



# How to nominate outstanding achievement and service for an Order of Australia Honour



THE  
ORDER OF AUSTRALIA  
ASSOCIATION

# Who are we?

## Our Association

The Order of Australia Association is an incorporated body of recipients of awards or appointments in the Order of Australia. The Association needs to be robust, flexible and responsive to the members' needs and to serve as a model for community engagement.

## Our Purpose

The object of the Association is to pursue the following charitable purpose: To celebrate and promote outstanding Australian citizenship.

## Our Vision

To be recognised as an Australian leader in fostering community awareness of our history, traditions and culture, and in promoting good citizenship.



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# What is the Order of Australia?

- Principal means of recognising outstanding members of the community.
- Nominations are encouraged from all members of the Australian public.
- Anyone can nominate a member of the community for recognition.
- The Order of Australia was established in 1975 by Her Majesty Queen Elizabeth II



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# Order of Australia: Philosophy

- The Order of Australia is how to honour, celebrate and recognise the people in our community who have an impact at the local, national and international level
- The Order of Australia serves to *Define, Encourage and Reinforce*
  - community standards
  - national aspirations and ideals; by,
  - acknowledging actions and achievements
  - identifying role models

*Encourage nominations from all fields of endeavour.*



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# Order of Australia: Promotional Material

- Promotional materials, including profiles of recipients and guidance products are available at [www.gg.gov.au](http://www.gg.gov.au) (search guidance and promotion)
- Click on Tab: **Order of Australia Guidance and Resources** for resources to assist:
  1. an electronic toolkit including social media assets, editorial and videos
  2. a printable factsheet
  3. guidance about the process, including answers to commonly asked questions



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*Encourage nominations from all fields of endeavour.*

# Order of Australia: who is celebrated

- No-one, no matter who they are or what they have done can be recognised unless they are nominated
- Honours lists reflect the nominations that are submitted
- You can nominate any one at any time to have your say in who is celebrated, and the types of service and achievements that matter

*Encourage nominations from all fields of endeavour.*



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# Order of Australia: Structure

Companion (AC)

Officer (AO)

Member (AM)

Medal (OAM)

Two divisions:

General & Military



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# Order of Australia: Structure

- King Charles III is Sovereign
- Governor-General is Chancellor
- Official Secretary serves as Secretary of The Order of Australia
- Independent and is free from political patronage.



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# Order of Australia: Council

- Independent
- 19 including representatives of each state and territory
- Community representatives appointed by Governor-General on recommendation of Prime Minister
- Meets twice per year usually February and August
- Considers each nomination
- Makes recommendations to Governor-General
- The Council operates under and by the Constitution of the Order of Australia



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# How to nominate

- Anyone can nominate a member of the community for an award
- The research process can take between 18 and 24 months
- On-line or hard-copy forms available here <https://www.gg.gov.au>
- Nominations are confidential
- Nominator and referees (3 or 4) details required
- Details of how the nominee has made a significant contribution
- Process managed by the Honours Secretariat at Government House Canberra
- Unsuccessful nominations may be reconsidered again after 3 years



# Tips

- ✓ Gather as much information as you can about the person you are nominating
- ✓ You will need up to four referees (including contact details) so consider this before you start writing
- ✓ Make a short case of why/who you are nominating; including
  - examples of the impact they have made
  - what they have done to make things better for others
  - the role(s) or area(s) in which they have excelled
  - the period of time, or dates of service (if known)
  - evidence of other awards or recognition received by the nominee



Do you know someone who deserves  
recognition?

Consider diversity of age, gender and culture  
when nominating worthy achievers.

Please nominate them now!



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