

From:

Lt Cdr (Retd) A Pringle MCGI
Chief of Staff
Director Youth and Cadets



Reserve Forces' and Cadets' Association for Greater London

See Distribution

30 October 2017

GREATER LONDON AWARDS - DEPUTY LIEUTENANTS' CERTIFICATES

1. The Association's Spring Meeting will take place at Yeomanry House, Handel Street, London WC1N 1NP on Thursday 15 March 2018 and a key element of the evening is the presentation of awards to the outstanding individuals and units in the Reserves and Military Sponsored Cadet organisations across Greater London.

2. Presented at a separate event within the Borough, one of the key awards for the cadets is the Deputy Lieutenant's Certificate which has the aim to give suitable recognition to the achievements of cadets of the Greater London Cadet Organisations and to create an awareness of their contribution within the community. Previously only awarded to cadets from the military based community cadet organisations it was extended to include the Combined Cadet Force in 2015 and last year cadets from the Fire Cadets, St John Ambulance and Volunteer Police Cadets who are based at units within Greater London were eligible should they have wished to participate. This year the award has been extended to the remainder of the organisations within Youth Organisations Uniform (London) or YOU London; Boys' and Girls' Brigades, Scouts and Girlguiding.

3. Citations must be submitted on the proforma provided at Enclosure 1 and returned to the Youth Secretary at GL RFCA by 31 January 2018 at the latest. Reporting Officers must ensure that the citations submitted are well written, accurate and most importantly highlight why this cadet merits this award. You are particularly asked to check the accuracy of the ranks (if applicable), names and unit titles on each recommendation so that the certificate can be printed correctly. Please ensure that your unit/detachment commanders are encouraged to put forward suitable candidates.

4. If there are any questions please contact the Youth Secretary, Donna O'Halloran via 020 7384 4662 or gl-offcadets@rfca.mod.uk

Tony Pringle

A Pringle
Lt Cdr (Retd) MCGI
Chief of Staff & Director Youth and Cadets

Enclosure:

1. Nomination proforma

Reserve Forces & Cadets Association for Greater London
Fulham House, 87 Fulham High Street, London SW6 3JS

t: 020 7384 4667 f: 020 7384 4660 e: gl-cedep@rfca.mod.uk www.glrfa.org

Reserve Forces' and Cadets' Association for Greater London

Distribution:

Action:

London Area Office Sea Cadet Corps for Area Officer and Deputy Area Officer
All London Army Cadet Force Sectors for Commandants and Deputy Commandants
All London RAF Air Cadets for Wing Officers Commanding and Wing Executive Officers
All London CCF Contingent Commanders
Fire Cadets for YOU London Board member
St John Ambulance for YOU London Board member
Volunteer Police Cadets for YOU London Board member
Boys' Brigade for YOU London Board member
Girls' Brigade for YOU London Board member
Scouts for Regional Commissioner London (also YOU London Board member)
Girlguiding LaSER for YOU London Board member

Information:

External:

All Representative Deputy Lieutenants
All Representative Councillors
MSSC for Captain Sea Cadets
HQ London District for Colonel Cadets and SO2 Cadets
London & South East Region Air Training Corps for Regional Commandant
All YOU London Development Workers/Coordinators

Internal:

Chairman
Chief Executive
Vice Chair Youth
Dep Chair Tri Service Cadets Committee
Head of Communications
All CEOs
YOU London Coordinator

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**RESERVE FORCES AND CADETS ASSOCIATION FOR GREATER LONDON
GREATER LONDON CADET AWARDS – DEPUTY LIEUTENANTS' CERTIFICATES
RULES AND SELECTION PROCEDURE**

BACKGROUND

1. In 1984 it was proposed by the Association Pre-Services Sub-Committee and agreed by the Lord Lieutenant of Greater London that a scheme to award Deputy Lieutenants' (DL) Certificates to outstanding cadets of the Sea Cadet Corps, Army Cadet Force and Air Training Corps should be introduced for each borough. This was to follow the pattern of a similar arrangement which had already been operating successfully in the London Borough of Hackney.

2. In 2015 the award of the DL Certificates was extended to include cadets from the Combined Cadet Force within Greater London and last year it was further extended to include cadets from the Fire Cadets, Volunteer Police Cadets and St John Ambulance, all of whom are members of Youth Organisations in Uniform (London or YOU London). This year it has been agreed to extend the award to include all 10 uniformed youth organisations of YOU London with the addition of the Boys' Brigade, Girls' Brigade, Scouts and Girlguiding.

3. YOU London was established in 2009 as a partnership of ten uniformed organisations, formed to promote positive activities to all young people in Greater London and to provide opportunities for volunteers. The aim is to include all those who have a positive interest in the wellbeing of young people — improving positive opportunities for young people through resource and information sharing.

AIM

4. The aim of these awards is to give suitable recognition to the achievements of cadets of the Greater London Cadet Organisations and to create an awareness of their contribution within the community.

DETAILS OF THE AWARD

5. The framed DL Certificates will be presented within each Borough, usually by the Rep DL at an event during the year. The events vary widely ranging from visits to units or a joint presentation with the Mayor. It is essential that the Certificates are awarded in year and the Association will liaise with the Rep DLs and suggest alternative options if required.

ELIGIBILITY

6. To be eligible for an award, a cadet must belong to a unit situated within the boundary of a London borough. It may however be possible to make special arrangements for an award where it involves one of the few units which are outside the London boroughs but within the Association area, i.e. the Metropolitan Police boundary.

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7. A cadet may not be recommended to the Association for an award more than once.

QUALIFICATIONS AND STANDARDS

8. The differences between the cadet organisations make it impracticable to stipulate the qualifications required by candidates for an award. Nevertheless a high standard must be maintained and it is expected that candidates will be worthy representatives of their organisation: they should be assessed not only on professional performance but on personal qualities, social responsibility and success in other fields such as the Duke of Edinburgh's and other awards, and education or sporting achievements. It is expected that all candidates should have reached the age of 15 years on 31 January (i.e. the date by which recommendations are due to reach the Association) and have held a position of responsibility in their units. Normally, within the military cadets they should be 3 star, or equivalent.

NUMBER OF AWARDS

9. The number of Deputy Lieutenants' certificates awarded will clearly depend on the number of candidates reaching the required standard but a degree of consistency is important both for the cadets themselves and for the scheme to achieve valuable public recognition. As a guide it is hoped there will be one or two awards for each service/organisation in each borough in which it is represented; this may be exceeded in a borough containing a large number of units. In some years it is appreciated that not all boroughs will have a candidate of sufficiently high standard but this must not be accepted as an excuse for a failure to submit any nominations at all.

RECOMMENDATIONS AND SELECTION

10. The attached revised recommendation form is to be used and should be completed electronically until final signature and submitted in hard copy to the Association by **31 January 2018.**

11. Because of the differences between the cadet organisations the recommendation and selection must therefore be left to the judgement of unit commanders and superior reporting officers within that organisation. However it is anticipated that the form would be initiated by the unit commander who will complete the first page in as much detail as possible. This does not require a detailed breakdown of their qualifications but should highlight their skill sets and in particular why that cadet merits this award; why are they special? Unit recommendations should be submitted to the next level up in the organisation, where one or more cadets from each borough would be selected and the recommendation completed on the form. Rep DLs may, if they wish, be brought into the selection procedure at this stage. Finally the forms should be submitted to the Area, Sector or Wing for final comment and to ensure consistency across the organisation.

12. The Association will send recommendations and certificates to appropriate Rep DL for final approval and they will then arrange a suitable occasion for the presentation of the framed certificates provided by the Association.

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GREATER LONDON CADET AWARDS

RECOMMENDATION FOR A DEPUTY LIEUTENANT'S CERTIFICATE

Cadet / Youth Organisation	
Name in Full	
Rank if applicable	
Unit	
Location	
Borough	
Date joined organisation	

Record of achievements with cadets to include precisely why he or she is being recommended.

..... Date

Signed
Name and Rank in Capitals

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