



POLICE OVERSEAS SERVICE MEDAL APPLICATION

For service in TPNG Only

The information requested in this Application is to assess the eligibility of an applicant to be awarded the Police Overseas Service Medal (POSM) for service in TPNG with regard to the Amendments published in the Special Gazette S114 on 10 July 2012.

APPLICANT DETAILS

- To be completed by the applicant or the applicant's representative. (See page 3 - Application Guide)
- All deletions or corrections are to be initialled.
- Fields marked with (*) are mandatory and must be completed. (See page 3 for required documentation)

1. Details of proposed Awardee (the proposed recipient)				
Name for identification of Applicant*	Mr/Ms etc	Given Name(s)	Surname*	Date of Birth* / / Birthplace (Town & State)* <i>(include country if outside Australia)</i>
Address * <i>(Include State & Postcode, No PO Box)</i>			Citizenship Status* (i.e. Australian Citizen, Permanent Resident, etc)	
Telephone numbers* (at least one)	Home	Mobile		
Email Address				
Other known names * (if applicable)				

2. Details of person making application (if application is being made on <u>on behalf</u> of Awardee, i.e. Posthumous Application)				
Name *	Mr/Ms etc	Given Name(s)	Surname*	Date of Birth* / / Birthplace (Town & State)* <i>(include country if outside Australia)</i>
Address * <i>(Include State & Postcode, No PO Box)</i>			Citizenship Status* (i.e. Australian Citizen, Permanent Resident, etc)	
Telephone numbers* (at least one)	Home	Mobile		
Email Address				
Relationship to proposed awardee * <i>(Please attach evidence of relationship)</i>				
Reason Awardee did not fill in the form * <i>(i.e. Deceased)</i>				

3. Details of Service of proposed Awardee		
Duties * (Positions held during RPNG service) <i>(Please circle)</i> Clerk / Patrol Officer / District Officer / Commissioned Officer / Other: _____		
Service Number(s) (If known) <i>(Attach supporting documentation preferred)</i>	Date TPNG service started * <i>(Attach supporting documentation preferred)</i>	Date TPNG service ended * <i>(Attach supporting documentation preferred)</i>

Have you been previously awarded the Police Overseas Service Medal (POSM) *	Yes / No
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4. Details for engraving and delivery of medal <i>(Be very precise)</i>		
Name to be engraved *		
*Only two preferred given names and the surname of the proposed Awardee (at the time of service), can be engraved on the medal. Titles and/or post-nominals cannot be engraved on the medal		
Postal Address for delivery of award*	Town and country	Post Code
*AFP Recognition & Awards may contract out to third party entities the despatch functions of certain AFP Honours and Awards. Accordingly, Recognition and Awards will disclose some of your personal information such as name and postal address to these contracted third parties. However, it is only for the purposes of engraving, dispatch and correspondence in regards to medal entitlements. By signing this application form you acknowledge this disclosure.		

5. Declaration by living applicant <i>(Go to section 5 for a posthumous application)</i>		
I declare that the information provided above is true and correct regarding my service. I also make this solemn declaration by virtue of the <i>Statutory Declarations Act 1959</i> , and I am subject to the penalties provided by that Act for the making of false statements in Statutory Declarations, conscientiously believing that statements in this declaration to be true in every particular.		
Have you read, and understand, the attached <i>Information Privacy Principles</i> ?	Yes	No
I give consent to the AFP using details I have provided on this form to conduct a National Police Check on the proposed awardee to ensure the integrity of the Australian Honours Scheme.	Yes	No
Signature of person making declaration _____		
Declared at _____ on the _____, 20 _____		
before me: (Signature of person before whom the declaration is made) _____		
Title of person before whom the declaration is made _____		

6. Declaration of Executor, Administrator or Next of Kin <i>(For a posthumous application)</i>		
I have enclosed proof that I am the Executor of the will, Administrator in case of intestacy, or a person who can prove legal status as a beneficiary to this claim.	Yes	No
I do solemnly and sincerely declare that I wish to apply for the unclaimed Police Overseas Service Medal in respect of the deceased ex-member whose details are provided on the first page of this application.	Yes	No
I declare that I am the executor or beneficiary (delete as necessary) entitled to receive the POSM. I hereby indemnify the Australian Federal Police against any claim arising from the incorrect award of the medal. I make this solemn declaration by virtue of the <i>Statutory Declarations Act 1959</i> , and I am subject to the penalties provided by that Act for the making of false statements in Statutory Declarations, conscientiously believing that statements in this declaration to be true in every particular.		
Have you read, and understand, the attached <i>Information Privacy Principles</i> ?	Yes	No
I give consent to the AFP using details I have provided on this form to conduct a National Police Check on the proposed awardee to ensure the integrity of the Australian Honours Scheme.	Yes	No
Signature of person making declaration _____		
Declared at _____ on the _____, 20 _____		
before me: (Signature of person before whom the declaration is made) _____		
Title of person before whom the declaration is made _____		

Return all pages of the Application Form to:

Australian Federal Police
 Recognition and Awards
 POSM TPNG Registrar
 GPO Box 401
 Canberra ACT, 2601

For further information please visit our website:
 Email: posm-kiaps@afp.gov.au or
 Phone: 02 61316222

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CHECKLIST OF SUPPORTING DOCUMENTATION

This sheet is to accompany all submitted documentation and please keep your own copy of all submitted documentation.

LIST OF CERTIFIED COPIES SUBMITTED AS PROOF OF IDENTITY OF APPLICANT FOR THE AWARD

(Eg. Driver Licence of applicant, Medicare Card, Change of Name certificate or deed poll certificate where applicable).

LIST OF CERTIFIED COPIES SUBMITTED AS PROOF OF SERVICE WITH THE ROYAL PAPUA AND NEW GUINEA CONSTABULARY/TERRITORY OF PAPUA AND NEW GUINEA

(Certificate of Service, Warrant Card, Gazette notice of appointment or promotion, official documentation relating to applicant's work, etc)

LIST OF CERTIFIED COPIES SUBMITTED TO SUPPORT THE APPLICATION FOR A POSTHUMOUS AWARD BY A NEXT OF KIN

(Eg. DEATH CERTIFICATE OF AWARDEE, Driver Licence of next of kin, Marriage Certificate, Extract from Last Will and Testament, Birth Certificate, other proof of relationship to awardee, Statutory Declaration)

Police Overseas Service Medal Application Guide (For service in TPNG only)

Please read carefully before you complete the Application Form

1. Details of the proposed Awardee *(the proposed recipient)*

- Complete this section with name and address (if known) of the proposed Awardee at the time of service.

2. Details of person making application *(whether for YOURSELF or ON BEHALF of Awardee)*

- This section must be completed by the person filling in the application (who may not necessarily be the proposed Awardee).
- Give your personal details if making an application on behalf of another person who is deceased or who is unable to complete the form through illness or infirmity.

Date and place of birth of the proposed Awardee *(for identification purposes only)*

- The date and place of birth of the proposed Awardee is required for identification purposes only.

Issuing the Medal *(mailed to nominated address)*

- Once approved and engraved, the POSM will be sent to the applicant's nominated postal address.
- Please advise the AFP Recognition and Awards Team if you move to another address before the Medal is issued.

3. Details of Service of the proposed Awardee

- Give the date of starting and the date of ending service in Territory of Papua and New Guinea (TPNG).
- If available, send copies of any personal documentation that may assist in verifying service such as warrant card, service certificate; other records.
- If you are unable to find any records to help verify the service, contact the AFP Recognition and Awards Team for assistance.

4. Declaration by living Applicant *(please sign)*

The person filling out the form must sign the declaration that:

- the details provided in the Application Form are complete and correct;
- the person completing the form has read, and understands, the attached *Information Privacy Principles*; and
- the person completing the form agrees (or does not agree) to the proposed awardee's address appearing on www.itsanhonour.gov.au.

5. Declaration of Executor, Administrator or Next of Kin

- If you are applying for a posthumous award of the Police Overseas Service Medal, or on behalf of someone who is unable to complete this form personally, you are requested to also complete and forward a statutory declaration with your Application Form, certifying your relationship to the proposed Awardee.
- If you are applying for this award and are not the next-of-kin of the proposed Awardee, an additional point must be included in your statutory declaration certifying that you have permission, on behalf of the family, to apply for the Medal.

Finally - Remember to Check

- All relevant sections of the Application Form have been completed;
- The relevant declaration and authorisation has been completed and signed;
- All relevant documentation has been enclosed, and
- Please keep a note of the date the application was signed and the date it was sent to the AFP.