**THE EDUCATION UNIVERSITY OF HONG KONG**

**FACULTY OF HUMANITIES**

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| **Nomination Form for**  **Dean’s Outstanding Administrative Services Award 2023/24** |

I/We# would like to make the following nomination:

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| Name of nominee & Post: |  |
| Unit of nominee: |  |
| Year(s) of service: |  |

# Please delete as appropriate.

**Part A: Submission (To be completed by the nominator(s)/nominee)**

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| **Please state at least one example of strong dedication and/or creative performance/achievement in administrative services.\*** |

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| **Nominee’s Signature** |  | **Nominator’s Signature** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Part B: Comment (To be completed by the Immediate Supervisor, if applicable)**

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|  Supported   Not Supported  Comment\* :  Signature :  Name :  Date : |

**Part C: Recommendation (To be completed by the Unit Head)**

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|  Recommended (Priority:\_\_\_\_\_\_\_\_)   Not Recommended  Comment\* :  Signature :  Name :    Date : |

**Part D: Nomination Result (To be completed by the Selection Panel)**

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|  Shortlisted (Priority:\_\_\_\_\_\_\_\_)   Not Shortlisted  Comment\* :  Selection Panel Chair’s Signature:  Date : |

\*Mandatory