably a breathable rain suit with jacket and pants. Daytime temperatures can drop to 40 degrees F during the summer; nighttime temperatures can drop below freezing. Wool and/or polypro or other synthetic fabrics are recommended. Cotton clothing is not suitable for retaining body heat.
- **\*First Aid Kit** – adequate to treat common injuries that may occur on a hike, including latex gloves for protection from blood borne pathogens.
- **\*Matches** – for building a small campfire if necessary for warmth, drying clothing, or boosting morale.
- **\*Pocket Knife** – a Swiss army knife with several tools is recommended.
- **\*Watch** – an inexpensive watch will help you stick to the scheduled itinerary. This can be attached to your pack or day pack.
- **Flashlight** – for use if darkness overtakes you during your hike or an emergency requires that you hike after dark.
- **Whistle** – a simple whistle for use as a signal to alert others of your location.

APPENDIX M – MAP

