



## Delegate Registration Information

Philmont Scout Ranch • Cimarron, NM

August 1-5, 2021



BOY SCOUTS OF AMERICA®

ORDER OF THE ARROW

The Order of the Arrow looks forward to welcoming your lodge's or section's leadership at Philmont Scout Ranch for the 2021 National Council of Chiefs (NCOC). This guide contains details about event logistics and registration, program, and any other considerations lodges and sections need to be aware of for this event.

\*\*All delegate registration is handled through the National Order of the Arrow Event Registration System. This is an "invite-only" event. Eligible key-three leaders at the lodge and section level will be invited as indicated below. Please contact [conciierge@oa-bsa.org](mailto:conciierge@oa-bsa.org) if you have trouble locating your invite.

### Key Dates & Registration Timeline

<b>March 8, 2021</b>	Registration information distributed to Lodge & Section Key 3
<b>By March 15, 2021</b>	Registration invites distributed to Lodge & Section Key 3** \$100 deposit collected at time of registration
<b>April 12, 2021</b>	Event program information distributed
<b>April 12, 2021</b>	Shuttle, program, and attendee detailed registration opens
<b>June 30, 2021</b>	Final Payments Due
<b>June 30, 2021</b>	Last Day to Register
<b>July 1, 2021</b>	Late Fees Assessed
<b>August 1, 2021</b>	NCOC begins at Philmont Scout Ranch

### Registration & Refund Policies

- The \$100 deposit is non-refundable and is due at the time of initial registration.
- Any balance paid over the deposit is fully refundable through June 30, 2021.
- Any cancellations received on July 1, 2021 or later will result in full forfeiture of fees paid.
- A \$100 per person late fee will be assessed for any individual with a balance outstanding after June 30, 2021.
- The OA is following all CDC guidance in conducting this event in a manner that minimizes COVID-19 transmission. No exceptions to the above will be given at an individual level due to concerns about COVID-19.
  - If the OA feels that COVID-19 considerations warrant any changes, an adjustment to the policy for all attendees will be communicated.
- Due to the targeted nature of the attendees for NCOC, registration transferability is handled on a case-by-case basis in consultation with the National Director.
- Should the event be cancelled due to COVID-19, all fees will be refunded.

### Attendance & Eligibility

The NCOC is an invite-only event for lodges and sections. Each lodge should plan to send their lodge chief, lodge adviser, and lodge staff adviser. Each section should plan to send their section chief, section adviser, and section staff adviser. If you are not able to send one of those people, you may designate an appropriate vice chief or associate adviser in their place. Please communicate via email to [conciierge@oa-bsa.org](mailto:conciierge@oa-bsa.org) if you need to make this request.

Formal invitations to register will be sent from NOAERS to those who have been identified as eligible attendees.

### Date & Location

The NCOC will begin with delegate check-in on Sunday, August 1, 2021 in the afternoon. Delegates will depart on Thursday, August 5, 2021 in the morning. There will be no program on Thursday.

The NCOC will be held at the Philmont Training Center (PTC) at Philmont Scout Ranch in Cimarron, NM.

### Event Fee & Payments

The event fee is **\$485 per person**. A \$100 non-refundable deposit will be collected at registration. All payments are made individually using a credit or debit card via NOAERS. Payments may be made anytime between initial registration and June 30, 2021. All final payments must be received no later than June 30, 2021.

### Health & Safety Information

All participants will be required to submit a BSA Annual Health and Medical Record (AHMR). A full complete form includes Parts A, B1, B2, and C with a valid practitioner signature dated August 5, 2020 or later. AHMRs will be collected upon arrival and check-in and **will not be returned**.

COVID-19 has significantly changed how we are able to gather and interact. The NCOC leadership is closely monitoring the rules and restrictions of the State of New Mexico as well as the CDC. We are committed to providing all attendees with a safe environment to gather and learn. However, this does not mean that the event will be “risk free”.

We all carry a certain level of responsibility to ensure a safe event. We will have adequate supplies of sanitizer and cleaning supplies and are planning for social distancing during the event. All attendees should plan to wear a mask during the entire NCOC. We will update you more on specific state restrictions as the event approaches. Each attendee is responsible to ensure that they are following their own state and local restrictions and instructions. Please work with your local health department if you are unsure of your local travel restrictions or testing requirements.

### Travel to Philmont

Event staff are currently reviewing opportunities to assist attendees from either Albuquerque International Sunport and/or Denver International Airport. Final information detailing what shuttle service(s), if any, will be made available by April 12, 2021. **Attendees should not book non-refundable or non-transferable airfare until this information is released if they plan to use the NCOC-arranged shuttle.** There will be additional costs for any shuttle service provided.

Attendees are also able to take personal vehicles to Philmont.

Please ensure you are following all appropriate YPT guidelines if you have a chief or other applicable person who is under 18.

### Question & Contact Information

Please direct any questions to [conciierge@oa-bsa.org](mailto:conciierge@oa-bsa.org) Additional information will be distributed via email to lodge key three and registered attendees, once formal registration opens.