

# Planning, Managing and Evaluating Your Excursion

Outline Proposal for Excursion (using [Initial Approval Request form](#)) submitted by Visit Leader and agreed in principle by Head of Establishment, or by Head of Service for Category 5 destinations

Category of Excursion is agreed

All category 1 – 5 trips must be on Evolve

External Providers engaged to deliver Adventurous Activities must appear on (or make an application to) Aberdeenshire Council's [list of Approved Providers](#)

