**Troop 481 Recovery Meeting Standard Operating Procedures**

1. Scout lead inform troop records manager (Mrs. McOsker) of scouts who participated in campout and any other scout requirements or events that need to be recorded.

2. Inspect and inventory tents prior to checking back in to Troop Quartermaster.

3. Inspect and inventory Troop common gear before checking back in to Troop Quartermaster.

4. Inspect and inventory Patrol boxes prior to checking back in to Troop Quartermaster.

5. Inspect and inventory Grub box for consumables prior to checking back in to Troop Quartermaster.

6. Identify consumables that are running low or have run out; post a dated list of these items on the shed door. Consumables include cooking gas, trash bags, cleaning supplies, paper towels, batteries, etc.

All actions complete:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scout lead signature/date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scoutmaster or ASM signature/date