



Queensland Fire and Emergency Services

Honours and Awards 2019 edition



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Scope of this document

This document outlines the common honours and awards members of the QFES workforce, paid and volunteer, are eligible for that are administered by QFES.

There are many other honours and awards available at local, state, national and international levels that individuals may be eligible for that are administered directly by external organisations.

You are encouraged to submit nominations for any honour or award you see as appropriate to recognise members of the QFES workforce for their hard work and dedication.

Insignia design

Permission to reproduce the Australian Honours images granted by the Office of the Official Secretary to the Governor-General.

All other images provided by QFES.

Overview

The Commissioner, Queensland Fire and Emergency Services (QFES), values, supports and promotes the appropriate recognition of our workforce, paid and volunteer, across the department for their bravery, dedication and outstanding service above and beyond what is expected of their role.

This booklet outlines the:

- ▶ eligibility criteria for a variety of honours and awards
- ▶ nomination procedures for honours and awards within QFES
- ▶ visual representation of each honour and award
- ▶ protocols for presentation ceremonies and wearing of honours and awards.

QFES Honours and Awards Advisory Panel

The efforts of QFES members, paid and volunteer, are recognised both within QFES as well as across Government, Industry and a variety of external groups. The QFES Honours and Awards Advisory Panel (The Advisory Panel) considers all nominations, in accordance with applicable criteria and timelines.

The Advisory Panel is established by the Commissioner, QFES to ensure the principles of equity, transparency and accountability are adhered to across QFES during all stages of the honours and awards process. The Advisory Panel's role is to validate all nominations against eligibility criteria, assess the standard of contribution to be recognised and make recommendation to the Commissioner, QFES in relation to suitability for an honour or award. All nominations are vetted by the Workplace Conduct Branch to ensure the conduct of awardees is consistent with QFES expectations.

To ensure representation across all aspects of QFES and an appropriate level of organisational knowledge and experience, Advisory Panel membership consists of:

- ▶ Deputy Commissioner (Chair)
- ▶ Assistant Commissioner, State Emergency Service
- ▶ Assistant Commissioner, Rural Fire Service
- ▶ Assistant Commissioner [Region]
- ▶ Senior Officer, Fire and Rescue Service
- ▶ Senior Public Service Officer.

Except for the Assistant Commissioners, Rural Fire Service and State Emergency Service, representatives are rotated every two years. Membership of the Advisory Panel is reviewed as required. The Advisory Panel Secretariat will be undertaken by the Human Capital Operations Support Branch, Human Capital Management (HCM). The Advisory Panel meetings are held bi-monthly. Emergency or Special Meetings are also convened as required. The Advisory Panel is supported by the Honours and Awards Team, which administers the QFES honours and awards process.

More information

All information relating to QFES Honours and Awards can be accessed via the QFES internal Gateway or the QFES website:

» www.qfes.qld.gov.au/links/Pages/Honours-and-Awards.aspx

Nominations forms for all awards including both Australian Honours and QFES Honours can be accessed on the QFES internal Gateway or the QFES website:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

All enquiries regarding honours and awards should be made to the team at:

» QFES.HonoursandAwards@qfes.qld.gov.au

Australian Bravery Decorations



Cross of Valour



Star of Courage



Bravery Medal



Commendation for Brave Conduct



Group Bravery Citation

Insignia design

Overview

Australian Bravery Decorations available to the QFES workforce, paid and volunteer, include:

- ▶ **Cross of Valour**
Awarded only for acts of most conspicuous courage in circumstances of extreme peril.

- ▶ **Star of Courage**
Awarded only for an act of conspicuous courage in circumstances of great peril.

- ▶ **Bravery Medal**
Awarded only for acts of bravery in hazardous circumstances.

- ▶ **Commendation for Brave Conduct**
Awarded for other acts of bravery, which are considered worthy of recognition.

- ▶ **Group Bravery Citation**
Awarded for a collective act of bravery by a group of people in extraordinary circumstances that is considered worthy of recognition.

Eligibility

- ✔ Anyone may be nominated for an Australian Bravery Decoration, provided that the act occurred after 14 February 1975, the inception date of the Australian honours and awards system.

These awards may be awarded posthumously.

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation and nomination forms.

The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard. An endorsed nomination is then submitted to the Governor-General's office in Canberra for consideration.

The outcome of the nomination will be advised in due course. Please note this process is comprehensive and may take considerable time.

More information and forms

Australia Bravery Decorations information:

- » www.pmc.gov.au/government/its-honour/awards/australian-bravery-decorations

Australian Bravery Decorations nomination form:

- » www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



Order of Australia

Overview

An Order of Australia appointment is the highest recognition for outstanding achievement and service within the Australian honours and awards system.

The Order of Australia operates on the principles of independence and freedom from political patronage.

Nominations for QFES members fall under the 'general division', which has four levels:

- ▶ **Companion of the Order (AC)**
For eminent achievement and merit of the highest degree in service to Australia or to humanity at large.
- ▶ **Officer of the Order (AO)**
For distinguished service of a high degree to Australia or to humanity at large.
- ▶ **Member of the Order (AM)**
For service in a locality or field of activity or to a particular group.
- ▶ **Medal of the Order (OAM)**
For service worthy of recognition.

Eligibility



Any Australian citizen may be nominated for an Order of Australia appointment.

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation and nomination forms. The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard.

An endorsed nomination is then submitted to the Governor-General's office in Canberra for consideration. The outcome of nominations will not be known until an official announcement is released by the Governor-General's office on the official day of celebrations, such as Australia Day and the nationally celebrated Queen's Birthday.

More information and forms

Order of Australia information page:

» www.pmc.gov.au/government/its-honour/awards/order-australia

Order of Australia nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



Companion
of the
Order of Australia

Officer of the Order of Australia

Male arrangement

Female arrangement

Member
of the
Order of Australia

Medal
of the
Order of Australia

Insignia design



Australian Fire Service Medal

Overview

The Australian Fire Service Medal (AFSM) may be awarded for distinguished service by a member of an Australian fire service i.e. service distinguished from ordinary work duties, where 'ordinary' work is defined as no more than what should be expected of a person throughout their service duties. Undertaking of such duties alone would not qualify a person for an AFSM, however prolonged the service.

Service can be distinguished if it were seen to demonstrate a high degree of resource and devotion to duty in a particular situation, or in the exemplary discharge of special duties above and beyond normal work duties.

Examples of a service which might form the basis of a citation relating to a nomination include especially distinguished record of fire service and/or service of a conspicuous merit, for example:

- ▶ Critical expertise in enhancement of front-line service delivery techniques.
- ▶ Exemplary leadership and contribution towards operational capability and/or community resilience.
- ▶ Outstanding innovation and leadership to achieve significant organisational change.
- ▶ Operational excellence in front-line service delivery under special difficulties.

Eligibility



Members of our workforce, paid and volunteer, from the Fire and Rescue Service and the Rural Fire Service may be nominated for the AFSM.

Nominations

The Commissioner, QFES will call for nominations twice yearly to coincide with Australia Day and national Queen's Birthday celebrations. Nominations are to be made on an AFSM Nomination Form and submitted to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation. The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard. An endorsed nomination is escalated for the support of the Minister for Fire and Emergency Services and the Premier of Queensland prior to submission to the Governor-General's office in Canberra.

The outcome of nominations will not be known until an official announcement is released by the Governor-General's office on the official day of celebration.

More information and forms

Australian Fire Service Medal information page:

» www.pmc.gov.au/government/its-honour/australian-fire-service-medal

Australian Fire Service Medal nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Insignia design

The award is a circular copper-nickel medal. It is ensigned with the Crown of St Edward. The front of the medal displays an image of the Queen superimposed over a seven-pointed star of flames. The back of the medal is inscribed with the words 'Australian Fire Service Medal' and 'For Distinguished Service' on a background of flames. The ribbon has a central vertical band of gold, which is superimposed with a red pattern symbolising flames. The two outer vertical bands are green.





Emergency Services Medal

Overview

The Emergency Services Medal recognises distinguished service by members of emergency services across Australia, and people who are involved in emergency management, training or education.

Service is distinguished if it was seen to demonstrate a high degree of resourcefulness and devotion to duty in a particular situation, or in the exemplary discharge of special duties, above and beyond normal work.



Insignia design

The central motif of the Emergency Services Medal is a raised equilateral triangle with bevelled edges. This is bordered by stylised sprays of wattle. The centre of the triangle features a raised impression of the Federation Star that is surrounded by twenty-four balls, representing the twenty-four hours per day emergency response is available to the community. The back of the medal has the inscription 'For Distinguished Service'. The medal is silver and bronze colouring. The ribbon features a centre band of an orange and white checkerboard pattern, flanked on each outer edge by a royal blue band.

Eligibility



Members of the QFES workforce, paid and volunteer, may be nominated for this award.

Nominations

The Commissioner, QFES will call for nominations twice yearly to coincide with Australia Day and national Queen's Birthday celebrations. Nominations are to be made on an ESM Nomination Form and submitted to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation. The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard. An endorsed nomination is escalated for the support of the Minister for Fire and Emergency Services and the Premier of Queensland prior to submission to the Governor-General's office in Canberra.

The outcome of nominations will not be known until an official announcement has been released by the Governor-General's office on the official day of celebration.

More information and forms

Emergency Services Medal information page:

» www.pmc.gov.au/government/its-honour/emergency-service-medal

Emergency Services Medal nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



Public Service Medal



Insignia design

The Public Service Medal is a circular nickel-silver medal ensigned with a Federation Star. The front of the medal shows an inner circle with four planetary gears spaced equally around a sun gear. It is surrounded by the words 'Public Service'. An outer circle shows 36 human figures symbolising a range of occupations and activities. The back of the medal displays a wreath of mimosa surround the inscription 'For Outstanding Service'. The ribbon features the national colours of green and gold in a vertical striped pattern.

Overview

The Public Service Medal (PSM) recognises outstanding service of employees across the Commonwealth, state, territory and local governments.

The sole criterion for the award of the PSM is outstanding public service.

'Outstanding service' could be shown through:

- ▶ ongoing service excellence to the public or to external and internal clients.
- ▶ innovation in program, project or policy development.
- ▶ leadership, including as a member of a team.
- ▶ achievement of more efficient processes, improved productivity or enhanced service delivery.

Eligibility



Members of the QFES workforce, paid and volunteer, may be nominated for this award.

Nominations

The Minister for Fire and Emergency Services will call for PSM nominations twice yearly to coincide with Australia Day and national Queen's Birthday celebrations.

Nominations are to be made on the PSM Nomination Form and submitted to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation. The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard. An endorsed nomination is escalated for the support of the Minister for Fire and Emergency Services and the Premier of Queensland prior to submission to the Governor-General's office in Canberra. The outcome of nominations will not be known until an official announcement has been released by the Governor-General's office on the official day of celebration.

More information and forms

Public Service Medal information page

» www.pmc.gov.au/government/its-honour/public-service-medal

Public Service Medal nomination form

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



National Emergency Medal



Overview

The National Emergency Medal is an operational service medal which recognises significant or sustained service to others in specified nationally significant emergencies. As at 1 July 2016, the National Emergency Medal only relates to service toward the following disaster events:

- ▶ Victoria Bushfires 2009
- ▶ Queensland Floods 2010–11
- ▶ Cyclone Yasi

The Australian Honours and Awards Directorate has determined that time served at the Queensland Floods 2010–11 and Cyclone Yasi may be combined for the purpose of eligibility.

Eligibility

Members of the QFES workforce, paid and volunteer, who:

- ▶ rendered a minimum duration of service during specified dates in specified places in response to specified nationally significant emergencies within Australia (sustained service)
- OR
- ▶ rendered extraordinary service in response to such emergencies (significant service), that did not satisfy the minimum duration of service required to constitute sustained service.

Please note the service provided must be in response to the emergency event. Participation in recovery activities is not eligible for inclusion.

Eligible individuals may self-nominate for this Award.

Insignia design

A stylised representation of Australia's national floral emblem, the wattle, is the central symbol of the National Emergency Medal. The image around the central image is of flowering wattle, representing the accomplishments and sacrifices made by Australians in the service of others in times of crisis. The back of the medal repeats the ring of flowering wattle and details the award and recipient.

The National Emergency Medal ribbon colours match the colours of the Humanitarian Overseas Service Medal ribbon. The colours of the ribbon are gold, symbolising the Australian sun, optimism and hope, and eucalyptus green which complements the symbolism of the medal design. The seven gold bands represent Australia's six states, with the seventh representing the territories.

Nominations

Following advice from the Governor-General's office in Canberra that an emergency event has been approved for recognition, the QFES Honours and Awards Advisory Panel will lead a bulk nomination of eligible staff and volunteers.

Nominations outside of this process can be made on the relevant nomination form and submitted to QFES Honours and Awards Advisory Panel with supporting documentation. The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard prior to submission to the Governor-General's office in Canberra. The outcome of the nomination will be advised in due course.

More information and forms

National Emergency Medal information page:

» www.pmc.gov.au/government/its-honour/national-emergency-medal

National Emergency Medal – Significant Service nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

National Emergency Medal – Sustained Service nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



National Medal



Insignia design

The National Medal is a circular bronze medal ensigned with the Crown of St Edward. The front of the medal features the Commonwealth Coat of Arms in a recessed circle. The rim of the medal carries the inscription 'The National Medal'. The back of the medal is plain. The ribbon features 15 alternating gold and blue vertical stripes.

Overview

The National Medal was created by the Australian Honours and Awards Directorate to recognise long and diligent service with government and voluntary organisations whose members risk their lives or safety to protect or assist the community in enforcement of the law or in times of emergency or natural disaster.

It should be noted that this medal is not solely a long-service medal. Nominees must meet the criteria as outlined below to be eligible for this award.

The National Medal is Australia's most awarded civilian medal.

National eligibility

The medal may be awarded to individuals who:

✓	(a) have given eligible service as a member of an approved organisation (or more than one approved organisation) for –
OR	
	(i) a single period of 15 years
	(ii) periods that, in total, amount to 15 years
✓	and (b) at least one day of that eligible service was given –
and	
✓	(i) on or after 14 February 1975
✓	(ii) on or after the approval date of that organisation or at least one of those organisations
✓	and (c) a recommendation has been made for the award by an applicable chief officer.

Service in an approved organisation is eligible service if:

- it is service by a member to fulfil the primary function of the organisation
- and throughout the period of that service, the member has maintained a level of training sufficient to fulfil the duties of a member for the primary function of the organisation
- and the member has served the organisation diligently in the opinion of the chief officer.

Service may be eligible service whether the service was given on a full-time or part-time, paid or unpaid basis. Service by a member to fulfil the primary function of the organisation may include providing remote assistance in relation to which the member is exposed to the risk of psychological trauma.

» continued next page



National Medal

» National Medal continued

For QFES individuals who have eligible service from other organisations, the following may be applicable:

Approved Organisations are listed under three classifications:

- ▶ **Service Organisations**
Any Australian Police Force, Fire Service, Ambulance Service, Correctional Service, Protective Service or Emergency Service.

- ▶ **Approved Government Organisation**
Government organisations are similar to a service organisation in that their primary function is to enforce the law in order to protect persons or property, provide physical assistance to persons through search and rescue, or protection of property and the environment in Australia in times of emergency or natural disaster. Some or all the members are exposed to risk of death, injury or trauma in the course of performing the primary function. Approval is determined by the Governor-General and listed in the Register of Approved Organisations.

- ▶ **Approved Voluntary Organisation**
Voluntary organisations maintaining a primary function of providing physical assistance to persons through search or rescue; or providing assistance to protect property or the environment. Approval is determined by the Governor-General and listed in the Register of Approved Organisations.

For QFES individuals who have defence force service, the following may be applicable:

- ▶ Defence service (including reserves) may be considered, as long as it has not been counted towards a Defence Long Service Medal.

- ▶ Defence service must count towards a Defence Long Service Medal and subsequent clasps if eligible. Only service that cannot be counted towards the Defence Long Service Medal and clasps may be included as eligible service for a National Medal.

Individuals who have eligible service with an approved organisation other than QFES may have their service included towards the National Medal. Evidence of eligible prior service must be provided with the nomination.

A Clasp to the Medal may be awarded if:

✓	(a) the member has been awarded the Medal
and	✓
	(b) the member has served an additional –
↳	or
↳	(i) single period of 10 years;
	(ii) periods that, in total, amount to 10 years
and	✓
	(c) a recommendation has been made for the award by an applicable chief officer.

QFES eligibility



Members of the QFES operational workforce, paid and volunteer (including auxiliary and rural firefighters, SES volunteers and communications staff) that meet the national eligibility criteria above can nominate or be nominated for this award.

In the case of a person who commenced service under the age of 18, the Commissioner, QFES, must be able to certify that the person was an active member of the organisation on and from the first day of employment.

Nominations

Nominations will be called for twice yearly, to be collated by each respective Executive Leadership Team (ELT) member. Executive Officers for each relevant ELT member will compile all complete and eligible nominations into a Schedule of Nominations prior to endorsement from the ELT member. Valid nominations are submitted to the Honours and Awards Team to ensure they meet the required standard before being progressed for endorsement by Commissioner, QFES and submission to the Governor-General's office in Canberra. The outcome of the nomination will be advised in due course.

More information and forms

National Medal information page:

» www.pmc.gov.au/government/its-honour/national-medal

National Medal nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Humanitarian Overseas Medal



Insignia design

The central symbol on the front of the medal is an Australian eucalyptus tree. The branches spread from the Australian land at the base of the medal to the world, which is represented by a circle. The back of the medal repeats the ring of gum nuts and details the award and recipient. The colours of the ribbon are gold and eucalyptus green

Overview

The Humanitarian Overseas Service Medal honours members of recognised Australian groups for humanitarian service in perilous overseas settings.

Situations may include service in war zones and during peacekeeping operations. The medal was extended in 2005 to enable recognition of the humanitarian services provided in response to natural disasters overseas.

The Humanitarian Overseas Service Medal complements the Australian Service Medal (which is awarded to members of the Australian Defence Force) and the Police Overseas Service Medal.

Only one medal can be awarded to an individual. However, additional clasps may be awarded for eligible service in a different operational area/location.

Eligibility



Individuals who served as a member of an eligible group may be nominated for this award.

Eligible groups are outlined in the Humanitarian Overseas Service Medal Guide to Eligible Groups.

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation. The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard. An endorsed nomination is then submitted to the Governor-General's office in Canberra for consideration. The outcome of the nomination will be advised in due course.

Please note this process is comprehensive and may take considerable time.

More information and forms

Humanitarian Overseas Service Medal information page:

» www.pmc.gov.au/government/its-honour/humanitarian-overseas-service-medal

Humanitarian Overseas Medal nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Higgins and Langley Memorial Awards in Swiftwater Rescue



Insignia design

Overview

The Higgins and Langley Memorial Awards in Swiftwater Rescue honour outstanding achievement in the technical rescue discipline of swiftwater and flood rescue. They are not heroism awards, but rather recognise preparedness, teamwork and a job well done, sometimes under extreme conditions, where training is vital to the success of rescue missions, as well as the safety of rescue personnel. There are five award categories:

- ▶ The **Higgins and Langley Award for Outstanding Achievement in the Field of Swiftwater Rescue** is the premier, internationally-recognised award for excellence in swiftwater and flood rescue. It recognises an intense dedication to the field and a genuine desire to benefit the larger community.
- ▶ A **Lifetime Achievement Award** honours individuals who have made a significant, lasting and continuous impact in the field of swiftwater rescue.
- ▶ The **Program Development Award** honours programs that define 'state of the art' deployment for swiftwater and flood rescue and can be considered international models for the science. This award profiles the education, training and resources to develop a successful swiftwater and flood rescue program.
- ▶ The **Incident Award** recognises a specific incident that clearly demonstrates outstanding skill and preparedness, as well as outstanding teamwork in swiftwater rescue.
- ▶ **Special Commendation Awards** recognise the breadth of possible contribution in the field of swiftwater rescue. Awards can be for media contribution, strategic planning or individual heroism.

Eligibility



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

Incident Awards are limited to those conducted during the previous calendar year; certain exceptions may be considered. Other awards often span careers and agency program development timelines.

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation and nomination forms. The Advisory Panel will review the nomination and progress for Commissioner, QFES endorsement where deemed to meet the required standard. An endorsed nomination is then submitted to the Higgins and Langley organisation for consideration. The outcome of the nomination will be advised in due course.

More information and forms

Higgins and Langley Memorial Awards in Swiftwater Rescue information:

» <http://higginsandlangley.org/>

Higgins and Langley Memorial Awards in Swiftwater Rescue nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Royal Humane Society of Australasia Awards

Overview

The Royal Humane Society has two objectives, to:

- ▶ give public recognition to acts of bravery by bestowing awards on those who risk their own lives in saving or attempting to save the lives of others
- ▶ provide assistance by a relief fund to award recipients who are disadvantaged or physically handicapped by their gallant actions.

There are five classes of awards issued:

- ▶ **The Gold Medal**
- ▶ **The Silver Medal**
- ▶ **The Bronze Medal**
- ▶ **The Posthumous Award***
- ▶ **The Certificate of Merit**

*Except for rescues of outstanding merit where the Gold Medal may be awarded posthumously, the actions of those who lose their lives in going to the rescue of others are recognised by the award of the Posthumous Medal.

A major award, The Clarke Gold Medal, may be awarded annually to the most outstanding case(s) of bravery considered throughout the year.



Gold Medal

Silver Medal

Bronze Medal



Posthumous Medal



Certificate of Merit

Insignia design

Eligibility



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

The society normally only grants an award in instances involving a life rescue or attempted life rescue where the rescuer places their life at risk outside the line of their normal occupation.

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation and nomination forms. The Advisory Panel will review the nomination and progress for Commissioner (QFES) endorsement where deemed to meet the required standard. An endorsed nomination is then submitted to the Royal Humane Society of Australasia for consideration. The outcome of the nomination will be advised in due course.

More information and forms

The Royal Humane Society of Australasia:

» www.rhsa.org.au/

Royal Humane Society of Australasia Award nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



Commissioner's Medal for Valour



Insignia design

The Commissioner's Medal for Valour award consists of a 32mm ribbon and a 40mm in width gold medal. The medal is a 14-pointed star, ensigned with a central roundel with the crown of St Edward centred in a Maltese Cross, surrounded by a band with the words 'Queensland Fire and Emergency Services'.

The central roundel sits within a laurel wreath. A lion rampant sits atop the roundel. The reverse of the medal are the words 'For Valour'. The 32mm ribbon consists of royal blue, red and white vertical bands of colour.

Overview

This QFES award is the premier award for bravery from the Commissioner, QFES to all members of the QFES workforce, paid and volunteer.

The Commissioner's Medal for Valour is awarded to an officer who performs 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 situations where the probability of being trapped is evident.
- ▶ rescue situations where unique and perilous circumstances exist.
- ▶ rescues by trained personnel which require extreme sacrifices.

In attempting to determine if an action or set of circumstances warrant an award, two questions can be posed:

- 1 What was the perceived danger at the time?
- 2 What other courses of action were available to the officer at the time?

These two questions can assist in determining if the action taken by the officer was necessary and therefore brave and will also assist in assessing the level of hazard and risk.

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 to the officer's original Commissioner's Medal for Valour.

The number of rosettes on the ribbon bar will represent the number of occasions this type of award has been presented to the officer.

Eligibility



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

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

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation.

The Advisory Panel will review the nomination and progress for consideration of the Commissioner, QFES.

The outcome of the nomination will be advised in due course.



Commissioner's Commendation for Bravery Award

Overview

The Commissioner's Commendation for Bravery Award gives QFES the opportunity to recognise bravery that may not be to the same extraordinary degree as recognised by the Commissioner's Medal for Valour but is a display of bravery beyond that which would be adequately recognised by a Commissioner's Commendation of Notable Action. An officer who performs an act of bravery in hazardous circumstances may be awarded the Commissioner's Commendation for Bravery Award.

Applicable circumstances may include, but are not restricted to:

- ▶ advanced fire situations.
- ▶ cyclonic and/or flood conditions.
- ▶ extrication of passengers from vehicles.
- ▶ rescues undertaken by trained personnel which require an extension to normal procedures.

In attempting to determine if an action or set of circumstances warrant an award, two questions can be posed:

- 1 What was the perceived danger at the time?
- 2 What other courses of action were available to the officer at the time?

These two questions can assist in determining if the action taken by the officer was necessary and therefore brave and will also assist in assessing the level of hazard and risk.

If an officer is awarded the Commissioner's Commendation for Bravery Award on more than one occasion, a full ribbon set will be presented on each occasion a recipient is granted the award. The officer will also be granted an additional clasp and bar to the officer's original Commissioner's Commendation for Bravery Award. The number of clasps on the ribbon bar will represent the number of occasions this award has been to the officer.

Eligibility



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

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

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation.

The Advisory Panel will review the nomination and progress for consideration of the Commissioner, QFES.

The outcome of the nomination will be advised in due course.

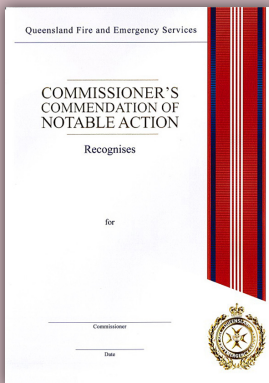
Insignia design

The Commissioner's Commendation for Bravery Award consists of a 32mm ribbon and gold clasp with no medal. The ribbon is 70mm in length and utilises the colours of the Commissioner's Medal for Valour award in a different configuration of five alternate vertical bands of royal blue, red and white. The gold clasp is dominated by St Florian's Cross in the centre with the words 'For' and 'Bravery' on either side of the clasp.





Commissioner's Commendation of Notable Action



Overview

This award gives QFES the flexibility and opportunity to recognise significant actions or injuries that occur when an officer is placed in a potentially dangerous situation.

An officer who performs a significant act as a result of being placed in a potentially hazardous situation beyond that of normal requirement may be awarded a Commissioner's Commendation of Notable Action.

Applicable circumstances may include, but are not restricted to:

- ▶ being placed in a dangerous situation.
- ▶ rescues under hazardous, but not life-threatening circumstances.

This award also allows for officers injured in circumstances where other members may have had the opportunity to display a level of bravery to be recognised irrespective of their not taking any further part in the incident.

In attempting to determine if an action or set of circumstances warrant an award, two questions can be posed:

- 1 What was the perceived danger at the time?
- 2 What other courses of action were available to the officer at the time?

These two questions can assist in determining if the action taken by the officer was necessary and therefore brave and will also assist in assessing the level of hazard and risk involved.

Certificate design

The award is a Certificate with a citation statement outlining the duty performed by the officer in relation to the notable action. The Certificate is signed and presented by the Commissioner or their designated delegate.

Eligibility



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

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

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation. Citations should be prepared in draft for the ELT member's approval.

The Advisory Panel will review the nomination and progress for consideration of the Commissioner, QFES.

The outcome of the nomination will be advised in due course.



Commissioner's Distinguished Service Medal



Insignia design

The Commissioner's Distinguished Service Medal award consists of a 32mm ribbon and a 44mm in width silver medal. The medal is a nine-pointed star, ensigned with a central roundel with the crown of St Edward centred in a Maltese Cross, surrounded by a band with the words 'Queensland Fire and Emergency Services'. The central roundel sits within a laurel wreath. St Edwards' Crown sits atop the roundel. On the reverse of the medal are the words 'For Distinguished Service'. The 32mm ribbon consists of royal blue, red and white vertical bands of colour.

Overview

This QFES Award is the premier award for recognition of notable and outstanding service (not including bravery) from the Commissioner, QFES.

The Commissioner's Distinguished Service Medal recognises distinguished service or outstanding actions in relation to fire service duties, administrative leadership or distinguished performance of a specific or difficult project or task, not involving bravery.

The general criteria for the award may include service of an outstanding nature over an extended period of time or individual acts not otherwise recognised.

The Commissioner's Distinguished Service Medal may be awarded at the Commissioner's discretion in lieu of, or as well as, an award from the Australian Honours System.

If an officer is awarded the Commissioner's Distinguished Service Medal on more than one occasion, a full medal set will be presented on each occasion a recipient is granted the award. The officer will also be granted an additional clasp and bar to the officer's original Commissioner's Distinguished Service Medal.

The number of rosettes on the ribbon bar will represent the number of occasions this type of award has been presented to a workforce member.

Eligibility



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

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

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation.

The Advisory Panel will review the nomination and progress for consideration of the Commissioner, QFES.

The outcome of the nomination will be advised in due course.



Commissioner's Meritorious Service Award

Overview

This award is to recognise any member of the QFES workforce, paid and volunteer, who performs outstanding service in a designated role or function to an exceptional level.

Circumstances may include, but are not restricted to:

- ▶ exceptional contribution to significant events for which the QFES has key responsibilities where officers are responsible for the planning and organising of specialist support at the event.
- ▶ performed outstanding specialised service or leadership in delivering successful outcomes in a program or project.
- ▶ enhanced the professional image of QFES far exceeding what might reasonably be expected from an officer of QFES.

The award initially will be represented as a ribbon with a clasp and ribbon bar. If an officer is awarded the Commissioner's Meritorious Service Award on more than one occasion, a full set of the award will be presented on each occasion a recipient is granted the award. Each subsequent award will also be signified by an additional clasp on the ribbon and a rosette for the ribbon bar.

The number of clasps on the ribbon and rosettes on the ribbon bar will represent the number of occasions this type of award has been presented to a workforce member.

Insignia design

The Commissioner's Meritorious Service Award consists of a 32mm ribbon and silver clasp with no medal. The ribbon is 70mm in length and utilises the colours of the Commissioner's Distinguished Service Medal in a different configuration of vertical bands of royal blue, red and white. The silver clasp is dominated by St Edward's crown within a Maltese Cross in the centre with the words 'Meritorious' and 'Service' on either side of the clasp.

The ribbon bar has a silver rosette depicting the crown of St Edward centred in a Maltese Cross.

Eligibility



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

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

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation.

The Advisory Panel will review the nomination and progress for consideration of the Commissioner, QFES. The outcome of the nomination will be advised in due course.



Commissioner's Unit Citation



Insignia design

The Commissioner's Unit Citation is a citation bar which is presented to each member of the unit who is nominated for the award. It also includes a framed certificate (A3 size) identifying the unit awarded and a short citation statement outlining the actions being acknowledged. Each member of the unit also will receive a smaller sized certificate (A5 size).

The Commissioner's Unit Citation consists of a 32mm width ribbon with seven vertical bands utilising the colours of red, royal blue and white. The ribbon is encased within a gold surround with symbolic flames running around the parameter. In the centre is the crown of St Edward within a Maltese Cross.

Overview

The Commissioner's Unit Citation is a high-level award for recognising outstanding professionalism and/or remarkable proficiency by a Unit or Group.

Actions that may be recognised will include delivering high quality services on behalf of QFES at significant events and providing high levels of specialised skill.

Each member of the Unit being recognised will be named in the Unit Citation.

Eligibility



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

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

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation.

Citations should be prepared in draft for the ELT member's approval.

The Advisory Panel will review the nomination and progress for consideration of the Commissioner, QFES.

The outcome of the nomination will be advised in due course.

QFES Medal



Insignia design

The QFES Medal is a circular antique bronze medal ensigned with the QFES crest. The blue ribbon features six vertical stripes of white and gold.

Overview

The QFES Medal replaced the previous Diligent and Ethical Service Medal (DESM).

The QFES Medal provides recognition of demonstrated commitment to ethical standards, personal integrity and diligent service over a prolonged period.

This medal is not granted as a 'right' by virtue of long service. To maintain the special significance of this award, the Commissioner, QFES has the discretion to decline nominations. The Commissioner may also:

- ▶ cancel a medal or clasp previously granted.
- ▶ reinstate a previously cancelled medal or clasp.
- ▶ direct that a medal or clasp be returned and not worn.

The rigor of the endorsement process is intended to ensure that only those nominees whose work performance and conduct is compatible with QFES' values and the standards prescribed in the Code of Conduct for the Queensland Public Service are recognised.

Eligibility

Members of the QFES workforce, paid and volunteer, except SES volunteers, who were engaged by the department for a period of 10 years and not in receipt of a DESM, are eligible for nomination for this award.

SES volunteers are eligible for the SES Meritorious Service Medal or the QFES Medal. The SES Meritorious Service Medal mirrors the purpose and intent of the QFES Medal. Individuals are not eligible for both awards. Where service has been previously recognised with an SES Meritorious Service Medal, clasps to that Medal will be issued for subsequent eligible service.

Qualifying service and nominees must meet the following criteria:

- Diligent Service** – consistently carried out their official functions with QFES industriously and conscientiously, to the best of their abilities and to a standard which meets the expectations of the community for a person occupying the member's level and position within QFES.
- Ethical Service** – acted honestly and ethically in their professional conduct and maintained personal conduct to a standard which meets the expectations of the community and QFES.
- Code of Conduct** – has demonstrated ethical leadership and taken personal responsibility in upholding and demonstrating the principles and values as prescribed by the Code of Conduct for the Queensland Public Service when performing their duties.
- Length of Service** – service that has been regular and consistent over a 10-year period as a member of QFES, including the previous Queensland Fire and Emergency Service organisations such as the Queensland Fire and Rescue Service and Emergency Management Queensland.

» continued next page

QFES Medal

» *QFES Medal continued*

Periods of leave without pay or leave from volunteering will not be counted as service toward either a medal or clasp.

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

A clasp may be awarded to a medal recipient upon completion of each increment of 10 years after the initial qualifying 10 years of service if the recipient maintains the integrity, diligent and ethical standards required.

Recipients of the QFRS Diligent and Ethical Service Medal (DESM)

Members of the QFES workforce, paid and volunteer, awarded a DESM prior to 1 July 2016 will continue to receive the DESM clasp upon completion of each 10 years subsequent to the initial qualifying service if this service maintains the integrity, diligent and ethical standards required.

Nominations

Any member of the QFES workforce, paid or volunteer can nominate a QFES member for this award. Nominating officers are to complete the official nomination form and submit to the appropriate manager for endorsement.

It is the responsibility of the nominating officer to ensure that the individual's details are correct and to ensure that, to the best of their knowledge, the individual they nominate meets the eligibility criteria.

Managers will be responsible for considering nominations in regards to eligibility and either endorsing the nomination for progression or providing notification that the nomination will not be endorsed.

Executive Officers for each relevant Executive Leadership Team (ELT) member will compile all complete and eligible nominations into a Schedule of Nominations prior to endorsement from the ELT member. Endorsed nominations are submitted to the Honours and Awards Team via the relevant ELT member before being progressed to the Deputy Commissioners for endorsement.

The QFES medal is approved and awarded by the Commissioner, QFES. The outcome of the nomination will be advised in due course.

More information and forms

QFES Medal Nomination Form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



SES Meritorious Service Medal



Insignia design

Overview

The Meritorious Service Medal is a state level award that recognises dedicated service by volunteer members of the SES in Queensland.

Eligibility

To qualify, a nominee must be considered an 'active' SES member.



All QFES SES volunteers are eligible for nomination for this award after providing 10 years' regular and effective participation in the SES in Queensland (SES service in other states and territories is not eligible).

An award may be made posthumously or to a person who has resigned or retired from the SES in Queensland.

A clasp to the Service Medal will be issued for each further increment of five years' service e.g. 15 years' service is represented by the medal and 15-year clasp, 20 years' service is represented by the medal and 20-year clasp.

As the clasp indicates the total number of years of service, clasps will be replaced as they are awarded. Where the initial award to a recipient includes a clasp, the clasp will be attached prior to presentation.

Nominations

SES Local Controllers submit nominations to the SES Area Controller as SES members become eligible. SES Local Controllers must certify that the nominee has participated regularly in SES activities for the required period, demonstrated consistent active interest and has agreed to the nomination.

Nominations should be sent to the SES Regional Office. The office will check the nomination including conducting integrity checks, which must be in the person's full name and include documentation of service, and forward these to the SES Regional Manager/Director or delegate for endorsement. The endorsed nomination is then forwarded to the SES State Office for processing.

Eligible nominations are recommended for approval by the Director, SES Support Management Services and approved by the Assistant Commissioner, SES.

More information and forms

SES Meritorious Service Medal Nomination Form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



Queensland SES Life Member Award



Overview

The Queensland State Emergency Service (SES) Life Member Award (LMA) recognise SES volunteer members who have given a strong, outstanding individual commitment and special contribution to the service.

Eligibility

✓	All SES active and reserve members who meet the criteria will be eligible for nomination for the LMA.
✓	Former SES volunteers, inactive members, who wish to be nominated for the LMA may be considered for assessment in exceptional circumstances.
✓	Bestowed Life Members who wish to retire from being an active member will remain as an ongoing reserve member.

To be eligible for nomination, nominees need to have been an active member of the SES for a minimum of 25 years. Nominations will be accepted on behalf of members who have given exceptional service over a lesser time in special circumstances. Nominations are assessed using the following criteria:

- ▶ Length and continuity of service in the SES.
- ▶ High level of contribution demonstrated to training and operations, including hours and quality of operational activity.
- ▶ Significant achievements within SES and externally.
- ▶ General demeanour, attitude and behavioural history.
- ▶ Participating actively in community engagement and commitment to the community.
- ▶ Involvement in the wider body, e.g. QFES, Queensland Police Service, relevant Local Government/s.
- ▶ Overall distinguished levels of services.
- ▶ Outstanding initiatives by a SES member to increase Member recruitment, public awareness of the SES, and/or Group/Unit effectiveness.

Nominations

Any member of the SES may complete a LMA Nomination Form for another member, in accordance with the nominee having met the eligibility and criteria. Nominations may be received at any time throughout the year, however would close three months before the date set for the SES Week State Awards Ceremony (SWSAC) of that year. Nominations received after this date would automatically be considered with the following year's nominations.

Individuals may not nominate themselves. Nominations are to be supported by the relevant Local Controller and initially received and processed by the Area Controller, then recommended to the Regional Director/Manager or their delegate for a 'due diligence' check and endorsement prior to progressing to SES State Office.

SES State Office will perform the necessary 'performance and integrity' checks on all nominations received.

The SES Week State Awards Panel will be the appropriate judging panel for the SES LMA to review and make recommendation to the AC SES, for consideration and final approval. The decisions reached by the AC SES, would be final and would be kept confidential until the successful recipients have been advised and invited to the SWSAC.

More information and forms

SES Life Member Award Nomination Form

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Diligent and Ethical Service Medal Clasps



Overview

The Diligent and Ethical Service Medal (DESM) was instituted by the Commissioner, QFES to recognise members of the QFES workforce, paid and volunteer, who distinguished themselves over a prolonged period of time, through commitment to ethical standards, diligence and integrity.

This medal was not granted a 'right' by virtue of long service.

As of 1 July 2016, the DESM was replaced by the QFES Medal. DESM Clasps continue to be issued in recognition of subsequent eligible service.

Eligibility

DESM recipients will continue to receive the DESM clasp upon completion of each 10 years subsequent service if this service maintains the integrity, diligent and ethical standards required.

It is the responsibility of the recipient to have clasps attached to their medal.

The Commissioner, QFES, may:

- ▶ cancel a medal or clasp previously granted.
- ▶ reinstate a previously cancelled medal or clasp.
- ▶ direct that a medal or clasp be returned and not worn.

Periods of leave without pay or leave from volunteering will not be counted as service toward either a medal or clasp.

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

Insignia design

The DESM is a circular, matt bronze medal. The front of the medal portrays a firefighter's helmet and crossed axes within a central shield. Surrounding this are the words 'Diligent and Ethical Service' for which the award is granted. The bar suspender features the crown of St. Edward. The back of the medal has the words 'Queensland Fire and Rescue Service Medal'. The ribbon features five vertical stripes of red, royal blue and white.

Nominations

Nominating officers are to complete the DESM clasp nomination form and submit to the appropriate manager for endorsement. It is the responsibility of the nominating officer to ensure that the individual's details are correct and to ensure that, to the best of their knowledge, the individual they nominate meets the eligibility criteria.

Managers will be responsible for considering nominations in regard to eligibility and either endorsing the nomination for progression or providing notification that the nomination will not be endorsed. Executive Officers for each relevant Executive Leadership Team (ELT) member will compile all complete and eligible nominations into a Schedule of Nominations prior to endorsement from the ELT member. Endorsed nominations are submitted to the Honours and Awards Team via the relevant Executive Leadership Team (ELT) member before being recommended for approval by the Deputy Commissioners and approved by the Commissioner, QFES. The outcome of the nomination will be advised in due course.

More information and forms

Diligent and Ethical Service Clasp Nomination Form:

- » www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx



Unit Commendation



Certificate design

A Unit Commendation includes a framed certificate (A4 size) identifying the unit awarded and a short citation statement outlining the actions being acknowledged. Each member of the unit also will receive a smaller sized framed certificate (A5 size).

Overview

A Unit Commendation is awarded to recognise the extraordinary efforts of a group or team of individuals who participate in an action or program at a level above and beyond the expectations of their role, with a high standard of professionalism, care, dedication and/or skill.

Each member of the group recognised will be named in the Unit Commendation.

A Unit Commendation can be awarded as either a:

- ▶ **Commissioner's Unit Commendation**
- ▶ **Assistant Commissioner's Unit Commendation**
- ▶ **Executive Director's Unit Commendation**

Eligibility



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

Nominations

Nominations for a Commissioner's Unit Commendation are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation. Citations should be prepared in draft for the ELT member's approval.

The Advisory Panel will review the nomination and progress for consideration of the applicable Approving Officer. The outcome of the nomination will be advised in due course.

Nominations for Assistant Commissioner or Executive Director Unit Commendations are to be made directly to the relevant ELT member for approval.

Commendation



Certificate design

The award is a certificate with a citation statement outlining the duty performed by the officer in relation to the actions being acknowledged. The certificate is signed and presented by the Commissioner/Assistant Commissioner or their designated delegate.

Overview

A Commendation is awarded in recognition of any member who performs specific or outstanding actions in relation to exemplary service or performance in a specific difficult or long-term project or task.

A Commendation can be awarded as either a:

- ▶ **Commissioner's Commendation**
- ▶ **Assistant Commissioner's Commendation**
- ▶ **Executive Director's Commendation**

The Commendation is generally awarded when the situation merits higher or broader recognition.

Eligibility



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

In special circumstances this award may be issued to a person external to QFES.

Nominations

Nominations for a Commissioner's Commendation are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation. Citations should be prepared in draft for the ELT member's approval.

The Advisory Panel will review the nomination and progress for consideration of the applicable Approving Officer. The outcome of the nomination will be advised in due course.

Nominations for Assistant Commissioner or Executive Director Commendations are to be made directly to the relevant ELT member for approval.



Certificate of Appreciation

Overview

A Certificate of Appreciation is awarded throughout QFES in recognition of exceptional assistance provided for a specific project or task. A Certificate of Appreciation may also be awarded on resignation or retirement from QFES, recognising an individual's years of service and contribution.

This award is generally presented as a message of thanks and gratitude. A Certificate of Appreciation can be awarded as either a:

- ▶ **Commissioner's Certificate of Appreciation**
- ▶ **Assistant Commissioner's Certificate of Appreciation**
- ▶ **Executive Director's Certificate of Appreciation**

Eligibility

- ✓ All members of the QFES workforce, paid and volunteer, are eligible for nomination for this award.

In addition, this award may be presented to members of the public, community groups, businesses and companies.

Nominations

Written requests for a Commissioner's Certificate of Appreciation are received by the Honours and Awards Team via QFES.HonoursandAwards@qfes.qld.gov.au. All relevant information that is required on the certificate – e.g. years/dates of services and citation wording – is to be included in the written request.

Requests for an Assistant Commissioner or Executive Director Certificate of Appreciation are to be made directly to the relevant ELT member.

For Rural Fire Service Certificates of Appreciation, recommendations should be submitted via email to RFS.AC@qfes.qld.gov.au with a Regional Manager's endorsement. All relevant information that is required on the certificate – e.g. years/dates of services and citation wording – should be included in the email request.

For SES Certificates of Appreciation, a SES Local Controller, SES Area Controller, SES Regional Manager/Director or SES Headquarters Officer can recommend the award of a certificate. A recommendation should be submitted on the appropriate recommendation form. The form should be sent to the SES Area Controller for forwarding to the SES Regional Office. The SES Regional Office will then endorse the recommendation and forward to the Assistant Commissioner SES for approval.

Citations should be prepared in draft for the Assistant Commissioner SES' approval.

Any request to award a certificate should contain as much background information as possible so that a Media Officer is able to write a media release on the award for issue from the Minister's Office, if necessary.

More information and forms

SES Certificate of Appreciation Nomination Form:

- » www.qfes.qld.gov.au/links/Pages/Honours-and-Awards.aspx



Certificate design

The award is a certificate with a citation statement. The certificate is signed and presented by the Commissioner/Assistant Commissioner or their designated delegate.

Naming of QFES Appliances

Overview

Distinguished service by members of QFES may be recognised by having new or existing appliances named after them. This honour may occur in conjunction with the QFES member receiving other honours or awards from within the QFES suite.

This applies to Fire and Rescue Service, Rural Fire Service and State Emergency Service appliances.

Eligibility

The naming of a QFES appliance may be awarded to any member of the QFES workforce, paid or volunteer.

While each nomination will be considered on a case-by-case basis, the following offers some examples of situations where this honour may be appropriate:



As a mark of respect to those who have died in the line of duty.



Recognition of extreme courage or brave conduct.



Recognition of distinguished service, for example through demonstration of a superior degree of resource and devotion to duty in a particular situation, or in the exemplary discharge of special duties above and beyond normal duties.

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the relevant Executive Leadership Team (ELT) member prior to submission to the QFES Honours and Awards Advisory Panel with appropriate supporting documentation.

The Advisory Panel will review the nomination and progress to the Commissioner, QFES for final consideration and approval.

Australia Day Achievement Awards



Insignia design

The award is a bronze commemorative pin and/or certificate with a citation statement.

Overview

The Australia Day Achievement Awards are a proud tradition of Queensland Fire and Emergency Services (QFES). Australia Day Achievement Awards allows QFES to recognise the outstanding achievements of our colleagues, who (within the last 12 months) have gone above and beyond normal duties, to provide significant contributions to the delivery of fire and emergency services in Queensland.

Certificates of Appreciation are available to be awarded to external agencies and businesses that have provided significant support to QFES outcomes — e.g. primary employers of Auxiliary Firefighters and Volunteers.

Australia Day Achievement Awards presentation ceremonies are held across the state in January each year in line with national activities.

Eligibility



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

Nominations

The Commissioner, QFES will call for nominations each year with a new nomination form provided. Nomination forms are to be endorsed by the relevant Executive Leadership Team (ELT) member. Executive Officers for each relevant ELT member will compile all complete and eligible nominations into a Schedule of Nominations prior to endorsement from the ELT member. Citations should be prepared in draft for approval by the ELT member.

Endorsed nominations are forwarded to the QFES Honours and Awards Advisory Panel for review and recommendation to the Commissioner, QFES for consideration and final approval.

More information and forms

Australia Day Achievement Awards nomination forms:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Commissioner's Awards for Excellence

Award design

Awards are in the form of a framed certificate.

Overview

The Commissioner's Awards for Excellence were instituted to recognise outstanding achievement or significant contribution by an individual in furthering the department's values and goals over the last 12 months, going above and beyond what is expected in their role. The awards are designed to honour the achievements of not only individuals, but work units and project groups.

The Commissioner's Awards for Excellence are aligned with the Premier's Awards for Excellence. Categories will vary year to year with an updated guideline and nomination form each year. The nominations must align to at least one of the Strategic Directions detailed in the QFES Strategic Plan.

An additional award, the Commissioner's Outstanding Award, can be awarded at the Commissioner's discretion to one of the nominees for the awards. The Award is to recognise an initiative, team or individual that has demonstrated achievements that exceeds core expectations.

Eligibility



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

Group nominations in the form of units, groups, project teams, brigades, shifts or stations are encouraged. Nominees must be able to clearly demonstrate that:

- ▶ they have devised and implemented forward thinking, community-focused initiatives.
- ▶ their success was a result of a methodical and sustainable approach.
- ▶ it must clearly show an organisational improvement.

Nominations should include initiatives or projects that have been implemented within the award year. If the nomination is for a long-term project or initiative with multiple phases, it is important that the nomination indicates which phase is being nominated. Initiatives previously recognised by the Commissioner's Awards for Excellence cannot be submitted for consideration in the awards unless the initiative has been substantially transformed or advanced.

There are no limits to the number of nominations QFES can receive. An initiative or work unit may be nominated across more than one category, where appropriate, however will require a different submission. No nomination is required for the Commissioner's Outstanding Award.

Nominations

The Commissioner, QFES will call for nominations each year. Nomination forms are to be endorsed by the relevant Executive Leadership Team (ELT) member and forwarded to the QFES Honours and Awards Team.

The Honours and Awards Advisory Panel will establish an appropriate judging panel for the Commissioner's Awards for Excellence to review and make recommendation to the Commissioner, QFES for consideration and final approval.

More information and forms

Commissioner's Awards for Excellence guidelines and nomination form:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Women in Fire and Emergency Services Award

Overview

This annual award was established in 2016 to acknowledge members of the QFES workforce, paid and volunteer, who have made an outstanding contribution to the inclusion of women in QFES.

The awards aim to identify and acknowledge individuals, teams, initiatives, projects and activities which support, promote or improve the standing of women in QFES.

The awards are trophies awarded by the Commissioner (QFES) to acknowledge and celebrate significant contributions by the women of QFES and individuals or teams involved in supporting or providing a diverse and inclusive environment within QFES.

There are five categories of awards:

- ▶ **Outstanding Female Leader (Operational Staff)**
Open to women in permanent operational roles.

- ▶ **Outstanding Female Leader (Volunteers)**
Open to women in volunteer roles.

- ▶ **Outstanding Female Leader (Support/Administration)**
Open to women in support or administrative roles.

- ▶ **Mentor of the Year**
Open to individuals (women and men).

- ▶ **Champion of Change**
Open to individuals (women and men) and teams.

Eligibility

- All members of the QFES workforce, paid and volunteer, are eligible for these awards.

Each nomination must have a primary nominator and a secondary reference statement supporting the nomination.

Nominees for each category must have, within the last 12 months, demonstrated one or more of the applicable criteria which has supported, promoted or improved the standing of women in QFES.

- Outstanding Female Leader Award**
 - Shown consistent dynamic leadership.
 - and /or Encouraged and supported the development of women.
 - and /or Been an inspirational role model.
- Mentor of the Year Award**
 - Consistently mentored and coached women.
 - and /or Provided encouragement and support to women.
 - and /or Displayed support for women in the workplace.
- Champion of Change Award**
 - Consistently advocated for diversity and inclusion.
 - and /or Created, provided and actively promoted a work environment that supports the inclusion of women in QFES.
 - and /or Developed and implemented an initiative, project or activity which has had tangible outcomes on the inclusion of women in QFES.

Award design

Awards are in the form of an engraved glass trophy and a framed certificate with a citation statement.

Nominations

The Commissioner will call for nominations each year. Nomination forms are to be endorsed by the relevant Executive Leadership Team (ELT) member and forwarded to the QFES Honours and Awards Advisory Panel for review and recommendation to the Commissioner, QFES for consideration and final approval.

More information and forms

Women in Fire and Emergency Services Awards guidelines and nomination form:

- » www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Close the Gap Awards

Overview

Closing the Gap is a federal government initiative that aims to reduce Indigenous disadvantage with respect to health, education, employment and social justice. Achievements are celebrated in conjunction with National Close the Gap Day.

QFES supports and endorses this innovative program and recognises the significant work and outcomes within the department that have contributed to 'Closing the Gap' in Queensland communities.

Eligibility



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

Award design

Awards are in the form of a framed certificate..

Nominations

The Commissioner, QFES will call for nominations each year. Nominations can be made for the categories of Individuals, Teams or Partnerships. All Close the Gap awards must align with at least one of the Strategic Directions in the QFES Strategic Plan.

Nomination forms are to be endorsed by the relevant Executive Leadership Team (ELT) member and forwarded to the QFES Honours and Awards Advisory Panel for review and recommendation to the Commissioner, QFES for consideration and final approval.

More information and forms

Close the Gap nomination form :

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Peer Support Week Awards

Overview

The Peer Support Week Awards includes The Olga Wilson Annual Award. In appreciation of Ms Olga Wilson who bequeathed a sum of money to assist firefighters and their families in times of need, these awards are named in her honour.

Peer Support Officers (PSOs) offer individual support for their work colleagues, conduct informal group support sessions, facilitate educational presentations, participate in on-call support for critical incident response and management, and refer members to the counsellor network if required.

The PSOs volunteer themselves for the role and many QFES members contact the PSOs for assistance in dealing with work related or personal issues.

The Peer Support Officer Awards acknowledge QFES Peer Support Officers who provide outstanding service and support to QFES members and their families in times of difficulty.

The winner of the Peer Support Officer of the Year will also receive the Olga Wilson Annual Award.

Award nominees will have demonstrated a high degree of involvement and devotion to duty in a particular situation to ensure the wellbeing of QFES members, or in the exemplary discharge of special duties above and beyond the normal role of a PSO.

Eligibility



QFES Peer Support Officers are eligible for nomination for this award.

Award design

Awards are in the form of an engraved glass trophy. The name of the Peer Support Officer of the Year will be added to the perpetual Olga Wilson Award Peer Support Officer plaque.

Nominations

The Commissioner, QFES will call for nominations once each year. Completed nomination forms are to be forwarded to the QFES Fire and Emergency Services Support Network (FESSN) for consideration.

More information and forms

Peer Support Week Nomination Form :

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Overview

The SES Week Awards recognise SES members who have given a special contribution to the service. There are several awards related to SES Week (held annually in October) given at both regional and state levels.

SES Awards Panels

Regional level

Each SES Region is to form a SES Regional Awards Panel consisting of:

- ▶ SES staff
- ▶ SES volunteers
- ▶ An independent community member

This committee will determine the winners of the various SES Regional awards as listed below.

Nominations for awards detailed in this section are to be treated in a confidential manner.

State level

The SES Awards Panel has been established to manage recommendations for the following:

- ▶ The Minister's Cup
- ▶ The Commissioner's Cup
- ▶ The Assistant Commissioner's Shield
- ▶ The Joyce Scorey Shield

The panel shall consist of:

- ▶ Assistant Commissioner, SES (Chair)
- ▶ Executive Manager, SES State Coordination
- ▶ Principal Officer, SES Management Support Services
- ▶ An independent community person

The panel shall meet when required and upon request of the Chair. All nominations for applicable awards must be received by the panel within identified timeframes.

Nominations for awards in this section are to be treated in a confidential manner.

The Minister's Cup

The Minister's Cup is an annual state level award for the SES Member of the Year.

Winners of the Regional Member of the Year award are automatically nominated for the state level Minister's Cup.

Successful nominations are determined by the SES Awards Panel.

The Commissioner's Cup

The Commissioner's Cup is the annual state level award for SES Unit/Group of the Year.

Winners of the Regional Unit/Group of the Year Award are automatically nominated for the state level Commissioner's Cup.

Successful nominations are determined by the SES Awards Panel.

The Assistant Commissioner's Shield

The Assistant Commissioner's Shield is an annual state level award for Operational Response of the Year.

Winners of the Regional Operational Response of the Year Award are automatically nominated for the state level Assistant Commissioner's Shield.

Successful nominations are determined by the SES Awards Panel.

The Joyce Scorey Shield

The Joyce Scorey Shield is an annual state level award for SES Trainer of the Year.

Winners of the Regional Trainer of the Year Award are automatically nominated for the state level Joyce Scorey Shield.

Successful nominations are determined by the SES Awards Panel.

Nominations

See following pages for SES Week Awards nominations.

SES Week Regional Awards

SES Regional Member of the Year

The Regional Member of the Year award is for overall distinguished levels of service by an individual to the SES, including rescue or emergency and disaster response or levels of community engagement.

Winners of the Regional Member of the Year award are automatically nominated for the state level Minister's Cup.

Examples of activities that might be awarded include:

- ✓ Overall distinguished levels of service.
- ✓ Contribution of a SES member to their SES Group, Unit, QFES and/or community.
- ✓ Outstanding initiatives by a SES member to increase membership recruitment, membership retention, public awareness of the SES, and/or Group/Unit effectiveness.
- ✓ Significant outcomes through community engagement.

Nominations are called for on an annual basis.

SES Local Executives in consultation with SES Area staff are encouraged to nominate SES member/s that best satisfy the above criteria. Nominations are then recommended to the SES Regional Manager/Director or delegate.

The successful nomination is then determined by the Regional Awards Panel.

SES Regional Unit/Group of the Year

The Regional Unit/Group of the Year award is for overall levels of SES Unit/Group efficiency, including rescue or emergency and disaster response or levels of community engagement that occurred during the relevant financial year period.

Winners of the Regional Unit/Group of the Year award are automatically nominated for the state level Commissioner's Cup.

Examples of activities that might be awarded include:

- ✓ Overall effectiveness of the SES Unit/Group.
- ✓ Member recruitment, retention and development initiatives.
- ✓ Learning and development programs.
- ✓ Registered training organisation compliance criteria.
- ✓ Stock control.
- ✓ Public education and awareness of disaster management.
- ✓ Interaction with other community and volunteer organisations.
- ✓ Training exercises.

Nominations are called for on an annual basis.

In consultation with the area's SES Local Controllers, each SES Area Controller nominates the SES Unit/Group from their area that best satisfies the above criteria. Nominations are then recommended to the SES Regional Manager/Director or their delegate.

The successful nomination is then determined by the Regional Awards Panel.

Nominations

Regional Member of the Year nomination:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Nominations

Regional Unit of the Year nomination:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

SES Week Regional Awards

Operational Response of the Year

The Regional Operational Response of the Year award is for effective and efficient operations during a major disaster event or emergency incident that occurred during the previous year. A SES Unit or Group, or even a taskforce (personnel drawn from a number of SES Units) that operated exceptionally well can be nominated for this award.

Winners of the Regional Operational Response of the Year award are automatically nominated for the state level Assistant Commissioner's Shield.

Examples of activities that might be awarded include:

✓	Operational management.
✓	Operational response.
✓	Inter-service relationships.
✓	Complexity of the operation.
✓	Resource management.
✓	Community benefits.
✓	Operational reporting.

Nominations are called for on an annual basis. In consultation with the area's SES Local Controllers, each SES Area Controller nominates the SES Unit/Group/taskforce from their area that best satisfies the above criteria.

Nominations are then recommended to the SES Regional Manager/Director or their delegate. The successful nomination is then determined by the Regional Awards Panel.

SES Regional Trainer of the Year

The Regional Trainer of the Year award is for overall distinguished levels of service in the role of Volunteer Trainer by an individual to the SES.

Winners of the Regional Trainer of the Year award are automatically nominated for the state level Joyce Scorey Shield.

Examples of activities that might be awarded include:

✓	Overall distinguished levels of service in the role of volunteer trainer.
✓	Contribution to coordination, planning, design and delivery of SES training.
✓	Outstanding initiatives to increase Group or Unit effectiveness through training.

Nominations are called for on an annual basis.

SES Local Executives in consultation with SES Area staff may nominate SES member/s that best satisfy the above criteria. Nominations are then recommended to the SES Regional Manager/Director or delegate.

The successful nomination is then determined by the Regional Awards Panel.

Regional SES Week Award

The Regional SES Week Award is for SES volunteers who have given a special contribution to the service.

Examples of conduct which might be awarded include:

✓	completing a significant task for a SES Group to make life easier for other SES members.
✓	achieving special recognition for a SES Group.
✓	standing out from other SES members through their compassion, support, commitment, diligence or administration skills.
✓	participating actively in community engagement.

Nominations are called for on an annual basis.

SES Group Leaders should nominate SES members from their SES Group to be recognised for their special contribution or achievement during their SES career.

Nominations are to be processed by the Area Controller and recommended to the Regional Manager/Director or their delegate.

Successful nominations are then determined by the Regional Awards Panel. Successful nominations are limited to a maximum of 10 per region. Winners of the Regional SES Week Award each receive a Regional Certificate.

Nominations

Regional Operational Response of the Year nomination:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Regional SES Trainer of the Year nomination:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

Regional SES Week Award nomination:

» www.qfes.qld.gov.au/links/Pages/Nomination-Forms.aspx

How to wear

How to wear

Recipients of awards are granted insignia as a visual expression of the honour conferred on them. The Governor-General notifies for the positioning of the wearing of Australian orders, decorations and medals whilst the Commissioner, QFES notifies for the positioning of the wearing of QFES honours and awards.

Official Australian and approved foreign awards are worn on the left breast and should be positioned starting with the highest award in the centre moving outwards towards the shoulder. If the main insignia is in the form of a neck badge, it is worn around the neck accordingly.

All other awards, including QFES medals, state awards, other Australian awards and unofficial international awards are worn on the right breast.

When wearing a QFES uniform with pockets at award presentations, ceremonies and other appropriate events, placing the ribbon pin of the medal or the ribbon bar close to the top of the pocket, usually results in the correct placement – i.e. 11 mm.

Up to four awards may be worn in a single row. If more than four awards have been earned, a second row should be made. Seniority is from top row to bottom row and from centre outward.

Australian and official international citations are worn centrally above medals or ribbon bars on the left breast and QFES, State and unofficial international citations are worn centrally approximately 5 mm above the nameplate on the right breast of service shirts, tunics and coats.

The positioning of medals and citations on clothing or uniforms with no pocket or nameplate varies according to the stature of the individual and can be worn at an appropriate position between the breast and shoulder dependent on how many awards are to be worn.

Recipients of Australian Defence Force honours and awards are permitted to wear official defence awards on their QFES uniform for appropriate occasions following the correct order of precedence as outlined by the Governor-General for all official Australian Honours and Awards. Defence badges are permitted to be worn on QFES uniforms for everyday wear.

Awards made to next-of-kin

A custom has evolved for people to wear the awards of deceased family members when marching in their place at commemorative events such as Anzac Day and Remembrance Day.

The Returned and Services League (RSL) encourages people to wear their forebears' medals on the right breast, which indicates the awards are not their own.

If an ancestor's awards are being worn in conjunction with QFES and other awards, that are worn on the right, then the ancestor's awards are worn below.

Unofficial medals

Ex-service organisations sometimes commission their own unofficial medals to mark participation in military campaigns, periods of service or types of service that have not been recognised through the Australian honours system.

Approval to wear unofficial or commemorative awards (e.g. the Frontline Service Medal) on QFES uniforms or at QFES events is to be sought from the QFES Honours and Awards Advisory Panel.

Awards made by foreign governments or the United Nations which have not been approved by the Governor-General for acceptance and wear are also 'unofficial'. There is no impediment to wearing such medals in appropriate private settings, such as a meeting of the relevant ex-service association, or a reception hosted by the relevant foreign government. Ideally, unofficial medals should not be worn at public ceremonial and commemorative events, but if they are worn as the occasion demands, the convention is that they are worn on the right breast.

State awards

Medals awarded by Australian state and territory governments are worn on the right breast.

International awards

International medals approved to be worn by the Governor-General are worn on the left breast after all official Australian awards in the Order of Precedence and are ordered by date of authorisation of their acceptance and wearing.

International medals that have not been authorised by the Governor-General are considered 'unofficial' and are worn on the right breast after all other state awards – e.g. the United Nations International Year of the Volunteer Medal is a commemorative and unofficial award, therefore it is to be worn over the right breast.

Commemorative Pins and Awareness Ribbons

Pins or ribbons should be worn on the left side either on a lapel, collar or a suitable position above all other types of awards.

QFES supports many commemorative events and campaigns, consistent with departmental values. Associated pins or ribbons may be worn for the recognised day, week or as part of everyday wear as appropriate – e.g. wearing an Australia Day Achievement Pin during Australia Day events, a yellow or orange ribbon during RFS or SES Week, or a QFES Remembrance or Commonwealth Games pin every day.

It is recommended only one pin or ribbon be worn at a time unless the timing of events coincide – e.g. wearing a QFES Remembrance Pin with a yellow ribbon during RFS week. In this case consideration should be given to placement in accordance with the significance of each – e.g. QFES Remembrance Pin worn on the left and the ribbon positioned on the right.

When to wear

When to wear

For all events, award presentations and ceremonies, all QFES personnel are required to wear uniform as standard dress with medals and official decorations, unless otherwise advised.

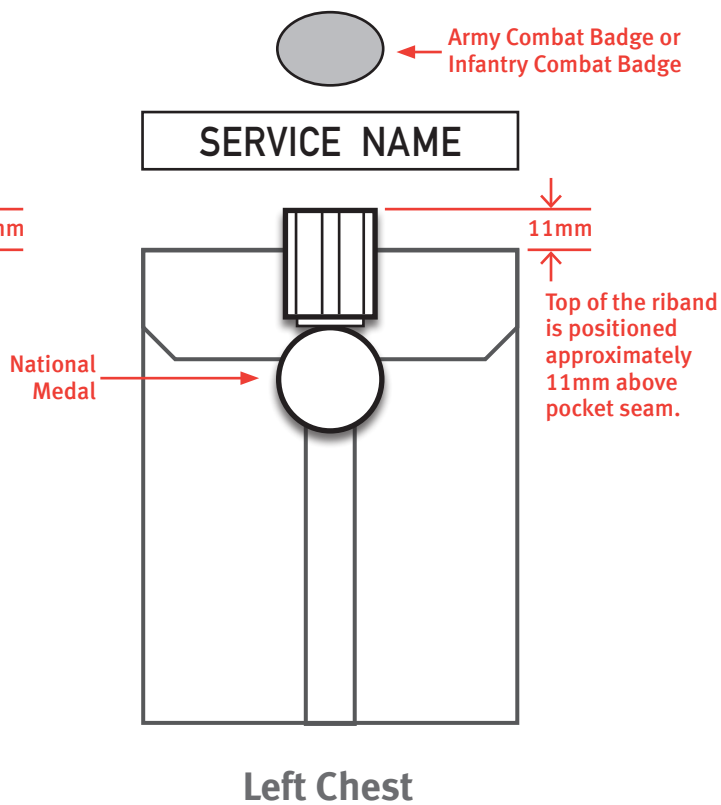
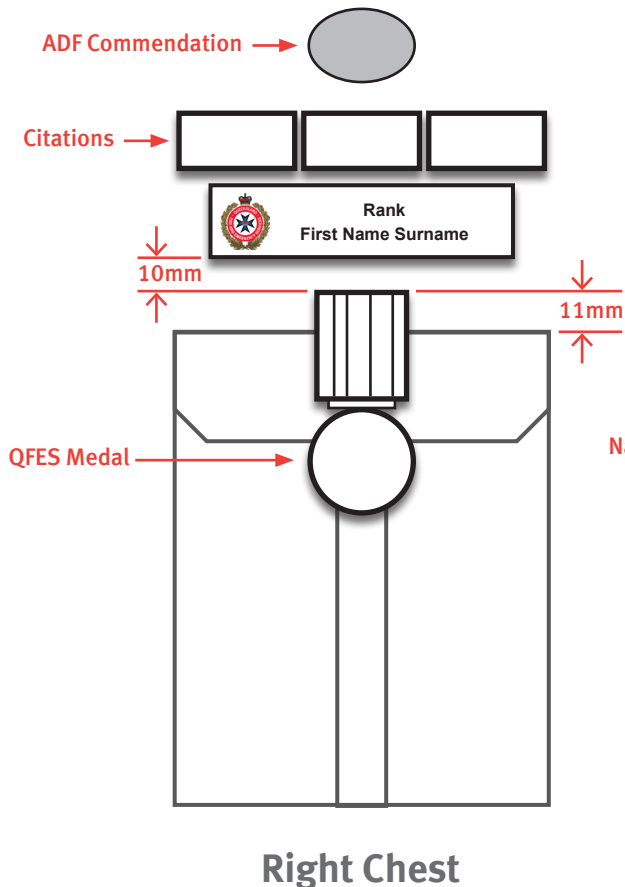
Different insignia pieces are worn according to the type of event. Ribbon bars are not worn when wearing full size medals.

Day functions

The full-size insignia is generally worn at day functions where decorations have been prescribed, for example Anzac Day ceremonies or when prescribed by the Commissioner, QFES. On such occasions male recipients of more than one medal would wear their decorations, full size, suspended from a medal bar.

Female recipients with more than one award may prefer to mount the miniatures on a bar and to wear on such occasions only one full-sized piece of insignia on its bow immediately below their miniatures. The full-size piece would normally be that of the highest award.

Below: Diagram of insignia placement on QFES uniform.



Evening functions

At events such as evening receptions and dinners where decorations have been prescribed, the miniature insignia is generally worn on formal mess or evening dress. The main exception to this is neck badges, which are worn in full-size.

Everyday wear

A ribbon bar may be worn on uniforms for all other occasions. Ribbon bars are to be pinned onto the uniform, according to the Order of Precedence, below the name badge and approximately 5 mm above the pocket of service shirts.

A lapel badge or brooch may be worn on civilian clothes at any time. Only one badge or brooch should be worn at a given time.

Post-nominal entitlements

Many awards carry an entitlement for recipients to use indicative letters after their name; for example, 'OAM' for the Medal of the Order of Australia. If a recipient is entitled to post-nominals for more than one award, the sequence of letters is indicated by the [Order of Wearing Australian Honours and Awards](#).

Post-nominals may be used from the date on which the award is gazetted.

Order of precedence for Official Australian and QFES decorations

Order of precedence

There is an established order of precedence for the wearing of official Australian decorations.

The [Order of Wearing Australian Honours and Awards](#) document available on the Australian Government It's an Honour website outlines this precedence.

When a person holds more than one Australian award, the main insignia are mounted on a medal bar in the order set out in this document.

QFES medals and ribbons are worn in accordance with the strict Order of Precedence below, from centre to right. The award with the highest precedence is worn closest to the centre of the chest and on the top row of ribbon bars when more than four awards are worn for males or more than three awards for females.

The QFES Order of Precedence is as follows:

1	Commissioner's Medal for Valour
2	Commissioner's Distinguished Service Medal
3	Commissioner's Commendation for Bravery Award
4	Commissioner's Meritorious Service Medal
5	QFES Medal, SES Meritorious Service Medal or Diligent and Ethical Service Medal

When a person holds more than one state award or citation – e.g. QFES and QPS awards – the order of precedence will follow the recommendations set by their current organisation – i.e. QFES Order of Precedence – with all other awards ordered by date of acceptance or those set by the issuing organisation.

The Order of Precedence for QFES and Queensland Government citations is as follows:

1	Commissioner's Unit Citation
2	XXI Commonwealth Games Citation
3	G20 Citation
4	2010-2011 Queensland Flood and Cyclone Citation
5	Other state or unofficial international citations e.g. New Zealand Canterbury Earthquake Citation



A maximum of three citations are worn in a row, with the most senior citation worn on the top row. An example of citation placement for State, QFES and unofficial citations is below:



Order of Precedence

The Australian Order of Precedence is accessed via the following link – The Order of Wearing Australian Honours and Awards:

» www.pmc.gov.au/sites/default/files/files/pmc/Honours/order-of-wearing.pdf

Pictorial Guide to Wearing Medals

Order of Precedence for Australian Honours

Insignia listed below are worn on the left chest.

Note: This does not include all Australian Honours. Refer to the Office of the Governor-General's "Order of Wearing Australian Honours" for the full schedule.



1. Cross of Valour



2. Companion of the Order of Australia



3. Officer of the Order of Australia



4. Star of Courage



5. Member of the Order of Australia



6. Bravery Medal



7. Public Service Medal



8. Australian Fire Service Medal



9. Emergency Services Medal



10. Medal of the Order of Australia



11. Commendation for Brave Conduct



12. Humanitarian Overseas Service Medal



13. National Emergency Medal



14. National Medal



15. Group Bravery Citation
(worn centrally above all other medals or closest to centre of chest if more than one citation)

Pictorial Guide to wearing Medals

Order of Precedence for QFES Medals and other Honours and Awards

Insignia listed below are worn on the right chest.



1. Commissioner's Medal for Valour



2. Commissioner's Commendation for Bravery



3. Commissioner's Distinguished Service Medal



4. Commissioner's Meritorious Service Award



5. QFES Medal



6. SES Meritorious Service Medal



7. Diligent and Ethical Service Medal



8. Commissioner's Unit Citation

Replacements and Cancellations

Overview

There are strict guidelines to maintain the integrity of official QFES Medals and Ribbons.

It is an individual's responsibility to source replica QFES medals or clasps if lost.

The Honours and Awards Team is able to supply a ribbon to an individual who has been awarded the medal for them to have a replica made.

Official Australian decorations may be replaced through the Australian Honours system. Statutory Declarations must be submitted to the Honours and Awards Team and must include:

	✓	the full name of recipient.
and	✓	the full title of the award.
and	✓	full details of the circumstances surrounding the loss of the award.
plus	✓	an official police report if applicable.

Where a staff member or volunteer has been recognised through the Honours and Awards system and is subsequently found to not uphold the values of the department through significant performance and conduct matters, the Commissioner, QFES may cancel any QFES award they have received and/or make recommendation to the Department of the Prime Minister and Cabinet (DPMC) for the cancellation of any national award in accordance with the regulations of the DPMC.

Any nominations for future awards for staff or volunteers who have had previous awards cancelled due to significant performance and conduct matters will be assessed on a case-by-case basis by the QFES Honours and Awards Advisory Panel.

