



Order of Nova Scotia

How to Nominate Someone

What is the Order of Nova Scotia?

The Order of Nova Scotia is the highest honour awarded by the Province. It recognizes Nova Scotians for outstanding contributions or achievements. Members of the Order have distinguished themselves in many fields and have brought honour and prestige to themselves to Nova Scotia and Canada.

Who is eligible for the Order?

Any Canadian citizen who is a current or former long-term resident of Nova Scotia is eligible for nomination. The Lieutenant Governor on behalf of The King, presents each recipient with the insignia of the Order at an annual investiture ceremony.

Who is not eligible for nomination?

Public office holders may not be nominated while in office — Senators, Members of Parliament, Members of the Legislative Assembly, serving Judges, members of a Municipal Council. Self-nominations are **not** accepted. The Order may be awarded posthumously, providing the person is nominated within one year of their death. Organizations, groups, or couples may not be nominated; the Order is for individuals only.

Who should I nominate?

You should consider nominating a person who has made an outstanding contribution to the cultural, social, or economic well-being of our Province. It is a special way to honour someone you respect and admire.

How do I make a nomination?

Consult the guide *Writing a Compelling Nomination* which is available via the link below. Then complete the attached Nomination Form. This fillable form can be filled in online and saved.

Assemble the supporting materials and follow the five steps to complete a nomination — write a nomination statement outlining why you feel your candidate should be appointed to the Order. Include the nominee's residential and educational history, work, achievements, community involvement, recognitions, awards, and publications.

Gather three testimonials from three separate individuals who support the nomination.

Send your completed nomination package to the Protocol and Honours Secretariat. Only one form is required for each person you wish to nominate.

How are recipients chosen?

Annually, an independent body called the Order of Nova Scotia Advisory Council recommends the appointment of members to the Order after considering completed the nominations.

When is the nomination deadline?

Your completed nomination must be received or post-marked by the third Friday in April to be considered for that calendar year.

Contact us

Secretary of the Order of Nova Scotia

The Protocol and Honours Secretariat
5251 Duke Street, Duke Tower, 5th Floor
Halifax, Nova Scotia B3J 1P3
Tel: 902-424-4199
orderofnovascotia@novascotia.ca

For more information on the Order of Nova Scotia and members of the Order, please visit novascotia.ca/iga/order.asp

