

## What is the Order of Nova Scotia?

The Order of Nova Scotia is the highest honour awarded by the province. It encourages excellence by recognizing Nova Scotians for outstanding contributions or achievements. Members of the Order of Nova Scotia have distinguished themselves in many fields of endeavour and have brought honour and prestige to themselves and to Nova Scotia.

## Who is eligible for the Order?

Any Canadian citizen who is a present or former long-term resident of Nova Scotia is eligible for nomination. The only exceptions are public officials (such as members of the Senate, members of a municipal council, MPs, MLAs or judges) who may not be nominated while in office. The Order may be awarded posthumously, if the person is nominated within one year of their death. Organizations, groups, or couples may not be nominated; the Order is for individuals only.

## Should I nominate someone for the Order?

You should consider nominating anyone who has made an outstanding contribution to the cultural, social, or economic well-being of our province. It is a special way to honour an individual you respect and admire. Fields of endeavour recognized by this honour include the arts, academics, research, agriculture, business, industry, community leadership, and public service.

## What do members of the Order receive?

At a formal ceremony, the Lieutenant Governor of Nova Scotia, in the name of the Crown, presents each recipient with a medal. The medal is in the form of a stylized mayflower, the provincial floral emblem, bearing the shield-of-arms of Nova Scotia surmounted by the crown.

The medal is worn with a blue, white, red and gold ribbon—the colours of our provincial flag. There is also a semi-formal medal and ribbon and a lapel pin. Members of the Order are entitled to use the initials O.N.S. after their names.

## How do I nominate someone?

Simply complete the attached nomination form and send to the Provincial Protocol Office. **A checklist located on the form outlines what is required to complete your nomination.** Three other people must write letters in support of your nomination. Only one nomination form is required for each nomination.

Nominations are accepted throughout the year. The deadline for submission is the third Friday in March each year.

## How are recipients chosen?

An independent group called the Order of Nova Scotia Advisory Council recommends the appointment of members to the Order each year after considering all nominations received. There are no fixed quotas or categories. A maximum of six appointments are made each year. If a sixth recipient is chosen, that person must be *between the ages of 16–25 years*.

## Nomination guidelines

The following information is required to support your nomination:

### *Biographical Information:*

Should contain nominee's residential and educational history and work achievements as well as community involvement, recognition/awards, publications and number of years as a resident of Nova Scotia.

### *Letter of Nomination:*

Should include reasons for nomination, area of outstanding achievement and the benefit of the achievement to the province or community.

*Please type or print clearly.*

**The person I am nominating is:** Mr. Mrs. Ms. Miss Dr. (Other rank/title) \_\_\_\_\_  **Between the ages of 16-25**

Last name \_\_\_\_\_ First name \_\_\_\_\_

Middle names \_\_\_\_\_ Date of birth 

m m	d d	y y y y
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Address \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_

Province \_\_\_\_\_ Postal code \_\_\_\_\_ E-mail \_\_\_\_\_

Telephone(daytime) \_\_\_\_\_ Telephone(evening) \_\_\_\_\_ Fax \_\_\_\_\_

## For posthumous nominations, please fill out the additional information:

Date of death 

m m	d d	y y y y
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 Next of kin: Last name \_\_\_\_\_

First name \_\_\_\_\_ Middle names \_\_\_\_\_

Relationship to nominee \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_

Province \_\_\_\_\_ Postal code \_\_\_\_\_ E-mail \_\_\_\_\_

Telephone(daytime) \_\_\_\_\_ Telephone(evening) \_\_\_\_\_ Fax \_\_\_\_\_

**My name is:** Mr. Mrs. Ms. Miss Dr. (Other rank/title) \_\_\_\_\_

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle names \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_

Province \_\_\_\_\_ Postal code \_\_\_\_\_ E-mail \_\_\_\_\_

Telephone(daytime) \_\_\_\_\_ Telephone(evening) \_\_\_\_\_ Fax \_\_\_\_\_

**I have included** the following required components

(on 8.5" by 11" single-sided sheets of paper, typed with a font no smaller than newsprint):

- completed signed nomination form
- one page signed letter of nomination from nominator
- one page biography of the nominee
- three one page signed letters in support of this nomination.

**I have also included** additional materials (no more than four 8.5" by 11" single-sided sheets of paper, typed with a font no smaller than newsprint)

**Categories—Check at least one**

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> Academics<br><i>(including teaching and research)</i> | <input type="checkbox"/> Humanitarianism and<br>Philanthropy | <input type="checkbox"/> Entrepreneurship                                     | <input type="checkbox"/> Sports and Recreation   |
| <input type="checkbox"/> Agriculture, Fishery and Forestry                     | <input type="checkbox"/> Human Rights                        | <input type="checkbox"/> Life Sciences<br><i>(including medicine)</i>         | <input type="checkbox"/> Tourism and Hospitality |
| <input type="checkbox"/> Arts and Culture                                      | <input type="checkbox"/> Industry and Trade                  | <input type="checkbox"/> Military/Peacekeeping<br>Leadership                  | <input type="checkbox"/> Other _____             |
| <input type="checkbox"/> Communications  | <input type="checkbox"/> Innovation and Invention            | <input type="checkbox"/> Public Administration                                | _____  |
| <input type="checkbox"/> Community Leadership                                  | <input type="checkbox"/> Journalism                          | <input type="checkbox"/> Ethics and Philosophy<br><i>(including theology)</i> | _____  |
| <input type="checkbox"/> Environmental Protection                              | <input type="checkbox"/> Law/Justice                         | <input type="checkbox"/> Science and Technology                               | _____  |
| <input type="checkbox"/> Heritage Preservation                                 | <input type="checkbox"/> Labour Leadership                   |   |  |

**Note:** Nominations that do not include the above information are considered incomplete and are not eligible for consideration in the current year.

**Multiple copies of bound or stapled material or videos will not be accepted. Original copies of official documents or photographs will not be returned. You may include supporting material such as media stories and tributes.**

By signing this document, I verify that I have read the attached rules and regulations for nominating an individual for the Order of Nova Scotia. My nomination meets the criteria for eligibility, and materials supporting my nomination have been included in the package I am forwarding.

Signature \_\_\_\_\_

Date



**How did you learn about the Order of Nova Scotia?**

- Television ad
- Newspaper ad
- Newspaper coverage
- Radio/other media coverage
- Government website
- MLA/MP office
- Access Nova Scotia Centre
- Public Library
- Other \_\_\_\_\_

**Who is on the Order of Nova Scotia Advisory Council?**

- a Chair appointed by the Premier
- the Chief Justice of Nova Scotia or a judge of the Nova Scotia Court of Appeal or the Supreme Court of Nova Scotia, designated by the Chief Justice
- the Clerk of the Executive Council
- two members appointed by the Premier, including the president of a university in the province and a member of the Order
- a member appointed by each leader of a recognized party in the House of Assembly

**Is your nomination confidential?**

The nomination will be kept confidential unless the person you are nominating is chosen.

All submitted material becomes the property of the Province of Nova Scotia.

**When is the nomination deadline?**

Your nomination must be received no later than the third Friday in March of each year to be considered for that calendar year.

**For further information, please contact:**

The Protocol Office, One Government Place,  
Barrington Level, 1700 Granville Street, Halifax,  
Nova Scotia B3J 1X5

Telephone 902-424-2467 Fax 902-424-4309

E-mail [orderofnovascotia@gov.ns.ca](mailto:orderofnovascotia@gov.ns.ca)

Website <http://gov.ns.ca/iga/order.asp>

