



THE BOYS' BRIGADE
7TH SINGAPORE COMPANY
ST ANDREW'S SECONDARY SCHOOL

Promotion from CPL to SGT

Name :	Date of submission: (dd/mm/yyyy)
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Current Rank : CPL	Squad :	Signature :
Last Promotion : (dd/mm/yyyy)	Level :	

CRITERIA: (please check accordingly and attach proof if required)

<input type="checkbox"/> Achieved minimum of 85% attendance with the remaining 15% being accounted for	Attach copy of roll book / proof of attendance
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<input type="checkbox"/> Collected a minimum of \$100.00 for the last BB Week Collection

<input type="checkbox"/> Participated in at least 1 company project OR held an appointment OR portfolio OR participated in a brigade event within the last year	Projects / Appointments / Portfolio / Brigade Event: 1.
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RECOMMENDATION: (by any Officer not from your own squad)

Rank & Name: _____

Signature: _____



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Instructions:

1. You do not have to print out **Annex A** and **Annex B**. Print page 1 and 2 only.
2. To be eligible for promotion, applicants need to meet ALL the promotion criteria required for the level.
3. There must be at least a 6-month duration from the applicant's last promotion.
4. All fields must be completed. Incomplete entries will not be entertained.
5. Please fill in the application form by printing or writing clearly in BLOCK LETTERS for legibility and in BLACK ink.
6. Kindly adhere to the submission datelines: 31 Mar, 30 June, 30 Sept, 31 Dec. Forms are to be submitted to the Company Secretary.
7. Late submissions will not be entertained.
8. Results of application will be made known on the promotion day itself.

*You do not need to print this page

ASSESSMENT BY CAPTAIN	
POINTS OF ASSESSMENT	REMARKS
<input type="checkbox"/> Good command and control of Boys	
<input type="checkbox"/> Role model for Boys	
<input type="checkbox"/> Consistently accept guidance and constructive criticisms and makes a conscious effort to improve	
<input type="checkbox"/> Readily accepts and promptly discharges responsibilities without supervision	
<input type="checkbox"/> Able to plan simple activities and events with appropriate guidance	
<input type="checkbox"/> Able to teach others clearly and does some supervision work	
Rank & Name: _____ Signature: _____ Date: _____	

For official use only:

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
Date of Promotion: (dd/mm/yyyy)	
Remarks (if any):	
Approved by: (Rank & Name)	Officer's signature:
Date of approval: (dd/mm/yyyy)	