



Trust Headquarters  
Nexus House  
4 Gatwick Road  
Crawley  
West Sussex  
RH10 9BG

Date

Email:

Dear,

**Tel: 0300 123 0999**  
**[www.secamb.nhs.uk](http://www.secamb.nhs.uk)**

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI 230354

You requested the following information, please also see our response below:

Under the Freedom of Information Act of 2000, please can you provide me with the following information:

**I would be grateful if you could assist with an enquiry and would make this under the Freedom of Information Act 2000.**

#### **Question 1**

**Do SECAMB count periods of 'Bank Contract' towards the employees' length of service when presenting the 20 year Long Service Good Conduct Medal?**

Colleagues who are employed (including Bank staff) with the service are entitled to receive The Queen's Long Service and Good Conduct medal provided they meet the criteria for the number of hours they work. The criteria is 20 hours per week.

#### **Question 2**

**Do SECAMB present the 20-year Long Service Good Conduct Medal to anybody other than Paramedics & Technicians, for example Community First Responders?**

The Trust presents the medals to colleagues who are employed by the Trust and have dedicated a minimum of seven years responding to 999 emergencies, the other 13 years can be made up of working in scheduling, clinical education, operational management or in the emergency operations centre.

**Could you supply a copy of your medals and awards policy, specifically the policy that details the criteria you use to communicate the 20-year Long Service Good Conduct Medal.**

Please find attached the criteria used and was provided to the Trust by the Department of Health

**Could you supply a copy of the Royal Warrant pertaining to the 20 year Long Service Good Conduct Medal.**

We do not have a copy of the Royal Warrant. You will need to contact the Department of Health's Ceremonial Awards Department who may be able to assist with this request.

I hope you find this information of some assistance.

If for any reason you are dissatisfied with our response, kindly in the first instance contact Caroline Smart, Head of Information Governance via the following email address:

[FOI@secamb.nhs.uk](mailto:FOI@secamb.nhs.uk)

Yours sincerely

**Freedom of Information Coordinator  
South East Coast Ambulance Service NHS Foundation Trust**

