

BARBADOS BOY SCOUTS ASSOCIATION

E-MAIL MEMO

FROM: Deputy National Trainer
TO: District Commissioners
SENT: Mon 03/11/2008 1:52 PM
SUBJECT: Training Information on Leaders in Your District

By email dated 27th February 2008, the Chief Commissioner requested you to submit the following information on each of the Leaders in your Districts:

- (a) The correct spelling of their names
- (b) The name of the Courses they have completed
- (c) The date of completion of each Course
- (d) Current address of each Leader.

He asked that the information should have reached his office by April 30, 2008. A further request was made for this information in early October, but to date no information has been received. This information is urgently needed to complete our training records and to finalise planning for future training.

You are asked to submit this information to Headquarters on or before 15th November 2008. Your Leaders may be disadvantaged if you neglect to submit the required information by the given deadline.

.....
DEPUTY NATIONAL TRAINER
E. ANTHONY ARCHER