

NSW Premier's Flood Emergency Citation – Program Guidelines

NSW Premier's Flood Emergency Citation

The Premier is awarding the NSW Flood Emergency Citation (the 'Award') to recognise the outstanding contribution of volunteers and personnel who played a significant role in the emergency response effort to combat the 2022-23 floods.

The NSW State Emergency Service (NSW SES) was the lead combat agency for the flood emergency response.

Award Criteria and Eligibility

For the purposes of this Award, it has been determined that the 2022-23 flood emergency includes the following specific events:

- Southern and Western NSW floods: 9 November 2021 – 21 February 2022,
- Northern NSW and Hawkesbury Nepean Valley floods: 22 February 2022 – 8 April 2022,
- Greater Sydney and Hunter Valley floods: 27 June 2022 – 17 July 2022, and
- Southern and Western NSW floods: 2 August 2022 – 8 March 2023.

To be awarded the NSW Premier's Flood Emergency Citation, the following criteria must be met:

1. The recipient was a member of an eligible organisation (including a combat agency, emergency services organisation, or supporting agency) called upon by the lead combat agency to perform duties as part of an operational response to the 2022-2023 NSW floods.
2. The recipient has performed operational response duties within the event period.

The Commissioner of the NSW SES has delegation to determine eligibility of individuals unaffiliated with an eligible organisation who have demonstrated they went above their normally expected role or provided exceptional support to the operational response.

Operational response duties are defined as activities performed as part of the operational response to the event, including the process of combating the emergency and of providing immediate relief for persons affected by the emergency.

The activities undertaken, either on a voluntary or paid basis, must include at least one or more of the following:

- front-line operational response
- incident management
- incident support

There is no minimum duty, or consecutive days of duty, expressed for this flood event award criteria.

Eligible Organisations

Eligible organisations include the combat agency, emergency service organisations, and other organisations as approved by the Premier, who deployed volunteers and service personnel to respond to the frontline emergency or who directly supported the operational response effort.

This includes:

1. Emergency services organisations as defined within the *State Emergency and Rescue Management Act NSW 1989*.
2. An emergency service or other agency of another Australian State or Territory.
3. The Australian Defence Forces where deployed to assist via a Defence Aid to the Civil Community (DACC) request.
4. An emergency service or other agency of an international jurisdiction where deployed to assist upon the lead combat agency request.
5. Other organisations, as nominated by the lead combat agency's Commissioner and approved by the Premier, deemed to have provided significant operational response to the event.

The Award Citation (lapel badge)

The insignia of the NSW Premier's Flood Emergency Citation is a rectangular silver framed navy-blue bar, 32mm wide and 13mm high, featuring a blue stripe to signify the flood event, and the NSW State Flower (Waratah).

In addition to the Citation, recipients will receive:

- an individualised letter from the NSW Premier, Minister for Emergency Services, and Commissioner of NSW SES, and
- an individualised certificate co-signed by the Premier, Minister for Emergency Services, and the Commissioner of NSW SES, detailing the agency for whom the recipient was a contributing member during the emergency response.

Award Administration and Process

The NSW SES will administer the Award, in consultation with the Premier's Department.

Nomination Process – Eligible Organisations

- The NSW SES will invite eligible organisations to submit nominations for the Award. A Nomination Form will be emailed from floodcitation@ses.nsw.gov.au.
- Organisations should determine an appropriate internal process to coordinate the identification of eligible persons for the award, to ensure no-one is missed.
- Nominations must be endorsed by the organisation's Head of Agency prior to submission.
- Recipient email addresses are requested in the **Nomination List Template**. Recipients will be notified by NSW SES and/or their respective organisation/s of their impending Award.

Nomination Process – Nominees unaffiliated with an eligible organisation (Informal Volunteers Nomination)

- A nomination form for people not registered with an eligible organisation will be available on the NSW.gov.au website.
- The NSW SES Flood Citation Team will review applications, confirm participation and assess eligibility.
- Nominations must be endorsed by the NSW SES Commissioner.
- Recipients will be notified by NSW SES of their impending Award.

Award Distribution

- The NSW SES will distribute Award items to eligible organisations to arrange distribution as per their preferred means. Eligible organisations may wish to hold a presentation ceremony or informal gatherings to distribute the award.
- The Citation certificate and letter will be packaged together in a A4 folder with protective backing board.
- Eligible organisations are to nominate one delivery location. Organisations with large numbers of recipients should consider a delivery location with suitable capacity to receive the shipments. Please contact NSW SES if you require more information regarding these shipments.

Using the Nomination List Template

- Using the **Nomination List Template** provided is essential to enable the printing of the personalised Certificates and Letters.
- Space is provided on the template to provide the:
 - relevant contact person and delivery address for shipment of the Award items
 - confirmation of agency endorsement of the nominations
 - the title, name, and email address of each nominee. We recommend nominees are sorted in alphabetical order by surname. The citations will be packaged in the same order.

General Information and Protocols

Please note that:

- The Citation bar may be worn by the recipient in the same fashion as a recipient's agency internal service award, subsequent to advice from your organisation about any relevant protocols.
- Post Nominals are not granted with this Award.
- A person will only be awarded once. If the recipient served across multiple eligible organisations during the response, where identified, NSW SES may use its discretion to consolidate information to a single Award (e.g., the Certificate is printed with details of both/all the Eligible Organisations that the recipient served during the Flood response).
- Being a recipient or being nominated for another award in recognition of service during the Floods does not preclude a person from receiving the NSW Premier's Flood Emergency Citation. For information regarding Australian Honours, including Bravery Decorations, please refer to www.pmc.gov.au/government/its-honour.

Enquiries

Enquiries can be directed to the HRR team via email:
QFD.honoursrewardrecognition@fire.qld.gov.au