

**Introduced March 2007  
Approved at TVFFAF Management  
Committee meeting 6<sup>th</sup> March 2007**

## **TASMANIA VOLUNTEER FIRE-FIGHTER AWARDS FRAMEWORK (TVFFAF)**

### **CONDITIONS & RULES**



### **TFS YOUTH AWARD (Tassie Devil Award)**

**For further information please contact**

**TVFFAF State Co-ordinator**

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**Should an area of misunderstanding re rules etc be encountered reference should be made to the Rules & Conditions of the TFS Volunteer Medal & TFS Volunteer Award. If not covered in that document please seek clarification from the Awards Management Committee representative from either Volunteer Fire Brigades Association.**

## TFS Youth Award (Tassie Devil Award) - Conditions & Regulations 2007

### **PREFACE:**

Towards the end of 2005 the TVFFAF Management Committee, considered it appropriate to introduce a TFS Award that will assist in the retention of Junior Members into the ranks of a senior fire brigade.

Note -Junior Members includes Cadets.

Considerable effort and research was at the time of this consideration, occurring within the Volunteer Associations along with the TFS Administration in an effort to retain volunteers firefighters. At that stage the statistics indicated that our retention figures were on a downward trend – that is, we were losing minimally more than we were recruiting on an annual basis.

The TVFFAF Management Committee felt that an enticement should be offered to Juniors including Cadet Members who had moved from a junior member to that of a “senior” member (at the age of 17 years) by joining a brigade as a full member – that is they had graduated from a junior members position to that of a member of a senior brigade and had completed the sign on procedures, including the appropriate clearances (police check).

In early 2006, discussions were held with a senior TFS Officer (Mr Mike Brown AFSM) who supported the concept endorsed by the TVFFAF Management Committee . After these discussions, they moved towards the establishment of an appropriate badge recognising the achievement.

It is intended to have the award ready for the first nominations and presentation by the end of the calendar year 2007 (or before).

The award with the approval of the Tasmania Fire Service will be worn on the outer uniform garment above the right pocket as per the attached rules.

This award supplements the existing TFS Volunteer Medal and TFS Volunteer Award which commenced in 1999 and again is:-

**“by the volunteers for the volunteers”.**

## TFS Youth Award (Tassie Devil Award) - Conditions & Regulations 2007

## **1: TFS Youth Award:**

### **1.1 TFS Youth Award.**

The TFS Youth Award, will be known as the “Tassie Devil Award” and will consist of a metallic badge coloured with words:-

“Tasmania Fire Service” – “Youth Award” around the edge of the badge.

The recipient of the Award will have served a minimum of three (3) years as a Junior Brigade Member and moved from a position of Junior Brigade Member to that of a Senior Brigade Member (at the age of 17 years) by joining a brigade as a full member. That brigade may not necessarily be the same brigade in which they completed their Junior Brigade Membership.

That is they have graduated from a junior members position to that of a member of a senior brigade and must have completed the sign-on procedures, including the appropriate clearances (police check). before being entitled to the Youth Award.

### **1.2: Descriptions:**

The TFS Youth Award is shown in Appendix “A”. It is a metallic badge with a coloured centre of approximately 35mm diameter. It is fastened to the outer uniform garment by a clip or clutch pin.

In the centre of the badge is a coloured picture of a Tasmanian icon, the Tasmanian Devil. The devil is clad in fire fighting clothing and as such the Award has been titled the “Tassie Devil Award”

TFS Youth Award (Tassie Devil Award) - Conditions & Regulations 2007

**2: PROCEDURE:**

**2.1: TFS Youth Award – nomination procedure:**

A TFS senior brigade volunteer member can only be jointly nominated for this award by the Brigade Chief and the Junior Brigade Supervisor. Should a member of a senior brigade wish to have themselves nominated (ie: that have the pre-requisites required) they should seek the support of the officers required to nominate them. Self nomination is not accepted.

The nomination form must be co-signed by the Brigade Chief and the Junior Brigade Supervisor, before being forwarded to the TVFFAF State Co-ordinator for approval.

The nomination submitted in the nomination must be supported by a printout of the personal information available on the TFS RMS.

This is required to substantiate the qualifying period both as a junior member and that the member has been accepted as a full member of a senior brigade. Nominations without the RMS print out attached will not be accepted and returned to the nominator(s).

The nomination period will be the same as that of the TFS Volunteer Medal and TFS Volunteer Award 1<sup>st</sup> Nov to 1<sup>st</sup> March, other than the introductory year which will be from 1<sup>st</sup> May 2007 to 1<sup>st</sup> August 2007. The second nomination period will commence on 1<sup>st</sup> Nov 2007 and fall in line with the nomination period of the TFS Volunteer Medal & Award from that period.

The nomination form is as indicated in Appendix “B”

## TFS Youth Award (Tassie Devil Award) - Conditions & Regulations 2007

### 2.2: Service Criteria - for TFS Youth Award

Means a minimal period of three (3) years continuous service as a Junior Member of a brigade(s) in Tasmania Fire Service. This service may have accrued in more than one brigade, however it is acknowledged that in most cases this will occur as a member of one brigade. This service must be substantiated via a RMS report on the nominee.

After achieving the initial qualifying period as a Junior Member of a brigade(s) the nominee must then have joined a senior brigade as a senior member and has completed the sign-on procedures including the completion and acceptance of the Civil check (police check). The nomination can be completed as soon as practical after the sign-on procedures have been completed and the nominee has been listed on RMS as a brigade member.

Accrual of service will be from June 1996 (approx 10 years prior to the introduction of the Tassie Devil Award) . The commencement period (date) has been established similarly to that when the TFS Volunteer Medal & TFS Volunteer Award was introduced thus providing an opportunity for the prior establishment of that recognition.

Service as a Junior Brigade member in another State's fire authority is not considered applicable.

### 2.3: Junior Member:

Means a Member of a Junior Brigade including a Cadet, in the first instance, who is listed on a brigades strength (RMS). Operational means a member of "volunteer" and/or "retained" fire brigade.

## TFS Youth Award (Tassie Devil Award) - Conditions & Regulations 2007

### **3: WEARING:**

#### ***3.1: TFS Youth Award:***

The TFS Youth Award (Tassie Devil Award) will be worn on the outer uniform garment (normally “station wear”) of the TFS. The Award is not worn on PPC.

Members in receipt of the Award, may if they so choose, also wear the Award on civilian clothes.

If worn on civilian clothing it should be worn on the right side of the garment, similarly located if worn on the uniform.

When worn on uniform, the location of the TFS Youth Award (Tassie Devil Award) will be worn immediately above the right side shirt pocket, & centred . Should the outer garment be the station wear jumper, the Award should be located similarly to that of when wearing on the shirt. (above the name plate)

Should a TFS member be awarded the TFS Volunteer Medal or TFS Volunteer Award later in their service, the TFS Youth Award should then be worn on the pocket flap with the TFS Volunteer ribbon bar being worn as per diagram in Appendix “C”

## **4: ELIGIBILITY**

### **4.1: Eligibility:**

The TVFFAF Management Committee reserves the right to refuse to grant, and may revoke or prohibit a member wearing the TFS Youth Award (Tassie Devil Award), where the Management Committee is satisfied that such a member does not meet the criteria for the medal or award.

The Management Committee may, in exceptional circumstances, grant a TFS Youth Award (Tassie Devil Award) where the eligibility criteria has not been fully met.

### **4.2: Serving members:**

All serving members will be considered for the TFS Youth Award (Tassie Devil Award) should they have completed the basic prerequisite of three (3) years service as a Junior Member (Cadet) and then completed the sign on procedures and be listed on RMS as an operational member of the senior brigade.

## **5: PROCEDURES**

### 5.1: Nominations may be made as follows:

- Joint co-signed nomination from Briagde Chief and Junior Brigade Supervisor.

All nominations must be made on the prescribed “nomination form” as annexed to these conditions & regulations and must be co-signed by the Brigade Chief and Junior Brigade Supervisor as “recommended”.

### 5.2: Dates for nomination:

Completed nomination forms must be forwarded to the TVFFAF State Co-ordinator by the 1<sup>st</sup> March annually. .

The nomination period will commence on 1<sup>st</sup> November annually and conclude on 1<sup>st</sup> March the following year.

Late nominations will be at the discretion of the State Co-ordinator. Email notification of a nomination arriving on the 1<sup>st</sup> March (or within the immediately following week) will be acceptable. Nominations arriving at the scheduled address after these dates will be held over until the following year.

## TFS Youth Award (Tassie Devil Award) - Conditions & Regulations 2007

### 5.3: Award's Management Committee

Will annually consider all nominations as submitted by nominees, and will make every attempt to have the “approved” nominations completed by 31<sup>st</sup> July annually and the recipient advised in writing.

The Award's Management Committee will:- (via the State Co-ordinator)

- ◆ advise approved recipients in writing as soon as possible. At the same time the appropriate BC will be advised in writing.
- ◆ advise unsuccessful nominating parties of the reasons for the rejection, and notify them of the “Grievance Procedure”
- ◆ determine the place of presentation. (in conjunction with BC)
- ◆ maintain a nomination register for the TFS Youth Award.
- ◆ arrange for the Award to be inscribed with name and date of issue.

In addition to the above the Award's Management Committee (on delegation to the State Co-ordinator) will:-

- ◆ maintain appropriate financial records for the TFS Volunteer Award System
- ◆ maintain a stock of TFS Youth Awards, etc as required.
- ◆ make annual application to the Volunteer Associations for funding grants. (In the initial introductory year(s) it is envisaged that no additional funds will be required from the associations to facilitate this Award).
- ◆ facilitate all other management responsibilities for the TFS Youth Awards (Tassie Devil Award).
- ◆ maintain all records, minutes of meetings etc for the TFS Youth Award system.
- ◆ be the sole authority for the interpretation of these rules.

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### 5.4 Awards Grievance Committee:

#### *5.4.1: Aggrieved member:*

- Should a member or nominating party, after receipt of advice from the Award's Management Committee wish to lodge a grievance against the decision, they must notify the State Co-ordinator in writing.
- This notification will then be forwarded along with the appropriate nomination form and other documentation to the Chairperson of the Award's Grievance Committee,. The initial notification to the TVFFAF State Co-ordinator must include the grounds for such grievance.
- Details of the grievance procedures are available from the State Co-ordinator.
- The grievance committee members handling the TFS Volunteer Medal & TFS Volunteer Award will form membership of this Committee.
- On receipt of the grievance from the TVFFAF State Co-ordinator, the Chairperson will call a meeting to determine if the grievance is "upheld" or "turned down". Referral to the Grievance Committee will be the only step in this procedure, with the member being able to address the Committee, if either party requests.

#### *5.4.2: Referral to Award's Management Committee:*

- After completion of the Grievance Committee's meeting they will advise the Award's Management Committee of their decision in writing.
- The member or nominating party will in turn be advised of the decision by the State Co-ordinator. In the case of a grievance being determined by the Award's Grievance Committee their, decision will be final.

## **6: PRESENTATIONS:**

### **6.1: Presentation of TFS Youth Award:**

The presentation of the TFS Youth Award (Tassie Devil Award) will be made by the recipients Brigade Chief, or another person nominated by the Brigade Chief.

The function should be at the discretion of the brigade, but it is suggested that it be low key and if possible with the other Junior Members and parents present.

### **6.2: Dress for presentation:**

It is considered appropriate that recipients of the TFS Youth Award should be dressed appropriately for the occasion, eg: wearing the appropriate TFS Uniform (station wear)

Other Brigade members present, at the presentation, should be wearing their honours and awards as this award is an intricate part of the TVFFAF Awards system.

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For further information and/or discussion re “Conditions & Rules”

Please email State Co-ordinator on: [rove@tassie.net.au](mailto:rove@tassie.net.au)