



Australian Honours Reference Group (PSB)

Short Terms of Reference

Version: 1.0



Purpose

The purpose of this document is to define the specific Terms of Reference relative to the named board or committee. These Short Terms of Reference are intended to be used in conjunction with the ACS Common Terms of Reference which define the general operating parameters common to all representative boards and committees. A copy of the ACS Common Terms of Reference can be found at www.acs.org.au.

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1. Role

- a. To promote the contribution made by ACS members to the Australian community within the wider Australian, regional and international ICT communities.
- b. To review existing ACS members who have promoted the values of ACS and provided a unique contribution to Australian ICT and society for the purpose of recommending them for an Australian Honour.
- c. To promote the contributions of ACS Members with a view to establishing trust in the ICT profession.
- d. To oversee the nominations made to the Australian Honours and Awards Secretariat.
- e. Advise ACS on issues relating to the promotion of ACS members to the [Australian Honours and Awards system](#).

2. Membership

- a. A Chair appointed by the Vice President Membership and the Director, Professional Standards Board.
- b. Up to eight (8) members inclusive of the Chair, selected by the Vice President Membership and the Director, Professional Standards Board.
- c. The PSB Chair may attend any meeting and assume the role of Chair.

3. Review

This document is due for review by the Professional Standards Board at its first meeting annually.

Minor changes may be approved by the Custodian, e.g. the correction of typographical or formatting errors.



4. Version History

Name	Revision History	Date of Issue	Version
Mandy Watson, SIE, PSB	Initial Draft	May 2024	0.1
	MC Approved	2 October 2024	1.0
			1.1
			1.2
			1.3

5. Approvals

Name		Date of Issue	Version
Jeff Smith	Vice President Membership	May 2024	0.1
Ivanka Zebic	Director PSB	May 2024	0.1
Professional Standards Board		May 2024	0.1
Management Committee		2 October 2024	1.0

6. Distribution

Name		Date of Issue	Version
	Via SharePoint	May 2024	0.1
	Governance page	April 2025	1.0
	Via SharePoint		
	Governance page		
	Via SharePoint		
www.acs.org.au	Governance page		

7. Document Control

Custodian title & e-mail address:	ACS Company Secretary (governance@acs.org.au)
Responsible Business Unit:	Governance & Risk
Content Security: <i>(Delete entries as required)</i>	PUBLIC Distribution unlimited