

DR HEDLEY MARSHALL CBE MEMORIAL AWARD

GUIDELINES FOR NOMINATING COMMITTEES

- 1 Each region, branch or student society should be able, if it chooses, to submit one nomination each year.
- 2 Nominees must be a current member or registered student of CIPFA.
- 3 Present members of the Institute Council, including those who are co-opted onto Council as regional representatives, are excluded from nomination. Where former Council members are nominated their work on Council should not form part of the case for nomination.
- 4 Members nominated unsuccessfully in previous years are eligible for nomination again, should the region, branch or student society so wish.
- 5 The judging panel will normally be looking for the consistency and intensity of a nominee's contribution over a significant period of time.
- 6 Nominees retired from voluntary activities for the region, branch or student society, e.g. because of ill health, moving employment, should have done so in the recent past.
- 7 All nominations must be made on the official nomination form. No additional material or supporting information will be taken into account by the judging panel. Nominating committees must also strictly adhere to the set word limit.
- 8 The judging panel will consist of the President, Vice-President, Chair of the Board for the Regions and Chief Executive.
- 9 The award will be presented to the winner at the Conference for the Regions.

