

FAQs for PNAA (Puan Noor Aishah Award) - Guide Guiders



1. Do I need to submit one PNAA form for each Guide Company if my school has more than one Company?

Yes. Please submit one PNAA form for each Company.

This allows Girl Guides Singapore to recognise the efforts of each individual Company and ensures that membership and programme data are accurately recorded.

Different Companies within the same school may achieve different levels of attainment; therefore, separate submissions are required.

2. How do I fill in the PNAA form?

Category	Guidelines
1	Tick all criteria that apply to your Company.
2	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable.
3	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable. c) The minimum number of Guides who participated in unit activities should correspond to the percentage indicated in Category 2 (Administration: Attendance) to meet the requirement. d) At least 6 Guides must have participated and led in the activity to meet this requirement.
4	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable. c) The minimum number of Guides who participated in camp should correspond to the percentage indicated in Category 2 (Administration: Attendance) to meet the requirement.
5	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable. c) At least 6 Guides must have participated and/or led in the activity to meet this requirement.
6	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable. c) At least 6 Guides must have participated and/or led in the activity to meet this requirement.

Category	Guidelines
7	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable.
8	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable.
9	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable.
10	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable. c) At least 6 Guides must have rendered service in the activity to meet this requirement.
11	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable.
12	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable. c) At least 2 Guides must have championed a cause in the activity to meet this requirement.
13	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable. c) At least 6 Guides must have conducted at least two activities demonstrating WAGGS Leadership Mindsets to meet this requirement.
14	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable.
15	a) Tick the highest level your Company has achieved. b) Ensure that all criteria above that level are also checked, where applicable.
16	Tick all criteria that apply to your Company.

This ensures that the scoring accurately reflects the overall level of attainment.

3. How much evidence should I provide?

Please provide clear supporting evidence for the criteria selected. Examples of acceptable evidence include:

- Photos of activities
- Links to blog posts or school webpages

- Screenshots of participation
- Programme schedules
- Certificates or records of participation

Evidence may be submitted as links, photos, or screenshots, as indicated in the form.

4. For Categories 3, 5 and 6, if my Guides participated in an event and also led part of it (e.g. running a booth or leading activities), what should I select?

If the Guides both participated and took on a leadership role, you should select both criteria:

- Guides participated in the event
- Guides participated and led in the event

This recognises both participation and leadership.

5. What counts as a “Unit-Organised Activity”?

A Unit-Organised Activity refers to activities planned and conducted by the Company, such as:

- Special badge workshops
- Outdoor activities
- Service projects
- Celebrations such as World Thinking Day within the school
- Enrichment activities beyond regular weekly meetings

Regular weekly meetings alone do not count unless they include special programme components.

6. What qualifies as Division-level or HQ-level participation?

Division-level activities are organised by your Division.

Examples include: Division Day, Division camp, Division service projects, and Division campfires.

HQ-level activities are organised by Girl Guides Singapore Headquarters.

Examples include: HQ workshops, HQ camps, and national celebrations.

7. What if my Company did not meet some criteria?

You should still complete the form and indicate the level achieved.

The final award level is calculated based on the number of categories that meet the scoring requirements.

8. How is the final PNAA award level determined?

The final award level is based on the number of categories achieved at each level.

Example criteria include:

- **Bronze:** Score of 1 in at least 12 categories
- **Silver:** Score of 2 in at least 12 categories
- **Gold:** Score of 3 in at least 12 categories

9. What if I do not have the evidence ready when filling in the form?

You may still indicate the criteria achieved, but it is recommended to include evidence links where possible.

Girl Guides Singapore reserves the right to request supporting evidence if required.

10. What counts as Guider service under the Leadership category?

Guider service refers to contributions beyond the unit.

Examples include:

- Serving as committee or workgroup members
- Acting as HQ event resource personnel
- Serving as award markers or testers
- Supporting national programmes
- Training or mentoring other Guiders

This recognises Guiders who contribute to the wider Guiding movement in Girl Guides Singapore.

11. Can evidence be submitted using blog links or school webpages?

Yes.

Evidence may be submitted in the form of:

- Blog links
- School webpages
- Photo albums
- Screenshots
- Programme records

Ensure that the evidence clearly shows the involvement of the Guides in the activity.

12. Who needs to sign or verify the PNAA form?

The form should be:

- Prepared and checked by the Guide Guider; and
- Verified by the HOD CCA (or relevant school authority) before submission.

This confirms that the information submitted is accurate and endorsed by the school.