



# What is the Process for the Thanks Program?



Nominator submits Commendation either by "Add Commendation" on MyScouts or the "Thanks Button" (Scouts.ca/thanks)

D.C.C. Recognition approves the Commendation and assigns BenchMark (1/Yes or 0/No) based on "What is a Benchmark" document -Sept 2017  
D.C.C. Recognition is accountable to clear all their pending Commendations by the end of each month

If this is a member's first Commendation, D.C.C. Recognition will make arrangements for printing and presentation

If this is an additional Commendation, the member will receive an email advising them that a Commendation has been approved and directs them to their MyScouts Profile to View and/or Print

D.C.C. Recognition reviews members at least once a month to identify and review who has enough Benchmark Commendations to receive the next award

D.C.C. Recognition provides List of members who have become award ready to the Council Key 3 to ensure the members are in "Good Standing"

Once reviewed by the CK3, D.C.C. Recognition prepares, with Council Support, the award packages and recognition letters

The award is presented to the Member in a meaningful and timely manner (within 90 days)  
D.C.C. Recognition is accountable to ensure the award, "Approval date" and "Recognition date" are updated in MyScouts



# Outstanding Service Awards

