



COUNCIL & UNIT PLANNING GUIDE

PHILMONT SCOUT RANCH

2022

Council and Unit Planning Guide

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PREFACE

This guide is designed to assist units and council contingents 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 your local Scout camp and we understand that Philmont might not be for everyone. The stamina required to hike Philmont is much greater due to the distances traveled, elevation changes, and the overall duration of the trek. Every participant should understand *Philmont's Risk Advisory*, which can be found in the BSA Annual Health and Medical Record.

Refer to: <https://www.philmontscoutranch.org/philmonttreks/trekrequirements/risks/>

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 the following pages. Good luck as you continue to prepare for the trek of a lifetime! We look forward to serving you and your crew.

Steven R. Nelson | Director of Camping

BOY SCOUTS OF AMERICA

Philmont Scout Ranch

17 Deer Run Road

Cimarron, NM 87714

P 575.376.2281 | F 575.376.2636

www.PhilmontScoutRanch.org

www.PhilmontTrainingCenter.org

www.facebook.com/philmontscoutranch



Prepared. For Life.™

"Delivering Wilderness Adventures that Last a Lifetime"

"I choose to have a great day!"

PREPARATION FOR PHILMONT SCOUT RANCH

Introduction

This guide has been extensively reorganized, rewritten, and checked for the summer of 2022. Unit/contingent leaders as well as Crew Advisors should read it and become familiar with its contents. Hopefully, it will not only take some of the mystery from preparing for a Philmont activity but will also serve as a reference as you get ready to come to Philmont.

Youth Protection Policies

Philmont takes Youth Protection very seriously. Some of the Youth Protection policies that apply to participants at Philmont (and throughout Scouting) relate to registration and training. The complete set of Youth Protection policies may be found at <https://www.scouting.org/health-and-safety/gss/>

Age	BSA/Youth Protection Policies
Under 18	<ul style="list-style-type: none">• Must be registered in a Youth position
18-21	<ul style="list-style-type: none">• Must be current in Youth Protection training• Must be registered in an Adult position
21+	<ul style="list-style-type: none">• At least two Registered leaders are required• A Registered female adult leader 21 years of age or over must be present for any activity involving female youth• All leaders must be current in Youth Protection training

All registered adults must have current BSA Youth Protection Training (certified within the past two years). This means all participants 18 years old 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 <https://www.scouting.org/training/youth-protection/>.

Philmont will strictly enforce Youth Protection policies, which include the *Barriers to Abuse within Scouting* (<https://www.scouting.org/health-and-safety/gss/gss01/#a>).

Adult Leadership – BSA Policy

As shown above, each crew MUST always have at least TWO BSA registered adults (called “Advisors”) 21 or older. Philmont strongly recommends that each crew participates with THREE adult Advisors. This provides flexibility if an adult Advisor needs to leave the trail.

COED/FEMALE CREW LEADERSHIP REQUIREMENTS

Crews with female youth are required to provide at least one adult female Advisor while en route to and from Philmont and while on trek. A coed crew must have at least one male Advisor and at least one female Advisor, each of whom must be at least 21 years old. Female Advisors are responsible for female participants and male Advisors are responsible for male participants.

Crews with coed youth members must function under appropriate co-ed unit policies.

Council Contingent crews may have a mixed registration of Scouts BSA, Venturing, Exploring, and Sea Scout members.

Unit-based crews may have coed registration if the type unit permits (e.g., Scouts BSA troops may not be coed, Venturing Crews, Ships, and Posts may).

If a father and daughter (under 18 years old) are participants, the crew must have male and female Advisors 21 years old or over.

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 old and older have a current certification of Youth Protection Training (within the past two years).

Philmont Crew Makeup Policies

Participant's ages also come in to play in the makeup of a "crew" at Philmont. Note that Philmont treks (12, 9, and 7-day) and Cavalcades. Crew makeup for Individual program crews will be determined by the department responsible for those programs; they will establish the "crews" based on criteria specific to the program(s).

Philmont Crew Makeup Policies
<ul style="list-style-type: none">• Maximum crew size is 12 youth and adults (15 for Cavalcades)• Minimum crew size is 8 youth and adults (10 for Cavalcades)• Maximum of 4 Registered adults (21+) (5 for Cavalcades)• Minimum of 2 Registered adults (21+)• Crew must be majority youth (14-18)• All crewmembers 18 or over must be Registered in adult positions and be current in Youth Protection training.

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 at least 14 years old OR have completed 8th grade and be at least 13 years old prior to participation.

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—Troop, Crew, Post, or Ship.
- As members of a council contingent or district contingent with required leadership.
- As individuals in the Rayado men/women, Ranch Hands, Trail Crew, ROCS men/women, Order of the Arrow Trail Crew, or STEM treks. (Participant age requirements vary for individual treks — see page 39.)

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 to camp at Philmont. There are no scheduled program or available housing accommodations for family members of trek participants.

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Tenting Policies

Tenting arrangements at Philmont (both in Base camp and in the backcountry) follow BSA's tenting requirements(<https://www.scouting.org/health-and-safety/gss/>) and must meet the requirements shown below.

Tenting
<ul style="list-style-type: none">• Separate tenting arrangements must be provided for male and female adults as well as for male and female youth• Youth (14-17) cannot share tents with anyone 18 or older (including parent)• Youth under 18 may share tents only if no more than 2 years age difference• Spouses may share tents

It is recommended that:

- The same tent sharing be used in base camp tent city and in the backcountry.
- It is important that crews determine their tenting requirements before coming to Philmont. Crews should utilize 2-person tents wherever possible. If a crewmember cannot share a tent because of the rules above, they should bring a one-person tent to minimize weight. Philmont backcountry camps have limited space; fewer tents will make the best use of this space.

CREW ORGANIZATION

A “crew” at Philmont is made up of youth and adult advisors. There are several BSA and Philmont policies that must be followed with these, and several leadership “positions” required for each crew. For a multi-crew reservation (unit or council contingent), one person must be the designated “Contingent Advisor”.

Advisors

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 an adult Advisor is unable to attend. **Philmont CANNOT provide staff to meet the BSA’s two-deep leadership requirement.**

One adult Advisor in each crew is designated the “Lead Advisor”. This person 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 an Advisor.

An 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.

Adults should "Advise" the youth on "how" to make decisions, not "what" decisions to make. We all learn from our mistakes. Let the youth make mistakes (as long as safety is not endangered). After they have made a mistake, talk with them about how the mistake could have been avoided, what other things could have been considered in making the decision that lead to the mistake, etc.

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.

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.

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. Key leaders practicing servant leadership ensure that the crew has an enjoyable and successful trek. This is particularly true for the **Crew Leader, Chaplain's Aide, and Wilderness Pledge Guia**.

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 acting. This responsibility requires someone with leadership ability who is respected by everyone. The adult Advisors will work closely with this individual.

The Crew Leader responsibilities include:

- Incorporate the principles of the Scout Oath and Law into the trek experience.
- Follow the assigned itinerary.
- Complete and manage a crew duty roster.
- Adhere to all Philmont bear and wildlife procedures.

Crew Leaders will receive more information/training in a meeting with other Crew Leaders on the day of your crew's arrival at Philmont (Day 1)

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 being reverent during their time in the backcountry, 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 (Day 1). The Chaplain's Aide will guide the crew's participation in the Duty to God program and will certify completion of the Duty to God Award requirements 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.
- Lead 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 the crew to attend chapel services in Base Camp and in the backcountry if services are available on the crew's itinerary.

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WILDERNESS PLEDGE GUIA

Each crew will select a Wilderness Pledge Guia (*Guide*). This individual will help the crew understand the principles of the Philmont Wilderness Pledge and Leave No Trace principles. This person helps the crew focus on camping practices that adhere to wilderness ethics outlined 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 neighbors' properties for generations to come. The Wilderness Pledge Guia will certify completion of the Wilderness Pledge Achievement Award requirements 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 Philmont's Wilderness Pledge and Leave No Trace
- Assist the crew in implementing Philmont's Wilderness Pledge and Leave No Trace 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 the crew in preparation and completion of the scheduled conservation project while on the trail.

NOTE: As you can see above, Philmont and the BSA have a lot of "rules" and "policies". These have been developed over time and, for Philmont, are designed to provide some 20,000 campers each year with the best possible camping experience. They are also designed to minimize the impact on the land to preserve the wilderness experience for future campers. With that said, are exceptions ever made? Reading social media, one might think they frequently are! That is not the case. There are a few exceptions made when it is the right thing to do and the reasons for the request are within the spirit of the rules. In 2021 an unusual number of exceptions were made – primarily to crew sizes and makeup – but that was largely to accommodate crews that had been turned away in 2018 (Ute Park Fire) and 2020 (COVID-19). For many of those crews, 2021 was their last opportunity to attend Philmont and we made every reasonable effort to accommodate them.

If you feel you have a justified request for an exception to the rules, please contact Philmont's Infirmary if the request is medically related and send an email to camping@philmontScoutRanch.org for all others. No exceptions to Youth Protection Policies are entertained or granted.

ORGANIZE YOUR CREW

Crew Size

The **maximum** and **minimum** crew sizes (minimum of 8 and maximum 12 campers for treks and minimum of 10 and maximum of 15 for Cavalcades) are strictly enforced. Crews with fewer than the minimum for their activity type will not be permitted on the trail. Crews with more than the maximum must determine how to reduce their numbers to the maximum for their activity type.

These crew sizes are the best sizes for Philmont crews. This is due to Youth Protection and safety reasons – if a crewmember is injured, a team of 4 will be sent to obtain assistance. This team must meet Youth Protection rules as do the crewmembers remaining with the injured person. Philmont’s itineraries have been developed with these numbers in mind and campsites are designed to comfortably accommodate a maximum of 12 campers (campsites used for Cavalcades can accommodate larger crews).

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 an appropriate 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 the contingent or multi-crew group. This may involve being moved to a different itinerary if necessary. If a crew goes below the minimum size while on the trail and it not possible for Philmont to absorb that crew in another crew, the crew that is smaller than the minimum size may have to come off the trail and be sent home.

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 Troop, Crew, Post, or Ship. 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 them develop a sense of pride and identity. The participants elect their Crew Leader, divide 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.

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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!

Various camping techniques will be taught to your crew by your Crew's Ranger. We recognize that you may have "better" ways of doing things but, what your Ranger teaches not only keeps the Philmont backcountry pristine but also supports the Patrol method. Please do not follow the Ranger's instructions then switch to "your way" when the Ranger departs. This simply teaches your young people that they can follow rules when they want and ignore them other times!

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 respects each other. This includes coed and female crews and female staff, members of various religious organizations, Scouts and Scouters of all gender identities and sexualities, and those of different ability. 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 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 and guardians must be informed of these guidelines.

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.

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 all 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.

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 responsibility of planning and executing this experience should not rest in the hands of one or two people who also serve as adult Advisors on the trek. Responsibilities should be divided among members of this “Philmont Scout Ranch High Adventure Committee”. Regardless of whether the expedition is reserved as a Unit (single or multiple crews) or as Council 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 who have been to Philmont within the last ten years are great resources, and they are eligible to serve as adult Advisors if they’re over 21.
- 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 (*Guide*)).
 - Work with Lead Advisors and provide support in using the Philmont Camping Gateway (page 13) and selecting itineraries.
- **Promotion/Marketing**
 - Develop a recruiting program to ensure that all available participant slots are filled. 12-Day Trek crews that arrive with the maximum capacity of 12 participants will receive the “La Docena Adventurado” Award.
 - Conduct Philmont information sessions at the local troop, district, and council levels. These can be done at events such as summer camp, camporee, training events, and roundtables.
 - Include information about additional Philmont opportunities, such as individual programs, for youth who cannot join the crew due to schedule conflicts.
 - Utilize all marketing channels available such as unit, district, and/or council websites, newsletters, and social media platforms.
 - Continue marketing to and recruiting potential alternate participants in the event of last-minute cancellations (both youth and 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 following the trek. Use this as another opportunity to promote individual programs at Philmont for participants that are 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 for your crew(s). A sample budget is shown on page 17.
 - 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.

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- Utilize available scholarships. Philmont participants can apply for the Waite Phillips Scholarship (see page 16), which assists approximately 750 Scouts every year and grants approximately \$300,000 annually. Look for other local scholarship opportunities as well. Philmont Donor Scholarships are also available.
- Plan and support fundraising activities to help participants 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 such as crew t-shirts.
 - Coordinate special food needs for medical and/or religious requirements.
 - Assist with organizing and procuring food, equipment, permits, and reservations 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.)
 - Ensure that all your adult leaders have up-to-date Youth Protection training.
 - Conduct at least two weekend shakedown training events.
- **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. This may include physical performance “mileposts” each crewmember must achieve in preparation for the trek.
 - Track fitness activities to encourage all members of the crew to be ready for the physical demands of a Philmont trek.

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/from Philmont, and any other trek requirements.
- Introduce expedition leadership, both adults and youth if the latter has been determined.
- Introduce the 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 of gear.
- **Meeting**
 - **Welcome & Introductions**
 - **What is Philmont?**
 - Presentation by a youth or Advisor who has been to Philmont on a previous trek. Include a brief history of Philmont and use Philmont's promotional videos from www.youtube.com/philmontscoutranch.
 - Keep it brief (no more than 30 minutes).
 - **Administrative Details**
 - Explain budget and what contributes to all costs associated with it.
 - Emphasize deadline of fee payments and the commitment required by each participant.
 - Review refund policies.
 - **Travel Plans**
 - Uniform highly recommended for travel and Base Camp.
 - Backpack (for ALL trek related gear); mention the opportunity to rent a backpack at Philmont.
 - Day pack for travel essentials.
 - Boots (sturdy, comfortable, and 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.
 - Discuss height/weight requirements, as they are strictly enforced.
 - Share fitness plan.
 - **Discuss the importance of parents engaging and supporting 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.

Council and Unit Planning Guide

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. Shakedown Guides Part 1 and Part 2 can be found at <https://www.philmontscoutranch.org/philmonttreks/shakedown/>.

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. 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.

ADVISOR'S PACKET

In March of the year 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 Guidebook to Adventure* (a copy for each member of the crew), an overall Philmont map, insurance pamphlet, and a letter from the Camping Director. The Lead Advisor's packet contains all the information needed for your Philmont trek. If lead advisors are not entered into the Camping Gateway, the advisor packet is mailed to the reservation contact of the expedition. This person will be responsible for distributing a 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.

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 attend Philmont, then you have already accessed the Camping Gateway. After registration, units can access the Camping Gateway to find updates such as waitlist position and payment schedules.

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 invoice. A link to the crew's Roster will be emailed in August. The Camping Gateway will walk the Reservation Contact through selecting their crew Lead Advisor(s). Each Lead Advisor will be responsible for entering participant information for each member of their crew. Lead Advisors will receive an email regarding itineraries and itinerary selection.

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.

Council and Unit Planning Guide

MONTH/SEASON	SUGGESTED ACTION	PERSON RESPONSIBLE
November the year before your trek/January the year of your trek	Apply for Waite Phillips Scholarship (due Nov 30, 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 two 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)	_____
February/April the year of your trek	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>The Guidebook to Adventure</i> , insurance pamphlet, and an overall Philmont map (CC, U)	_____
	Continue physical fitness training (CC, U)	_____
	12-Day, 9-Day, and 7-Day reservations complete the online Itinerary Selection through the Camping Gateway (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)	_____
	Continue physical fitness training (CC, U)	_____
May the year of your trek	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 forms can be found online at www.philmontscoutranch.org/pressrelease.aspx (CC, U)	_____
	Continue physical fitness training (CC, U)	_____
June/July/August the year of your trek	BRING TO PHILMONT : Completed BSA Annual Health and Medical Records, Wilderness First Aid & CPR certifications (CC, U)	_____
	Email philmont.logistics@scouting.org or call Logistics at (575) 376-2281 with any last-minute changes to arrival plans (CC, U)	_____
Following your trek	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)	_____

FINANCIAL FEES & EXPEDITION BUDGET

The 12-Day expedition fee is \$1,295 for each participant in 2022, youth or adult. A reservation fee of \$150 per participant (including adult Advisors) is required to hold your arrival date. Refer to your last invoice 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 12 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.

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

2022 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	9-Day Trek	7-Day Trek	Cavalcade	DUE DATE
Reservation	\$150.00	\$150.00	\$150.00	\$150.00	January 30, 2021
Advance	\$572.50	\$525.00	\$425.00	\$450.00	October 1, 2021
Balance	\$572.50	\$525.00	\$425.00	\$450.00	March 1, 2022
	\$1,295.00	\$1,200.00	\$1,000	\$1,050.00	

Waite Phillips Scholarships

Philmont offers scholarships to young people through the generosity of a gift made by Waite Phillips in the 1960s. 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 units (Scouts BSA Troops, Venturing Crews, Explorer Posts) may apply for a Waite Phillips scholarship. Each crew may apply for one scholarship worth \$375. Application forms are emailed to Reservation Contacts and are due back to Philmont by November 30 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.

Donor Scholarships

Philmont receives many donations from all over the country from those who have had the opportunity to experience Scouting Paradise in God's Country and wants to share that opportunity with others. The Donor Scholarship application can be found on our website: <https://www.philmontscoutranch.org/philmonttreks/fees/>. Scholarship funding is limited so please apply quickly.

If you have questions about Philmont scholarships, please contact camping@philmontscoutranch.org.

Council and Unit Planning Guide

Crew Budget

In establishing the actual fee for each participant, please review the budget worksheet found below. It is important to include all expenses.

FEE & DESCRIPTION	PARTICIPANT CHARGE	TOTAL CREW FEES (\$)
Philmont Fees 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.		
Transportation Transportation costs to and from Philmont. Be sure to check insurance coverage on packs and gear in transit.		
Meals & Lodging 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.		
Training Meals and other incidental costs for weekend training events.		
Promotion Costs for promotion including production of all material, postage, etc. including hats and/or t-shirts.		
Equipment – Purchase or Rental 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).		
Side Trips & Tours During travel to and from Philmont		
Contingency Allowance for any contingency during the trip that may require unexpected expenditures. Refund at the end of the trip if unused.		
Philmont Scholarship 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.		
TOTAL	\$	\$

Contingency Fund

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

Philmont's Refund Policies

Each crew is responsible for meeting all financial obligations within the allotted timeframe. Failure to provide on time payments will result in cancellation. Deposits are non-refundable. Fees are non-refundable unless Philmont can rebook the cancelled crew.

Philmont must commit financial resources to employ staff, purchase food and supplies, and to prepare for summer operations. Participants are therefore, also required to make a financial commitment to attend. Please be aware of this in making reservations to avoid losing fees due to cancellations.

Please notify Philmont immediately if your crew intends to cancel. Early notification may enable Philmont to rebook your cancelled trek and provide a partial refund less deposits which are not refundable. Fees are not transferrable to a subsequent year and refunds are not processed until after the summer camping season.

Refer to the refund policy: <https://www.philmontscoutranch.org/philmonttreks/fees/>.

Council and Unit Planning Guide

FIRST AID & HEALTH

Philmont Infirmary

Philmont's Infirmary is an "Infirmary" licensed by the State of New Mexico. It is supported by the Kansas University Medical School which has provided doctors, nurses, medics, and medical students as summer professional medical staff for over 60 years.

TREATMENT

If a participant is injured or becomes ill while at Philmont, they are likely to be treated by the Infirmary. Initial support will most often come from backcountry staff who will communicate with the Infirmary by radio. Depending on the situation, the injured person may be transported from the backcountry to the Infirmary for treatment. In other instances, the person may be treated in the backcountry while remaining with the crew.

For participants brought to the Infirmary for treatment, the objective will be to provide treatment necessary for recovery and then to reunite them with their crew at the earliest possible time. This will be at the first staffed camp the crew will be staying at after the participant is cleared to return to the trail. If the participant cannot be cleared to return to the trail, Philmont will assist making arrangements for them to return home.

NOTE: Your crew Ranger will provide you with instructions on how to get help if you need it while you are on the trail. A note of caution however, you should think about how you could/would handle the situation if you were somewhere like a National Forest instead of Philmont. With your Wilderness First Aid training, you should be able to handle many of the injuries/illnesses that occur in the backcountry. If you do send for help, you should be aware that you will very likely be told to stay where you are until assistance arrives. They will then assess the situation and either call for additional help or assist you getting the injured/ill person to a staffed camp or other location where a vehicle can take them to the Infirmary. This will almost always result in your crew missing that day's program and often not getting into camp until late in the day. If you can spread the injured/ill person's pack load among other crewmembers and walk them to the next staffed camp, it will result in minimal loss of program for the other crewmembers.

You should also plan who you will send for help if that is warranted. It's best to have a strategy in place before an emergency situation. You will be taught to send four people to the next staffed camp, with information, to get help. Pre-plan who the four should be so you continue to have "two-deep" leadership with the team and with the group staying with the injured/ill person.

SUPERVISION

The Infirmary does have inpatient beds, but most participants are treated as outpatients. As such, they will be housed in "Infirmary Tent City". While there, Philmont provides the adult supervision and "two-deep leadership" required by BSA Youth Protection policies.

Because supervision is provided and space is limited, it is requested that parent(s) not come off the trail with an injured or ill youth (and youth not come off the trail with an injured or ill adult). Coming off the trail may result in the crew falling below minimum size, no longer having adequate adult leadership, and other problems that may have consequences for the remaining crewmembers. If the injury/illness is significant, it is recommended that the parent/youth come off the trail, but this should not occur for routine matters.

Wilderness First Aid & CPR

Philmont requires that each crew have two participants who have completed Wilderness First Aid and two participants that have completed CPR training or hold a medical license.

Current certification cards must be uploaded to the Gateway or 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 equipped to handle emergencies. This requirement can be met by youth and/or adult participants. Different crewmembers may hold the certifications – the same person does not have to be certified in Wilderness First Aid and certified in CPR. The required certifications may be held by two to four crewmembers.

WILDERNESS FIRST AID

The approved courses listed below are a minimum of 16 hours and be taught at least partially in person. These certifications usually last for two years and the classes fill up quickly so get this training done early in your preparations. Wilderness First Aid training can be obtained from the following organizations recognized by the American Camping Association.

- American Red Cross – www.redcross.org
- American Safety and Health Institute (ASHI) – www.ashinstitute.org
- Emergency Care and Safety Institute – www.ECSInstitute.org – Wilderness First Aid Advanced Level Course
- National Safety Council – www.nsc.org – NCS Advanced First Aid
- National Ski Patrol – www.nsp.org – Outdoor Emergency Care
- Remote Medical International – www.remotemedical.com
- Sierra Rescue – www.sierrarescue.com
- SOLO – www.soloschools.com
- The Mountaineers – www.mountaineers.org – Mountaineering Oriented First Aid
- Wilderness Medical Associates (WMA) – www.wildmed.com
- Wilderness Medicine Institute (WMI) – www.nols.com/wmi/
- Wilderness Medicine Outfitters – www.wildernessmedicine.com – Distance Learning Course does NOT qualify)
- Wilderness Medicine Training Center – www.wildmedcenter.com
- Wilderness Safety Council – www.wfa.net
- Wilderness Safety & Emergency Response (W.I.S.E.R.) – www.wiser-wfr.com

The Boy Scouts of America, the American Red Cross and the Emergency Care and Safety Institute (ECSI) have national agreements with the primary goal to help councils become self-sufficient in teaching First Aid courses. Check with your local Council Service center for help in locating a course in your area.

Philmont will accept the following advanced levels of training in lieu of Wilderness First Aid and/or CPR. A copy of the current license or certification must be shared with Philmont during the registration process. Remember to bring cards or certifications for verification.

- 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

CPR TRAINING

Philmont also requires that each crew have two participants who have completed CPR training. There is no list of approved CPR courses, but it is highly recommended that the CPR certification include training in Adult and Child CPR, Choking, and used of an Automated External Defibrillator. Current CPR cards should be uploaded in the registration system prior to arrival at Philmont.

Council and Unit Planning Guide

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 <https://www.philmontscoutranch.org/philmonttreks/healthform/>.

BSA Annual Health & Medical Record

All participants in backcountry programs are required to have a current BSA Health and medical form completed within 12 months of their arrival at Philmont. The Annual Health and Medical Records part A, B, and C must all be completed, and Part C must be signed by a MD, DO, PA, or NP.

The completed Health and Medical form should be reviewed by the crews lead advisor to ensure they are aware of any medical issues that may arise on the trek and to make sure that it is filled out completely. The completed forms need to be uploaded into the crew roster in advance of your crew's arrival at Philmont. [Information to upload the completed crew forms will be emailed to the lead advisor at the same time as itinerary selection information.](#)

For more information about completing the BSA annual Health and medical record please visit:

<https://www.scouting.org/health-and-safety/ahmr/medical-formfaqs/> The Philmont High Adventure Risk Advisory should be read by each participant and their parent or guardian. It should also be shared with the medical provider completing the medical evaluation. The Philmont High Adventure Risk Advisory contains helpful information and interpretation.

NOTE: 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.

Each crew carries its own first aid kit to treat minor cuts, bruises, scratches, and burns. 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.

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.

The most common injuries and illnesses needing treatment at Philmont are:

- Sprains (knee or ankle)
- Abrasions/lacerations
- Altitude sickness
- Dehydration
- Upper respiratory infections
- Upset stomach
- Sore throat
- Nose bleeds

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

Food Allergies & Dietary Restrictions

Philmont trail food is a high-carbohydrate and high-caloric diet by necessity. It contains wheat, milk products, sugar and corn syrup, and artificial coloring/flavoring. **If an individual in your crew is allergic to any of the 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. Food substitutions may be made ONLY for medical (including allergies), religious, or vegetarian/vegan reasons.** All food shipped to the backcountry is subject to inspection to ensure that food is being substituted for these reasons. *There is no fee reduction for individuals who bring their own food.*

If you think you may need replacement food, go to <https://www.philmontscoutranch.org/philmonttreks/dining/> to find the menu and ingredients list. The list for the summer menu will be available online May 1st 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 day of your arrival at Philmont, your crew's Ranger/Horseman/Wrangler, the Crew Leader, an Advisor, and the individual(s) needing the substitute food should bring their food and the crew's Crew Leader Copy to Logistics. The Logistics staff will then group the meals by backcountry commissary and arrange for them to be delivered. At the time of your backcountry food pickup, both the standard-issue 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 eat.

Appropriate substitutions can be arranged for food served in the dining hall by indicating the type of food restriction(s) on the Camping Gateway and speaking with the Dining Hall Manager at mealtime.

KOSHER/HALAL TRAIL MENU

Philmont supports a Kosher/Halal trail menu. To assist crews in identifying which items are Kosher, the menu has an identification mark by each item that qualifies.

Crews or individuals that require a Kosher/Halal trail menu may bring substitutes for items that are not Kosher/Halal for each meal. These items must be labeled as outlined in the link above.

Philmont provides *My Own Meal* products which are Glatt Kosher/Halal **for dinner entrées only**. These meals must be picked up in Outfitting Services and processed in Logistics at the same time as the substitutes brought from home.

My Own Meals need only to be immersed in boiling water for five minutes to be ready. 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.

Additional Information

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.

Medications

Philmont participants who need daily, or emergency medications should bring enough medication for their entire trip, it should be in date and in the original container for medical recheck. Participants who arrive without their medication or have medications that are expired will be required to get that medication at their own expense before being allowed on the trail.

Philmont maintains a secure and licensed pharmacy and can store backup medications for participants

Council and Unit Planning Guide

Immunizations

The BSA changed its policies on Immunizations effective 6/1/2022. Philmont is required to follow these recommendations. Heck for the latest policies at <https://www.scouting.org/health-and-safety/gss/gss05/#c>

The BSA encourages all members of the Scouting community to utilize available vaccines that can provide protection in preventing infectious diseases.

Based on the recommendations of the CDC (Centers for Disease Control and Prevention), it is the national policy of the BSA that all participants attending events, activities, programs, or camps requiring an Annual Health and Medical Record (AHMR) must be up to date on all the immunizations listed as required below:

REQUIRED for everyone:

- Tetanus, Diphtheria, Pertussis (DTaP or Tdap)
- Measles, Mumps, Rubella (MMR) (if born in 1957 or later)
- Varicella (VAR) (chicken pox) (if born in 1980 or later)
- Polio (IPV)

Although not required, the following immunizations are strongly recommended by both the BSA and the CDC. Please review your age-appropriate immunization status with your personal health care provider:

- COVID-19
- Hepatitis A (HepA)
- Hepatitis B (HepB)
- Pneumonia (Pneumococcus): PVC13 or PPSV23
- Influenza (annually)
- Haemophilus Influenza Type B (HIB)
- Human Papilloma Virus (HPV)
- Meningococcus Conjugate (MenACWY)
- Meningococcus Type B (MenB)
- Shingles — Zoster recombinant (RZV)

As new vaccines become available these requirements and recommendations may be modified.

Exemptions to this immunization policy will be accepted for medical reasons as determined for each individual (e.g., those with congenital conditions, compromised immune systems, or taking certain medications). Scouts and Scouters who have been exempted from required vaccinations MUST have this documented by their personal health care provider.

COVID-19

Philmont is required to follow protocols set forth by the BSA, the CDC, the State of New Mexico, and others. Typically, these are not optional and they change frequently. In 2021, the protocols in place at Philmont resulted in very few campers turned away or sent home due to COVID-19. Please monitor the current Philmont mitigation efforts at <https://www.philmontscoutranch.org/covid-19-mitigation/>. Check them often but be sure to check them a week or two before your departure for Philmont to insure your crew complies with the then current protocols when they arrive at Philmont.

Hypertension

Upon arrival at Philmont, all adult participants (21-year-old and older) will have a blood pressure check as part of the medical recheck process. Participants with a history of hypertension should be well controlled and must have a blood pressure below 160/95 at medical recheck before being allowed on the trail.

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

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.

If the diabetic person uses an insulin pump and/or continuous glucose monitor, they must ensure they have adequate supplies and power for these devices for the duration of their trek. There will be no opportunities to recharge devices in Philmont's backcountry. If their device(s) communicate with a smartphone, the app used should be duplicated on one or more other crewmembers' smartphones to provide backup.

Insulin needed during the trek should be kept cool in an insulin cooling case similar to the [FRÍO insulin cooler](#) in a zip-lock bag in the diabetic person's backpack.

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 Singular.

In this instance, "well-controlled" means:

- A rescue inhaler is used less than two times per week.
- Nighttime awakenings due to asthma symptoms occur 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.

Chronic Medical Conditions

Participants with most chronic medical conditions can participate successfully at Philmont if those conditions are well managed, and the participant has a plan for management prior to the trek. The best way to learn how to manage a chronic medical condition at Philmont is through progressive shake down hikes before coming to Philmont.

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.

Mental Health

A Philmont adventure can be a stressful and isolating experience for some participants and can be difficult for participants with a history of mental health illness. Participant should not stop taking any medication prior to coming to Philmont and should talk with their physician about how these medications may affect them while on the trail. Participants with a history of mental health illnesses should participate in multiple shakedown hikes with their crew prior to coming to Philmont to evaluate themselves and how they are feeling during the hikes.

Council and Unit Planning Guide

Cell phone service and power are very limited in most of the Philmont backcountry. If a participant relies on a phone call, text, or games as a coping mechanism during stress those may not be available at Philmont. Learning new coping mechanisms and time away from electronics before a Philmont adventure will help participants be more successful.

Religious Beliefs & Medical Care

Philmont requires that every participant have a medical examination prior to participation. This medical exam is important for the protection of everyone attending Philmont so exemptions will not be allowed. If a participant does not wish to have specific medical treatment, then that should be indicated on the Annual Health and Medical Record.

Height & Weight Restrictions

Philmont Scout Ranch has established weight limit guidelines. These measurements are used 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 old 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 the Philmont Infirmary 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.

Philmont does not have a lower weight limit, but all participants must be able to carry all the required equipment without exceeding a pack weight of 30% of their body weight.

HEIGHT/WEIGHT CHART

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

Risk & Physical Preparedness

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 30 percent 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. Weather during summer and autumn includes temperatures from 30° to 100°F, low humidity (10 to 30 percent) and frequent, sometimes severe thunderstorms.

Your Philmont trek should not be the first experience with hiking and backpacking for a crew. Physical training and shakedown hikes in the year leading up to your trek will give you the greatest chance of success. These shakedown hikes not only help you to build physical fitness but also allow participants to evaluate their gear and clothing to see how it will function at Philmont, as well as make plans for dealing with any medical emergencies or conditions that may arise at Philmont.

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, CPR, and accident prevention. They can assist the adult Advisors in recognizing, reacting to and responding to accidents, injuries, and illnesses. 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. These include 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 and heat exhaustion. Native wild animals such as bears, rattlesnakes, and mountain lions usually present little to no danger if proper precautions are taken.

Council and Unit Planning Guide

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 12,441 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, climbing long flights of stairs 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 review the Backpacking Merit Badge pamphlet as a source of information. 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 Conditioning Program

MONTH	CONDITIONING
December/January	Complete health history on individual medical form and get parental approval (signature). 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 to meet Philmont's height and weight requirements. Walk, jog in place, swim or ride a stationary bike for 20+ minutes at least 3 to 5 times per week. Gradually increase the length of time and intensity of exercises. 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.
February/March	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.
April/May	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.
June/July	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.

INSURANCE

The Philmont camper fee includes insurance coverage for health, accidents, 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 (front and back) must be attached. If no insurance is in force, state NONE on the form.

Council and Unit Planning Guide

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 8:00 a.m. and 10:00 a.m. on your SCHEDULED arrival day.** It is preferable that you arrive the day before your scheduled arrival versus arriving later on your scheduled arrival day.

Philmont "Days"

Day 1 is your "arrival date". It corresponds to the month/date of the first 3 digits of your expedition number. For example, an expedition number of "704-???" should arrive at Philmont July 4 ("7" / "04"). Crews should plan to arrive at Philmont by mid-morning on this day. Crews traveling by train to Philmont should refer to page 32.

NOTE: it takes approximately 24 hours from the time a crew arrives at Philmont to check-in before they are ready to head out on their trek. Crews arriving mid-morning on Day 1 (or early arrival on Day 0) can expect to depart base camp for their trek mid-morning on Day 2. See page 30 for detailed information on the Day 1 check-in process and stops.

Day 2 is a day when any check-in procedures not completed on Day 1 are done and the crew will depart base camp for their trek. The actual departure time will be dependent on the time the crew arrives on Day 1.

Meals Provided by Philmont

"Day"	Activity	7-Day Trek			9-Day Trek			12-Day Trek			Cavalcade			Sample Date for 704-?? Expedition
		B	L	D	B	L	D	B	L	D	B	L	D	
0	Travel/Early arrival for west coast train crews													7/3
1	"Arrival Day" – Begin check-in process		✓	✓		✓	✓		✓	✓		✓	✓	7/4
2	Depart Camping HQ for Treks	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	7/5
3		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	7/6
4		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	7/7
5		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	7/8
6		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	7/9
9	7-Day Treks return to Camping HQ	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	7/10
8	7-Day Treks Depart for home Cavalcades return to Camping HQ	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	7/11
9	9-Day Treks return to Camping HQ Cavalcades Depart for home				✓	✓	✓	✓	✓	✓	✓			7/12
10	9-Day Treks Depart for home				✓			✓	✓	✓				7/13
11								✓	✓	✓				7/14
12	12-Day Treks return to Camping HQ							✓	✓	✓				7/15
13	12-Day Treks Depart for home							✓						7/16
		21 Meals			27 Meals			36 Meals			24 Meals			

Please refer to your invoice for your specific arrival and departure dates. The Philmont fee for a 12-Day trek covers 36 meals and 12 nights lodging, staff, and program supplies. Prorating for missed meals is not available.

Your expedition begins with lunch on your arrival day (Day 1). For 12-Day treks, you will come off the trail on Day 12 and depart Philmont after breakfast on Day 13. 7-Day Treks will come off the trail on Day 7 and depart on Day 8. 9-Day Treks will come off the trail on Day 9 and depart on Day 10. Cavalcades will come off the trail on Day 8 and depart on Day 9.

If a crew finds that their travel arrangements require arriving or departing at times 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 before arrival OR one night after trek completion.**

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

Scheduled expeditions will have priority, when it comes to 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 \$10 per person/per night.

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 – 6:30 a.m.

Lunch – 11:30 a.m.

Dinner – 4:45 p.m.

HOMEBOUND CREWS

Breakfast – 7:00 a.m.

Lunch – 12:15 p.m.

Dinner – 5:45 p.m.

A continental breakfast option is available at 5:45 a.m. 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 5:45 a.m. Early morning departures impact everyone's ability to obtain adequate rest. Planning an extra travel day could allow a crew to leave Philmont at a reasonable time, visit local attractions, 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 – Registration
- Conservation – Site Orientation
- Emergency Information
- Laundry
- Logistics – Trip Planning
- Mail Room
- Marketing & Photo Services – Crew Photo
- Outfitting Services – Gear/Food Issue
- Philmont Infirmary – Medical Recheck
- Security – Lost and Found
- Shakedown
- Tooth of Time Traders

By planning ahead and using your time wisely, your crew may have time to visit the National Scouting Museum, Seton Memorial Library, Villa Philmonte, Kit Carson Museum at Rayado, Historic Chase Ranch, and the Tooth of Time Traders. See *The Guidebook to Adventure* for more information.

INDIVIDUAL CREW CHECK-IN

Individual crew advisors will need the following documents for individual crew check-in:

1. Check, cash, or credit card payment for expedition balance fees, additional crew photos, transportation, or any other potential charges that may be due by the individual crew.
2. Two current certifications from members of the crew for Wilderness First Aid and two for CPR.
3. Completed Annual Health and Medical Record with a copy of the health insurance card for each crew member, to be turned in at the Infirmary during Medical Re-check.

Not having these documents ready and filled out before arriving at Philmont will delay crews during Base Camp procedures and could result in a later departure for the trailhead on Day 2.

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COUNCIL CONTINGENT/MULTI-CREW GROUP CHECK-IN

Philmont allows councils to make reservations for multiple crews. Councils may make these reservations in advance of the unit registration process. Among other benefits, Council Contingents and multi-crew groups provide the ability to speed up the check-in process for all crews in their reservation.

The reservation for a Council Contingent or multi-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” must be designated among the Advisors traveling with the contingent.

The Day 1 check-in process has several steps. With a Council Contingent (or any unit reservation with four or more crews), the On-Site Contingent Advisor can handle these for the entire group.

Upon arrival at Philmont’s Welcome Center, the On-Site Contingent Advisor should identify themselves to the Welcome Center staff. The first step in the check-in process after meeting their Ranger for a Council Contingent or multiple-crew

Multi-crew reservations (whether individual units or council contingents) must arrive at Philmont together. If they travel separately, they must rendezvous in Cimarron and then arrive at the Welcome Center at the same time.

group is for the On-Site Contingent 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 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 if not uploaded to the Gateway.
3. A check, cash, or credit card for any outstanding fees or charges.

After the On-Site Contingent Advisor has completed the Registration process, they can rejoin their crews to complete Base Camp procedures.

TRANSPORTATION PLANS

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 or by calling (575) 376-2281 and asking for the Logistics Transportation Manager.

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.

TRANSPORTATION SERVICES

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 Springs (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).

- Amtrak Train to Denver, CO; obtain charter bus directly to Philmont.

Inquire with 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.

Travel companies serving Philmont

- **Blue Sky Adventures** (877-225-8375 or www.blueskyadventures.net) charter service from Albuquerque, Denver, or Colorado Springs.
- **Cornerstone Bus Leasing & Rental** (844-496-8287 or www.cornerstonebusleasing.com/philmont-shuttle-rental-discount) Rental/Leasing of Mini-Bus Chassis from Denver or Colorado Springs.
- **Go Shuttle, LLC** (888-722-1483/720- 276-9976) van shuttle service from Denver and Colorado Springs.
- **Greyhound Charter Services** (800-454-2487 or www.greyhound.com or charters@greyhound.com)
- **Gray Line** of Colorado Springs (719-633-1181 or coloradosprings@grayline.com) provides transfer services to/from Philmont for groups or individuals from Colorado Springs Airport.
- **Gray Line** of Denver (303-289-2841 or denver@grayline.com) provides daily transfer services to/from Philmont for groups or individuals from Denver International Airport and Denver Amtrak.
- **Herrera Coaches, Inc** (505-242-1108, fax: 505-242-1125 or www.herreracoach.com)
- **Leading the Way Tours, Inc** (866-696-5073 or christine@leadingthewaytours.com) charter services from Colorado Springs, Denver, or Albuquerque.
- **Pacesetter** (303-289-5637) provides service from Denver (airport or Amtrak) and Colorado Springs.
- **Premier Charters, Inc** (303-289-2222 or ryan@ridepremier.com) provides service from Denver and Colorado Springs.
- **Ramblin' Express** (800-772-6254 or 719-590-8687 or service@ramblin.com) service in the Rocky Mountain region.

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 the *Guide to Safe Scouting* for information about automobile liability insurance requirements, motor vehicle and driver checklist, and using automobiles, SUVs, and vans. **Philmont is NOT responsible for vehicles parked in the camper parking areas.**

Philmont Bus Service

Philmont provides round-trip bus transportation to and from the bus and train stations in Raton, NM at a cost of \$50.00 per person (subject to change) and to Cimarron, NM at a cost of \$15.00 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 prior to arriving at Philmont. If you arrive in Raton after 10:30 a.m. or 5:00 p.m., plan to eat a meal in town as you will not arrive at Philmont in time for a scheduled meal. The shuttle bus driver will take you to a fast-food location in Raton. This bus fee is payable on the day your crew checks-in at Philmont. Crews arriving by train should take their arrival time at Philmont into consideration.

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.

Amtrak Transportation

Crews traveling by train from the west coast should schedule their travel for the day before their “arrival date” to be able to complete the check-in process on Day 1. Crews traveling by train from the east coast should arrive at Philmont on their “arrival date”. They may want to travel a day earlier and spend the night in Raton or Cimarron to be able to actually arrive on their arrival date should the train be late.

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If you travel by Amtrak and cannot arrive/depart Raton on your arrival/departure day, please consider making arrangements to stay the night outside of Philmont. Space for early arrival/late departure crews is often extremely limited in base camp. Philmont's busses will transport you between the train station and motels in Raton or Cimarron and pick you up at the motel the next morning to continue to Philmont.

Crews using Amtrak to travel from the west coast should plan to arrive the day before their scheduled arrival date to be able to complete the Day 1 check-in process without delaying their departure to Philmont's backcountry.

Crews using Amtrak to travel from the east may want to consider arriving the day before their scheduled arrival date to be able to complete the Day 1 check-in process without delaying their departure to Philmont's backcountry.

When the westbound Amtrak train is on time, crews will have lunch at fast food restaurants in Raton and will not arrive at Philmont until mid-afternoon. This will delay their departure to the backcountry until late on Day 1.

Lodging In & Around Cimarron, NM

A list of all locations that offer overnight accommodations for groups traveling to Philmont is available at <https://www.philmontscoutranch.org/philmonttreks/travelingtophilmont/staynear/>. Contact locations directly to make a reservation or seek specific information.

Phone Number	Agency & Address	Location	Distance from Philmont
575-377-6271	Cimarron Canyon State Park P.O. Box 185 Eagle Nest, NM 87718 www.nmparks.com	Ute Park, NM	20 miles
575-445-3615	NRA Whittington Center P.O. Box 700 Raton, NM 87740 info@nrawc.org www.nrawc.org	10 miles SW of Raton on Highway 64	40 miles
575-376-2343	Ponil Campground 31006 U.S. Highway 64 Cimarron, NM 87714 www.Ponilcampgrounds.com	Cimarron, NM	6 miles
575-445-5607	Sugarite Canyon State Park HCR 63, Box 386 Raton, NM 87740 www.nmparks.com	Raton, NM	55 miles
575-376-2268	Cimarron Inn & RV Park 212 E 10 th Street Cimarron, NM 87714 www.cimarroninn.com	Cimarron, NM	5 miles
575-376-2664	St. James Hotel 617 Collison Ave Cimarron, NM 87714 www.exstjames.com	Cimarron, NM	4 miles

OTHER INFORMATION

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 and may be left in personal vehicles or crew lockers for crews using public transportation.

The Tooth of Time Traders can produce custom t-shirts for your crew. Information can be found online at 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.

Photo Talent Release

All Philmont Scout Ranch participants are informed that photographs, films, 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 a complete statement, please refer to Part A of the Annual Health and Medical Record).

Trading Post – Tooth of Time Traders

The Tooth of Time Traders carries gear that will cover all 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 and register your account today. If you want further information or have any questions, you can email toothoftimetraders@scouting.org.

Start shopping at www.toothoftimetraders.com!

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, with a pack cover, for \$30 for the duration of the trek.

Fishing Licenses

Fishing licenses for participants under 18 years old may be purchased at 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 old or older will be required to purchase a fishing license from New Mexico Department of Game and Fish. Fishing licenses for participants 18 years old and older are NOT available for purchase in the backcountry.

Fees for nonresident fishing licenses are as follows:

- 1 day = \$12
- 5 days = \$24
- Annual = \$56

(2021 NM Game & Fish pricing)

If you are purchasing a one-day or five-day license, we recommend that you do so at the Tooth of Time Traders after you arrive at Philmont so we may help you align the actual fishing days with your itinerary and insure you have the required validations before purchasing a non-refundable license. There is a special online kiosk at the Tooth of Time Traders available to help participants obtain their licenses.

The New Mexico Department of Game and Fish requires each applicant to create an online profile with a username and password before they can purchase a license. The system will assign the applicant a unique Customer Identification

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Number (CIN). You can speed up the process to obtain your license at Philmont by obtaining this information before you leave home. Each person in the crew planning to purchase a license should obtain their own Customer Identification Number. <http://www.wildlife.state.nm.us/fishing/licenses-permits/>

Drones

Philmont does NOT allow participants or seasonal staff to use drones for any purpose.

Crew Lockers & Security

Philmont provides crew lockers with locks as well as safekeeping 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 asked to store items in their vehicles. Crews using lockers will be limited to two lockers based on availability.**

Safekeeping storage is available for valuables such as tickets, cash, credit cards, etc. Items are sealed in envelopes and placed in a safe located at Camping Headquarters. Never leave valuables in tents or unattended. Philmont is not responsible for lost or stolen items.

Shipping procedures

There are many different items that you may need to ship to Philmont, some of which may have specific shipping requirements. Fuel and stoves are some of the most common items shipped to Philmont, but the information below applies to any item that needs to be shipped to the Ranch.

Philmont requires crews to use backpacking stoves. Visit www.toothoftimetraders.com for information on fuel for your Philmont Expedition. White gas and isobutane/propane fuel type canisters are 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.

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. Purge stoves with attached tanks until they sputter and go out.
2. Wash fuel bottles with hot, soapy water and air dry for at least 24 hours.
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 can also be used for participant mail and packages which will be delivered to the Philmont Mail Room in Base Camp. 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 in shipping your items home with either 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.

Emergency 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.

Smartphones

In an age of technology, smartphones are a common tool used 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, and solar chargers are widely available, as well as several useful outdoor apps. Cell phone service is very limited in Philmont's backcountry – it is generally available in the base camp area.

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 and does not detract 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, an animal tracks/scat/calls app, or compare bird calls you hear on the trail with a bird call app. Reserve texting and phone calls for emergency use only. 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.

Resources

- Training videos for your Philmont trek - https://www.youtube.com/playlist?list=PLknEzfYTrwSHzX3WH_P4_ckd9yeJpvjVw
- Shakedown guide - <https://www.philmontscoutranch.org/philmonttreks/shakedown/>

OTHER OPPORTUNITIES

Exhibits at the four Philmont museums recount Philmont’s 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.

Philmont Museums

NATIONAL SCOUTING MUSEUM—SETON MEMORIAL LIBRARY

Located across the road from Camping Headquarters, the National Scouting Museum houses history exhibits related to the Philmont area and worldwide Scouting history. 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 the area’s 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 1850s. The Rayado Trading Company, located at the museum, sells books, maps, reproduction tools and equipment, moccasins, and blankets. You can also tour the historic Maxwell-Abreu house, dated around 1847.

The Kit Carson Museum is located seven miles south of Camping Headquarters. Transportation to and from the museum is available from Camping Headquarters each day. Large groups should schedule through 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 BSA. It is listed on the National Register of Historic Places. Tours of the Villa may be scheduled at the National Scouting 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 Ranch 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 through Logistics.

Council and Unit Planning Guide

INDIVIDUAL TREK OPPORTUNITIES

Rayado

Older Scouts and Venturers 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, 9-Day, or 7-Day treks. The Rayado program 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 21-day program. Participants depart the morning of the 21st day. (July 10 and August 8 are departure dates).

2022 Dates & Fees	
Sessions/Dates	#1: June 20 – July 10 #2: July 19 – August 8
Cost	2022 = \$1,075.00
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/horse care and want to expand their skills and experience. The Ranch Hands crew will spend eight days working in the ranching 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 16-day program. Participants will depart the morning of the 17th day. (July 23 is a departure date).

2022 Dates & Fees	
Sessions/Dates	#1: July 7 – July 23
Cost	2022 = \$450.00
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 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 15th day. (June 27, July 18, and August 8 are departure dates).

2022 Dates & Fees	
Sessions/Dates	#1: June 12 – June 26 #2: July 3 – July 17 #3: July 24 – August 7
Cost	2022 = \$450.00
Age	16 by program start date; not yet 21 by program conclusion 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 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 14-day program. Participants depart the morning of the 15th day. (June 22 & 29, July 6, 13, 20 & 27, and August 3, 10, & 17 are departure dates).

2022 Dates & Fees	
Sessions/Dates	#1: June 8 – June 22 (co-ed) #2: June 15 – June 29 #3: June 22 – July 6 #4: June 29 – July 13 (co-ed) #5: July 6 – July 20 #6: July 13 – July 27 #7: July 20 – August 3 (co-ed) #8: July 27 – August 10 #9: August 3 – August 17
Cost	2022 = \$425.00
Age	16 by program start date; not yet 21 by program conclusion
Length	14 days and nights

Roving Outdoor Conservation School (ROCS)

The Roving Outdoor Conservation School is an exciting program for Scouts and Venturers who have an interest in conservation, environmental science, and natural resource management. ROCS offers 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 21-day program. Participants depart the morning of the 22nd day (July 6, 14, and August 2 are departure dates).

2022 Dates & Fees	
Sessions/Dates	#1: June 15 – July 6 #2: June 23 – July 14 #3: July 12 – August 2
Cost	2022 = \$785.00
Age	16 by program start date; not yet 21 by program conclusion
Length	21 days and nights

Council and Unit Planning Guide

STEM Trek

The STEM Trek is an exciting program for Scouts and Venturers looking to enjoy a 12-Day trek throughout Philmont's rugged mountain wilderness 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 who have experience with outdoor education. Participants depart the morning of the 13th day. (July 22, 28, and August 3 are departure dates).

2022 Dates & Fees	
Sessions/Dates	#1: June 13 – June 25 #2: July 15 – July 27 #3: July 23 – August 4
Cost	2022 = \$1,295.00
Age	14 by program start date; not yet 21 by program conclusion
Length	7 or 12 days and nights

FALL, WINTER , AND SPRING 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 8 to 12 participants accompanied by an Autumn Adventure Guide. Larger groups are organized into multiple crews. A crew may be assembled from a Scouts BSA 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 old or in 8th grade and at least 13 years old 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 8 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 the 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 and 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. The Winter Adventure program is available to crews of 6 to 12 participants, who will be accompanied by a Winter Adventure Guide. A crew may be assembled from a Troop, Crew, Post, or Ship 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 and must be at least 21 years old. For coed Venturing Crews and Explorer Posts, there must be a male and female Advisor, both at least 21 years old. Youth participants must be at least 14 years old or in 8th grade and at least 13 years old 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 that has been 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 Day.
- **Cold Weather Camping Program** – Winter Adventure is a program which teaches participants how to camp comfortably during cold winter months. With the help of a trained Winter Adventure Guide, you will learn to camp, cross-country ski and build snow shelters. 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. Please contact Philmont Registration for additional information.

Council and Unit Planning Guide

Philmont Advisor Skills School (PASS)

This weekend long training experience provides an opportunity for crew advisors to learn the fundamentals of Philmont camping skills and procedures in the beauty of the Sangre de Cristo mountains. Courses are taught by experienced Philmont Rangers and Backcountry Staff and help advisors learn important skills that will help them be better prepared for their summer experience.

Participants will have an on-site, hands-on learning experience that will give a better understanding of the following Philmont skills, procedures, and resources:

- Conducting a shakedown hike
- Philmont issued gear
- Physical conditioning
- Crew Youth Leadership positions
- Campsite setup and the “Bermuda Triangle”
- Smellables and bear bag hanging
- Dining fly and tent setup
- Gas stove operation and care
- Philmont’s backcountry cooking method
- Sample some of the newest trail meal options
- Dishwashing and sump use
- Effectively breaking camp
- Day 1 Base Camp processing
- Scheduling Philmont Museum experiences
- Philmont Second Season Programs
- Introduction to Winter Adventure Program

PROGRAM OVERVIEW

After checking in and processing the evening before, the course will start with a quick tour of the Day 1 process in base camp, gear shakedown, and outfitting services for food and supplies. The crew is taken to a backcountry trailhead for a short hike to a camp where the training will commence. The next day includes a short hike and a return to base camp for continued sessions, tours of the Villa Philmonte and the National Scouting Museum. The closing dinner will be a special opportunity for recognition and closing words and presentation of the official PASS patch.

PARTICIPANTS

The PASS program is tailored especially for any adult leader registered for the coming summer seasons but is open to ALL registered BSA leaders who want to learn more about camping at Philmont! Crews are limited in size and will be mixed groups of leaders from across the country. (Crews are limited to 12 persons each.) Space is limited, so register early!

DATES OFFERED

The PASS program will be offered during multiple weekends during the winter and spring season. Arrival dates are on Fridays, with departures on Monday mornings. Weekends the program will be offered are:

- October 15 – 18, 2021
- January 14 – 17, 2022
- February 18 – 21, 2022
- February 25 – 28, 2022
- March 25 – 28, 2022
- April 1 – 4, 2022

WILDERNESS FIRST AID



A brand-new option available for PASS participants will be an add-on package to complete Wilderness First Aid training while at Philmont. This will be taught on-site by one of our certified staff members and will qualify for your crew’s Wilderness First Aid requirement for your Philmont Trek. Space is limited due to class size restrictions (COVID protocols) and will be filled on a first come, first served basis. The course is 16 hours long and will require two additional nights at Philmont. Cost for the add-on package will be \$125 and covers training materials, meals, and lodging.

If spots remain, other Advisors not participating in PASS can sign up for this Wilderness First Aid Training opportunity. The cost for the course for non-PASS participants will be \$175. Use the special WFA registration form on the website to see what dates and spots remain for the courses.

For more information and registration forms, go to <https://www.philmontscoutranch.org/philmont-advisor-skills-school/>