Cub Scout Camping

Camping is the great outdoor adventure of the Boy Scouts of America. Organized camping is a creative, educational experience in cooperative group living in the outdoors. It uses the natural surroundings to contribute significantly to physical, mental, spiritual, and social growth. Camping offers many benefits.

- It contributes to good health through supervised activity, sufficient rest, good fun, and wholesome companionship.
- It helps campers develop self-reliance and resourcefulness by providing learning experiences in which they acquire knowledge, skills, and attitudes essential to their well-being.
- It enhances spiritual growth by helping campers recognize and appreciate nature and the handiwork of God in nature.
- It contributes to social development by providing experiences in which campers learn to deal practically and effectively with living situations.
- It is an experience in citizenship training, providing campers with opportunities to make decisions and plan and carry out activities at their own level, while improving understanding within the family.

CUB SCOUT OUTDOOR PROGRAM OPTIONS

Type of Camp	Who Attends*	Site Approval By	Reference	Primary Leaders	Training Required
Pack Overnighters	Tiger Cubs and adult partners, Wolf and Bear Cub Scouts, Webelos Scouts, parents (siblings, if there is a separate program for them)	Local council; An established campground should be used.	BALOO (No.34162), Pack Overnighter Site Approval Form through local council service center	Pack leaders and parents	Pack leader or parent trained in BALOO (Basic Adult Leader Outdoor Orientation) held by the district or council training team
Webelos Den Overnight Campouts	Webelos Scouts and parent(s)	Local council	Outdoor Leader Skills for Webelos Leaders (No.13-33640)	Webelos leader and parents	Webelos den leader trained should be trained in Outdoor Leader Skills for Webelos Leaders held by the district or council training team
Cub Scout Day Camp	Tiger Cubs and adult partners, Wolf and Bear Cub Scouts, Webelos Scouts	Local council	Cub Scout Day Camp (No. 13-33815); Day Camp Standards (No. 13-108)	Camp director and program director	Camp director and program director trained in National Camping School Cub Scout Day Camp Administration
Cub Scout Resident Camp	Wolf and Bear Cub Scouts, Webelos Scouts	Local council	Resident Camping for Cub Scouts, Webelos Scouts, and Parents (No. 13-33814); Resident Camp Standards (No. 19-108)	Camp director and program director	Camp director trained in National Camping School Resident Camping Management; Program Director trained in National Camping School Cub Scout Resident Camping Program
Webelos-Ree	Webelos Scouts and parent(s) as dens	Local council	Webelos-Ree guide through local council service center	Council or district leaders	Recommended: Council or district leaders trained in BALOO Training and in Outdoor Leader Skills for Webelos Leaders held by the district or council training team
Council or District Organized Family Camp	Entire families or parent(s)/sons (More than one pack attends.)	Local council	Council Family Camping Staff Training Guide (No. 13-468); Standards for Council-Organized Family Camps (No. 13-408)	Council or district on-site family camp director (could be the council family camp administrator)	Family camp administrator trained in National Camping School Resident Camp Management; on-site family camp director trained by family camp administrator

*Parents and pack leaders are included in all Cub Scouting activities and should be invited to participate in all Cub Scout camping programs.

At the Cub Scout level, it introduces boys to the knowledge and skills that they will learn and apply more thoroughly as a Boy Scout.

Cub Scout camping provides experiences that are age appropriate for Cub Scouts and their families. The ideal method of camping for Cub Scouts involves parents/guardians and the pack by dens.

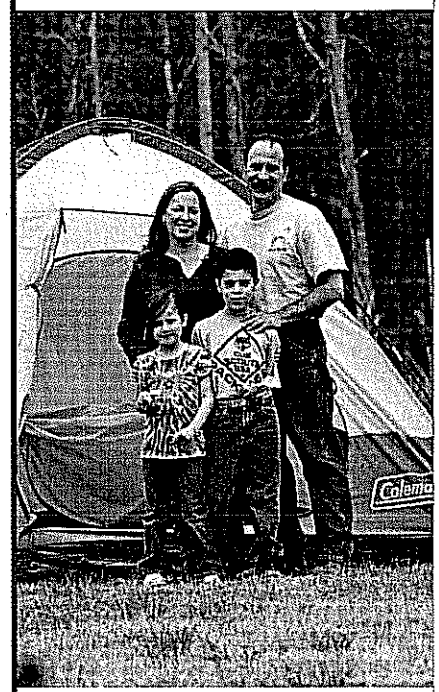
As with other outdoor activities, it's important that camping trips be age appropriate. It's also important to understand who can lead certain types of camping experiences, where they can be held, and what training is required.

CAMPING HEALTH AND SAFETY

Where to Camp

Cub Scout pack camping should be conducted only at sites approved by the local council. This might include federal, state, or local parks, in addition to BSA property. Check with the local council service center for locally approved sites before planning your trip. Obtain appropriate tour permits and licenses required by the site and the local council.

Webelos Scouts should participate in family-type camping, as opposed to the more challenging type of camping that they will experience as Boy Scouts. A location like a Scout camp or public campground that has a tested water supply, toilets, cooking facilities, space for pitching tents, and an area for indoor activity would be appropriate for a Webelos den overnight campout.



Water

Use only tested water for drinking. Packs will camp in approved council sites that usually have good facilities and tested water. If the water at the camping site hasn't been tested, bring water from home in plastic jugs or other closed-top containers. If in doubt, bring water to a full rolling boil for at least a minute.

Allow enough for drinking water, cooking, and cleanup and have some extra for fire protection.

Sanitation

Pack overnighters should be held at a site that has toilet facilities.

Dishwashing is often a problem when camping. For a short overnight campout, solve the problem by using paper plates and cups and plastic utensils, leaving only the cooking utensils to be cleaned. If a trash receptacle isn't available, carry out the used dinnerware for disposal at home.

Use hot water for cleaning pots, pans, and utensils. Sterilize with boiling water and air-dry. If non-disposable tableware is used, teach the boys to scrape their dishes before putting them in the dishwater. Strain food bits out of your dishwater and put them in your trash. Carry the used water away from camp and at least 200 feet (75 steps) from any lakes or streams. Give it a good fling, spreading it over a wide area.

Campsite Cleanliness

Trash, including food scraps and paper products, should be disposed of properly in a trash receptacle and not burned. Don't put plastic or plastic foam in a fire; burning plastic can release toxic gases. Don't bury leftovers or scatter food in the woods. Animals will find it, and it is not healthy for them to eat. If the campsite has garbage disposal facilities, use them. If not, pack it out. Wash bottles and flatten tin cans for recycling.

Always take plastic garbage bags on a campout. They serve many purposes, especially if you must carry out trash.

Accident and Sickness Insurance Protection

For questions about current camper accident and sickness insurance, refer to your council for the latest material.



Flammability Warning

No tent material is fireproof; all can burn when exposed to heat or fire. Follow these rules.

- Only flashlights and electric lanterns are permitted in tents. "No flames in tents" is a rule that must be enforced.
- Liquid fuel stoves, heaters, lanterns, lighted candles, matches, and other flame sources should never be used in or near tents.
- Do not pitch tents near an open fire.
- Do not use flammable chemicals near tents; that includes charcoal lighter, spray cans of paint, and bug killer and repellent.
- Be careful when using electricity and lighting in tents.
- Always extinguish cooking fires and campfires promptly.
- Obey all fire laws, ordinances, and regulations.

Campfire Safety

Fires should be built only in a designated fire ring provided by the landowner or, with permission, in an off-the-ground fire pit device. The *Cub Scout Leader How-To Book* has suggestions on how to build an off-the-ground fire pit.

Follow these guidelines when building a fire.

- Build the fire in the center of a 10-foot circle that is free of flammable materials such as twigs and dry grass.
- Don't build the fire against a tree or between the roots.
- Keep the fire away from dead logs and stumps and from overhanging limbs and branches.
- Don't use firewood that spits sparks.
- Break burnt matches before throwing them away, and be sure that they are "cold out."
- Never leave a fire unattended.
- Keep a bucket of water, dirt, or sand handy for emergency use.

When you are through with the fire, put it out. Spread the coals and ashes and sprinkle them with water. Stir and sprinkle until the fire is cold out, which means it feels cold to the touch.

Privacy Standards on Trips and Outings

To support the BSA policy of two-deep leadership on all trips and outings, sleeping arrangements of male and female leaders need to be addressed. All leaders are expected to reflect high moral standards established by customs, traditional values, and religious teachings.

- Male and female leaders require separate sleeping facilities. Married couples may share the same quarters if appropriate facilities are available.
- Male and female youth participants must not share the same sleeping facility.
- When tents are used, no youth will stay in the tent of an adult other than his or her parent or guardian.
- When housing other than tents is used, separate housing must be provided for both male and female participants. Adult male leaders must be responsible for the male participants; adult female leaders must be responsible for the female participants.
- Adult leaders need to respect the privacy of youth members in situations in which the youth are changing clothes or taking showers, and intrude only to the extent that health and safety require. Adults also need to protect their own privacy in similar situations.

Ideally, your camping site will have separate shower and latrine facilities for females. If that's not the case, separate shower schedules for males and females should be posted. Exercise the buddy system for latrine use by having one person wait outside the entrance, or use "Occupied" and "Unoccupied" signs on door latches. For more guidelines on camping and supervision for Cub Scouts, see the *Guide to Safe Scouting*.

CUB SCOUT CAMPING OPPORTUNITIES

Cub Scouting offers several different camping opportunities for Cub Scouts through day camps, resident camps, Webelos den overnight campouts, council-organized family camps, and pack overnighters.

Cub Scout Day Camp

Day camp is an organized one- to five-day program for Cub Scouts conducted by the council under certified leadership at an approved site. Day camps are conducted during daylight or early evening hours.

Day camps do not include any overnight activities. Check with council and district leaders for day camp opportunities available in your area.

Cub Scout/Webelos Scout Resident Camp

Cub Scout and Webelos Scout resident camping is a council-organized, theme-oriented overnight camping program. It operates for at least two nights and is conducted under certified leadership at a camp approved by the council.

Each year, councils change their overall theme to offer different adventures. Examples of themes include Sea Adventure, Space Adventure, Athletes, Knights, Circus Big Top, American Indian Heritage, Folklore, and the World Around Us.

Check the council and district leaders for resident camp opportunities available in your area.

Webelos-Ree

A Webelos-Ree is a district or council overnight camping experience for Webelos dens with den leadership present. This camporee-style event is intended for Webelos Scouts, with events and activities planned for their ability level, according to age-appropriate guidelines for Cub Scouts.

The local council or district sponsors the event and provides the program and leadership. In most cases, each boy will be accompanied by a parent or guardian. In all cases, a responsible adult will be designated for each youth participant.

Council-Organized Family Camp

Council-organized family camps are overnight camping activities involving more than one pack. The local council or district provides the elements of the outdoor experience, such as staffing, food service, housing, and program. These overnighters often are referred to as Parent-Pal or Adventure Weekends. In most cases, each youth participant will be under the supervision of a parent or guardian. In all cases, each youth participant is responsible to a specific adult.



PACK OVERNIGHTERS

Pack overnighters are pack-organized overnight events involving more than one family from a single pack, focused on age-appropriate Cub Scout activities and conducted at council-approved locations. If siblings who are not Scouts participate, the event must be structured to accommodate them. BSA health and safety and Youth Protection guidelines apply. In most cases, each youth participant will be under the supervision of a parent or guardian. In all cases, each youth participant is responsible to a specific adult.

Adults giving leadership to a pack overnighter must complete Basic Adult Leader Outdoor Orientation (BALOO); check with your district leaders for information about BALOO training in your area. Permits for campouts shall be issued locally. Packs use the Tour Plan Checklist.

Purpose

A quality pack overnighter helps strengthen the relationship between a boy and his family and delivers the promise of adventure that boys dream about when they join Scouting. Well-planned overnighters offer a variety of activities to keep boys excited and involved in an ever-increasing challenge of outdoor adventure. They should always be age-appropriate for the boys participating. Many Cub Scouts will have their first overnighter as a member of your pack. It is critical that you make every effort to help this be the most positive experience it can be for boys. If a boy has a negative experience, he may choose never to go camping again.

How Often Are They Held?

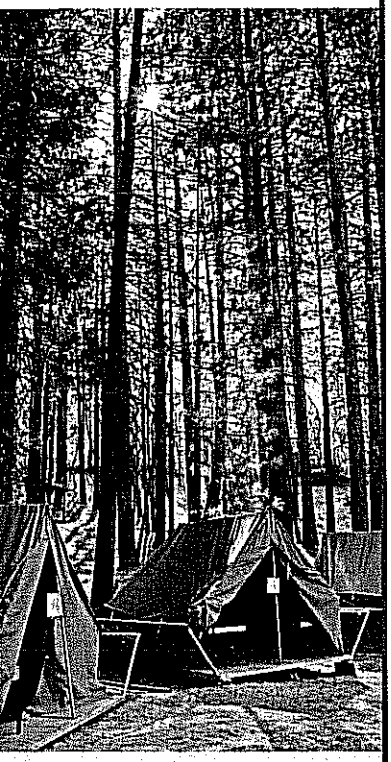
Overnighters organized by the pack are supplemental to participation in council- and district-organized camping opportunities. Some packs choose to organize one or two additional overnighter opportunities during the year, perhaps one in the fall and one in the spring. Wintertime camping activities or outings during potentially inclement weather are discouraged.

Who Attends?

The spirit and premise behind all Cub Scout overnight camping is that the activity is a parent-son event. Plans should always be made to have as many adults as youth participants at the event.

If a parent cannot attend, the boy's family must make arrangements for one of the other parents attending, or for another adult relative or friend, to be a substitute at the overnighter. Each boy should have someone he knows watching out for him. If necessary to accommodate a special circumstance, an adult may be responsible for more than one boy.

Where Are They Held?



Pack overnighters may be held only at locations approved by the local council. In selecting these locations, your council used the Pack Overnighter Site Approval Form, No. 13-508B, to identify good locations that are safe and accessible and have adequate facilities for a pack overnighter. Check with your local council for a list of approved pack overnighter locations. The location must be listed on the tour permit application filed for this activity.

How Do We Get There?

Because a family member or other adult will accompany each Cub Scout, transportation should not be a problem. Cars are best for transportation to the overnighter. Transporting boys in trucks is unsafe and forbidden except in the cab. Individual seat belts are required for each person. Buses are not recommended because chartering transportation could make parents feel less responsible for the trip.

What Equipment Do We Need?

An overnighter requires protection from the weather, equipment for food preparation, and program items to suit the area and activities where the overnighter is being held. Tents, cabins, campers, or camp trailers will be required for shelter. Some camps make tents or sleeping areas available to Cub Scout packs. If not, the responsibility for shelter may be assigned to parents.

Many families will have their own tents that they use for family camping, or they can borrow one from a neighbor. Often, a nearby Boy Scout troop will loan tents and other camping equipment to a Webelos den. Dens or packs should not be required to purchase camping equipment. Each parent/guardian and son will also need some personal equipment. Use the Individual Campout Checklist for Pack Overnighter (see *www.scouting.org/cubscouts*) as a guide.

The type of meal program selected for the overnighter will determine the kind of food preparation equipment that will be necessary. In some cases, each family may choose to bring and prepare its own meals. In other circumstances, the pack may choose to share the load and have the entire group prepare meals together. Minimize the amount of cooking responsibility delegated to Cub Scouts. The number-one goal of these first camping experiences is to make them positive events for everyone. Enjoying fun and simple picnic or family-style meals together is a great start.

Pack Overnighter Preparation

Leader Preparation

1. Take Basic Adult Leader Outdoor Orientation (BALOO), which is required for the pack adult leader planning and leading the overnighter.
2. Select the date and location for the overnighter several months in advance. A pack overnighter should never be a last-minute event. It should be scheduled during the annual pack program planning conference.
3. Make reservations and turn in a tour plan to the local council service center well in advance of the overnighter. Make sure that the local council has approved the selected location.
4. Check on local regulations regarding the use of fires for cooking and campfire programs.
5. Enlist the help of others in planning the details of the campout. If you aren't a seasoned camper, be sure to take along someone who has camping experience. More than likely, some of the parents will be campers. If not, ask local Boy Scout leaders for help.

6. Communicate. Most problems occur because of a lack of planning or communication. Make a great plan and share it with everyone involved.

Boy Preparation

Preparing the boys goes beyond just telling them that an overnighter has been planned. The period of preparation for the overnighter offers many opportunities to introduce new materials to boys and help them develop useful skills. Here are some examples:

1. Teach the boys the rules of fire safety. (See the *Webelos Scout Handbook* for fire safety rules.)
2. Review the Outdoor Code to help Cub Scouts prepare to be responsible campers.
3. Plan ahead for campfire program activities. Ask dens or families in advance to prepare fun, appropriate material to share around the campfire.
4. At least one pack meeting before the overnighter, go over the Webelos Scout Overnight Checklist (see *www.scouting.org/cubscouts*) with the boys and send a copy home with them, along with a letter giving the details about the overnighter.

Adult Preparation

Preparing adults is as important as preparing boys. The end result will be a smoothly run overnighter with everyone knowing what is expected. Information about the trip can best be communicated at a pre-overnighter meeting with the parents. Make this a plan-sharing meeting. The basic plan is developed, but let parents get involved in planning the details. Enhance the program using their talents and abilities. For example, one parent might know about birds and trees, while another might be a great storyteller or game leader.

This meeting should be at least two weeks before the overnighter; this is close enough to the overnighter date so that last-minute changes in plans can be avoided. If some parents can't attend, be sure they receive as much information as possible.

The meeting agenda should include the following.

1. **Date, location, and starting and ending times of the overnighter.** Cover this information in detail. Provide maps if necessary. Decide whether transportation will be on an individual basis or through some other method. Carpooling will save on gasoline costs and parking fees.
2. **A complete list of "dos and don'ts" for the overnighter.** It's important to communicate very clearly, in writing, to parents the critical health and safety and Youth Protection guidelines that must be followed during an overnighter activity. Include information on potential hazards at the location, and review safety procedures regarding tools, fires and fire-starting, use of gas stoves and lanterns, and unauthorized behaviors and activities. Because some parents may be new to Scouting, it's important to include even the most basic, common-sense policies so that everyone is equally informed.
3. **Schedule of events.** The overnighter's success depends on having a planned program of activities. Involve the parents in deciding what type of activities will be included in the campout. Consider the following: nature hike, fishing, swimming, games, conservation activities and projects, a campfire program, or a service project. For weekend overnighters, an interfaith worship service is appropriate and recommended. It should be simple and brief.

If swimming is included, be sure to follow Safe Swim Defense guidelines. If boating is included, follow Safety Afloat guidelines.

Remember that shooting sports are not an approved part of Cub Scouting except at a council-approved and -operated Cub Scout day camp, Cub Scout resident camp, or council-organized Cub Scout family camp.



4. **Menu.** Keep the menu simple, remembering that in most cases the families attending the overnighter will cook, eat, and clean up together. It's a good idea to suggest that similar (although not necessarily identical) meals be planned for all involved.

   Packwide meals are also recommended and can be very simple. For example, if the overnighter begins on Saturday morning, it should start after breakfast, and everyone should bring a sack lunch. Dinner Saturday evening could be a family barbecue, and breakfast Sunday morning could be a packwide pancake feed. Again, simplicity is the key.



Special foods that focus on the theme of the overnighter are an easy way to make the campout fun. Examples include a Wild West chili cookout for lunch, where families prepare and share a pot of chili, complemented by a hot dog feed in the evening. Be creative, but also remember KISMIF (Keep It Simple, Make It Fun).

5. **Equipment.** Each parent or guardian should have a personal equipment checklist. It's similar to the one given to the boys but would include specific things that adults will find handy, such as cooking equipment, lawn chairs, cots, tents or other shelter, and items for program activities. It always helps to include items that should not be brought as well, such as firearms, alcohol, fireworks, and illegal drugs.

6. **Health and safety.** Using the *Guide to Safe Scouting* as a resource, review BSA guidelines on
   - Drug, alcohol, and tobacco use
   - Fuel and fire safety
   - Water safety

   Secure an Annual Health and Medical Record, No. 34414, for all youth and adults who will attend the campout.

WEBELOS DEN OVERNIGHT CAMPOUTS

Webelos den overnight campouts provide opportunities for Webelos Scout to enjoy the increasing camping challenges offered by BSA's progressive outdoor program, but still within the family environment of Cub Scouting. Webelos camping experiences should help prepare Webelos Scouts for the camping adventures of Boy Scouting without taking away from the type of camping they will experience as a member of a Boy Scout troop.

Purposes

The Webelos den overnight campout has several purposes. Specifically, it:

- Helps strengthen the relationship between a boy and his parent or guardian while introducing him to the progressive camping program of BSA.
- Offers a variety of activities—some just for fun and others to help boys with advancement requirements, such as for the Outdoorsman, Geologist, Naturalist, and Forester activity badges.
- Helps prepare Webelos Scouts for their camping experience in Boy Scouting. It's an important step in the total outdoor program of the BSA.
- Is exciting and fun for the Webelos Scouts.

How Often Are They Held and Who Attends?

Webelos dens are encouraged to have several overnight campouts each year.

Webelos den overnight campouts are parent-son events, under the direction of the Webelos den leader. At least one adult Webelos leader must be trained in trained in Outdoor Leader Skills for Webelos Leaders, which is in addition to basic training. At the den overnight campout, the Webelos den leader may be assisted by the assistant Webelos den leader and the Webelos den chief. Sometimes, additional leadership from a Boy Scout troop may join you.

In most cases, each Webelos Scout is under the supervision of his own father, mother, or guardian. If a parent or guardian cannot attend, the boy's family should make arrangements for one of the other parents or another adult relative or friend to be a substitute at the campout. It's essential that each Webelos Scout is under the supervision of an adult and that every adult has a share of the responsibility for the campout.

Webelos dens are encouraged to participate in joint overnight campouts with a Boy Scout troop. However, a parent or guardian of each Webelos Scout should still attend.

Location

Webelos Scouts should camp at locations that have a tested water supply, toilets, cooking facilities, space for pitching tents, and an area for indoor activity. (Note that if toilet facilities are not available, proper disposal of solid waste is necessary.) One of the Webelos den families might have a cottage or cabin with some land that would be appropriate. Another possibility is a public campground our your local Scout camp.

A site that it would involve traveling a considerable distance would not be suitable for a Webelos den overnight campout. If you use a council camp, be sure that the Webelos campsite is away from regular Boy Scout camping areas. The campsite should be located near a parking area because the family-type equipment that will be used probably will be heavy and difficult to carry any distance.

Location Guidelines

In selecting the location for a Webelos overnight campout, remember that Webelos Scouts should not experience Boy Scout–type camping on the overnight.

- Webelos overnights do not include backpacking.
- Webelos overnight camping at Boy Scout camporees and/or events is not a BSA-approved activity.
- Cub Scout health and safety and age-appropriate guidelines apply at all Webelos activities, even when visiting a troop event or campout.

Transportation

As a family member or other adult will accompany each Webelos Scout, transportation should not be a problem. Cars are best for transportation to the campsite. Transporting boys in trucks is unsafe and forbidden except in the cab. Individual seat belts are required for each person. Buses are not recommended because chartering transportation could make parents feel less responsible for the trip.

Equipment

An overnight campout requires protection from the weather, equipment for food preparation, and program items to suit the area where the campout is being held. Tents, cabins, campers, or camp trailers will be required for shelter.

Dens or packs should not be required to purchase camping equipment. Many of the families will have their own tents used for family camping or can borrow one from a neighbor. Often, a nearby Boy Scout troop will loan tents and other camping equipment to a Webelos den.

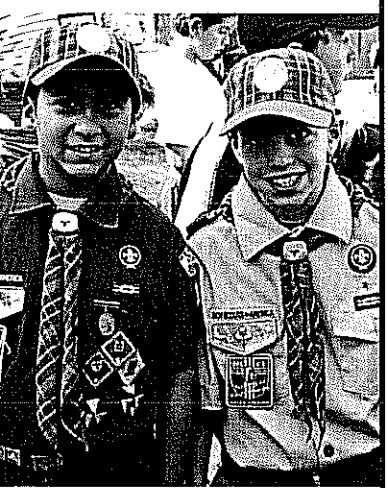
When tents are used, no youth will stay in the tent of an adult other than his parent or legal guardian. When housing other than tents is used, separate housing must be provided for male and female participants.

Each parent and son will need some personal equipment. See the Outdoorsman activity badge section in the *Webelos Scout Handbook* and the Webelos Scout Overnight Checklist (see *www.scouting.org/cubscouts*). Each family unit should bring its own cooking equipment, food, and utensils. Each boy works with his accompanying adult to prepare and eat meals together.

Webelos Campout Preparation

Webelos Leader Preparation

1. Complete Outdoor Leader Skills for Webelos Leaders to get a good foundation for the overnight experience. When you go camping, if you are not a seasoned camper, be sure to take along an adult or older Boy Scout who is experienced. More than likely, some of the parents will be campers. If not, many Scouters will be willing to help.
2. Select the date and the camping location several weeks in advance. If it is a joint Webelos den–troop campout, meet with the Scoutmaster to work out the details.
3. Make reservations. Regardless of whether your Webelos den plans to use a privately owned campsite, public campground, or local council camp, you will need to make reservations. In all cases, turn in a tour plan to the local council service center at least two weeks before the campout.
4. Check local regulations regarding the use of fires for cooking and campfire programs.
5. Enlist the help of others, such as the assistant Webelos den leader, Webelos den chief, assistant Scoutmaster, activity badge counselors, and parents, in planning the details of the campout.



Boy Preparation

Preparing the boys goes beyond just telling them that a campout has been planned. Preparation for the campout offers boys many opportunities to develop skills that will be helpful in their Webelos training.

1. Discuss the campout with the den. Explain how it will help satisfy one of the requirements for the Outdoorsman activity badge.
2. Teach the boys the rules of outdoor fire safety to help satisfy another Outdoorsman badge requirement. (See the fire safety rules in the *Webelos Scout Handbook.*)
3. Review the Outdoor Code to help prepare Webelos Scouts to be good campers.
4. Teach the boys basic knots. (See the *Webelos Scout Handbook.*) They might need to know certain knots when setting up their tents. The Webelos den chief can help teach this skill.
5. Teach the boys basic first aid.
6. Plan ahead for campfire program activities. If the den is taking part in a campout where other dens will be attending or is camping with a troop, you probably will be called upon to participate in the campfire program. If you are on a Webelos den overnight campout rather than a joint troop campout, you will still need a planned campfire program. The Webelos den chief can help provide suitable ideas.
7. Send home, at least a week before the campout, a Webelos Scout Overnight Checklist (see *www.scouting.org/cubscouts*) and a letter giving the final details about the campout.

Adult Preparation

Preparing the adults for the overnight campout is as important as preparing the boys. The end result will be a smoothly run event with everyone knowing what is expected. Properly informed adults will reduce the load of responsibility on Webelos den leaders.

Information about the campout can best be communicated at an informal meeting with family members and other adults who will be attending the campout. Develop a basic plan but let the other adults get involved in planning the details. Let them know that they share the responsibility for the overnight campout. Build the program using their talents and abilities. Find a nature specialist, a song leader, a storyteller, or a game leader among them.

Take a positive attitude at the meetings. You aren't asking them to be a part of the campout—you are expecting them to be part of the campout.

Hold this adult planning meeting at least two weeks before the campout so that it is close enough to the campout date to avoid last-minute changes. If some parents can't attend, be sure that they receive the necessary information.