**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