**NATIONAL SEARCH AND RESCUE COUNCIL**

**AUSTRALIAN SEARCH AND RESCUE**

**Nomination Form**

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| **This award recognises outstanding contribution to search and rescue within the Australian region during the period 1 July – 30 June** |
| **PART ONE – NOMINEE/S**  |
| **NOMINEE 1** |
| **Title**:  | **Given Name**:  | **Surname**:  |
| **ID** **No**:  | **Position**:  | **Rank**:  |
| **Region:** | **Unit:** | **Service**: [ ]  FRS [ ]  RFS [ ]  SES  |
| **Phone**:  | **Mobile**:  |  [ ]  DM [ ]  State |
| **Email**:  | **DOB:** |
| **Is the nominee/s aware of the nomination?** **[ ]** Yes**[ ]** No |  |
| **Are there any sensitivities concerning those involved?** (fatalities, political concerns, open investigations etc) | **[ ]** Yes **[ ]** No |
| **If yes, details:** |  |
| **PART TWO - CATEGORY**  |
| **[ ]** Individual/s | **[ ]** Group/s | [ ]  Organisation/s |  |
| **PART THREE – NOMINATOR** |
| **Title**:  | **Given Name**:  | **Surname**:  |
| **ID No**:  | **Position**:  | **Rank**:  |
| **Region**:  | **Unit**:  | **Service**: [ ]  FRS [ ]  RFS [ ]  SES  |
| **Phone**:  | **Mobile**:  |  [ ]  DM [ ]  State |
| **Email**:  |
| **Signature**:  | **Date**:  |

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| **PART FOUR – DETAILS OF INCIDENT**  |
| **Date:** | **Time:** |  |
| **Location:** |
| **Describe the activity that has prompted this nomination and include information about:*** Conditions/temperature
* What was done and how this went beyond ‘business as usual’
* Provide facts about the environment
* Bravery aspect
* Any other relevant data
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| **PART FIVE - ATTACHMENTS** |
| * You may submit up to five relevant supporting materials to support your nomination
* Further written material will not be accepted
* Videos accepted
* Photos accepted
* Website URLs accepted
 |
| **Website URL:** https://  |
| **Video link:** |
| **Photos:** please include as an attachment to this nomination. Ensure they are JPEG or PDF files with a minimum file size of 5MB |
| **PART SIX – SIGHTED BY MANAGER** (e.g. Area/Zone Commander, Regional Manager, Executive Manager, Director) |
| **Title**:  | **Given Name**:  | **Surname**:  |
| **Position**:  |
| **Signature**:  | **Date**:  |
| **Do you support this nomination?** [ ]  Yes [ ]  No (Please comment) |
| **Comments**:      **Note: this nomination must be progressed to the AC/ED’s Office** |
| **PART SEVEN – ENDORSEMENT BY ASSISTANT COMMISSIONER / EXECUTIVE DIRECTOR** |
| **Title**:  | **Given Name**:  | **Surname**:  |
| **Signature**:  | **Date**:  |
| **Comments:**  |
| The Queensland Fire and Emergency Services is collecting personal information for the purpose of processing nominations subject to the requirements of the Information Privacy Act 2009 (The IPA Act) which are defined in the eleven (11) Information Privacy Principles (IPPs). For information on the eleven IPPs, refer to Schedule 3 of the IPA Act. |

Guidelines

**General Information**

These prestigious awards are in recognition of *outstanding contribution to search and rescue* within the Australian region during the period 1 July – 30 June.

The National Search and Rescue Council is a cooperative body that is responsible for the national search and rescue response arrangements in Australia. The Council members are from the Australian Maritime Safety Authority, the Australian Defence Force and state, territory, and federal police.

The awards are open to individuals, groups or organisations that have made a significant contribution to search and rescue in Australia and deserve recognition at a national level.

**Categories**

To recognise the importance of both professionals and non-professionals within the search and rescue system, the following categories are available for the SAR Awards:

* **Professional**—an individual or organisation with the SAR field that has been trained within the search and rescue field or work professionally in a search and rescue role. For example, this includes police officers, rescue aircraft crew, volunteer marine rescue members, and so on.
* **Non-professional**—a individual, group or organisation that has not been trained in the search and rescue field but has been involved in a search and rescue operation. For example, this may include fellow hikers, a passer-by or surfers that may have assisted in a search and rescue operation.
* **Long-standing contribution to SAR**—an individual, group or organisation that has made an outstanding contribution to the Australian SAR system, over an extended period of time.

 **Eligibility Criteria**

Members of the QFES workforce, paid and volunteer, are eligible for nomination for this award.

You can self-nominate for this award.

**Nomination Process**

1. Nominations are made via a nominator within QFES.
2. Complete this form and submit to appropriate Manager for sighting. It is the responsibility of the nomination officer to ensure that the individual’s details are correct and to ensure that, to the best of their knowledge, the individual being nominated meets the eligibility criteria.
3. Managers are responsible for considering nominations regarding the eligibility criteria and ensuring the nomination is progressed.
4. Manager sighted nominations are to be submitted to the relevant Assistant Commissioner (AC)/Executive Director (ED) for approval.
5. AC/ED approved nominations are submitted to QFES Honours, Reward and Recognition (HRR) Team.
6. The HRR Team conduct various credential checks and submit integrity checks to the Workforce Liaison Unit. Any adverse integrity checks are sent directly to the Chair, HRR Advisory Panel for consideration.
7. All nominations meeting the eligibility criteria and are clear of integrity checks are progressed to the HRR Advisory Panel for recommendation to the Commissioner.
8. Once the Commissioner has approved, the HRR Team will submit to the National Search and Rescue Council.