CHAPTER 44

REPLACEMENT OF SERVICE AWARDS

Introduction

44.1 Service awards (awards) are issued by the Australian Government to an individual in appreciation and recognition of particular Australian Defence Force (ADF) service. For an individual, awards are a personal symbol of service and sacrifice that can be worn with pride on appropriate occasions. Sometimes, an award may be lost, stolen or damaged. In these circumstances, subject to the conditions given below, replacement of these awards may be made.

44.2 The security of awards is the responsibility of the recipient and those who are entrusted to look after them, including the families of deceased recipients. Reasonable care is expected to be taken to ensure that they are safe from casual loss or damage. The Commonwealth has no liability to replace lost or damaged awards.

Definitions

44.3 The following definitions apply:

a. **Decoration** means an award made to an individual for acts of gallantry, distinguished or meritorious service.

b. **Medal** means operational service medal, long service medal, other service or commemorative medal.

c. **Member** means any member or ex-member of the Australian Defence Force.

d. **Service award (award)** for the purpose of this chapter refers only to military specific decorations and medals which are:

   (1) part of the Australian Honours System; or

   (2) Imperial Awards, including gallantry and distinguished service decorations, issued to serving members of the ADF before 1992.

e. **War badge** means any official badge issued to recognise a member’s service eg Returned from Active Service Badge.

GENERAL PROVISIONS

Replacement conditions

44.4 The following conditions apply:

a. free replacement is only available to the original recipient of the award(s). (Refer to Paragraph 44.6 relating to loss of awards of deceased members);

b. awards that have been sold or given away will not be replaced;

c. replacement awards will not be provided until a period of two months has elapsed from the date of loss to allow adequate time for recovery;

d. an applicant is to certify that no compensation has been received for the loss and that no compensation will be claimed;

e. a replacement medal will normally only be issued once at public expense; and

f. any subsequent claims will be considered on their merits.
Identification of replacement awards

44.5 For identification purposes, replacement medals will be engraved with the letter ‘D’ (for duplicate) at a distance of 10 mm after the normal inscription.

Replacement of awards of deceased members

44.6 Defence does not replace lost or damaged awards of deceased members. Replica awards may be purchased from commercial military memorabilia outlets. Many of these replicas are of very high quality and cannot be readily distinguished from the originals.

44.7 However, in special circumstances, for example, losses resulting from a major natural disaster, and only at the discretion of the Director Honours and Awards, some awards may be replaced provided that stocks of the award(s) are held. In the event of any decision to replace awards under these circumstances, public announcements will be made inviting those affected to apply for replacement awards.

Replacement of Australian decorations

44.8 All requests for replacement of Australian Gallantry, Distinguished Service, Conspicuous Service, Bravery and Order of Australia Decorations are to be directed to Government House Canberra. The contact telephone number is (02) 6283 3603.

Replacement of foreign awards

44.9 An award bestowed by a foreign government will not be replaced, except in the case of a campaign award issued by the Australian Government acting on behalf of the foreign power. The only awards in this category are the United Nations Medal for Korea and the Republic of Vietnam Campaign Medal.

APPLICATION PROCEDURE

Application form

44.10 Applications should be made using Form AD 808—Application for the Issue or Replacement Medals and/or Clasps. Form AD 808 is available from the Defence Web Forms System and the Directorate of Honours and Awards website www.defence.gov.au/medals.

Application process

44.11 Applications for replacement of any lost or damaged operational service, long service and Imperial awards (pre 1992) and war badges should be made directly to:

Director of Honours and Awards
CP2–1
Department of Defence
PO Box 7952
CANBERRA BC ACT 2610

44.12 Applications are to be accompanied by a statutory declaration detailing how, when and where the loss or damage occurred. This declaration is also to contain a certification that no compensation has been received and that, in the event of a free replacement being made, no such compensation will be claimed.