



APPLICATION FORM

**SEEKING APPROVAL TO ACCEPT
MILITARY AWARDS PREVIOUSLY CONFERRED OR OFFERED
TO AUSTRALIAN DEFENCE FORCE PERSONNEL
BY
THE FORMER GOVERNMENT OF THE REPUBLIC OF SOUTH VIETNAM
AND/OR
THE FORMER GOVERNMENT OF THE REPUBLIC OF CAMBODIA
DURING THE VIETNAM WAR**

Please return to:

Project Officer (US/SVN/Cambodian Foreign Awards)
Awards and Culture Branch
Department of the Prime Minister and Cabinet
PO Box 6500
CANBERRA ACT 2600

HELPLINE: (02) 6271 5620

APPLICATION FORM

FOR APPROVAL TO ACCEPT MILITARY AWARDS PREVIOUSLY CONFERRED OR OFFERED
BY THE FORMER GOVERNMENTS OF THE REPUBLIC OF SOUTH VIETNAM AND/OR
CAMBODIA DURING THE VIETNAM WAR

Please tick appropriate box:

- Unit citation
 Medal

Award conferred: _____

Indicate when and where the award was conferred: _____

Note: Where recognition of MULTIPLE awards is sought, the identity of whether the award is a Unit Citation or a medal is required. If the above space is insufficient, additional information can be appended on a separate page.

1. Details of awardee (recipient of the award)

Title: _____ Given Name(s): _____

Surname: _____

Address: _____

Suburb/Town: _____ State/Territory: _____ Postcode: _____

Contact Ph: _____ Email: _____

Date of birth: _____ Place of birth: _____

2. Details of applicant (if other than awardee)

Title: _____ Given Name(s): _____

Surname: _____

Address: _____

Suburb/Town: _____ State/Territory: _____ Postcode: _____

Contact Ph: _____ Email: _____

Date of birth: _____ Place of birth: _____

Relationship to awardee: _____

Is the awardee still living?: Yes No (if no, see Statutory Declaration requirement in Guidance Notes)

3. Awardee's Australian Defence Force service details

Service number: _____ Rank (in Vietnam): _____

Rank (on discharge): _____ RAN ARMY RAAF

Ship/Unit/Squadron: _____

4. Documentary evidence

Please provide details below:

(i) _____

(ii) _____

(iii) _____

Copies attached?: Yes No

Additional information: _____

5. Declaration and authorisation to disclose information

Declaration

Information provided in this application will be disclosed to other government agencies to validate your service and process your application. Use and disclosure of your personal information is in accordance with the attached *Information Privacy Principles 1, 2, 3, 10 and 11* under the (Commonwealth) *Privacy Act 1988*.

I declare that: a: The details I have given on this form are complete and correct; and
b: I have read and understand the attached *Information Privacy Principles 1, 2, 3, 10 and 11*.

.....
Please print your full name

.....
Signature

..... / /
Date

GUIDANCE NOTES FOR APPROVAL TO ACCEPT MILITARY AWARDS PREVIOUSLY CONFERRED OR OFFERED BY THE FORMER GOVERNMENT OF THE REPUBLIC OF SOUTH VIETNAM AND/OR THE FORMER GOVERNMENT OF THE REPUBLIC OF CAMBODIA

Background information

During the Vietnam War, some Australian Defence Force (ADF) members were offered South Vietnamese and/or Cambodian military awards for acts of gallantry or particular service supporting the allied war effort during the Vietnam War. At the time Australian military personnel could not officially accept or wear foreign honours and awards.

Foreign award guidelines now allow the acceptance and wearing of foreign honours offered by these former national governments to Vietnam veterans. These changes flow from a recommendation made to the Australian government by the Committee of Inquiry into Defence and Defence Related Awards in 1994.

The Australian Government will now consider seeking retrospective approval from the Governor-General for Vietnam veterans to accept and wear South Vietnamese and/or Cambodian military awards earned during the Vietnam War *but only where suitable documentary evidence is available.*

Notes for completing the application form

1. Details of awardee (recipient of the award(s))

- This section must be completed by all applicants.
- Complete this section with the name of the proposed awardee and current contact details.
- Date and place of birth are required.

2. Details of applicant (if other than awardee)

- Give your personal details if you are making an application on behalf of another person who is deceased or a person unable to complete the form through illness or infirmity.
- You are required to provide a Statutory Declaration with the completed application form, stating the relationship of the applicant to the proposed awardee. If the applicant is not the next-of-kin, an additional point should be included to state that the applicant has the permission of the family and the next-of-kin to apply on behalf of the family.

3. Awardee's Australian Defence Force service details

- Provide service details as requested on the form.
- Send **copies only**, with the application form, of any personal documentation to assist in verifying service, such as posting orders, discharge certificates, etc.

4. Documentary evidence

- Applicants are requested to provide documentary evidence plus a Statutory Declaration which states that the documents provided are true copies of original documents and that a medal was awarded/offered by the South Vietnamese and/or Cambodian military authorities.

Documentary evidence includes a copy of your ADF service Discharge Certificate and at least one of the following documents:

- Copy of the South Vietnamese and/or Cambodian Award Order; or
- Copy of the South Vietnamese and/or Cambodian Award Citation; or
- Extract references from ADF Routine Orders; or
- Extracts from unit war diaries which may make reference to the military action concerned and an offer of a South Vietnamese and/or Cambodian military award.

The Australian government will not issue foreign award insignia. It is the responsibility of the person applying for official approval to obtain any such medals.

5. Declaration and authorisation to disclose information

You need to sign and date:

- the declaration stating that the details provided in the application are complete and correct; and
- the authorisation to allow the disclosure of the information contained in your application to other Australian government agencies involved in the administrative procedures connected with the official approval of the award.

Remember to check that:

- all relevant sections of the application have been filled out;
- relevant authorisations and declarations have been completed and signed;
- relevant documentation has been enclosed; and
- for future reference record the date of your application / /
- and date you posted it to the Medals Validation Unit. / /

If you need more information please telephone or write to:

Honours Policy & Operations Section
Awards and Culture Branch
Department of the Prime Minister and Cabinet
PO Box 6500
CANBERRA ACT 2600

Help Desk: (02) 6271 5620

Information Privacy Principles (section 14 of the *Privacy Act 1988*)

IPP 1 - Manner and purpose of collection of personal information

The information must be necessary for the agency's function and collected fairly and lawfully.

1. Personal information shall not be collected by a collector for inclusion in a record or in a generally available publication unless:
 - (a) the information is collected for a purpose that is a lawful purpose directly related to a function or activity of the collector; and
 - (b) the collection of the information is necessary for or directly related to that purpose.
2. Personal information shall not be collected by a collector by unlawful or unfair means.

IPP 2 - Solicitation of personal information from individual concerned

This is often called an IPP 2 notice. The agency must tell you the purpose of the collection, any laws which give them authority to collect the information and who they usually disclose or give the information to.

Where:

- (a) a collector collects personal information for inclusion in a record or in a generally available publication; and
- (b) the information is solicited by the collector from the individual concerned;

the collector shall take such steps (if any) as are, in the circumstances, reasonable to ensure that, before the information is collected or, if that is not practicable, as soon as practicable after the information is collected, the individual concerned is generally aware of:

- (c) the purpose for which the information is being collected;
- (d) if the collection of the information is authorised or required by or under law - the fact that the collection of the information is so authorised or required; and
- (e) any person to whom, or any body or agency to which, it is the collector's usual practice to disclose personal information of the kind so collected, and (if known by the collector) any person to whom, or any body or agency to which, it is the usual practice of that first mentioned person, body or agency to pass on that information.

IPP 3 - Solicitation of personal information generally

The information must be relevant, up to date and complete. The collection of the information must not be unreasonably intrusive.

Where:

- (a) a collector collects personal information for inclusion in a record or in a generally available publication; and
- (b) the information is solicited by the collector:

the collector shall take such steps (if any) as are, in the circumstances, reasonable to ensure that, having regard to the purpose for which the information is collected:
- (c) the information collected is relevant to that purpose and is up to date and complete; and
- (d) the collection of the information does not intrude to an unreasonable extent upon the personal affairs of the individual concerned.

continued overleaf →

IPP 10 - Limits on use of personal information

Outlines the rules about keeping accurate, complete and up to date personal information; using information for a relevant purpose; and only using the information for another purpose with your consent unless special circumstances apply such as health and safety or law enforcement.

1. A record-keeper who has possession or control of a record that contains personal information that was obtained for a particular purpose shall not use the information for any other purpose unless:
 - (a) the individual concerned has consented to use of the information for that other purpose;
 - (b) the record-keeper believes on reasonable grounds that use of the information for that other purpose is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual concerned or another person;
 - (c) use of the information for that other purpose is required or authorised by or under law;
 - (d) use of the information for that other purpose is reasonably necessary for enforcement of the criminal law or of a law imposing a pecuniary penalty, or for the protection of the public revenue; or
 - (e) the purpose for which the information is used is directly related to the purpose for which the information was obtained.
2. Where personal information is used for enforcement of the criminal law or of a law imposing a pecuniary penalty, or for the protection of the public revenue, the record-keeper shall include in the record containing that information a note of that use.

IPP 11 - Limits on disclosure of personal information

Sets out when an agency can disclose personal information about you to someone else, for example another agency.

1. A record-keeper who has possession or control of a record that contains personal information shall not disclose the information to a person, body or agency (other than the individual concerned) unless:
 - (a) the individual concerned is reasonably likely to have been aware, or made aware under Principle 2, that information of that kind is usually passed to that person, body or agency;
 - (b) the individual concerned has consented to the disclosure;
 - (c) the record-keeper believes on reasonable grounds that the disclosure is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual concerned or of another person;
 - (d) the disclosure is required or authorised by or under law; or
 - (e) the disclosure is reasonably necessary for the enforcement of the criminal law or of a law imposing a pecuniary penalty, or for the protection of the public revenue.
2. Where personal information is disclosed for the purposes of enforcement of the criminal law or of a law imposing a pecuniary penalty, or for the purpose of the protection of the public revenue, the record-keeper shall include in the record containing that information a note of the disclosure.
3. A person, body or agency to whom personal information is disclosed under clause 1 of this Principle shall not use or disclose the information for a purpose other than the purpose for which the information was given to the person, body or agency.