

THE AUSTRALIAN AND NEW ZEALAND DIOCESE

OF THE RUSSIAN ORTHODOX CHURCH OUTSIDE OF RUSSIA

POLICY CONCERNING DIOCESAN AWARDS

PURPOSE

This document sets out a framework for Diocesan recognition and awards. The purpose of this framework is to

- Guide the Diocesan Council and the Diocesan Honour Committee;
- Ensure consistency in bestowing awards; and
- Support petitions to the Ruling Bishop for Synodal recognition.

BACKGROUND

In January 2011, Metropolitan Hilarion issued a Diocesan policy concerning awards. This policy stated that

- People who work without recompense for the good of their parish should be recognised in a suitable manner;
- In the first instance, it is best that the parish recognises its workers by the presentation of parish Gramotas, icons, Bibles or other gifts at official ceremonies or appropriate occasions; and
- In those cases where parish Rectors consider it appropriate to recognise long and outstanding work of parishioners, the rector may wish to petition the ruling bishop to award an Episcopal Gramota to the intended recipient.

In November 2014, Metropolitan Hilarion ratified a model awards policy for parishes. That policy set out a framework for recognition of parish service and the criteria for recognition of parish service at a Diocesan level.

This policy now sets out a framework for recognition of Diocesan service and the form that Diocesan recognition, whether for parish or Diocesan service, will take.

| DIOCESAN AWARDS POLICY | | | |
|------------------------|----------------|------------------------------|--------------|
| Document number | POL012 | Version | 1.01 |
| Responsibility | Administration | Approved by Ruling Bishop on | October 2016 |
| Scheduled review date | 2020 | Page | 1 |

THE AUSTRALIAN AND NEW ZEALAND DIOCESE

OF THE RUSSIAN ORTHODOX CHURCH OUTSIDE OF RUSSIA

PARISH SERVICE – CRITERIA FOR DIOCESAN RECOGNITION

The model parish awards policy provides for Diocesan recognition of parish service as follows:

- Continuous service as a parish official for twenty-five years;
- Continuous service as a volunteer for twenty-five years.

The model parish awards policy also provides for the recognition of service for lesser periods at the discretion of the Rector or Parish Council. This would be for service of a particularly significant nature, such as building, fundraising, administration, work in the parish Ladies' Auxiliary, conducting the parish choir, or youth and community work.

Any request for Diocesan recognition of parish service should give a detailed account of the service of the individual, together with a summary of the parish awards already bestowed. As a general rule, Diocesan recognition will not be granted before three or more parish awards have been given.

DIOCESAN SERVICE – CRITERIA FOR RECOGNITION

Continuous service as a Diocesan Official for ten years will be automatically recognised. Lesser periods of service may be recognised upon the recommendation of the Ruling Bishop or of the Diocesan Council.

In addition, recognition will also be given to service to the Diocese of a particularly significant nature to the Diocese as a whole, such as building, fundraising, administration, inter-Orthodox and other representational work, education and development, or youth and community work.

Any request for recognition of Diocesan service should give a detailed account of the service of the individual, together with a summary of any Diocesan awards already bestowed.

DIOCESAN AWARDS – FRAMEWORK

The Diocesan bestows two permanent awards for service of such a kind as to have significance for the whole Diocese. These are the episcopal gramota and the Diocesan Cross.

In addition, there are from time to time awards given to mark occasions of particular significance in the life of the Diocese. Examples include the badge, medallion and cross minted on the occasion of the 1000-year anniversary of the Baptism of Rus' (1988) and the medal minted in honour of the fiftieth anniversary of the establishment of the Diocese (1998).

Diocesan awards may be granted to both clergy and laity. If granted to clergy, Diocesan awards are given in addition to the awards for length and diligence of service customarily bestowed upon clergy in the Russian Orthodox Church.

DIOCESAN AWARDS POLICY

| | | | |
|-----------------------|----------------|------------------------------|--------------|
| Document number | POL012 | Version | 1.01 |
| Responsibility | Administration | Approved by Ruling Bishop on | October 2016 |
| Scheduled review date | 2020 | Page | 2 |

THE AUSTRALIAN AND NEW ZEALAND DIOCESE

OF THE RUSSIAN ORTHODOX CHURCH OUTSIDE OF RUSSIA

Diocesan service is also taken into account by the Ruling Bishop or by the Synod of Bishops, as the case may be, when bestowing such awards.

EPISCOPAL GRAMOTA

Two forms of episcopal gramota used in the Diocese. These are gramotas of Hierarchical Blessing («Благословенная Грамота») and Archpastoral Gratitude («Архипастырская Благодарность»). Although in recent years only the gramota of Hierarchical Blessing («Благословенная Грамота») has been used, both may still be bestowed. The gramota of Archpastoral Gratitude («Архипастырская Благодарность») should be given first.

Examples of both forms of gramota are at Appendix A.

An episcopal gramota is given at the discretion of the Ruling Bishop. If given in recognition of service to a parish, representations to this end will generally be made to the Ruling Bishop by the parish rector. If given in recognition of service to the Diocese, representations to this end will generally be made by the Diocesan Council.

The episcopal gramota is the usual form by which service of significance to the whole Diocese will be acknowledged. It may be awarded on more than one occasion. Upon receipt of a third episcopal gramota of any kind, a person will automatically be considered for the Diocesan Cross.

DIOCESAN CROSS

The Diocesan Cross was instituted in 1989 by the ever-memorable Archbishop Paul (Pavlov), Ruling Bishop of the Diocese from 1980-1992. It was intended to be, and remains, the highest form of recognition at Diocesan level. As such, it is to be awarded once, and only for the most distinguished service to the Diocese. The Diocesan Cross is awarded by the Ruling Bishop upon the recommendation of the Diocesan Honour Committee. If given in recognition of service to a parish, representations to this end will generally be made to the Honour Committee by the parish rector. If given in recognition of service to the Diocese, representations to this end will generally be made by the Diocesan Council.

Any clergyman of the Diocese who has rendered thirty years' service from his ordination to the diaconate will automatically be considered for the Diocesan Cross.

The Diocesan Cross is presented together with a special certificate. Recipients are also given a lapel badge to wear on less formal occasions.

A recipient of the Diocesan Cross who renders further distinguished service will be considered for a Synodal award.

| DIOCESAN AWARDS POLICY | | | |
|------------------------|----------------|------------------------------|--------------|
| Document number | POL012 | Version | 1.01 |
| Responsibility | Administration | Approved by Ruling Bishop on | October 2016 |
| Scheduled review date | 2020 | Page | 3 |

THE AUSTRALIAN AND NEW ZEALAND DIOCESE

OF THE RUSSIAN ORTHODOX CHURCH OUTSIDE OF RUSSIA

OCCASIONAL AWARDS

Occasional awards are instituted so as to mark distinguished service on an occasion of significance for the whole Diocese. As a general rule, criteria for such awards will be developed when the specific award is instituted.

Each occasional award is given at the discretion of the Ruling Bishop. If given in recognition of service to a parish, representations to this end will generally be made to the Ruling Bishop by the parish rector. If given in recognition of service to the Diocese, representations to this end will generally be made by the Diocesan Council.

The nature of occasional awards is such that they will only be awarded once.

HONOUR COMMITTEE

The Diocesan Honour Committee is a committee made up of the Deans of the four main deaneries – (i) New South Wales; (ii) Queensland; (iii) Victoria, SA, WA and Tasmania; and (iv) New Zealand.

The Honour Committee was established to assist the Ruling Bishop in relation to the award of the Diocesan Cross. It also advises the Ruling Bishop in relation to Synodal awards.

The Honour Committee may, at its discretion, seek advice from others in relation to any representations received before a recommendation is made.

WEARING DIOCESAN MEDALS

The recipients of Diocesan medals are encouraged to wear them on significant occasions in the life of the Diocese. Such occasions include parish feast-days when a bishop is present, Diocesan Assemblies, and commemorative functions.

Medals are to be worn above the left breast. If the medal is in the form of a neck badge, it is worn accordingly.

Diocesan medals are awarded to the individual and may not in any circumstances be worn by a next-of-kin or other family member.

USE OF INSIGNIA

The Diocesan Cross may be used on the headstone of the grave of a recipient. In such cases, the Diocesan Office should be advised and the form of the Diocesan Cross used should be one approved by the Diocesan Office.

The Diocesan Cross should not be used in any other circumstances.

| DIOCESAN AWARDS POLICY | | | |
|------------------------|----------------|------------------------------|--------------|
| Document number | POL012 | Version | 1.01 |
| Responsibility | Administration | Approved by Ruling Bishop on | October 2016 |
| Scheduled review date | 2020 | Page | 4 |

THE AUSTRALIAN AND NEW ZEALAND DIOCESE

OF THE RUSSIAN ORTHODOX CHURCH OUTSIDE OF RUSSIA

AVAILABILITY AND QUALITY OF AWARDS

The Diocesan Council should ensure that awards are budgeted for and that there is a stock of gramotas, medals and certificates available for this purpose.

The Diocesan Council should ensure that the design and production of each gramota, medal or certificate is of such a quality as to properly reflect the significance and the prestige of the award.

Gramotas and certificates should be professionally printed on high quality card and medals should be professionally minted. If a gramota or certificate is to be completed by hand, the work should be entrusted to a person with the necessary skill in calligraphy.

REGISTER OF AWARDS

The Diocesan Office will keep a register of all Diocesan awards. The purpose of this Register will be to assist the Diocesan Council and the Diocesan Honour Committee in their work.

Authorisation



10th October 2016

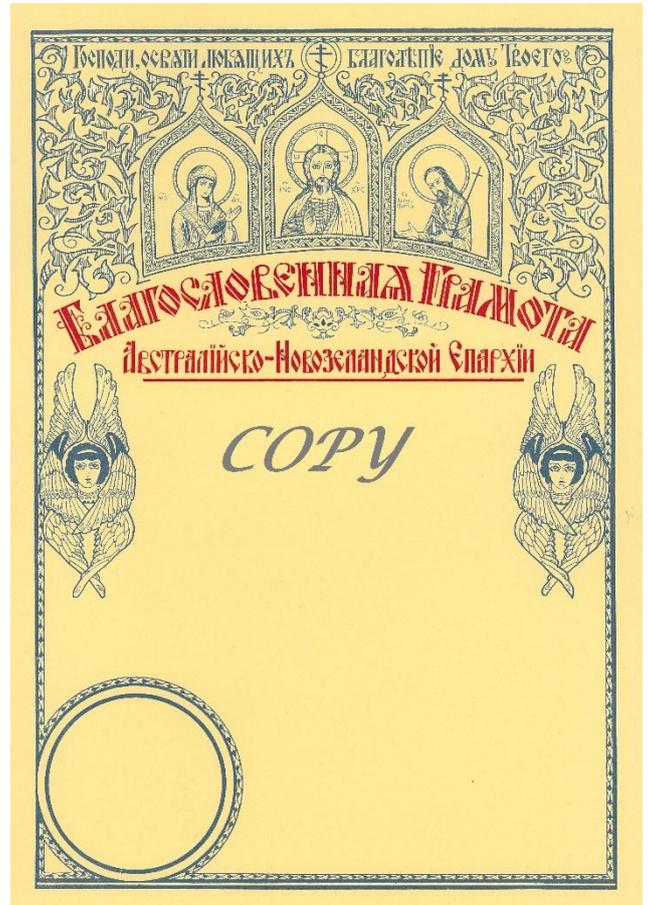
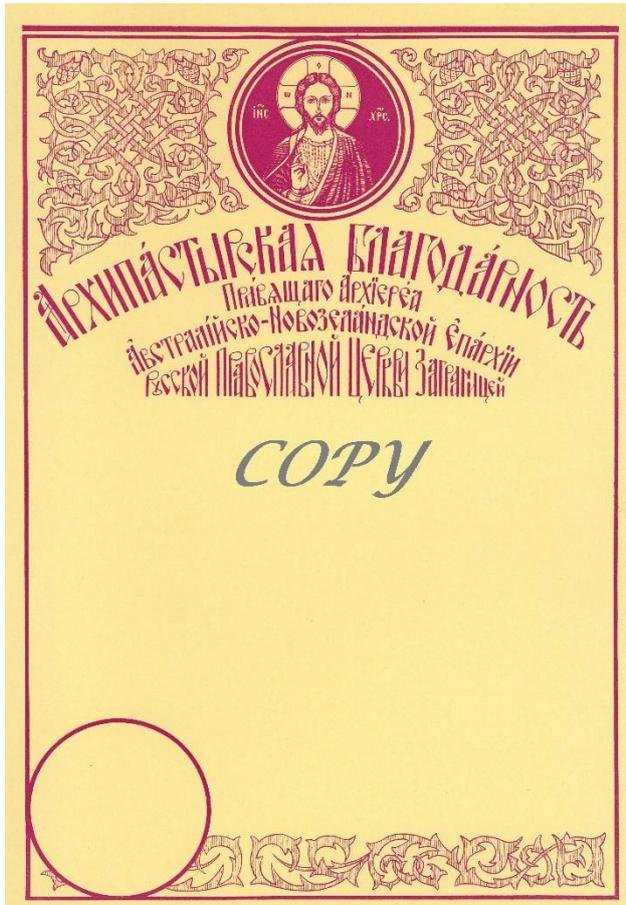
**Auxiliary Bishop of Australian and New Zealand
Diocese of the Russian Orthodox Church Outside of Russia**

DIOCESAN AWARDS POLICY

| | | | |
|-----------------------|----------------|------------------------------|--------------|
| Document number | POL012 | Version | 1.01 |
| Responsibility | Administration | Approved by Ruling Bishop on | October 2016 |
| Scheduled review date | 2020 | Page | 5 |

THE AUSTRALIAN AND NEW ZEALAND DIOCESE OF THE RUSSIAN ORTHODOX CHURCH OUTSIDE OF RUSSIA

APPENDIX A



| DIOCESAN AWARDS POLICY | | | |
|------------------------|----------------|------------------------------|--------------|
| Document number | POL012 | Version | 1.01 |
| Responsibility | Administration | Approved by Ruling Bishop on | October 2016 |
| Scheduled review date | 2020 | Page | 6 |