

# National Nomination Meritorious Service Award

**STRICTLY CONFIDENTIAL**

Nominations for all Australian Red Cross awards are confidential and nomination does not guarantee the award will be approved. Please do not advise the person you are nominating them. You may collaborate with others to complete this nomination.

I nominate the undermentioned person whose service to Australian Red Cross in my opinion qualifies them for this award.

Nominator (Name/Division):

Signed:

## NOMINEE: PERSONAL DETAILS

Title:

 Mr  Mrs  Ms  Miss  Dr  Other 

Post Nominal:

Family Name:

Given Name:

Address:

Suburb:

State:

Postcode:

Contact No:

Email:

Period of Australian Red Cross Service:

Australian Red Cross Member category  
(if applicable):

Positions/Offices Held (give dates):

Level of Service:

 International (IFRC, ICRC)  National  State/Territory (Divisional)  Local (community, Branch/Unit)

Previous Australian Red Cross Awards:

Divisional Endorsement:

Date:

Divisional Chair (signature):

## **NOMINATION CRITERIA**

**This section is for nominators to share specific, detailed information with the members of the Awards Committee to show how the person they are nominating meets the criteria for this award.**

**Points to note:**

- This section must be completed. Incomplete nomination forms will not be accepted.
- This section is read only by members of the Awards Committee(s) and will not be made public.
- Only Australian Red Cross service is relevant, do not include other activities undertaken by this person.
- This award acknowledges outstanding service to Australian Red Cross in the context of responding to a specific situation or need, of limited duration.

**Nomination Criteria**

1. Please provide context of the precise situation or need which this person helped to respond to and that it was of limited duration (i.e. this is not an ongoing program, activity, or need).

2. Please give evidence that this person has served in an outstanding fashion. A specific story or example would be helpful. Serving in an 'outstanding fashion' is characterised by going 'above and beyond' expectations in the level of care taken in performing tasks, by the attention to detail shown, and/or by the dedication shown in responding to a specific need or event.

## DRAFT CITATION

**This section will be read out publicly at the presentation of the award and printed and handed to the awardee. It may also be shared online or in other media. It is not the main source of information for deciding whether or not the person receives the award.**

**Points to note:**

- The draft citation is not to exceed 300 words (unless exceptional circumstances).
- The citation will be read out when the award is presented, so it should be written formally and to a high standard.
- The citation should detail some of the reasons for the award and the way the person has contributed to Australian Red Cross.
- As only Australian Red Cross service is relevant, do not include other activities undertaken by this person.
- Avoid references to “I” (e.g. I have seen or I believe), the citation should be written in the 3rd person (e.g. Barbara has assisted with the ...). Do not include phrases such as “I recommend he be awarded...” or similar.