

機密 Confidential

香港童軍總會 Scout Association of Hong Kong  
會務委員委任知會 Lay Member Appointments Notification

- 請以英文正楷填寫所有資料，以便登記於童軍成員資訊系統(SMIS)。Please provide **all** information in ENGLISH BLOCK LETTERS for registration in the Scout Membership Information System (SMIS).
- 初次加入成為會務委員或需更新資料者，必須填寫成年成員註冊表格【R01】。Person who serves as lay member the first time or who needs to update the personal information shall complete Adult Member Registration Form 【R01】.
- 單位須填妥此表格，並在其執行委員會 / 旅務委員會通過有關委任的兩星期前，連同相關【R01】表格交回總會行政署（童軍區及旅須經所屬地域提交）。This duly completed Form together with Form 【R01】 should reach the Administration Branch 2 weeks before confirmation of the appointments by respective Executive Committees or Group Councils (For Scout Groups and Districts, the Form(s) should be submitted via respective Regions.)

單位適用 For Office Use

- 已確認填妥所有資料
- 已核對符合委任之要求
- 已將副本送地域總監及/或區總監  
(童軍區及童軍旅適用)

簽署：\_\_\_\_\_ 日期：\_\_\_\_\_

姓名：\_\_\_\_\_ 職位：\_\_\_\_\_

單位 \_\_\_\_\_ 委員會名稱（如適用） \_\_\_\_\_ (中) 委任日期 \* \_\_\_\_\_ (年/月/日)

Unit: \_\_\_\_\_ Committee (If applicable): \_\_\_\_\_ (Eng) Appointment Date: \_\_\_\_\_ (yy/mm/dd)

\*委任日期一般應為周年會議舉行之日期，委任為期一年 Appointment Date should be the date AGM held and appointment valid for one year

聯絡人姓名： \_\_\_\_\_ 聯絡人電話： \_\_\_\_\_ 聯絡人職位： \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact Telephone No.: \_\_\_\_\_ Post of Contact Person: \_\_\_\_\_

請在適當空格加上“✓”號  Please “✓” the appropriate box

	英文姓名（請先寫姓氏） Name in English (Surname first)	委任職位 Appointment	委任證編號 Certificate No.	夾附表【R01】或更新資料 Form 【R01】 or updates attached
1				<input type="checkbox"/>
2				<input type="checkbox"/>
3				<input type="checkbox"/>
4				<input type="checkbox"/>
5				<input type="checkbox"/>
6				<input type="checkbox"/>
7				<input type="checkbox"/>
8				<input type="checkbox"/>
9				<input type="checkbox"/>
10				<input type="checkbox"/>
11				<input type="checkbox"/>
12				<input type="checkbox"/>