



Please complete this form with as much detail as possible. The more detail, the easier it is to make an award. If you are uncertain of information, please set that out. If necessary, add additional pages if there is insufficient space on the form.

If you are putting someone else forward for a Service Award, consider asking them for any missing information.

This application together with all supporting documentation is to be sent to your RTC: Adult Resources (or the RC in the absence of an RTS: Adult Resources) who will verify the service records and send to the dedicated Service Awards email ServiceAwards@scouts.org.za for the National Office to process. This applies to all Service Awards.

Please note: Proposals and recommendations must be treated as confidential as a refusal or an award of a different grade of award from the initial proposal or recommendation, can be highly embarrassing should the candidate be aware of the initial proposal or recommendation.

Details of Nominee/Candidate:

Full Names:

Length of Service as an Adult with SSA:

Most recent service award (if known):

Role in Scouting at Present:

Which Units / Districts /Regions is this person associated with?

Details of Nominator (Your Details):

Full Names:

Telephone No:

Email Address:

Details of Nominee's Next-in-Line Scouters:

Full Names:

Position(s) held in Scouting at Present:

Telephone No:

Email Address:

Please set out in as much detail as possible the scouting history of the candidate, with a particular focus on the dates of service.

Role	Group Name	Start Date	End Date	Years Service

General:

In the box below please set out details of any people who you think could provide more insight into the candidate and the sort of service that they render. In particular, please set out anyone who knew the candidate and their contribution to scouting before you met them.

Full Names:

Telephone No:

Email Address:

Full Names:

Telephone No:

Email Address:

Is there any other corroborating evidence of the service, for example a newspaper article? If so, please attach a copy to this form.

If you have a copy of the nominees scouting cv, please attach this to the form, this is very helpful in assessing a candidate.

APPROVAL PROCESS:

RTC: ADULT RESOURCES / REGIONAL COMMISSIONER

Verification of Service: Yes No

Comments:

Date:

Name:

Contact No:

Signed: Adult Resources/Regional Commissioner

Date email sent to ServiceAwards@scouts.org.za

Date:

SCOUTS SOUTH AFRICA

Award Processed

Date:

Award uploaded to SD where applicable

Date:

Award dispatched to Region and RC advised

Date:

Database updated accordingly

Date: