

CONVENTION PERSONNEL REPORT

REPORT TO BE MADE ONLY BY (choose appropriate box):

- | | |
|---|---|
| <input type="checkbox"/> Convention Committee coordinator | <input type="checkbox"/> Program overseer assistant |
| <input type="checkbox"/> Program overseer | <input type="checkbox"/> Rooming overseer assistant |
| <input type="checkbox"/> Rooming overseer | <input type="checkbox"/> Attendant overseer |
| <input type="checkbox"/> Convention Committee coordinator assistant | <input type="checkbox"/> Cleaning overseer |

- *RATINGS:**
 A ▶ Excellent
 B ▶ Good
 C ▶ Fair
 D ▶ Poor

Convention: _____ Dates: _____

Language: _____

Report by: _____

INSTRUCTIONS: The Convention Committee coordinator should have the requested contact and congregation information for each overseer entered below using a computer. A copy should then be provided to each of the overseers designated above. They should rate the qualifications of each overseer and send their report to the Convention Desk in the Service Department within one week after the convention. Please include "CO-53" in the subject line of the message.

COMMITTEE COORDINATOR			PROGRAM OVERSEER			ROOMING OVERSEER			COORDINATOR ASSISTANT				
Name													
Address													
City, Province or state													
Zone or code													
Phone													
Date of		Birth:	Baptism:	Birth:	Baptism:	Birth:	Baptism:	Birth:	Baptism:	Birth:	Baptism:		
Congregation	Name												
	Serves as												
*Attitude													
*Organizing ability													
*Dependability													
*Fruitage of spirit													
Check box if he <i>presently</i> qualifies to serve as		<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer	<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer	<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer	<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer
Size of convention he could serve in that position													
Additional comments													

PROGRAM ASSISTANT			ROOMING ASSISTANT			ATTENDANT OVERSEER			CLEANING OVERSEER				
Name													
Address													
City, Province or state													
Zone or code													
Phone													
Date of		Birth:	Baptism:	Birth:	Baptism:	Birth:	Baptism:	Birth:	Baptism:	Birth:	Baptism:		
Congregation	Name												
	Serves as												
*Attitude													
*Organizing ability													
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Check box if he <i>presently</i> qualifies to serve as		<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer	<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer	<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer	<input type="checkbox"/> Committee coordinator	<input type="checkbox"/> Program overseer	<input type="checkbox"/> Rooming overseer
Size of convention he could serve in that position													
Additional comments													

List below any others not already shown on this form **who served at this convention** that you feel qualify to serve on a Convention Committee, supplying all information requested.

Name																									
Address																									
City, Province or state																									
Zone or code																									
Phone																									
Date of		Birth:		Baptism:		Birth:		Baptism:		Birth:		Baptism:													
Congregation	Name																								
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*Attitude																									
*Organizing ability																									
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Check box if he <i>presently</i> qualifies to serve as		<input type="checkbox"/>	Committee coordinator	<input type="checkbox"/>	Program overseer	<input type="checkbox"/>	Rooming overseer	<input type="checkbox"/>	Committee coordinator	<input type="checkbox"/>	Program overseer	<input type="checkbox"/>	Rooming overseer	<input type="checkbox"/>	Committee coordinator	<input type="checkbox"/>	Program overseer	<input type="checkbox"/>	Rooming overseer	<input type="checkbox"/>	Committee coordinator	<input type="checkbox"/>	Program overseer	<input type="checkbox"/>	Rooming overseer
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Size of convention he could serve in that position																									
Additional comments																									

Use the space below for additional comments. If you mark any brother as *Poor* on "Attitude" or "Fruitage of spirit," please speak to him and explain below the reason(s) why, the counsel given, and his response to the counsel. Use a separate sheet if necessary.