



HONORS AND AWARDS MANUAL

A Guide to TAPPI Awards

(Revised December 2010)

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FOREWORD

This manual has been prepared to provide TAPPI members and other interested individuals with information on awards and other forms of recognition provided by the Association. The complete nomination and selection procedure for each award is fully outlined. Each description includes the criteria for the award, necessary qualifications for nominees, the format and contents of the nominating documents, the time schedule, and other pertinent information.

Individuals who have received a major award should not be proposed for the same honor a second time. A list of the past recipients of all major awards is carried on the TAPPI web site. Sponsors planning to submit nominations for these honors should refer to the web site first to avoid nominating an individual for an honor he or she has already received. An individual who has received a Division Technical Award or a Division Leadership and Service Award may, however, be nominated for those awards offered by other Technical Divisions or Member Groups.

Responsibility for evaluating nominees for the Gunnar Nicholson Gold Medal Award, the Herman L. Joachim Distinguished Service Award, and TAPPI Fellows is assigned to the TAPPI Board Nominating/Honors Committee. The Chair of the Board with the advice and consent of the Board appoints the Board Nominating/Honors Committee. Committee members are required to be former TAPPI Board members. The immediate Past Chair of the Board of TAPPI chairs the Committee. In addition, the Board Nominating/Honors Committee also approves the Outstanding Local Section Member Award. Other awards are granted by the appropriate Member Groups.

Posthumous awards should not be made. One exception to this is where the recipient died between the date of final approval by the Board Nominating/Honors Committee, Division, Local Section or Member Group and the awarding date. In this case the award may be given posthumously.

For additional information or assistance with the Association awards process, contact the President's office at TAPPI headquarters at 770-446-1400 or visit our website at www.tappi.org.

Thank you for your support in honoring our members, the Association and the industry.

INTRODUCTION OF TAPPI HONORS

TAPPI honors are awarded to individuals for contributions to the paper and related industries the Association serves or to the Association. These honors are presented as a result of nominations submitted to the appropriate approving authority on behalf of candidates, or automatically, depending on the nature of the honor and its purpose. See the specific section of this manual as referenced for details.

TAPPI BOARD LEVEL ASSOCIATION HONORS

Honors that require completion of a nomination process and submittal of a nomination form with supporting documentation to the TAPPI Board Nominating/Honors Committee are as follows:

Gunnar Nicholson Gold Medal Award (Section A)

The Gunnar Nicholson Gold Medal Award, the Association's highest technical honor, may be presented annually to recognize an individual or individuals for preeminent scientific and engineering achievements of proven applied benefit to the world's pulp, paper, board, and forest products industries and the other industries that TAPPI serves.

Herman L. Joachim Distinguished Service Award (Section B)

The TAPPI Herman L. Joachim Distinguished Service Award, the Association's highest award for service, may be presented annually to recognize leadership and service which have significantly and demonstrably contributed to the advancement of the Association.

Fellow (Section C)

TAPPI Fellows are Individuals who have been members of TAPPI for not less than 10 years prior to the nomination, and who have contributed meritorious service to the Association and/or the paper and related industries.

Paul W. Magnabosco Outstanding Local Section Member Award (Section D)

The Paul W. Magnabosco Outstanding Local Section Member Award may be presented annually to recognize an individual for outstanding leadership and exceptional service to one or more Local Sections, which have resulted in significant and demonstrable benefits to the Local Section members.

TAPPI DIVISION, LOCAL SECTION & MEMBER GROUP HONORS

Honors that require selection by an awards committee of a Division, Local Section or Member Group are as follows:

Division Technical Award (Section E)

The Division Technical Award may be presented annually to recognize outstanding accomplishments or contributions which have advanced the paper and related industries' technology in the awarding Division's field of interest.

Division Leadership and Service Award (Section F)

The Division Leadership and Service Award may be presented annually to recognize an individual for outstanding leadership and exceptional service to the awarding Division, resulting in significant and demonstrable benefits to the Division's members.

Member Group Certificate of Outstanding Merit (Section G)

Member Group Certificate of Outstanding Merit may be presented annually to an individual or individuals for outstanding and exemplary service to the awarding Division, Local Section, or Member Group, or the industry segment served by the Division or Member Group.

TAPPI AUTOMATIC ASSOCIATION HONORS (SECTION H)

Honors that are conferred **automatically** are described in Section H and do not require a nomination form.

CERTIFICATE OF RECOGNITION (SECTION I)

In addition to the identified TAPPI Honors listed above, the Certificate of Recognition is available to Divisions, Local Sections, Committees, and other Member Groups for presentation to individuals who have made special contributions to Division, Local Section, or Committee work. Details are in Section I.

PIMA AWARDS (SECTION J)

PIMA is the Management Division of TAPPI, and presents several awards as described in Section J.

ADDITIONAL FORMS OF RECOGNITION

Honorary Membership

The Association exchanges complimentary (honorary) memberships with selected officers of other paper and related industry technical associations during their terms of office. The Board of Directors authorizes these exchanges.

Life Members

The recipients of the Gunnar Nicholson Gold Medal and TAPPI Herman L. Joachim Distinguished Service Awards become TAPPI Life Members, retaining all rights and privileges of a Member but exempt from paying membership dues for life. TAPPI Past Chairs of the Board, upon reaching the end of their term in office, also become Life Members.

Retired Members

Any individual, upon retirement from active employment, will receive, if requested, a retired member card allowing registration at Association meetings at the member rate.

Membership Certificates

Unmounted membership certificates are distributed to all individuals in the "Member" grade free upon request. Mounted membership certificates are available for an additional fee. These certificates are not available to the other classes of individual members.

Non-Standard Awards

Technical Divisions, Local Sections or other Member Groups which, from time-to-time present non-standard awards, should refer to the Summary of Awards table to guarantee that the design/selection of awards/gifts does not infringe the order of precedence established by the TAPPI Board Nominating/Honors Committee. Where there is a question whether the order will be violated, the issue should be referred to the Board Nominating/Honors Committee. The appropriate Member Group Chair must approve non-standard awards with a cost over \$200. The Board Nominating/Honors Committee must approve non-standard awards with a cost over \$750.

Outstanding Best Research Paper Award

TAPPI awards annually an Outstanding Research Paper Award for a technical paper published in TAPPI JOURNAL. The purpose of the award is to encourage the publication of important research efforts that significantly increase the understanding and application of processes and products of the pulp and paper industry. The TAPPI Editorial Board oversees the award process.

Each member of the TAPPI Editorial Board may nominate one paper from within their area of expertise that has appeared in TAPPI JOURNAL during the current calendar year. Nominations should conform to the following criteria:

- Is the work innovative?
- Do the authors exhibit creativity?
- Does the work have scientific merit?
- Is the presentation written clearly and concisely?

From this pool of nominations, each member of the TAPPI Editorial Board selects the three papers that they feel best meet the criteria. The Chair of the TAPPI Editorial Board tabulates the results and chooses the winner.

NOMINATION FORMS

- Gunnar Nicholson Gold Medal
- Herman L. Joachim Distinguished Service Award
- Fellow
- Paul W. Magnabosco Outstanding Local Section Member Award
- PIMA Nomination Form

Nomination forms may be submitted via mail, fax or e-mail. Nomination forms must be received by the appropriate deadline. Nominations for certain awards received after the deadline will be held for consideration in following years (see details in each award's description).

See Appendix 1 of this manual for the forms, or go to the TAPPI website (www.tappi.org).

TAPPI award nominations should be forwarded to:



**TAPPI
AWARDS DEPARTMENT
15 TECHNOLOGY PARKWAY SOUTH
NORCROSS, GEORGIA 30092
U.S.A.**



**FAX
+1-770-446-6947**



**EMAIL
cbohanan@tappi.org**

Questions should be directed to any of the above or to:



**+1-770-209-7276
1-800-332-8686 (toll-free US)
1-800-446-9431 (toll-free Canada)
+1-770-446-1400 (worldwide)**

NOTE: Individuals who are submitting nominations for the Paul W. Magnabosco Outstanding Local Section Member Award may send the form directly to the appropriate Local Section. Any nominations sent to TAPPI for this award will be forwarded to the appropriate Local Section.

A. THE TAPPI GUNNAR NICHOLSON GOLD MEDAL AWARD

The official name is the "TAPPI Gunnar Nicholson Gold Medal Award." The recipient receives a cash honorarium, a gold medallion, a lapel pin, and a suitable plaque bearing the individual's name, and an honorary life membership in the Association. The Gunnar Nicholson Gold Medal Award recipient, if not already a TAPPI Fellow, is also designated automatically as a TAPPI Fellow. The cash award is a sum equal to 5% of the fair market value of the TAPPI Gunnar Nicholson Gold Medal Award Fund, as determined on December 31 of the year prior to the presentation.

Purpose

The Gunnar Nicholson Gold Medal Award is given to an individual or individuals who have made preeminent scientific and engineering achievements of proven applied benefit to the world's pulp, paper, board, and forest products industries and the other industries that TAPPI serves. The forest product industries include forestry, derived products, their process technology, and their applications.

History

The first Gunnar Nicholson Gold Medal Award was presented to Dr. Lennart Stockman at the 1985 TAPPI Annual Meeting. It replaced the TAPPI Gold Medal, which had been awarded from 1928 to 1984.

Frequency

The Gunnar Nicholson Gold Medal Award is customarily awarded annually. The Board of Directors may determine that no award should be made in a given year or that more than one individual should share the award, when individuals together have contributed to the achievements being recognized.

Nominee's Qualifications

The scientific or engineering contributions of the Gunnar Nicholson Gold Medal Award nominee must be of proven applied significance. Since the Gunnar Nicholson Gold Medal Award is the Association's highest technical honor, the nominee's contributions must be clearly exceptional.

Nominating Procedures

Past recipients of the TAPPI Gold Medal are ineligible to receive the Gunnar Nicholson Gold Medal Award, and self-nominations are not permitted. Candidates need not be still active in their professional careers. No current members of the Board Nominating/Honors Committee or of the TAPPI Board of Directors are eligible for nomination.

Nominations shall be completed on the Gunnar Nicholson Gold Medal Award nomination form, which is included in this Honors Manual. The form requests information on the nominee's scientific and engineering achievements, how these were accomplished, and how they had benefited the industry. If additional forms are needed, these may be obtained from TAPPI headquarters.

Multiple nominations of any candidate by several groups or individuals should be strongly

discouraged, since only one sponsor per candidate is needed to assure the nomination's full and careful consideration.

It is not necessary to renominate a candidate each year, since the Board Nominating/Honors Committee carries forward for five award years the names of those nominees not selected. After five award years following the receipt of the nomination (for example, a nomination received August 1, 2003, would be eligible for award years 2004, 2005, 2006, 2007, and 2008), however, the nomination must be reactivated and brought up to date, or it will be dropped.

Since the award is designed to recognize individual achievements, the sharing of an award among several people will be authorized only in exceptional cases.

Any current members of the Board Nominating/Honors Committee or of the TAPPI Board of Directors cannot make nominations, since they are responsible for evaluating the nominations

Deadline

The Board Nominating/Honors Committee must receive the completed nomination forms no later than **August 1** of the year in which they are to be considered (for awards to be presented in the upcoming calendar year). Nominations received after August 1 will not be considered until the following year. Nomination forms should be forwarded to the following:

TAPPI
C/O Board Nominating/Honors Committee
15 Technology Parkway South
Norcross, Georgia 30092 USA

Selection

The Board Nominating/Honors Committee will consider all valid nominations and submit its recommendation on the preferred nominee to the TAPPI Board of Directors. The Board of Directors will then review this recommendation. The Board of Directors shall consider only the candidate proposed by the Board Nominating/Honors Committee.

The Association's Board of Directors may, by a vote of two-thirds of the members present at a regular or special meeting, grant the Gunnar Nicholson Gold Medal Award to the candidate recommended by the Board Nominating/Honors Committee.

Announcement

The person designated as the Gunnar Nicholson Gold Medal Awardee will be notified as soon as possible after the Board's decision, and public announcement will then be made shortly thereafter.

Presentation

The Gunnar Nicholson Gold Medal Award will be presented at an appropriate annual TAPPI conference. At the presentation ceremony the recipient will speak on an appropriate subject of his or her choosing and will also be responsible for selecting the individual to make the presentation of the Award.

If the recipient is unable, for reasons of health or other extenuating circumstances, to attend the presentation ceremony, he or she may designate a surrogate to accept the Gunnar Nicholson Gold Medal Award on his or her behalf.

B. THE TAPPI HERMAN L. JOACHIM DISTINGUISHED SERVICE AWARD

The official name is the "TAPPI Herman L. Joachim Distinguished Service Award." The recipient receives a cash award of 5% of the fair market value of the Herman L. Joachim Award Fund, a lapel pin, and a suitable plaque bearing the individual's name, and an honorary life membership in the Association. The recipient, if not already a TAPPI Fellow, is also automatically designated a TAPPI Fellow.

Purpose

The TAPPI Herman L. Joachim Distinguished Service Award was established to recognize an individual for voluntary leadership and service, which have significantly and demonstrably contributed to the advancement of the Association. The Board of Directors may, by a vote of two-thirds of the member's present, award the TAPPI Herman L. Joachim Distinguished Service Award to an individual who has performed outstanding service to the Association, including its councils, committees, divisions, sections, chapters, and programs.

History

The TAPPI Herman L. Joachim Distinguished Service Award was awarded for the first time in 1983 to Harris O. Ware.

Frequency

The TAPPI Herman L. Joachim Distinguished Service Award is granted to not more than one recipient per year.

Nominee's Qualifications

The nominee must be an individual whose leadership and service have significantly and demonstrably contributed to the advancement of the Association. Such service may have been rendered through direct participation in Association activities or by action independent of any affiliation with the Association or the Association's programs. The contribution of this individual may be a single act or an accrument of longtime efforts. Current members of the Board of Directors and Board Nominating/Honors Committee are ineligible for nomination. Staff members are also ineligible

The nominee's contributions should be apparent in specific improvements made in the Association's internal or external operations. Progress and improvements may be evident in such areas as:

- ◆ Direct services to members and industry, e.g., publications, conferences, training seminars, home study courses, committee and Local Section activities, or standards.
- ◆ Number and involvement of members
- ◆ Organizational structure of the Association
- ◆ Management of the Association
- ◆ Finances of the Association
- ◆ Public image of the Association, e.g., communication with members and potential members, general public, industry, government, or academe in the United States and internationally.

Nominating Procedures

Nomination of a candidate for the TAPPI Herman L. Joachim Distinguished Service Award requires only one sponsor. Current members of the Board Nominating/Honors Committee of the Board of Directors may not sponsor a nomination. Solicitation is made in **Paper 360** magazine and the TAPPI website. Such nominations should be on a TAPPI Herman L. Joachim Distinguished Service Award Nomination form, which appears in this manual and on the TAPPI web site. This form requests information on the nominee's contributions to the improvement of the Association and the areas in which these contributions have been made. The form also seeks background information on the nominee. If additional forms are needed, they may be obtained from TAPPI headquarters or downloaded from the web site.

The Board of Directors has stipulated that the multiple nomination of any candidate by several TAPPI groups or individuals should be strongly discouraged, since only one nomination per candidate is needed to assure its receiving full and careful consideration. It is not necessary to renominate each year, as the Board Nominating/Honors Committee carries forward for five award years the names of those not selected. After five award years following the receipt of the nomination, however, the nomination must be reactivated and brought up to date, or it will be dropped. For example, a nomination received August 1, 2003, would be eligible for award years 2004, 2005, 2006, 2007, and 2008

Deadline

The Board Nominating/Honors Committee must receive the completed nomination forms no later than **August 1** of the year in which they are to be considered (for awards to be presented in the upcoming calendar year). Nominations received after August 1 will not be considered until the following year. Nomination forms should be forwarded to the following:

TAPPI
C/O Board Nominating/Honors Committee
15 Technology Parkway South
Atlanta, Georgia 30092 USA

Selection

The TAPPI Board Nominating/Honors Committee considers the valid nominations, and its recommendation is then submitted to the Board of Directors to be acted upon at a regular or special meeting. Decision by the Board is made by secret ballot, and approval by two-thirds of the members present is required.

Announcement

The recipient of the TAPPI Herman L. Joachim Distinguished Service Award is notified as soon as possible, and public announcement is then made of the choice. Sponsors of candidates not chosen will be notified by staff of the need to resubmit the nominations after five years.

Presentation

Presentation of the TAPPI Herman L. Joachim Distinguished Service Award is made at an appropriate annual TAPPI conference.

If the recipient is unable, for reasons of health or other extenuating circumstances to attend the presentation ceremony, he or she may designate a surrogate to accept the Herman L. Joachim

Distinguished Service Award on his or her behalf.

Contribution and Service Data

Biographical data, lists, and tabulations are not adequate for accurate evaluation by the Board Nominating/Honors Committee. Sponsors should interpret the significance of the biographical data to justify the nomination.

What specific and lasting contributions qualify the nominee for the TAPPI Herman L. Joachim Distinguished Service Award?

For example . . .

- ◆ Specifically, how were these contributions accomplished?
- ◆ In what areas of the Association has the nominee made definite contributions?
- ◆ What specific contributions to direct services to members and industry has the nominee made? For example, publications, conferences, training seminars, home study courses, committee and Local Section activities, or standards.
- ◆ Have the contributions of the nominee favorably affected the number and involvement of members? How?
- ◆ Has the organizational structure of the Association been improved by the achievements of the nominee? How?
- ◆ Has the nominee made definite contributions to the management of the Association? What are they?
- ◆ Have the contributions of the nominee demonstrably improved the Association's finances? How?
- ◆ Have the contributions of the nominee improved the public image of the Association, for example, through communication with members and potential members, general public, industry, government, or academe in the United States and other countries? Please explain.

C. TAPPI FELLOW

Name of Award

This honor confers the title of "TAPPI Fellow" upon the recipient, who also receives a suitable plaque bearing the individual's name and a lapel pin.

Purpose

The designation of TAPPI Fellow is a form of recognition by the Association. It is not a separate class of membership. All TAPPI Fellows, however, must be TAPPI members. The Board of Directors, may, by a vote of two-thirds of the members present, confer the title of 'Fellow' upon any member of the Association who has contributed meritorious service to the Association or to the industry.

History

The TAPPI Fellow designation was established in 1968. In addition to 10 elected Fellows, the initial class of TAPPI Fellows included past TAPPI Presidents (who held that title before it was changed to become the Chief Executive Officer of the TAPPI Staff), Past Chairs of the Board, TAPPI Gold Medalists, and Directors.

Frequency

There is no maximum number of new TAPPI Fellows who may be elected yearly. In addition to these elected Fellows, the Gunnar Nicholson Gold Medal Award recipient, the Herman L. Joachim Distinguished Service Award recipient, and outgoing members of the Board of Directors are designated as Fellows.

Nominee's Qualifications

TAPPI Fellows may be automatically designated as in the case of the Gunnar Nicholson Gold Medal Award recipients, TAPPI Herman L. Joachim Distinguished Service Awardees, and outgoing TAPPI Directors, or they may be elected by the Board upon recommendation by the Board Nominating/Honors Committee. The only specific requirements are that the elected candidate must have been a member of TAPPI for not less than ten years prior to nomination, and that the individual shall have contributed meritorious service to the Association and/or to the industry. The ten years of TAPPI membership may have been in any membership class or combination of classes: member, associate, affiliate, retired, local section, student, or sustaining member representative.

Past recipients of Division Awards, Division Leadership and Service Awards, and Certificates of Appreciation can be nominated. Incumbent members of the Board of Directors, however, will not be considered for nomination (they are designated upon retirement from the Board); and, further, they may not sponsor a nominee for Fellow.

Nominating Procedures

Nomination for TAPPI Fellow must be made by one TAPPI member on a nomination form, which appears in this manual and on the TAPPI web site. Current members of the Board Nominating/Honors Committee or the Board of Directors may not sponsor a nominee. The form requests information on the nominee's publications, patents, society memberships, TAPPI activities,

specialties, major contributions, and other qualifications. If additional forms are needed, they may be obtained from TAPPI headquarters. Self-nominating is not permitted.

Multiple nominations of any candidate for TAPPI Fellow by several TAPPI groups or individuals is discouraged, since only one nomination per candidate is needed to assure full and careful consideration by the Committee. One TAPPI member as a sponsor must endorse each nomination form. Activities that would be considered evidence of meritorious service to the Association or to the industry are:

- ◆ Publication of articles and books
- ◆ Patents granted
- ◆ Directions of important research or engineering work
- ◆ Management of major projects resulting in acknowledged improvements and new developments
- ◆ Leadership assignments in TAPPI
- ◆ Service to other organizations and/or to the public.
- ◆ There are no criteria for evaluating the relative weight to be given to these types of contributions.

Deadline for Nominations

The nomination form must be received by the TAPPI Board Nominating/Honors Committee, TAPPI, Technology Park/Atlanta, P. O. Box 105113, Atlanta, GA 30348 U.S.A., by **August 1** for consideration of awards to be presented in the upcoming calendar year. Nominations received after August 1 will not be considered until the following year.

Selection

The nominations are considered and evaluated by the TAPPI Board Nominating/Honors Committee. The Board Nominating/Honors Committee then submits its recommendations to the Board of Directors. The Board then acts upon these recommendations. The Board of Directors may, by a vote of two-thirds of the members present, designate as a TAPPI Fellow a nominee recommended by the Board Nominating/Honors Committee.

It is not necessary to renominate a candidate each year, since the Board Nominating/Honors Committee carries forward for five award years the names of those nominees not selected. After five award years following the receipt of the nomination (for example, a nomination received August 1, 2003, would be eligible for award years 2004, 2005, 2006, 2007, and 2008), however, the nomination must be reactivated and brought up to date, or it will be dropped.

Announcement

Newly designated TAPPI Fellows are notified as soon as possible, and public announcement is then made. This is usually in December.

Presentation

Presentation of certificates to the new TAPPI Fellows, both those elected and those automatically designated, takes place at the Fellows Luncheon, normally scheduled at an annual TAPPI conference.

Service Data (These questions must be answered)

Biographical data, lists, and tabulations are not adequate for accurate evaluation by the Board Nominating/Honors Committee. Sponsors should interpret the significance of the data to justify the nomination.

What meritorious service qualifies the nominee for consideration as a TAPPI Fellow?

For example . . .

- ◆ What was the form of this service? For example, individual achievements, leadership of a group, teaching students, or inspiration of others.
- ◆ Has the nominee contributed meritoriously to the technical progress of the pulp and paper industry? How were these contributions manifested? For example, publication of articles and books, patents granted, direction of important research or engineering work, or management of major projects resulting in acknowledged improvements and new developments.
- ◆ Has the nominee contributed meritoriously to the Association? To other organizations and/or to the public? How were these contributions manifested? For example, direct services to members, growth in number and involvement of the public image of the Association through communication with other groups.

D. PAUL W. MAGNABOSCO OUTSTANDING LOCAL SECTION MEMBER AWARD

Name of Award

The official name of this honor is "Paul W. Magnabosco Outstanding Local Section Member Award." The recipient is presented with a lapel pin, and a suitable plaque bearing the individual's name.

Purpose

The Outstanding Local Section Member Award was established to recognize outstanding leadership and exceptional service to one or more Local Sections and which have resulted in significant and demonstrable benefits to Local Section members.

History

Local Sections Operation Council (LSOC) initiated the Outstanding Local Section Member Award in 1981 to recognize outstanding contributions by local section leaders. The award had been presented on an "as recommended" basis as recommended by LSOC's Leadership Committee, and as approved by the LSOC. Nominations originally came from any individual local section member and were forwarded to the Board Nominating/Honors Committee chair for initial consideration. Nineteen awards were presented in the first 12 years of the award.

With the dissolution of the LSOC, this award is now approved by the Board Honors and Awards Committee. Each Local Section is asked to nominate individuals for the award; the nominations approved by each individual Section are then forwarded to the Board Honors and Awards Committee. The individual Local Sections may solicit nominations from individual members to be considered.

Nominee's Qualifications

The nominee must be an individual whose outstanding leadership and exceptional service in Local Section activities have resulted in significant and measurable benefits to Section members. The contributions may be through a single activity or through an accrument of longtime efforts. The only exclusion is that no currently serving Chair, Vice Chair, Secretary, or member of the section's Awards Committee can be selected for the Outstanding Local Section Member Award. Recognition for an outgoing Section Chair is provided by a Past Section Chair's plaque. The nominee's contribution should be apparent in specific improvements made in the activities of the Local Sections. Progress and improvement may be evident in such areas as:

- ◆ Management of the Local Section
- ◆ Special Local Section, or District projects or task forces.
- ◆ Public image of the Section, e.g., communications with members and potential members, general public, industry, government or academia.
- ◆ Organizational structure of Section(s) including guidance manual, officer training and operating procedures.
- ◆ Number and involvement of members.

- ◆ Direct services to members and industry, e.g., publications, seminars, home study courses or standards.

Nominating Procedures

The screening of possible candidates, the collection of supporting evidence, the selection of a nominee, and the documentation of qualifications should be performed by the Awards Committee of the sponsoring Section. This Awards Committee may be elected or appointed, but in either case it should be representative of the total membership of the Section. For example, it might consist of the current section chair, a past section officer still active in TAPPI, and two or more members from the Section.

This Section Awards Committee should entertain nominations from any TAPPI member, but should actively seek nominations from within its own section. It may also develop its own list of candidates to supplement those received from other sources. The Section Awards Committee is responsible for preserving the stature of the Outstanding Local Section Member Award, and it should not recommend a recipient unless the qualifications completely meet the established criteria. Posthumous awards should not be made. One exception to this is where the recipient died between the date of final approval and the awarding date. In this case the award may be given posthumously.

Nominations that are submitted by Individuals directly to TAPPI Awards Department will be forwarded to the appropriate Local Section Awards Committee for their consideration as they choose the ultimate nominee from that Section.

To simplify and standardize the presentation of candidates' qualifications, all information concerning Outstanding Local Section Member Award nominees must be submitted in the form and under the subheadings shown below. The nomination form appears in the Honors Manual.

- ◆ **Name of nominee** and date of nomination.
- ◆ **Personal data**, including vital statistics and education.
- ◆ **Leadership and Service contributions.** This is the most important part of the nomination form and should contain a statement from the sponsor and the Section chair, Awards Committee chair stating clearly the leadership and service contributions of the individual and why they are significant to the Local Section(s).
- ◆ **Association Service**, including participation in projects and other activities, committee memberships, and service as an officer.

Deadline

The deadline for nominations to the Board Nominating/Honors Committee is **August 1** for the following award year (upcoming calendar year).

It is not necessary to renominate a candidate each year, since the Board Nominating/Honors Committee carries forward for five award years the names of those nominees not selected. After five award years following the receipt of the nomination, however, the nomination must be reactivated and brought up to date, or it will be dropped. For example, a nomination received August 1, 2003, would be eligible for award years 2004, 2005, 2006, 2007, and 2008

Selection

- ◆ Forwarding from the Local Section Awards Committee to the Board Nominating/Honors Committee and review and approval by the latter.
- ◆ Selection by the Board Nominating/Honors Committee by a 2/3 vote of those present at a regular or special meeting.

Announcement

The person selected as the Outstanding Local Section Member Award recipient is notified as soon as possible, so that public announcement can be made at a favorable time.

Presentation

Presentation of the Outstanding Local Section Member Award is made by the President or the Chair of the Board of the Association or by a designated individual at an appropriate annual TAPPI conference or a Local Section function depending on the availability and wishes of the award recipient.

Notification and Announcement

The person selected as the recipient of an Outstanding Local Section Member should be notified as soon as possible, so that public announcement can be made at a favorable time.

The following items must be handled by TAPPI Staff upon selection of an award winner:

- ◆ Notification of the recipient of the Outstanding Local Section Member Award.
- ◆ Preparation of a presentation speech for the TAPPI President, Chair of the Board, or designate
- ◆ Preparation of the plaque and pin presented to the recipient.
- ◆ Issuance of appropriate publicity.

E. TAPPI DIVISION TECHNICAL AWARD

Name of Award

The official name of this honor is "The TAPPI ____ Division Technical Award." A division whose award is accompanied by a cash honorarium may choose, however, to name its award after the individual or organization for which the honorarium was established. The recipient is presented with a specially designed lapel pin, and a plaque bearing the individual's name and the awarding Division's name.

Honorarium

A monetary stipend may be established to accompany this Division Award. It may be funded by the Division's annual conference or trade fair revenues, an endowment established by a sponsoring company or individual, or an annual gift from a company or individual. A cash honorarium funded by an endowment may be named for the sponsoring individual or company or a designated individual. When a cash honorarium is specifically designated for this Division Award, it cannot be used to accompany any other Division Award unless such use is approved by the sponsor. Cash honorariums, which are not specified, may be used to accompany any Division-level Award.

Purpose

The Division Technical Award is intended to recognize outstanding accomplishments or contributions, which have advanced the industry's technology in the awarding division's field of interest.

History

The TAPPI Board of Directors in 1965 approved in principle a program of supplemental awards to be granted by technical divisions. In 1966, the Board approved the Technical Operations Council's recommendations regarding the purpose, criteria, name, physical form of award, and administration of a system of division awards.

In 1971 the Board of Directors agreed that another purpose of the Division Technical Award should be to increase the enthusiasm of the division members for their TAPPI activities. It would be difficult to create this enthusiasm by honoring an individual who is no longer an active contributor. There could be exceptions, of course, but these should be outstanding individuals who by their example have had a major impact on the Association and the industry. The Association's intent is to recognize current accomplishments, and therefore the presentation of a Division Technical Award posthumously is discouraged.

Frequency

Each Division may make no more than one Division Technical Award per year and then only when an outstanding candidate is available. Shared awards are normally discouraged.

Nominee's Qualifications

The following criteria should be given primary consideration when selecting candidates for a Division Technical Award:

- ◆ The Division Technical Award should recognize an outstanding contribution to science or

technology of the paper or related industries.

- ◆ The contribution in science or technology might be in technical reports, publications, task group reports, Standards, or Technical Information Papers; or it might be in some related or comparable effort such as teaching, writing or editing a textbook.
- ◆ No award should be made unless it can be determined that the above qualifications have been met.
- ◆ The Division Chair, the Division Vice Chair, the Division Secretary, and members of the awards committee are not eligible for this award.

NOTE: These criteria are the minimum requirements. Each Division may add additional requirements as appropriate for its particular award as long as these requirements do not conflict with the minimum criteria as outlined in this manual.

Nominating Procedures

The screening of possible candidates, the collection of supporting evidence, the selection of the nominee, and the documentation of qualifications should be performed by the Awards committee of the sponsoring division. This committee may be elected or appointed, but in either case it should be representative of the total membership of the division; for example, it might consist of the current division chair, a past division officer still active in TAPPI, and two or more members from the technical committees of the division.

This Division Awards Committee should entertain nominations from any TAPPI member, but should actively seek nominations from the committees within its own division. It may also develop its own list of candidates to supplement those received from other sources. The Division Awards Committee is responsible for preserving the stature of the Division Technical Award, and it should not recommend a recipient unless the qualifications completely meet the established criteria.

Posthumous awards should not be made. One exception to this is where the recipient died between the date of final approval by the Division Chair and the Awarding date. In this case the award may be given posthumously.

It is the responsibility of the awards committee to determine that nominees meet the criteria for the award, and that the technical contributions of the individual are significant to the industry. These contributions can include publications, conference papers, patents, speeches, panel participation, and test methods.

- ◆ Association Service, including participation in projects, activities, and committee memberships.
- ◆ Other activities, including teaching, consulting, government service, and membership in other associations.
- ◆ Professional Experience,.

Deadlines for Nominations

If, in the opinion of the Division Awards Committee, there is a suitable candidate for the Division Technical Award, the nomination should be transmitted with the necessary supporting evidence to

the Division Chair.

TAPPI staff will determine award deadlines based on the timing of the presentation of the award and shall communicate this deadline to the Division Awards Committee. Based on this information, the Division Awards Committee should establish its own deadline for the receipt of nominations and should notify the Division's committee officers and other interested parties of the deadline date

Selection

- ◆ Review by the Division Awards Committee of nominations received.
- ◆ Submittal of a recommendation by the Division Awards Committee to the Division Chair.
- ◆ The Division's Council or Steering Committee by a two-thirds vote of the members present at a regular or special meeting grant the Division Technical Award to the candidate proposed by the Division Awards Committee.

It is estimated that the foregoing requirements can generally be satisfied if the deadline date for receipt of nominations by the Division Awards Committee is set at least four months prior to the day on which the Award is to be presented, and that the final selection should be submitted to TAPPI staff three months prior to the day on which the award is to be presented..

Notification and Announcement

The person selected as a Division Technical Award recipient is notified as soon as possible, so that public announcement can be made at a favorable time.

The following items must be handled by TAPPI Staff upon selection of an award winner:

- ◆ Notification of the recipient of the Division Technical Award.
- ◆ Preparation of a presentation speech for the TAPPI President, Chair of the Board, or designate
- ◆ Preparation of the plaque and pin presented to the recipient.
- ◆ Issuance of appropriate publicity.

Presentation

Presentation of a Division Technical Award is made by a member of the TAPPI Board of Directors.

All Divisions are urged to have their presentations made at a suitable functional conference, symposium, or comparable TAPPI meeting. When no suitable conference or meeting is available, the Division Awards Committee may make a special request to the TAPPI Chair of the Board of Directors that the presentation be made at an appropriate venue.

Contribution Data

Biographical data, lists, and tabulations are not adequate for accurate evaluation by the Division's Awards Committee. Sponsors should interpret the significance of the data to justify the nomination.

What are the special contributions of the nominee to the awarding division, which justify receipt of the Division Technical Award?

For example . . .

- ◆ Specifically, how were these contributions accomplished?
- ◆ What specific contributions to technical progress in the field of the awarding division has the nominee made?
- ◆ What new technology has resulted from these contributions?
- ◆ Have these contributions modified old technology? How?
- ◆ How have these contributions changed thinking about science and technology in the field of the awarding division?

F. DIVISION LEADERSHIP AND SERVICE AWARD

Name of Award

The official name of this honor is "The TAPPI _____ Division Leadership and Service Award." A Division whose award is accompanied by a cash honorarium may choose, however, to name its award after the individual or organization for which the honorarium was established. The recipient is presented with a specially designed lapel pin, and a plaque bearing the individual's name and the awarding Division's name.

Honorarium

A monetary stipend may be established to accompany the Division Leadership and Service Award that are funded by the Division's annual conference or trade fair revenues, an endowment established by a sponsoring company or individual, or an annual gift from a company or individual. A cash honorarium funded by an endowment may be named for the sponsoring individual or company or a designated individual. When a cash honorarium is specifically designated for this Division Award, it cannot be used to accompany any other Division Award unless such use is approved by the sponsor. Cash honorariums that are not specified may be used to accompany any Division Award.

Purpose

The Division Leadership and Service Award was established to recognize an individual for outstanding leadership and exceptional service to the awarding Division which have resulted in significant and demonstrable benefits to the Division's members.

History

The TAPPI Board of Directors in 1965 approved in principle a program of supplemental awards to be granted by technical divisions. In 1985 the Board approved the Technical Operations Council's recommendation for a Division Leadership and Service Award to provide a method to recognize outstanding service to the Association at the Division level. The Association's intent is to recognize current accomplishments; therefore, the presentation of a Division Leadership and Service Award posthumously is discouraged.

Frequency

Each Division may make no more than one Division Leadership and Service Award per year. Shared awards are normally discouraged.

Nominee's Qualifications

The nominee must be an individual whose outstanding leadership and exceptional service in Division activities have resulted in significant and measurable benefits to Division members. The nominee may or may not be a member of the Association but the services cited must have been through direct participation in Division activities. The contributions may be through a single activity or through an accrument of longtime efforts. The only exclusions are that the Division Chair, the Division Vice Chair, the Division Secretary, and members of the awards committee are not eligible for this award. Recognition for an outgoing Division Chair is provided by a Past Division's Chair's plaque. The nominee's contribution should be apparent in specific improvements made in the Division's activities. Progress and improvement may be evident in such areas as:

- ◆ Direct services to members and industry, e.g., publications, seminars, home study courses, special task forces, committee activities or standards.
- ◆ Number and involvement of members.
- ◆ Organizational structure of Division including guidance manual, officer training and operating procedures.
- ◆ Management of the Division
- ◆ Public image of the Division, e.g., communications with members and potential members, general public, industry, government or academia.

NOTE: These criteria are the minimum requirements. Each Division may add additional requirements as appropriate for its particular award as long as these requirements do not conflict with the minimum criteria as outlined in this manual.

Nominating Procedures

The screening of possible candidates, the collection of supporting evidence, the selection of the nominee, and the documentation of qualifications should be performed by the Awards Committee of the sponsoring Division. This Awards Committee may be elected or appointed, but in either case it should be representative of the total membership of the Division. For example, it might consist of the current Division chair, a past division officer still active in TAPPI, and two or more members from the technical committees of the Division.

This Division Awards Committee should entertain nominations from any TAPPI member, but should actively seek nominations from the committees within its own Division. Each nomination form requires an individual to sign as the nominator (sponsor); self-nomination is not permitted. It may also develop its own list of candidates to supplement those received from other sources. The Division Awards Committee is responsible for preserving the stature of the Division Leadership and Service Award, and it should not recommend a recipient unless the qualifications completely meet the established criteria.

Posthumous awards should not be made. One exception to this is where the recipient died between the date of final approval by the Division Chair and the awarding date. In this case the award may be given posthumously.

It is the responsibility of the awards committee to determine that nominees meet the criteria for the award, and that the contributions of the individual are significant to the Division. Sponsors who nominate candidates should submit to the Division Awards Committee the following information:

- ◆ **Name of nominee** and date of nomination.
- ◆ **Personal data**, including vital statistics and education.
- ◆ **Leadership and Service contributions.** This is the most important part of the nomination and should contain a statement from the sponsor and the Division chair or Awards Committee chair stating clearly the leadership and service contributions of the individual and why they are significant to the Division.
- ◆ **Association Service**, including participation in projects and other activities, committee

memberships, and service as an officer.

If, in the opinion of the Division Awards Committee, there is a suitable candidate for the Division Leadership and Service Award, the nomination should be transmitted with the necessary supporting evidence to the Division Chair.

Deadlines for Nominations

TAPPI staff will determine award deadlines based on the timing of the presentation of the award and shall communicate this deadline to the Division Awards Committee. Based on this information, the Division Awards Committee should establish its own deadline for the receipt of nominations and should notify the Division's committee officers and other interested parties of the deadline date

Selection

- ◆ Review by the Division Awards Committee of nominations received.
- ◆ Submittal of a recommendation by the Division Awards Committee to the Division Chair.
- ◆ The Division's Council or Steering Committee by a two-thirds vote of the members present at a regular or special meeting grant the Division Technical Award to the candidate proposed by the Division Awards Committee.

It is estimated that the foregoing requirements can generally be satisfied if the deadline date for receipt of nominations by the Division Awards Committee is set at least four months prior to the day on which the Award is to be presented, and that the final selection should be submitted to TAPPI staff three months prior to the day on which the award is to be presented..

Notification and Announcement

The person selected as a Division Leadership and Service Award recipient is notified as soon as possible, so that public announcement can be made at a favorable time.

The following items must be handled by TAPPI Staff upon selection of an award winner:

- ◆ Notification of the recipient of the Division Leadership and Service Award.
- ◆ Preparation of a presentation speech for the TAPPI President, Chair of the Board, or designate
- ◆ Preparation of the plaque and pin presented to the recipient.
- ◆ Issuance of appropriate publicity

Presentation

Presentation of a Division Leadership and Service Award is made by a member of the TAPPI Board of Directors.

All Divisions are urged to have their presentations made at a suitable functional conference, symposium, or comparable TAPPI meeting. When no suitable conference or meeting is available, the Division Awards Committee may make a special request to the TAPPI Chair of the Board of Directors that the presentation be made at an appropriate venue.

Several times in the past, division officers have assembled albums of testimonial letters and/or photographs relating to the recipient and have given them to the recipient just after the presentation of the Award. This is greatly appreciated but not mandatory.

G. MEMBER GROUP CERTIFICATE OF OUTSTANDING MERIT

Name of Award

The official name of this honor is "The TAPPI _____ (name of member group) Certificate of Outstanding Merit." The recipient is presented with a framed certificate bearing the individual's name and the name of the awarding Member Group.

Purpose

The TAPPI Certificate of Outstanding Merit was established to recognize an individual for outstanding and exemplary service to the Member Group. This special award recognizes contributions to some extent less in their impact on the awarding Division or Local Section than necessary for a Division Technical Award, Division Leadership and Service Award, or the Outstanding Local Section Member Award but clearly above and beyond the "call of duty." It is not intended as a routine annual award.

History

The TAPPI Board Nominating/Honors Committee and Board of Directors in 2001 assigned responsibility for review and approval of "TAPPI Certificates of Outstanding Merit" to the Awards Committees of member groups.

Frequency

Although not limited in number, Member Groups are encouraged to award a Certificate of Outstanding Merit only when outstanding nominees are candidates.

Nominee's Qualifications

A nominee should be an individual whose leadership and/or technical contributions to the member groups have been above and beyond the routine "call of duty." Typically, nominees will have been long, active members of the awarding member groups who have made significant contributions, such as being editor of a technical publication or chair of a successful, long-term short course or seminar. Unsuccessful nominees for a Division Technical Award, Division Leadership and Service Award or the Outstanding Local Section Member Award may be appropriate candidates.

Nominating and Acceptance Procedures

The screening of possible candidates, the collection of supporting evidence, the selection of the nominees, and the documentation of qualifications should be performed by an Awards Committee of the sponsoring Member Group. This Awards Committee may be elected or appointed, but in either case should be representative of the total membership of the Division, Local Section or Member Group and should actively seek nominations from Member Group membership, in addition to developing its own list of candidates. Sponsors proposing candidates are responsible for providing sufficient information about the candidate and his/her contributions to permit proper evaluation.

It is the responsibility of the awards committee to determine that nominees meet the criteria for the award, and that the contributions of the individual are significant to the Division. Sponsors who nominate candidates should submit to the Division Awards Committee the following information:

- ◆ Name of nominee and date of nomination
- ◆ Personal data, including vital statistics and education
- ◆ Contributions on which nomination is based. This is the most important part of the nomination.
- ◆ The information given should be clear and factual identifying both the nominee's actions and the resulting benefits received by the Member Group.
- ◆ Association Service, including participation in projects and other activities, committee and task force memberships, and service as an officer.

Deadlines for nominations

TAPPI staff will determine award deadlines based on the timing of the presentation of the award and shall communicate this deadline to the Division Awards Committee. Based on this information, the Division Awards Committee should establish its own deadline for the receipt of nominations and should notify the Division's committee officers and other interested parties of the deadline date.

Selection

- ◆ Review by Member Groups Honors/Awards Committee of nominations received.
- ◆ Submittal of the Member Groups Honors/Awards Committee's recommendations to Member Group Chair.
- ◆ Approval by the Member Groups Steering Committee or Council.

Notification and Presentation

TAPPI staff shall coordinate the notification of award recipients and the preparation of the certificate to be presented to the recipients.

Presentation of a Certificate of Outstanding Merit should be made at a suitable functional conference, symposium, Local Section or comparable TAPPI meeting.

H. TAPPI AUTOMATIC HONORS

Plaques or Certificates of Appreciation/Completion of Term of Office

Plaques or Certificates of Appreciation are presented automatically upon completion of their term of office to express appreciation for their volunteer leadership: Suitable plaques are presented to the Past Chair of the Board, Past Division Chairs and Past Local Section Chairs. Certificates, appropriately mounted, are presented to the Past Chairs of Committees and Districts, and Division Council officers. There is no need to submit nominations. All that is necessary is for the Division Chair and Local Section Chair to notify the TAPPI Staff Liaison of the scheduled retirements with sufficient advance notice to permit preparation of the plaques and certificates

1. Past Chair of the Board

The Past Chair of the Board Plaque is presented to the Chair of the Board of the Association upon completion of his/her term of office to express appreciation for his/her leadership of the Association.

2. Fellow

If not already a TAPPI Fellow, the TAPPI Fellow designation is conferred on the Gunnar Nicholson Gold Medal Award and TAPPI Herman L. Joachim Distinguished Service Award recipients.

3. Outgoing Board of Directors Member

The TAPPI Fellow designation is also conferred on each member of the TAPPI Board of Directors upon completion of his/her term of office, if the member has not previously been designated a TAPPI Fellow.

4. Past Division Chair

A Past Division Chair's Plaque is presented to each Division Chair upon completion of his/her term of office to express appreciation for his/her leadership of the Division.

5. Past Local Section Chair

A Past Local Section Chair's Plaque is presented to each Local Section Chair upon completion of his/her term of office to express appreciation for his/her leadership of the Local Section.

6. Member Group Chairs

TAPPI Certificates of Appreciation are presented to Chairs of Local Sections, Technical Committees, Technical Program Committees, other Division Administrative Committees (upon approval and request by the Division Chair), and Division Council officers (if requested by the Division Chair), upon completion of their terms of office.

Certificates of Appreciation/Membership Anniversaries

1. Individual Member Silver Anniversary

The Association distributes Silver Anniversary membership certificates once each year and without charge to individuals who have been members of the Association for twenty-five years.

2. Individual Member Golden Anniversary

Individuals who complete 50 years of service with the Association automatically receive Golden Anniversary pins, a certificate, and a letter from the President and CEO. The pin, certificate, and letter are mailed to the recipient at the same time each year. In addition, 50-year members are listed in the program book for PaperCon or another appropriate event.

3. Sustaining Member Golden Anniversary

Sustaining Member companies who complete 50 years of service with the Association also receive special Golden Anniversary plaques acknowledging their 50 years of support of TAPPI. The TAPPI President or Chair of the Board customarily makes the presentation during PaperCon or some other appropriate event

I. CERTIFICATES OF RECOGNITION

Certificates of Recognition are available to Divisions, Local Sections, Committees, and other Member Groups for presentation to individuals that have made special contributions to Division, Local Section, or Committee work. Division, Local Section, or Committee chairs may request these certificates through their appropriate TAPPI Staff Liaison. To distinguish these certificates from the Certificate of Appreciation or the Certificate of Outstanding Merit, the words "appreciation," "merit," or "meritorious" may not be used as part of the copy on the certificate. The certificate will also be presented in a folder rather than mounted in a frame.

To maintain the value of all TAPPI awards at the highest level, the Certificate of Recognition should not be awarded capriciously. For example, the following activities, although worthwhile, are **not** considered as special contributions worthy of a certificate:

1. Authoring/presenting a paper at a conference, short course, or seminar.
2. Serving as task group chair for a routine committee activity or work item (such as a five-year review for a Standard or Technical Information Paper).
3. Serving in an officer position that will normally result in presentation of an automatic Certificate of Appreciation. Honoring other officers not in the regular rotation sequence (such as a publicity chair or technical program chair) should be reserved for exceptional contributions, not routine handling of regular duties.

Certificates of Recognition are ideal for use with such awards as Best Papers, Scholarships, or editing or reviewing a TAPPI PRESS book.

J. PIMA AWARDS

PIMA, the Management Division of TAPPI, presents a set of awards in that field. A nomination form is required (Appendix 1) for the following ten awards:

PIMA'S EXECUTIVE OF THE YEAR

The Executive of the Year Award is the highest honor bestowed by PIMA, traditionally presented to senior-level executives in the pulp, paper or converting industries for excellence in management and outstanding contributions to the industry as a whole.

MILL MANAGER OF THE YEAR

The Mill Manager of the Year Award recognizes the mill manager who has best demonstrated outstanding leadership, management, and organizational skills leading to improved results at the facility for which he or she is responsible. Nominees for this award are judged on four criteria: skill in people development; application of best management practices; effective use of external resources; and change management.

THE BROOKSHIRE MOORE SUPERINTENDENT OF THE YEAR

Recognizes the mill superintendent who has shown high personal standards and professional management qualities that contribute to the betterment of those under their management and in their company.

TECHNOLOGIST OF THE YEAR

The Technologist of the Year Award recognizes a member of a technology or IT team from a paper or paper converting company who has best demonstrated outstanding leadership, management, and organizational skills leading to improved results at the facility or enterprise for which he or she is responsible. Nominees for this award are judged on five criteria: effective application of technology, skill in people development; application of best management practices; effective use of external resources; and change management. This award is only available to employees of a paper company.

RAY H. CROSS COMMUNITY SERVICE AWARD

This award pays tribute to pulp and paper industry persons who have rendered outstanding service to their communities by involvement in the activities of local business, educational, civic and philanthropic organizations.

DELANO L. "DEL" BOUTIN DIVISION SERVICE AWARD

The Del Boutin Division Service Award is presented to pulp and paper or affiliate members for devoted service to a PIMA Division. The award recognizes long-term dedication of PIMA members at the local division level.

THOMAS F. SHEERIN, SR. SERVICE AWARD

The Thomas F. Sheerin, Sr. Service Award is presented to a supplier for outstanding contributions to the pulp and paper industry and/or the community.

IT SERVICE AWARD

This award is presented to an IT affiliate/supplier for outstanding contributions to the pulp and paper industry and/or the community.

KENNETH H. PHILLIPS SPECIALIST GROUP AWARD

The Kenneth G. Phillips Specialist Group Award is presented to pulp and paper or affiliate members in recognition of outstanding service as a member of one of PIMA's Professional Specialist Group committees

STUDENT OF THE YEAR AWARD

The purpose of this award is to recognize and support outstanding students enrolled in paper science programs.

In addition, PIMA presents two awards that are selected by the PIMA Executive Council, but no nomination form is required. These are:

GLEN T. RENEGAR AWARD

The Glen T. Renegar Award recognizes an individual who has provided outstanding service and contribution toward the growth and betterment of the PIMA Management Division. The award is presented at the national PIMA conference. The Renegar Award is an honor bestowed by the Chair of PIMA. The winner is announced at the National Awards ceremony at PIMA's annual conference, and receives a plaque recognizing the winner's dedication and service to PIMA.

CPBIS - PIMA MANAGEMENT EXCELLENCE AWARD

The CPBIS - PIMA Management Excellence Award is awarded to an individual who has made career contributions of excellence in the realm of paper industry management. The criteria for selection of an individual to receive this award shall be: an individual whose career has had an exceptionally notable impact on management of and the advancement of business issues in the pulp, paper and/or allied industries; whose outstanding career accomplishments in management, exhibited via imagination and/or innovation, has expanded the horizons of their chosen field and work; whose career has made a uniquely positive impact on the pulp and paper industry through the demonstrated ability to lead and impact others throughout the industry; and who, with those combined qualities, has served as a career enhancing role model and extraordinarily stimulating mentor for young professionals entering the pulp and paper industry.

Appendix 1.

Nomination Forms

These pages in this Appendix include copies of all forms needed for any of the awards which require nomination forms. Interactive versions of these forms may be found on the TAPPI website.

Common Nomination form for:

Gunnar Nicholson Award

Herman L. Joachim Award

TAPPI Fellow

Paul W. Magnabosco Award Pages 35-49

PIMA Nomination Form..... Page 50

Common Nomination Form for TAPPI Selected Association Honors

Introduction

This Nomination form is a consolidation of five previous nomination forms, in an attempt to streamline the process of award nominations. These awards are the TAPPI Gunnar Nicholson Gold Medal Award, the TAPPI Herman L. Joachim Distinguished Service Award, the TAPPI Fellow, and the Paul Magnabosco Outstanding Local Section Member Award. To find more information about each of the awards, please read our [Honors and Awards Manual](#).

Deadline: August 1 for honors to be given the following year.

Some nominations require additional information that needs to be sent in and all forms are not required for all awards. For example, the Gunnar Nicholson Gold Medal Award can be given to a group of individuals who worked on a specific product. When nominating the individuals, it is necessary to fill out biographical information for each person who worked on the project. Please refer to the Requirements Grid (next page) to determine which specific forms will need to be submitted in the nomination process for the individual.

If any forms lack sufficient room, please attach a supplemental data sheet with the nominee's name and question number.

Instructions for Submission

The attached forms are interactive. Save the PDF forms, fill out and either fax to +1-770-446-6947, email to cbohanan@tappi.org, or mail to:

TAPPI
Awards Department
15 Technology Parkway South
Norcross, GA 30092 USA

Selection

Once it has received all the necessary information, the TAPPI Board Nominating/ Honors Committee will review the data and submit a recommendation to the TAPPI Board of Directors. The Board of Directors may grant the award to the recipient if agreed upon by 2/3 of the members.

Multiple nominations by several individuals or groups for any one award for the awards is discouraged, since only one nomination per candidate is needed to assure full and careful consideration by the committee.

The Gunnar Nicholson Gold Medal and the TAPPI Herman L. Joachim Distinguished Service Award may each only be presented once a year.

Requirements	Gunnar Nicholson Gold Medal Award	Herman L. Joachim Distinguished Service Award	TAPPI Fellow	Paul Magnabosco Outstanding Local Section Member Award
Common Nomination Form F.1	*	*	*	*
Biographical Data Forms F.2	*	*	*	*
Qualifications/ Achievements Form F.3	*			
Contributions and Service Data Form F.4		*		
Service Data Form F.5			*	
Service Contribution Data Form F.6				*
Supplemental Data Sheet (if needed to provide additional information) Form F.7	*	*	*	*

Notes

Please be aware that not all information will be applicable to all nominees. Please answer only those that are pertinent.

If additional space is needed, please use the supplemental data sheet attached. Include nominee's name and question number.

When listing conference papers, other publications, patents, leadership positions, and other achievements as requested on the forms, the sponsor should also make certain to indicate the sponsor's evaluation of the significance of these contributions in the answers to the questions.

Common Nomination Form F.1

TO: TAPPI Board Nominating/Honors Committees

From: _____
(Sponsor Name)

Sponsor Address: _____

Phone _____ Fax _____
Email: _____

The undersigned nominates: _____
Nominee's Name

to receive:
(check the box of the
award you wish to
nominate for)

Herman L. Joachim Distinguished Service Award
 TAPPI Fellow
 Gunnar Nicholson Gold Medal Award
 Paul W. Magnabosco Local Section Member Award

having personal knowledge of the qualifications as submitted herewith in support of this nomination.

Sponsor Signature

Date

To be completed by TAPPI Headquarters

Nominee's Member Number

Join Date

Membership Grade

**Required for Gunnar Nicholson Award, Herman L. Joachim Award,
TAPPI Fellow, and Paul W. Magnabosco Award**

**Biographical Data Form F.2, Page 1 of 3
for**

(Nominee's Name)

(Nominee's Position)

(Nominee's Company)

Company Address City/State Zip/Postal Code Country

_____ City	_____ State	_____ Zip/Postal Code	_____ Country
---------------	----------------	--------------------------	------------------

_____ Phone	_____ Fax
----------------	--------------

Email

1) Education

_____ College or University	_____ Degree	_____ Year
--------------------------------	-----------------	---------------

_____ College or University	_____ Degree	_____ Year
--------------------------------	-----------------	---------------

_____ College or University	_____ Degree	_____ Year
--------------------------------	-----------------	---------------

2) Employment History

_____ Company	_____ Position Held	_____ Dates
------------------	------------------------	----------------

_____ Company	_____ Position Held	_____ Dates
------------------	------------------------	----------------

_____ Company	_____ Position Held	_____ Dates
------------------	------------------------	----------------

3) Memberships in Professional Societies (including grades of membership, if known)

_____ Society	_____ Member Grade	_____ Dates
------------------	-----------------------	----------------

_____ Society	_____ Member Grade	_____ Dates
------------------	-----------------------	----------------

**Required for Gunnar Nicholson Award, Herman L. Joachim Award,
TAPPI Fellow, and Paul W. Magnabosco Award**

**Biographical Data Form F.2, Page 2 of 3
for**

(Nominee's Name)

4) TAPPI Local Section Offices

Section Name	Office Held	Years
_____	_____	_____
_____	_____	_____
_____	_____	_____

5) Other TAPPI Offices or Responsibilities

6) Specific TAPPI Contributions

7) Professional Fields of Specialization

- a. _____
- b. _____
- c. _____

8) Publications

Title	Publication	Date Published
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Required for Gunnar Nicholson Award,
Herman L. Joachim Award, TAPPI Fellow, and Paul W. Magnabosco Award**

**Biographical Data Form F.2, Page 3 of 3
for**

(Nominee's Name)

9) Patents

_____	_____	_____
Title	Number	Dates
_____	_____	_____
Title	Number	Dates
_____	_____	_____
Title	Number	Dates

10) Professional Society Activities

_____	_____	_____
Offices Held	Contributions Made	Dates
_____	_____	_____
Offices Held	Contributions Made	Dates
_____	_____	_____
Offices Held	Contributions Made	Dates

11) Public Service

_____	_____	_____
Office held	Contributions Made	Dates
_____	_____	_____
Office held	Contributions Made	Dates
_____	_____	_____
Office held	Contributions Made	Dates

12) Professional Honors Received

_____	_____	_____
Title	Granter	Date
_____	_____	_____
Title	Granter	Date
_____	_____	_____

Required for Gunnar Nicholson Award
Qualifications and Achievements Form F.3
for

(Nominee's Name)

1. What scientific or engineering achievements qualify the nominee for this award?

2. How were these achievements realized? For example, were they through the nominee's personal efforts, management or other professionals, instruction of students, inspiration of others, or administration of major programs?

3. What specific contributions to technical progress in the industry has the nominee made?

4. Which sector of the forest products industry has benefitted directly from these achievements?

**Required for Gunnar Nicholson Award
Qualifications and Achievements Form F.3, Page 1 of 3
for**

(Nominee's Name)

5. How have these achievements been applied to industrial technology?

6) How have these contributions changed the way in which the industry manufactures its products?

7) What new technology has resulted from these contributions?

8) How have these contributions modified old technology?

**Required for Gunnar Nicholson Award
Qualifications and Achievements Form F.3, Page 2 of 3
for**

(Nominee's Name)

9) How have these contributions changed thinking about the science and technology that underlie the forest products industry?

10) How have these contributions affected the industry's economics, raw materials, environmental quality, energy consumption, and waste utilization?

**Required for Herman L. Joachim Award
Contribution and Service Data Form F.4, Page 3 of 3
for**

(Nominee's Name)

What specific and lasting contributions have significantly and demonstrably contributed to the advancement of the Association qualify the nominee for the TAPPI Herman L. Joachim Distinguished Service Award?

1) Specifically, how were these contributions accomplished?

2) In what areas of the Association has the nominee made definite contributions?

3) What specific contributions to direct services to members and industry has the nominee made? For example, publications, conferences, training seminars, home study courses, committee and Local Section activities, or test methods.

4) Have the contributions of the nominee favorably affected the number and involvement of members? How?

**Required for Herman L. Joachim Award
Contribution and Service Data Form F.4
for**

(Nominee's Name)

5) Has the organizational structure of the Association been improved by the achievements of the nominee? How?

6) Has the nominee made definite contributions to the management of the Association? What are they?

7) Have the contributions of the nominee demonstrably improved the Association's finances? How?

8) Have the contributions of the nominee improved the public image of the Association, for example, through communication with members and potential members, general public, industry, government, or academe in the United States and other countries? Please explain.

**Required for TAPPI Fellow Award
Service Data Form F.5
for**

(Nominee's Name)

1. . What was the form of this service? For example, individual achievements, leadership of a group, teaching students, or inspiration of others.

2. . Has the nominee contributed meritoriously to the technical progress of the pulp and paper industry? How were these contributions manifested? For example, publication of articles and books, patents granted, direction of important research or engineering work, or management of major projects resulting in acknowledged improvements and new developments.

3. . Has the nominee contributed meritoriously to the Association? To other organizations and/or to the public? How were these contributions manifested? For example, direct services to members, growth in number and involvement of the public image of the Association through communication with other groups.

**Required for Paul W. Magnabosco Outstanding Local Section Award
Service Contribution Data Form F.6, Page 1 of 2
for**

(Nominee's Name)

What specific and lasting contributions quality the nominee for the Outstanding Local Section Member Award?

1. Specifically, how were these contributions accomplished?

2. In what areas of the Association has the nominee made definite contributions

3. What specific contributions to direct services to members and industry has the nominee made? For example, Local Section activities, publications, conferences, training seminars, home study courses, or test methods.

4. Have the contributions by the nominee favorably affected the number and involvement of members? How?

**Required for Paul W. Magnabosco Outstanding Local Section Award
Service Contribution Data Form F.6, Page 2 of 2
for**

(Nominee's Name)

5. Has the organizational structure of the Local Section been improved by the achievements of the nominee? How?

6. Has the nominee made definite contributions to the management of the Section? What are they?

7. Have the contributions of the nominee demonstrably improved the Association's finances? How?

8. Have the contributions of the nominee improved the public image of the Section, for example, through communication with members and potential members, general public, industry, government, or academia in the United State sand other countries? Please explain.

PIMA AWARD NOMINATION FORM

PLEASE CHECK HERE WHICH AWARD YOU ARE SUBMITTING A NOMINATION FOR:

PLEASE SEE WEB PAGE FOR DESCRIPTIONS

<input type="checkbox"/> Brookshire Moore Superintendent of the Year	<input type="checkbox"/> Student of the Year
<input type="checkbox"/> Mill Manager of the Year	<input type="checkbox"/> Ray H. Cross Community Service Award
<input type="checkbox"/> Thomas F. Sheerin, Sr. Award	<input type="checkbox"/> Kenneth Phillips Specialist Group Award
<input type="checkbox"/> Delano "Del" Boutin Local Section Services Award	<input type="checkbox"/> Executive of the Year
<input type="checkbox"/> Technologist of the Year Award	<input type="checkbox"/> IT Service Award

Nominee Name: _____

Job Title: _____ Company: _____

Address: _____

City/State/Zip _____

Phone: _____ E-mail: _____

Your name: _____

Phone: _____ E-mail: _____

I am a PIMA Member: Yes No

Please let us know why you think this person should be honored:

PLEASE ATTACH ANY ADDITIONAL INFORMATION YOU MAY DEEM APPROPRIATE.

To place a nomination, please send completed form to the
Standards and Awards Department at standards@tappi.org, or fax to +1-770-446-6947,
or mail to TAPPI, 15 Technology Parkway South, Norcross, GA. 30092

Appendix 2.

Descriptions of awards, certificates, and plaques

Gunnar Nicholson Gold Medal Award

Approved by: Board Honors/Awards Committee and endorsed by Board of Directors

Nominated by: Individuals; completion of nomination form required

Exclusions: Current Directors and TAPPI Board Officers, members of Board Honors/Awards Committee, past recipients

Nomination deadline: August 1 of year prior to award (nominations held on file for five award years)

Type of Award: Cash prize (amount varies each year based on endowment funds), plaque (dark purple metal plate mounted on wood with gold inscription), gold medallion, gold lapel pin, Lifetime TAPPI Membership (includes free registration at TAPPI events)

Where presented: At an appropriate annual TAPPI conference.

Herman L. Joachim Distinguished Service Award

Approved by: Board Honors/Awards Committee and endorsed by Board of Directors

Nominated by: Individuals; completion of nomination form required

Exclusions: Current Directors and TAPPI Board Officers, members of Board Honors/Awards Committee, past recipients

Nomination deadline: August 1 of year prior to award (nominations held on file for five award years)

Type of Award: Cash prize (amount varies each year based on endowment funds), plaque (dark purple metal plate mounted on wood with silver inscription), gold lapel pin, Lifetime TAPPI Membership (includes free registration at TAPPI events)

Where presented: At an appropriate annual TAPPI conference.

TAPPI Fellow

Approved by: Board Honors/Awards Committee and endorsed by Board of Directors

Nominated by: Individuals; completion of nomination form required

Exclusions: Current Directors and TAPPI Board Officers, past recipients

Nomination deadline: August 1 of year prior to award (nominations held on file for five award years)

Type of Award: Plaque (charcoal green metal plate mounted on wood with gold inscription), gold lapel pin

Where presented: Fellows luncheon at an appropriate annual TAPPI conference.

Paul W. Magnabosco Outstanding Local Section Member Award

Approved by: Board Honors/Awards Committee and endorsed by Board of Directors

Nominated by: Local Section Award Committees (individuals may present nominations to appropriate Local Section for consideration and endorsement by the Local Section); completion of nomination form required

Exclusions: Current Section Chair, Vice Chair, Secretary, and members of the Section Awards Committee

Nomination deadline: August 1 of year prior to award (nominations held on file for five award years)

Type of Award: Cash prize of \$2000 (amount could vary due to fluctuations in endowment fund); plaque (midnight blue metal plate mounted on wood with silver inscription), gold lapel pin

Where presented: At an appropriate annual TAPPI conference or at an appropriate Local Section meeting

Division Technical Award

Approved by: Awards Committee of each individual Technical Division

Nominated by: Individuals; completion of nomination form required

Exclusions: Current Division Chair, Vice Chair, Secretary, and members of the Division Awards Committee

Nomination deadline: Varies each year depending on timing of presentation

Type of Award: Most Divisions include a cash prize that has been endowed through the TAPPI Foundation; plaque (midnight blue metal plate mounted on wood with gold inscription), silver lapel pin

Where presented: Division Conference or at another appropriate event

Division Leadership and Service Award

Approved by: Awards Committee of each individual Technical Division

Nominated by: Individuals; completion of nomination form required

Exclusions: Current Division Chair, Vice Chair, Secretary, and members of the Division Awards Committee

Nomination deadline: Varies each year depending on timing of presentation

Type of Award: Most Divisions include a cash prize that has been endowed through the TAPPI Foundation or funded in some other manner; plaque (midnight blue metal plate mounted on wood with silver inscription), silver lapel pin

Where presented: Division Conference or at another appropriate event

PIMA Awards

Approved by: PIMA Executive Council

Nominated by: Individuals; completion of nomination form required (See Section J for details)

Exclusions: Previous winners.

Nomination deadline: November 30 of each year.

Type of Award: 5 × 7-inch engraved wooden plaque with inserted brass name plate for all awards except: (1) Executive of the Year Award – Eagle statue with engraved name plate; and (2) CPBIS – PIMA Management Excellence Award – engraved crystal bowl.

Where presented: PaperCon Conference.

Outgoing Division Chair Award

Approved by: Not applicable (automatic)

Nominated by: Not applicable

Exclusions: Not applicable

Nomination deadline: Not applicable

Type of Award: Plaque (dark burgundy metal plate mounted on wood with silver inscription), silver lapel pin

Where presented: Division Conference or at another appropriate event

Outgoing Local Section Chair Award

Approved by: Not applicable (automatic)

Nominated by: Not applicable

Exclusions: Not applicable

Nomination deadline: Not applicable

Type of Award: Plaque (dark burgundy metal plate mounted on wood with silver inscription), silver lapel pin

Where presented: Local Section Meeting or at another appropriate event

Member Group Certificate of Outstanding Merit

Approved by: Awards Committee of each individual Technical Division

Nominated by: Individuals; completion of nomination form required

Exclusions: None

Nomination deadline: Varies each year depending on timing of presentation

Type of Award: Paper certificate in green padded frame

Where presented: An appropriate event of the Member Group

Automatic Certificates of Appreciation

Approved by: Account manager/officers of member group confirm names and terms of outgoing chairs

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Paper certificate in green padded frame

Where presented: An appropriate event of the Member Group

Certificates of Recognition

Approved by: May be requested by officers of Divisions, Local Sections, Committees, and other Member Groups for presentation to individuals who have made special contributions to Division, Local Section, or Committee work, but who would not fully qualify for a Certificate of Outstanding Merit or an Automatic Certificate of Recognition.

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Varies each year depending on timing of presentation

Type of Award: Paper certificate in green linen folder

Where presented: An appropriate event of the Member Group

Best Paper/Session Awards (varies by Division)

Approved by: Each Division has its own process and rules for selecting Best Paper or Best Session awards

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Varies each year depending on timing of presentation

Type of Award: MOST are same as Certificates of Recognition: paper certificate in green linen folder.

EXCEPTIONS:

- Jasper Mardon Memorial Prize for Best Papermaking Technology Paper (shared by Engineering and Paper & Board Divisions) - blue metal plaque mounted on wood presented to presenter; paper certificates for any co-authors (although selection committee may make exceptions)
- Joseph Wolf Founders-Stowe Woodward Award for Best C&ME Paper (Engineering Division) - wooden engraved plaque (handled by committee)
- Steam and Power Best Paper - wooden engraved plaque
- PEERS High Impact Paper - wooden laser engraved plaque
- William S. Fuller Best Technical Paper Award from the Fiber Raw Material Supply Subcommittee - laser engraved wooden plaque for presenter -- coauthors get certificates.

Where presented: An appropriate event of the Member Group

Honorary Membership

Approved by: Board of Directors

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Complimentary TAPPI membership during term of office in related technical industry association

Life Members

Approved by: Not applicable; conferred upon winners of Gunnar Nicholson and Herman L. Joachim Awards, and Past Chairs of The Board of Directors

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Lifetime TAPPI membership

Individual Member Silver Anniversary

Approved by: Not applicable; conferred upon completion of 25 years as a TAPPI member

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Framed certificate and lapel pin.

Individual Member Golden Anniversary

Approved by: Not applicable; conferred upon completion of 50 years as a TAPPI member

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Framed certificate and lapel pin.

Sustaining Member Golden Anniversary

Approved by: Not applicable; conferred upon completion of 50 years as a TAPPI Sustaining Member

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Plaque (charcoal green metal plate mounted on wood with gold inscription)

Retired Members

Approved by: Not applicable; conferred upon retirement of TAPPI member from active employment

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Retired membership card; ability to register for events at member rate

Membership Certificates

Approved by: Not applicable

Nominated by: Not applicable.

Exclusions: None

Nomination deadline: Not applicable.

Type of Award: Unmounted membership certificate free upon request; mounted certificate \$10.00 upon request

Appendix 3.

Descriptions of prizes connected with various awards

Gunnar Nicholson Gold Medal Award

The cash award is a sum equal to 5% of the fair market value of the TAPPI Gunnar Nicholson Gold Medal Award Fund, as determined on December 31 of the year prior to the presentation. For the past several years, this amount has been well in excess of US\$50,000.

Herman L. Joachim Distinguished Service Award

The cash award is a sum equal to 5% of the fair market value of the Herman L. Joachim Award Fund, as determined on December 31 of the year prior to the presentation. For the past several years, this amount has been well in excess of US\$50,000.

Paul W. Magnabosco Outstanding Local Section Member Award

The cash award is \$2000, from a fund endowed by Paul Magnabosco.

Coating and Graphic Arts Division Technical Award

Includes the Charles W. Engelhard Prize in the amount of \$1000.

Coating and Graphic Arts Leadership and Service Award

Includes the DuPont Soy Polymers Prize in the amount of \$1000.

Corrugated Packaging Division Technical Award

Includes the Harry J. Bettendorf Prize in the amount of \$1000.

Corrugated Packaging Division Leadership and Service Award

Given in non-SuperCorrExpo years, it includes a prize in the amount of \$1000.

David A. Carlson Leadership and Service Award

Given in SuperCorrExpo years, it includes a prize in the amount of \$2000.

Engineering Division Technical Award

Includes the Beloit Prize in the amount of \$2500.

Engineering Division Leadership and Service Award

Includes a cash award of \$1000.

Environmental Working Group Technical Award

Includes the Roy F. Weston Prize in the amount of \$1000.

Nonwovens Division Technical Award

Includes the Mark Hollingsworth Prize in the amount of \$1000.

Nonwovens Division Leadership and Service Award

Includes the Rohm and Haas Prize in the amount of \$1000.

Paper and Board Division Technical Award

Includes the Harris O. Ware Prize in the amount of \$1000.

Paper and Board Division Technical Award

Includes the Oscar May Prize in the amount of \$1000.

PLACE Division Technical Award

Includes the Rohm and Haas Prize in the amount of \$1000.

PLACE Division Leadership and Service Award

Includes the Andreas Ahlbrandt Prize in the amount of \$1000.

Process and Product Quality Division Technical Award

Includes the Richard S. Hunter Prize in the amount of \$1000.

Pulp Manufacture Division Technical Award

Includes the Johan C.F.C. Richter Prize in the amount of \$1000.

Pulp Manufacture Division Technical Award

Includes the Joseph K. Perkins Prize (given to school chosen by winner) in the amount of \$1000.

Research Management Committee

Includes the William H. Aiken Prize in the amount of \$500.