

Royal Canadian Legion Cadet Medal of Excellence

Ref: Special WRO 01 / 2012 – 2013
700 Sqn CME Nomination Form
CATO 13-16 Annex E

As announced, this year the 700 Squadron recipient of the RCL Cadet Medal of Excellence will be selected on the basis of written nominations and an interview with the Presidents of the three Legion Branches with which we are affiliated.

In brief:

1. Any Cadet may be nominated by two other Cadets using the approved nomination form. The form must be supported by a written narrative describing how the nominee meets the criteria for the Award. The criteria are found in CATO 00-00 Annex E.
2. Written nominations must be submitted to the CO and DCO NLT **Friday, May 24**. A paper copy is mandatory, but electronic versions may also be submitted to david.brown@aircadetleague.on.ca and melanie.j.fox@hotmail.com. The nomination may be supported by testimonials from individuals or organizations outside the Squadron.
3. The nomination packages will be reviewed by a panel of staff members and the four top-rated nominees will be interviewed by the Legion Presidents. The interview date is not yet confirmed, but we are aiming for **Friday, May 31**.
4. The CO will approve the recipient based upon the recommendation of the Legion Presidents, for presentation at Annual Review.

D.S. Brown, CD
Captain
CO
700 RCAirCS

Administrative Notes:

1. The DCO (CME recipient) will attend the selection board, as a reference and resource for the panel members. The DCO will confirm that all information in the written submissions is consistent with Cadets' records in FORTRESS.
2. The Staff panel that reviews the written submissions will consist of:
 - a. The Administration Officer 2Lt Evans (a member of Branch 57);
 - b. The Standards Officer OCdt Datta;
 - c. Level 3 Officer OCdt Fonseca (CME recipient).