

August 3- August 8, 2020

Michigan State University — East Lansing, Michigan

NOAC

2020

Contingent Leader Guide



BOY SCOUTS OF AMERICA®

ORDER OF THE ARROW

CONTINGENT LEADERS,

On behalf of the National Order of the Arrow Committee, many grateful parents, and our youth Arrowmen (who may forget to say so), THANK YOU for leading your lodge's contingent to the National Order of the Arrow Conference this summer at Michigan State University! I hope this guide helps prepare you and your lodge for a fun and most rewarding NOAC.

As you and your youth develop plans to maximize the benefit to each Arrowman attending, this guidebook, the NOAC website (NOAC2020.org), and The Tread emails will supply you with the most up-to-date and accurate information to organize your experience.

The world is changing faster than it ever has, and what it means to be a young person today is different than it was even a decade ago. Decisions made today will define the next century of our Brotherhood. The time to act is now. The NOAC 2020 theme, "Step Up, Step Forward" is a message that reinforces the conference learning objective: today's decisions shape tomorrow's reality. We want our lodges to perform at high levels and this theme and learning objective have the capacity to help delegates learn from and teach others. Fired up and committed to the ideals passed down from our founders we can spread enthusiasm brought on through service as we each return home.

Numerous Arrowmen from across the country have been working for months to prepare for this memorable Scouting experience. We are thrilled with the exciting programs our youth leaders have designed. Nationally, we have made our lists and are checking them twice, but we also realize no one is more important in the NOAC life of our Scouts than YOU. Your leadership and attention to each Arrowmen in your contingent will make more of an impact in the legacy we all leave than all the planning in the world.

You make the difference at this NOAC. I want to thank you for taking on the monumental task of translating the great work, exciting program, and unique opportunities offered at this conference to the youth, by ensuring that they attend, participate, and get home happy and safe.

Yours in Brotherhood,



National Chairman

COVID-19: BE PREPARED

Dear Contingent Leaders,

We are very pleased and excited to provide this Contingent Leader Guide as your key resource for planning your council contingent's National Order of the Arrow Conference experience.

As the Covid-19 pandemic continues to significantly change our way of life on a daily and in some instances, hourly basis, we recognize the extreme challenge that this presents in your contingent conference planning.

As of March 31, after consultation with Michigan State University and the leadership of the Boy Scouts of America, the National Order of the Arrow Conference is scheduled to be HELD AS PLANNED. Please note the following:

- Given the fluidity of the situation, please recognize that current plans and/or the Contingent Leader Guide are subject to change as events warrant
- We fully anticipate providing refunds, including deposits, in the event the conference is cancelled
- Please plan your travel accordingly. Those staff and contingents who plan to fly to conference should be aware of airline policies and procedures in the event conference is cancelled

We will continue to evaluate the ongoing situation and prioritize the safety of everyone involved in the national conference – delegates, staff, university employees, vendors and the Michigan State University and East Lansing community at large.

Thank you for your commitment and leadership during very challenging times.

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2020 NATIONAL ORDER OF THE ARROW CONFERENCE

THE NATIONAL CONFERENCE

The National Order of the Arrow Conference is Scouting's second-largest national program event. The reason for its growing popularity can be attributed to the fact that it is planned and carried out by Arrowmen. Youth involvement ensures that the conference program will be exciting, relevant, and non-stop fun.

As you promote the conference to your membership and plan the details for your council's involvement in conference activities, keep in mind the many benefits that are likely to accrue for your lodge and its members. Participants will return home with:

- A deeper understanding of the Scout Oath, Scout Law, Order of the Arrow Obligation, and what it means to "live" these words in one's daily life.
- A renewed spirit, pride, and enthusiasm for Scouting and the Order of the Arrow.
- Ideas their lodge can use to better serve Scouting at the unit, district and council levels.
- New programs, knowledge, and skills to improve lodge and chapter operations.
- Enhanced leadership skills and a better understanding of how to carry out the work of the lodge.
- The latest information on outdoor and high-adventure programming, including how to successfully promote Boy Scout camping.
- New friendships with fellow Arrowmen from throughout the nation.
- Memories to last a lifetime!

DATES AND LOCATION

The 2020 National Order of the Arrow Conference will begin with dinner on Monday, August 3 and end after breakfast on Saturday, August 8, 2020, at Michigan State University in East Lansing. All council contingents will be able to select an arrival time for Monday, August 3 through the NOAC Registration site at registration.oa-bsa.org starting April 1, 2020. *(The conference will not facilitate any contingent early arrivals.)*

ATTENDANCE

All Arrowmen who are registered members of the Boy Scouts of America and have their council's approval, are eligible to participate in the 2020 NOAC.

All participants must register as a delegate of a council contingent or be a member of the conference staff.

CONFERENCE FEE

The conference fee is \$545.00 for youth and adult members who pay their total conference fee by May 31, 2020. Conference fees paid after May 31, 2020, will be \$620.00 for youth and adult members. All fees must be received by the National OA Director no later than June 30, 2020.

The fee includes five night's housing, five full days of program and training, 14 meals, program and support materials, registration materials, insurance, and recognition items during the six-day conference.

In the event NOAC 2020 is cancelled due to Covid-19, we fully anticipate providing refunds, including deposits.

COUNCIL CONTINGENT RESERVATIONS

Council contingent leadership may make their initial reservations beginning October 1, 2019, via the NOAC Registration website (NOAERS) registration.oa-bsa.org.

In 2020, the national conference committee will not impose delegate quotas. A 1:1 youth to adult ratio (at least 50% of a lodge contingent must be youth) will be strictly enforced. However, lodges are encouraged to strive towards a 2:1 youth to adult ratio or higher for their contingent to ensure maximum youth participation. It is the responsibility of the contingent leadership to establish criteria and choose qualified adults to join your contingent.

Adult participation should be approved based on need to provide responsible leadership supervision for the council contingent (at least one adult for every 15 youth); and all contingents must maintain at least two-deep adult leadership, as well as required gender-based leadership while

traveling to, and from and during the conference. Please note that NOAC staff members register separately and do not impact a council's ratio.

To secure the youth and adult spaces desired, each council must complete the online Council Contingent Reservation. Your council will be billed the nonrefundable deposit of \$100.00 per participant. No individual reservations will be accepted. The Council Contingent Reservation must be submitted on the NOAC Registration website at: <https://registration.oa-bsa.org> beginning October 1, 2019. All lodges should secure their initial reservation by January 1, 2020.

Councils will be billed the remainder of each participant's fee in two installments: \$220 in March and \$225 in May of 2020.

Encourage adult Arrowmen in your council to establish a special fund to help youth members attend and share in the conference spirit. Your council, lodge and Scouting will benefit for years to come!

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REMOTE DELEGATES

Arrowmen who are not able to attend NOAC as a delegate or staff member will still be able to participate through our remote delegate program. This will be similar to our inaugural remote delegate program from 2018, including

live streaming of shows and certain training sessions, a patch, and other remote delegate-only activities. Additional information and registration details will be available by April when program registration opens.

ADDITIONAL INFORMATION

Get the latest updates about conference at noac2020.org.

Questions about registration? Contact the Contingent and Staff Services team at concierge@oa-bsa.org

LODGE PATCHES FOR THE 2020 NOAC

Special guidelines have been established in cooperation with Michigan State University for National Order of the Arrow Conference event-specific merchandise. Please follow the guidelines included in this packet.

Custom patch orders can be ordered through an official BSA licensee at www.licensingbsa.org.

CANCELLATION AND REFUND POLICY

The \$100.00 per-person deposit is transferable to a substitute participant (youth or adult) within the same council on a one-for-one basis, but it is nonrefundable, and may not be applied to the balance due for another person. All requests for cancellation made in writing to the OA Director by June 30, 2020, will receive a full refund of all fees, minus their deposit amount of \$100. Participants canceling their reservation after June 30, 2020, will forfeit their entire conference fee.

LODGE KEY 3 RECOGNITION

The Lodge Key 3 will receive a special recognition for attending the 2020 NOAC. (The Lodge Key 3 includes the lodge chief, lodge adviser and lodge staff adviser or Scout executive; and all three must attend to receive this special recognition.)

CONFERENCE SITE

EAST LANSING, MICHIGAN

East Lansing is the home to Michigan State University and will serve as the proud host of the National Order of the Arrow Conference this summer. East Lansing lies about 90-miles west-northwest of Detroit, and adjacent to Lansing, MI. The town was founded around 1847, the same year Lansing was established as the state capital. MSU was founded eight years later, and soon became the cornerstone of the town. It wasn't until 60 years later, in 1907, that East Lansing was officially incorporated as a city. Initially, it was to be called College Park. Today, East Lansing has grown into a classic university town with a population of around 48,500. East Lansing is located in south-central Michigan, and is accessible via numerous transportation

avenues. The city is served by three interstates, I-96, I-69, and I-496, and a US Highway 127. Amtrak and Greyhound rail and bus lines stop at the East Lansing Amtrak depot, in walking distance of MSU. The Capital Region International Airport in Lansing hosts flights on Sun Country Airlines, some Delta Connections, and United Express. However, many travelers may find it more convenient to fly into either the Gerald R. Ford International Airport in Grand Rapids or the Detroit Metropolitan Wayne County Airport near Detroit. The Capital Area Transportation Authority (CATA) provides public bus transportation throughout East Lansing, Lansing, and the surrounding area.

MICHIGAN STATE UNIVERSITY

MSU was founded in 1855 as the forerunner of the land-grant universities supported by the Morrill LandGrant Act. One of the nation's leading research institutions, Michigan State instructs nearly 48,000 students. The MSU Spartans participate in Division 1 athletics as a member of the Big Ten Conference. Their mascot is Sparty the Spartan and their colors are green and white. Four Campus Highlights:

Beaumont Tower

The Beaumont Tower, built in 1928, is one of the most recognizable landmarks on campus. It was intended to be a gathering place for student groups and a center of campus life. In addition to being a working 104-foot tall clock tower, it serves as the meeting place for the board of the MSU Tower Guard, the oldest student organization on campus. It marks the location of College Hall, the first building in America specifically built to instruct students on scientific agriculture.

W. J. Beal Botanical Garden

The W. J. Beal Botanical Garden, named after its creator, Professor William J. Beal, was started in 1872, and is claimed to be the oldest continually-maintained university botanical garden in the US. It spans 5-acres and is open to the public free of charge year round. Over 5,000 species of plant are displayed in the Garden.

Spartan Stadium

Spartan Stadium home field of the MSU Spartans, opened in 1923. It holds 75,005 guests, making it the sixth largest stadium in the Big Ten. The stadium boasts a natural grass field. In addition to football games, the Rolling Stones have performed in the stadium and an ice rink was built on the field for a hockey game against MSU rival, the University of Michigan.

Breslin Student Events Center

The Breslin Center serves as a multipurpose arena at MSU. It is home to the Spartan men's and women's basketball teams and seats 15,138 guests. Other events hosted at the Breslin Center include the Michigan State Bar examination, commencements, monster truck rallies, and large concerts. Some of the performers who've visited the center include Aerosmith, Kenny Chesney, Dave Matthews, Bob Dylan and Kanye West.

NATIONAL CONFERENCE ORGANIZATION

NATIONAL OA COMMITTEE

The National Order of the Arrow Committee, led by National Chairman Mike Hoffman, will host and provide overall guidance and leadership to the 2020 national conference.

Veteran Arrowmen from around the nation make up the national committee and bring to the NOAC not only extensive Order of the Arrow and Scouting experience, but years of expertise in staging and administrating conferences.

Clint Takeshita of Dublin, California, has been appointed conference chairman and will be assisted by the following deputies: Carey Mignerey (Finance), Calvin Fulks (Scheduling and Facilities), Chris Grove (Logistics), Jeff Jonasen (Program) and Ed Lynes (Messaging). Matt Dukeman, National OA Director, will be the conference staff adviser.

The following Scouters, each with extensive NOAC experience, have been appointed to serve as lead advisers to one of the functioning committees for the 2020 national conference:

Activities and Recreation (ARC)

Frank Fodero

Channahon, IL | eagle197@aol.com

Responsible for staging a variety of activities, including: athletic competitions, recreational activities, movies, etc. including off-campus activities. Facilitates conference-wide patch trading.

Administrative Services

Spencer Long

Chicago, IL | spencer.long@gmail.com

The support arm of the conference, providing for a variety of services that make the conference operate smoothly: equipment & material procurement and distribution, storage, warehousing, printing, signage, and conference related construction.

Adventure Central

Nick Digirolamo

Tampa, FL | nick.digirolamo@raymondjames.com

This committee is responsible for adventure-related activities, including the Experience (Outdoor Gear Expo), STEM, and Outdoor Adventure activities at the Conference.

Arrowman Conservation Education and Sustainability (ACES)

Jake Wellman

Albuquerque, NM | jake.wellman@gmail.com

Responsible for coordinating sustainability efforts across all committees and conservation program elements at the conference. Liaises with university sustainability office.

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American Indian Activities (AIA)

Ron Bell

Miami, FL | Ironbell@bellsouth.net

Responsible for conducting the many and varied American Indian programs, including pageants, dance, singing, and regalia competitions.

Communications

Tony Fiori

New York, NY | afiori@gmail.com

Responsible for the various media outlets at NOAC, including the newspaper, website, social media, hometown blogs, and national event promotions.

Conference Festival

Joe Barton

Benicia, CA | joebarton77@gmail.com

Responsible for all programs and activities associated with the festival on the last full day of conference prior to the Theme Show.

Contingent and Staff Services

Don Hough

Washington, D.C. | dhough2003@gmail.com

Responsible for coordinating and facilitating contingent and staff registration, check-in, housing, transportation, lost & found, and dining hall service. Manages the Concierge team.

Engagement

Devang Desai

Coral Gables, FL | ddesai@gaebemullen.com

Responsible for the overall delegate and staff experience including: delegate orientation, delegate gift, participation award, and wide game. Coordinates religious services.

Financial Services

Craig Davis

Austin, TX | mail@craigdavis.net

Responsible for oversight of daily financial and business operations of the conference. He is directly responsible to the conference chairman and national director for fiscal operations.

Inductions and Ceremonial Events (ICE)

Bill Chin

Wallingford, CT | bill@eaglewbc.com

Responsible for helping lodges improve the quality of the full spectrum of their OA inductions, from conducting unit elections to the Vigil Honor, via classroom sessions and live evaluations of ceremonies teams.

Lodge Performance

Mackie Zewalk

Riverview, FL | mack.zewalk@gmail.com

Coordinates lodge performance activities at conference. Responsible for the National Council of Chiefs, Lodge Adviser Conference Pilot, and Thursday night Region Gatherings and activities. Manages region chiefs and their support staff.

Medical

Jon Hobbs

Concord, NC | jonhobbs326@gmail.com

Responsible for on-site medical services. Liaises with local health care providers. Manages staff & delegate medical records and review at check-in.

National Committee @ NOAC

Steve Bradley

Riverside, CA | sbrad8854@aol.com

Responsible for managing national OA committee engagement at conference, VIP Guest program, and national OA committee spouse program.

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National OA Endowment

Tony Steinhardt

Michiganapolis, MI | tsteinhardt@ratioarchitects.com
Responsible for furthering the efforts of the Order of the Arrow endowment program at NOAC, through specialized endowment items at the Trading Post.

Shows

Max Sasseen

Lawton, OK | maxsasseen@me.com
Responsible for the development, production, and staging of the four original shows produced for the conference.

Security

Gary Williams

Mount Vernon, IL | gdub2@hotmail.com
Responsible for conference public safety including enforcing the code of conduct. Provides support to public relations efforts (Info Booth, Transportation Stops).

Service Corps

Scott Beckett

Minneapolis, MN | scottwbeckett@me.com
Responsible for providing and managing manpower requests for all conference committees. Manages the Provisional Staff program (if required). Includes members of OA high adventure staff, service lodge volunteer, and provisional staff.

Special Events

Bob Chaballa

Downingtown, PA | rchaballa1@us.imshealth.com
Responsible for all special events and activities, receptions, Very Important Arrowmen (VIA) luncheons, Distinguished Service Award and Red Arrow reception and dinner, professional Scouter luncheon, meetings with national officers and committeemen, and OA museum.

Technology

Joe Glenski

Minneapolis, MN | joseph.glenski@gmail.com
Responsible for providing the necessary technology support for all conference committees, including applications, networks, computers, printers, sound systems, video equipment, radios, and other tech gear.

Trading Post

Kaylene Trick

New Berlin, PA | ktrick@ptd.net
Responsible for the successful operation of the NOAC Trading Post, American Indian vendors, and satellite trading posts at the conference.

Training

David Garrett

Franklin, TN | david@cpgarrettlaw.com
Responsible for planning, developing, and conducting all training programs and educational opportunities for both youth and adult Arrowmen.

NOAC CONFERENCE STAFF

A national Order of the Arrow conference could not function effectively without the dedicated service of those Arrowmen who volunteer to work with one of the conference committees. These Arrowmen are referred to as "conference staff."

Members of the NOAC conference staff pay their own way to the conference and work in a support role to help make the national conference program a successful and enjoyable experience for all Arrowmen.

ADMINISTRATION

CONFERENCE CLINIC

NOAC participants will have a full-time health care staff available at the conference, with first aid capabilities. The conference clinic will be located in Butterfield Hall, located within the Brody Complex, and will be open 24 hours each day of the conference. A satellite clinic will also be located in McDonel Hall.

MEDICAL REQUIREMENTS

2020 Annual Health and Medical Record (AHMR) Procedures

In 2020, the individual Annual Health and Medical Record (AHMR) will not be collected electronically prior to conference. Contingent leaders will be responsible for collecting AHMR forms from contingent members and bringing them to conference to be collected at check in. These forms will be kept on file during the conference and can be collected at its conclusion. The AHMR form can be found at:

https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf

No other type of medical form will be accepted.

All BSA Annual Health and Medical Record forms for NOAC must be submitted in person during the registration and check-in process upon arrival at Michigan State University.

All medical examinations are required to have been completed within one year of the event. The medical examination must have been performed by a licensed practitioner after August 8, 2019.

Each contingent is required to maintain a paper copy of each participant's BSA Annual Health and Medical Record Form with the contingent leader during the conference and while traveling to and from the event. Contingent leaders will be asked to provide a copy of their youth and adult delegate's medical forms to the OA Medical Staff during registration and check-in of the lodge contingent.

(The BSA Health and Safety Committee does not recommend placing these forms on a jump drive for travel.)

Copies surrendered at registration will available for return at the completion of the event.

Immunizations

Immunization requirements are based on recommendations of the U.S. Public Health Service.

Youth and adults must provide proof of immunization for tetanus within ten (10) years (since 2010). In addition, youth delegates must provide verification of the following immunizations since birth:

- Diphtheria and pertussis.
- Measles, mumps, and rubella (MMR).
- Trivalent oral polio vaccine (TOPV) – four doses recommended.

SPECIAL SITUATIONS/SPECIAL NEEDS

Some Arrowmen attending the event may have the need for special medical support or consideration. Therefore, it is necessary for the contingent leader and conference staff to be aware of participants who may require special considerations.

Make sure that any special medical, physical, and/or dietary needs are entered into the participant's online record in the National Order of the Arrow Event Registration System.

Every effort will be made in advance to provide resources and accommodations for Scouts and

Scouters with disabilities of any kind. Facilities for disabled participants are limited and require advance arrangements. Please be sure to list any special needs on the individual's registration

Exceptions to Immunization

If there is a reason why anyone is not able to comply with the vaccination requirements, the BSA Immunization Exemption Form must be submitted with the Annual Health and Medical Record.

page. The event committee cannot guarantee that last-minute arrangements for special needs can be accomplished.

Special dietary needs are a common concern when attending any large function. The Dietary Staff at Michigan State University are very familiar with most special dietary needs. Whether they are for religious, medical or personal needs, they are able to accommodate most people. If participants or staff have questions specific to MSU dining you can contact one of the university dietitians, Gina Keilen at keileng@msu.edu or Kelsey Patterson at patte546@msu.edu.

Medical waivers will not be required.

Questions and Further Information

For any questions regarding these requirements or other medical issues or concerns, please contact the OA Medical Staff at NOACHEALTH@oa-bsa.org.

LEADERSHIP POLICY FOR ALL ORDER OF THE ARROW TRIPS AND OUTINGS

It is the policy of the Boy Scouts of America that trips and outings may never be led by only one adult. Two registered adult leaders or one registered adult leader and a parent of a participant, one of whom must be twenty-one (21) years of age or older, are required for all trips and outings as well as required gender-based leadership.

It is the responsibility of the council/lodge to ensure that sufficient qualified adult leadership is provided for all local, section, region, and national Order of the Arrow outings, conclaves, training events, and national events.

The interpretation of "adult" leadership and "adult" membership, as opposed to youth membership, in the Order of the Arrow continues to be one determined by age, not BSA registration. Although the Boy Scouts of America recognizes all individuals 18-years of age and older as adult members of the BSA, an individual under the age of twenty-one (21) holds youth membership,

while an individual who is twenty-one (21) years of age or older holds adult membership in the Order of the Arrow.

Although they hold youth membership in the Order of the Arrow, a member of the OA between the age of 18 and 21, who is registered as an assistant Scoutmaster or Venturer, may fulfill the leadership requirements as one of the adult leaders for an Order of the Arrow trip or outing.

Contingents that do not meet the minimum requirement of having two adult leaders as well as required gender-based leadership, as set forth by the Boy Scouts of America, will not be authorized to participate in the conference.

REGISTERED PARTICIPANTS ONLY

Only those persons officially registered with a lodge contingent or serving as approved NOAC staff will be sanctioned to participate in the national conference.

INSURANCE

Accident and sickness insurance is provided to all those attending the 2020 NOAC. The cost of this insurance is included as part of the NOAC fee.

Coverage for registered members of the BSA will be effective during travel from their homes to the NOAC site, from the NOAC site back home, and during their stay at the conference.

The Maximum Benefit period is 52-weeks from the date of the covered accident. All notice of claims must be filed with the administrator, Health Special Risk, Inc. within 90-days after any loss covered by the policy.

Excess Insurance Provision

The plan is an Excess Insurance Plan, meaning that the plan will pay all those eligible expenses incurred from a covered accident or sickness not paid by any other collectable insurance or pre-paid health plan in-force for you or a dependent child(ren). If no other collectable insurance or pre-paid health plan are in effect at the time of the loss, this plan will pay all eligible covered expenses up to the plan limits. There is no deductible under this plan. Also, coverage under this plan does not provide duplicate benefits when an insured member is also insured under another Boy Scout or Learning for Life plan for a national or regional sponsored camp or special event. This provision applies to all benefits offered under these plans, including Accidental Death and Dismemberment.

Accident Medical Expense Benefits

The policy will pay benefits for covered expenses that result directly from a covered accident. The benefits are only payable for usual and customary charges and medically necessary covered expenses.

ADDITIONAL BENEFITS

Dental Treatment

This benefit shall be in addition to any other benefits payable under the terms of this plan. Pays for dental injuries, up to a total of \$5,000 for repair, treatment and/or replacement of sound, natural teeth. If within the 52-week period following the date of the accident, the insured's

Covered expenses will be paid only if charges incurred within 60-days after the date of the accident. Maximum benefit period is 52-weeks from the date of covered accident.

Total Maximum Benefits: \$15,000

Sickness Medical Expense Benefits

The policy will pay covered expenses for 52-weeks from the first date of treatment of a covered illness.

Benefit Maximum: \$7,500

Benefits for Accidental Death, Dismemberment, Heart Failure, Loss of Sight and Paralysis

When injuries to the insured result in death or dismemberment within one year from the date of the covered accident, and from loss which is independent of sickness and all other causes, the plan will pay as follows: In the event of multiple losses or death resulting from any one covered accident, only one benefit is payable... the larger amount applicable.

Covered Loss: \$2,500 up to \$20,000

Accident Death Benefit: \$10,000

attending dentist certifies that dental treatment and/or replacement must be deferred beyond such 52-week period, the benefits will pay the estimated cost of such treatment; however, benefits will not exceed a total of \$5,000.

Benefit Maximum: \$5,000

Ambulance Expense Benefit

The policy pays ambulance expense for ground transportation from the emergency site to the hospital. The benefit includes air ambulance when, in the judgment of a duly authorized medical authority or senior representative of a camp or activity, such service is required to facilitate treatment of injuries and no other ambulance service is available. Ambulance benefits will be paid in addition to any other benefit payable under the policy.

Benefit Maximum: \$6,000

Return Transportation Expense Benefit

Transportation expenses incurred, as a result of a covered accident, the patient's medical provider requires the injured party to return home from a covered activity. This benefit includes the cost of one person to accompany the injured party on the trip. In the event of a covered death, the policy will pay expenses incurred for an immediate family member to accompany the body.

Benefit Maximum: \$1,500

Bereavement & Trauma Counseling

This benefit will pay up to \$100 per counseling session, for a maximum number of five sessions and \$500 per Covered Accident, if a covered person is in attendance at a covered activity requires counseling after suffering a covered loss that resulted independently of all other causes from a covered accident.

Post-Traumatic Stress Disorder

This benefit will pay \$100 per counseling session for up to five sessions, if the covered person suffers a diagnosed PTSD resulting directly and independently of all other causes from a covered accident. The benefit period is for 104- weeks from the date of the accident.

Crisis Management Benefit

This benefit will pay \$100 per counseling session for up to five sessions, if a covered person suffers a covered loss as the result of a felonious assault or from another person's use of a gun or knife to commit an act of violence, if the accident occurs while engaged in a covered activity. The benefit period is for 52-weeks.

Specified Injury Expense Benefit

The policy pays covered expenses incurred for treatment of a) loss of sight in both eyes; b) dismemberment of any extremity; c) paralysis; d) irreversible coma; e) entire loss of speech; or f) loss of hearing in both ears.

Benefit Maximum: \$35,000

Exclusions

No benefits will be paid for any loss or injury that is caused by, or resulting from:

- (a) the cost of medical or surgical treatment or nursing service by a person employed or retained by the Boy Scouts of America High Adventure Base, or by any immediate family or member of the insured member's household;
- (b) sickness, disease, bodily or mental infirmity, bacterial or viral infection, or medical or surgical treatment. Exceptions are if bacterial infection resulting from an accidental external cut or wound or accidental ingestion of contaminated food;
- (c) any loss caused by intentionally self-inflicted injuries;
- (d) any loss caused by intentionally self-inflicted injuries;
- (e) eyeglasses, contact lenses, hearing aids, examinations or prescriptions for them, or repair or replacement thereof;
- (f) damage or loss of dentures or bridges, or damage to existing orthodontic equipment;
- (g) loss caused by war or any act of war, whether declared or not;
- (h) dental treatment or dental x-rays, except when required as the result of injuries to sound, natural teeth;
- (i) Injury or sickness paid or payable by Workers' Compensation, Employer's Liability Laws or similar occupational benefits.

EMERGENCY PROCEDURES ENROUTE

In case of serious injury or illness enroute to or from the 2020 National OA Conference:

DO THESE THINGS IMMEDIATELY:

1. Take care of injured or sick person(s).
2. Make sure all other personnel are safe.
3. If necessary, get local emergency help.
 - (a) Dial "0" or "911."
 - (b) Inform local law enforcement officers in the event of an accident.

After taking these steps, gather the information indicated in steps 4 and 5. (Before you leave home, make sure you have emergency phone numbers for all your contingent members.)

4. Notify your local BSA council by telephone. (The council should notify the parents or spouse of the injured participant as soon as possible.)

Daytime office number

()

Emergency night or weekend

()

Alternative night or weekend

()

5. Be prepared to provide the following information:

(a) Contingent housing location

(b) Your name and leadership position

(c) Location of accident (nearest town, highway, etc.)

(d) Hospital name and location

(e) Name(s) of those ill or injured

(f) Nature of illness or injuries

(g) Action taken — location of ill or injured and current condition

(h) Name of physician and telephone number

(i) Telephone number where a responsible leader in your group can be reached

(j) Local law enforcement officers involved and the name of the officer in charge

Responses to News Queries

Most accidents immediately become public knowledge over police, fire, or emergency radio circuits, and you may receive inquiries from news reporters. Respond factually, truthfully, and promptly. Be as helpful as possible; stick to the facts. Avoid making accusations, claims, charges, or speculations on how the accident happened.

ARRIVAL AND DEPARTURE PROCEDURES

Pre-Conference

Contingent leaders have the opportunity, through the registration system, to request roommate pairings for their contingent members. NOAC Housing staff will do their best to accommodate roommate requests and house the contingent in close proximity.

Roommate requests need to be entered into the NOAC Registration system by May 31, 2020.

If a member of your contingent has a special housing request(s) due to mobility limitations, or other factors, please enter all requests into the NOAC Registration system. Please be very specific about the housing requirements, so

that correct accommodations can be provided. Special housing requests need to be entered into the NOAC Registration system by May 31, 2020.

The NOAC Code of Conduct (see last page) will need to be reviewed by all members of the contingent prior to NOAC, and it will be accessible through the NOAC Registration system.

Contingents will be notified 7-days prior to arrival as to which residence hall they've been assigned. They will also receive detailed directions and instructions on where to go and disembark on the MSU campus.

Check-In

You will go directly to your assigned resident hall. That is your first stop! In fact, whether you are traveling by car or bus, you will pull up to your residence hall curbside to unload your gear. If you are arriving by plane, the airport shuttle bus will take you to your assigned residence hall. Prior to the conference, we will provide details on where your lodge will be staying on campus, along with directions of how to get there.

Following a quick medical check (contingent leader should have a copy of each participant's medical form), you will be at your home for the week. The goal is to get you and your contingent into your rooms within a few minutes of arriving at NOAC. To help facilitate this process, your Housing staff will be located in each residence hall on Check-in Day and throughout the conference.

In order to make this process smooth and quick, there are some things you can do in advance of the conference. The key is to have your registration information complete and accurate prior to your departure from home. The following is a brief checklist:

- Each participant attending from your Lodge should be entered in the NOAC Registration database, ensuring that the roster in the system matches the Arrowmen you will actually bring to the conference.
- Medical forms need to be completed and printed.
- Roommate assignments should be completed in the Registration System by the assigned deadline.
- Training classes and activities for each Arrowman should be selected and inputted into the Registration System (by individual Arrowman where applicable) prior to arriving at conference
- Training classes and activities for each Arrowman should be selected and inputted into the Registration System (by individual Arrowman where applicable) prior to arriving at conference.

On Check-in Day, each neighborhood will have a station consisting of a registration team, training resources, and representatives from various conference committees to answer questions you may have about NOAC. (Details on the location for your neighborhood will be provided once your contingent arrives on campus.)

Departure

All linens, including pillows, blankets, and bed pads, are to be stripped from beds. All items collected are to be brought to the collection bins in the elevator lobbies of the residence hall.

All rooms are to be inspected, certified clean by the lodge contingent leadership. (All items brought into the room by a NOAC participant must be removed upon departing.)

The contingent leader collects and turns in all room keys and other materials as instructed. Conference staff members are responsible for turning in their room keys and other materials as instructed.

Complete other check-out procedures as may be instructed.

All lodge contingents must depart on Saturday, August 8, 2020 by 10:00 a.m. Meals are "on your own" after breakfast on Saturday, August 8th.

KEEP THE UNIVERSITY GROUNDS CLEAN

One of the challenges in connection with any national event is maintenance of orderly and neat conditions in heavily used areas. The cooperation of all participants is requested to see that all trash is deposited in the containers provided. Constant leader vigilance in this regard will be helpful in preventing a major problem. Make it a practice and a tradition — no one passes by trash — pick it up and put it in the proper container. SCOUTS LEAVE AN AREA BETTER THAN THE WAY THEY FOUND IT!

POLICY ON SMOKING, ALCOHOL AND DRUGS

Whenever a member of the Boy Scouts of America appears before the public, especially in uniform, that member is literally on parade before the citizens of America. This is especially true of the thousands that will be traveling to the national conference, participate in the week's events, and then depart for home. All of us must make sure that the conduct of every single participant is above reproach. This places

a great responsibility on each of us. The national conference committee has instituted a NO-SMOKING policy for all NOAC participants on the Michigan State University campus.

The use of alcoholic beverages, non-prescribed drugs, or controlled substances will not be permitted at NOAC or on the MSU campus and will result in immediate dismissal from the conference.

CHILD ABUSE

As a contingent leader, you will find yourself among thousands of youth and adults you may never see again. Unfortunately, as hard as we try to select only the very finest leaders, child

molesters occasionally manage to slip through. As a leader, you are in a critical position to help safeguard our youth.

Abuse of children falls into many forms. There can be physical, mental, sexual, and even verbal abuse. It can happen within or outside the child's home. Abuse can come from a variety of sources within Scouting, including abuse by other youth, by adult leaders, and, even by parents themselves.

It is important to point out that most youth, most adult leaders, and most parents don't abuse the children with whom they come in contact. It is a rarity in Scouting.

Child abuse is difficult to spot, and therefore hard to do anything about. But, as a contingent leader or NOAC staff member, there are things you can do. It is your responsibility as a leader or

staff member to believe any youth who tells you of sexual molestation or abuse of any kind. They will only tell you this if they feel that they have your trust, and you must respect that trust. They will have possibly come to you because no one else is willing to listen and believe them.

If the suspected abuse occurred during NOAC-related activities, you must report the case to the National OA Director. If abuse is reported to you, but it did not occur during conference-related activities, you still have an obligation to report it to the OA Director. Child abuse is against the law; and child abuse will not be tolerated in the Boy Scouts of America or the Order of the Arrow.

YOUTH PROTECTION TRAINING AND BACKGROUND CHECKS MANDATORY

Youth Protection Training

All Arrowmen 18-years of age and older attending the 2020 National Order of the Arrow Conference, must complete the Boy Scouts of America Youth Protection Training course. It is mandatory that all registered BSA adult Scouters take the online Youth Protection Training, since the newly revised version was posted in January, 2020, prior to attending the NOAC. The training must be completed and marked on their individual online registration form PRIOR to arriving on the Michigan State University campus. The Youth Protection Training can be found at:

<http://www.scouting.org/Training/youthprotection.aspx>.

Background Checks

As part of our agreement to hold the 2020 National Order of the Arrow Conference on the Michigan State University campus, the Boy Scouts of America must certify that every individual 18-years of age and older has by August 4, 2020, completed a criminal background check, within the last 12-months.

As part of the NOAC individual registration process, delegates and staff members 18-years of age and older will be required to agree to this background check electronically by checking the box on their registration form that they agree, to attend the 2020 NOAC. Personal information from each participant's and staff member's current BSA membership application will be used to complete the background check.

EAST LANSING AND MSU CURFEW

After 10:00 p.m. nightly, East Lansing and Michigan State University enforce a curfew for youth 16-years and younger. (Youth under the age of 17 must be escorted by a guardian, on campus and in East Lansing, after 10:00 p.m.)

GENERAL INFORMATION

VEHICLE INSURANCE AND DRIVERS

All vehicles used for Scouting programs must be covered by a liability insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed. It is recommended, however, that coverage limits are at least \$100,000 combined single limit. Any vehicle designated to carry ten (10) passengers is required to have liability limits of \$500,000. In the case of rented vehicles, the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle.

VEHICLE DRIVERS

All drivers must have a current valid driver's license and be at least 18-years of age. A driver, 16-years of age may drive provided the following qualifications are met: (1) Six months' driving experience as a licensed driver (time on a learner's permit or equivalent is not to be counted); (2) no record of accidents or moving violations; (3) parental permission has been granted to contingent leader, driver, and riders; (4) and under the leadership of an adult, 21-years of age or older.

Driving is limited to a maximum of ten hours per day and must be interrupted by frequent rest, food, and recreation stops. If there is only one driver, the driving time should be reduced and stops made more frequently.

Seat belts must be provided in any vehicle used, and they must be worn by all passengers and the driver. Exception: A school or commercial bus. If trucks are used, passengers will ride only in the cab.

TRAVEL RESPONSIBILITIES

The contingent leader has overall responsibility for the contingent and is the one who determines policy. He may have an assistant in charge of physical arrangements who is also responsible for: coordinating funds, determining start times, mileage to be covered and travel time requirements, and arranging for first aid needs, meals, etc.

In handling funds, do not use personal checks because of the difficulty encountered in cashing them. Along with prepaid credit and/or debit cards, keep only a small amount of cash with your contingent when traveling. When you plan to stop at a restaurant enroute, it would be best to make advance reservations. An assistant leader could also be responsible for gathering general information about any side trips.

IN CASE OF EMERGENCY

Read "Emergency Procedures Enroute" in the administration section of this guide for appropriate action to be taken in case medical treatment or hospitalization is needed, including notification of parents, the local council, and the National BSA Council, through the contingent leader.

IF SEPARATED FROM THE CONTINGENT

Each member of the contingent must know and understand these rules:

- a. Stay with your buddy!
- b. Stay near the point of separation
- c. Phone your contingent at the next planned stop

- d. Request police or ranger assistance
- e. If necessary, check with the nearest local BSA council.

EACH PERSON IS TO HAVE A COPY OF THE CONTINGENT ITINERARY

BUDDIES AND CREDENTIALS

All youth should be paired with a buddy. This will prove advantageous in case of separation from the main group.

Care must be exercised that every youth carries credentials identifying him as a member of the contingent along with his personal identification, which should include: name, address, parent's

telephone number, religious faith, whom to notify in case of emergency, council, and headquarters city.

Every youth must have pocket money for emergency use.

SOCIAL MEDIA @ NOAC

NOAC delegates and staff can stay informed about the latest conference news through social media. We will have dedicated “NOAC” social media updates on Facebook, Twitter, YouTube, Instagram, and Snapchat. All participants and staff should follow these channels and check them regularly throughout NOAC for information and conference updates. In addition to communicating NOAC-specific updates, the NOAC social media accounts will enhance the overall NOAC experience through thought-provoking content, challenging games, and other fun surprises.

Participants with smartphones and mobile devices are encouraged to share their conference experiences on social media using the hashtag #NOAC2020. The NOAC social media team may share appropriate and relevant posts from our participants on the NOAC channels.

Facebook: fb.com/oanoac

Twitter: twitter.com/oanoac

Instagram: instagram.com/oanoac

Snapchat: snapchat.com/add/oanoac

YouTube: youtube.com/oanoac

Flickr: flickr.com/oabsa

NOAC WEBSITE/ENEWS

NOAC participants are also encouraged to visit the NOAC website: noac2020.org for extensive information about NOAC including activities at the conference. Participants and staff will receive a monthly enews called The Tread which will contain news about the conference.

SPECIAL NATIONAL COUNCIL OF CHIEFS

TRAINING OPPORTUNITY

As part of the online registration process, contingent leaders will register the lodge chief and one other youth, with lodge leadership potential, selected by the lodge chief to participate in the National Council of Chiefs (NCOC) on Wednesday afternoon of the conference (August 5). If the lodge chief will not be attending the conference, then the lodge chief should select another youth leader to attend the NCOC in his place, so the lodge has two youth representatives.

PATCH TRADING

Patch trading is allowed and encouraged. It is a great way to meet new friends and learn about and from Arrowmen across the country. Please keep in mind that during patch trading all BSA barriers to abuse should be followed ([\[www.scouting.org/health-and-safety/gss/gss01/\]\(https://www.scouting.org/health-and-safety/gss/gss01/\)\). It is recommended that if adults trade patches with youth, trading should take place at official patch trading venues.](https://</p></div><div data-bbox=)

NOAC WIDE GAME

TREK

Trek at the National Order of the Arrow Conference will play a key role in the overall guest experience. This program unifies the entire conference experience by creating a conference-wide game that encourages participation in the conference program and rewards involvement. In addition, Trek will provide conference planners and committees up-to-date information on staffing needs and attendee trends.

Trek turns the entire NOAC experience into a challenge and game. Delegates and staff alike will be pushed to explore all that the conference has to offer as they earn virtual 'patches' and points for whatever they decide to do throughout the week.

WHY TREK?

- a. Boost attendance at each committee's events, training sessions, and activities throughout the conference by making them part of the game. Points and 'patches' will be awarded to guests for their participation and involvement.
- b. Promote NOAC and the Order of the Arrow through social media integration and interaction between delegates.
- c. Give each delegate a tangible record of their personal NOAC experience.
- d. Provide participation feedback data to conference planners as quickly as possible to allow changes to be made to staffing.
- e. Provide resources and material to each delegate, so that they can take NOAC back to their Lodge and share it in an impactful way.

FOOTPRINTS

Footprints will be placed at most of the major events, program areas, special celebrations, and some training sessions. When a guest clicks their device near the Footprint, they 'check in' at the event and collect any resources that may be contained in the Footprint.

THE DEVICE

Everybody at NOAC will be wearing a device attached to their name badge, which serves as their key to participating in Trek. Clicking the device near a Footprint 'checks in' the delegate, and records the person's participation or attendance. Connecting two of the devices together exchanges basic contact info between the two delegates and records that they met.

APP & WEBSITE

There will be a smartphone app that allows delegates to see their achievements throughout the week and view general conference information and announcements. For those who do not have a smartphone, an online web portal will also provide the same features and allow

access to all of this data from any computer. Both contain the guest's "Patch Collection," every 'check in' they have recorded, the profiles of everyone they met at conference, and the resources they collected along the way.

IMPORTANT

- a. Arrowmen will receive an email in July with information on finalizing their profile for "Trek". Please ensure all contingent members complete this step before arriving at the conference.
- b. There will be a NOAC 2020 App available in the App Store and Google Play Store. Please have all contingent members with smartphones download the app prior to arriving at the conference.
- c. Please consider bringing a minimum of 2-3 laptops to the conference with your contingent, so that Arrowmen (especially those without smartphones) won't have to rely upon university resources to check their progress in the game. This is not critical to participating in the game, but it will make things easier for your Arrowmen if they have this access through your contingent.

SERVICES AND FACILITIES

POSTAL SERVICE

In as much as the NOAC will last less than one week, participants should not encourage those back home to send mail to the university. However, should the need arise the NOAC mailing address is::

(Your Name)

(Council Name or Staff)

1855 Place, Suite 1010

550 S. Harrison Road

East Lansing, MI 48825

EQUIPMENT

The NOAC Administrative Services committee is happy to assist your contingent with receiving and delivering Lodge packages. We have a warehouse that can begin receiving shipments on July 13 and have staff that can deliver your packages to you.

All shipments must arrive after July 13. All shipments should be addressed/labeled as follows:

Davis Cartage, Co.

Boy Scouts/NOAC - (Insert Council Name Here)

Attention: (Lodge Contingent Leader's Name)

454 North Street

Mason, MI 48854

Return shipments can be managed and arranged through the Administrative Services Committee as well. Shipments need to be boxed and sealed, labeled with the recipient's address. Include a bill of lading of the contents and the freight/shipping company. Shipments must be prepaid or billed to the receiver. Last pickup will be Saturday, August 8 at 12:00 p.m.

If you have any questions about NOAC shipping or warehousing, please contact Ken Knaeble from the Administrative Services Committee at tokala@tampabay.rr.com.

NOAC AIRPORT TRANSPORTATION SHUTTLE

A chartered AIRPORT BUS SHUTTLE from Detroit Metro Airport (DTW) to Michigan State University for will be available for NOAC participants on August 3 (arrival day) and August 8 (departure day) ONLY.

If you're flying and plan to use this service, you must make flight reservations between 7:00 a.m. and 4:00 p.m. Travel time between the Detroit airport and MSU is two and one-half hours. This shuttle service can be requested through the NOAC Registration system for flight(s) by group size.

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Departures on Saturday, August 8 will commence at approximately 4:00 a.m. Airport check-in time, security screening, travel and load time on the campus, for your return trip, will be included in the total amount of time needed for your departure (minimum of 4-hours). Please plan your departures with these considerations.

NOAC AMTRAK TRANSPORTATION SHUTTLE

Arrangements to transport contingents arriving at the Lansing Amtrak station via the train can also be re-requested on the NOAC Registration system. The station is conveniently located on the south

NOAC CAMPUS SHUTTLE SERVICE

A campus shuttle service for those in need will circle the majority of the MSU campus starting on Monday, August 3. The service will be available Monday through Friday of the conference from 6:30 a.m. to 12:00 Midnight. A detailed route

UNIVERSITY PARKING

Parking is extremely limited on Michigan State University's campus, just as it is at many other college or university campuses. Vehicle storage lots will be available, with a shuttle service available from these lots to the on-campus shuttle route. Please understand the parking limitations and respect the posted parking instructions on campus. Campus parking enforcement will be monitoring lots, and parking tickets are the responsibility of the vehicle owner.

TRADING POST

The NOAC trading post will be available online (tradingpost.oa-bsa.org) and at the Brody Complex during the conference, offering a full complement of NOAC and Order of the Arrow merchandise. Conference participants are strongly encouraged to place a trading post order online by May 31, to ensure all mementos available can be purchased,

Contingent leaders can reserve the airport shuttle service via the NOAC Registration system for flight(s) by group size after April 1.

Please visit noac2020.org/travel-information/ for up-to-date information.

side of the IU campus. This is a courtesy service and will be provided at no charge. Contact information for your lodge leadership is required in case of delays.

map will be in your participant guide. Some handicap accessible bus units will be available. There will also be three handicap vans operating, which will be available by phone request.

thus reducing the risk of popular items not being available at the conference. Online orders may be placed during the conference; however, quantities may be limited.

The NOAC trading post will accept MasterCard, Visa, Discover and American Express credit/debit cards and cash.

NOAC 2020

Contingent Leader Guide

Online Order Pickup or Shipping

Trading post online orders to be picked up at NOAC must be done no later than 4:30 p.m. on Wednesday, August 5. Online orders scheduled for pickup and not picked up by August 5 may be cancelled.

All online orders, scheduled for shipping, will be shipped from the NOAC site beginning Monday, August 3.

ROOM KEYS AND CONFERENCE CARDS

Each conference participant will be responsible for safeguarding his room key and conference card. Local Councils will be billed directly by the National Council for all lost keys and conference cards (\$10 per conference card, \$15 for shower

key and \$75 for room keys). It is the Local Council's responsibility to pay the bill to the National Council and to collect reimbursement from the contingent member who incurred the cost if they choose to do so.

LOST AND FOUND

Michigan State University will collect and maintain custody of lost articles left at the University by persons attending the conference, and we will make every effort to return the items to either the rightful owner or the BSA. If a participant

or staff member loses an item while attending NOAC, they can check with Administrative Services in the Kellogg Center for their lost and found item(s).

UNIFORMS AND EQUIPMENT

NOAC DRESS CODE

All conference participants and staff are to be in full Scout uniform at evening shows only.

Official Scout uniform:

- Scout socks
- Scout visor cap or NOAC cap
- Scout shorts or trousers
- Scout shirt, short-sleeve casual
- Order of the Arrow sash
- Scout khaki web or leather belt

ACTIVITY DRESS

For breakfast, lunch, training sessions, daytime and evening activities and events, participants and staff may wear a NOAC, OA or Scout t-shirt or golf shirt with their Scout shorts or trousers during the conference.

The official Scout Uniform is appropriate to wear at any time during the conference.

RECOMMENDED PERSONAL EQUIPMENT

- Beach towel for all water activities (Towels are not to be taken from resident halls.)
- Deodorant
- Personal water bottle(s)
- Underwear
- Medications
- Sun glasses
- Emergency phone numbers (including work #s)
- Sun screen
- Toothbrush
- Shaving kit
- Toothpaste
- Alarm clock
- Small portable fan

BICYCLES

Michigan State University's campus is very bike friendly. If participants wish to bring bicycles to use during the conference, the bikes must be parked and locked at a bike rack when not in use. The bike must also be in good operating condition, or it will be impounded with fees assessed to retrieve it. Helmets are mandatory!

Motorized scooters are NOT permitted for use by conference delegates or staff. Any injuries associated with motorized scooters are NOT covered by BSA insurance.

MSU PROVIDED PERSONAL ITEMS

The university will provide each participant with two sheets, pillow, pillowcase, blanket, and a towel. Towels and bed linens may be exchanged at your residence hall Service Desk during your stay.

REQUIRED CONTINGENT EQUIPMENT

1 – Woden/fabric lodge flap emblem for the opening show (page 32)

2 – Contingent rosters:

- For the contingent leader, with name, address and emergency contact phone number for each participant.
- Just in case!

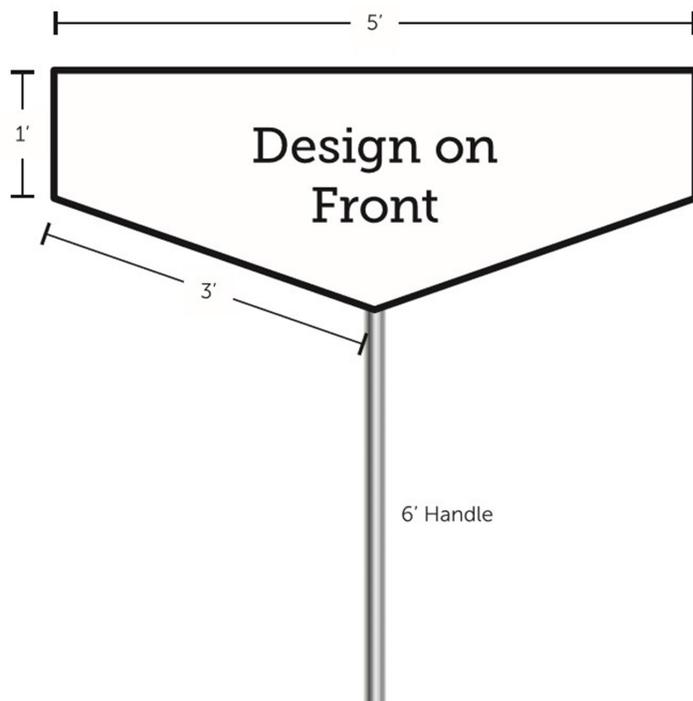
2-3 - Laptops (recommended) so that Arrowmen, especially those without smartphones, won't have to rely upon university resources to check their progress in the conference wide-game.

MEMBER! All participants must have a completed (signed) BSA Annual Health and Medical Record form (Parts A, B and C); and Contingent Leaders should have a copy of each participants medical form while traveling to and from the NOAC.

For MSU and East Lansing information, please visit: www.MSU.edu or www.lansing.org.

GIANT LODGE FLAP

The Shows Committee would like all lodges to make a sturdy cardboard, plywood, or fiberboard flap (painted) to the dimensions below. This flap sign will be used in the opening show at the National Order of the Arrow Conference. One youth representative from each lodge will carry and display his lodge's sign in the opening show.



2020 NATIONAL OA CONFERENCE CODE OF CONDUCT

The general welfare of our group depends on the conduct of each individual; this ensures the success of NOAC and provides the maximum benefit to everyone. As an Arrowman, I understand this and support the reasonable demands of conduct expected of me.

I understand the lodge contingent leadership is responsible for supervision with respect to maintaining discipline and security; and for enforcing the NOAC Code of Conduct.

As a member of the Order of the Arrow at NOAC, I will:

1. Observe the Scout Oath, Scout Law and the Order of the Arrow Obligation.
2. Follow all Youth Protection rules.
3. Use social media apps appropriately and in accordance with the Scout Oath and Law.
4. Be in full Scout uniform at evening shows. For all other meals, training sessions, activities and events, participants may wear a NOAC, OA or Scout t-shirt or golf shirt with their Scout shorts or trousers.
5. Attend all planned training and general sessions.
6. Confine patch trading to free periods and designated areas.
7. Be personally responsible for breakage, damage, or loss of property.
8. Observe quiet hours and lights out from 12:00 a.m. to 7:00 a.m.
9. Keep my room clean and orderly and dispose of trash in proper receptacles.
10. Not change my officially assigned room without permission from NOAC headquarters. The reason: emergency calls, for example, could not be delivered when room changes are unofficial.
11. Allow no unregistered person to occupy my room.
12. Wear appropriate attire in the resident hall when going down the corridors. I will also wear suitable covering while swimming or participating in any conference program.
13. Observe all rules regarding the use of the pools and other athletic facilities.
14. Refrain from the purchase, possession, or consumption of alcoholic beverages or illicit drugs (which includes all marijuana) at the conference, as they are not permitted and will result in immediate dismissal from NOAC. This standard applies to all youth and adult staff and participants.
15. Comply with federal, state and city laws, and university regulations, including those that prohibit the use of fireworks, firearms, and gambling. Infraction of these laws and regulations will be cause for immediate dismissal from NOAC.
16. Not sell items at the conference. I understand that the official trading post is the only source for sale/purchase of memorabilia and materials at NOAC.
17. Abide by the NOAC and MSU NO SMOKING policies at all times
18. All registered adults are reminded to adhere to the Scouter Code of Conduct (<https://www.scouting.org/health-and-safety/gss/bsa-scouters-code-of-conduct/>)
19. At all times, be the considerate guest of a considerate host university.