



Memorandum

To: Great Lake Adult Leaders
 From: Rebecca Alberda, Reservations Manager Outdoor Adventures
 Regarding: US Coast Guard Mandatory Drug Testing
 Date: April 1, 2022

The S/V Retriever and the Great Lakes Sailing Adventure is classified by the United States Coast Guard as a "school ship", defined as a sail training program. In order for the program to operate efficiently, from both the staff and the participant perspective, the BSA leaders aboard are considered members of the crew for the purposes of "watch shifts". The Captain and First Mate are limited to 12 hour shifts. Two (2) BSA leaders will fulfil the "second shift" or "watch". This allows the program the flexibility to anchor out for overnights.

As members of the crew, the USCG requires supervisors complete a drug screening. Therefore, the adult leaders will need to return the following information so we can make arrangements, at our expense, for a local drug screening facility. Prior to your sailing session on a randomized basis, you will receive an email "passport" with a specific timeframe in which to report. Please follow the instructions provided in the email carefully.

The information collected for this process is strictly confidential. No personal information is conveyed to the council. Only the results of the actual drug screen are provided to the council.

Return completed form to: Rebecca.Alberda@scouting.org

Date of Great Lakes Sailing Adventure trip: _____

Unit Number: _____

Name _____

Name _____

Address _____

Address _____

City _____

City _____

State _____ Zip _____

State _____ Zip _____

Email _____

Email _____