

TERMS OF REFERENCE FOR REVIEW OF DEFENCE HONOURS, AWARDS AND COMMENDATION POLICIES

1. Review current policies and practices and identify anomalies, or implications, arising from current initiatives, including impacts on or drivers for recruiting and retention of personnel.
2. Define Contemporary service as it applies to commendation and medallic recognition in terms so contemporary operations and activities in relation to ADF and civilian service.
3. Investigate the recognition expectations of ADF and civilian Defence employees in relation to Australian and foreign honours and awards. Examples of suggestions received into AHQ during September 2007 include clasps to the ADM for designated peacetime or domestic operations, or a 'wounded-in-action' bar akin to the WWI badge.
4. Consult key stakeholders including, but not limited to, the Minister for defence, Minister Assisting the Minister for Defence, at the Department of Prime Minister and Cabinet, CDF, VCDF, SEC and Service Chiefs.
5. Take into account the broader expectations of the Australian community and in particular any impact on organisations or agencies that work with the ADF in particular operations or activities, for example, the Australian Federal Police.
6. Recommend appropriate changes to honours, awards and commendations policy and procedures resulting from the findings of the review.
7. Exclude the Service recognition schemes as these are the province of the Service Chiefs.
8. Recommend an application commencement date from which new applications and awards may apply.
9. Address issues of retrospectivity for current operations and operations already completed.
10. Examine methods by which to improve the nomination and award processing timeframes.
11. Propose an implementation plan, with appropriate phasings, to execute the findings of the review. This plan is to include a communications strategy for the advertisement of the findings of the review.
12. Develop an NPOC bid for the implementation of the findings of the review.
13. Include the decisions of the COSC from 25 Sep 07 (ref C) as follows:
 - a. All Operations are eligible for awards (war-like, non war-like and peacetime), with CJOPS nominated as the approval authority.
 - b. Operations awards are not subject to a quota.
 - c. The review is to examine how people in Non-Service Groups will be handled with respect to nominations in the future (including whether VCDF should be their nominating authority).