

The Centenarians List



"Centenarians" have an entitlement to the Medal by virtue of age and citizenship.

"Centenarians" are Australian citizens who have attained the age of 100 by 1 January 2001 or who will attain it by 31 December 2001 (i.e. born on or before 31 December 1901). They have an entitlement to the Medal on 1 January 2001 (i.e. were at least 99 years and one day old on that date). Where a centenarian was alive on 1 January 2001 and dies before a nomination is lodged, the next of kin may lodge an application on behalf of the person's estate. Approximately 3,000 persons are estimated to be Centenarians.

Medals shall be forwarded to a recipient's home address. Recipients will subsequently be invited to attend a vice-regal function to signify conferral.

How to nominate in the Centenarians List

To nominate a person for the Medal in the Centenarians List, complete the details on the Centenary Medal - Centenarians Nomination Form using **form A** for a **living Centenarian** or **form B** where a qualifying **Centenarian is deceased**, then detach the completed form from this instruction page and forward the form as requested. Further copies of this form can be obtained from the Centenary Medal Secretariat. *Nominations in the Centenarians List should be made as soon as possible.*

In the case of a nomination for a living Centenarian, a copy of satisfactory evidence of the date of birth should be enclosed with the completed form; a nomination for a deceased Centenarian should not be submitted unless suitable copies of evidence of the dates of birth and death have been enclosed with the completed form and the next-of-kin has completed a statutory declaration in the form shown at **Q10 on Form B** as to their entitlement to claim the Medal. A statutory declaration should accompany the nomination form. Originals of birth and death certificates should not be submitted to the Centenary Medal Secretariat.

Nominations for deceased centenarians should only be made where the person was living on 1 January 2001 and has since died.

Centenarians must be Australian citizens or dual citizens to receive the Medal.

Sounding

"Sounding" i.e. contacting nominees to ask whether they are agreeable to accept the Medal, may be undertaken by the Centenary Medal Secretariat before nominations in the Centenarians List are submitted to the Governor-General for approval.

Publicity

A full listing of awardees names (including deceased awardees) will be published at the conclusion of the scheme.

Either Form A or Form B should be submitted to the Centenary Medal Secretariat. Inquiries should be directed to the Centenary Medal Secretariat on telephone (02) 6271 5613.

Centenarians - Nomination Form

(Please PRINT all entries)

form A

1. Name of Centenarian

(Note: Is the nominee living? If 'No', use form B)

| Title | First given name* | Second given name | Surname |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

(*Only two given names will be engraved on the Medal and warrant.)

2. Post-nominals held (if any) Only show for Australian honours or British Imperial honours given as Australian honours, e.g. AM, MBE. Do **not** show academic post-nominals

3. Gender:

Male

Female (tick as appropriate)

4. Date of Birth (Must have been born on or before 31 December 1901.)

dd mm yyyy

5. Nationality

Is the Centenarian an Australian citizen (including a dual Australian/foreign citizen?).

Note: *Dual Australian/foreign citizens are treated as Australian citizens.*

Yes

No (tick as appropriate)

(If 'No' do **not** proceed. Nominee is ineligible for the Medal)

6. Centenarian's Home address

State/Territory _____ Postcode _____

7. Name of person nominating and relationship to awardee (if self nomination say "self")

8. Signature of person nominating

9. Date: _____ / _____ / _____

Send the completed form and evidence of birth as soon as possible to: Centenary Medal Secretariat
Department of the Prime Minister and Cabinet
PO Box 6500
CANBERRA ACT 2600

Deceased Centenarians Nomination Form

(Please PRINT all entries)

form B

1. Name of deceased Centenarian

(Note: Is the nominee living? If 'Yes', use form A.)

| Title | First given name* | Second given name | Surname |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

(*Only two given names will be engraved on the Medal and warrant.)

2. Post-nominals held (if any) Only show for Australian honours or British Imperial honours given as Australian honours, e.g. AM, MBE. Do **not** show academic post-nominals

3. Gender: Male Female (tick as appropriate)

4. Date of Birth (Must have been born on or before 31 December 1901.)

| | | |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| dd | mm | yyyy |

5. Date nominee deceased The date must be on or after 1 January 2001.

| | | |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| dd | mm | yyyy |

6. Nationality

Was the Centenarian an Australian citizen (including a dual Australian/foreign citizen?).

Note: *Dual Australian/foreign citizens are treated as Australian citizens.*

| | | | |
|--------------------------|-----|--------------------------|--------------------------|
| <input type="checkbox"/> | Yes | <input type="checkbox"/> | No (tick as appropriate) |
|--------------------------|-----|--------------------------|--------------------------|

(If 'No' do **not** proceed. Nominee is ineligible for the Medal)

7. Next-of-kin's name

| Title | First given name* | Second given name | Surname |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

8. Next-of-kin's relationship to deceased Centenarian

continued overpage

Deceased Centenarians Nomination Form

continued

form B

9. Next-of-kin's Home address (*This will not be publicised)

_____ State/Territory _____ Postcode _____

10. Next-of-kin's statutory declaration to be attached

A next-of-kin applying on behalf of a deceased person's estate must provide a statutory declaration using the following words, witnessed and signed by a suitable person according to state/territory law:

"I, (name and address of next-of-kin) in the state/territory of (name of state/territory) do solemnly and sincerely declare as follows:

- (name of deceased) was an Australian citizen, born on (birthday) and died on (date of death);
- I am the next-of-kin of (name of deceased) and wish to apply for the *Centenary Medal* on behalf of the estate; **or**
- I am the (relationship to deceased) of (name of deceased) and the family has given permission for me to apply for the *Centenary Medal* on behalf of the estate."

11. Signature of Next-of-kin

A copy of the statutory declaration should accompany this form.

12. Date: _____ / _____ / _____

Send the completed form, accompanying statutory declaration and evidence of birth and death as soon as possible to:

Centenary Medal Secretariat

Department of the Prime Minister and Cabinet

PO Box 6500

CANBERRA ACT 2600

Centenary Medal – Privacy Declaration

form C

Information provided in your application for the *Centenary Medal* (the Medal) may be disclosed to other government agencies to validate the awardee's service and process your application. If approved, the awardee's name and date of award will appear on www.itsanhonour.gov.au and be accessible to internet users. Your/the awardee's address will only be published if you agree. Once information appears on the internet the Department of the Prime Minister and Cabinet has no control over its subsequent use and disclosure. Use and disclosure of your/the awardee's 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 my application form for the Medal are complete and correct;
 - b. I have read and understand the attached *Information Privacy Principles 1, 2, 3, 10 and 11*; and
 - c. I agree to the awardee's address appearing on www.itsanhonour.gov.au.
YES or NO (tick one)

Please print your full name

Please sign

Date / / .

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 overpage

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

continued

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.

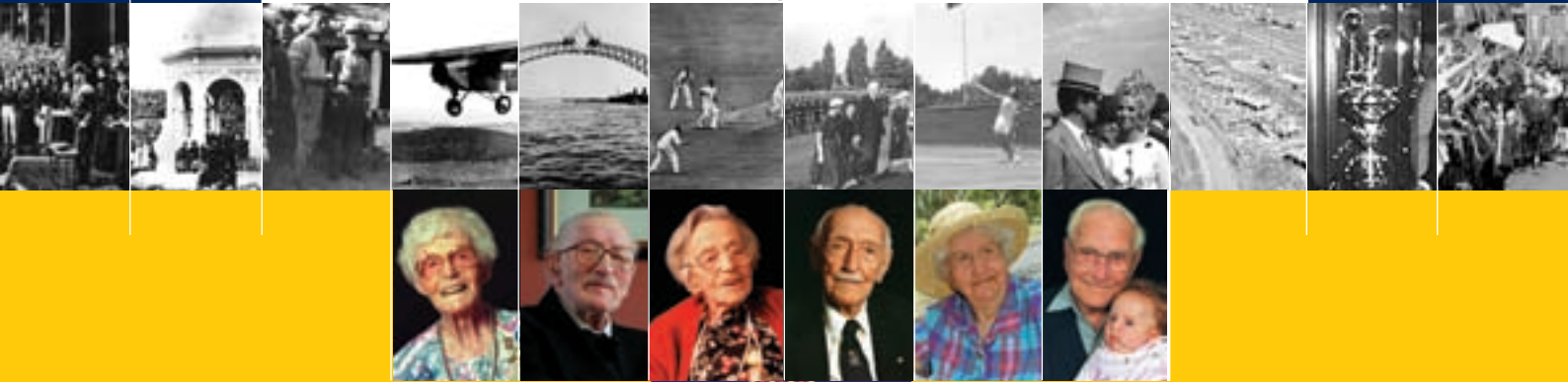
IPP 11 – Limits on disclosure of personal information

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.



Centenary Medal



Centenarian Nomination Form

For use by individual self nominees as
centenarians or by their families or
next-of-kin making nomination on their behalf