**NSMAN EMPLOYEE’S ANNUAL UPDATE ON NS INFORMATION**

*Our company/organisation <Name of Company/Organisation> wants to work with you to better support you in your NS journey. Share with us more about your National Service (NS) commitments and contributions.*

*You may use your SingPass to log in to your NS Booklet via the NS Portal (*[*www.ns.sg*](http://www.ns.sg)*) to retrieve the required information to complete the fields below.*

 Details of NSman Employee

|  |  |
| --- | --- |
| Year of Update |  |
| Name |  |
| Age |  |
| Service (Army/RSAF/RSN/SPF/SCDF) |  |
| Rank |  |
| Unit |  |
| NS Appointment in Unit |  |

 NSman Employee’s Status and Attendance Record

|  |  |
| --- | --- |
| Current Phase of NS Journey correct as at <Year of Update> | [ ] Operationally Ready National Serviceman (NSman)[ ] MINDEF Reserve[ ] Ex-National Serviceman[ ] Reservist on Voluntary Extended Reserve Service (ROVER)[ ] NS Volunteer (i.e. Serving beyond statutory age; tick only if applicable) |
| No. of In-Camp Training (ICT) Completed correct as at <Year of Update> *(For NSman only)* |  |
| Period of Last ICT Attended  | From \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_ |
| Period of Next ICT | From \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_ |
| Date of Last IPPT Attended |  |
| Date of Next IPPT |  |
| NS Course Attended correct as at <Year of Update> |  |
| Period of Last NS Course Attended | From \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_ |
| Period of Next NS Course (if any) | From \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_ |
| Date of Medical Appointment |  |

 Individual Physical Proficiency Test (IPPT) Results

|  |  |
| --- | --- |
| IPPT Result correct as at<Year of Update> | [ ] Gold[ ] Silver[ ] Pass with Incentive[ ] Pass |
| If you did not pass your IPPT, did you join the IPPT Preparatory Training (IPT)? | [ ] Yes[ ] No; I am required to complete Remedial Training (RT) |

 NS Awards & Achievements

|  |  |
| --- | --- |
| Promoted in Rank correct as at <Year of Update> | [ ] Yes; From \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_.[ ] No |
| Awards or Achievements attained during ICT correct as at <Year of Update> | [ ] SAF NSman of the Year Award[ ] Formation NSman of the Year Award[ ] Certificate of Commendation[ ] Certificate of Appreciation[ ] Letter of Appreciation[ ] NS Excellence Award[ ] Commanders’ Coin[ ] Others:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Please elaborate and attach documentation related to the awards or achievements checked. |  |

Feedback/Comment (Optional)

From your point of view as an NSman, how can the <Name of Company/Organisation> better offer a supportive and conducive workplace to promote greater work-life-NS harmony?

|  |
| --- |
|  |