



New South Wales
Fire Brigades

FIRE SERVICES JOINT STANDING COMMITTEE



New South Wales
Rural Fire Service

POLICY NO. 1/2006 Fire Services Joint Standing Committee Commendations for Excellence in Service Delivery

1. Purpose

Promote and formally recognise excellence in joint fire services operations and/or joint fire services community service by NSW Fire Brigades and the NSW Rural Fire Service.

2. Award Criteria

Excellence in Joint Operations and/or the delivery of Joint Community Service must demonstrate;

- complementary, coordinated and unified management,
- appropriate recognition of both fire services responsibilities and competencies,
- integrated risk management,
- resource sharing, and
- outcomes that have, or will, significantly enhance the inter-operability of the two fire services to maximise the effectiveness of joint fire service capability within New South Wales.

The Fire Services Joint Standing Committee views these awards as being prestigious awards of the Committee for exemplary work in joint activities. The Committee does not expect that these Commendations would be awarded on a regular basis and would not be awarded for regular day to day occurrences. The Committee has deemed that these prestigious awards would be presented to recipients only once annually and only after nominations had been closely scrutinised by the Awards Committee of the Fire Services Joint Standing Committee. To have any chance of success, the Nomination Statement will need to clearly demonstrate to the Awards Committee the unique and outstanding nature of the Project, Program or Operation and the excellence involved in participation.

The Fire Services Joint Standing Committee has determined that it is not axiomatic that the award of the Commendations must be made annually and has also determined that multiple awards may be awarded.

3. Nomination Process

Any level of NSWFB or NSWRFSS command or management may nominate any NSWFB/NSWRFSS Commands, Brigades or Members to be awarded the Fire Services Joint Standing Committee Commendation for Excellence.

There shall be two Fire Services Joint Standing Committee Commendations for Excellence:

- *Joint Emergency Operations; and*
- *Joint Community Service.*

Copies of the Commendations are at Annexes A and B.

Nominations for Commendations for Excellence are to be set out in the Nomination Form – Commendation for Excellence. A copy of the Nomination Form is at Annex C.

Completed Nominations Forms are to be addressed to the Executive Officer, Fire Services Joint Standing Committee, Headquarters, NSW Rural Fire Service, Locked Mail Bag 17, Granville, NSW, 2142 and must be received by the Executive Officer by 31 March annually.

The Nomination must set out the following details:

- a) The full titles of the members, Station/Brigade or Groups involved in the joint operation or community activity;
- b) The name of the Project/Program/Operation;
- c) The dates of the Project/Program/Operation;
- d) The full postal addresses of the members, Station/Brigade or Groups involved;
- e) The names and contact details of the Fire Services Officers in Charge of the joint emergency operation or community activity; and
- f) A full Nomination Statement containing a resume of the joint emergency operation or community activity which addresses all of the Award Criteria.

All nominations are strictly confidential and the information provided will only be used to assist the Awards Committee in considering the merits of the nomination. The person or group nominated should not be approached for information or advised of the nomination at any stage.

The processes of the Awards Committee and the Executive Officer relating to these Commendations shall closely follow those used by the Honours Secretariat in Canberra and the Executive Officer will not release information concerning the process or progress of a nomination.

The Executive Officer will acknowledge receipt of a nomination to the nominator and the chain of command only. Unless the Awards Committee requires additional information, no further information concerning an award will be provided.

4. The Awards Committee

The Awards Committee will comprise the Chairpersons of the NSW Fire Brigades Awards Committee and the NSW Rural Fire Service Awards Committee and one other senior officer from each Service nominated by the Chairpersons. The Executive Officer will provide executive support to the Awards Committee.

The Awards Committee will meet and consider all nominations for Commendations for Excellence and will make recommendations to the Fire Services Joint Standing Committee on the awarding of these Commendations.

5. The Fire Services Joint Standing Committee

The recommendations of the Awards Committee will be submitted to the Fire Services Joint Standing Committee at the June meeting annually.

6. Successful Nominations

The Executive Officer will advise in writing the recipients of a Commendation for Excellence beyond the June meeting of the Fire Services Joint Standing Committee along with the details of how and when the awards are to be presented.

7. Presentation of Commendations for Excellence

The Fire Services Joint Standing Committee will determine the awarding of the Commendations for Excellence annually, as well as determine how and when these Commendations will be presented to recipients.

8. Review

The Fire Services Joint Standing Committee requires that this Policy be reviewed within 12 months of the implementation date.

Issued on behalf of the Fire Services Joint Standing Committee:

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Greg Mullins, AFSM
Commissioner
NSW Fire Brigades
1 June 2006

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Phil Koperberg, AO, AFSM, BEM
Commissioner
NSW Rural Fire Service
1 June 2006

- Annexes:**
- A. Certificate of Commendation – Joint Emergency Operations.**
 - B. Certificate of Commendation – Joint Community Service.**
 - C. Nomination Form – Commendation for Excellence.**