



THE BHARAT SCOUTS AND GUIDES

Creating - Better India

National Headquarters,
Lakshmi Mazumdar Bhawan, 16 M.G. Marg, I.P. Estate, New Delhi - 110002

DUTIES & RESPONSIBILITIES OF THE HOST STATE

1. To get the State Government approval for hosting the proposed Jamborees.
2. To get sanction of Budget from the State Government.
3. Finalize the Jamboree Dates in consultation with NHQ.
4. Confirm to National Headquarters with final dates & Venue.
5. Formation of Jamboree Council and other Sub-Committees.
6. Accommodation arrangement of participants, Service Rovers and Rangers, Organising Staff, Guests and National Executive Committee Members (approximately 35000).
7. Tents arrangement (Choldari, EP, Swiss Cottage, Dormitory Tent etc)
8. Gallery, Stage and Rostrum.
9. Levelling of ground, construction of road and drainage system.
10. Electricity and lighting arrangement.
11. Water arrangements (Water Supply in Sub-Camps, Kitchen and Jamboree area).
12. Sanitation Arrangements (Bath & Lat).
13. Preparation of Jamboree Souvenirs & Kits.
14. Preparation of Jamboree Song
15. Printing and Stationary.
16. Public Address system.
17. Communication system (Intercom telephone in all sub-camps & offices) with provision of the telephones with STD facilities (Chief National Commissioner/Director/Secretary General etc.)
18. Transportation arrangement (both inside and outside from Railway Station to Jamboree site and Jamboree site to Railway Station).
19. Vehicles for VIPs during Jamboree duration.

20. Inviting Bank, Post Office and railway Booking, P.C.O., STC booths at Jamboree.
21. Transport arrangements for sight-seeing (on Payment)
22. Civil Supply arrangement (Rice, Dal, Sugar, Gas, firewood, other ingredients etc.)
23. Security arrangement (outside the Jamboree)
24. Jamboree Market arrangements.
25. Saluting and inspection Jeep arrangement for the rehearsal, inauguration and Valedictory function.
26. Programme and activities materials.
27. Setting of Exhibition (Scouts & Guides & Govt. Stalls).
28. Souvenir, Mementos, Plaques for presentation to participating States/Country, organising staff and Jamboree staff and award for various competitions.
29. Preparation of Jamboree Award badge.
30. Preparation of Jamboree gates and decoration.
31. Hospital (50 beds) with dispensaries (Sub-Camp Wise) and ambulances.
32. Appointment of Liaison Officer to coordinate with the State Government.
33. Appointment of Jamboree Coordinator.
34. Conduct of Jamboree Meetings.
35. Fire Brigade and fire safety arrangement.
36. Press coverage and publicity including news letter.
37. Invitation of Guest for Opening & Closing Ceremony and other functions in consultation with the Director.
38. Setting of Central Mess
39. Arrangements for publication of Jamboree News daily.
40. Arrangements of sufficient Computers, Photocopier Machine, Internet, HAM Radio, Fax and other IT related gadgets.
41. Safety & Security of the participants.

DUTIES & RESPONSIBILITIES OF THE NATIONAL HEADQUARTERS

1. Issuance of Jamboree Circulars and all Jamboree related information's to the State Associations from time to time.
2. Allotment of Quota to Scouts & Guides, Service Rover and Rangers.
3. Deputation of Jamboree Staff.
4. Duty allotment to staff.
5. Conduct Programmes and activities.
6. Formation of Sub-Camps.
7. Allotting accommodation to States as per quota.
8. Appointment of Sub-Camp Chief.
9. Appointment of various activity Incharges.
10. Preparation of day to day programme.
11. Preparation of information bulletin, hand book for printing by the host State.
12. Jamboree News Paper.
13. Organise Meeting and Conference during Jamboree.
14. Running NHQ offices in the Jamboree.
15. Issue Certificates and Awards.
16. Running Equipment Shop.
17. Issue Letter of Invitation to Overseas Country.
18. Time to time coordination and follow-up with the host State.
19. Over-all controlling and Management of the Jamboree.
20. Over –all controlling and Management of Jamboree Market.