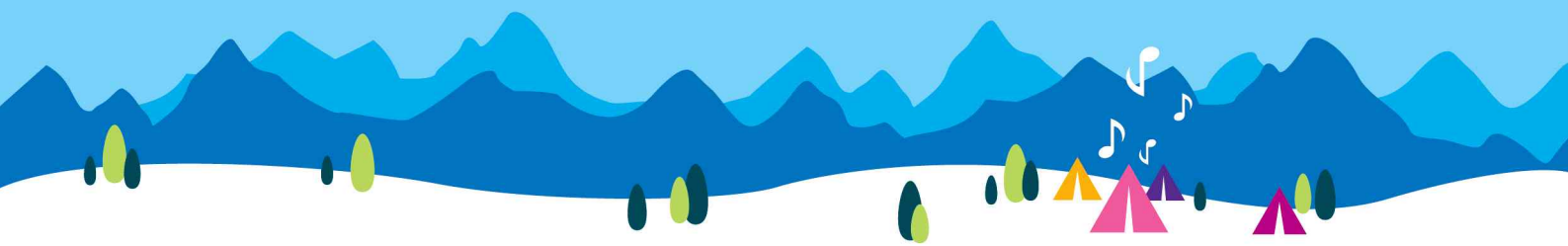




25th World Scout Jamboree

Jamboree Circular #19




Draw your Dream!

The Organizing Committee for the 25th World Scout Jamboree – 2023 SaeManGeum
Le comité d'organisation du 25^e Jamboree Scout Mondial – 2023 SaeManGeum

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I . Safe from Harm(SfH)

Safe from Harm is a group of actions that were designed to make sure that everyone in Scouting is responsible and committed to protect children and young people inside or outside the Movement, to make sure everyone feels safe, anywhere and anytime.

All adult participants and day visitors are required to complete Safe from Harm training to familiarize themselves with not only the potential risks and threats that may occur during the Jamboree but also to equip themselves with the necessary skills and attitudes to respond to any situation. Every adult is responsible for the safety of every Scouts and it is our utmost priority to keep everyone safe during the event.

The Jamboree Safe from Harm training is consists of 9 courses as follows:

- ① Introduction
- ② Course guide
- ③ Understanding Abuse
- ④ Examples of abuse
- ⑤ Everyday life and activities during the World Scout Jamboree
- ⑥ Listening actively and conversing
- ⑦ Taking action as adult
- ⑧ Cultural differences
- ⑨ On the Republic of Korea and the Korean people

All adult participants are required to complete the training before arriving to Korea via the registration system [website link](#). It is essential that you complete the training in its entirety.

Upon completion, we strongly advise printing out a physical copy of the certificate or saving a screenshot of it on your mobile device for record-keeping purposes. This will serve as proof of your successful completion of the training. Failure to complete the training or present the completion certificate may result in delays or denial to enter the Jamboree site.

If you have forgotten your password and are unable to log into the SfH website, please refer to the official password reset guide below.

1. Contingent Admin Account:

If you require a password reset for your Contingent Admin Account, kindly send a request to reg_platform@scout.or.kr. The team will assist you in the password reset process.



2. Individual Account:

The administrator of your Contingent will need to reset the password for an individual account, please follow the steps below:

- a) Access the website using your Contingent Admin Account.
- b) Locate the checkbox next to the name of the account for which the password needs to be changed.
- c) Click on the "Reset Password" button located at the bottom of the page.



II. Medication Import Guideline

We would like to provide information to participants who wish to bring prohibited medication to Korea for self-treatment purpose.

Participants are required to obtain prior authorization only for medications that are prohibited for importation and fall under the category of restricted drugs (narcotics and psychotropic substances). Therefore, before proceeding to the steps below, please check the attached file and confirm whether the medication you intend to bring in falls under the category of prohibited drugs.

Application Method	Individual email application
Application Documents	<ul style="list-style-type: none"> ① Form 1(Appendix 19-2) ② Form 2(Appendix 19-2) ③ Full-size copy of passport <ul style="list-style-type: none"> • Include a photo and passport number ④ Copy of flight reservation ticket (e-ticket) <ul style="list-style-type: none"> • Include dates of entry and exit, flight number and location of entry, passenger name ⑤ Medical diagnosis certificate <ul style="list-style-type: none"> • Include the name of the medical institution, patient name, prescribing physician's name and signature, medication name (including active ingredients), dosage instructions, single dose, daily dosage, total prescription quantity, date of issuance ⑥ Relevant prescription <ul style="list-style-type: none"> • Include patient information, date of issuance, active ingredient, quantity of medication to be brought (number of tablets/capsules) • If possible, attach a photo of the medication bottle label <ul style="list-style-type: none"> ○ Once all the documents are prepared, please compile them into a PDF file and attach them to the email. ○ Please use the following subject line for your email: "Application for xxx(full name of applicant)_arrival date xx/xx_medicine name"
Submission Source	narcotics@korea.kr
Query	+82 (0)43-719-2813 (English available)



1. Process

1-1. Complete Submission

Before submitting, please make sure that all documents have been completely filled out.

Documents cannot be filed on behalf of anybody else, thus sending it to the Jamboree Organizing Committee is not an option. All documents must be submitted to narcotics@korea.kr for their review and process.

Only English or Korean documents will be accepted. If submitting in another language, you must provide a notarized document of the translation.

1-2. Verification

Please make sure to check the official notices and FAQs board on the [Korea Food and Drug Administration website](#).

1-3. Early Submission

Documents must be completed and submitted at least 10 business days prior to arrival. Failure to submit the documents on time will result in cancellation of the application.

We recommend submitting the application in advance to ensure a smooth approval process and avoid any issues upon arrival.

1-4. Contact Information

If you encounter any difficulties in submitting the documents or have any related inquiries, please contact the Korea Food and Drug Administration.



III. Unit Allocation

The Unit Allocation system will be made accessible on the 7th of June. You will be granted access to the system through your Contingent administrative account.

As you are already aware, each patrol is composed of 9 youth participants and 1 unit leader. However, an exception is made for caregivers accompanying youth participants with special needs. In such cases, a patrol will consist of 2 leaders and 8 youth participants. The maximum number of participants in a patrol should not exceed 10 individuals.

As stated in Jamboree Bulletin #2, any units consisting of less than 4 patrols will be combined with patrols from other contingents.

Please note that when you click the tab for 'Unit Allocation' in the system, a "Patrol Code", is automatically assigned to your Patrols. This code will be linked to the Food Ordering Code to ensure precise food delivery.

For more detailed information, please consult the attached guidelines.

It is mandatory to complete the Unit Allocation process by the 30th of June.

Please note that the bulk upload function is not available for use.

Once this process is complete, the site allocation will be carried out by the Event Coordination Team.



IV. Food order

We are delighted to announce the official opening of the "Food Ordering System." This system is now available in both English and French languages.

The deadline for placing food orders is 30th of June. To access the Food Ordering System, please visit the following website: <https://devtos.ourhome.co.kr/2023wsj>.

Each contingent will be provided with a specific number of IDs corresponding to the number of their units and the IDs will be cross-referenced with the unit allocation code to ensure accurate delivery of Food. It is highly advised to prioritize unit allocation and subsequently place food orders based on the dietary requirements of the participants in each unit.

IDs are composed of an abbreviation of the country name and unit number, as outlined below. We kindly request that you advise your units to modify their passwords upon initial access.

- ID example) KR-1, KR-2, KR-3, KR-4, KR-5, ~ KR-47
- Standard Password example) ID: KR-1 → Password: 2023wsjkr1! (2023wsj + ID("-" delete) +!)

Please note that the menu you have initially ordered can be replaced with ingredients specifically chosen for special occasion. However, Halal, Kosher, and Vegan menus will remain unchanged.

If orders will not be placed in the system by the deadline, you will be provided with a menu recommended by the Food team.

If you have any inquiries regarding the food ordering system, kindly direct them to foodorder@scout.or.kr.



[Appendixes]

- Appendix 19-1: Guideline for Safe from Harm Training
- Appendix 19-2: Package of documents for medication import
- Appendix 19-3: Guideline for Unit Allocation
- Appendix 19-4: Food Ordering System Manual
- Appendix 19-5: Menu list
- Appendix 19-6: Cook Book
- Appendix 19-7: Food Ordering Account