

	Subject: <b>IEA Awards</b>	Date approved: 2013-08-27
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<b>1. Objectives</b>	<p>An important function of the International Ergonomics Association (IEA) is to award formal recognition to the members of Federated Societies who have made outstanding contributions to the field of ergonomics on an international level. All awards are presented during the IEA Triennial Congress.</p> <p>The Immediate Past President of IEA shall serve as Chair of the Awards Committees.</p>	
<b>2. Procedures</b>	2.1 Nominations	<p>A Call for Nominations of candidates for the IEA Triennial awards shall be made at the Council meeting the year before a Triennial Congress is scheduled. A written request for nominations shall also be made at that time by the Secretary General to the various Federated Societies.</p> <p>Nominations are normally made and submitted by the Federated Societies. Nominations from other professional societies, organizations, or individuals may be accepted, however, but only if they are officially supported and endorsed by the respective Federated Society.</p> <p>All nominations are due no later than eight months prior to the next scheduled IEA Triennial Congress.</p> <p>Nominations from the Federated Societies shall be submitted to the Chair of the Awards Committees for transmittal to the designated Awards Committee. Each nomination should contain detailed information about the nominee's specific accomplishments or achievements at the international level relevant to the particular award, a brief biographical sketch, and a statement as to why the nominee is particularly deserving of the award for which nominated.</p> <p>Only living persons may be nominated for these awards.</p>
	2.2 Evaluation and selection	<p>The Chair of the Awards Committees is responsible for organizing committees. Multiple committees may be set up for the various awards at the discretion of the Chair. The Awards Committees are responsible for the review and evaluation of all nominations for each authorized IEA award to which they have been designated.</p> <p>The Awards Committees are responsible for selection of a recommended candidate from among the eligible nominees for each IEA award designated to that Committee. Only one Triennial award in each category may be given at any one time. An award may, however, be given to multiple recipients in recognition of joint achievement or group accomplishment.</p> <p>Names of nominees shall not be published or released by the Awards Committees, nor shall the information submitted to support a nomination (testimonials, data sheets, etc.) be made public.</p> <p>The Chair of the Awards Committees will submit the names of recommended candidates to the Executive Committee for review and approval at least 30 days prior to the IEA Triennial Congress. The chair of the Awards Committees shall also submit proposed citation statements to be used to introduce the awardees, evidence of the worthiness of the candidate, and information about the selection process used.</p> <p>If objections to a candidate are raised by any member of the Executive</p>

Date Approved: 2013-08-27	Review Date: 2013-08-27	Responsible: Immediate Past President
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		<p>Committee, the President shall: First, make the objections and reasons known to the Executive Committee; Second, try to reach a consensus about the nomination; and if there is no consensus, hold a simple majority vote of the Executive Committee to determine whether to withdraw the candidate's name or to grant the award.</p>
	2.3 Announcement of award	<p>Notification shall be made to the winning candidate for each award by letter from the Chair of the Awards Committees prior to the next Triennial Congress as soon as possible after the award winner has been determined.</p> <p>Awards will be publicly announced, and appropriate plaques, citations, or certificates will be presented at a designated time during the IEA Triennial Congress by the Chair of the Awards Committees. Recipients are not required to receive their awards in person, although they are encouraged to do so.</p> <p>Following the Triennial Congress, notices of awards shall be published on the IEA website.</p>
<b>3. IEA Triennial Awards</b>	3.1 IEA Triennial Distinguished Service Award	<p>The IEA Distinguished Service Award is presented to individuals for outstanding contributions to the promotion, development and advancement of the International Ergonomics Association.</p> <p><i>Selection Committee:</i> The IEA Executive Committee s (EC) serves as the selection committee for this award.</p> <p><i>Procedure for Selection of Candidate:</i> Consensus decision by selection committee. If consensus cannot be reached, the award winner will be determined by 2/3 majority vote of EC members.</p> <p><i>Award Recognition:</i> Public announcement and a plaque</p>
	3.2 IEA Triennial Outstanding Educators Award	<p>The IEA Outstanding Educators Award is presented to persons in recognition of outstanding contributions in the area of ergonomics education for having either:</p> <ul style="list-style-type: none"> <li>- Developed ergonomics education programs;</li> <li>- Produced new methodology and/or materials for teaching ergonomics; or</li> <li>- Graduated persons who have become outstanding ergonomists.</li> </ul> <p><i>Selection Committee:</i> The IEA Executive Committee s (EC) serves as the selection committee for this award.</p> <p><i>Procedure for Selection of Candidate:</i> Consensus decision by selection committee. If consensus cannot be reached, the award winner will be determined by 2/3 majority vote of EC members.</p> <p><i>Award Recognition:</i> Public announcement and a plaque</p>
	3.3 IEA Triennial Award for Promotion of Ergonomics in	<p>The IEA Award for Promotion of Ergonomics in Industrially Developing Countries is given to a person who has made significant and outstanding contributions to the Development of Infrastructure of Ergonomics in an industrially developing country. This may be manifested through development</p>

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	Industrially Developing Countries	<p>of teaching/training programs, implementation of ergonomics design in industry, development of R&amp;D programs, organization of ergonomics professionals and extensive collaboration with international bodies such as United Nations (UN).</p> <p>This Award has replaced the IEA Ergonomics of Technology Transfer Award.</p> <p><i>Selection Committee:</i> The IEA Executive Committee s (EC) serves as the selection committee for this award.</p> <p><i>Procedure for Selection of Candidate:</i> Consensus decision by selection committee. If consensus cannot be reached, the award winner will be determined by 2/3 majority vote of EC members.</p> <p><i>Award Recognition:</i> Public announcement and a plaque</p>
	3.4 IEA Triennial Ergonomics Development Award	<p>The IEA Ergonomics Development Award is presented to persons who have had an international impact on ergonomics in terms of making a contribution or development which:</p> <ul style="list-style-type: none"> <li>- Significantly advances the state of the art in an existing ergonomics sub specialty; or</li> <li>- Opens up a new area of ergonomics research and/or application.</li> </ul> <p><i>Selection Committee:</i> The IEA Executive Committee s (EC) serves as the selection committee for this award.</p> <p><i>Procedure for Selection of Candidate:</i> Consensus decision by selection committee. If consensus cannot be reached, the award winner will be determined by 2/3 majority vote of EC members.</p> <p><i>Award Recognition:</i> Public announcement and a plaque</p>
	3.5 IEA Triennial President's Award	<p>The IEA President's Award is presented to persons who have made outstanding contributions to ergonomics or the development of ergonomics, and whose contribution does not clearly fall into one of the other award categories. Persons qualifying for this award do not necessarily have to be ergonomists. Nominations may be made either by the Council or the IEA Executive Committee. Final approval for this award rests with the President.</p> <p><i>Selection Committee:</i> IEA President</p> <p><i>Award Recognition:</i> Public announcement and a plaque</p>
	3.6 K.U. Triennial Smith Student Award	<p>The K.U Smith Student Award is to honor two deserving students responsible for an application of or contribution to the field of ergonomics. At least one of the deserving students shall reside and conduct the research in a developing country. The awards are given for the best student papers at the IEA Triennial Congress. This award was established in 1996 by agreement between the IEA and the K.U. Smith Foundation, and a set of procedures and terms of reference were established.</p> <p>Further information on the K.U. Smith Student Award, eligibility criteria, and application procedures may be found on the IEA website.</p>

Date Approved: 2013-08-27	Review Date: 2013-08-27	Responsible: Immediate Past President
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		<p><i>Selection Committee:</i> A Student Awards Committee, organized as a subcommittee of the Awards Committee, is responsible for selection of the nominee. The Executive Committee has oversight responsibility for this award.</p> <p><i>Award Recognition:</i> Public announcement and a plaque.</p>
	3.7 IEA/Liberty Mutual Award	<p>IEA/Liberty Mutual Award (US\$ 10,000,-) is awarded annually to an individual or research team for an original activity leading to a better understanding of avoiding, or mitigating occupational accidents or injuries, or in the rehabilitation and return to work of an injured worker. The main criteria, therefore, include significant advancements of theory and understanding, innovation and development of new directions or approaches.</p> <p>Persons wishing to be considered for the prize should submit an application to the chair of the Awards Committee. A letter of application should be accompanied by an electronic copy of no more than a 30-page report summarizing the nature of activities. The selection will reflect the best judgment of the committee, according to the goals for the award.</p> <p>The nominations may be submitted by an individual for an unpublished paper meeting the award requirements. Nominations may also be received from journals for papers published during the preceding calendar year that meet the requirements.</p> <p><i>Selection Committee:</i> The Chair of the Awards Committees assembles a committee of a minimum of 3 highly respected individuals from around the world with expertise in ergonomics and safety research and no conflict of interest with any of the nominated papers to judge the award.</p> <p><i>Procedure for Selection of Candidate:</i> The specific selection procedure can be modified by the Chair of the Awards Committees but often entails the committee members providing a rank ordering of the nominations, eliminating the lowest rank nomination and continuing through multiple ranking rounds to determine the award winner. If no consensus can be reached or the papers are deemed to not be of a high enough quality, the award may not be given.</p> <p>The Chair of the Awards Committee sends the selected paper to the Director of the Liberty Mutual Research Institute for Safety for final approval.</p> <p><i>Award Recognition:</i> Public Announcement, Plaque and Medal.</p>
	3.8 IEA Fellow	<p>IEA Fellowship is to recognize extraordinary or sustained, superior accomplishments of an individual.</p> <p>All former IEA presidents are named Fellows.</p> <p>An individual may be nominated for Fellow several times.</p> <p>To be considered for a fellowship, two sets of eligibility criteria (i.e. International Service and Membership in Society) specified below must be satisfied. In addition, the candidate's distinction as an ergonomics</p>

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		<p>professional must be demonstrated.</p> <p>The eligibility criteria are as follows:</p> <ol style="list-style-type: none"> <li>1. The criteria relevant to International Service include: <ul style="list-style-type: none"> <li>- Service to the IEA;</li> <li>- An extensive publication record in international journals;</li> <li>- International consulting; and</li> <li>- Service to the UN and similar.</li> </ul> </li> <li>2. The criterion relevant to Membership in Society is: <ul style="list-style-type: none"> <li>- The candidate must have been a full member in good standing of a Federated or Affiliated Ergonomics Society for at least the preceding 10 years. Student membership and Associated Membership do not confer eligibility.</li> </ul> </li> </ol> <p>The candidate should have made outstanding contributions to ergonomics/ human factors. There are many ways in which this can be demonstrated:</p> <ol style="list-style-type: none"> <li>1. The candidate could have had the primary responsibility for the technical direction, supervision or management of a significant effort during a sustained period of time.</li> <li>2. The candidate could be a well renowned researcher, designer or consultant of great distinction. Clear evidence of distinction should be supported by detailed descriptions and attachments to the nomination form that is submitted by the person nominating the candidate. For example, for a researcher, the most significant publications authored or co-authored by the candidate should be attached to the application. For a consultant, the most important consulting contracts should be outlined, together with the outcome of the contracts. For a designer the most important design objects should be specified. Any other information to support or attest to the achievements of the candidate should be furnished to the IEA Awards Committee, in order to support their deliberation of the candidate's merits.</li> </ol> <p>The application should be submitted to the Chair of the Awards Committees.</p> <p><i>Selection Committee:</i> A committee for electing IEA fellows, i.e. the Fellows Election Committee, consists of all fellows of the IEA. The Chair of the Awards Committee serves as Chair of the Fellows Election Committee.</p> <p><i>Procedure for Selection of Candidate:</i> The nominee's candidacy must be approved by two-thirds of the members who vote from the Fellows Selections Committee. Fellows who abstain from voting for a nominee will not be counted in the vote for that nominee. Those candidates so approved must be elected by a majority of the Executive Committee.</p> <p><i>Award Recognition:</i> Certificate.</p>
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