# The Hong Kong Girl Guides Association

**Golden Guide Leader’s Silver / Gold Badge Recommendation Form**

Note: Please submit this form to The Hong Kong Girl Guides Association **at least two months before** the date for presentation of badge.

I (Commissioner Name) (Post Title) Div (Div Com)

 recommend /  do not recommend the following Leader (Reason： ) to obtain \*Silver / Gold Badge.

Name of GG Leader： (Chi) (Eng)

Unit No.： Appointment Date： (Yellow/ Sliver)

Division： Post： Leader /  Assistant Leader

Proposed date for presentation of the badge：

Unit Visit made on (date), by：

Please 〝〞where appropriate.

Please also note that the nominee should meet all the criteria specified in either Part I or Part II subject

to the badge requirement.

 Silver Badge – 1 Year after receiving the Yellow Badge (To fill in Part I and Part III)

 Gold Badge – 3 Years after receiving the Silver Badge (To fill in Part II and Part III)

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## Part I (Silver Badge)

1. Unit Management (\* necessary requirements for obtaining Silver Badge)

\*Holding regular Unit Meeting 

\*Attending “All Guiders’ Meeting” in Division/Regional Level 

\*Attend “All Guiders’ /Leaders’ Sharing” 

\*Keeping Unit Records 

\*Submit Unit Annual Registration and Membership Census to Headquarters 

\*Submit Circular Relating to the Personal Data (Privacy) Ordinance 

\*Good Leadership 

\*Maintaining the Golden Guide Group progress (Leaders) 

\*Positive Attitude 

\*Unit participation in District / Division / Regional functions 

\*Maintain a good standard of elderly safety and care in all Golden Guide activities 

## Part II (Gold Badge)

1. Awarded Silver Badge on (Date)
2. Unit Management (\*necessary requirements for obtaining Gold Badge)

\*Unit records (Census, financial and meeting records) 

\*Standard Unit Meetings：

\*Ceremonies (e.g. roll call, enrollment etc) 

\*Balanced Programme 

\*Atmosphere in Unit Meeting 

\*Report on Yearly Statement of Account 

1. Unit Progress

\*Regular Unit Meetings 

\*Participation in District / Division / Region /HQ functions 

\*Joint Meeting with other Guide Sections / Outing / Community Service 

1. Leaders’ Progress

\*Attend Guiders’ Meetings in Division/Regional Level 

\*Attend or Assist in “HK Wide Golden Guide event” 

\*Assisting in District / Division / Region /HQ functions 

\*Attend refresher course/skill course/further training course organized by 

Training Department

## Part III (Comments)

Division Commissioner： Signature： Date：

(If candidate for the badge is Division Commissioner, the application must be approved by Assistant Chief Commissioner)

Assistant Chief Commissioner： Signature： Date：

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For office use only

Silver / Gold Badge with Certificate approved by ExCo Meeting on

Checked by APO： Signature： Date：

Checked by SPO： Signature： Date：

Endorsed by SE： Signature： Date：

Passed to Membership by the staff (AMD)： Signature： Date：

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