



# Troop 7 Campout Roster/Menu/Duty Planner

Event: \_\_\_\_\_ Patrol: Ravens

## Duty Roster

Meal	Friday Evening	Saturday Breakfast	Saturday Lunch	Saturday Evening	Sunday Breakfast
Grub Master					
Fire Master					
Fire Warden					
Head Cook					
Asst Cook 1					
Asst Cook 2					
KP #1					
KP #2					
KP #3					
KP #4					
Water					
Trash					

### Description of Roles:

- Grub Master - Responsible for collecting food money, purchasing food and bringing food to outing.
- Fire Master - Responsible for building fire, Responsible for watching and maintaining fire
- Fire Warden - Assist Fire Master, responsible for making sure fire stays safe and is put out.
- Head Cook - Coordinates and controls cooking
- Asst Cooks - Gathers food and assists Head Cook as needed.
- KP#1 - Gets dish water ready, washes dishes
- KP#2 - Gets rinse water ready, rinses dishes
- KP#3 - Dries dishes and puts them away
- KP#4 - Assists with tasks as needed
- Water - Makes sure Patrol water cooler is full prior to meal and that water is available for meal cleanup.
- Trash - Collect trash and disposes of it properly

### Planner Procedure and Requirements:

- Planner should be kept in campout binder
- Planner is due 2 weeks before campout at Troop Meeting, must be approved by Scoutmaster, or ASM.
- All campouts shall utilize this planner
- Scouts must bring money for food purchase and give to Grub Master at Troop meeting one week before campout. If you will not be in attendance the Grub Master may choose not to purchase your food and notify you that it was not purchased or may cover the cost (reimbursement to occur before leaving on campout).
- Grub Master additional notes:
  - Collect all money for food purchase from Patrol members attending event at Troop meeting one week prior to campout.
  - Grub Master must record how much money is paid by each individual. Each individual must sign initials next to their payment.
  - Purchase food within budget.
  - Fill out budget portion of planner. Turn in completed paperwork to Treasurer, Jo MacDonnell, at the next meeting following the campout. Completed paperwork must include receipt for items purchased.
  - Any scout that has not paid and signed that payment was provided will have their scout accounts charged. The Troop Treasurer will reimburse Scout any money not received for food purchased.