



***Annual Registration & Census 2023 -
Participation in Community Services cum Training/Activities
(For Silver Jubilee District)***

In renewing the registration annually, Scout Groups / units have to provide information on their participation in community services cum training/activities. To facilitate recording the information concerned timely, the Association now provide the excel e-form "Participation in Community Services cum Training/Activities (Form TA_2023)". The duly completed Form can be directly uploaded to the E-Census by the end of the year as part of the annual registration and census process.

The excel e-form can be downloaded for use by scanning the QR code below.

James TSUI
Deputy Chief Commissioner (Management)



[Form TA_2023](#)

**Scout Association of Hong Kong
Participation in Community Services cum Training/Activities (From 1 January to 31 December 2023)**

1. Please provide information on all (including face-to-face and online) services / training & activities organised by your unit, or co-organised with other organisation(s) /Scout unit(s), or participated in by your unit. If the event consists of elements on both services and training & activities, please fill in both "Service Type" and "Activity Type".
2. If the service / training / activity was organised by your unit, please provide information of all the Scout participants, including those of the other participating Scout unit(s). If the service / training / activity was co-organised with other organisation(s) / Scout unit(s) or organised by other organisation(s) (including Association Headquarters), please provide information of the Scout participants of your unit only. If the service / training / activity was organised by other Scout unit and your unit was only participating, NO information is required.
3. **Abbreviation of type of "Activity":**
 A01.Assessment of Proficiency Badge/Emblem A02.Members' Sectional Training A03.Leader Training A04.All Other Trainings A05.Workshop A06. Exchange Program A07.Fun Day / Party / Gathering
 A08.Ceremony A09.Competition (e.g. Trophy Competition) A10.Camping A11.Day Camp A12.Visiting A13.Meeting A14.Outdoor Activity (e.g. Hiking, Picnic)
 A15.Performance A16.Interest Class A17.Scout Members Recruitment A18.Social Integration Programme A19.Talk / Seminar
4. **Abbreviation of type of "Service":**
 S01.Crowd Control S02.Assisting in proceedings of program S03.Performance S04.Blood Donation S05.Environmental Protection (e.g. Leave No Trace, Cleaning Campaign)
 S06.Social Integration Service S07.First Aid Service S08.Fundraising (e.g. Charity Walk) S09.Collecting Flag-selling Coin Bags S10.Services for the needy (e.g. Visiting, Elderly Service)
5. **"Total No. of Man-hour spent in Organising"** = (All time for planning, site visits, preparation, evaluation etc.) x (No. of people who have participated in the service/activity organising process).
6. If the event was cancelled, please select "Cancelled" under the header "Date". Under the header "Total No. of Man-hours spent in Organising", please provide related information, and please fill in "0" under the header of "No. of Participants"
7. Please upload this duly completed form to the E-Census on or before 15 January 2024.

Name of Service/Activity	Date	Organiser	Location	Activity Type	Service Type	Total No. of Man-hours spent in Organising (For planning, site visits, preparation, evaluation etc.)			No. of Participants						Duration of Event (No. of hours)	Total No. of Service hours (No. of participants x Duration of Event)
						No. of hours	No. of people	Total No. of Man-hours	Grasshopper Scouts	Cub Scouts	Scouts	Venture Scouts	Rover Scouts	Leaders / Lay Members		
<i>E.g. Annual Camping</i>	<i>06/JUN</i>	<i>U03.District</i>	<i>P01.Local</i>	<i>A10.Camping</i>	<i>N/A</i>	70	5	350	0	261	58	7	10	72	7	2856
<i>E.g. School Sports Day</i>	<i>Cancelled</i>	<i>U03.Others</i>	<i>P01.Local</i>	<i>N/A</i>	<i>S01.Crowd Control</i>	2	5	10	0	0	0	0	0	0	0	0
1								0								0
2								0								0
3								0								0
4								0								0
5								0								0
6								0								0
7								0								0
8								0								0
9								0								0
10								0								0
11								0								0
12								0								0
13								0								0
14								0								0
15								0								0

Please click the cell and select appropriate information from the pull-down menu therein.