



香港航空青年團  
**HONG KONG AIR CADET CORPS**  
AVIATION EDUCATION WING  
MEMO

Facebook: <https://www.facebook.com/hkacc.aewing/>

From : OC AE Wg  
Ref : (1) in AE/CA2026  
Date : 3 August 2026

To : All OC Units  
Cc : All OC Major Units

**Commandant's Award 2026**

The Commandant's Award is an English presentation competition open to cadet units, with the aim of arousing cadets' interest in the aviation field and promoting the use of English among cadets. Each team shall determine the presentation topic, conduct its own research, prepare and then deliver a 10-minute presentation in front of adjudicators and audience.

2. Details of the event are summarized as follows:

|        |                                                                                                              |
|--------|--------------------------------------------------------------------------------------------------------------|
| Date   | 20 September 2026 (Sunday)                                                                                   |
| Time   | 12:30 – 17:30 hrs                                                                                            |
| Venue  | HKACC HQ and Training Centre (TBC)                                                                           |
| Prizes | Champion – Book coupons and board game sets<br>1 <sup>st</sup> and 2 <sup>nd</sup> runners-up – Book coupons |
| Note   | Please refer to <u>Attachment 1</u> for the Rules and Regulations of Commandant's Award 2026.                |

3. An online briefing session will be conducted on the evening of 19 August 2026 (Wednesday), expected to be between 1930 to 2100 hours. To ensure fairness, each team shall send at least one representative to the session, where rules and regulations and information about this event and cadet project will be briefed, and ballot drawing for competition sequence will be conducted. If the participating team is also applying for cadet project, a commissioned officer serving as supervising officer shall also attend the briefing session with the team. Teams applying for cadet project shall read and strictly adhere to the enclosed *Guidelines on Cadet Projects* issued by GST Wg in Attachment 2.

4. A list of examples of presentation scopes are available in Attachment 3 as guidance. Please note that this list is for indicative purpose only, and teams are required to come up with appropriate presentation topics.
5. Interested cadets shall first seek consent from their OC Units, then submit the application form at <https://forms.gle/yf2Qb7unWwoamaQh6> on or before 17 August 2026 (Monday).
6. During the event, Hong Kong Air Cadet Corps will conduct video and photo recordings and reserves the right to use the images, audio, and video for publication, distribution, exhibition, or reproduction related to news, promotion, advertising, or any other purposes they deem appropriate, including uploading on websites.
7. Should you have any enquiry, including but not limited to enquiries on presentation topic selection, please contact OC AE Wg at [hkacc.aewing@gmail.com](mailto:hkacc.aewing@gmail.com).

Steven PANG  
Ag Sqn Ldr  
OC AE Wg

## Attachment 1 – Rules and Regulations of Commandant's Award 2026

### 1. Participation

1.1. There shall be a maximum of 12 teams in the event.

1.2. Places reserved for each of the following major units:

| Major Units            | No. of Place(s) Reserved |
|------------------------|--------------------------|
| HKI Wg                 | 3                        |
| Kln Wg                 | 3                        |
| NT Wg                  | 3                        |
| No 6 Wg / C Wg / AE Wg | 3                        |

1.3. Each Wing may nominate more than three teams as “additional teams”. The additional teams will be admitted to the event if places reserved for other Wings are not used up.

OC Wg concerned will be requested to indicate the order of precedence among the additional teams. For No 6 Wg, C Wg and AE Wg, coordination will be done by the OIC.

1.4. In case the number of additional teams nominated by OC Wgs exceeds the available quota, admission will be determined by (a) equal participation among major units; followed by (b) lot drawing.

### 2. Team Composition

2.1. Each team shall have two to five cadet members.

2.2. All nominated members shall be involved in the preparation and the presentation.

Remarks 1: For teams applying for cadet project, please also read the requirements on composition in the *Guidelines on Cadet Project* (Attachment 2).

Remarks 2: Contrary to previous Commandant's Award, there shall be no designation of “backup” members in this event.

### 3. Presentation Requirements

3.1. Topics of the presentation shall be suggested by respective teams and to be facilitated by the OIC. When deciding topics, teams should refer to the *Examples of Presentation Topics* (Attachment 3).

3.2. The presentation shall be in English.

3.3. Presentation aids, such as slideshows, audio clips, video clips, models and display boards, may be used by the teams.

3.4. If audio / video clips are used, teams shall comply with the following rules:

3.4.1. For self-prepared clips, the speaking persons shall be confined to the team members.

3.4.2. For external clips, there is no restriction on the persons who speak. External clips refer to clips produced by external parties not related to the teams / cadet unit, such as TV, radio, Youtube channels, etc.

3.4.3. Teams are reminded to carefully control the duration of such clips. Extensively long clips will cause point deduction at the discretion of the judges.

3.5. If digital presentation aids are used, teams shall store them in a USB memory stick, and plug it in the laptop provided. The laptop provided will be installed with web browser, MS Office, PDF reader and photo / video reader.

4. Presentation and Preparation Time
  - 4.1. Each team shall have a maximum of 10 minutes to deliver the presentation.
  - 4.2. A bell will ring once at the ninth minute, and ring again at the tenth minute.
  - 4.3. One point will be deducted for every 5 seconds exceeding the 10-minute presentation time. Overtime will be rounded up to the nearest 5 seconds.
  - 4.4. A maximum of 5 minutes will be allocated to each team as preparation time, to be used before and after the 10-minute presentation to prepare and dismantle any presentation set-up, such as equipment, presentation aids, etc.
  - 4.5. One point will be deducted for every 5 seconds exceeding the 5-minute presentation time. Overtime will be rounded up to the nearest 5 seconds.
5. Dress Code
  - 5.1. All team participants shall dress in No 2B (short sleeved) routine working dress uniform. No 3B (rolled sleeve) field dress is acceptable for cadets without No 2B. Nevertheless, all team members shall wear the same uniform, either No 2B or No 3B.
6. Marking Scheme
  - 6.1. [To be explained in the briefing session.]
7. Alternative Arrangements and Changes
  - 7.1. The OIC reserves the right to make any alternative arrangements and/or changes (including changes to the rules and regulations) with or without prior notice. If condition permits, OIC would endeavour to give as much advance notice as possible.

## **Attachment 2 – Guidelines on Cadet Project**

See a separate file.

## **Attachment 3 – Examples of Presentation Scopes**

As guidance, the following are examples of acceptable presentation scopes.

1. Theories of Flight
2. Air Traffic Management
3. Aircraft Manufacturers
4. Airports
5. Airlines
6. Engines
7. Air Accident / Incident Investigation
8. Technology in Aviation
9. Any other scope not listed above but approved by AE Wg

Note – The above items are only presentation scopes. Team shall decide appropriate presentation topics. Teams are reminded to avoid choosing broad and ambiguous topics. [AE Wg welcomes enquiries on topic selection before the application deadline.](#)