

Extract from The St John (Membership, Honours and Awards) Regulations 2022

PART EIGHT – THE SERVICE MEDAL AND THE SERVICE MEDAL IN GOLD

1 Recognition of service

The Service Medal of the Order and the Service Medal in Gold are awarded to recognise long and efficient service to the Order, its Establishments or its Foundations.

2 Interpretation

(1) In this Part Eight, the following expressions shall have the following meanings:

“**Active Person**” means a person who performs Qualifying Service on or after the Appointed Day;

“**Appointed Day**” means 1 January 2020;

“**Emblem**” means a small Amalfi cross (Maltese cross) added to a ribbon to signify the award of a Bar;

“**Qualifying Service**” means service which meets the conditions prescribed by Regulation 9;

“**Relevant Authority**” means:

- (a) in the case of an Eligible Person who is an officer, volunteer or employee of the Order or a member of the British or another Commonwealth Royal Family, a foreign Royal Family or another Head of State, the Secretary-General; and
- (b) in the case of an Eligible Person who is an officer, volunteer or employee of an Establishment, that Establishment;

“**Requisite Period of Years**” means the number of years of service required to qualify for the Service Medal, the Service Medal in Gold or a Bar, as prescribed by Regulation 10;

“**Ribbon**” means a length of cloth, in various colours, used to suspend a medal or worn alone on a uniform when medals are not worn;

“**Ribbon Bar**” means a metal bar with pin on which a length of cloth, in various colours, denoting medals and other honours awarded. It can be worn on uniforms (including in miniature on undress), or sopra vest when medals are not worn.

- (2) In this Part Eight, unless the Honours and Awards Committee otherwise determines, a reference to a year of Qualifying Service is a reference to a period of one calendar year commencing on such date as may be specified by the Relevant Authority.

3 Conditions for the award of the Service Medal

The Service Medal is awarded to:

- (a) an Eligible Person;
- (b) who performs Qualifying Service in each year which is properly recorded and certified;
- (c) for a Requisite Period of Years in respect of the Service Medal and is an Active Person.

4 Conditions for the award of the Service Medal in Gold

The Service Medal in Gold is awarded to:

- (a) an Eligible Person;
- (b) who performs Qualifying Service in each year which is properly recorded and certified;
- (c) for a Requisite Period of Years in respect of the Service Medal in Gold and is an Active Person.

5 Eligible Persons

Eligible Persons are:

- (a) Eligible Officers;
- (b) Eligible Volunteers; and
- (c) Eligible Employees.

6 Eligible Officers

Eligible Officers are:

- (a) members of British and other Commonwealth Royal Families, members of Foreign Royal Families and other Heads of State;
- (b) the Great Officers, Principal Officers, Honorary Officers and other officers (including deputy and assistant officers) of the Order;
- (c) the officers (including deputy and assistant officers) of an Establishment;
- (d) members of the Grand Council;
- (e) members of the Executive Committee, the Honours and Awards Committee and other standing committees and sub-committees of the Grand Council;
- (f) members of the Priory and Commandery councils and other governing bodies within a Priory or Commandery and officers (including deputy and assistant

officers) of a Priory or Commandery; in each case, as may be prescribed by Priory or Commandery rules;

- (g) members of councils and other governing bodies of St John Associations, as may be prescribed by the Secretary-General;
- (h) members of the board of directors of St John of Jerusalem Eye Hospital or any of its subsidiaries or associated entities and members of committees of any such boards, as may be prescribed by the Chair of the Eye Hospital;
- (i) other persons who undertake work in furtherance of the objects and purposes of the Order in accordance with directions given by the Secretary-General or an Establishment; and
- (j) such other persons as may be prescribed by the Honours and Awards Committee.

7 Eligible Volunteers

Eligible Volunteers are:

- (a) Members of an Establishment;
- (b) members of St John Ambulance;
- (c) members of St John Ambulance Cadets (subject as provided in Regulation 10(2));
- (d) members of the St John Fellowship;
- (e) volunteer members of The St John and Red Cross Defence Medical Welfare Service;
- (f) members of the ceremonial and heritage staff of the Order, a Priory or a Commandery;
- (g) such other persons as may be prescribed by the Honours and Awards Committee.

8 Eligible Employees

Eligible Employees are:

- (a) remunerated members of staff of St John of Jerusalem Eye Hospital or any of its subsidiaries or associated entities;
- (b) remunerated members of staff of The St John and Red Cross Defence Medical Welfare Service;
- (c) remunerated members of staff of the Priory in New Zealand;
- (d) such other persons as may be prescribed by the Honours and Awards Committee.

Qualifying Service

- (1) Service by an Eligible Officer is Qualifying Service if:
 - (a) in the case of service by a member of the British or another Commonwealth Royal Family or a foreign Royal Family or Head of State, such service satisfies such criteria as may be prescribed by the Honours and Awards Committee;
 - (b) in the case of service by a person holding ecclesiastical office within the Order or an Establishment, such service satisfies such criteria as may be prescribed by the Relevant Authority (the Relevant Authority having taken into consideration any criteria recommended by the Prelate or the senior ecclesiastical officer of the relevant Establishment, as the case may be);
 - (c) that Eligible Officer has undertaken his or her duties to a standard and level of efficiency specified by the Relevant Authority; and
 - (d) such service is properly recorded and certified by the Relevant Authority.
- (2) Subject as provided in Regulation 9(3), service by an Eligible Volunteer is Qualifying Service if, in respect of a year of service:
 - (a) that Eligible Volunteer has undertaken not less than 60 hours of service (or such other period of service as may be prescribed by the Honours and Awards Committee);
 - (b) that Eligible Volunteer has undertaken his or her duties to a standard and level of efficiency specified by the Relevant Authority; and
 - (c) such service is properly recorded and certified by the Relevant Authority.
- (3) Service by a member of the ceremonial and heritage staff of the Order, a Priory or Commandery is Qualifying Service if, in respect of a year of service:
 - (a) the Eligible Volunteer has undertaken his or her duties to a standard and level of efficiency prescribed by the Relevant Authority or the Secretary-General; and
 - (b) such service is properly recorded and certified by the Relevant Authority.
- (4) Subject as provided in Regulation 9(5), service by an Eligible Employee is Qualifying Service if, in respect to a year of service:
 - (a) that Eligible Employee has been continuously employed;
 - (b) that Eligible Employee has undertaken his or her duties to a standard and level of efficiency specified by the Relevant Authority; and
 - (c) such service is properly recorded and certified by the Relevant Authority.
- (5) In evaluating the Qualifying Service of an Eligible Person, and determining whether the criteria specified in this Regulation 9 have been satisfied, service in one qualifying capacity or role may be aggregated with service in other qualifying capacities or roles, provided that such service is not concurrent. Short interruptions in the total period of continuous service (totalling no more than six months) may be disregarded.

- (6) The undertaking of activity by a member of the St John Fellowship shall only be capable of being Qualifying Service if that activity is in furtherance of one or more of the objects and purposes of the Order. Activity which is wholly or substantially of a social nature is not capable of being Qualifying Service.
- (7) Save as is provided in this Regulation 9, service is only capable of being Qualifying Service if it is performed voluntarily, that is, without remuneration or other consideration.
- (8) In considering whether service is performed by an individual voluntarily, no account shall be taken of:
 - (a) reimbursement of expenses which that individual incurs in attending for or in the course of performing his or her service;
 - (b) the payment to the individual of an allowance which is reasonably intended to cover such expenses; or
 - (c) the payment to an individual of an honorarium which shall not exceed 20% of the remuneration which he or she could reasonably be expected to receive were he or she employed in a transaction negotiated at arm's length to carry out such service.

10 The Requisite Period of Years

- (1) Subject as provided in Regulations 10(2) to 10(4) inclusive, the Requisite Period of Years is:
 - (a) in respect of the Service Medal, 10 years;
 - (b) in respect of the Service Medal in Gold, 50 years;
 - (c) in respect of a silver or gold Bar, five years.
- (2) Service by a cadet who is qualified to carry out public duties counts in all respects as it does for an adult.
- (3) One year's service performed by a cadet (not below the minimum age of 10) who is not qualified to carry out public duties counts as 6 months. Accordingly, such a cadet must serve for 2 years (and satisfy all other conditions) in order to be credited with 1 year of Qualifying Service.
- (4) The minimum age in respect of a cadet is the age of 10 or such higher age as may be prescribed by the Relevant Authority, if any, of the Establishment Territory in which the cadet is resident. Such Relevant Authority shall also determine the nature or level of the qualification for the carrying out of public duties by cadets resident in its Establishment Territory.

11 Recommendations for award of the Service Medal and Service Medal in Gold

- (1) The Honours and Awards Committee is responsible for overseeing the award of the Service Medal, the Service Medal in Gold and Bars.
- (2) Subject as provided in Regulation 11(3) and to any directions that may be given from time to time by the Honours and Awards Committee, Priories, Commanderies and other Establishments are authorised to award the Service Medal, the Service Medal in

Gold and Bars to persons eligible to receive those awards pursuant to these Regulations and who are resident in their Establishment Territory.

- (3) The Secretary-General is authorised to award the Service Medal, the Service Medal in Gold and Bars to persons whose names appear on the Central and General divisions of the Central Order Roll and who are eligible to receive those awards pursuant to these Regulations.
- (4) Recommendations for the award of the Service Medal, the Service Medal in Gold and Bars should be forwarded to the Relevant Authority.

12 Award of Bars

- (1) As regards the Service Medal:
 - (a) a silver Bar may be awarded for each additional 5 years of Qualifying Service, and an additional silver Bar for each additional 5 years of Qualifying Service, up to 15 additional years;
 - (b) a gold Bar may be awarded for 30 years of Qualifying Service (that is, 20 years of additional service) and an additional gold Bar for each additional 5 years of Qualifying Service above 30 years of Qualifying Service, up to 45 years of Qualifying Service.
- (2) As regards the Service Medal in Gold, gold Bars may be awarded for each additional 5 years of Qualifying Service above 50 years of Qualifying Service.
- (3) As regards the emblem:

a silver or gold Maltese Cross emblem, as appropriate corresponding to the Bar, may be awarded with each Bar to be worn on the appropriate ribbon bar of the relevant medal.

13 Transitional provisions

- (1) The Service Medal and Service Medal in Gold may only be awarded under this Part 8 to Active Persons.
- (2) Service of an Eligible Person who is not an Active Person on or after the Appointed Day shall continue to be assessed in accordance with The St John (Order) Regulations 2003 (for example, they may still wear their old medals on special occasions such as Independence Day and Remembrance Day).
- (3) Subject as provided in Regulation 22, Service Medals awarded prior to the Appointed Day may continue to be worn.
- (4) Subject as provided in Regulation 22, Service Medals awarded on or after the Appointed Day from manufacturer's stock bearing the pre-1999 Latin circumscription may continue to be worn.
- (5) Each Relevant Authority shall update and adapt its records in relation to service by Eligible Persons to reflect the criteria set out in this Part Eight.
- (6) On and after the Appointed Day, long service medals and bars (other than the Service Medal, the Service Medal in Gold and Bars) awarded prior to the Appointed Day by

individual Establishments shall no longer be worn unless the Honours and Awards Committee specifies otherwise.

- (7) The Honours and Awards Committee may prescribe other transitional arrangements relating to the coming into force of these Regulations, as regards the Service Medal and the Service Medal in Gold.

14 Non-duplication of awards

The Service Medal or a Bar shall not be awarded to a person who for the same service has received a national long service or similar medal.

15 Design of the Service Medal and Service Medal in Gold

- (1) The Service Medal of the Order is a silver coloured medal with a black and white striped ribbon, and the Service Medal in Gold is a medal of the same design finished in gilt with distinctive gold strip in the ribbon.
- (2) The obverse of the Service Medal depicts the effigy of Her Late Majesty Queen Victoria derived from a bust carved by her daughter, The Princess Louise, Duchess of Argyll with the circumscription “VICTORIA+D+G+BRITT+REG+F+D+IND+IMP”.
- (3) The reverse of the Service Medal depicts, between sprigs of St John’s Wort, five circles showing (a) the Imperial Crown (b) the Royal Arms (c) the Arms of The Prince of Wales who was the first Grand Prior under the Royal Charter of 1888 (d) the Crest of that Prince of Wales and (e) the Arms of the Order as they were immediately prior to 1926. It bears the circumscription “THE MOST VENERABLE ORDER OF THE HOSPITAL OF ST JOHN OF JERUSALEM” and “FOR SERVICE”.
- (4) In the Priory of Canada the circumscription is: “VENERABILISSIMI ORDINIS HOSPITALIS SANCTI JOHANNIS HIEROSOLYMITANI”.
- (5) The Service Medal is struck in base metal with a silver or similar plate finish.
- (6) The Service Medal in Gold is of the same design with a gold or similar plate finish.
- (7) The edge of the Service Medal and the Service Medal in Gold is suitable for engraving the name of the recipient, but there is no requirement for the Relevant Authority to do so.

16 Ribbon

- (1) The ribbon of the Service Medal is 38mm wide and has three black and two white stripes of equal width.
- (2) The ribbon of the Service Medal in Gold is 38mm wide and has three black and two white stripes of equal width. The central black stripe is dissected by a 3mm gold stripe.

17 Design of Bars











- (1) Bars to the Service Medal are in silver or gold or similar plate finish.
- (2) Bars to the Service Medal in Gold are in gold or similar plate finish.

18 Design of ribbon emblems

- (1) The Maltese cross ribbon emblem of the Service Medal is in silver or gold or similar plate finish.
- (2) The Maltese cross ribbon emblems of the Service Medal in Gold are in gold or similar plate finish.

19 Design of ribbon bars

- (1) The ribbon of the Service Medal when worn without the medal by a person to whom one or more Bars have been awarded shall bear (undress ribbons) silver or gold or similar plate Maltese crosses corresponding to the number and type of Bars awarded.
- (2) The ribbon of the Service Medal in Gold when worn without the medal (undress ribbons) by a person to whom Bars have been awarded shall bear gold or similar plate Maltese crosses corresponding to the number of Bars awarded.
- (3) The table below shows the progression of the Service Medal and Service Medal in Gold awards up to 70 years (Bars will continue to be added for each period of 5 years beyond 70 years).

Qualifying Period	Service Medal and Bars	Ribbon Bar and Emblems
10 years: Service Medal		
15 years: with silver Bar		
20 years: with 2 silver Bars		
25 years: with 3 silver Bars		
30 years: with gold Bar		

Qualifying Period	Service Medal and Bars	Ribbon Bar and Emblems
35 years: with 2 gold Bars		
40 years: with 3 gold Bars		
45 years: with 4 gold Bars		
50 years: Service Medal in Gold		
55 years: Service Medal in Gold with gold Bar		
60 years: Service Medal in Gold with 2 gold Bars		
65 years: Service Medal in Gold with 3 gold Bars		
70 years: Service Medal in Gold with 4 gold Bars		

20 Wearing of the Service Medal and Service Medal in Gold

The Service Medal and the Service Medal in Gold are authorised for left breast wear in the United Kingdom Order of Wear and, subject to regulations or instructions issued by a Governmental or other official body having jurisdiction to prescribe such matters in a territory outside the United Kingdom (or by such other body as the Honours and Awards Committee may specify), should be worn on the left breast.

21 Miniatures

Miniatures of the Service Medal and the Service Medal in Gold, together with any Bars, may be worn by holders of the medals on occasions on which miniatures are worn.

22 Status of Service Medal following award of Service Medal in Gold

A recipient of the Service Medal and any Bars thereto shall, upon award of the Service Medal in Gold, cease to wear the Service Medal and its ribbon and any Bars, but may retain the Service Medal and its ribbon and any Bars.

23 Posthumous awards

Where a person satisfies in his or her lifetime all of the conditions for the award of the Service Medal or Service Medal in Gold or a Bar, but dies before the medal or bar is presented, the presentation may be made posthumously to his or her next of kin or other member of his or her family.

24 Register

- (1) Each Relevant Authority shall maintain a register of recipients of Service Medals, Service Medals in Gold and Bars awarded by that Relevant Authority.
- (2) Any Great Officer and the Secretary-General may inspect and take copies of a register maintained pursuant to Regulation 24(1) at any reasonable time.
- (3) Detailed design specifications of the Service Medal, the Service Medal in Gold, Bars and emblems are held by the St John International office.

25 Forfeiture of Service Medal and Service Medal in Gold

- (1) If the holder of a Service Medal or Service Medal in Gold is a Member of the Order and his or her membership of the Order is terminated pursuant to Part Four of these Regulations, the Honours and Awards Committee may, by notice in writing to the relevant holder, cancel the award of that Service Medal or Service Medal in Gold.
- (2) If the holder of a Service Medal or Service Medal in Gold is not a Member of the Order and the relevant holder:
 - (i) is convicted of a Specified Offence; or
 - (ii) has engaged in conduct which has damaged or is likely to damage the reputation of the Order or any of its Establishments or is inconsistent with the values, objects and purposes of the Order,

the Honours and Awards Committee may, by notice in writing to the relevant holder, cancel the award of that Service Medal or Service Medal in Gold.

- (3) If the Relevant Authority becomes aware that the holder of a Service Medal or Service Medal in Gold has been convicted of a Specified Offence or has engaged in conduct which has damaged or is likely to damage the reputation of the Order is inconsistent with the values, objects and purposes of the Order, it shall promptly notify the Honours and Awards Committee.
- (4) The Honours and Awards Committee may restore any award of a Service Medal or Service Medal in Gold cancelled pursuant to this Regulation 25.
- (5) If the Honours and Awards Committee cancels the award of a Service Medal or Service Medal in Gold pursuant to this Regulation 25, the relevant Holder shall promptly return to the relevant Establishment or the Order, as the case may be, his or her Service Medal or Service Medal in Gold.