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GLOSSARY OF TERMS

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tr>
<td>CPPU</td>
<td>Crime Prevention Programs Unit</td>
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<tr>
<td>DCPC</td>
<td>District Crime Prevention Coordinator</td>
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<tr>
<td>NHW</td>
<td>Neighbourhood Watch</td>
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<td>NHWQ</td>
<td>Neighbourhood Watch Queensland</td>
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1.0 Introduction

This is an extract of the [NHWQ Policing Guide](http://www.nhwq.org/wp-content/uploads/Welcome-to-NHW-Guide.pdf). More information regarding Key Processes related to NHWQ can be read in the [NHWQ Policing Guide](http://www.nhwq.org/wp-content/uploads/Welcome-to-NHW-Guide.pdf). The purpose of this document is to provide police with information to help them support Neighbourhood Watch Queensland (NHWQ). Neighbourhood Watch (NHW) is undergoing a renewal process and as a result there are changes in the key processes and responsibilities of various roles.

5.0 Key Processes related to NHWQ

5.12 NHWQ awards

NHWQ has a three level recognition of service structure that may be awarded to NHWQ Volunteers. This include bronze, silver and gold awards.

Volunteers include, but are not limited to, committee members, residents, business owners and local supporters.

**Bronze badge**
The recipient must be an 'active participant' in NHWQ for a minimum period of three (3) years.

Active participation within NHWQ can be subjective. Below is a guide to assist in identifying suitable nominees for lapel badges:

- Attends and actively participates in a reasonable number of NHWQ meetings, events and/or activities.
- Holds a position (area/social media/events coordinator, secretary etc.) and performs tasks well.
- Promotes and markets NHWQ effectively within the community.
- Demonstrates a commitment to engage and work in partnership with others.
- Accountable for outcomes.
- Pursues continuous improvement.

**Silver badge**
The recipient must be an 'active participant' in NHWQ for a minimum period of five (5) years and have received a bronze badge.

**Gold badge**
To qualify for a gold lapel badge, the recipient must be a volunteer who has shown additional commitment to NHWQ beyond that of being an 'active participant'. The recipient must have greatly exceeded the requirements of a silver badge (five [5] years), and have a longer period of involvement.

Additional commitment may include:

- Attending and actively participating in NHWQ Divisional, District, and State Conferences.
• Being an active office holder and participating in local (online or face to face), divisional, district or regional NHWQ committees.
• Initiating and managing NHWQ projects to promote community safety and crime prevention.
• Demonstrating a commitment to work in partnership with other NHWQ stakeholders including community, government and business.

The application for awards recipients should contain:
• Detailed information from the NHWQ group and/or NHWQ stakeholders explaining how the nominee has greatly contributed to the program and is suitable for various awards.

The assessment is done by the DCPC and a copy of the supported nomination must be forwarded to the District Officer for noting. The gold, silver and bronze lapel badges are to be issued by DCPCs.

A copy of the noted and supported nomination is then forwarded electronically to the CPPU by the DCPC.

A Gold Lapel Badge application template (Appendix A) and Gold Lapel Badge nomination form (Appendix B) will assist you through this process.

Certificates of appreciation
NHWQ stakeholders who support local NHW groups should be recognised by presentation of NHW certificates of appreciation.

7.0 Queries and assistance
Any queries or assistance required in relation to this document should be forwarded to the State Coordinator, NHWQ. Local queries should be directed to your District Crime Prevention Coordinator (DCPC) in the first instance.
Gold Lapel Badge Application

APPLICATION’s NAME: ...................................................  NHWQ AREA: .................................................................

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>Further information/examples</th>
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<tr>
<td>Supports and promotes the local NHW through meetings, forums and meetings</td>
<td></td>
</tr>
<tr>
<td>Actively participates in local NHWQ projects, events and activities</td>
<td></td>
</tr>
<tr>
<td>Actively communicates with the local community via face to face and/or social media contact.</td>
<td></td>
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<tr>
<td>Supports the vision and mission statement of NHWQ</td>
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**ADDITIONAL COMMITMENT**

|                                                                                      |
| Actively participates in NHWQ District, Regional and State Conferences              |
| Effectively holds an appointed position and participates in local, district or regional committees |
| Demonstrates close working relationships with the community, police, government and business |
| Initiates, facilitates and/or manages projects to advance the objectives of NHWQ   |
| Other                                                                              |

APPLICATION MADE BY (Print Name): ......................................POSITION ..........................................................

I agree that this application meets the criteria for a Gold Lapel Badge as outlined above:

DISTRICT OFFICER’s NAME: .................................................................

DISTRICT OFFICER’s SIGNATURE: ...........................................................

REGIONAL ASSISTANT COMMISSIONER’s NAME: ..................................................

REGIONAL ASSISTANT COMMISSIONER’s SIGNATURE: .............................................
Gold Lapel Badge Nomination

<table>
<thead>
<tr>
<th>NHWQ Group:</th>
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<tbody>
<tr>
<td>Nominee:</td>
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<tr>
<td>Address:</td>
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For eligibility and the definition of ‘active participant’ and ‘additional commitment’ see Gold Lapel Badge application.

The nominee has been an **active participant** as described below:

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The nominee has shown **additional commitment** as described below:

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(Further information can be attached)

*Please forward to your District Crime Prevention Co-ordinator*

Submitted by *(print name)* __________________________ for the __________________________ NHWQ Group