

GIRL GUIDES SINGAPORE PUAN NOOR AISHAH AWARD

Rationale

Girl Guides Singapore acknowledges the need for the Association to recognise good and effective units.

This will encourage packs to strive to develop and make their packs the best that they can be.

At the same time, on a practical level, packs need to show the others in their school community that they are of some standings. This will contribute to the school's performance on the CCA front.

Implementation

The Puan Noor Aishah Award scheme was implemented in year 2000.

The scheme was first revised in January 2004 and then in April 2006.

Nature and Procedure for the Puan Noor Aishah Award

This award is presented annually to all packs who have fulfilled the criteria set out by Girl Guides Singapore.

The Award is presented for three levels of achievement:

Bronze Award	70 - 79 Points
Silver Award	80 - 89 points
Gold Award	90 points and above

The working sheet is available from the GGS website: <http://www.girlguides.org.sg>.

The form duly filled by the Brownie Leader should be submitted directly to the Guide House for verification by **1st Saturday of January** annually. All figures reflected are for the year prior to the award application from 01 January to 31 December.

Units must provide the following upon submission:

- (i) Soft copy of PNA Award form in a CD-Rom.
(CD-Rom should be labelled clearly with school's name and the name of Brownie Leader(s).)
- (ii) Hard copy of PNA Award form.
- (iii) Hard copy of Activity Record Sheet
- (iv) Attendance (CCA Meetings & Activities)
- (v) Photocopy of Guider's Warrant / First Aider Certificate
- (vi) Hardcopy of Pack Holiday Report
- (vii) Photocopies of Email or Postcards with Int'l Penpals

The Brownie Branch Commissioner will approve the application and inform the packs of the results of their submission by the **3rd week in January annually**.

Explanatory Note:

All items with * in the working sheet are to be supported with a breakdown of the events/activities in Annex A. Attendance lists are to be submitted together with hard copies and please retain consent forms for verification.

A. LEADERSHIP

We would like to recognise the involvement of all Adult Leaders. This includes the Brownie Leaders, Volunteer Adult Leaders and the Unit Helpers in the Unit. Unit Helpers are registered Young Adults allocated to the pack. They must have attended Unit Helper Training Course/Basic Training Course before. As such, this section serves to recognise the services these adult leaders have put in for the Association.

A1. Services

Adult leader involvement in any organising/standing committee in cluster, division and headquarter level. "Activities in-charge" indicates the adult leader holding the top 2 positions in a particular activity.

III Headquarter Services

Committee Member should fulfill 75% of attendance for Committee's meetings.

A2. Attainment

I Attendance

Attendance for all Headquarter related events for the year.

II Qualification

Brownie training courses undertaken and guiding qualifications awarded in the year as listed. Other Brownie related qualifications not listed in the working sheet are to be listed in Annex A and points will be reviewed by the Brownie Branch Committee, and allotted accordingly upon submission.

III Award

Recognitions from Headquarter, Asia Pacific and WAGGGS awarded in the year.

IV Length of Service

Length of Service in the present unit.

B. BROWNIE ATTENDANCE

Attendance for all meetings, activities and events must be properly recorded and maintained. The activities logbook may be called for verification. Other activities organised are to be listed under Annex A. These activities include indoor and outdoor. Some additional guidelines are as follows:-

- I. Official unit meetings are defined as those where full attendance for all unit members are required.
- II. Guiders to submit a copy of Pack Holiday report, that was sent to Camp Commissioner.
- III. Pack organised activities– enrolment ceremony, farewell for graduating members and concert for parents, etc. Campfires that were actually organised by the unit can be included but this does not include attending campfires organised by other units.
- IV. Inter-Unit activities - To encourage units to work beyond their divisions and clusters. A minimum of 3 Packs needed to be involved. Indicate names of participating schools in Annex A. Excludes campfires and competition. Activities need to be approved by the Brownie Branch Commissioner
- V. Division activities - Refer to activities that were organised for the Guide/Brownie units for 10 or more schools. These activities must have the endorsement of the Division Commissioner.
- VI. HQ organised event/course/activity – Thinking Day Rally, Planting Event etc. This does not include attendance at courses (e.g. Crime Prevention, Mozzie Buster) that lead to proficiency badges.
- VII. CCAB organised event/course/activity – organised by CCAB for all its uniform members.

C. BROWNIE SERVICES

Services rendered by the unit for the year. Services rendered are to be listed under Annex A.

These services include those for:

School – School/National Track and Field, School/National Cross Country and School Speech Day

Inter-Unit/Division – Inter-Unit Meeting and Division Day

Headquarter – service project initiated by GGS for GGS or others

D. BROWNIE ATTAINMENT

D1. Badge Scheme

Points are given for only the highest award for each member in the year.

Other Special Individual Award

Award initiated by GGS for an individual Brownie member.

E. BROWNIE COMPETITION

Participation in competitions by the unit for the year. Winning competitions are to be listed under Annex A. These competitions (i.e. winning or non-winning) include those organized by Inter-Unit, Division, Headquarter and Guide organisation internationally. However, points should not be included any overall champion shield in all levels, e.g. Placing 2nd at Pack Holiday Challenge, and winning overall zone championship - the zone championship will not count.

Inter-Unit Competitions - A minimum of 3 schools need to be involved. Indicate names of competing schools in Annex

A. Activities need to be approved by respective commissioners of organising units.

Division Competitions - Refer to competitions that were organised for the guide/brownie units for 10 or more schools.

These activities must be registered with HQ and obtain the endorsement of the division commissioner.

Grand Total

The value is obtained by adding up all the boxed up sub-total scores adjusted in each category.

Each category has a score capped as follows:

Leadership	15
Brownie Attendance	30
Brownie Services	15
Brownie Attainment	20
Brownie Competition	20

Total	100

The final decision of the Puan Noor Aishah award for each unit is at the discretion of the Brownie Branch Committee, with the advice of the Board of Assessors.