



Course List and Numbering System for Certificates of Wood Badge Courses,
Leader Skill Courses, Trainers' Courses and other Leader Training Courses

This Circular supersedes the Training Circular No. 18/2018 issued on 1 April 2018. “**Effective Meetings Course**” is renamed from “**Chairmanship Course**” while its Chinese name remains unchanged.

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

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

(A) Course Code

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

(B) Organising Unit's Code

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

(C) Course Number

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

(D) Section Code (Applicable to Sectional Wood Badge Course.)

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

(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 Basic Course (I) organised by the New Territories East Region, the Certificate number will be “WB1/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, whichever is later.



CHAN Yung
Training Commissioner

【表 1 Table 1】 訓練班名單及編碼 Course List and Course Code

**【1.1】 領袖初級訓練班 General Information Course,
支部領袖木章訓練班 Sectional Wood Badge Course,
行政人員木章訓練班 Administrators' Wood Badge Course**

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

編碼 Code	訓練班名稱 Name of Courses	
	中文	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、
行政人員木章訓練班 Administrators' Wood Badge Course**

編碼 Code	訓練班名稱 Name of Courses	
	中文	English
WB1	領袖基本訓練班（一）	Basic Course (I)
WB2	領袖基本訓練班（二）	Basic Course (II)
WAD	領袖高級訓練班	Advanced Course

**【1.2】 見習領袖訓練班及常務基本訓練班
Cadet Training Course and Basic Operations Course**

編碼 Code	訓練班名稱 Name of Courses	
	中文	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】 領袖訓練員訓練班 Trainers' Course

編碼 Code	訓練班名稱 Name of Courses	
	中文	English
TB1	領袖訓練員基本訓練班（單元 1）	Trainers' Basic Course (Module I)
TB2	領袖訓練員基本訓練班（單元 2）	Trainers' Basic Course (Module II)
TB3	領袖訓練員基本訓練班（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 Leader Skill Course

編碼 Code	訓練班名稱 Name of Courses	
	中文	English
SAC	行動主導領導才訓練班	Action-Centred Leadership Course
SAF	急救證書課程	First Aid Certificate Course
SAH	美勞創作訓練班	Art and Handcraft Course
SCA	營藝訓練班	Campcraft Course
SCL	營火領袖訓練班	Campfire Leader Course
SCM	變革管理訓練班	Change Management Course
SCP	幼童軍進度性獎章訓練班	Cub Scout Progressive Badges Course
SEF	會議技巧訓練班	Effective Meetings Course
SCT	創意思考訓練班	Creative Thinking Course
SDS	決定與策劃訓練班	Decision Making and Strategic Planning Course
SEC	深資童軍執行委員會訓練班	Venture Scout Executive Committee Course
SEM	活動統籌訓練班	Event Management Course
SEP	遠足訓練班	Expedition Course
SGA	遊戲訓練班	Games Course
SHI	幼童軍團遠足訓練班	Pack Hiking Course
SHR	人際關係訓練班	Human Relations Course
SJG	森林舞蹈訓練班	Jungle Dance Course
SKN	繩結訓練班	Knotting Course
SLC	輕便炊事訓練班	Lightweight Cooking Course
SLS	拯溺訓練班	Life Saving Course
SMA	地圖閱讀訓練班	Map Reading Course
SMM	音樂律動訓練班	Music and Movement Course
SNG	談判技巧訓練班	Negotiation Skills Course
SPA	急救實務證書訓練班	Practical First Aid Certificate Course
SPC	幼童軍團度假營及露營訓練班	Pack Holiday and Camping Course
SPG	先鋒工程訓練班	Pioneering Course
SSE	船藝訓練班	Seamanship Course
SSP	童軍進度性獎章訓練班	Scout Progressive Badges Course
SSS	歌唱訓練班	Sing Song Course
STA	交感分析訓練班	Transactional Analysis Course
STM	時間管理訓練班	Time Management Course
SVA	深資童軍進度性獎章訓練班	Venture Scout Progressive Badges Course

【1.5】 區幹部訓練班 District Staff Course

編碼 Code	訓練班名稱 Name of Courses	
	中文	English
DMC	流動歷奇活動工作坊	Mobile Challenge Kit Workshop
DHE	高結構挑戰網陣技術證書訓練班	High Event Challenge Course Technical Certificate Course
DLE	低結構挑戰網陣技術證書訓練班	Low Event Challenge Course Technical Certificate Course
DAT	沿繩下降技術證書訓練班	Abseiling Technical Certificate Course

【1.6】 視聽訓練教材訓練班 Audio-visual Training Materials Course

編碼 Code	訓練班名稱 Name of Courses	
	中文	English
AV1	視聽訓練教材製作訓練課程 (單元 1)	Audio-visual Training Materials Production Course (Module I)
AV2	視聽訓練教材製作訓練課程 (單元 2)	Audio-visual Training Materials Production Course (Module II)
AV3	視聽訓練教材製作訓練課程 (單元 3)	Audio-visual Training Materials Production Course (Module III)

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

編碼 Code	單位 Units	
	中文	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】 分類編碼 Category Code

編碼 Code	支部 Sections	
	中文	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
AD	行政人員	Administrator