Nomination Procedures (for Nominators)

First-time Nominator

Apply for an online account

- Register an online account via "Account Registration" in the system
- HKCSS will send the account registration result by email in approximately 5 working days
- Click on the link in email to activate the account

Non-first time Nominator

Activate your account online

- Existing contact person(s) will receive notification email for online account activation
- Click on the link in email to activate the account

Login to the system to make nomination(s)
Online system: https://www.ccnomination.net/

Form A: Community Partnership

- Two or more criteria must be fulfilled to qualify this section
- Form A can be filled out by either Nominator or Applicant*
- If an applicant has multiple nominators, and meets the criteria of two or more for all Form A through combined calculations would qualify for this section

Receive nomination invitation from applicant

Decline invitation

Accept invitation (to be nominator)
- confirm or provide feedback on the content of Form A

Send invitation to applicant

Nominate First-time Applicant
- Send invitation message to relevant applicant via system
- Select the applicant from the Partners' List (upon its online account registration is being validated)
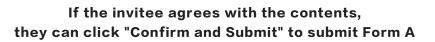
Nominate Non-first time Applicant
- Select relevant applicant from the Partners' List

Send out Nomination Invitation

- After filling out Form A, send nomination invitation to relevant applicant
- Upon receipt of the invitation, the applicant will confirm or provide feedback on the content of Form A

Filling procedure of Form A:

https://bit.ly/3ZXpl2G

If the invitee agrees with the contents, they can click "Confirm and Submit" to submit Form A

Completion of "Form A: Community Partnership"

(Note: Please remind the applicants to complete all application procedures on time.
Upon validation by HKCSS, the official result will be announced in December 2025.)

*"Applicant" refers to companies applying for the Caring Company Logo and organisations applying for the Caring Organisation Logo