

政府總部
民政事務局

香港添馬添美道二號
政府總部西翼十二樓



GOVERNMENT SECRETARIAT
HOME AFFAIRS BUREAU

12TH FLOOR, WEST WING,
CENTRAL GOVERNMENT OFFICES,
2 TIM MEI AVENUE,
TAMAR,
HONG KONG.

Our Ref : HAB/CA1/7-1/5 (2017-18)

Tel No : 3509 8088

Fax No. : 2591 6002

7 October 2016

Ms Toby Ng
Flight Lieutenant
Officer Commanding International Exchange Unit
Hong Kong Air Cadet Corps
(Fax : 2715 6944)

Dear Ms Ng,

**The Youth Ambassadors in Celebration of the 20th Anniversary of the
Establishment of the Hong Kong Administrative Region Programme**

I am writing to invite nominations from your organisation for the "Youth Ambassadors in Celebration of the 20th Anniversary of the Establishment of the Hong Kong Special Administrative Region (HKSAR) Programme" (20A YA Programme).

In celebration of the 20th Anniversary of the Establishment of the HKSAR, we would like to engage young people and encourage their active participation in various programmes and activities for the 20A celebrations. That said, the International Youth Exchange Programme (IYEP), which has all along been jointly organised by Home Affairs Bureau (HAB) and the Commission on Youth (CoY), to provide Hong Kong youth with overseas exchange experience to broaden their horizons and international perspectives, will be strengthened to the 20A YA Programme in 2017-18. Mr LAU Ming-wai, the Chairman of CoY, sincerely extends his invitation of nominations to you via his letter attached. For more details of the 20A YA Programme, please refer to Appendix I.

Selected candidates will have the opportunities to represent Hong Kong as ambassador / volunteer to assist in various 20A international conferences and activities, help receive the overseas youth when they visit Hong Kong as a 20A initiative, as well as organise and implement innovative and practicable programme proposed by youth for the 20A celebration. In addition, we are planning to send these youth delegates to visit Ireland, Japan, Singapore, Poland and other countries, which are deemed appropriate in 2017-18 under the usual IYEP framework.

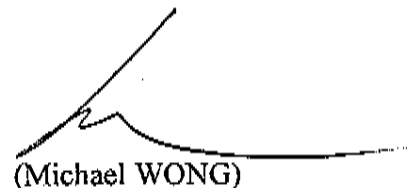
As the selected candidates are required to provide active support for the 20A events and activities, those youths who have joined the IYEP or the Summer Exchange Programme organised by HAB and CoY before may be nominated for 20A YA Programme. You are invited to nominate up to 4 candidates for this programme. The nomination form is at Appendix II.

Please ensure that all nominees are informed of the details of 20A YA Programme, in particular their obligations, if they are selected. These obligations include providing active support to facilitate the smooth conduct of various 20A international conferences, events and activities, organising and implementing innovative and practical celebration programme, attending **ALL** pre-tour complimentary sessions, which usually start one / two month(s) before their visit, and delivering **ALL** post-tour requirements. More details can be found in Appendix I. The candidates should be committed and prepared to have a very busy schedule for the 20A celebrations and the overseas youth exchange.

Your nominations should reach Civic Affairs Division (1), Home Affairs Bureau, 13/F, West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong **on or before 7 November 2016**. **Late submission will not be entertained. Completed nomination form together with the required documents stipulated at Appendix II, in 5 copies, in respect of each nominee, is required.** Shortlisted candidates will be invited to attend an interview in late November of 2016.

Please feel free to contact Miss TSANG at 3509 7033 if you need more information about 20A YA Programme. Please e-mail to her at jovy_tsang@hab.gov.hk if you would like to obtain the softcopy of the nomination form.

Yours sincerely,



(Michael WONG)

for Secretary for Home Affairs

Encl.

Appendix I

The Youth Ambassadors in Celebration of the 20th Anniversary of the Establishment of the Hong Kong Special Administrative Region Programme

(I) Objectives

In celebration of the 20th Anniversary of the Establishment of the Hong Kong Special Administrative Region (HKSAR), we would like to engage young people and encourage their active participation in various programmes and activities for the celebrations. That said, the International Youth Exchange Programme (IYEP), which has all along been co-organised by the Home Affairs Bureau and the Commission on Youth, to provide opportunities for Hong Kong youth to broaden their horizons and international perspectives, will be strengthened to the "Youth Ambassadors in Celebration of the Establishment of the HKSAR Programme" (20A YA Programme) in 2017-18.

(II) Nomination Criteria

Nominees for the Programme should -

- (a) be aged between 18-29 as at 1 April 2016, i.e. candidates born between 31.3.1987 and 1.4.1998 who are holders of valid Hong Kong Permanent Identity Card;
- (b) have strong sense of commitment;
- (c) be proficient in English ;
- (d) be knowledgeable about Hong Kong ;
- (e) have good knowledge on China ;
- (f) have sound common sense and good academic background ;
- (g) have impressive record of volunteer/community service in the past three years; and
- (h) have a valid travel document.

(III) The Programme

The successful candidates will have the opportunities to represent Hong Kong as ambassador / volunteer to assist in various 20A international conferences, events and activities, help receive overseas youth when they visit Hong Kong as a 20A initiative, as well as organise and implement innovative and practicable programme for the 20A celebration. The 20A YA Programme also offers homestay, visits, exchange with youths of the

visiting country and a variety of cultural and educational experiences under the usual IYEP framework.

(IV) Place and Tentative Date of Outgoing Visit

Successful candidates would visit Ireland, Japan, Singapore, Poland and other countries, which are deemed appropriate. The place to be visited by each successful candidate is subject to the recommendations of the selection board. The length of stay is usually around 7 – 14 days and the tentative date is some time between July 2017 and March 2018.

(V) The Programme Expenses

The programme expenses in relation to the 20A celebrations and the youth exchange under the usual IYEP framework including air fares, board and lodging are provided by the Home Affairs Bureau. Successful candidates are required to purchase their own travel insurance which should include illness and accident hospitalization insurance cover and worldwide emergency assistance service.

(VI) Obligations of the 20A YA

Candidates selected will be required to attend ALL pre-trip complimentary sessions and deliver ALL post-trip requirements. These obligations include but not limited to -

- (a) attend all pre-trip briefings, workshops, meetings, discussions, rehearsals, training camp, etc;
- (b) provide active support to assist in various 20A international conferences, events and activities;
- (c) help receive overseas youth when they visit Hong Kong as a 20A initiative;
- (d) organise and implement innovative and practicable programme proposed by youth for the 20A celebration;
- (e) prepare presentations (e.g. cultural performance, video, research on a topic) of Hong Kong with other members of the delegation;
- (f) compile a report on the visit within one month after the overseas visit;
- (g) organise a group presentation on the exchange programme at a selected school / tertiary institution / organisation within two months after the overseas visit;
- (h) report at the meeting of the concerned working group of the CoY and the CoY as appropriate;

- (i) submit an article about the Programme and the outbound visit to printed media within one month after the overseas visit;
- (j) receive the overseas delegates when they visit Hong Kong; and
- (k) attend the functions organised by the Home Affairs Bureau and/or the Commission on Youth as and when invited or requested.

(VII) Nominations

The following documents, in 5 copies, in respect of each nominee, should be submitted -

- (a) Duly-completed nomination form;
- (b) Copies of Hong Kong Permanent Identity Card;
- (c) Copies of travel documents;
- (d) Copies of certificate of public examinations;
- (c) Academic transcripts; and
- (e) A detailed account of the nominee's community involvement, including voluntary and social services. *(Please specify the positions held and duration of services; and attach DOCUMENTARY PROOF WHICH IS DULY SIGNED BY THE OFFICER-IN-CHARGE OF THE ORGANIZATION.)*

(VIII) Interview

Nominees selected for interview should be prepared to attend a group interview in late November of 2016.



Our Ref : HAB/CA1/7-1/5 (2017-18)

Tel No :

Fax No. :

5 October 2016

Dear Sir/Madam,

The Youth Ambassadors in Celebration of the 20th Anniversary of the Establishment of the Hong Kong Special Administrative Region Programme

In celebration of the 20th Anniversary of the Establishment of the Hong Kong Special Administrative Region (HKSAR), we would like to engage young people and encourage their active participation in various programmes and activities for the celebrations. That said, the International Youth Exchange Programme (IYEP), which has all along been administered by the Commission on Youth, an advisory body on youth matters under the purview of the Home Affairs Bureau, to provide opportunities for Hong Kong youth to broaden their horizons and international perspectives, will be strengthened to the "Youth Ambassadors in Celebration of the 20th Anniversary of the Establishment of the HKSAR Programme" (20A YA Programme) in 2017-18.

Selected candidates will have the opportunities to represent Hong Kong as ambassador / volunteer to assist in various 20A international conferences, events and activities, help receive overseas youth when they visit Hong Kong as a 20A initiative, as well as organise and implement innovative and practicable programme for the 20A celebration. Also, the selected candidates will visit Ireland, Japan, Singapore, Poland or other countries and receive overseas delegates when these youths pay their visit to Hong Kong under the usual IYEP framework. As a youth delegate representing Hong Kong in the 20A YA Programme, he / she should be committed, be knowledgeable about Hong Kong, have good knowledge of China, have sound common sense and good academic background, have impressive record of volunteer / community service in the past three years, be proficient in English and be open-minded to different cultures.

青 年 事 務 委 員 會

COMMISSION ON YOUTH

香港添馬添美道二號政府總部西翼十三樓
13/F, West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, HK

The 20A YA Programme is about to start. You are invited to nominate suitable candidates for the programme. Your support will be vital to the success of the programme!

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Ming Wai Lau', is positioned above the printed name.

(LAU Ming Wai)
Chairman
Commission on Youth

Reference No. : (For official use only)
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**The Youth Ambassadors in Celebration of the 20th Anniversary of the
Establishment of the Hong Kong Special Administrative Region Programme
Nomination Form**

Note :

- (a) Information given in this form will be used for processing application for the Youth Ambassadors in Celebration of the 20th Anniversary Establishment of the Hong Kong Special Administrative Region Programme. If there is insufficient space in the form, please give details on a separate sheet.
- (b) Nominees should notify the Commission on Youth Secretariat, 13/F, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong in writing on any changes to the information given in this form.
- (c) Requests for correction of or access to the personal data given below should be directed to the Commission on Youth Secretariat of the Home Affairs Bureau at the address at (b) above.

Part I - To be completed by the nominee***(A) Personal Particulars:***

Name (as appeared (English) _____
in the travel
document) :

(Chinese) _____

(c.c.c.) _____

Date of Birth : _____

Sex : _____

HKIC No. (must be
holder of Hong
Kong Permanent
Identity Card): _____

Home Address : _____
(hostel is not
acceptable) _____

(Tel. No. : _____)

Mobile Phone No. : _____ Fax No. : _____

E-mail Address : _____

Affix a photo
here

Occupation: _____

Name & Address of Employer: _____

Education Level: _____

Major/Year: _____

Name and Address of College : _____

Type of Travel Document
(e.g. HKSAR/BNO/DI/Foreign Passport etc, please specify: _____

Travel Document Number : _____ Date of Expiry: _____

Place of Issue : _____ Date of Issue : _____

Languages/Dialects Spoken : _____

Hobbies : _____

Note: As the selected candidates are required to provide active support for the 20A events and activities, those youth who have joined the IYEP or the Summer Exchange Programme organised by HAB and CoY before may be nominated for the 20A YA Programme.

Have you ever joined any other exchange programme in the past/Will you join any other exchange programme in the coming year?

*Yes/ No

If Yes, please list out ALL the exchange programmes (including exchange programme, study tour, service trip, overseas conference / forum, etc) you have participated in the past / you will join in the following table:

Period	Hosting Organisation	Country visited/Country which you are going to visit

**(please choose as appropriate)*

(B) Travelling Experience :

Period	Country visited	Purpose

(C) Please answer the following questions:

(Please use additional attach paper if space provided is not sufficient)

(a) Why are you interested in this programme ?

(b) Where do you expect to gain from/ contribute to this programme?

(c) What are your strengths and weaknesses?

(d) As a youth, what can you do to contribute to or shape the future Hong Kong?

- (e) What issue relating to the Mainland impresses you most? How is it related to you in Hong Kong?

- (f) Please propose, and present in not more than 300 words, an innovative and practicable project celebrating the 20th Anniversary of the Establishment of the HKSAR.

- (g) Have you ever taken part in any voluntary/community services?

*Yes/No

If Yes, please provide information by filling in the following table and attach documentary proof (if any):

Responsibilities in School:

Period	Student Union/ Society/Club	Post	Documentary Proof (Yes/No)

*(please choose as appropriate)

How do you benefit from these experiences?

Voluntary/ Community Services outside School:

Period	Organisation	Post	Documentary Proof (Yes/No)

How do you benefit from these experiences?

- (h) Do you have any special or significant contribution to your school or to the community during the past three years?

(D) Declaration

- (a) I declare that the information provided above is true and correct. I understand that if I give false information or intentionally omit any information in the form, my right for participating in the Youth Ambassadors in Celebration of the 20th Anniversary of the Establishment of the Hong Kong Special Administrative Region Programme will be forfeited (even if I am selected to join any one of the exchange tours), and I will be responsible to settle any costs so incurred.
- (b) If selected, I undertake to:

- (i) attend all pre-trip complimentary sessions, including but not limited to briefings, discussions, meetings, workshops, rehearsals, an overnight training camp, etc;
- (ii) provide active support to assist in the international conferences and activities;
- (iii) help receive overseas youth when they visit Hong Kong as a 20A initiative;
- (iv) organise and implement innovative and practicable programme proposed by youth for the 20A celebration;
- (v) prepare presentations (e.g. cultural performance, video, research on a topic) of Hong Kong with other members of the delegation;
- (vi) compile a report on the visit within one month after the overseas visit;
- (vii) organise a group presentation on the exchange programme at a selected school/tertiary institution/organisation within two months after the overseas visit;
- (viii) report at the meeting of the concerned working group of the CoY and the CoY as appropriate;
- (ix) submit an article about the Programme and the outbound visit to printed media within one month after the overseas visit;
- (x) receive the overseas delegates when they visit Hong Kong;

Appendix II

- (xi) attend the functions organised by the Home Affairs Bureau and/or the Commission on Youth as and when invited or requested;
- (xii) accept that my voice, image and conversation to be used by the Commission on Youth for publicity and promotion purpose in media, if necessary; and
- (xiii) purchase my own travel insurance covering the overseas visit. The travel insurance should include illness and accident hospitalization insurance cover and worldwide emergency assistance service.

(E) Please indicate your choice with a "✓" in the box below

- ☐ I wish to receive news from the Home Affairs Bureau, Commission on Youth, Committee on the Promotion of Civic Education and the Youth Square in the future.
- ☐ If opportunities arise, I wish to be considered for other exchange tour(s) to the Mainland or overseas organised by the Home Affairs Bureau and/or the Commission on Youth.
- ☐ If opportunities arise, I wish to be nominated by the Home Affairs Bureau and/or the Commission on Youth to attend international youth conference held overseas.

Signature of Nominee :

Name :

Date :

Note : Completed nomination form (5 sets) together with the following documents (5 sets) should be submitted:

- (a) Copies of Hong Kong Permanent Identity Card;
- (b) Copies of travel documents;
- (c) Copies of certificates of public examinations (submission by DSE students of current year is not required);
- (d) Copies of academic transcripts of recent 3 years; and

Appendix II

- (e) A detailed account of the nominee's community involvement, including voluntary and social services, involvement in extra-curricular activities organised by student organisations.

*(Please specify the positions held, duration of services; and attach **DOCUMENTARY PROOF WHICH IS DULY SIGNED BY THE OFFICER-IN-CHARGE OF THE ORGANISATION.**)*

Part II Recommendations - to be completed by the officer-in-charge of the nominating organisation

PRIORITY : _____

Signature	:	_____
Name	:	_____
Post	:	_____
Nominating Organisation	:	_____
Contact Tel. No.	:	_____
Fax. No.	:	_____
E-mail Address	:	_____
Date	:	_____