



SCOUTS[®]
Creating a Better World

World Organization of the Scout Movement
Organisation Mondiale du Mouvement Scout
Всемирная Организация Скаутского Движения
Organización Mundial del Movimiento Scout
المنظمة العالمية للحركة الكشفية

World Scout Bureau, Central Office
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Circular N° 4/2009

To: International Commissioners

February 2009

ANNUAL REPORT 2008 - Census and Contact & Address list forms

Dear Colleagues and Friends,

As per Chapter III, Article V, paragraph 3 (h) of the WOSM Constitution, membership of a NSO in the World Organization of the Scout Movement requires, amongst other obligations/duties, the "submission of an annual report to the World Scout Bureau".

You will therefore find below the information related to the procedure to be follow with regard to Annual Reporting :

- 1) Census Form as at 31 December 2008, (here attached) :** to be filled in and returned no later than 31 March 2009 to the World Scout Bureau either by post, fax or email to worldbureau@scout.org).

Please note that the information provided on that document will be shared with your Regional Office.

- 2) Contact & Address list 2009 (here attached):** to be filled in and returned no later than 31 March 2009 to the World Scout Bureau either by post, fax or email to worldbureau@scout.org) even if you have informed us of any changes recently.

We inform you that these two forms may also be downloaded from our website, <http://www.scout.org/circulars2009/>.

- 3) In addition and in accordance with the Constitution of WOSM, please also send to the World Scout Bureau a copy of **your Association's annual report and financial statements.****

NSOs which are Federations comprising several Associations are requested to ensure that **all their constituent Associations complete the form** and to return all forms (including, where applicable, the Federation's own form showing, for example, the federation's office bearers) as indicated above.

We particularly insist that NSOs which have not returned recent census data do so now. Should they not send anything by the above-mentioned deadline, we will contact them individually.

We thank you in advance for your cooperation and are looking forward to receiving the requested documents.

With best regards,

Yours in Scouting,

Luc Panissod
Acting Secretary General

Enclosure : mentionned

CENSUS 2009
Membership as at 31st December 2008

If different date, please specify:

Organization name:

Age range (1)	Section name	Male members (2)	Female members (2)	TOTAL
from <input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
from <input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
from <input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
from <input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
from <input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
from <input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Volunteer Leaders (3)		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Professional Executive staff (4)		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Other (describe)		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Sub-total of WOSM fee-paying members		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Committee/Council members and non-warranted helpers (5)		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Support / clerical staff		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Other (describe)		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>
Grand total WOSM membership		<input type="text"/>	+ <input type="text"/>	= <input type="text"/>

- (1) Please show the age ranges for all programme sections in your Association, beginning with the youngest.
- (2) Do **not** include any female members registered with WAGGGS, unless **also** registered with WOSM.
- (3) Include any adult in a leadership position, either directly responsible for young people in section units, or responsible for other adults (e.g. all Scout leaders, commissioners, trainers, etc., but **not** members of committees).
- (4) Include persons in the paid service of the Movement who devote their working time to management, or administration, or specialized functions such as youth programme development, adult resources, etc. **Omit** clerical staff.
- (5) Members of Committees, Councils or other decision-making leaders.

Once completed please send this form back to the World Scout Bureau either by post, fax (+41 22 705 10 20) or e-mail at worldbureau@scout.org

CONTACT & ADDRESS LIST 2009

Please indicate information clearly in the appropriate space below.

Once completed the form has to be returned to worldbureau@scout.org, or by fax +41 22 705 10 20

Organization name¹

Street address of the National Headquarters

Mailing address of the National Headquarters

Language for correspondence

English () or French () Please select with "X"

Web site: e-mail address:

Telephone: country code: area code: local number:
 Telecopier/fax:² country code: area code: local number:

Please underline the name to use when addressing these people, e.g. Mr. Liu Yun = Mr. Liu.

	Mrs/Ms Mr	First name	Family name	Exact title	e-mail address
Honorary President					
Chief Scout					
Chief Commissioner					
Chief Executive/Secretary General					
International Commissioner					
Secretary/Director Int'l Relations					
National Treasurer					
Overall Strategy Coordinator					

¹ This must be the official name used by the organization

² If the telefax is not at the National Headquarters, please indicate where it is located and if any special indications are needed to ensure that messages are delivered correctly

Please underline the name to use when addressing these people, e.g. Mr. Liu Yun = Mr. Liu.

Contact persons:

Strategy for Scouting Priorities

	Mrs/Ms Mr	First name	Family name	Exact title	e-mail address
Youth Involvement					
Volunteers in Scouting					
Scouting's Profile (Coordinator)					
- Communications					
- Partnerships					
- Resources					
Adolescents					
Women and Men, Girls and Boys					
Reaching Out					
Organization for 21 st Century					

Please underline the name to use when addressing these people, e.g. Mr. Liu Yun = Mr. Liu.

Contact persons:

Other

	Mrs/Ms Mr	First name	Family name	Exact title	e-mail address
JOTA					
JOTI					
Environment Education					
Public Relations					
Scout Magazine					
Scout Shop					