



The Bharat Scouts and Guides

Creating Better India

National Headquarters

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



Circular No.: 29 / 2024
Date : 23rd February, 2024

SUB: PROCEDURE TO TRANSFER MEMBERS ON OYMS.

Dear Sir/Madam,

Greetings from the Bharat Scouts and Guides, National Headquarters!

It has been a remarkable five-year journey since the inception of our OYMS portal, aimed at enrolling our members efficiently. While we have successfully enrolled a substantial number of members, there is still progress to be made in achieving comprehensive enrollment across the board.

The Phase II of the Online Youth Management System introduces several modules, including transfers, progress tracking, event enrollment and more to enhance the member experience.

Recently, we've received noteworthy transfer requests on the OYMS portal from various states and districts. To facilitate seamless member transfers, please follow the steps outlined below:

Transfer within State (State admin authorization required):

- Step 1.** District/State Admin initiates the transfer request by specifying the "from" and "to" details.
- Step 2.** State Admin approves the transfer request.
- Step 3.** The system automatically executes the member/leader transfer as per the approved request.

Transfer to other State (National admin authorization required):

- Step 1.** As the National Admin has the right to transfer, a proforma has to be filled by the present state (from where the candidate needs to be transferred) official. The proforma has to be filled by the candidate, forwarded by the OYMS coordinator and recommended by the State Secretary.
- Step 2.** The proforma has to be forwarded to the next state (where the candidate has to be transferred)
- Step 3.** The proforma should reach National Headquarters after NOC/acceptance by the State Secretary (Accepting State).
- Step 4.** Further, the IT Team at National Headquarters may contact the candidate/OYMS coordinator if required.
- Step 5.** The system, under the authorization of the National Admin, executes the member/leader transfer.
- Step 6.** Intimations will be sent to both respective states.



OYMS MODULE

We trust that the outlined transfer process is clear. Additionally, we urge you to expedite individual OYMS registrations for all members at your earliest convenience. Should you require assistance with OYMS, feel free to contact your respective Assistant Director at the Regional Headquarters. Special workshops can be organized for state associations upon request.

For added convenience, modules are accessible via the official YouTube channel of The Bharat Scouts and Guides, enhancing the overall learning experience.

We appreciate your positive and dedicated attention to this matter.

Thanking you with regards,

Yours Sincerely,

for **J.T. DIRECTOR**
(SUPPORT SERVICES)

Copy to:-

1. All the NHQ Office Bearers of the Bharat Scouts and Guides, National Headquarters.
2. Chairman/Secretary, Railway Scout and Guide Board, Rail Bhawan, New Delhi.
3. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shahid Jeet Singh Marg, New Delhi - 110016.
4. The Commissioner, Navadaya Vidyalaya Samiti, Institutional Area, B-15, Sector - 62, Noida, Uttar Pradesh – 201309.
5. The Director, DAV
6. All the District Secretaries, District Association of Dammam, Riyadh, Muscat and Jamiat Youth Club.
7. All Assistant Director, Bharat Scouts and Guides for follow-up.