



TO: All Chapter Presidents, and Society Members

21 March 2005

SUBJECT: 2004/2005 Society Awards Cycle

FROM: Steven F. Mattern, OVP Awards

Greetings,

The time is here again to nominate those most deserving to be recognized for their efforts and contributions to the Society and the field of System Safety. These awards will be presented at the 23<sup>rd</sup> International System Safety Conference.

In recent years the number of nominations has been relatively low with only a couple of nominations per award category. I know that there are many individuals deserving of recognition for the work they do. It is up to their co-workers, associates, and local chapter members to nominate them for these awards. That is where you come in. I would like each member of the Society to make a concerted effort to ensure that those deserving of an award are nominated. One approach Chapter Presidents may want to consider is to present Chapter Awards and forward those as nominations to the Society Awards process. The main point is to just nominate those deserving.

Attached are the awards criteria and submission requirements for all of the awards for the society. The award nominations must be submitted to the undersigned and the National Office no later than 15 May 2005. This deadline is critical to ensure that the awards board has adequate time to evaluate all the nominations. Late submissions may not get the opportunity to be reviewed and a deserving candidate may miss out on proper recognition. Please ensure all nominees meet the stated criteria for the award they are nominated for.

Note a change to the award cycle for 2005. The Society is moving from a calendar year award (1 January to 1 January) cycle to a "May-to-May" cycle to better coincide with the award banquet. This year the 2005 award cycle will be from 1 January 2004 to 15 May 2005. Next year we will return to a 12-month cycle from May 15<sup>th</sup> to May 15<sup>th</sup>.

Also attached is the awards nomination form. This form is to be filled in electronically and emailed to the undersigned with a cc copy to the National Office. Please follow all directions on the form. The main objective is to place all nominees on a level playing field for the annual awards. We look forward to your submittals.

If you have any questions or need assistance in submission of your awards please feel free to contact me.

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