

## **POLY-CHAR Award Committee**

### Award Committee

- (1) The Award Committees comprises of one Chairperson, one Deputy Chairperson, Ordinary Committee members of not less than eight (8) and not more than thirteen (13) bringing a total minimum of ten (10) or maximum of fifteen (15).
- (2) The Award Committee Chairperson shall be an elected Vice President of the Scientific Committee, nominated and approved by the Scientific Committee. The Chairperson shall be elected at every second POLY-CHAR conference starting in 2021.
- (3) The Award Committee may nominate a chair to the Scientific Committee. This nomination will be by a simple majority vote by hand or secret ballot based on a quorum of one third attendance of the Award Committee members. In the absence of such a nomination, the Executive Scientific Committee will provide a nomination for vote [with one or more candidate(s) to stand for election] in the Scientific Committee meeting.
- (4) The Award Committee Chairperson shall appoint his/her Deputy Chairperson and his/her ordinary committee members. At least one third of the members will be from the prior Award Committee, and no more than one third of the ordinary committee members can be non-Scientific Committee members.
- (5) Attendance of at least two meetings within a five-year period is required to serve on the Award Committee.

### Duties of the Award Committee

- (1) The Chairperson will call for nominations of (1) Richard Robert Ernst Award, (2) Jean-Marie Lehn Award and (3) Pierre-Gilles de Gennes Award from 1<sup>st</sup> Aug – 30<sup>th</sup> September each year (or at least 9 months before the conference) to all Scientific Committee members. Evaluation and shortlisting of the candidates will be made before 16<sup>th</sup> December (or at least 5 months before the conference). Circulation for votes of the awards to all Award Committee members will be made before 16<sup>th</sup> Jan (or at least 4 months before the conference) and announcement of results (internally) will be forwarded to all Award Committee members before 1<sup>st</sup> Feb (or at least 3 months before the conference).
- (2) The Chairperson will communicate with all the recipients of the awards for the presentation of plenary / keynote / invited lectures at coming POLY-CHAR conference. (Note: It is mandatory that the recipients are present at the conference, where exceptions may apply due to certain circumstances, which to be decided by the Award Committee)
- (3) The Chairperson will communicate with the local organizing committee for allocation of plenary / keynote / invited slots to the recipients of the awards at coming POLY-CHAR conference.
- (4) The Chairperson will appoint judges from the Award Committee of for oral and poster presentation on Day 1 of the conference.
- (5) The Deputy Chairperson will liaise with IUPAC Secretariat for three IUPAC Awards for best student posters for IUPAC-endorsed POLY-CHAR conference. This includes requesting IUPAC Secretariat send IUPAC certificates to the local organizing committee before the POLY-CHAR conference and after the conference, he/she will forward the details of the

recipients (e.g. full name, affiliation, home address, email address) of the awards. (Note: the recipients are entitled to receive 4 complimentary issues of Chemistry International)

- (6) The Deputy Chairperson will keep the records of the recipients of all awards.
- (7) Award Committee members shall pick up the registration list of the candidates at conference registration counter on Day 1 of the conference. The whole evaluation process and the announcement of awards will be handled by POLY-CHAR Award Committee. [Note: Preparation of the registration list (list of participants applying for awards stating the status of the applicant, *i.e.* “student” or “young scientist”) and certificates (and plague – optional) will be handled by the local organizing committee.]
- (8) Award committee members shall submit the evaluation marks to the Chairperson of Award Committee during or before the Award Committee meeting.
- (9) The Chairperson of Award Committee presides the Award Committee meeting and presents awards at closing ceremony of the conference.

### Nomination

- (1) Each Scientific Committee member can only nominate up to a maximum of two nominees for (1) Richard Robert Ernst Award, (2) Jean-Marie Lehn Award and/or (3) Pierre-Gilles de Gennes Award.
- (2) All nominations must be seconded by another Scientific Committee member and shall be accompanied by a supporting statement, and the biography and recent photograph (passport size) of the nominee. The nominee shall include in his/her biography, his/her achievements, national and international contribution in chemistry, academic contribution in polymer sciences and list of publications.
- (3) Nomination must be made on the *POLY-CHAR AWARDS* Nomination Form obtainable from the POLY-CHAR website/webpage or circulated by the Award Committee.
- (4) Nominations are only valid with the consent of the nominees.
- (5) All nominations must reach the Chairperson of Award Committee before 16<sup>th</sup> December each year.

### Rules for application (to be delivered by the nominating person)

- (1) Your name and address (nominator)
- (2) Full name and date of birth of nominee
- (3) Business address of nominee
- (4) Nominee’s academic background and education
- (5) Nominee’s employment history (position, organization, duties, dates)
- (6) Nominee’s publications, patents, unpublished reports, papers presented at meetings
- (7) Nominee’s honors and awards
- (8) Scientific achievements for which the candidate is nominated for this award
- (9) Self-nominations will not be accepted