

Series no.	Control symbol	Item title	Date range	Digitised item	Item barcode
A463	1997/4469	Humanitarian Overseas Service Medal - implementation ANS Access status: Closed Location: Canberra	1987 - 1998		9150475
A1209	1998/2638	Awards and National Symbols Branch - Humanitarian Overseas Service medal Rwanda ANS Access status: Not yet examined Location: Canberra	1996 - 2005		32562488

PM&C Physical Records - Search Results Protected					
	Record ID	Title	Security	Assignee	Branch
Humanitarian Overseas Service Medal					
	98/2634	HUMANITARIAN OVERSEAS SERVICE MEDAL SOMALIA ANS	N/A - IN CONFIDENCE	OFFSITE STORAGE - RECALL	AWARDS AND CULTURE BRANCH - GOV
	98/1624	HUMANITARIAN OVERSEAS SERVICE MEDAL IMPLEMENTATION (ANS)	N/A - IN CONFIDENCE	OFFSITE STORAGE - RECALL	AWARDS AND CULTURE BRANCH - GOV
	98/3966	HUMANITARIAN OVERSEAS SERVICE MEDAL IMPLEMENTATION ANS	N/A - IN CONFIDENCE	OFFSITE STORAGE - RECALL	AWARDS AND CULTURE BRANCH - GOV
	98/2635	HUMANITARIAN OVERSEAS SERVICE MEDAL VIETNAM ANS	N/A - IN CONFIDENCE	OFFSITE STORAGE - RECALL	AWARDS AND CULTURE BRANCH - GOV
	98/2849	HUMANITARIAN OVERSEAS SERVICE MEDAL SUDAN ANS	N/A - IN CONFIDENCE	OFFSITE STORAGE - RECALL	AWARDS AND CULTURE BRANCH - GOV

DEPARTMENT OF THE PRIME MINISTER AND CABINET

Prime Minister
(for signature)

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AUTHORISING COPY

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MH

Through: A/g First Assistant Secretary
Government Division

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1/10/98

Secretary
Mr
Henderson
PMO4

HUMANITARIAN OVERSEAS SERVICE MEDAL - INFORMAL APPROVAL

Timing: Urgent.

Issue: To request the Governor-General seek The Queen's informal approval to Letters Patent and regulations establishing an *Humanitarian Overseas Service Medal*.

Background: The government has decided to create a new award to recognise humanitarian service overseas in hazardous circumstances, mainly by civilians. This medal will complement the *Australian Service Medal* issued to members of the Defence Force and the *Police Overseas Service Medal*.

In August 1997 the acting Prime Minister wrote to the Governor-General seeking The Queen's in-principle approval of this new award. The Governor-General advised you on 25 August 1997 of The Queen's agreement. Copies of these letters are at **TAB A**.

The Letters Patent and Regulations were prepared by the Attorney-General's Department on instructions from your department. The Minister for Foreign Affairs, the departments of Foreign Affairs, Trade and Defence, AusAid, Government House and peak aid bodies have been consulted in their preparation.

The 50th anniversary of the Universal Declaration of Human Rights will be celebrated on 10 December this year. Early approval will provide an opportunity for the government to announce the Medal's creation to coincide with this date.

Recommendation: You sign the enclosed letter to the Governor-General.

s22

Paul O'Neill
Assistant Secretary
Awards and National Symbols Branch

s22

26 October 1998

Handwritten signature and initials.

s22

Document 4



ACTING PRIME MINISTER

CANBERRA

His Excellency the Hon Sir William Deane AC KBE
Governor-General
Government House
CANBERRA ACT 2600

- 5 AUG 1997

Your Excellency

I am writing to request that you seek The Queen's in-principle approval to the establishment of three new awards in the Australian system of honours and awards and to advise Her Majesty of a number of other changes which the Government wishes to make to the honours system.

Three of the new awards are to recognise:

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- ♦ humanitarian service overseas in peacekeeping or hazardous circumstances.

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the new humanitarian overseas service award will recognise civilians in circumstances where members of the Australian Defence Force and police forces are recognised respectively by awards of the *Australian Service Medal* and the *Police Overseas Service Medal*.

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I should be grateful if you can seek The Queen's in-principle approval to allow the preparation of the necessary instruments to commence.

Yours sincerely

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TIM FISCHER MP

s22


9834692

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Document 5



25 August 1997

Dear Prime Minister,

During your recent absence the Acting Prime Minister wrote to me on 5 August 1997 asking that I seek The Queen's in-principle approval to the establishment of three new awards in the Australian system of honours and awards, and that I advise Her Majesty of a number of other changes which the Government wishes to make to the Australian honours system.

I was pleased to forward this to Her Majesty, and have received a message dated 20 August from her Deputy Private Secretary saying that The Queen is pleased to give her approval to the three new awards proposed by the Government and has noted the other changes which the Government wishes to make to the Australian honours system.

The Private Secretary's Office at Buckingham Palace has copies of the two relatively recent reports on the Australian honours system - the Report of the Committee of Inquiry into Defence and Defence Related Awards (March 1994), and "A matter of honour": the Report of the Review of Australian Honours and Awards (December 1995). In connection with advice to me of The Queen's approval, the Deputy Private Secretary wrote separately to the Official Secretary, Mr Sturkey, saying that "the Government's proposal s22

s22 is well understood, as is the desire to provide recognition for civilians in dangerous and personally demanding peacekeeping or humanitarian operations overseas." He added that as he understood it, "it is the Australian Government's intention to give effect to the relevant recommendations which were canvassed in the 1995 Review of Australian Honours and Awards s22

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I thought I should bring this interpretation to your attention.

Yours sincerely,

s22

The Honourable John Howard, MP
Prime Minister,
Parliament House,
CANBERRA. ACT.

Copy Only.



s22

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PRIME MINISTER
CANBERRA

- 5 NOV 1998

His Excellency the Honourable Sir William Deane AC KBE
Governor-General of the Commonwealth of Australia
Government House
CANBERRA ACT 2600

Your Excellency

In your letter dated 25 August 1997 you advised me of The Queen's in-principle approval to the establishment of three new awards in the Australian system of honours and awards including the creation of a medal to recognise humanitarian service overseas.

As part of these changes I enclose Letters Patent and regulations establishing an *Humanitarian Overseas Service Medal*. The structure of the Medal follows the format established for the *Australian Service Medal* and the *Police Overseas Service Medal* with provision for the Governor-General on ministerial advice to determine operations which meet the criteria established in the Medal. Flexibility has been provided in the regulations for government approval of operations conducted under the authority of the United Nations or other international or national agencies to be eligible for the Medal where hazard is involved.

I should be grateful if you would arrange for these documents to be presented to Her Majesty for informal approval.

Yours sincerely

s22

(John Howard)

[Coat of Arms]

ELIZABETH THE SECOND, by the Grace of God Queen of Australia and Her other Realms and Territories, Head of the Commonwealth:

TO ALL to whom these Presents shall come,

GREETING:

WHEREAS it is desirable that there be instituted an Australian medal for the purpose of according recognition to persons who have given humanitarian service in hazardous circumstances outside Australia;

KNOW YOU that We do, by these Presents, institute a medal to be called the Humanitarian Overseas Service Medal;

AND WE DO ordain that the award of the Humanitarian Overseas Service Medal is governed by the Regulations set out in the Schedule.

IN WITNESS whereof We have caused these Our Letters to be made Patent.

GIVEN under the Great Seal
of Australia at Our Court at
St James's on

By Her Majesty's Command,

Prime Minister

Schedule

Humanitarian Overseas Service Medal Regulations

Part 1 Preliminary

1 Name of regulations

These regulations are the *Humanitarian Overseas Service Medal Regulations*.

2 Interpretation

In these Regulations, unless the contrary intention appears:

clasp means a device that denotes the declared operation for which the Medal was awarded.

declared operation means an operation for which a declaration has been made under regulation 3.

Department means the Department responsible for the administration of the Australian system of honours and awards.

eligible service means service of the kind mentioned in regulation 4.

humanitarian service means service giving immediate remedy or action to assist needy or distressed persons in order to sustain the life and dignity of those persons.

Medal means the Humanitarian Overseas Service Medal.

Minister means the Minister responsible for the administration of the Australian system of honours and awards or a Minister or member of the Federal Executive Council authorised by the Minister to act on behalf of that Minister.

organisation means:

- (a) a class of persons included in, or operating under the auspices of:
 - (i) an Australian government organisation; or
 - (ii) an Australian non-government organisation; or
 - (iii) a foreign government organisation; or
 - (iv) a foreign non-government organisation; or
 - (v) an international organisation; or
 - (vi) an international non-government organisation; or
- (b) a contingent to, or a component of, an organisation mentioned in subparagraphs (a) (i), (ii), (iii), (iv), (v) and (vi); or
- (c) a class of persons declared by the Governor-General, in writing, on the recommendation of the Minister, to be an organisation for the purposes of these Regulations.

overseas means outside Australia and the external territories as defined in paragraph 17 (pd) of the *Acts Interpretation Act 1901*.

Register of Awards means the register maintained under paragraph 10 (2) (a).

Registrar means the registrar appointed under subregulation 10 (1).

Secretary means the Secretary of the Department administering the Australian system of honours and awards.

Part 2 Award of medal

3 Declared operations

- (1) The Governor-General may, on the recommendation of the Minister, declare, in writing, an operation to be a declared operation if it occurs or occurred:
 - (a) in a specified hazardous area, that is, an area overseas:
 - (i) in which an operation is, or has been, carried out by, or under the auspices of, the United Nations in accordance with action taken under Chapter VI (Pacific Settlement of Disputes) or Chapter VII (Action with Respect to Threats to the Peace, Breaches of the Peace, and Acts of Aggression) of the United Nations Charter; or
 - (ii) in which an operation to render humanitarian service at a time when civilians or refugees are exposed to a situation that causes, or has the potential to cause, death or significant distress is, or has been, carried out by, or under the auspices of, an organisation; and
 - (b) in dangerous circumstances, that is, circumstances in which persons are, or were, exposed to the risk of death or significant harm.
- (2) A declaration under subregulation (1) must specify the following in relation to the declared operation:
 - (a) the name by which the operation is to be known for the purpose of these Regulations;
 - (b) the geographical extent of the hazardous area;
 - (c) the dates during which the operation occurred or, if the operation is continuing, the date when the operation commenced;
 - (d) the organisation, or organisations, service with which is eligible service;
 - (e) the period within which each such organisation participated in the operation or, if the participation is continuing, the date when the participation commenced;

- (f) the qualifying period of service required to be given by a member of an organisation to be eligible for an award of the Medal;
- (g) whether the period of qualifying service must be calculated as continuous service or may be aggregated from several periods of service in one or more organisations;
- (h) whether inspection visits may be counted as humanitarian service, and any special conditions attaching to calculation of that service.

4 Eligible service

- (1) A person gives eligible service during a declared operation if the person gives humanitarian service:
 - (a) in the hazardous area specified under subregulation 3 (2) in relation to that declared operation (in this regulation called *the specified hazardous area*); and
 - (b) as a member of an organisation so specified; and
 - (c) for the qualifying period so specified; and
 - (d) within the period of the overall operation; and
 - (e) within the period of each relevant organisation's participation.
- (2) Service may be eligible service whether the service was paid or unpaid.
- (3) A declaration under subregulation 3 (1) may also specify, in relation to the declared operation, conditions about ineligibility for an award of the Medal, including specifying that a person, or a person included in a specified class of persons, is not eligible for an award of the Medal if:
 - (a) the person has previously received, or is entitled to, an award of another medal for the person's service in the same operation; or
 - (b) the person (whether in the specified hazardous area as a refugee or resident) is a locally-engaged member of the staff of an organisation in that area; or

- (c) the person is, or is an employee of, a commercial contractor to an organisation in the specified hazardous area.
- (4) In making a recommendation under subregulation 5 (1), the Secretary may treat as eligible service a period of service by a person that is shorter than the qualifying period if:
 - (a) the person's service was terminated, because of death, disability or illness of the person due to that service, before the qualifying period was completed; and
 - (b) in the opinion of the Secretary, the person would have completed the qualifying period, but for the termination.

5 Award of Medal

- (1) The Governor-General may, on the recommendation of the Secretary, award to a person who has given eligible service during a declared operation the Medal and a clasp denoting that declared operation.
- (2) If a person has been awarded the Medal and a clasp for eligible service during a particular declared operation and the person gives eligible service during a different declared operation, the person may be awarded the Medal in the form of a further clasp to the Medal.
- (3) The Medal may be awarded posthumously.

6 Cancellation of award

- (1) The Governor-General, acting on the recommendation of the Minister, may cancel an award made under these Regulations.
- (2) If an award of the Medal is cancelled:
 - (a) the Registrar must note the cancellation in the Register of Awards; and
 - (b) the person must return the Medal to the Registrar.

Schedule

- (3) If an award of a clasp is cancelled:
 - (a) the Registrar must note the cancellation in the Register of Awards; and
 - (b) the person must return the clasp to the Registrar.

7 Reinstatement of award

- (1) The Governor-General, acting on the recommendation of the Minister, may reinstate an award that has been cancelled.
- (2) If an award is reinstated, the Registrar must:
 - (a) note the reinstatement in the Register of Awards; and
 - (b) return the Medal or clasp.

Part 3 The medal

8 Design of the Medal or clasp

The design of the Medal, or of a clasp, is the design determined by the Governor-General.

9 Wearing of the Medal or clasp

The manner in which, and occasions on which, the Medal, or a clasp, may be worn are as determined by the Governor-General.

Part 4 Administration

10 Registrar of Awards

- (1) The Governor-General must appoint a Registrar of Awards.
- (2) The Registrar must:
 - (a) maintain a Register of Awards, containing the names of each person to whom the Medal or a clasp has been awarded; and
 - (b) keep such other records relating to the award of the Medal as the Governor-General directs.

- (3) The Registrar may:
- (a) correct an error in an entry in the Register of Awards or another record kept under this regulation; or
 - (b) annotate:
 - (i) an entry in the Register of Awards in accordance with regulation 6 or 7; or
 - (ii) an entry in another record kept under this regulation.

11 Delegations

- (1) The Secretary may delegate, in writing, to a Senior Executive Service officer in the Department:
- (a) the power under subregulation 4 (4) to treat a period of service as eligible service; and
 - (b) the power under regulation 5 to recommend the award of the Medal.
- (2) A delegation under this regulation:
- (a) is revocable; and
 - (b) continues in force until expressly revoked.

DEPARTMENT OF THE PRIME MINISTER AND CABINET

Prime Minister
(for signature)

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HUMANITARIAN OVERSEAS SERVICE MEDAL

Document 8

Timing: Routine.

Secretary
Mr
Henderson
PMO4

Issue: To ask the Governor-General to seek The Queen's formal approval to Letters Patent and regulations establishing an *Humanitarian Overseas Service Medal*.

Background: The government has decided to create a new award to recognise humanitarian service overseas. On 5 November 1998 you wrote to the Governor-General requesting that he seek The Queen's informal approval. This has now been received (**TAB A**).

It is traditional that Her Majesty also approves the design of new insignia in the Australian honours system. The design of the medal is strongly supported by the Australian Council for Overseas Aid (ACFOA) the peak body for non-government aid organisations. The medal symbolism is outlined at **TAB B**.

In writing to Her Majesty it is necessary for you to indicate the order of precedence of the new award. The recommended placement is immediately below the *Police Overseas Service Medal*, as the new medal forms part of a "family" of equivalent awards (page 4 of **TAB C**).

Recommendations: It is recommended that you:

(1) agree that the Medal have precedence immediately below the *Police Overseas Service Medal*; and

(2) sign in black ink:

- two sets of the Letters Patent (do not sign the regulations or date these documents);
- the letter to Her Majesty; and
- the covering letter to the Governor-General.

Subject to The Queen's approval, recommendations for operations to be recognised by the Medal will be made to government. Following creation of a new medal it is usual for you to issue a media statement. I will liaise with your office on this.

s22

Paul O'Neill
Assistant Secretary
Awards and National Symbols

s22

11 March 1999

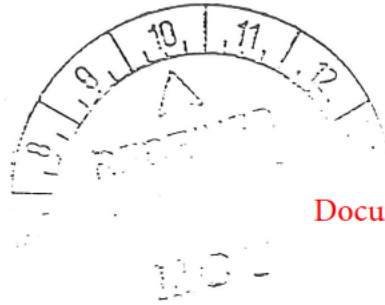
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Document 9

Government House
Canberra ACT 2600

19 November 1998

Dear Prime Minister,

I have received advice from The Queen's Private Secretary that
Her Majesty has given s22
s22 informal
approval of Letters Patent and regulations establishing a humanitarian
overseas medal.

Yours sincerely

s22

The Hon John Howard MP
Prime Minister
Parliament House
CANBERRA ACT 2600

OFFICE OF THE PRIME MINISTER RECEIVED IN CANBERRA
20 NOV 1998
Referred to: <i>pm+c</i>
<i>cc MT, MH</i>



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PRIME MINISTER

CANBERRA

His Excellency the Honourable Sir William Deane AC KBE
Governor-General of the Commonwealth of Australia
Government House
CANBERRA ACT 2600

14 MAR 1999

Your Excellency

Thank you for the advice that The Queen has given Her informal approval to the creation of an *Humanitarian Overseas Service Medal*.

I now enclose a letter to Her Majesty seeking formal approval of Letters Patent and Regulations for the Medal, its placement in *The Order of Wearing Australian Honours and Awards* and the proposed design of the insignia for the Medal.

I should be grateful if you would arrange for these documents to be presented to Her Majesty for formal consideration. I propose to issue a media release once Her Majesty's approval has been received.

Yours sincerely

s22



(John Howard)



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PRIME MINISTER

CANBERRA

14 MAR 1999

Your Majesty,

I have the honour to recommend that Your Majesty approve the enclosed Letters Patent establishing the *Humanitarian Overseas Service Medal* and that the Medal be placed in *The Order of Wearing Australian Honours and Awards* immediately below the *Police Overseas Service Medal*.

I also have the honour to recommend Your Majesty's approval of the proposed design of the insignia for the *Humanitarian Overseas Service Medal* which is enclosed.

The award will enable recognition of persons who have rendered humanitarian service in hazardous circumstances in operations under the authority of the United Nations or other recognised international or national agencies.

Yours sincerely,

s22



Her Majesty The Queen

The Humanitarian Overseas Service Medal : Descriptive Statement

- * Medal dimension : 38 mm diameter
- Medal ribbon : 32 mm
- Miniature medal : 19 mm diameter
- Miniature ribbon : 16 mm

- * Clasp dimension :

- * Recipient's name is to be engraved on the reverse of the medal as indicated in the design proposal.

- * Design description : The central symbol is the Australian eucalyptus tree, spreading its branches out from the Australian land at the base of the medal, to the world. The world is symbolised by the circle which encloses the tree. Surrounding the circle of the world is a circle of gum nuts, symbolising life after disaster - the regeneration of eucalyptus seeds following bush fire ensures the survival of the Australian bush. Just as humanitarian service assists recovery and restores celebration of life. The style of motif is contemporary Australian with an indigenous base.
The medal reverse repeats the ring of gum nuts, and details the award and recipient.

- * Metallic gold and eucalyptus green have been chosen for the ribbon. Gold symbolises the Australian sun, optimism and hope. Eucalyptus green continues the re-generation symbolism of the medal design.

