

## GC#497 – Writing Policies for Units

**A Policy is a written guideline for how things should be done in a given event or situation.**

# GC#497 – Writing Policies for Units

- **Why Do You Need Policies?**
- **What Policies Do You Need?**
- **How to Develop Policies?**
- **How to Implement Policies?**
- **Resources**

# GC#497 – Writing Policies for Units

## **Why Do You Need Policies?**

- **Simplify The Rules**
- **Specify The Rules**
- **Clarify The Rules**
- **Avoid Meeting Time - Wasters**
- **Resolve Conflicts Between Groups**
- **Avoid Undocumented Requirements**

# GC#497 – Writing Policies for Units

## **Why Do You Need Policies?**

- **Reduce Friction and Misunderstandings**
- **Save Time**
- **Retain Knowledge**
- **Consolidated Source of Information**

# GC#497 – Writing Policies for Units

## **What Policies Do You Need?**

- **Disciplinary Problems**
- **Fiscal**
- **Other Problems**

# GC#497 – Writing Policies for Units

## **What Policies Do You Need?**

**YOU DO NOT NEED ANY ADVANCEMENT  
POLICIES!!!!**

- **BSA Has all Necessary Advancement Policies**
- **See Scout Handbook; Requirements Booklet; Advancement Guide**

# GC#497 – Writing Policies for Units

## How Do You Develop Policies?

- **Consult Your Sponsoring Org Rep**
- **DON'T DO IT ALONE**
- **Form a Sub-Committee**
  - **Three Members Is Ideal**
  - **Have One Who Questions A Lot**

# GC#497 – Writing Policies for Units

## **How Do You Develop Policies?**

- **Limit Scope of Policy**
- **Limit Time for Debate**

# GC#497 – Writing Policies for Units

## **How Do You Adopt Policies?**

- **Inform Org Rep**
- **First Reading at Meeting**
- **A Month For Comment**
- **Second Reading at Meeting**

# GC#497 – Writing Policies for Units

## **How Do You Adopt Policies?**

- **A Second Month For Comment**
- **Final Reading**
- **Vote to Adopt or Try Again**

# GC#497 – Writing Policies for Units

## How To Implement Policies?

- **Inform Org Rep**
- **COMMUNICATE, COMMUNICATE, COMMUNICATE**
  - **Post to Web Site**
  - **Send Home A Letter to Parents**

# GC#497 – Writing Policies for Units

## How To Implement Policies?

- **COMMUNICATE, COMMUNICATE, COMMUNICATE**
  - Add to “Welcome To Unit” Handout
  - Tell The Boys
  - Next Step Depends on Type of Policy

# GC#497 – Writing Policies for Units

## **Implementing Policies**

- **Disciplinary**
  - **Create A Form**
  - **Have Boys Sign It**
  - **Have Parents Sign It**

# GC#497 – Writing Policies for Units

## Implementing Policies

- **Disciplinary**
  - **Have Scoutmaster and/or Committee Chair Sign It**
  - **Keep It On File**
  - **Make Sure Family Has A Copy**

# GC#497 – Writing Policies for Units

## Implementing Policies

- **Disciplinary**
  - **Purpose is NOT to Kick Boys Out of Unit**
  - **Purpose IS to Correct Behavior**
  - **Retention is Much Easier Than Recruiting New Scouts**

# **GC#497 – Writing Policies for Units**

## **Implementing Policies**

- **Fiscal**
  - **Inform Treasurer (If They Don't Already Know)**
  - **Inform Other Signatories**
  - **Inform Those Who May Spend Money**

# GC#497 – Writing Policies for Units

## Implementing Policies

- **Operational**
  - **Inform Everyone**
  - **Incorporate Into Existing Document**  
**OR**
  - **Create New Stand-Alone Policy For It**

# GC#497 – Writing Policies for Units

## Implementing Policies

- **LASTLY:**

**Keep A Printed Copy With The Unit Where  
Ever You Go**

# GC#497 – Writing Policies for Units

## RESOURCES

- Scouting.Org
- USScouts.Org
- GOOGLE
- Chartering Unit
- Unit Members
- Unit Commissioner
- Your Roundtable
- Your District
- Your District Exec
- Other Scouters & Units
- [Troop336.org/uos/](http://Troop336.org/uos/)