**COMMISSIONER’S MEDAL FOR VALOUR**

**Nomination Form**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **The Commissioner’s Medal for Valour is the premier award for bravery. It is awarded for acts of exceptional bravery in hazardous circumstances where there has been a clear and significant risk to life.** | | | | | | | |
| **PART ONE – NOMINEE** | | | | | | | |
| **Title**: | | **Given Name**: | | | **Surname**: | | |
| **ID** **No**: | | **Position**: | | | **Rank**: | | |
| **Region:** | | **Unit:** | | | **Service**:  FRS  RFS  SES | | |
| **Phone**: | | **Mobile**: | | | DM  State | | |
| **Email**: | | | | | **DOB:** | | |
| **PART TWO – NOMINATOR** | | | | | | | |
| **Title**: | | **Given** **Name**: | | | **Surname**: | | |
| **ID No**: | | **Position**: | | | **Rank**: | | |
| **Region:** | | **Unit:** | | | **Service**:  FRS  RFS  SES | | |
| **Phone**: | | **Mobile**: | | | DM  State | | |
| **Email**: | | | | | | | |
| **Signature:** | | | | | **Date:** | | |
| **PART THREE – DETAILS OF INCIDENT** | | | | | | | |
| **Date:** | **Time:** | | | **Location:** | | | |
| **Details of the Incident:** (Explain in detail the situation, action taken, evidence, result, hazards, risks, conclusion) | | | | | | | |
|  | | | | | | | |
| **What was the perceived danger at the time?** | | | | | | | |
|  | | | | | | | |
| **What other courses of action were available to the officer at the time?** | | | | | | | |
|  | | | | | | | |
| **PART FOUR – REFEREES** | | | | | | | |
| **REFEREE 1** | | | | | | | |
| **Title**: | | **Given Name**: | | | | **Surname**: | |
| **Email:** | | | | | | **Phone**: | |
| **REFEREE 2** | | | | | | | |
| **Title**: | | **Given Name**: | | | | **Surname**: | |
| **Email:** | | | | | | **Phone**: | |
| **PART FIVE – 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 SIX – 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**

The CQFES Medal for Valour is the premier award for bravery from the Commissioner. It is awarded to members of the QFES workforce, paid and volunteer who perform an act of exceptional bravery in hazardous circumstances where there has been a clear and significant risk to life.

Applicable circumstances may include, but are not restricted to:

* Advanced fire situation where the probability of being trapped is evident
* Rescue situations where unique and perilous circumstances exist
* Rescues by trained personnel which require extreme sacrifices

If an officer is awarded the Commissioner’s Medal for Valour on more than one occasion, a full medal set will be presented for each event. The officer will also be granted an additional clasp and bar.

**Eligibility Criteria**

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

This award may be made posthumously or to a person who has resigned or retired from QFES.

You cannot 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 finalise the nomination.