



# APPLICATION FORM

## Vietnam Logistic and Support Medal and Australian Active Service Medal 1945 - 1975 Clasp "Vietnam"

**Please read** the **Application Guide** **before** completing this form (in **BLOCK LETTERS**).

### Section 1 Details of person making application

(whether for *YOURSELF* or *ON BEHALF* of Awardee)

<b>Title</b> (Mr, Mrs etc)	<b>Given Name(s)</b>	<b>Surname / Family Name</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Current home address</b>	Street		
	Suburb	State	Post Code

<b>Current postal address</b>	Street or PO Box		
	Suburb	State	Post Code

<b>Telephone numbers</b>	Home ( )	Work ( )
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### Section 2 Details of the proposed awardee

<b>Title</b> (Mr, Mrs etc)	<b>Given Name(s)</b> (at time of service)	<b>Surname / Family Name</b> (at time of service)
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Awardee's nationality</b>	<b>Australian</b> (please tick ✓) <input type="checkbox"/>	<b>Dual</b> (tick ✓) <input type="checkbox"/>	<b>Other</b> (indicate) <input type="checkbox"/>
	<input type="text"/>		

<b>Address prior to commencing this service</b>	Street or PO Box		
	Suburb	State	Post Code

• Is this application being made for your own service? Yes  No

• Is the proposed Awardee **deceased** or **infirm**? (please tick ✓)

**Deceased** - Yes  No

**Infirm** - Yes  No

- If “Yes”, what is **your relationship** to this person?  
(ie spouse/son/daughter/father/mother/brother/sister etc)

- Date and place of birth of the proposed awardee (for identification purposes only)

**Date of Birth**  
(day/month/year)

**Place of Birth**

Town

State/Territory/Country

### Section 3 Service details

In which hospital team/organisation(s) did service occur (include length of service ie continuous or broken – from 19XX to 19XX)

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### Section 4 Engraving details

The *Vietnam Logistic and Support Medal* and *Australian Active Service Medal 1945-1975* clasp “Vietnam” are engraved with the awardee's full name at the time of service.

Given name(s)

Surname

### Section 5 Issuing details

Address for issue of Medal/s

  
 State  Postcode   
Telephone (STD)  Number: 

### Section 6 Declaration

Information provided in this application will be disclosed to other government agencies to validate your service and process your nomination. If approved, your name, clasp name and date of award may appear on [www.itsanhonour.gov.au](http://www.itsanhonour.gov.au) and be accessible to internet users. (Details of *Vietnam Logistic and Support Medal* recipients are not currently published, but may be in future). Your address would 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 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:**
- The details I have given on this form are complete and correct;
  - I have read and understand the attached *Information Privacy Principles 1, 2, 3, 10 and 11*;
  - I agree to the proposed awardee's address appearing on [www.itsanhonour.gov.au](http://www.itsanhonour.gov.au). YES  or NO  (tick one)

.....  
Please print your full name

.....  
Please sign

..... / ..... / .....  
Date

## Guidance Notes

### Background Notes on the Vietnam Logistic and Support Medal

On 19 April 1994 the Government announced its acceptance of the recommendation contained in the report of the Committee of Inquiry into Defence and Defence Related Awards (March 1994).

It was recommended that:

“civilian surgical and medical teams and other civilian groups who served in Vietnam under Government jurisdiction and in support of the Australian war effort be eligible for the Vietnam Logistic and Support Medal under the prescribed conditions.”

Conditions for the award of the Vietnam Logistic and support Medal are given in the Regulations governing the award. The Medal may be awarded for service of one day or more in the area of operations in Vietnam during the relevant period of eligible service from 29 May 1964 to 27 January 1973 inclusive.

Note: If you have received the Vietnam Medal you are **INELIGIBLE** for an award of the Vietnam Logistic and Support Medal.

### Notes to assist with completing the Application Form

**Applications:** One application form per person is required. However, forms may be reproduced and provided to others. **BLOCK** capitals only should be used to complete this form.

**Date of Birth:** The date of birth of only the proposed awardee is required for reference purposes. When an application is being made for a posthumous award it is the date of birth of the proposed awardee that is required for reference purposes, not that of the applicant.

**Applications for Posthumous Awards:** The Vietnam Logistic and Support Medal may be awarded posthumously. As medals of a deceased person belong to that person's estate, a statutory declaration will be required when a posthumous application is made in order to establish the relationship to the deceased person. The statutory declaration should preferably accompany the completed application form. The order in which a posthumous Vietnam Logistic and Support Medal may be issued to the next-of-kin is as follows:

(a) beneficiary under will; (b) widow(er); (c) son; (d) daughter; (e) step-son; (f) step-daughter; (g) grandson; (h) granddaughter; (i) father; (j) mother; (k) brother; (l) sister; (m) half-brother; (n) half-sister; (o) nephew; (p) niece; and (q) other person named in official records as next-of-kin.

**Service Details:** **COPIES ONLY** of documentation showing service details should be forwarded with the completed application form otherwise delays in issuing the Medal may occur due to validation processes. Documentation confirming specified service could include a **COPY** of accreditation papers; and/or a **COPY** of discharge certificate/s; and/or a **COPY** of originating hospital's personnel records.

**Engraving:** For protocol reasons the Vietnam Logistic and Support Medal is engraved with the recipient's name at time of service. Titles and postnominals are not engraved on the Medal.

**Medal Issue:** The Medal will be posted to you by the Department of Defence. Please indicate the address to which the Medal can be posted.

This application and these notes have been prepared to enable recognition to member of civilian surgical and medical teams based in Vietnam on assignment under Government jurisdiction in support of the Australian National effort.

Completed forms and documentation to be returned to:  
Awards and Culture Branch  
Department of the Prime Minister and Cabinet  
PO Box 6500  
CANBERRA ACT 2600

# 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.