

## **Section 5.4 Awards & Recognition Committee**

### ***Introduction***

Region 10 (R10) has established through its Bylaws the Awards & Recognition Committee (ARC) and commissioned it to assist the Region in recognizing, rewarding and promoting excellence in all facets of the professional lives of its members. The Committee is responsible for conducting programs which provides the means to recognize the individual or collective efforts of the membership in promoting the interests of IEEE as reflected in the operation of R10 and its entities. Functions and Composition of the Committee are described in this manual. Descriptions of all R10 awards coordinated by the Committee are also assembled.

### ***Functions***

- Develop and implement awards and recognition program and procedures designed for sponsorship specifically by R10.
- Serve as an action body within R10, relating to various awards and recognition programs within the IEEE, and act as an information source on them.
- Represent R10 on the MGA Awards & Recognition Committee.
- Develop and implement suitable documentation of awards and recognition presented by R10.
- Develop procedures for publicizing the availability of awards and recognitions within the IEEE; actively encourage the Sections to nominate members for all appropriate awards and provide such assistance may be necessary for accurate, timely and professional nominations and assist in affording appropriate media exposure to awardees.
- Develop budgeting procedures for R10 awards and serve as a resource on various funding processes as may be available and permitted in support of the awards programs.

### ***Composition***

The R10 ARC Chair is appointed by the R10 Director.

The members of the ARC should consist of not less than two members appointed by the ARC Chair and endorsed by the R10 Director (for one-year term). The coordinators of Section and Chapter (SC), Humanitarian Technology Activities (HTA), Women in Engineering (WIE), Young Professionals (YP), Student Activities (SA), and Educational Activities (EA) are ex-officio members.

## ***R10 Awards and Recognition Program***

**R10 Distinguished Large, Medium and Small Sections Awards of the Year** - to recognize the excellent work of the Section in the prior year (Annex A).

**R10 Outstanding Volunteer Award of the Year** - to recognize the excellent work and contribution of outstanding volunteer to the Section (Annex B).

**R10 Outstanding Individual Award for Humanitarian Technology Activities** – to inspire scientists and engineers to become socially responsible and be engaged in developing technological solutions to improve living conditions and livelihood of people thus making a difference in peoples' lives in a cost effective and sustainable manner (Annex C).

**R10 Outstanding Section Award for Humanitarian Technology Activities** – to recognize the Sections who have done outstanding work in identifying social issues and made efforts to solve those issues through the use of technology or any other means (Annex D).

**R10 WIE Student/Professional Volunteer Award** - to recognize individuals who have exhibited exemplary and substantive leadership of an extraordinary nature in implementing activities which support the visions of IEEE WIE and R10 WIE, at the local, regional, national, and/or international level (Annex E).

**R10 WIE Section/Student Branch Affinity Group of the Year Award** - to recognize distinguished WIE Section Affinity Group and WIE Student Branch Affinity Group respectively in R10 (Annex F).

**R10 Best Young Professionals Volunteer Award** - to recognize the efforts and achievements of those individuals who have made substantial contribution to IEEE and Young Professionals Affinity Groups. The award is conferred upon three young professionals; one from academia, one from industry and one entrepreneur. (Annex G).

**R10 Best Young Professionals Affinity Group Awards** – to help Young Professionals AGs in its membership development by member's satisfaction. The award will be conferred for two best Affinity groups who have done quality activities and had secured high member increase and retention (Annex H).

**R10 SAC Volunteer Award** – to recognize a member, including Student Branch Counselor & Section SAC Chair, who has been organizing activities and providing impetus to growth of student involvement for IEEE activities and events. These awards will help improve student member retention, recruiting new members and reporting from Student Branches & Sections (Annex I).

**R10 SAC Student Volunteer Award** – to recognize the importance of student volunteers and has established the Student Volunteer Award for these student members who have been outstanding student representatives in their Section with demonstrated leadership skills (Annex J).

**R10 SAC Student Branch Award** – to recognize a student branch that has maintained membership, provided student members with opportunities to volunteer, and helped in promotion of IEEE and its mission. IEEE R10 recognizes the role of Student Branch in representing and fulfilling the needs of the members and the missions of R10 and IEEE. This award will help improve the membership, membership satisfaction and retention (Annex K).

**Region 10 Educational Activities Group Award** - to recognize Section/Student Branch/Affinity Group who have exhibited exemplary and substantive leadership of an extraordinary nature in implementing activities in the scope of EA, as stated above, at the local, regional, national, and/or international level (Annex L).

**Region 10 Educational Activities Volunteer Award** - to recognize individuals who have exhibited exemplary and substantive leadership of an extraordinary nature in implementing activities in the scope of EA, as stated above, at the local, regional, national, and/or international level (Annex M).

**R10 Distinguished Large Section Award**  
**R10 Distinguished Medium Section Award**  
**R10 Distinguished Small Section Award**

***Purpose***

The R10 Distinguished Large Section Award will be awarded to one Large Section in Region 10 to recognize the excellent work of the Large Section in the prior year. The total membership of a Large Section (including Students) shall be 501 or greater as of 31 December of the prior year.

The R10 Distinguished Medium Section Award will be awarded to one Medium Section in Region 10 to recognize the excellent work of the Medium Section in the prior year. The total membership of a Medium Section (including Students) shall be from 501 and 1499 members as of 31 December of the prior year.

The R10 Distinguished Small Section Award will be awarded to one Small Section in Region 10 to recognize the excellent work of the Small Section in the prior year. The total membership of a Small Section (including Students) shall be 500 or less as of 31 December of the prior year.

***Schedule***

Closing date for consideration:

Submission of Annual Section Report by the time of R10 Annual Committee Meeting (usually held in late February or early March)

Recipient notified: In October of the year

***Basis of Selection***

The R10 Distinguished Large/Medium/Small Section Awards are selected based on the Annual Section Report submitted to R10.

The following aspects and activities in the prior year would be considered in selecting the Distinguished Large/Small Sections:

- Submission of the Annual Section Report by the time of R10 Annual Committee Meeting;
- Evidence of retention of members and active Young Professional, Women in Engineering and Life Member Affinity Groups;
- Active Student Branch activity such as student paper contest, recruitment of student members;
- Continuing Educational activities including conferences, technical activities, training courses;
- Contacts with section members including the number of Newsletter issues, email Newsletters, regular updates of Section, Chapters and Student Branches Web Page and via other social media;
- Community projects/service that project positive visibility to IEEE;
- No Section may receive two R10 Distinguished Large/Medium/Small Section Awards within three years.

***Selection Committee:***

The R10 Awards & Recognition Committee reviews the submitted Section Reports, selects and endorses the recipients. The decision of the R10 Awards & Recognition Committee is final.

***Award Instrument***

A certificate of recognition and US\$1,000 each will be awarded to the Winners.

***Presentation***

R10 Director to present the Certificate to the Distinguished Section Chair or representative at the R10 Annual Committee Meeting.

***Record***

The R10 Awards & Recognition Committee Chair maintains a record of award recipients on the R10 Web page.

## **R10 Outstanding Volunteer Award**

### **Introduction**

IEEE Region 10 recognizes and values the important role of members as volunteers to promote the IEEE objectives in the region. It is the sustained hard work of the volunteers that makes a Section vibrant and beneficial to its members and attracts new members. It is important that these dedicated volunteers are encouraged to excel in their efforts and be recognized for their contributions. This acknowledgement also serves to promote examples for others to follow, which in turn helps Sections to flourish.

### **Purpose**

The R10 Outstanding Volunteer Award aims to recognize those volunteers who have made outstanding contributions to a particular Region 10 Section.

### **Scope**

Based on the merit of each candidate, the R10 Awards & Recognition Committee may decide on the number of winners for the prevailing contest year. If no candidate is found to be suitable, no award will be given in that year.

### **Eligibility**

- An IEEE member of any membership grade in good standing.
- The candidate's volunteer work is, or has been, on behalf of a Section. The candidate must have been active for at least 2 years in the Section and is not currently the Section Chair.
- The candidate receives no remuneration for his/her volunteer work for the Section except reimbursement of expenses incurred in carrying out the volunteer work.
- The incumbent R10 Awards & Recognition Committee Chair, Director and Secretary, and the immediate past R10 Director are not eligible for the Award.
- Previous winners of the R10 Outstanding Volunteer Award are not eligible.

### **Nomination Conditions**

- The Nomination Form sent with the Call for Nominations must be completed by a Proposer and a Seconder who are familiar with the work and contribution of the candidate. Both Proposer and Seconder must be IEEE members of any membership grade. The nominations must be made through the Section Chair, who must endorse and sign the Nomination Form (the Chairperson may also act as Proposer or Seconder).

- Nominations must be received by the IEEE Region 10 Awards & Recognition Committee Chair not later than end of May in electronic means (pdf file). Make sure that an acknowledgement is received after sending the completed form, or it should be assumed that the submission is not received.
- A section shall not put forward more than one candidate at any one time.

### **Basis of Selection**

The following points will be considered in the selection:

- New ideas, developments or projects which have significantly benefited the Section
- Length of service to the Section. (Note: It is not a condition that the candidate is working for the Section at the time he/she is nominated)
- Demonstrated administrative abilities
- Demonstrated leadership skills
- Support for the work of other volunteers who are serving the Section
- Furthering the work and promoting the objectives of the IEEE and of Region 10 in general, and of the Section in particular at Section, Chapter or Student Branch level, or in some other IEEE volunteer activity.

### **Selection Committee**

The R10 Awards & Recognition Committee reviews the submitted nominations, selects and endorses the recipients for approval by the R10 Director. The decision of the R10 Awards & Recognition Committee as approved by the R10 Director is final.

### **Schedule**

- Call for Nominations: 27th March
- Nomination Deadline: 27th May
- Evaluation period: June - July
- Recipient Notified: Middle of August

### **Award Instrument**

A Certificate of Recognition will be awarded to the Winner.

One year IEEE Membership payment will be subsidized by R10 for the Winner.

## Record

The IEEE R10 ARC Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 ARC Coordinator also maintains a record of award recipients on the R10 Website.

### ***Submission of nomination forms to:***

- IEEE Asia-Pacific ([ieeeapo@ieee.org](mailto:ieeeapo@ieee.org) )
- Cc. to R10 Awards & Recognition Coordinator [epdadios@gmail.com](mailto:epdadios@gmail.com)  
(Contact details available on the R10 website and as announced in the call for nominations)



## **R10 Outstanding Individual Award for Humanitarian Technology Activities**

### **Introduction**

The mission of Region 10 (Asia-Pacific) Humanitarian Technology Activities (HTA) committee is to inspire scientists and engineers to become socially responsible and be engaged in developing technological solutions to improve living conditions and livelihood of people thus making a difference in peoples' lives in a cost effective and sustainable manner.

To achieve the goals of HTA mission, R10 has established an Outstanding Individual Award for humanitarian technology activities. This award is presented annually to an IEEE member in Region 10 (Asia-Pacific) whose initiatives in Humanitarian Technological Activities had led to the development of projects/products for the betterment of the society.

### **Purpose of the Award**

This purpose of the award is to recognize professional members of IEEE who have made an outstanding contribution to the society through their dedicated work in supporting the livelihood of the people through humanitarian technologies.

### **Scope**

Based on the merit of each candidate, the R10 HTA Committee may decide on the number of winners for the prevailing contest year. If no candidate is found to be suitable, no award will be given in that year.

### **Eligibility**

- An IEEE member belonging to Region 10 (Asia-Pacific) of Member grade or higher in good standing.
- Nominee's achievement and contribution must have been made within last 5 years for this award.
- Must not be a committee member of IEEE R10 Humanitarian Technology Activities.

### **Nomination Conditions**

- As this is a peer reviewed award, self-nominations are not allowed.
- The nomination form attached with this document and also available from the R10 website ([link](#)) must be completed by a nominator who is familiar with the work and contributions of the candidate(s) and endorsed by the Section Chair.
- Nominator must be IEEE members of professional membership grade.
- Members of the R10 HTC Committee cannot act as nominator.

## **Basis of Selection**

The judging for this award will be based on the impact and outcome of the activities the individual has created on society through technology or any other means. A Letter of Endorsement from colleagues, NGOs, People benefited by the activities of the nominee are considered for judging. The contribution of the nominee in the past five years of nominating for this award will be considered.

Nominees will be evaluated based on the impact of their Humanitarian activities to the society and not on professional achievement.

## **Selection Committee**

The Award Selection Committee will constitute the members nominated by the R10 Humanitarian Technology Committee. The award selection committee reserves the right to present no award if the committee is not satisfied with the standard or quality of entries received. The decision of the Selection Committee is final.

## **Award Instrument**

A Certificate of Recognition will be awarded to the Winner.

One year IEEE Membership payment will be subsidized by R10 for the Winner.

## **Schedule**

- Call for Nominations: 27th March
- Nomination Deadline: 27th May
- Evaluation period: June - July
- Recipient Notified: Middle of August

## **Presentation**

The award will be presented to the primary delegate(s) from the Sections that the winner(s) belong to, at the R10 Annual Meeting for them to further present to the winner(s) at appropriate occasion of the Section. If the winner(s) are able to join the R10 annual meeting without any financial support from R10, it is possible for the award to be directly presented to them at the meeting.

## **Record**

The IEEE R10 HTA Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 ARC Coordinator also maintains a record of award recipients on the R10 Website.

## Submission of nomination forms

- IEEE Asia-Pacific ([ieeeapo@ieee.org](mailto:ieeeapo@ieee.org))
- Cc. to R10 Humanitarian Technology Coordinator (Parkash Lohana [lohanap@gmail.com](mailto:lohanap@gmail.com) - Contact details available on the R10 website and as announced in the call for nominations)

The nomination form must be submitted electronically as advised in the CFN.

## **R10 Outstanding Section Award for Humanitarian Technology Activities**

### **Introduction**

The mission of Region 10 (Asia-Pacific) Humanitarian Technology Activities (HTA) committee is to inspire scientists and engineers to become socially responsible and be engaged in developing technological solutions to improve living conditions and livelihood of people thus making a difference in peoples' lives in a cost effective and sustainable manner.

To achieve the goals of HTA mission, R10 has established an Outstanding Section Award for humanitarian technology activities. It is presented annually to IEEE Sections in Region 10 (Asia-Pacific) who have taken outstanding humanitarian initiatives which have left an indubitable impact on the society.

### **Purpose**

This award is to recognize the Sections who have done outstanding work in identifying social issues and made efforts to solve those issues through the use of technology or any other means. The objective of instituting this award is to motivate Sections to promote humanitarian technologies and in helping the OUs to plan and implement technologies that might uplift the society.

### **Scope**

Based on the merit of the HT activities/project, the R10 HTA Award Selection Committee will select the awards winners in the following three categories: Small, Medium and Large Outstanding Section for HTA. If no Section is found to be suitable in any of the three categories, no award will be given for that category.

### **Eligibility**

All IEEE Sections functioning under IEEE Region 10 (Asia- Pacific) are eligible, except those Sections who have received the R10 HT Award within last three years. Affinity groups and Student Branches can apply for this award through their respective Section.

### **Nomination Conditions**

- The nomination should be only for those HT activities/projects which have been undertaken within last five years.
- The nominated Section must have an HT Coordinator
- A completed Nomination Form sent with the Call for Nominations and available through the R10 website must be submitted by the Section Chair. If the Section Chair is not familiar with the HTA work in the Section, the nominations must be

made by a proposer through the Section Chair, who must endorse and sign the Nomination Form.

- Nominations must be received by the IEEE Region 10 Awards & Recognition Committee Chair no later than closing date given in Call for Nominations.
- A section shall not put forward more than one nomination at any one time.

### **Basis of Selection**

The judging for this award will be based on the impact and outcome of the activities on society and the future possibilities of advancements in the project/activity. The following points will be considered in the selection:

- New ideas, developments or projects which have delivered significant outcome(s) and benefited the HT efforts
- Funding/sponsorships attracted for HT activities from industry, Government and Non-Government Organizations (NGOs)
- Active Special Interest Group in Humanitarian Technology (SIGHT) with growing membership.
- Establishment of Section awards for local volunteers and teams involved in HT area.
- Collaboration beyond Section's geographic boundaries and support to HT efforts in areas struck by natural calamities.
- Leadership and Management of HT activities including reporting, financial record keeping, succession planning to build and continue the capacity to conduct HT activities and nurturing talented volunteers.

### **Selection Committee**

The HTA Award selection committee will constitute the members nominated by the R10 Humanitarian Technology Activities Committee. The award selection committee reserves the right to present no award if the committee is not satisfied with the standard or quality of entries received. The decision of the award selection committee as approved by the R10 Director will be final.

### **Schedule**

- Call for Nominations: 27th March
- Nomination Deadline: 27th May
- Evaluation period: June - July
- Recipient Notified: Middle of August

### **Award Instrument**

A Certificate of Recognition will be awarded to the Winner.

### **Presentation**

The award will be presented to the primary delegate from the winning Section at the R10 Annual Meeting.

### **Record**

The IEEE R10 HTA Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 ARC Coordinator also maintains a record of award recipients on the R10 Website.

### **Submit all nomination forms to:**

- IEEE Asia-Pacific ([ieeeapo@ieee.org](mailto:ieeeapo@ieee.org))
- Cc. to R10 Humanitarian Technology Coordinator (Parkash Lohana [lohanap@gmail.com](mailto:lohanap@gmail.com) contact details available on the R10 website and as announced in the call for nominations)

The nomination form must be submitted electronically as advised in the CFN.

## **R10 WIE Student/Professional Volunteer Award**

### **Introduction**

The R10 IEEE Women in Engineering (WIE) takes initiatives to provide various values for IEEE members and societies in Asia Pacific Region (R10) and promote achievements of women engineers/professionals. The visions are:

- Inspire, Engage, Encourage and Empower contribution of women in science and technology worldwide, and especially in R10
- Promote women in science and engineering in R10
- Motivate and inspire women engineers & scientists
- Foster women's technological skills
- Encourage girls to be engineers & scientists

### **Purpose**

R10 WIE Student / Professional Volunteer Award has been established to recognize individuals who have exhibited exemplary and substantive leadership of an extraordinary nature in implementing activities which support the visions of R10 WIE, as stated above, at the local, regional, national, and/or international level. The accomplishments of the candidate should be of "significant performance" and should have made a distinguishing contribution to R10 WIE.

### **Scope**

Based on the merit of each candidate, the R10 Awards & Recognition Committee may decide on the number of winners for the prevailing contest year. If no candidate is found to be suitable, no award will be given in that year.

### **Eligibility**

- IEEE Region 10 WIE Student Award targets R10 WIE Student Member grade. IEEE Region 10 WIE Professional Award targets R10 WIE /Young Professional Member grade or higher.
- Nominee must be an IEEE R10 WIE member in good standing who has made an identifiable creative achievement and/or a significant contribution toward the visions of R10 WIE.
- Nominee must be an individual.
- The individuals nominated must be WIE members at the time of nomination.
- Nominee's achievement and contribution must have been made within last 3 years for this award.

- A member of the R10 WIE committee cannot be a Nominee.
- Nominee must not have received the IEEE R10 WIE Volunteer (Most Inspiring Engineer, previously) Award within the last 3 years.

### **Nomination Conditions**

- The nomination form available from the R10 website and R10 WIE homepage must be completed by Nominator who is familiar with the work and contribution of the candidate(s) and endorsed by the Section Chair. Nominator must be IEEE members of professional membership grade. Members of the R10 WIE Committee cannot act as Nominator.
- Nomination form (pdf file) must be sent to IEEE R10 WIE Coordinator via electronic means. Make sure that an acknowledgement is received after sending the complete form in a few days, or it should be assumed that the submission is not received.

### **Basis of Selection**

The IEEE R10 WIE Volunteer Award is selected based on the following points relating to the candidate's eligibility:

- Contribution for the visions of R10 WIE
- Impact of activities over the society
- Uniqueness of the approach
- Outreach & societal implication
- Leadership ability

If no candidate is found to be suitable, no award will be given in the year.

### **Selection Committee**

This selection is to be done by an appropriate selection committee appointed by the IEEE R10 WIE Coordinator. The decision of the Selection Committee is final.

### **Schedule**

- Call for Nominations: 27th March
- Nomination Deadline: 27th May
- Evaluation period: June - July
- Recipient Notified: August



**Award Instrument**

A Certificate of Recognition will be awarded to the Winner.

One year IEEE Membership payment will be subsidized by R10 for the Winner.

**Presentation**

Award certificates of the IEEE Region 10 WIE Volunteer Award will be presented to the primary delegates from the Sections that the winner(s) belong to, at the R10 Annual Meeting for them to be further presented to the winner(s) at appropriate occasions of the Sections. If the representatives of the winner(s) are able to join the R10 annual meeting without any financial support from R10, it is possible for the award certificates to be directly presented to them at the meeting.

**Record**

The IEEE R10 WIE Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 WIE Coordinator also maintains a record of award recipients on the R10 Website.

**Submission of nomination forms to:**

- R10 Women in Engineering Coordinator ([jing.dong@ieee.org](mailto:jing.dong@ieee.org))
- IEEE Asia-Pacific ([ieeeapo@ieee.org](mailto:ieeeapo@ieee.org))
- Cc. to R10 Awards & Recognition Coordinator (Contact details available on the R10 website and as announced in the call for nominations)

### **R10 WIE Section/Student Branch Affinity Group of the Year Award**

#### **Introduction**

The R10 IEEE Women in Engineering (WIE) takes initiatives to provide various values for IEEE members and societies in Asia Pacific Region (R10) and promote achievements of women engineers/professionals. The visions are:

- Promote women in science and engineering in R10
- Motivate and inspire women engineers & scientists
- Foster women's technological skills
- Encourage girls to be engineers & scientists

R10 WIE strongly supports and encourages WIE activities conducted by WIE Affinity Groups (AGs) in R10. Specifically, R10 WIE Committee selects excellent activities and gives R10 WIE funds for them.

#### **Purpose**

R10 Women in Engineering (WIE) has instituted both the IEEE R10 WIE Section Affinity Group of the Year Award and the IEEE R10 WIE Student Branch Affinity Group of the Year Award to recognize distinguished WIE Section Affinity Group and WIE Student Branch Affinity Group respectively.

#### **Scope**

Based on the merit of each candidate AG, the R10 Awards & Recognition Committee may select one winner in each category for the prevailing contest year. If no AG is found to be suitable, no award will be given in that year.

#### **Eligibility**

The IEEE R10 WIE Section / Student Branch Affinity Group of the Year Awards are given annually to WIE Section / Student Branch Affinity Groups in R10 that have shown outstanding initiatives and performance in organizing activities. The awards are based on programs that took place during the period of 1 January to 31 December of the preceding year.

#### **Nomination Conditions**

- The [nomination form](#) sent with the Call for Nominations and available on the R10 website (link) must be completed by Nominator who is familiar with the work and contribution of the candidate. Nominator must be IEEE members of any membership grade. Then nominations must be endorsed by the Section Chair.

- Nominations must be sent to IEEE R10 WIE Coordinator by the end of June in electronic means (pdf file). Make sure that an acknowledgement is received after sending the complete form in 3 days, or it should be assumed that the submission is not received.

As a general rule, an Affinity Group cannot receive this award more than once every three years.

### **Basis of Selection**

The IEEE R10 WIE Section / Student Branch Affinity Group of the Year Award are selected by R10 WIE committee based on the following criteria:

- Quality of activities and programs
  - Purpose/objectives
  - Achievements/values
  - Support from the Section
  - Collaboration with Student Branch/YP Affinity Group or other groups
  - The number of participants
- Quantity of activities and programs
- Growth of affinity group membership
- Communication with its members
  - What ways
  - How often

If no candidate is found to be suitable, no award will be given for the year.

### **Selection Committee**

This selection is to be done by an appropriate selection committee appointed by the IEEE R10 WIE coordinator. The decision of the Selection Committee is final.

### **Schedule**

- Call for Nominations: 27th March
- Nomination Deadline: 27th May
- Evaluation period: June - July
- Recipient Notified: August

### **Award Instrument**

A Certificate of Recognition will be awarded to the Winner.

## **Presentation**

Award certificates of the 2017 IEEE R10 WIE Affinity Group of the Year Award will be presented to the primary delegates from the Sections that the winning WIE Affinity Groups belong to, at the R10 Annual Meeting for them to be further presented to the winning WIE AGs at appropriate occasions of the Sections.

If the representatives of the winning WIE Affinity Groups are able to join the R10 annual meeting without any financial support from R10, it is possible for the award certificates to be directly presented to them at the meeting.

The IEEE R10 WIE Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 WIE Coordinator also maintains a record of award recipients on the R10 Website.

## **Record**

The IEEE R10 WIE Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 ARC Coordinator also maintains a record of award recipients on the R10 Website.

## ***Submission of nomination forms to:***

- R10 WIE Coordinator ([jing.dong@ieee.org](mailto:jing.dong@ieee.org))
- IEEE Asia-Pacific [ieeeapo@ieee.org](mailto:ieeeapo@ieee.org)
- Cc. to R10 Awards & Recognition Coordinator (Contact details available on the R10 website and as announced in the call for nominations)

**R10 Best Young Professionals Volunteer Award**

(One award each for Academician and Industry Practitioner)

**Introduction**

IEEE Region 10 (R10) places very high priority to assist young professionals in their early career by creating opportunities to network, refine and plan their career goals, and learn soft skills to boost their chance for success. IEEE Region 10 recognizes the vital role volunteers play in realization of these objectives and has launched the Young Professionals Volunteer awards to motivate and recognize the efforts and achievements of those individuals who have made substantial contribution to IEEE and Young Professionals Affinity Groups. The award will be conferred upon two young professionals; one from academia and one from industry, whose substantive projects or achievement of a relatively short nature (one to three years) have left an undeniable imprint on the fabric of Young Professionals operations within Region 10.

**Purpose**

The Region 10 Young Professionals awards aim to encourage the high spirited volunteerism and contributions of individuals and showcase their initiatives that has benefited a larger volume of Young Professionals.

**Scope**

Based on the merit of candidates in each category, the R10 Young Professional Activities Committee will select the three winners for the prevailing contest year. If no candidate is found to be suitable in any category, no award will be given in that category for the contest year.

## **Eligibility**

### ***Academician***

- The individual nominated must be a Young Professional member and from academia, at the time of nomination.
- The individual should have made substantial contribution to the activities of Young Professionals in their Section, which have directed to the fulfillment of one or more of the goals and/or objectives of MGA Young Professionals. The activity mentioned will be considered only if it is reported in the L31 Meeting Reports.
- The individual should not have received the same award in the past three years.

### ***Industry Practitioner***

- The individual nominated must be a Young Professional member from Industry, at the time of nomination.
- The individual should have made substantial contribution to the activities of Young Professionals in their Section, which have directed to the fulfillment of one or more of the goals and/or objectives of R10 and MGA Young Professionals. The activity mentioned will be considered only if it is reported in the L31 Meeting Reports.
- The individual should not have received the same award in the past three years.

## **Nomination Conditions**

- The nominee should be a member of IEEE and should be residing in the geography of IEEE Region 10
- Any IEEE member can nominate a potential candidate for the award (no self-nominations) and it should be endorsed by the respective Young Professional Chair or Chairman of the Section.
- Nomination form is available at <http://goo.gl/DV0e1X>.
- The complete nomination document should be sent as pdf before the mentioned deadline backed up by any supporting documents (if any)

## **Basis of Selection**

The following points will be considered in the selection:

- The contributions of the individual that created an impact and added value to the membership of IEEE Young Professionals
- The long standing impact of the activity or activities organized by the individual towards the goal of IEEE Region 10 Young Professionals
- The nominations will be evaluated and ranked by the expert team designated by Region 10 Young Professionals Committee based on the merit of the candidate

## **Selection Committee**

An expert team designated by Region 10 Young Professionals Committee will evaluate the nominations.

## **Schedule**

- Call for Nominations: 27<sup>th</sup> of March
- Nomination Deadline: 27<sup>th</sup> May
- Evaluation period: June - July
- Recipient Notified: Middle of August

## **Award Instrument**

A Certificate of Recognition will be awarded to the Winner.

One year IEEE Membership payment will be subsidized by R10 for the Winner.

## **Presentation**

The awards will be presented during the R10 SYWL Congress if scheduled for the year, with winners attending on self-funding basis. Otherwise, the awards will be handed over to the respective Section Chair during the Region 10 Annual meet for presentation to the winner during an appropriate local event.

## **Record**

The IEEE R10 Young Professionals Activities Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 ARC Coordinator also maintains a record of award recipients along with a short description of their citation on the R10 website

### ***Submit all nomination forms to:***

- IEEE Asia-Pacific (ieeeapo@ieee.org)
- Cc. to R10 Young Professional Activities Coordinator (Contact details available on the R10 website and as announced in the call for nominations)
- Cc. to R10 Awards & Recognition Coordinator (Contact details available on the R10 website and as announced in the call for nominations).
- Nomination Form: <http://goo.gl/DV0e1X>



## **R10 Best Young Professionals Affinity Group Awards**

### **Introduction**

IEEE Region 10 (R10) places very high priority to assist young professionals in their early career by creating opportunities to network, refine and plan their career goals, and learn soft skills to boost their chance for success. R10 encourages and financially supports Young Professional Affinity Groups in the region to conduct activities beneficial to the members and realize R10 objectives. R10 has launched the Young Professionals Affinity Group awards to motivate and recognize the efforts and achievements of Young Professionals AGs. The award will help Young Professionals AGs in its membership development by member's satisfaction. The award will be conferred for one best Affinity group who have done quality activities and have secured high member increase and retention.

### **Purpose**

The purpose of this award is to recognize the achievements and activities of one best outstanding Young Professionals Affinity group in Region 10. This recognition will motivate the winners to do even better and serve as examples for others to follow.

### **Scope**

Based on the merit of each nomination, the R10 Young Professionals Activities Committee will select one winner for the prevailing contest year. If no Young Professionals AG is found to be suitable, no award will be given in that year.

### **Eligibility**

- Only Young Professionals Affinity groups in Region 10 are eligible to apply.
- An organizational unit (i.e. a Section or an Affinity Group or other) will not be eligible to receive the same award twice within five years.
- The AG must have done at least four activities for its members and must have held a minimum of three administrative meetings a year and submitted reports on time. The activity mentioned will be considered only if it is reported in the L31 Meeting Reports.

- The AG must have had substantial retention rate and growth in terms of its membership.
- The AG must have done activities in collaboration with Industry or Academia or both.
- They must have done at least one STEP event a year, facilitating transition from the student member to member grade.

### **Nomination Conditions**

- Nominations should come from the Chair of the Young Professionals AG and it should be endorsed by the respective Section Chairperson.
- Nomination form is available at <http://goo.gl/gDPZIZ>.
- The complete nomination document should be sent as pdf before the mentioned deadline backed up by supporting documents (if any).

### **Basis of Selection**

The following points will be considered in the selection:

- Number of activities for Young Professionals members
- The activities of the AG must have positively impacted its members and provided member satisfaction
- Members' retention rate and growth in terms of its membership.
- Successful initiatives that facilitated student member transition to Young Professional.
- Collaboration with industry or academia or both.
- Young Professionals Affinity Group Management including administrative meetings, financial record keeping, the succession planning for future and any best practice that can be emulated by other AGs.

### **Selection Committee**

The nominations will be evaluated by an expert team designated by R10 Young Professionals Committee.

## **Schedule**

- Call for Nominations: 27<sup>th</sup> of March
- Nomination Deadline: 27<sup>th</sup> May
- Evaluation period: June - July
- Recipient Notified: Middle of August

## **Award Instrument**

A Certificate of Recognition will be awarded to the Winner.

## **Presentation**

The awards will be presented during the R10 SYWL Congress if scheduled for the year, with winners attending on self-funding basis. Otherwise, the awards will be handed over to the respective Section Chair during the R10 Annual meet for presentation to the winner during an appropriate local event.

## **Record**

The IEEE R10 Young Professionals Activities Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 ARC Coordinator also maintains a record of award recipients along with a short description of their citation on the R10 website.

## ***Submit all nomination forms to:***

- IEEE Asia-Pacific (ieeeapo@ieee.org)
- Cc. to R10 Young Professional Activities Coordinator (Contact details available on the R10 website and as announced in the call for nominations)
- Cc. to R10 Awards & Recognition Coordinator (Contact details available on the R10 website and as announced in the call for nominations)
- Nomination Form: <http://goo.gl/qDPZIZ>

## **Annex I**

## **R10 SAC Volunteer Award**

### **Introduction**

The IEEE Region 10 SAC Volunteer Award is given to a member, including Student Branch Counselor & Section SAC Chair, who has been organizing activities and providing impetus to growth of student involvement for IEEE activities and events. These awards will help improve student member retention, recruiting new members and reporting from Student Branches & Sections.

### **Purpose**

The purpose of this award is to recognize the work done by an individual IEEE Member to grow the student membership by conducting activities beneficial to student members.

### **Scope:**

One Award per year.

### **Eligibility**

- The nominee should be an IEEE member of any grade (including Student Branch Counselor & Section SAC Chair; and other than IEEE Student Member) registered under the particular Section in R10, from where he/she is nominated.
- The individual should have made substantial contribution to the student activities.
- The individual should not have received the same award in the past three years.

### **Nomination Conditions**

- The candidate is working for the Section at the time he/she is nominated
- A member of the R10 SAC committee cannot be a Nominee.
- Any IEEE member can nominate a candidate and self-nomination is not permitted.
- The candidate must have endorsement by the respective Section Chairman for his/her nomination to be considered valid.

### **Basis of Selection**

- Length of service to the section.
- Leadership ability and support for the work of other members in the Section.
- Furthering the work and promoting the objectives of the IEEE and of Region 10 in general and of the Section in particular at Section level.

### **Selection Committee**

R10 SAC Coordinator as Chair, one nominee of ARC Chair and one additional member appointed by SAC Chair.

### **Award Instrument**

The winning Volunteer is awarded a certificate of recognition.

One year IEEE Membership payment will be subsidized by R10 for the Winner.

### **Presentation**

The awards will be presented during the R10 SYWL Congress if scheduled for the year, with winners attending on self-funding basis. Otherwise, the awards will be handed over to the respective Section Chair during the R10 Annual meet.

### **Record**

The IEEE R10 Students Activities Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and R10 Newsletter and a record is stored in R10 archives.

### **Schedule**

- Call for Nomination: 27th March 2017
- Nomination Deadline: 30th May 2017
- Nominators and Recipients Notified: TBD

### **For queries:**

r10sacawards@gmail.com

### **Submit your nominations on**

<http://ieee.fluidsurveys.com/s/r10sacvol/>

## **R10 SAC Student Volunteer Award**

### **Introduction**

The IEEE Region 10 recognizes the importance of student volunteers and has established the Student Volunteer Award for these student members who have been outstanding student representatives in their Section with demonstrated leadership skills.

### **Purpose**

The purpose of this award is to motivate student members and inspire them to take up leadership role by coordinating the student activities and representing student body at the Student Branch, Section, and R10 level.

### **Scope**

One award per year.

### **Eligibility**

- The nominee should be an IEEE student member registered under the particular Section in Region 10, from where he/she is nominated.
- A member of the R10 SAC committee cannot be a Nominee.
- The individual should have made substantial contribution to the student activities in their student branch and section which have directed to the fulfillment of one or more of the goals and/or objectives of region.
- The individual should not have received the same award in the past three years.
- Nomination Conditions
- The candidate must send a short report, outlining his/her contributions to the Section.
- Any IEEE member can nominate a potential candidate and self-nomination is not permitted.
- The candidate must have recommendation from his/her Section Student Activities Chair and endorsement by the respective Section Chairman for his/her nomination to be considered valid.

### **Basis of Selection**

- Leadership ability and support for the work of other members in the Section.
- Length of service to the section.
- Furthering the work and promoting the objectives of the IEEE and of Region 10 in general and of the Section in particular at Section level.

### **Selection Committee**

R10 SAC Coordinator as Chair, one nominee of ARC Chair and one additional member appointed by SAC Chair.

### **Award Instrument**

The winning student volunteer is awarded a certificate of recognition.

One year IEEE Membership payment will be subsidized by R10 for the Winner.

### **Presentation**

The awards will be presented during the R10 SYWL Congress if scheduled for the year, with winners attending on self-funding basis. Otherwise, the awards will be handed over to the respective Section Chair during the R10 Annual meet.

### **Record**

The IEEE R10 Students Activities Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and R10 Newsletter and a record is stored in R10 archives.

### **Schedule**

- Call for Nomination: 27th March 2017
- Nomination Deadline: 30th May 2017
- Nominators and Recipients Notified: TBD

### **For queries:**

r10sacawards@gmail.com

### **Submit your nominations on**

<http://ieee.fluidsurveys.com/s/r10sacstuvol/>

## **R10 SAC Student Branch Award**

### **Introduction**

The IEEE R10 Student Branch Award is given to a student branch that has maintained membership, provided student members with opportunities to volunteer, and helped in promotion of IEEE and its mission. IEEE R10 recognizes the role of Student Branch in representing and fulfilling the needs of the members and the missions of R10 and IEEE. This award will help improve the membership, membership satisfaction and retention.

### **Purpose**

The purpose of this award is to identify Student Branch that has conducted quality events, workshops, projects, etc. for the benefit of students.

### **Scope**

One award per year.

### **Eligibility**

- Any IEEE Student Branch within Region 10 is eligible to contest for this award.
- Outstanding initiatives and performance in organizing activities.
- This Student Branch must not have received the same award in the past five years.
- The Student Branch must have done at least four activities in a year for its members.

### **Nomination Conditions**

- Nominations should come from the Chair of the Student Branch and it should be endorsed by the respective Student Branch Counselor and Section SAC Chair.



## **Basis of Selection**

- Member's retention rate and growth in terms of its membership.
- Quality & amount of impact the activities of that Student Branch had on the Students within the Section, Council or Region.
- Number of students who took part in the activities held by the Student Branch.

## **Selection Committee**

R10 SAC Coordinator as Chair, one nominee of ARC Chair and one additional member appointed by SAC Chair.

## **Award Instrument**

The winning Student Branch will receive an engraved plaque.

## **Presentation**

The awards will be presented during the R10 SYWL Congress if scheduled for the year, with winners attending on self-funding basis. Otherwise, the awards will be handed over to the respective Section Chair during the R10 Annual meet.

## **Record**

The IEEE R10 Students Activities Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and R10 Newsletter and a record is stored in R10 archives.

## **Schedule**

Call for Nomination: 27th March 2017

Nomination Deadline: 30th May 2017

Nominators and Recipients Notified: TBD

## **For queries:**

r10sacawards@gmail.com

## **Submit your nominations on:**

<http://ieee.fluidsurveys.com/s/r10sacsb/>

## **Region 10 Educational Activities Group Award**

### **Introduction**

The IEEE R10 Educational Activities (EA) takes initiatives to recognize IEEE members for the efforts and dedicated contribution in educational activities for the following areas.

- Foster the improvement of education through the process of accreditation engineering, engineering technology, computer science, and applied science programs
- Dedicated contribution to the design, delivery, and support of continuing education courses and programs in the fields of interest to IEEE
- Volunteer time and effort for the informal education community
- Outstanding educational innovation in the field of interest of IEEE and whose innovation has made a major impact and been emulated outside the individual's immediate environment
- Work in a pre-university school and those who influence school-based activities for pre- university students.

### **Purpose**

R10 EA Section/Affinity Group Award has been established to recognize Section/Student Branch/Affinity Group who have exhibited exemplary and substantive leadership of an extraordinary nature in implementing activities in the scope of EA, as stated above, at the local, regional, national, and/or international level. The accomplishments of the candidate should be of "significant performance" and should have made a distinguishing contribution to R10 EA.

### **Eligibility**

- IEEE Region 10 EA Group Award targets IEEE R10 Section/Student Branch/WIE Affinity Group/Young Professional Affinity Group.
- Nominee must be an IEEE R10 member in good standing who has made an identifiable creative achievement and/or a significant contribution toward the scope of R10 EA.
- Nominee's achievement and contribution must have been made within last 3 years for this award.
- A member of the R10 EA subcommittee cannot be a Nominee.
- Nominee must not have received the IEEE R10 EA Award(s) within the last 3 years.

### **Scope**

Based on the merit of each candidate, the R10 Awards & Recognition Committee may decide on the number of winners for the prevailing contest year. If no candidate is found to be suitable, no award will be given in that year.

## **Nomination Conditions**

- The nomination form available from the R10 website ([link](#)) and R10 EA homepage ([link](#)) must be completed by Nominator who is familiar with the work and contribution of the candidate(s) and endorsed by the Section Chair. Nominator must be IEEE members of professional membership grade. Members of the R10 EA Subcommittee cannot act as Nominator.
- Nomination form must be sent to IEEE R10 EA Coordinator with cc to IEEE Asia-Pacific by May 27, 2017 in electronic means (pdf file). Make sure that an acknowledgement is received after sending the complete form in a few days, or it should be assumed that the submission is not received.

## **Basis of Selection**

The IEEE R10 EA Group Award is selected based on the following points relating to the candidate's eligibility:

- Contribution for the scope of R10 EA
- Quality of activities and programs
  - Purpose/objectives
  - Achievements/values
  - Support from the Section
  - Collaboration with Student Branch/YP/WIE Affinity Group or other groups
  - The number of participants
- Quantity of activities and programs
- Other factors
  - Uniqueness of the approach
  - Outreach & societal implication

If no candidate is found to be suitable, no award will be given in the year.

## **Selection Committee**

This selection is to be done by an appropriate selection committee appointed by the IEEE R10 EA coordinator. The decision of the Selection Committee is final.

## **Award Instrument**

The winning Volunteer is awarded a certificate of recognition.

## **Presentation**

Award certificates of the 2017 IEEE Region 10 EA Award will be presented to the primary delegates from the Sections that the winner(s) belong to, at the R10 Annual Meeting for them to be further presented to the winner(s) at appropriate occasions of the Sections. If the representatives of the winner(s) are able to join the R10 annual meeting without any financial support from R10, it is possible for the award certificates to be directly presented to them at the meeting.

## **Record**

The IEEE R10 EA Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 EA Coordinator also maintains a record of award recipients on the R10 Website.

## **Schedule**

Call for Nomination: 27th March 2017

Nomination Deadline: 27th May 2017

Nominators and Recipients Notified: TBD

## **For queries:**

Email : [zuhaina@ieee.org](mailto:zuhaina@ieee.org)

## ***Submit all nomination forms to:***

R10 EA Coordinator ([zuhaina@ieee.org](mailto:zuhaina@ieee.org))

cc: IEEE Asia-Pacific ([ieeeapo@ieee.org](mailto:ieeeapo@ieee.org))

## **Region 10 Educational Activities Volunteer Award**

### **Introduction**

The IEEE R10 Educational Activities (EA) takes initiatives to recognize IEEE members for the efforts and dedicated contribution in educational activities for the following areas.

- Foster the improvement of education through the process of accreditation engineering, engineering technology, computer science, and applied science programs
- Dedicated contribution to the design, delivery, and support of continuing education courses and programs in the fields of interest to IEEE
- Volunteer time and effort for the informal education community
- Outstanding educational innovation in the field of interest of IEEE and whose innovation has made a major impact and been emulated outside the individual's immediate environment
- Work in a pre-university school and those who influence school-based activities for pre- university students.

### **Purpose**

R10 EA Volunteer Award has been established to recognize individuals who have exhibited exemplary and substantive leadership of an extraordinary nature in implementing activities in the scope of EA, as stated above, at the local, regional, national, and/or international level. The accomplishments of the candidate should be of "significant performance" and should have made a distinguishing contribution to R10 EA.

### **Eligibility**

- IEEE Region 10 EA Volunteer Award targets IEEE R10 Student Member grade, Young Professional Member grade or higher.
- Nominee must be an IEEE R10 member in good standing who has made an identifiable creative achievement and/or a significant contribution toward the scope of R10 EA.
- Nominee must be an individual.
- The individual nominated must be IEEE member at the time of nomination.
- Nominee's achievement and contribution must have been made within last 3 years for this award.
- A member of the R10 EA subcommittee cannot be a Nominee.
- Nominee must not have received the IEEE R10 EA Award(s) within the last 3 years.

### **Scope**

Based on the merit of each candidate, the R10 Awards & Recognition Committee may decide on the number of winners for the prevailing contest year. If no candidate is found to be suitable, no award will be given in that year.

## **Nomination Conditions**

- The nomination form available from the R10 website ([link](#)) and R10 EA homepage ([link](#)) must be completed by Nominator who is familiar with the work and contribution of the candidate(s) and endorsed by the Section Chair. Nominator must be IEEE members of professional membership grade. Members of the R10 EA Subcommittee cannot act as Nominator.
- Nomination form must be sent to IEEE R10 EA Coordinator with cc to IEEE Asia-Pacific by May 27, 2017 in electronic means (pdf file). Make sure that an acknowledgement is received after sending the complete form in a few days, or it should be assumed that the submission is not received.

## **Basis of Selection**

The IEEE R10 EA Volunteer Award is selected based on the following points relating to the candidate's eligibility:

- Contribution for the scope of R10 EA
- Impact of activities over the society
- Uniqueness of the approach
- Outreach & societal implication
- Leadership ability

If no candidate is found to be suitable, no award will be given in the year.

## **Selection Committee**

This selection is to be done by an appropriate selection committee appointed by the IEEE R10 EA Coordinator. The decision of the Selection Committee is final.

## **Award Instrument**

The winning IEEE R10 EA Volunteer(s) is/are awarded a certificate of recognition. One year IEEE Membership payment will be subsidized by R10 for the Winner.

## **Presentation**

Award certificates of the 2017 IEEE Region 10 EA Volunteer Award will be presented to the primary delegates from the Sections that the winner(s) belong to, at the R10 Annual Meeting for them to be further presented to the winner(s) at appropriate occasions of the Sections. If the representatives of the winner(s) are able to join the R10 annual meeting without any financial support from R10, it is possible for the award certificates to be directly presented to them at the meeting.

## **Record**

The IEEE R10 EA Coordinator notifies the result of selection by e-mail to the R10 Sections, on the R10 Website and in the R10 Newsletter. The IEEE R10 EA Coordinator also maintains a record of award recipients on the R10 Website.

## **Schedule**

Call for Nomination: 27th March 2017

Nomination Deadline: 27th May 2017

Nominators and Recipients Notified: TBD

## **For queries:**

Email : [zuhaina@ieee.org](mailto:zuhaina@ieee.org)

## ***Submit all nomination forms to:***

R10 EA Coordinator ([zuhaina@ieee.org](mailto:zuhaina@ieee.org))

cc: IEEE Asia-Pacific ([ieeeapo@ieee.org](mailto:ieeeapo@ieee.org))