

THE NOTMAN SWORD OF HONOUR

The 'Notman Sword of Honour' is awarded annually to the most outstanding cadet in the Canadair Squadrons.

In order to establish continuity in the selection of cadet nominees, by the respective Commanding Officers, and for the Interview Board Members to determine the winning cadet, the following pre-requisites and guidelines are recommended:-

1. PRE-REQUISITES

- a) That the cadet nominated shall be a Senior NCO with an outstanding record as a cadet.
- b) That a cadet who has transferred from another squadron and has been a member of a Canadair Squadron for a minimum of one year shall be deemed eligible for nomination.
- c) That the cadet nominated shall be expected to have a good scholastic record and be at least in Level 5 or Grade 11.
- d) That the cadet nominee has attended a minimum of one Air Cadet League National Course.
- e) That a cadet having won this award shall be considered in-eligible for future nomination.
- f) That the cadet nominated shall be dressed in cadet uniform for the interview.
- g) That the Commanding Officer of the squadron shall prepare a curriculum vitae on the cadet nominated for distribution to the members of the interview board.

That in addition to the curriculum vitae the Commanding Officers shall ensure that the personnel squadron file of the cadet nominee be available for perusal by the interview board.

- h) That the cadet nominated should be capable of responding to questions in the following categories:-
Aircadet League, Canadian Forces, General Aviation, Provincial Affairs, National Affairs, World Affairs, Sports Topics/Items and General Miscellaneous Items.

2. GUIDELINES

- a) That the interview board consist of a minimum number of five members to a maximum of seven, and shall include an Officer of the Canadian Forces either regular or reserve, members of the Civilian Committee. Company personnel of Management Level, or Company Officers may also be included as Board Members.
- b) The selection of board members shall be determined by the chairman of the Civilian Committee and a committee member delegated to prepare the questionnaire.
- c) In the event that a female cadet is nominated be a respective commanding officer, the interview board shall include a female member.
- d) The chairman of the Civilian Committee shall delegate a member as chairman of the board for the purpose of timing the interviews, clarification of acceptable answers to questions, and be of general assistance throughout the interviews. The chairman delegated shall not be included in the general interviewing board, and therefore will not question the candidates.
- e) The interviewing board members questioning the candidates are expected to have the ability to converse with the cadets in the french and english language.
- f) On completion of the questioning the candidates, the board members shall total their marks/percentage, and inform the chairman of his selection as the winning cadet candidate.
- g) In the event of a very close decision, the chairman of the board may conduct an open discussion on the candidates if the board members agree.
- h) The Commanding Officers or their representatives shall introduce their cadet candidate to the board and may be permitted to be present during the interview, subject to prior approval of the chairman of the Civilian Committee.
- i) The decision by the interview board shall remain completely confidential until the presentation during the annual inspection.
- j) Any amendments to these pre-requisites or guidelines, must be approved by the members of the Civilian Committee two months prior to the interview board.