



**The Scout Association of Maldives**  
Nikagas Magu, Male', Maldives

**Distinguished Service Awards (Category: A) – Nomination Form**

**(For Certificate of Merit, Bronze Coconut, Silver Coconut and Gold Coconut)**

**Note:**

- **Guidelines for making a recommendation can be found on the last page of this form. It can also be found on the Annex: A, of the Award Scheme.**
- When submitting the nomination, could you please:
  1. Complete the relevant sections.
  2. Send the completed form (not including the guidelines) to National Headquarter – The Scout Association of Maldives.
  3. Attach to the form the relevant documents for the person being nominated for an award.

1. Proposed Recipient:			
<b>Name</b>	Title:	Full name:	National ID:
<b>Contacts</b>	Tel/ Mobile:		Email:
<b>Scout Group</b>	Group number including School/ Institute/ Organization:		
<b>Current Position</b>	Current post in the Group:		
<b>Permanent Address</b>	House, Floor, Apartment:		Road:
	Island:		Atoll:
<b>Postal Address</b> (if different from above)	House, Floor, Apartment:		Road:
	Island:		Atoll:

2. Latest Adult Recognition Award Received:		
<b>Gallantry Award</b>	Award:	Year Awarded:
<b>Distinguished Service Award</b>	Award:	Year Awarded:
<b>Long Service Award</b>	Award:	Year Awarded:

3. Proposed Award:			
Tick only one category and fill up corresponding dates:			
<b><u>Award</u></b>		<b><u>Years of Service</u></b>	<b><u>Total Yrs</u></b>
<input type="checkbox"/> <b>1. Certificate of Merit</b>	Good service, at least 3-4 yrs	..... to .....	.....
<input type="checkbox"/> <b>2. Bronze Coconut</b>	Excellent service, at least 7-9 yrs	..... to .....	.....
<input type="checkbox"/> <b>3. Silver Coconut</b>	Outstanding service, at least 12 yrs	..... to .....	.....
<input type="checkbox"/> <b>4. Gold Coconut</b>	Distinguished service, at least 17 yrs	..... to .....	.....

**4. Evidence of Service to Support the Recommendation:**

Describe the actions undertaken during the above stated period in the following five areas with dates as appropriate. Attach documents to verify, which is obligatory.

*i. Carries out the responsibilities of his/ her current position as an Adult Leader to the highest standard to contribute to youth membership growth (since the last award).*

*ii. A team player and has shown commitment to mentoring fellow Adults in Scouting (since the last award).*

*iii. Demonstrate leadership which inspires of enthusiasm among other Adults in Scouting (since the last award).*

*iv. Provide ideas for the future direction of Scouting and how the ideas can be implemented to contribute to the better development of Youth and/ or Adults lives (since the last award).*

*v. Contribute to the wider Association forums and formations by involvement in activities beyond the level of responsibilities normally expected in the current position (since the last award).*

**5. Citation Summary:**

In a few sentences, please give a summary of the five criteria above as to why a new award is recommended. This can be read out in support of the recommendation when the award is presented.

## Recommendations and Endorsements:

6. Nomination by Adult Leader/ Group Scout Leader/ Member of ExCo or Scout Council:		
<b>Name</b>	Full name:	National ID:
<b>Contacts</b>	Tel/ Mobile:	Email:
<b>Position</b>	Post/ Position:	
<b>Scout Group</b>	Group number including School/ Institute/ Organization (if Adult Leader/ Group Scout Leader):	
<b>Signature</b>	Sign:	Date:

### For SAM NHQ use:

Received by:			
<b>Name</b>	Name:	Position:	
<b>Signature</b>	Sign:	Stamp:	Date:

Awards Committee:			
<b>Award</b>	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	<input type="checkbox"/> Certificate of Merit <input type="checkbox"/> Silver Coconut	<input type="checkbox"/> Bronze Coconut <input type="checkbox"/> Gold Coconut
<b>Signature</b>	Name/ Chairman:	Sign:	Date:

Scout Council:			
<b>Award</b>	<input type="checkbox"/> Endorsed <input type="checkbox"/> Not Endorsed	Remarks if any:	
<b>Signature</b>	Name/ Chairman:	Sign:	Date:

## Guidelines for Making a Recommendation

(for information only – please do not submit with nomination form)

The following guideline should be used when making a recommendation:

- Adult Recognition Awards are made to people who have given valuable service to Maldives Scouting over an extended period. Such Awards are granted for sustained commitment to the Association, both within and beyond an adult member’s designated role and responsibilities.
- These guidelines provide a summary of the provisions which can be found in this ‘Adult Recognition Award Scheme’ and also should be included in the ‘Policy, Organisation and Rules’ (POR).
- Nominations for Adult Recognition Awards, with the exception of the Certificate of Merit, are normally considered **no sooner than three years after any previous award.**
- Corresponding Certificates and distinctive cloth emblems for wear on the uniform are issued with the Awards.
- Recommendations may be initiated by any member or formation of the Association and maybe sent directly to the Chief Commissioner/ Awards Committee.

To be considered for an award the person must meet these criteria:

- Be carrying out the responsibilities of his/ her current Warrant or non-uniform management role to the highest standard which contributes to youth membership growth.
- Promote team work and a positive attitude in mentoring fellow Adults in Scouting.
- Demonstrate leadership qualities which inspire enthusiasm among other Adults in Scouting.
- Provide ideas for the future direction of Scouting and demonstrates how they can be implemented to contribute to the development of youth and/ or adult influenced by his/ her role.
- For the higher Awards, contribute to the wider Association by involvement in activities beyond the level of responsibilities normally expected in the appointment or management role held.

### Distinguished Service Awards – Table

Award Name	Criterion	Certificate	Medal & Ribbon	Cloth Emblem	Person Making Nomination	Approved by	Awarded by
<b>Certificate of Merit</b>	Good service to the Association for at least 3-4 years	Yes	No	Back ground colour pale green and a blue knot	Adult leader	Awards Committee	CC/ DCC
<b>Bronze Coconut</b>	Excellent service to the Association for a period of at least 7 – 9 years	Yes	Medal & Ribbon colour orange	Back ground colour pale green and a orange colour knot	Group Scout Leader/ Executive Committee members/ Council members	Awards Committee & endorsed by the Scout Council	CC/DCC
<b>Silver Coconut*</b>	Outstanding Service to the Association for a period of at least 12 years	Yes	Medal & ribbon colour green	Back ground colour pale green and a purple colour knot	Group Scout Leader/ Executive Committee members/ Council members	Awards Committee & endorsed by the Scout Council	CC/DCC
<b>Gold Coconut*</b>	Distinguish Service to the Association for a period of at least 17 years	Yes	Medal & Ribbon colour purple	Back ground colour pale green and a green colour knot	Group Scout Leader/ Executive Committee members/ Council members	Awards Committee & endorsed by the Scout Council	CC/DCC

\* For the above awards, an Adult Leader will normally be required to have the Wood Badge.