

Regulations Governing the Award of the Public Service Medal

as amended

made under

Letters Patent

This compilation was prepared in January 2023 taking into account amendments to the *Public Service Medal Regulations - 2021*.

Schedule

Short title [see note 1]

1. These Regulations may be cited as the Public Service Medal Regulations.

Interpretation

2. In these Regulations:
 - “authority” includes:
 - (a) a body corporate in which the Commonwealth, a State, an external Territory or a local government has a direct or indirect pecuniary interest; or
 - (b) an unincorporated body established by or for the Commonwealth, a State, an external Territory or a local government;
 - “local government” means a local government body established under a law of a State, an external Territory;
 - “Medal” means the Public Service Medal;
 - “service” means remunerated service;
 - “State” includes the Australian Capital Territory and the Northern Territory.

Conditions for award of the Medal

3. (1) The Medal shall be awarded to a person only for outstanding public service by the person:
 - (a) with the Commonwealth, a State, an external Territory or a local government or with an authority of the Commonwealth, a State, an external Territory or a local government; or
 - (b) in an office or position remunerated by or on behalf of the Commonwealth, a State, an external Territory or a local government.
- (2) The Governor-General may determine, in writing, on the recommendation of the Prime Minister, the number of awards of the Medal for each of the following:
 - (a) the Commonwealth in a calendar year;
 - (b) a State in a calendar year;
 - (c) all of the external Territories in a period of 3 calendar years,
- (3) The Prime Minister must not make a recommendation under subregulation (2) in relation to the number of awards of the Medal unless:
 - (a) for the Commonwealth and each of the States—the number of awards for a calendar year is broadly proportionate to the Commonwealth or the State's share of the total number of members of the public service across the Commonwealth and all of the States; and
 - (b) at least one Medal may be awarded for each period of 3 calendar years to all of the external Territories.
- (4) The number of awards of the Medal under this regulation for:
 - (a) the Commonwealth or a State for a calendar year; or
 - (b) all of the external Territories for a period of 3 calendar years; must not exceed the number specified in, or worked out in accordance with, a determination under subregulation (2) in relation to the Commonwealth or the State for the calendar year, or all of the external Territories for the period of 3 calendar years.

Conditions for additional award of the Medal—COVID-19 pandemic

- 3A. (1) The Medal may be awarded for service in relation to the COVID-19 pandemic to a person eligible for the award of the Medal under regulation 3.

- (2) An award of the Medal in accordance with this regulation may only be made in the 5-year period commencing on 25 January 2020 or, if the Governor-General determines a further period, such further period.
- (3) The Governor-General may, on the recommendation of the Prime Minister, determine a further period, not exceeding 3 years, for the purposes of subregulation (2).
- (4) The Governor-General may, under subregulation (3), determine a further period more than once. However, each period of extension must not exceed 3 years.
- (5) To avoid doubt, an award of the Medal in accordance with this regulation does not count towards a limit in subregulation 3(4).

Making of awards

4. (1) An award of the Medal shall be made by the Governor-General and notified in the *Commonwealth of Australia Gazette*.
- (2) The Medal shall not be awarded except upon the nomination of the responsible Minister.
- (3) For the purposes of sub-regulation (2), the responsible Minister is:
 - (a) in the case of service with the Commonwealth, with an authority of the Commonwealth or in an office or position remunerated by or on behalf of the Commonwealth—the Prime Minister or a Minister of State for the Commonwealth acting for and on behalf of the Prime Minister;
 - (b) in the case of service with a State, a local government of the State, an authority of the State or of the local government or in an office or position remunerated by or on behalf of the State or the local government—the Premier of that State or a Minister of the Crown of that State acting for and on behalf of the Premier;
 - (ba) in the case of service with the Australian Capital Territory or in an office or position remunerated by or on behalf of the Territory—the Chief Minister of that Territory or a Minister of that Territory acting for and on behalf of the Chief Minister; or
 - (c) in the case of service with the Northern Territory, a local government of the Territory, an authority of the Territory or of the local government or in an office or position remunerated by or on behalf of the Territory or the local government—the Chief Minister of that Territory or a Minister of that Territory acting for and on behalf of the Chief Minister; or
 - (d) in the case of service with an external Territory, an authority of the external Territory or in an office or position remunerated by or on behalf of the external Territory—the Minister of State for the Commonwealth responsible for administering the Territory.

Design of the Medal

5. The design of the Medal shall be as prescribed.

Wearing of the Medal

6. The manner of wearing the Medal shall be as determined by the Governor-General.

Designation of holder of the Medal

7. Persons to whom the Medal has been awarded are entitled to have the letters “PSM” placed after their names on all occasions when the use of such letters is customary.

Registrar of Awards

8. (1) There shall be a Registrar of Awards who shall be appointed by the Governor-General and shall maintain a Register of the names of persons to whom the Medal has been awarded.

- (2) The Registrar shall keep such other records relating to the award of the Medal as the Governor-General directs.

Cancellation and reinstatement

9. (1) The Governor-General may cancel the award of the Medal to a person and may reinstate an award so cancelled.
- (2) When an award of the Medal is cancelled, the name of the person to whom the award was made shall be erased from the Register and that person shall return the Medal to the Registrar.
- (3) Where an award that has been cancelled is reinstated, the Registrar shall restore the entry in the Register that had been erased.

Notes to the Regulations Governing the Award of the Public Service Medal

Note 1

The *Regulations Governing the Award of the Public Service Medal* (in force under *Letters Patent*) as shown in this compilation is amended as indicated in the Tables below.

Table of Instruments

Title	Date of notification in gazette	Date of commencement	Application, saving or transitional provisions
Regulations Governing the Award of the Public Service Medal	28 Nov 1989 (see <i>Gazette</i> 1989, No. S369)	18 Oct 1989	—
Amendments to the Public Service Medal Regulations - 1995	3 Apr 1995 (see <i>Gazette</i> 1995, No. S124)	16 Mar 1995	—
Amendment to the Public Service Medal Regulations - 2003	8 Oct 2003 (see <i>Gazette</i> 2003, No. S376)	14 Aug 2003	—
Amendment to the Public Service Medal Regulations - 2021	6 June 2022 (see <i>Gazette</i> 2022, No. C2022G00464)	23 Dec 2021	—

Table of Amendments

ad. = added or inserted | am. = amended | rep. = repealed | rs. = repealed and substituted

Provision affected	How affected
R. 2	am. 1995; 2003; 2021
R. 3	am. 1995; 2021
R. 3A	ad. 2021
R. 4	am. 1995; 2021