



**Registration and Appointment Procedure
for Instructor of Scout Group**

With effect from 1 September 2018, application for appointment and renewal of appointment for Instructor of Scout Group must be made by completing the “Instructor Registration and Appointment Form” (CR01). With the approval of Group Scout Leader or Group Scouter-in-Charge, the Form should reach the Administration Branch for processing.

Administration Branch normally will, within 7 working days from receipt of the submitted Form, notify Group Scout Leader or Group Scouter-in-Charge by email to collect the registered Certificate of Appointment. The appointment will last for one year from the date of approval by Group Scout Leader or Group Scouter-in-Charge.

Form CR01 can be downloaded from the “Forms Download” session of the Association website (<http://www.scout.org.hk/en/>), or obtained from Regional Headquarters and Administration Branch. As Certificate of Appointment will now be issued by Administration Branch, the Scout Shop of Hong Kong will cease selling the Certificate starting from the effective date of this Circular.

YUNG Kin-man

Deputy Chief Commissioner (Management)