



Chief Scouts Commendation for Good Service & Award for Merit Nomination Form

The purpose of this form is to nominate an individual for an award. This form is used to collect personal data about you and the individual being nominated. We take the obligation for personal data privacy seriously. The data you provide is managed and retained in accordance with our [Data Protection Policy](#). The personal data may be shared with other relevant Scouting members for the purposes of assessing the award nomination.

Details of successful awards will be uploaded to an individual's Compass record and published annually on the [website](#). The UK Headquarters Awards Team will also securely store (electronically) the details for 1 year from the end of the awarding process before they are passed to the UK Headquarters Heritage Team for their records.

Nominator's details

Membership number		Name	
Email			

Once the form is completed by the nominator

- If the individual you are nominating holds their primary appointment in a Group/District, this form should be sent to the relevant District Commissioner for a decision.
- If the individual you are nominating is a District Commissioner, or their primary appointment is in a County/Area, this form should be sent to the relevant County/Area/Region (Scotland) Commissioner for a decision.
- If the individual you are nominating is a County/Area/Region (Scotland) Commissioner, this form should be sent to the relevant Regional Commissioner (England/Wales) or the Country Headquarters (Northern Ireland/Scotland) for a decision.
- If the individual you are nominating is a headquarters staff member, this form should be sent to the appropriate member of the Senior Leadership Team (UK Headquarters) or lead staff member (Country Headquarters) for a decision.
- If the individual you are nominating is a National Volunteer, this form should be sent to either the relevant member of Team UK, Chair/Vice Chair of the Trustee Board, Chair of the relevant Board Subcommittee or Chair of the Portfolio Management Group for a decision.

Relevant contact details are available from the Scout Information Centre (Info.Centre@scouts.org.uk or 0345 300 1818).

Nominee's details

Membership number		Name	
County/Area/Region		District	
Award nomination (only check one box)	<input type="checkbox"/>	Chief Scout's Commendation for Good Service	
	<input type="checkbox"/>	Award for Merit	
Award preference (only check one box)	<input type="checkbox"/>	Brooch (non uniformed member)	
	<input type="checkbox"/>	Cloth badge (uniformed member)	

Check list

The nominator must check the below boxes to confirm the individual being nominated meets the following criteria:

<input type="checkbox"/>	The nominee has enough service for the award they are being nominated for: <ul style="list-style-type: none"> ○ Chief Scouts Commendation for Good Service requires a minimum of 5 years good service. ○ Award for Merit requires a minimum of 12 years (exceptionally 10 years) outstanding service.
<input type="checkbox"/>	The nominee has completed all mandatory training relevant to all of their active roles (or is within three years of appointment of their active roles).
<input type="checkbox"/>	The nominee has a valid disclosure (if relevant for their active roles).
<input type="checkbox"/>	The nominee has not received a Good Service award in the last 5 years.

Reason for making the nomination

A citation for the Chief Scouts Commendation for Good Service and the Award for Merit is not essential however it is helpful to include the reasons you wish to nominate this individual so it is easier for a decision to be made concerning the nomination. Try to include a summary with examples about their role and achievements.

Approver's details

Relevant Commissioner or designated person

Membership number		Name	
Date		Signature	
Role			

Once approved, the relevant Commissioner/member of the Local Awards Advisory Group or designated person should submit the award decision to UK Headquarters using this link: [Good Service Award Completion Form](#).