

The Submariners Association Awards System.

The NMC has agreed to introduce an 'Awards' system to recognise members of the Association that have 'gone that extra mile' in support of their colleagues, their Branch or the Association itself. The procedure to be adopted is very much based on the 'Honours and Awards' system that is used in the Royal Navy and is outlined below for future reference.

There will be two levels of award for which nominations will be considered. Firstly, The Patron's Commendation, principally for National work and strictly limited to preserve its status as a very special award. Secondly, The President's Certificate of Appreciation, for Branch Officers that have done more than normal duty, such as extremely long service in a key post and subsequent retirement.

An Awards Committee, comprising the President and Vice Presidents of the Association, has been established with responsibility for initially 'staffing' the submitted nominations. The Branch 'Management' (depending upon the makeup of that group) will raise the nomination. The nomination is to be in letter format and should succinctly cover the reasons why the nominee has been singled out for an award and any additional recommendations to assist the Awards Committee. Should it be necessary, further amplification will be requested from the Branch Management team.

The system is not complicated but it will require some time and effort to create a strong nomination letter. The stronger the argument, the more likely the nomination will be supported. In any award system, there is no guarantee that the nomination ultimately will be successful, hence the need for the entire process to be discrete. All correspondence concerning a nomination for the award of an Honour is to be headed 'IN CONFIDENCE' and Branch Management teams, the Awards Committee members and the NMC members are to respect the confidentiality of the submission.

The prepared nomination letter should be sent to the NMC Secretary, for initial consideration by the Awards Committee (an electronic copy attached to a forwarding email will greatly help the NMC Secretary administer the process). The Committee will place considerable store in the strength of the Branch nomination and will exercise their judgement and broad experience when assessing the proposal. When advised by the President, the NMC Secretary will forward recommended nominations to the NMC members for their personal deliberation. At the next scheduled NMC meeting, time will be allocated for a short discussion on the nominations, followed by a vote of the NMC members. A majority vote will result in an award being made to the successful nominee. The Association Chairman will write to the Branch Management team advising of the result. In due course, the Branch Management team will liaise with the National Secretary to determine when, where and by whom the award will be presented.

Exceptionally, a nomination may stand out as being superior, reflecting very special service, principally but not exclusively at National level. The Awards Committee and NMC will conduct the selection process as above but will

consider making an award of a Patron's Commendation. This is the highest honour that the Association can award and the decision to proceed will not be taken lightly. NMC members themselves may recognise an individual within the Association worthy of an award. In this circumstance, a Committee member will be tasked to raise a nomination and the selection process as detailed above will be conducted.

An 'Honours System' is necessarily subjective but it is right and proper that an organisation as large as the Submariners Association has the means to recognise good work and selflessness by individuals. The Awards Committee will set the bar accordingly to ensure that the awards are given only to the most deserving colleagues.