



January 27th, 2021

Internal Directive

The Army Cadet League of Canada

50th ANNIVERSARY VOLUNTEER RECOGNITION COIN FOR EXCEPTIONAL SERVICE

Introduction

1. The Army Cadet League of Canada, in celebration of 50 years of support to the Royal Canadian Army Cadets, commissioned a coin to recognize individual volunteer contributions.

Allocation

2. Only 550 coins were commissioned. These have been allotted and distributed based upon the following:
 - a. 1 coin per Corps Support Committee, to be controlled by the Branch, in recognition of local service;
 - b. 1 coin per 5 Corps Support Committee, to be controlled by the Branch Executive Committee, in recognition of zone, area or provincial service;
 - c. 29 coins, to be controlled by the National Executive Committee, in recognition of national service or as decided by the Executive Committee; and,
 - d. 1 coin to be kept at the National Office for historical purposes.

Description

3. The 50th Anniversary logo incorporates the crest of The Army Cadet League of Canada (ACLC) with core elements of the Royal Canadian Army Cadet training that the ACLC supports.
4. The crest is supported by hands of giving, representing the selfless acts of volunteerism provided by the ACLC members and volunteers.





Criteria

5. Applies to the local, Branch and National level presentations.
6. Individuals shall be recognized for a minimum of one of the following:
 - a. Long and distinguished service to the ACLC;
 - b. Exceptional service to a project that brings great benefit or recognition to the ACLC;
 - c. Exceptional service in support of the ACLC's mission, objectives, roles and responsibilities; or,
 - d. Exceptional service to the ACLC in overcoming obstacles and challenges.

Eligibility

7. Recipients must be:
 - a. Past or present member of the Corps Support Committee;
 - b. Member in good standing of the ACLC;
 - c. Director of the ACLC; or,
 - d. An individual who provides exceptional voluntary assistance to the ACLC, its affiliated Branches or Support Committees.
8. Generally speaking, members of Cadet Organization Administration Training Service (COATS), Cadet Instructor Cadre (CIC), Civilian Instructors (CI), and members of the Regional Cadet Support Unit (RCSU) and National Cadet & Junior Canadian Ranger Support Group, are ineligible. A portion of their service in support of the ACLC, its affiliated Branches or Support Committees is in direct relation to their military duties,

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for which they are paid. Individuals mentioned above should only be considered in extremely exceptional circumstance and must be vetted through the executive committee of the ACLC.

9. Employees of the ACLC and its affiliated Branches are ineligible.

Nominations

10. Corps Support Committee Recognition - Anyone known to the ACLC may nominate an eligible individual to their respective Branch, as specified by the Branch. This shall include a 100-word citation describing the reasoning for nomination.
11. Branch Recognition - Anyone known to the ACLC may nominate an eligible individual to their respective Branch, as specified by the Branch. This shall include a 100 -word citation describing the reasoning for nomination.
12. National Recognition - Anyone known to the ACLC may nominate an eligible individual to the National Executive Director.
<https://fs2.formsite.com/aclc/mxlpk84mqs/index.html>

Presentations

13. Corps Support Committee Recognition:
 - a. Presentations shall be made during an appropriate local ceremony, in coordination with the Branch. The presentation shall be made by the most senior ACLC member available.;
 - b. All Corps Support Committee coin presentations must be completed between February 1st and June 31st, 2021; and,
 - c. Photos of the presentation, along with the recipient's citation must be forwarded to the National Office, through the respective Branch, no later than 30 days after the event or July 31st, 2021, whichever is less.
14. Branch Recognition
 - a. Presentations shall be made during an appropriate ceremony. These may be made locally, at a provincial event or during an appropriate Regional event. The presentation shall be made by the most senior ACLC member present;
 - b. All Branch coin presentations must be completed between February 1st and October 31st, 2021; and,

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- c. Photos of the presentation, along with the recipient's citation shall be forwarded to the National Office, through the respective Branch, no later than 30 days after the event or November 30th, 2021, whichever is less.

15. National Recognition

- a. Presentations shall be made during an appropriate ceremony. These may be made locally, at an appropriate provincial or Regional event, or at an appropriate national event. The presentation shall be made by the most senior ACLC member present; and,
- b. All National coin presentations must be made between January 1st and December 15th, 2021.

Special Remarks

16. When and where appropriate, respective Honorary Patrons and Presidents should be considered and invited to make presentations. This may be coordinated through video conferencing and/or video messaging.
17. When are were possible, respective Branch and National Directors and Officers should be considered and invited to make presentations when geographically appropriate. This may also be coordinated through video conferencing and/or video messaging.

Use of Photographs

18. All photographs and citations become the property of the ACLC for use in all forms of media. The information and photos will be used to promote and celebrate the contributions of exceptional volunteers during or 50th Anniversary celebrations. Personal information used in public announcements, including social media shall be limited to full name, Corps Support Committee name and number/Branch/National and the citation itself.
19. All photographs shall become the property of the ACLC for use in all forms of media for possible future use to promote the ACLC and/or its volunteers in support of its objectives, mission, roles and responsibilities.

