



The Bharat Scouts and Guides

National Headquarters

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To
All the State Chief Commissioners,
State Associations of
The Bharat Scouts and Guides,
INDIAN UNION



Circular No.: 46 / 2020

Date : 18th April, 2020

SUB: Virtual National Planning Committee Meeting.

Respected Sir/Madam,

Hope all members in the State Association are safe and sound.

We take this opportunity to thank you and your team in the State Association for assisting the State / District and Local Administration to undertake various yeoman services to combat COVID-19 with commitment and dedication. Our zeal and valuable services rendered to the community is highly appreciated by the Government, Print and Electronic Media and others. Kindly convey our appreciation and gratitude to all our COVID-19 warriors.

This is to inform you that we would like to have a virtual National Planning Committee Meeting on **30th April, 2020 at 04:00 P.M.** online via **Zoom Webinar**. The online link will be communicated in your Mobile (WhatsApp) and in email ID respectively.

Since all of us are under nationwide lockdown, therefore, let us utilise the opportunity to discuss the matter pertaining to qualitative and quantitative development of the organisation through online meeting.

The agenda of the meeting will be forwarded in due course of time.

The Meeting will be held in the **ZOOM Webinar**.

Following DO's are to be followed:

1. Need to register in the <https://zoom.us/> with a valid email and separate password for Zoom
2. Always while using ZOOM you should login from your registered zoom ID and then attend the meeting
3. Every Meeting will have a Valid new Meeting ID and a unique password for attending the meeting, please do not share it with others or forward in any WhatsApp group.
4. Once the Meeting Link is created for the Zoom Webinar, it will be shared to you on your Registered Email ID which you will be sharing with us.
5. Always login with your original name while attending the meeting so that the host can identify you and will not block your presence.
6. If the name is not visible or unidentified then the host can remove you from the Webinar and will not accept back.

7. Have minimum of 1 GB of Data available when you are going to attend the meeting so that you will not face problem in Audio and Video Quality.
8. It is preferred to connect Zoom meetings from your Laptop or Desktop rather than using Mobile phone.
9. When you are on screen kindly turn on your video and audio, at the time of speaking. Rest of the time please keeps your audio on mute.
10. If you prefer to talk in the screen use the Hand Rise Button so that it will be notified to the presenter and they can allow you to talk on screen.
11. Do not attend any unknown numbers phone call while you are in ZOOM Meeting or ZOOM Webinar.

Yours Sincerely,



(RAJ KUMAR KAUSHIK)
DIRECTOR

Copy submitted to : Hon'ble Chief National Commissioner, the Bharat Scouts and Guides for his kind information please.

Copy to:-

1. All the State Secretaries, the Bharat Scouts and Guides, Indian Union. He / she is requested to forward the personal email ID of State Chief Commissioner so that SCC may be able to attend the online meeting in **Zoom Webinar** stated above. In case State Chief Commissioner is unable to attend the meeting, Email ID and WhatsApp number of any one State Commissioner may please be forwarded so that he / she can attend the aforesaid meeting.