MEMO

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| *From* | OC A&S Flt, GST Wg |  |  | *To* | All OC Units |
|  |  |  |  | *CC* | DCO SD&S Gp, OC SD&S Gp |
| *Ref.* | GST/22/2 |  |  | *Date* | 15 October 2022 |

**Updated Arrangement for Processing Recommendations for**

**Cadet Promotion and Classification Advancement**

 In view of general easing of the epidemic situation and resumption of operation of the Headquarters office, the General Service Training Wing (GST Wg) will **cease the special online processing** for cadet promotion and classification advancement recommendations (i.e. email submission) as stipulated in Memo GST/22/1 in HQ Msg 015/22 dated 3 March 2022. GST Wg is going to resume the **regular arrangement with immediate implementation, for promotion and/or classification advancement with effect from 1 December 2022.**

1. For cadets who have earlier undergone promotion and/or classification advancement under the special arrangement, they should submit their Cadet Training Record Book alongside the relevant Headquarters Routine Order to the pigeon hole of GST Wg at Headquarters office for supplementary signature.
2. Taking this chance, all members are reminded to provide proper information and documents for such recommendations. Details can be found at Headquarter [website](https://www.aircadets.org.hk/web/resources2.php?resourcesListID=107). Latest recommendation forms are also enclosed for members’ use.
3. For enquiries please contact the undersigned via gstwg@aircadets.org.hk.

 Fg Off Howard H Y CHU

 OC A&S Flt, GST Wg