

CONDUCTING A BOARD OF REVIEW (BOR)

1. BSA Advancement Committee, Policies and Procedures, No. 33008D

This is the bible of Boy Scout Advancement Procedures.

<http://www.scouting.org/scoutsource/boyscouts/trainingmodules/boardofreviewtraining.aspx>

Summary from: Advancement Committee Policies and Procedures, #33088B, revised 1999 <http://www.meritbadge.com/info/policy4.htm> ;

2. "The members of the BOR should have the following objectives in mind when they conduct the review:

To make sure the Scout has done what he was supposed to do for the rank.

To see how good an experience the Scout is having in the unit.

To encourage the Scout to progress further."

3. "The review has three purposes:

To make sure the work has been learned and completed.

To check to see what kind of experience the boy is having in his patrol and troop.

To encourage the Scout to advance to the next rank".

4. Feedback on 2 & 3 above should be given by the Chair of the Board of Review to the Scoutmaster and Troop Committee Chair.

5. "Because many boys are ill at ease when talking to adults, it is important that the board be held in a relaxed atmosphere."

6. "The Scout should be neat in appearance and his uniform should be as correct as possible, with the badges worn properly." For Tenderfoot, Second Class, and First Class, the Scout should have with him his properly signed Scout Handbook. For Star, Life, and Eagle, the Scout should have his properly signed Scout Handbook, his completed blue Merit Badge cards, and he should wear his Merit Badge Sash. His earned and awarded Merit Badges must be sewn or glued on his sash.

7. There may be extenuating circumstances for a BOR setting and uniform for such; each case has to be evaluated on its own merit.

8. The review is not a re-test of what he has learned; rather, an opportunity to see how the Troop's Advancement Program is working and if the Scout had a good learning experience when he was passing a requirement.

9. See if the Scout is living the Scouting Ideals (Oath, Law, Motto, and Slogan).

Counsel him if he is not.

10. Length of BOR: for the lower ranks: 30–45 minutes.

(The Policies and Procedure document suggest 15 minutes, which is not long enough.)

If necessary, the BOR can be extended to another time.

11. Board Members: Three and not more than 6 adult members of the Troop Committee. We usually ask a Scout of the particular rank or higher to sit on the BOR.

12. "The decision of all boards of review is arrived at through discussion at the end of the BOR [with the Scout in the BOR room] and must be unanimous."

13. After the BOR, the Scout is asked to step out of the room so that the BOR can discuss their findings. If the Scout passes, the BOR members sign and date both the Scout's Handbook in the appropriate place for the rank reviewed and the BSA Advancement Report to be sent to the NCAC service center. Then the Scout is asked to return and he is told that he passed and he is congratulated.

The Chair of the BOR should tell the SM that the Scout passed so that at closing, the Scout can be congratulated.

The BOR Chair must tell the Troop Advancement Chair or her/his assistant who sat on the BOR and the fact that the Scout passed.

14. "If the BOR decides that the Scout is not ready to advance, the Scout should be informed and told what he has not done satisfactorily. Most Scouts accept responsibility for not completing the requirements properly. The members of the BOR should specify what must be done to rework the Scout's weaknesses and schedule another BOR for him." The Scout should be informed in writing with the BOR Chair keeping a copy of what was given to the Scout. It is helpful to the Scout and the members of the Scout's BOR, if this written notification is compiled at the BOR and given to him then and not later.

The person that signed off on a requirement not met, should be counseled as to what is expected, so our Troop Advancement Program can be improved.

**Mr. Alleman, Troop 209 Eagle Scout Advisor
10-12-2011
Assistant to Ms. Giunta, Advancement Chair**