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Category B Service
COMMUNITY SERVICE SQUADRON
MEMO

From OC CSS
Ref. (1409) in OPS/CS/201/1
Tel. No. 2712 8900
Fax. No. 2715 6944
Date 19 March, 2014

To All OC Units
Attn.: _____
Your Ref. () in _____
dated _____ Fax. No. _____
Total Pages 1

Helper for Ha Fa Shan Camp Open Day

Request has been received for our assistance in the aforesaid programme.

1. Details of the programme:

Date 日期	18 April, 2014 (Friday)
Nature 活動性質	Open Day (Working Party to assist the operation of the Open Day)
Venue 地點	Ha Fa Shan Camp
Time 時間	0900 hrs – 1800 hrs
No. of manpower 所需人數	40+
Age Limit 年齡限制	13 or above
Closing Date 截止報名日期	2359 hrs, 4 April 2014
Remarks	Dress Code - Corps Tee / Corps Polo / Wing Tee / Sqn Tee Transportation (Assembly Point – Tsuen Wan MTR Station) Lunch box will be provided

2. Interested members shall enrol by completion of CSF 101 (Rev) with member's FULL NAME & Contact Phone No. through their Unit Commanders. Those forms shall be submitted by email to opscsf@yahoo.com.hk & opscsf@gmail.com on or before the closing day mentioned in paragraph 1.
3. Please refer to the guidelines (請於電郵的主旨上註明以下資料)
參考格式
XXX Sqn-1409-18 Apr, 2014
4. Should you have any queries, please feel free to contact the undersigned.



(Caroline FUK Ka-yan)
OC CSS