

*From the Office of Sir David Nicholson KCB CBE  
Chief Executive of the NHS in England*



SHA Chief Executives  
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**Gateway reference number 17708**

Dear Colleague

### **NOMINATION FOR A UK HONOUR**

As you know, the UK public honours system provides a visible and long lasting acknowledgement of the contribution that public servants and others make to local communities and society at large. It is important to me that we make the time to recognise the great contributions of our own staff in the honours system and am asking for your help to put forward more NHS staff for that special recognition.

I am sure that you will have seen Una O'Brien's letter of 22 February (copy attached) seeking nominations for consideration at New Year 2013 honours round. I believe that we can put forward more and better nominations for our staff, both clinicians and managers.

I would also like to see us increase the numbers of nominations for women and for staff from black and minority ethnic groups. Please also give careful consideration to colleagues who are close to leaving the service, particularly to those who have made an effective personal contribution to the transition.

However, please remember that you can nominate someone at any time and do not have to wait until someone is retiring or stepping down from post. A good time to nominate would be when someone has made a significant achievement or a considerable impact that their colleagues will still recognise in, say, a year's time when the Honour comes through.

The next call for honours nominations will take place in July, so I would be grateful if you can take necessary action now to ensure that this message is passed to staff within your organisation and that we see a steady flow of nominees from the service.

If you need further help or advice, please contact a member of the honours

team based at the Department of Health. You can e-mail them at [mb-honours@dh.gsi.gov.uk](mailto:mb-honours@dh.gsi.gov.uk), or call them. They are: Surbjit Virk, 020 7210 5624; Grace Greechan, 020 7210 5037; Helen Bartlett, 020 7210 5339.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D Nicholson', with a long horizontal flourish extending to the right.

**Sir David Nicholson KCB CBE**  
**NHS Chief Executive**