

HEADQUARTERS ROUTINE ORDER 12/2012
by
GROUP CAPTAIN LEE Kwok Wing
Commanding
HONG KONG AIR CADET CORPS

Order No.145 Establishment of Units

The Commanding Officer has authorised the establishment of the following units with effect from 1.1.13:

No 4 (Kowloon West) Wing
No 4001 (STFA Seaward Woo College) Flight
Officer Commanding Flight: Fg Off YIP Chi Hung

No 6 Wing
No 608 (The Open University of Hong Kong) Squadron
Officer Commanding Squadron: Flt Lt Chiann Ting Chi OR
Second-in-Command: Fg Off Bernard Wai Ting LAM
Squadron Warrant Officer: Ag WO CHO Shun Leung
Adjutant: Plt Off Wing Wing Hang LEUNG
Operations and Training Officer (I): Fg Off Rachel Wing Man HO
Operations and Training Officer (II): Plt Off Yan Ka Yan YUNG

Order No.146 Honours and Awards

It is hereby announced that the wearing of the following medal by member whose name listed hereunder has been approved by the governing authority:

Hong Kong Air Cadet Corps 40th Anniversary Commemorative Medal
Plt Off Eddy Ming Fai LAU

Order No.147 Promotions – Senior Members

The Commanding Officer has approved the following promotions with retroactive effect from 1.7.12:

	<u>To Flying Officers</u>	
Plt Off FOK Tsz Wing	Plt Off Rachel Wing Man HO	Plt Off Kristy Ka Po LAW
	Plt Off SY Wing Ho	

Order No.148 Appointments – Senior Members

The Commanding Officer has authorised the following appointments with retroactive effect from 1.10.12:

	<u>As Civilian Instructors (PA Flt)</u>	
KWAN Siu Hung	LEE Lai Wa	TAM King Man
	ZHOU Chia Hsing Lisa	

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Order No.148 Appointments – Senior Members (cont'd)

The Commanding Officer has authorised the following appointments with retroactive effect from 1.12.12:

As Officer Trainees (No 602 [HKU SPACE] Squadron)

CHAN Ka King	CHAN Lee Sze	CHAN Wai Lam
CHEUNG Kit Ling	KWOK Kam Sze	LEUNG Kai Him
LIANG Zhi Hao	LO Wai Shing	MA Wai Sun
NG Ping Hong	WONG Man Chi	WU Hai Bin
YAU Chun Yin		

As Officer Trainees (No 6008 [OUHK] Flight)

CHEUK Tat Yin Jason

The Executive Board has authorised the following appointments with retroactive effect from 16.12.12:

As Pilot Officers

Crystal Ching Man CHAN	CHAN Ka Ying	CHAN Tsz Ho
CHAN Yiu Fung	CHAN Yuk Yu	CHAN Yung Yung
CHAU Long Ho	CHENG Tze Wing	CHOI Sin Man
CHOW Chun Kit	CHUNG Wang Hei	FAN Wai Lun
HO Yiu Cheung	KONG Tat Kei	LAM Wai Kit
LEE Kwai Heung	LEE Kwun Sing	LEUNG Fong Cheung
LEUNG Ho Yin	LI Cheuk Yan	LO Shuk Yee
LOU Chio Cheng	LUI Ming Chi	PANG Kwong Fai
TAM Wai On	WONG Hin Pong	Kevin Ka Kin WONG

As Acting Pilot Officers

AU Hon Yin	Ruby Ka Yu CHAN	CHAN Long Ying
CHEUNG Kam Chuen	CHEUNG Yu Fai	KAM Kwan Yu
KWONG Yin Ting	LEUNG Yuen Yee	POON Ching Yin
SO Kwok On	Tony Ka Lok TSE	TSANG Yeuk Ning
YOUNG Man Ting		

The Commanding Officer has approved the following appointments with retroactive effect from 16.12.12:

As Instructors

CHEUNG Ki Lung	CHUNG Yuk Lung	HO Sze Long
KWOK Cecilia	LI Chi Yan	LAM King Sing
LAM Mei Ting	MO Ka Wai	NG Wai Lun
SIN Ka Ho	SIU Kei Yung	WAN Pik Wa Ryan
WONG Ching Yee	WU Wai Ting Jessica	YIP Wing Chuen Jacky
YUEN Ka Chun		

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Order No.148 Appointments – Senior Members (cont'd)

The following Senior Member appointments were made under the Disciplined Services Volunteer Scheme (DSVS) with retroactive effect from 16.12.12:-

<u>Rank</u>	<u>Name</u>	<u>Disciplined Services/Auxiliary Force</u>	<u>Disciplined Services/Auxiliary Force Rank</u>
Flt Lt	LAM Yiu Fun	Civil Aid Service	Grade Senior VI Officer (Deputy Cadet Corps Commander)
Flt Lt	Michael Kwok Wah LEUNG	Auxiliary Medical Service	Grade VII Officer (Deputy Commissioner)
Flt Lt	POON Ping Yiu	Civil Aid Service	Grade V Officer
Fg Off	LAM Lai Ping	Hong Kong Auxiliary Police Force	Senior Inspector (Auxiliary)
Plt Off	LEUNG Yuen Ching	Hong Kong Police Force	Inspector
Plt Off	SHUM Tik	Customs & Excise Department	Inspector
Instr	CHIU Hoi Ki Dora	Hong Kong Auxiliary Police Force	Constable (Auxiliary)
Instr	KWOK Chi Ching	Customs & Excise Department	Customs Officer
Instr	NG Ka Chun Darick	Immigration Department	Immigration Assistant
Instr	WONG Tin Leung	Hong Kong Police Force	Constable

Order No.149 Acting Appointments – Senior Members

The Commanding Officer has approved the following acting appointments:

<u>Rank and Name</u>	<u>Acting Rank</u>	<u>From</u>	<u>To</u>
Instr CHAN Ka Lok Frankie (To serve as Standard Escort at the Training Group Passing Out Parade)	Sgt Instr	15.12.12	16.12.12
Instr LAM Tung Wai (To serve as Standard Escort at Training Group Passing Out Parade)	Sgt Instr	15.12.12	16.12.12

Order No.150 Transfers – Senior Members

The Commanding Officer has authorised the following transfers with retroactive effect from 1.12.12:

<u>Rank and Name</u>	<u>From</u>	<u>To</u>
Flt Lt Wilson Che Wai KONG	OC No 201 Sqn	Wg OTO No 2 (Kln E) Wg
Flt Lt Kent Kin Yan LUI	Wg OTO No 5 (NT W) Wg	OC No 504 Sqn
Flt Lt Paul Man Yuen MO	Wg OTO No 2 (Kln E) Wg	OC No 201 Sqn
Flt Lt Toby Yee Ping NG	OC 303 Sqn	DOC No 3 (NTE)Wg/ OC 303 Sqn
Flt Lt Rico Kin Wa WONG	DOC No 5 (NT W) Wg / OC No 504 Sqn	DOC No 5 (NT W) Wg
Fg Off HUI Pik Kwan	OTO No 508 Sqn	2IC No 508 Sqn
Fg Off William Yin Yat LEUNG	Wg OTO No 2 (Kln E) Wg	Wg Adjt No 2 (Kln E) Wg
Plt Off Maggie Mei Ki WONG	OTO No 602 Sqn	OTO No 501 Sqn
Ag Plt Off Jack Tsz Leung CHONG	OTO No 304 Sqn	OTO No 501 Sqn
Instr LEE Tsz Fai	Reserve	SNCO Trg No 507 Sqn

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Order No.150 Transfers – Senior Members (cont'd)

The Commanding Officer has authorised the following postings from AT Wg with retroactive effect from 16.12.12:

<u>Rank</u>	<u>Name</u>	<u>To</u>
Flt Lt	LAM Yiu Fun	TFF
Flt Lt	Michael Kwok Wah LEUNG	CSS
Flt Lt	POON Ping Yiu	CSS
Fg Off	LAM Lai Ping	CSS
Plt Off	LEUNG Yuen Ching	Ops Sp Wg
Plt Off	SHUM Tik	HQ No 1 (HKI) Wg
Plt Off	Crystal Ching Man CHAN	HQ Ops Sp Wg
Plt Off	CHAN Ka Ying	No 502 Sqn
Plt Off	CHAN Tsz Ho	AvSF
Plt Off	CHAN Yiu Fung	AvSF
Plt Off	CHAN Yuk Yu	No 6008 Flt
Plt Off	CHAN Yung Yung	MSF
Plt Off	CHAU Long Ho	DU
Plt Off	CHENG Tze Wing	AT Wg
Plt Off	CHOI Sin Man	IEU
Plt Off	CHOW Chun Kit	No 404 Sqn
Plt Off	CHUNG Wang Hei	No 1 (HKI) Wg
Plt Off	FAN Wai Lun	DU
Plt Off	HO Yiu Cheung	AvSF
Plt Off	KONG Tat Kei	TOS Wg
Plt Off	LAM Wai Kit	AT Wg
Plt Off	LEE Kwai Heung	HQ No 1 (HKI) Wg
Plt Off	LEE Kwun Sing	No 206 Sqn
Plt Off	LEUNG Fong Cheung	AE Wg
Plt Off	LEUNG Ho Yin	No 406 Sqn
Plt Off	LI Cheuk Yan	AE Wg
Plt Off	LO Shuk Yee	CSS
Plt Off	LOU Chio Cheng	IEU
Plt Off	LUI Ming Chi	No 507 Sqn
Plt Off	PANG Kwong Fai	AT Wg
Plt Off	TAM Wai On	No 2 (Kln E) Wg
Plt Off	WONG Hin Pong	No 1 (HKI) Wg
Plt Off	Kevin Ka Kin WONG	IEU
Ag Plt Off	AU Hon Yin	No 302 Sqn
Ag Plt Off	Ruby Ka Yu CHAN	No 1 (HKI) Wg
Ag Plt Off	CHAN Long Ying	No 201 Sqn
Ag Plt Off	CHEUNG Kam Chuen	No 402 Sqn
Ag Plt Off	CHEUNG Yu Fai	No 107 Sqn
Ag Plt Off	KAM Kwan Yu	No 6 Wg
Ag Plt Off	KWONG Yin Ting	AE Wg
Ag Plt Off	LEUNG Yuen Yee	IEU
Ag Plt Off	POON Ching Yin	AvSF
Ag Plt Off	SO Kwok On	No 6 Wg
Ag Plt Off	TSANG Yeuk Ning	No 604 Sqn

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Order No.150 Transfers – Senior Members (cont'd)

<u>Rank</u>	<u>Name</u>	<u>To</u>
Ag Plt Off	Tony Ka Lok TSE	AE Wg
Ag Plt Off	YOUNG Man Ting	AT Wg
Instr	CHIU Hoi Ki Dora	CSS
Instr	KWOK Chi Ching	CSS
Instr	NG Ka Chun Darick	AAS
Instr	WONG Tin Leung	TFF
Instr	CHEUNG Ki Lung	AM Flt
Instr	CHUNG Yuk Lung	AT Wg
Instr	HO Sze Long	No 502 Sqn
Instr	KWOK Cecilia	AvSF
Instr	LAM King Sing	No 206 Sqn
Instr	LAM Mei Ting	No 201 Sqn
Instr	LI Chi Yan	No 313 Sqn
Instr	MO Ka Wai	C Wg
Instr	NG Wai Lun	No 404 Sqn
Instr	SIN Ka Ho	AE Wg
Instr	SIU Kei Yung	CSS
Instr	WAN Pik Wa Ryan	No 203 Sqn
Instr	WONG Ching Yee	No 504 Sqn
Instr	WU Wai Ting Jessica	AT Wg
Instr	YIP Wing Chuen Jacky	AvSF
Instr	YUEN Ka Chun	CT Sqn

Order No.151 Promotions – Cadet Members

The Commanding Officer has approved the following promotions with effect from 1.1.13:

<u>Rank</u>	<u>Name</u>	<u>To Cadet Sergeants</u>	
		<u>S/N</u>	<u>Unit</u>
Cpl	FUNG Ho Bun	M04-10577	No 105 Sqn
Cpl	TO Long Wai	M04-10581	No 105 Sqn

<u>Rank</u>	<u>Name</u>	<u>To Cadet Corporals</u>	
		<u>S/N</u>	<u>Unit</u>
1CC	LAM Wing Ting	F08-15617	No 406 Sqn
1CC	LEE Yee Hung	F08-15624	No 406 Sqn
1CC	TAI Hiu Yik	F08-15628	No 406 Sqn
1CC	WONG Lam Chi	F08-15488	No 206 Sqn
1CC	LI Chun Hei	M09-16227	No 206 Sqn
1CC	CHEUNG Ying	F09-16699	No 406 Sqn
1CC	HUNG Kok Chi	F09-17012	No 303 Sqn
1CC	CHAN Hok Pan	M10-17942	No 303 Sqn
1CC	TSUI Ying Kam Regal	M10-17974	No 303 Sqn
1CC	KWOK Ying Lee	F10-17978	No 303 Sqn

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Order No.152 Classification Advancements – Cadet Members

The Commanding Officer has approved the following classification advancements with effect from 1.1.13:

		<u>To Leading Cadets</u>	
<u>Rank</u>	<u>Name</u>	<u>S/N</u>	<u>Unit</u>
Cpl	FUNG Ho Bun	M04-10577	No 105 Sqn
Cpl	TO Long Wai	M04-10581	No 105 Sqn

		<u>To First Class Cadets</u>	
<u>Rank</u>	<u>Name</u>	<u>S/N</u>	<u>Unit</u>
BC	YIU Ka Yan	F09-16066	CT Sqn
BC	YANG Yi Chun	F10-17938	No 303 Sqn
BC	CHAN Hok Pan	M10-17942	No 303 Sqn
BC	TSUI Ying Kam Regal	M10-17974	No 303 Sqn
BC	KWOK Ying Lee	F10-17978	No 303 Sqn

Order No.153 Appointments: Qualified Instructors

The Commanding Officer has authorised the following appointments on the recommendation of DCO Trg:

		<u>Footdrill Instructors</u>		
<u>Renewals</u>	<u>Rank & Name</u>	<u>S/N</u>	<u>Unit</u>	<u>Expiry Date</u>
Instructor	WO LI Chun Yip	O-1597	SD Wg	31.12.15
Instructor	Ag WO CHO Shun Leung	O-0275	No 6008 Flt	31.12.15

Order No.154 Hong Kong Award for Young People

The Commanding Officer has authorised the wearing of the HKAYP Badge by the following cadet members with retroactive effect from 1.12.12 upon their successful completion of the established requirements:

		<u>Silver Badge</u>	
<u>Rank</u>	<u>Name</u>	<u>S/N</u>	<u>Unit</u>
Cpl	LAW Po Man	F08-15303	No 304 Sqn

		<u>Bronze Badge</u>	
<u>Rank</u>	<u>Name</u>	<u>S/N</u>	<u>Unit</u>
Cpl	CHU Ho Yan	M07-14700	No 407 Sqn
Cpl	WONG Long Yee Mary	F09-16979	No 303 Sqn
1CC	KAN Hei Tung	F06-12699	No 102 Sqn

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Order No.155 Cadet Community Services Achievement Ribbon

The Commanding Officer has been pleased to approve the following awards to the following cadet members with effect from 1.1.13:

Cadet Community Services Achievement Ribbon

<u>Rank</u>	<u>Name</u>	<u>S/N</u>	<u>Unit</u>
CWO	LEUNG Chun Fui	M03-9352	No 403 Sqn
FS	YIP Pui Shuen	F04-10373	No 213 Sqn
Cpl	HO Yuk Hei	M07-14894	No 408 Sqn

Order No.156 Marksman Badge

The Commanding Officer has authorised the wearing of the Marksman Badge by the following members with effect from 1.1.13:

<u>Rank</u>	<u>Name</u>	<u>S/N</u>	<u>Unit</u>
OT	Jimmy Ho Yin CHUNG	O-3014	No 604 Sqn
Cpl	LEANG Kar Kei	M08-15847	No 302 Sqn

Order No.157 Honour Guard Badge

The Commanding Officer, on the recommendation of the Deputy Commanding Officer, Training, has authorised the wearing of the Honour Guard Badge by the following members with retroactive effect from 1.11.12, in accordance with the regulations governing the award of the Honour Guard Badge:

<u>Rank</u>	<u>Name</u>	<u>S/N</u>	<u>Unit</u>
Fg Off	Queenie W S LEUNG	O-1377	No 105 Sqn
Plt Off	Twinson H B CHAU	O-2532	C Sqn
Cpl	AU Hei Yan	F04-10760	No 302 Sqn
Cpl	LEUNG King Hoi	M06-12382	No 201 Sqn
1CC	LAU Ching Kit	M09-16019	C Sqn
1CC	TUNG Chun Yeung Leo	M09-16025	C Sqn
BC	CHOW Tsz Ching	F09-16045	C Sqn
BC	TSE Hoi Tong	F09-16051	C Sqn
BC	FUNG Long Yin	M09-16058	C Sqn

Order No.158 City & Guilds Vocational Qualifications

The Commanding Officer congratulates the following senior members who have successfully achieved City and Guilds Senior Awards through the Cadet Vocational Qualification Organization and are entitled to use the relevant post nominal letters:

City & Guilds Graduateship (in Youth Management and Training) – GCGI
Flt Lt Martin Kai Bong CHOI

City & Guilds Licentiatehip (in Youth Leadership and Training) – LCGI
Fg Off Vincent King Hang MAK

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Order No.159 Hong Kong Air Cadet Corps Commander's Insignia

The Commanding Officer has authorised the wearing of HKACC Commander's Insignia by the following members with retroactive effect from 1.12.12:

Flt Lt Kent Kin Yan LUI Flt Lt Paul Man Yuen MO

The following members ceased to wear the HKACC Commander's Insignia from 1.12.12 onward:

Flt Lt Wilson Che Wai KONG Flt Lt Rico Kin Wa WONG

Order No.160 Performance Appraisal

The Performance Appraisal Exercise 2012 for senior members will be held in January and February, 2013. The results of the appraisal will assure the quality of the Corps' services, and will be taken into consideration by the Executive Board and Commanding Officer when deciding on recommendations for promotions, decorations, medals or commendations. In conducting the performance appraisal exercise, will colleagues please comply with the following arrangement

<u>Appraiser</u>	<u>Appraisee</u>
CO	CSO, DCO Fg, DCO Trg, DCO IA DCO Ops, OC HOCU
CSO	OC A&S Gp, Unit Cdrs under A&S Gp, HQ A&S Gp personnel (delegation of appraiser duties at the discretion of CSO)
DCO Fg	Pilots and OC FOU
DCO Trg	OC Trg Gp, Major Unit Cdrs under Trg Gp, HQ Trg Gp personnel (delegation of appraiser duties at the discretion of DCO Trg)
DCO IA	OC IA Gp, Major Unit Cdrs under IA Gp, HQ IA Gp personnel (delegation of appraiser duties at the discretion of DCO IA)
DCO Ops	OC Ops Gp(I) & (II), OC No 1 to 6 & Ops Sp Wgs. HQ Ops Gp personnel (delegation of appraiser duties at the discretion of DCO Ops)
OC Wgs	OC Sqns and OC Independent Flts, Wg HQ personnel
OC Sqns	senior members posted to a squadron
OC Independent Flts	senior members posted to an independent flight OC

Appraisal forms can be downloaded from the HKACC website. The absolute deadline for submission of appraisal report to CO (Attn: WO WONG S M, AA1) is 15 February 2013. Senior members who have not undergone the performance appraisal exercise may not be considered for promotion.

Order No.161 Promotion Exercise for Senior Members: 2012 Second Round

Recommendations are now invited from DCOs and OC HOCU for the promotion of senior members under their command. Any of the following four types of promotion may be recommended:

- (a) from Flying Officer to Flight Lieutenant;
- (b) from Pilot Officer to Flying Officer;
- (c) from Warrant Officer for direct appointment to either Pilot Officer or Flying Officer; and
- (d) from Instructor to Sgt Instructor (recommendations accepted all year round).

Interviews for candidates shortlisted for promotion from Fg Off to Flt Lt and from WO to Plt Off/Fg Off will be held in March, 2013. Recommendations should reach CSO via WO WONG S M, AA1, not later than 15 February 2013. Late recommendations will not be accepted. All recommendations will be vetted by CSO against established promotion criteria before submission to CO for his consideration. Candidates who have not undergone performance appraisal and/or have not submitted duty hours for the year 2012 may not be considered. Successful candidates will have 1 January 2013 as their effective promotion date.

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Order No.162 Logging of Duty Hours by Senior Members

Please be notified that the deadline for the submission of detailed duty hours logs for the year 2012 by senior members to the Commanding Officer (Attn: WO WONG S M, AA1) is 28 January 2013, should recognition for volunteer community service from the Social Welfare Department (SWD) be sought. Members who do not seek SWD recognition may elect to have their 2012 annual duty hours summarily indicated on the Performance Appraisal Form for submission not later than 15 February 2013. Senior members who do not satisfy the minimum annual efficiency requirement (100 duty hours) may not be considered for promotion, and will forfeit one year's seniority for the purpose of accumulating efficient service toward the Hong Kong Cadet Forces Medal.

Wilson W S CHAN
Wg Cdr
for Commanding Officer