

# Region International Book & Go Trip Road Map



## 18-9 months Permission to Plan

Needs to be sent to **County Commissioner & County International Adviser** to check qualifications & note County attendees

## Agree/Approve Deadlines

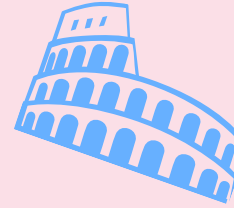
Residential Event Notification (REN), Covid checks, Risk Assessment (RA), insurance & spreadsheet needed (for all the participant info for the trip)

## Insurance

Needs to be in place before any costs are paid  
Girls provided forms (signed T&Cs, medical information and deposit)

## Qualifications

Everyone to have/gain required qualifications:  
- 1st Response  
- DBS  
- A Safe Space  
- Travel Abroad,  
- Section Leadership,  
- Section Going Away With



## REN

To be signed off

## Finances

Finalise accounts 0 balance

## REN & RA

To be submitted to **County Commissioner & County International Adviser** including home contact details to review who will then send to the **Region International Team & Region Chief** for final approval

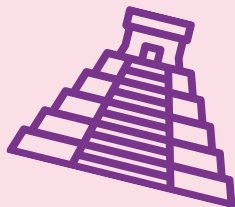
6 Weeks After

## REN

Should be updated at any point to detail any changes and resubmitted

## T&Cs

T&Cs letter, checklist, package allowance, activities etc



## Approval

Permission to plan needs approving by **Region International Team & Region Chief**

18 months

12 months

9 months

8 weeks

Review Medical Form

4 weeks

TRIP!!!



## Feedback

From participants and leaders to help plan future trips