



Queensland Fire and Emergency Services

Honours and Awards

2016



Queensland
Government





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Honours and Awards

2016

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Introduction	3
QFES Honours and Awards Committee	3
Scope of this document	3
OFFICIAL AUSTRALIAN HONOURS AND AWARDS	4
Australian Bravery Decorations	4
Order of Australia.....	5
Australian Fire Service Medal	6
Emergency Services Medal.....	7
Public Service Medal.....	8
National Emergency Medal.....	9
National Medal	10–11
Humanitarian Overseas Service medal	12
OTHER HONOURS AND AWARDS	14
Higgins and Langley Memorial Awards in Swiftwater Rescue.....	14
Royal Humane Society of Australasia Awards.....	15
QFES HONOURS AND AWARDS	16
Commissioner’s Medal for Valour	16
Commissioner’s Commendation for Bravery Award.....	17
Commissioner’s Commendation of Notable Action	18
Commissioner’s Distinguished Service Medal	19
Commissioner’s Meritorious Service Award	20
Commissioner’s Unit Citation	21
QFES Medal	22–23
SES Meritorious Service Medal.....	24
Diligent and Ethical Service Medal Clasps	25
Unit Commendation	26
Commendation	27
Certificate of Appreciation.....	28–29
Naming of New Fire Appliances	30
Australia Day Achievement Awards	31
Commissioner’s Awards for Excellence	32
Women in Fire and Emergency Services Award	33
Close the Gap Awards	34
Peer Support Officer Awards.....	35
SES WEEK AWARDS	37
SES Awards Committees and State Awards	37
SES Week Regional Awards	38–39
THE WEARING OF ORDERS, DECORATIONS AND MEDALS	40
How to wear.....	40
Order of precedence for Official Australian and QFES decorations.....	40
Awards made to next-of-kin.....	40
Unofficial medals.....	40
State awards.....	40
International awards	40
When to wear.....	41
Day functions.....	41
Evening functions	41
Everyday wear.....	41
Post-nominal entitlements	41
Replacements.....	41



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
- policy and nomination procedures for honours and awards within QFES
- visual representation of each honour and award
- protocols for wearing of honours and awards.

QFES Honours and Awards Committee

Nominations for various awards are processed within QFES as well as a variety of external groups. The QFES Honours and Awards Committee (the Committee) provides advice on all nominations on behalf of QFES' paid and volunteer workforce, in accordance with applicable criteria and timelines.

The Committee 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 Committee'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 regards to suitability for an honour or award.

All nominations are vetted by the Ethical Standards Unit and Employee Relations Unit to ensure there are no adverse records against any nominee.

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

- Deputy Commissioner, Operations and Emergency Management (Chair)
- Assistant Commissioner, State Emergency Service
- Assistant Commissioner, Rural Fire Service
- Senior Officer, Fire and Rescue Service
- Senior Public Service Officer.

The Fire and Rescue Service and public service representatives are rotated every two (2) years.

Membership of the Committee as a whole is reviewed as required. The Committee Secretariat is coordinated by the Director, Human Capital Management (HCM).

The Committee meets at least twice a year and re-convene or consider nominations 'out-of-session' where required.

The Committee is supported by the Honours and Awards Team which administers the QFES honours and awards process.

All enquiries regarding honours and awards should be made to the team at QFES.HonoursandAwards@qfes.qld.gov.au

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 both national and international levels that individuals may be eligible for that are not administered by the department. This includes the QBank Everyday Heroes Awards.

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.

Australian Bravery Decorations

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

- **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 the act occurred after 14 February 1975, the inception date of the Australian honours and awards system. These awards may be awarded posthumously.

Insignia design



Cross of Valour



Star of Courage



Bravery Medal



Commendation for Brave Conduct



Group Bravery Citation

Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation and nomination forms.

The Committee 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 final 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](#)
- [Australian Bravery Decorations nomination form](#)



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 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 particular locality or field of activity or to a particular group.
- **Medal of the Order (OAM)**
– for service worthy of particular recognition.

Insignia design



Companion of the Order of Australia



Member of the Order of Australia



Medal of the Order of Australia



Officer of the Order of Australia
Male arrangement



Female arrangement

Eligibility

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

Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation and nomination forms.

The Committee 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 final 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

- [Order of Australia information page](#)
- [Order of Australia nomination form](#)



Nominations

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.
- Eminent prolonged service when distinguished by very exceptional ability and merit.

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.

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.



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 Committee with appropriate supporting documentation. The Committee 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 Police, Fire and Emergency Services and the Premier of Queensland prior to submission to the Governor-General's office in Canberra.

The final 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](#)
- [Australian Fire Service Medal nomination form](#)



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.

Eligibility

Members from the QFES workforce, paid and volunteer, may be nominated for this medal.

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.



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 Committee with appropriate supporting documentation. The Committee 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 Police, Fire and Emergency Services and the Premier of Queensland prior to submission to the Governor-General's office in Canberra.

The final 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](#)
- [Emergency Services Medal nomination form](#)



Nominations

Public Service Medal

The Public Services 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.

The PSM is awarded for extraordinary achievement throughout the public sector and is considered a higher-level award in the Australian Honours System.

Eligibility

Members of the QFES workforce, paid and volunteer, other than those eligible for the AFSM, may be nominated for this award.

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.



Nominations

The Minister for Police, 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 Committee with appropriate supporting documentation. The Committee 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 of Police, Fire and Emergency Services and the Premier of Queensland prior to submission to the Governor-General's office in Canberra.

The final 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](#)
- [Public Service Medal nomination form](#)

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 who rendered extraordinary service in response to such emergencies (significant service), that did not satisfy the minimum duration of service required to constitute sustained service.

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 compliments the symbolism of the medal design. The seven gold bands represent Australia's six states, with the seventh representing the territories.



Following advice from the Governor-General's office in Canberra that an emergency event has been approved for recognition, the QFES Honours and Awards Committee 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 the Honours and Awards Team to ensure they meet the required standard with integrity checks conducted before being progressed for Commissioner, QFES endorsement prior to submission to the Governor-General's office in Canberra. The final outcome of the nomination will be advised in due course.

More information and forms

- [National Emergency Medal information page](#)
- [National Emergency Medal – Significant Service nomination form](#)
- [National Emergency Medal – Sustained Service nomination form](#)

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 in order 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 –
 - (i) a single period of 15 years; or
 - (ii) periods that, in total, amount to 15 years; and
- (b) at least one day of that eligible service was given –
 - (i) on or after 14 February 1975; and
 - (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.

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

- Approved Organisations are listed under three classifications:
 1. Service Organisations – any Australian Police Force, Fire Service, Ambulance Service, Correctional Service, Protective Service or Emergency Service;
 2. Approved Government Organisation – Government organisations are similar to a service organisation in that the primary function of the organisation 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 of 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.
 3. 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 individuals who have defence force service, the following may be applicable:

- Defence service (including reserves) may be taken into account, 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.

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 –
 - (i) single period of 10 years; or
 - (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

QFES firefighting staff (including auxiliary firefighters), communications staff and volunteers 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.

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.



Nominations will be called for twice yearly, to be collated by each respective Assistant Commissioner or Executive Director, QFES. Valid nominations are submitted to the Honours and Awards Team to ensure they meet the required standard with integrity checks conducted before being progressed for Commissioner, QFES endorsement prior to submission to the Governor-General's office in Canberra. The final outcome of the nomination will be advised in due course.

More information and forms

- [National Medal information page](#)
- [National Medal nomination form](#)

Humanitarian Overseas Service Medal

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.

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.



Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

The Committee 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 final 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](#)

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:

- **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.
- **Lifetime Achievement Award** honours individuals who have made a significant, lasting and continuous impact in the field of swiftwater rescue.
- **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.
- **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.

Insignia design



Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation and nomination forms. The Committee 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 final outcome of the nomination will be advised in due course.

More information and forms

- [Higgins and Langley Memorial Awards in Swiftwater Rescue information](#)
- [Higgins and Langley Memorial Awards in Swiftwater Rescue nomination form](#)

Nominations



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.*

Eligibility

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

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.

Insignia design



Gold Medal



Silver Medal



Bronze Medal



Posthumous Medal



Certificate of Merit

Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation and nomination forms. The Committee 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 final outcome of the nomination will be advised in due course.

More information and forms

- **The Royal Humane Society of Australasia**
- **Royal Humane Society of Australasia Award nomination form**



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:

- What was the perceived danger at the time?
- 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. In the event 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 are eligible for nomination for this award.

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

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 widely used symbols of the fire service of a firefighters' helmet, crossed axes and 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.

NOTE: This award is being updated to reflect the QFES crest.



Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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

Nominations



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:

- What was the perceived danger at the time?
- 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. In the event that 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

Member 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.

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.



Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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



Nominations

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. Although there is no mention of bravery or courage in this award, which does not preclude recognising such acts through this medium.

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 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:

- What was the perceived danger at the time?
- 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.

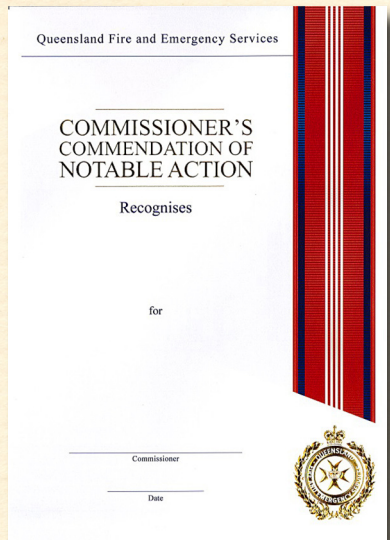
Eligibility

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.

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.



Nominations

Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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



This QFES Award is the premier award for recognition of notable and outstanding service (not involving 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 and Awards System.

In the event that 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.

Insignia design

The Commissioner's Distinguished Service Medal 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 widely used symbols of the fire service of a firefighters' helmet, crossed axes and 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. The bar suspender also features the Crown of St Edward. 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.

NOTE: This award is being updated to reflect the QFES crest.



Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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

Nominations

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. In the event that 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.

Eligibility

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

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 a firefighters' helmet and crossed axes in the centre with the words 'Meritorious' and 'Service' on either side of the clasp.

The ribbon bar has a silver rosette depicting a firefighter's helmet and crossed axes.

NOTE: This award is being updated to reflect the QFES crest.



Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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

Nominations



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

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

Insignia design



Certificate 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).

Insignia design

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 a gold firefighter's helmet and crossed axes.

NOTE: This Citation is being updated to reflect the QFES crest.



Nominations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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



Nominations

The QFES Medal replaces the previous Diligent and Ethical Service Medal (DESM) effective from 1 July 2016.

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. In order to maintain the special significance of this award, the Commissioner, QFES has the discretion to decline nominations. The Commissioner may also:

- revoke a medal or clasp previously granted
- reinstate a previously revoked 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 the standards prescribed in the Code of Conduct for the Queensland Public Service are recognised.

Eligibility

Members of the QFES workforce, paid and volunteer, who have been engaged by the department for a period of 10 years **on or after 1 July 2016** and are not in receipt of a DESM or SES Meritorious Service Medal are eligible for nomination for this award.

At this time, SES volunteers remain eligible for the SES Meritorious Service Medal, and are able to nominate for either 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.

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.

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

Awards may be bestowed posthumously.





The Clasp

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

Insignia design

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

NOTE: From 1 July 2016 this award replaces the QFRS Diligent and Ethical Service Medal.

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.



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.

Endorsed nominations are submitted to the Honours and Awards Team with integrity checks conducted before being progressed to the Deputy Commissioners. The QFES medal is approved and awarded by the Commissioner, QFES. The final outcome of the nomination will be advised in due course.

More information and forms

- QFES Medal Nomination Form



Nominations

SES Meritorious Service Medal

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

The SES Meritorious Service Medal mirrors the purpose and intent of the QFES Medal. SES volunteers are able to nominate for either the SES Meritorious Service Medal or the QFES Medal.

Eligibility

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).

To qualify, a nominee must be considered an 'active' SES member. This requires them to have participated in a minimum of 60 per cent of their Group's activities during the time period nominated.

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.

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

Insignia design



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 then endorsed by the Executive Manager, SES Support Services. Endorsed nominations are recommended for approval by the Assistant Commissioner, SES and approved by the Deputy Commissioner, Emergency Service Volunteers.

More information and forms

- [SES Meritorious Service Medal Nomination Form](#)



As of 1 July 2016, the DESM was replaced by the QFES Medal and ceased to be issued with the exception of clasps in recognition of subsequent eligible service by previous recipients.

The QFES Diligent and Ethical Service Medal 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 as a 'right' by virtue of long service.

Eligibility for clasps

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

When a person has already been awarded their medal (and possibly clasp) it will be the responsibility of the recipient to have any future clasps attached or replaced.

The Commissioner, QFES, may:

- revoke a medal or clasp previously granted
- reinstate a previously revoked medal or clasp
- direct that a medal or clasp be returned and not worn.

Insignia design

The DESM is a circular, matt bronze medal ensigned with the crown of St. Edward. 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 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.



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 regards to eligibility and either endorsing the nomination for progression or providing notification that the nomination will not be endorsed. Endorsed nominations are submitted to the Honours and Awards Team with integrity checks conducted before being progressed for approval by the Deputy Commissioners. The final outcome of the nomination will be advised in due course.

More information and forms

- [Diligent and Ethical Service Clasp Nomination Form](#)

Nominations

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 a:

- Commissioner's Unit Commendation
- or
- Assistant Commissioner's Unit Commendation.

Eligibility

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

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).

Note: The Rural Fire Service logo will be updated as soon as current certificate stocks are depleted.



Nominations

Nominations for Commissioner's Unit Commendations are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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



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 a:

- Commissioner's Commendation or
- Assistant Commissioner'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.

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.

Note: The Rural Fire Service logo will be updated as soon as current certificate stocks are depleted.



Nominations for Commissioner's Commendation are to be made on an Executive Briefing Note (EBN) to the QFES Honours and Awards Committee with appropriate supporting documentation.

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



Certificate of Appreciation

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 by the Commissioner, QFES on resignation or retirement from QFES, recognising an individual's years of service.

This award is generally presented as a message of thanks and gratitude.

A Certificate of Appreciation can be awarded as a:

- Commissioner's Certificate of Appreciation
- Assistant Commissioner's Certificate of Appreciation.



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. All Assistant Commissioners have access to Certificates of Appreciation.

For Rural Fire Service Certificate of Appreciation, recommendations should be submitted via email to QFES.RFSQEA@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.



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.

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.



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



Naming of new Fire Appliances

Distinguished service by members of QFES may be recognised by having new fire appliances named after them.

Eligibility

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

While each nomination application 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 QFES Honours and Awards Committee with appropriate supporting documentation and nomination forms.

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

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.

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.

Insignia design



The Commissioner, QFES will call for nominations each year with a new nomination form provided.

Nomination forms are to be endorsed by the applicable Assistant Commissioner or Executive Director and forwarded to the QFES Honours and Awards Committee for review and recommendation to the Commissioner, QFES for consideration and final approval.

More information and forms

- [Australia Day Achievement Awards information page](#)
- [Australia Day Achievement Awards nomination forms](#)



Nominations

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 QFES Innovation Awards were instituted alongside the Commissioner's Awards for Excellence to reward and recognise our innovators for their valuable ideas and contributions to transforming our department into the future. Innovation encompasses more than just improving existing methods, processes or products. It is about introducing incremental, breakthrough or radical new/unique processes, systems, technology or tools that add value and to the growth of QFES.

All Commissioner's Awards for Excellence must align to a minimum of one of the Strategic Directions detailed in the QFES Strategic Plan.

Eligibility

All members of the QFES workforce, paid and volunteer, are eligible. Group nominations in the form of command 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. They must also demonstrate that their success was a result of a methodical and sustainable approach, and it must clearly show an organisational improvement through client satisfaction, strong

leadership, robust people management, meticulous planning, high-level governance and, of course, innovation.

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, but only one submission is required.

Award design

Awards are in the form of a framed Commissioner's Award for Excellence Certificate.

Nominations

The Commissioner, QFES will call for nominations each year. Nomination forms are to be endorsed by the applicable Assistant Commissioner or Executive Director and forwarded to the QFES Honours and Awards Team.

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

More information and forms

- [Commissioner's Awards for Excellence guidelines](#)
- [Commissioner's Awards for Excellence nomination form](#)

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 nomination for this award.

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 Awards:

- shown consistent dynamic leadership
- encouraged and supported the development of women
- been an inspirational role model.

Mentor of the Year Award:

- consistently mentored and coached women
- provided encouragement and support to women
- displayed support for women in the workplace.

Champion of Change Award:

- consistently advocated for diversity and inclusion
- created, provided and actively promoted a work environment that supports the inclusion of women in QFES
- 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.

The Commissioner will call for nominations each year. Nomination forms are to be endorsed by the applicable Assistant Commissioner or Executive Director and forwarded to the QFES Honours and Awards Committee 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**

Close the Gap Awards

Closing the Gap is a government initiative that aims to reduce Indigenous disadvantage with respect to health, education, employment and social justice.

Queensland Fire and Emergency Services (QFES) supports and endorses this innovative program and recognises the significant work and outcomes within the department that have contributed to Closing the Gap.

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 to coincide with National Close the Gap Day (this is generally the third Thursday in March). Nominations can be made for the categories of Individuals, Teams or Partnerships. All Close the Gap awards must align to a minimum of one of the Strategic Directions in the QFES Strategic Plan.

Nomination forms are to be endorsed by the applicable Assistant Commissioner or Executive Director and forwarded to the QFES Honours and Awards Committee for review and recommendation to the Commissioner, QFES for consideration and final approval.

More information and forms

- [Close the Gap nomination form](#)

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.

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 Officer Nomination Form](#)



Nominations

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 Committees

Regional level

Each SES Region is to form a SES Regional Awards Committee 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 Committee has been established to manage recommendations for the following:

- The Minister's Cup
- The Commissioner's Cup
- The Assistant Commissioner's Shield.

The committee shall consist of:

- Assistant Commissioner, SES – Chairperson
- Executive Manager, SES Support Services
- Manager, SES Volunteer Management
- Independent community person (optional).

The committee shall meet when required and upon request of the Chairperson. All nominations for applicable awards must be received by the committee 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 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 State Level Awards Committee.

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 Director-General's Cup.

Successful nominations are determined by the SES State Level Awards Committee.

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' Shield.

Successful nominations are determined by the SES State Level Awards Committee.

See following pages for SES Week Awards nominations.

Nominations

SES Week Awards

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 Committee. Successful nominations are limited to a maximum of 10 per region. Winners of the Regional SES Week Award each receive a Regional Certificate.

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.

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 Committee.

More information and forms

- [FBMA 3.0.6 Regional SES Week Award nomination](#)
- [FBMA 3.0.3 Regional Member of the Year nomination](#)

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 time 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 Committee.

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 relevant financial year time period. 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 Committee.

More information and forms

- [FBMA 3.0.4 Regional Unit of the Year nomination](#)
- [FBMA 3.0.5 Regional Operational Response of the Year nomination](#)



Recipients of awards are granted insignia as a visual expression of the honour conferred on them. These pages outline some of the practices for wearing official orders, decorations and medals.

How to wear

Official Australian awards are pinned above the left breast. 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 and citations, state awards, other Australian awards and international awards are worn on the right breast.

Order of precedence for official Australian and QFES decorations

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

The **Order of Wearing Australian Honours and Awards document** 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.

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.

Citations are worn centrally, 5mm above the nameplate on the right breast pocket of service shirts, tunics and coats.

The Order of Precedence for QFES citations is as follows:

1. Commissioner's Unit Citation.
2. G20 Citation.
3. 2010-2011 Queensland Flood and Cyclone Citation.

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.

Unofficial Medals

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

Awards made by foreign governments 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 may be worn on the right breast.

International Awards

International medals may be worn on the right breast.



The 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 ordered 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.

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 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 and not when other insignia pieces are worn.

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.

Replacements

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.

However, the Honours and Awards Team is able to supply 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 and Awards system. Statutory Declarations must be submitted to the Honours and Awards Team and must include the full name of recipient, full title of the award and full details of the circumstances surrounding the loss of the award together with an official police report if available.

