

# District Explorer Scout Administrator Training Pack Factsheet 8 of 8 Example and Blank DESA Diaries



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## EXAMPLE OF A TWELVE MONTH DESA DIARY

<p style="text-align: center;"><b>JANUARY</b></p> <p>Pass data for all Explorers and ESLs to district secretary for census return.</p>	<p style="text-align: center;"><b>FEBRUARY</b></p> <p>ESL meeting.</p> <p>Write DESA column for March newsletter.</p>
<p style="text-align: center;"><b>MARCH</b></p> <p>Send out agenda for DES Forum at end of March.</p> <p style="text-align: center; font-size: 2em; opacity: 0.5;">EXPLORER</p> <p>Attend DES Forum.</p>	<p style="text-align: center;"><b>APRIL</b></p> <p>Send unit and district programmes for May-August to all Explorers, GSLs and SLs.</p> <p>Send out invites to DES Meeting in May.</p>
<p style="text-align: center;"><b>MAY</b></p> <p>ESL meeting.</p> <p>DES Meeting.</p>	<p style="text-align: center;"><b>JUNE</b></p> <p>Contact all GSLs and SLs for list of Scouts aged 12 and over.</p> <p>Send names of Explorers over 16 to CSNA.</p> <p>Write DESA column for July newsletter.</p>

The Scout Information Centre

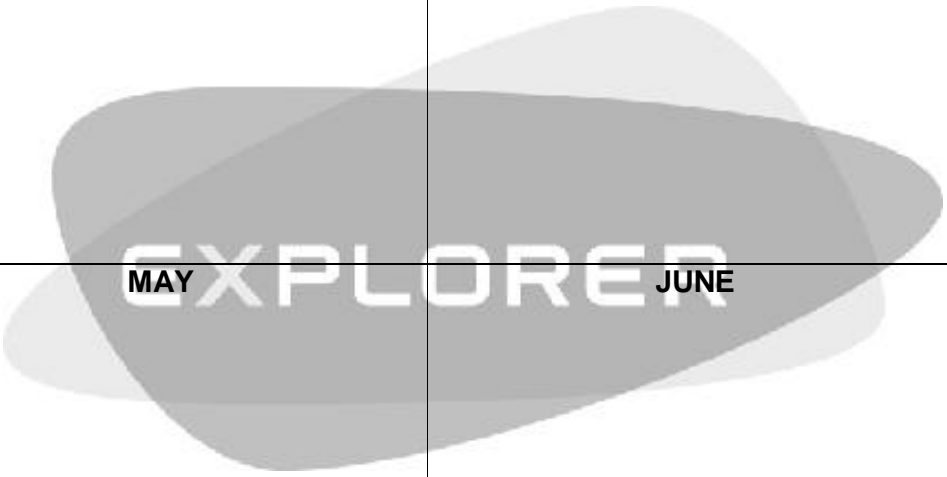
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<p style="text-align: center;"><b>JULY</b></p> <p>Send out agenda for DES Forum at end of July.</p> <p>Attend DES Forum.</p>	<p style="text-align: center;"><b>AUGUST</b></p> <p>Send Unit and District Programmes for September-December to all Explorers, GSLs and SLs.</p> <p>ESL meeting.</p>
<p style="text-align: center;"><b>SEPTEMBER</b></p> <p>Remind DESC that Partnership Agreements are for review now.</p> <p>Remind district treasurer to honour any financial arrangements.</p>	<p style="text-align: center;"><b>OCTOBER</b></p> <p>Write DESA column for November newsletter.</p>
<p style="text-align: center;"><b>NOVEMBER</b></p> <p>Send out agenda for DES Forum at end of November.</p> <p>ESL meeting.</p> <p>Attend DES Forum.</p>	<p style="text-align: center;"><b>DECEMBER</b></p> <p>Send unit and district programmes for January-April to all Explorers, GSLs and SLs.</p>

**EXPLORER**

**BLANK TWELVE MONTH DESA DIARY**

<b>JANUARY</b>	<b>FEBRUARY</b>
<b>MARCH</b>	<b>APRIL</b>
<b>MAY</b>	<b>JUNE</b>
<b>JULY</b>	<b>AUGUST</b>



<b>SEPTEMBER</b>	<b>OCTOBER</b>
<b>NOVEMBER</b>	<b>DECEMBER</b>

