

# BB KNOWLEDGE

## MODULE 6: PAYING COMPLIMENTS & SALUTATION

### LESSON OBJECTIVES

- To educate members the right and proper manner in salutation and paying compliments.

### TEACHING BRIEF

#### PAYING COMPLIMENTS

- Generally, BB members who are in uniform will come to attention and use “Sir” or “Madam” when addressing or being addressed by an Officer.
- They will also pay the same compliments to Officers of other Companies as to their own Officers.
- Members can only salute when they are in full uniform i.e. wearing the field service cap however, members do not salute other members. When approaching an Officer, members should:
  1. March up to the officer and take a halt
  2. Salute and greet the officer “Good Morning Sir/Madam” or “Good Afternoon Sir/Madam”.
  3. The salute should remain until the officer puts down his/her hand first before returning the saluting hand to the side.
  4. After the officer excuses the member, he/she shall take a right turn and march off.
- If an Officer is not wearing a cap, members are still expected to salute the Officer and return their saluting hand to the side after the officer gives a nod or a sign of approval.
- The right manner of addressing an Officer is either by their ranks or by ‘Sir’ or ‘Madam’. E.g. Captain Ong, Lieutenant Lee, Lieutenant Mary, or Warrant Officer Eric

### TEACHING IDEAS

#### MULTIMEDIA / VIDEO CLIPS

- Show the members video clips of salutation and paying compliments to Officers.
- Get them to practice and role-play with another members or Officers available. Officers being addressed can return the salutation or paying compliments wrongly intentionally. Check if they notice the mistake made by Officers. Address the mistakes with them immediately.

#### ROLE-PLAY

- If possible, you may get available Officers to teach them and let them practice till they are familiar. You can get the Captain or Officers to pass by intentionally and watch their reaction. Address their ‘reaction’ immediately.

### SUGGESTED ASSESSMENT

#### PRE-JUNIOR / JUNIOR

- Inform the members that they will be assessed on how they address and pay compliment to their Captain and Officers during the BB weekly meeting over a one-month period.
- You may assign or enlist help from other Officers to help you observe them and have proper record of the members’ performance. Correct them immediately if they made any mistake.