



# Australian Government

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## Defence Honours & Awards Tribunal

### **Inquiry into the Recognition of Contributions made by Officers and Instructors in the Australian Cadet Forces**

#### **Terms of Reference**

The Defence Honours and Awards Tribunal shall inquire into and report on the adequacy and appropriateness of current forms of recognition, by way of honours and awards, of the contribution made by Officers and Instructors in the Australian Cadet Forces.

In conducting its inquiry the Tribunal shall:

- (a) have regard to the principles and objectives that underlie the establishment of the Australian Cadet Forces;
- (b) have regard to the structure of the Australian Cadet Forces, in particular the nature of the contribution of Officers and Instructors of Cadets;
- (c) have regard to regulations and administrative processes for the recognition of the contribution made by past and present Officers and Instructors in the Australian Cadet Forces;
- (d) consider any formal recognition of contributions made by adult supervisors and leaders in similar or comparable organisations to the Australian Cadet Forces that involve young persons aged under 20 years;
- (e) consider claims made by and on behalf of past and present Officers and Instructors in the Australian Cadet Forces for recognition of their contribution, including a claim that they be made eligible for the Australian Defence Medal or a medal of a similar kind;
- (f) consider the views of the Department of Defence and any other submitter in regard to the claims made by and on behalf of past and present Officers and Instructors in the Australian Cadet Forces;
- (g) consider any other material relevant to the claims made by and on behalf of past and present Officers and Instructors of the Australian Cadet Forces; and

- (h) make findings and recommendations as to the adequacy and appropriateness of current forms of recognition, by way of honours and awards, of the contributions made by past and present Officers and Instructors in the Australian Cadet Forces.

The Tribunal is to determine its own procedures, in accordance with the general principles of procedural fairness, when conducting its inquiry as set out in these Terms of Reference. In this regard, the Tribunal may interview such persons as it considers appropriate and consider material provided to it that is relevant to these terms of reference.

The Tribunal is to report, in writing, to the Parliamentary Secretary for Defence Support on its findings and recommendations that arise from the inquiry.

In making its findings and formulating its recommendations the Tribunal is to arrive at a fair and sustainable response to current and future claims for recognition and also maintain the integrity of the Australian honours system and identify any consequential impact any finding or recommendation may have on that system.

Submissions to the Tribunal close on Monday, 19 April 2010