

# SCOUTS CANADA STANDARD OPERATING PROCEDURES

## SECTION 9000 – RECOGNITION / HONOURS AND AWARDS

### 9000 – RECOGNITION

Members of Scout Canada can earn a number of honours and awards in recognition of acts of gallantry, bravery and service to Scouting. The terms below will familiarize you with definitions, types of Honours & Awards and basic information about the application process. In addition, we recommend that you read “A Guide to the Honours and Awards of Scouts Canada” on Scouts Canada’s web site ([www.scouts.ca](http://www.scouts.ca)).

The intent of Scouts Canada’s Honours and Awards program is to provide recognition of its members while they are still members of the organization. This allows members to be recognized for their service by the youth and their fellow Scouters.

This would extend to Councils approving Honours and Awards within their jurisdictions.

### 9001 – DEFINITIONS

#### 9001.1 – Honour:

Two types of honours are awarded for different acts:

- Recognition of high character and courage, gallantry, meritorious conduct or outstanding service to Scouting.
- A Long Service Award in recognition of long, faithful and efficient service to Scouting.

#### 9001.2 – Decoration:

A medal design representing an honour or long service award, worn by recipients at formal functions.

#### 9001.3 – Bar:

An insignia added to a previously granted honour in recognition of further acts of gallantry, meritorious conduct or service. There are two indicators of a Bar:

- (i) Gallantry and Meritorious Conduct: Shown by a metal bar added to the ribbon conferred with the original award.
- (ii) Recognition for Service: Indicated by a different coloured ribbon, replacing the ribbon supplied with the original award.

#### **9001.4 – Certificate:**

A document declaring an honour.

#### **9001.5 – Emblem:**

A cloth or metal insignia identifying an honour, usually sewn to the uniform for normal wear.

### **9002 – HONOURS**

#### **9002.1 – The Jack Cornwell Decoration (awarded for High Character and Courage):**

##### **(i) - Historical Note:**

John Travers Cornwell, at age sixteen, served as a Boy (1st class) on board H.M.S. “Chester” at the Battle of Jutland in 1916. Mortally wounded early in the action, he remained at his post awaiting orders until the end of the action, with the dead and dying around him. Transferred to Grimsby Hospital, he died a few days later. He was posthumously awarded the Victoria Cross. Jack had been a Scout in London, England.

To perpetuate his memory, the Jack Cornwell Decoration (formerly the “Cornwell Scout” Badge) was instituted.

##### **(ii) - Eligible:**

Children and youth members in any program section of Scouts Canada.

##### **(iii) - Qualifications:**

1. A nominee must be especially recommended for pre-eminently high character, devotion to duty and specific acts of physical courage; **or**  
  
must have undergone great suffering in an heroic manner.
2. The nominee must be the subject of a good report from the nominee’s Scouter and an additional, independent, responsible person certifying as to:
  - initiative
  - industry and effort
  - obedience and discipline
  - trustworthiness
  - punctuality in attendance, and
  - smartness of bearing and appearance

### **9002.2 Award For Fortitude (awarded for fortitude):**

#### **Eligible:**

- Youth and adult members of Scouts Canada who, despite physical or mental impediments to their involvement, have made a significant contribution to the Movement.

### **9002.3 – Awards For Gallantry (in ascending order):**

- (i) - **Certificate for Gallantry (for gallantry with slight risk worthy of commendation).**
- (ii) - **The Bronze Cross (for gallantry with moderate risk).**
- (iii) - **Bar to the Bronze Cross (for an additional and similar act of gallantry).**
- (iv) - **The Silver Cross (for gallantry with considerable risk).**
- (v) - **Bar to the Silver Cross (for an additional and similar act of gallantry).**
- (vii) - **The Gold Cross (for gallantry with special heroism and extraordinary risks).**
- (viii) - **Bar to the Gold Cross (for an additional and similar act of gallantry).**

#### **Eligible:**

Members in any program section of Scouts Canada and adults holding any appointment or position with Scouts Canada. Sections are also eligible in cases of combined action by all, or a number, of its membership.

### **9002.4 – Awards For Meritorious Conduct (in ascending order):**

#### **(i) - Certificate For Meritorious Conduct:**

For meritorious conduct worthy of recorded commendation, but which does not justify a medal or bar.

#### **(ii) - The Medal For Meritorious Conduct:**

For especially meritorious conduct not involving heroism or risk of life.

#### **(iii) - Bar To The Medal For Meritorious Conduct:**

For further meritorious conduct that would justify conferring a medal.

**Eligible:**

Members in any program section of Scouts Canada and adults holding any appointment or position with Scouts Canada. Sections are also eligible in cases of combined action by all, or a number, of its membership.

**9002.4 – Awards For Meritorious Conduct (in ascending order):**

**(i) - Certificate For Meritorious Conduct:**

For meritorious conduct worthy of recorded commendation, but which does not justify a medal or bar.

**(ii) - The Medal For Meritorious Conduct:**

For especially meritorious conduct not involving heroism or risk of life.

**(iii) - Bar To The Medal For Meritorious Conduct:**

For further meritorious conduct that would justify conferring a medal.

**Eligible:**

Members of any program section of Scouts Canada and adults holding any appointment or position with Scouts Canada.

**9002.5 – For Outstanding Service To Scouting:**

**(i) - At Council Level (in the order in which they are usually conferred):**

1. Certificate of Commendation (for service to Scouting worthy of commendation). Certificates of Commendation may be awarded to youth 16 years of age or older.
2. Medal for Good Service (for good service to Scouting).
3. Medal of Merit (for especially good service to Scouting).
4. Bar to the Medal of Merit (for further especially good service to Scouting which, in itself, would justify conferring a Medal of Merit).

**(ii) - At National Level (in the order in which they are usually conferred):**

1. The Silver Acorn (for especially distinguished service to Scouting).
2. Bar to the Silver Acorn (for further especially distinguished service to Scouting which, in itself, would justify conferring a Silver Acorn).
3. The Silver Wolf (for service of the most exceptional character to Scouting, normally of national importance).
4. The Silver Maple Leaf (for service to Scouting in excess of 25 years as a member of the executive staff - awarded at retirement.)
5. For International Service:  
The Silver Fox (for service of the most exceptional character to Scouting in the international field, performed by persons who are NOT members of

Scouts Canada but who are associated with the World Organization of the Scout Movement).

**Eligible:**

For the Silver Fox and the Silver Maple Leaf, as specified above. For other outstanding service to Scouting awards, adult volunteer members holding any appointment or position with Scouts Canada.

**9002.6 – For Long, Faithful and Effective Service to Scouting:**

Long, faithful and effective service to Scouting is recognized by awarding a medal or service pin. Councils administer these awards on behalf of Scouts Canada:

- (i) Five Year Service Pin (for five years of faithful and effective service to Scouting).
- (ii) The Long Service Medal (for ten years of faithful and effective service to Scouting).
- (iii) Long Service Pins (for each additional five years of faithful and effective service to Scouting).

**Eligible:**

Adult members holding any appointment or position with Scouts Canada. Years of Service as a Scouter-in-training qualify.

Service as a Scouter in another country recognized by the World Organization of the Scout Movement (WOSM), or as a leader in a Girl Guide Association recognized by the World Association of Girl Guides and Girl Scouts (WAGGGS), may be claimed only after a person has been registered with Scouts Canada for a period of three years.

**9003 – PROCEDURE FOR MAKING APPLICATION FOR AN HONOUR:**

Any member of Scouts Canada can initiate an application for an honour at any time, on behalf of any other member. The appropriate form must be completed and submitted through the local Council office. Several categories of forms can be downloaded from Scouts Canada's web site ([www.scouts.ca](http://www.scouts.ca)), or they can be picked up from Council offices. Each form is suitable for the classification of honour to be submitted. These are as follows:

- Jack Cornwell Decoration
- Award for Fortitude
- Gallantry
- Meritorious Conduct
- Outstanding Service to Scouting
- Long Service Award

In the case of either gallantry or meritorious conduct, if the interval between the act and the initiation of the application for recognition has exceeded six months, an explanatory note must accompany the completed form.

An act of gallantry performed by a non-Scouting person, together with a member of Scouts Canada, may be drawn to the attention of The Royal Humane Association, the Carnegie Hero Fund Commission, and in the case of a member of Girl Guides of Canada, to Girl Guides of Canada.

Once the initiator has submitted an application, it passes through a review by the Council honours and awards committee and, where appropriate, by the national Honours and Awards Committee. Occasionally a recommendation may be changed at either committee level in which case consultations take place until agreement is reached.

For further information, consult Scouts Canada's web site, ([www.scouts.ca](http://www.scouts.ca)) for A Guide to Scouts Canada's Honours and Awards program.

#### **9003.1 – Announcements:**

When the Scouts Canada Honours and Awards Committee has confirmed an honour or award, the appropriate Council Office is advised. The necessary arrangements are then made to inform the recipient and advise the local media.

Arrangements for presentation are made at appropriate levels and recipients are advised accordingly.

#### **9004 – CANADIAN BRAVERY DECORATIONS:**

The Honours and Awards Committee will, from time to time, select and forward for consideration of the Decorations Advisory Committee at Government House, the names of recipients of gallantry honours of Scouts Canada, together with details of each act and copies of supporting documents, if any.

#### **9004.1 – THE ORDER OF CANADA**

##### **Companion of the Order—Officer of the Order—Member of the Order**

Proposals for the nomination by Scouts Canada for appointment to the Order of Canada should be submitted through the same channel as proposals for recognition by Scouts Canada. On approval, nominations shall be submitted to the Advisory Committee of the Order by the Chief Commissioner on behalf of Scouts Canada.

Order of Precedence:

- (i) Cross of Valour
- (ii) Companion of the Order of Canada
- (iii) Officer of the Order of Canada

- (iv) Commander of the Order of Military Merit
- (v) Star of Courage
- (vi) Officer of the Order of Military Merit
- (vii) Medal of Bravery
- (viii) Member of the Order of Canada
- (ix) Member of the Order of Military Merit

**9005 – WEARING OF SCOUTING DECORATIONS:**

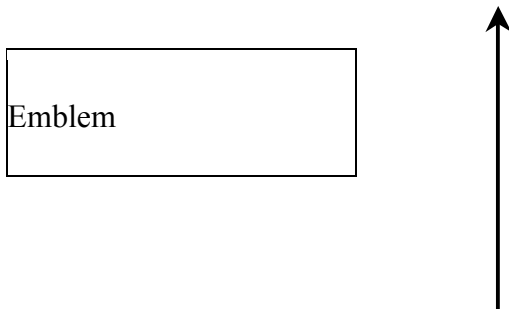
**9005.1 – Wearing Of Emblems:**

Cub Scouts, Scouts, Venturer Scouts, and Rover Scouts can wear their emblems on the uniform. The emblem is centered on the wearer’s **left** breast pocket. **Beavers wear the emblem centered under the Lodge Badge on the vest. When a pinned decoration is worn, it is attached to the right breast.**

Adults wear the emblem on the wearer’s **left** pocket. When the pinned decoration is worn, it is attached to the right breast, so as not to be confused with medals officially awarded through the Canadian Honours system, administered by the Governor General

If more than one emblem is worn, the SENIOR emblem is worn on the wearer’s **right**.

The emblem of an honour conferred upon a *Section* is attached to the Section flag adjacent to the carrying pole. On formal or ceremonial occasions, the decoration is fastened below the emblem.



On formal or ceremonial occasions, medals are worn suspended around the neck. If more than one honour has been received, only the SENIOR medal will be worn. An adult wearing an emblem conferred upon him/her as a youth will wear it on the wearer’s **left** pocket and to the wearer’s right of honours received as an adult.

### **9005.2 – Wearing Of Decorations For Long Service:**

Service pins are worn on civilian clothes.

A gold brooch is available for wear by a member of a Scouting Auxiliary who has had the Long Service Medal conferred upon them.

### **9005.3 – Youth Awards On The Leader Uniform:**

Youth awards (Chief Scout or Queen's Venturer) can only be worn if the leader is registered as a youth member of a Scout, Venturer Scout, or Rover Scout section. Those adults who, as a youth, achieved the Kings/Queens/Chief Scout's or Queen's Venturer award are eligible to wear the Adult Recognition award **on the right pocket of the uniform.**

### **9005.4 – Honours And Awards From Other Sources:**

At their discretion, holders of honours or awards as prescribed by the Secretary of State for Canada, or the Canadian Military, or for gallantry from any source, or for good services from any Scout or Guide Association, **may wear these on their uniform above the left pocket, below the role specific insignia. Undress medals are typically considered more appropriate for wear on the uniform than full medals.**