



**Numbering System for Certificates of Wood Badge Courses, Cadet Training Courses,
Basic Operations Courses, Trainers' Courses and Skill Courses**

This Circular supersedes the Training Circular No. 22/2001 issued on 15 July 2001.

**1. Numbering System for Certificate of Wood Badge Courses, Cadet Training Courses,
Basic Operations Courses, Trainers' Courses and Skill Courses is as follows:**

Column A	Column B	Column C	Column D	Column E
Course Code	Organising Unit's Code	Course Number	Section Code	Candidate Number

Column A - Course Code

Please refer to **Table 1** regarding the course codes of Sectional Wood Badge Courses, Non-sectional Wood Badge Courses, Cadet Training Courses, Basic Operations Courses, Trainers' Courses and Skill Courses.

Column B - Organising Unit's Code

Please refer to **Table 2** regarding the codes of organising units.

Column C - Course Number

The course number is assigned by Training Branch in sequential order.

Column D - Section Code

(Applicable to Sectional Wood Badge Course.)

Please refer to **Table 3** regarding the codes of various Sections.

Column E - Candidate Number

Each candidate will receive a Certificate upon completion of the course with satisfactory performance. The Certificate contains a candidate number which is represented by sequential number assigned by the Course Leader for reference.

Example 1: For Certificate presented to the 4th candidate of the 1st Cub Scout Fundamentals Training Course organised by the New Territories East Region, the Certificate number will be "WFT/D/1/CS/04".

Example 2: For Certificate presented to the 32nd candidate of the 680th General Information Course organised by the Hong Kong Island Region, the Certificate number will be "WOG/H/680/32".

2. Date of Issue

The certificates for candidates should be dated the last date of the course or the day of completion of assignments. The later date will be used.

MAK Wai-ming
Training Commissioner

【表 1 Table 1】訓練班編碼 Course Code

【1.1a】領袖初級訓練班 General Information Course

編碼 Code	訓練班名稱 Name of Course	
	中文 Chinese	英文 English
WOG	領袖初級訓練班	General Information Course

【1.1b】支部領袖木章訓練班 Sectional Wood Badge Course

編碼 Code	訓練班名稱 Name of Course	
	中文 Chinese	英文 English
WFT	基本原則訓練班	Fundamentals Training Course
WSS	支部技能訓練班	Sectional Skills Course
WAD	領袖木章高級訓練班	Advanced Course

【1.1c】非支部領袖木章訓練班 Non-sectional Wood Badge Course

編碼 Code	訓練班名稱 Name of Course	
	中文 Chinese	英文 English
WAB	非支部領袖木章基本訓練班	Non-sectional Leaders Basic Course
WNB	總監木章基本訓練班	Commissioner Basic Course
WAI	非支部領袖木章中級訓練班	Non-sectional Leaders Intermediate Course
WNI	總監木章中級訓練班	Commissioner Intermediate Course
WAA	非支部領袖木章高級訓練班	Non-sectional Leaders Advanced Course
WNA	總監木章高級訓練班	Commissioner Advanced Course

【1.2】見習領袖訓練班及常務基本訓練班

Cadet Training Course & Basic Operations Course

編碼 Code	訓練班名稱 Name of Course	
	中文 Chinese	英文 English
CAD	見習領袖訓練班	Cadet Training Course
BOC	常務基本訓練班	Basic Operations Course

【1.3】訓練員訓練班 Trainer Course

編碼 Code	訓練班名稱 Name of Course	
	中文 Chinese	英文 English
TB1	訓練員基本訓練班 (單元 1)	Trainers' Basic Course (Module I)
TB2	訓練員基本訓練班 (單元 2)	Trainers' Basic Course (Module II)
TB3	訓練員基本訓練班 (單元 3)	Trainers' Basic Course (Module III)
TIC	助理領袖訓練主任訓練班	Course for Assistant Leader Trainers
TAC	領袖訓練主任訓練班	Course for Leader Trainers

【1.4】領袖技能訓練班 Skill Course

編碼 Code	訓練班名稱 Name of Course	
	中文 Chinese	英文 English
SGG	小童軍遊戲訓練班	Grasshopper Scout Games Course
SGA	遊戲訓練班	Games Course
SAH	美勞創作訓練班	Art & Handcraft Course
SSS	歌唱訓練班	Sing Song Course
SMM	音樂律動訓練班	Music & Movement Course
SAF	成人救傷訓練班	Adult First-aid Course
SLS	拯溺訓練班	Life Saving Course
SPC	幼童軍度假營及露營訓練班	Pack Camping Course
SKN	繩結訓練班	Knotting Course
SMA	地圖閱讀訓練班	Map Reading Course
SHI	幼童軍領袖遠足訓練班	Cub Scout Leader Hiking Course
SEX	遠足訓練班	Expedition Course
SCL	營火領袖訓練班	Campfire Leadership Course
SCP	幼童軍進度性獎章訓練班	Cub Scout Progressive Badges Training Course
SCA	營藝訓練班	Camcraft Course
SCW	營地管理訓練班	Camp Warden Course
SPG	先鋒工程訓練班	Pioneering Course
SLC	輕便炊事訓練班	Light-weight Cooking Course
SSP	童軍進度獎章研習班	Scout Progressive Badges Workshop
SCI	獨木舟教練員訓練班	Canoeing Instructor Course
SSI	風帆教練員訓練班	Sailing Instructor Course
SBI	童軍標準艇教練員訓練班	Scout Standard Boat Instructor Course
SFI	步操教練員訓練班	Footdrill Instructor Course
SEA	遠足審核員訓練班	Expedition Assessor Course
SOR	野外定向訓練班	Orienteering Course
SFF	消防教練員訓練班	Fire Fighting Instructor Course
SEC	深資童軍執行委員會研習班	Venture Scout Executive Committee Workshop
SVA	深資童軍獎章及榮譽童軍獎章研習班	Venture Award and Dragon Scout Award Workshop
SHR	人際關係訓練班	Human Relations Training Course
SMD	發展管理訓練班	Management Development Course
SDS	決定與策劃訓練班	Decision Making and Strategic Planning Training Course
SAC	行動主導領導才訓練班	Action-Centred Leadership Course
STA	交感分析訓練班	Transactional Analysis Course
SPO	活動策劃人員訓練班	Programme Organiser Course
SPA	急救實務證書課程	Practical Adult First Aid Certificate Course

【表 2 Table 2】主辦單位編碼 Organising Unit's Code

編碼 Code	單位 Unit	
	中文 Chinese	英文 English
A	總會總部	Association Headquarters
H	港島地域	Hong Kong Island Region
K	九龍地域	Kowloon Region
E	東九龍地域	East Kowloon Region
N	新界地域	New Territories Region
D	新界東地域	New Territories East Region

【表 3 Table 3】支部編碼 Section Code

編碼 Code	支部 Section	
	中文 Chinese	英文 English
GS	小童軍	Grasshopper Scout
CS	幼童軍	Cub Scout
SC	童軍	Scout
VS	深資童軍	Venture Scout
RS	樂行童軍	Rover Scout