

MOSQUE EXCELLENCE AWARDS 2005

APPENDIX E2

(Please submit 4 sets of documents listed below)

Volunteer Management Category **Guide to List of Submissions**

1. Sample of mosque's record of its volunteers
2. List of recruitment programs
3. Sample of brochures/forms used in recruitment drive
4. Types of awards/schemes used to reward volunteers
5. Name of volunteer coordinator
6. List of sub-committees together with list of executive members of each committee
7. Volunteer code-of-conduct
8. List of activities organized for/by volunteers
9. Budget allocated for programs/activities organized for/by volunteers
10. Any other relevant materials