

**DUKE OF EDINBURGH'S AWARD – EXPEDITION APPROVAL REQUEST – Part A**

1. All Award Expeditions requires prior approval for the Council

2. Copies of this form must be
Submitted 4 weeks prior to
The venture to:-

Dave Horrocks and to
Adventure Scotland Ltd
Croft House
12 Croftside
Aviemore
PH22 1QJ
Tel. 01479 811411 Fax. 01479 811414
E-mail info@adventure-scotland.com

D of E Develepoment Officer
Lossiemouth Community Centre
Coulardbank Road
Lossiemouth
Moray IV31 6JW
Tel 01343 813614

a copy will be forwarded by Adventure Scotland to the appropriate Council Officer and recommendation for approval will be sent to the Head of Establishment (copy to D of E Development Officer)

3. (a) **FOR EXPEDITIONS TO WILD COUNTRY**

The Award “Expedition Notification Form for the Ventures in Wild Country” (green print form) should be completed and sent to the appropriate Panel Secretary.

Part A of this form must be completed and submitted (para 2 above) together with a copy of the green form attached

(b) **FOR EXPEDITIONS TO NORMAL COUNTRY**

Part A and Part B of this form should be completed and submitted as above.

4. Map photocopies (1:50,000) or electronic Anquet Style Routes should be attached showing the route planned, indicating Start and Finish Points (and planned times), Campsite(s) (and time of planned arrival and departure), also any identified alternate or emergency routes.

Award Unit / Group	
Venture Area	
Date	

Expeditions	<input type="checkbox"/>	Exploration	<input type="checkbox"/>	Other Adventurous Project	<input type="checkbox"/>
Bronze	<input type="checkbox"/>	Silver	<input type="checkbox"/>	Gold	<input type="checkbox"/>
Practice Venture	<input type="checkbox"/>	Qualifying Venture	<input type="checkbox"/>		

Purpose of Venture	
Unit Contact / Form Submitted by:	Nominated Base Contact Person
Usual Contact Tel. No.	Emergency Tel. No. (24 hrs)

Supervisor(s)	Qualifications	Contact Telephone Numbers

Risk Assessment & Supervision Plan

HAZARDS – Specific to the planned route

RISK – what might go wrong

CONTROL MEASURES – Outline preventative measures to minimise risk as related to pre training, briefings and your remote supervision plan.

Continue on separate sheet if required

Experience of Group Members (of special importance for Bronze & Silver Expeditions venturing over into Wild Country)

Wild Country Panel Contacted YES / NO / NA (delete as appropriate)

Landowners Contacted (Name Contact)

Name of Assessor/ Assessor Required YES / NO

Declaration – to be completed and signed by the Award Unit Leader or Supervisor

I confirm that the planned Venture meets the requirements of the Duke of Edinburgh's Award

I confirm that the planned Venture complies with the Council's policies ("Safety & Good Practice in Adventure Activities") and this establishment's procedures for the implementation of such policies.

I confirm that all group members have sufficient experience and have received appropriate training to allow them to satisfactorily and safely complete the Venture.

I confirm that all equipment to be used by group members will be checked as suitable prior to departure.

Signed..... Award Unit Leader / Supervisor Date

Head of Establishment Details:

Name

Address

.....

Telephone Fax..... E-mail

Endorsement

I confirm that I endorse the planned venture and authorise it pending a favourable report from the Council's advisors

Signed Head of Establishment Date

THIS FORM MUST BE SUBMITTED AT LEAST FOUR WEEKS PRIOR TO THE VENURE
(earlier please if assistance is required with Assessment)

Changes to the plans for the venture must be notified promptly