

# NLPSPA Awards Policy

## Policy Statement

The Newfoundland & Labrador Public Sector Pensioners' Association will recognize and honour the contribution of its members and of others outside the membership who have made a significant impact to the well being of public service pensioners. The Association provides three awards to ensure the membership and others are appropriately acknowledged for their contributions: Honourary Director, Honourary Member and President's Appreciation Award.

## Honourary Director

The award of Honourary Director is designed to recognize the significant contribution of an Active Member of the Association, and is considered a life-time award. The following applies:

- any Active Member of the Association is eligible to be recognized as an Honourary Director;
- an Active Member may be nominated as an Honourary Director because of special leadership provided within the context of the Association or because of a significant contribution to the well being of public sector pensioners;
- an Honourary Director shall have the right to attend any General or Special Meeting of the Association and Meetings of the Board of Directors, but shall not have the right to vote beyond those provided for in Article III of the Constitution of the Association.

In order to maintain the quality of the award, no more than one Honourary Director should normally be named at any Annual General Meeting. In exceptional situations, the Board of Directors may authorize that more than one Honourary Director be named. Or, it may be determined by the Board of Directors that no Honourary Director be named at a particular Annual General Meeting.

## Honourary Member of the Association

The award of Honourary Member of the Association is designed to recognize the significant contribution of a person who is not a member but can be an Associate, Affiliate or Reciprocal Member of the Association, and is considered a life-time award.

The following applies:

- any person who is not an Active Member but could be an Associate, Affiliate or Reciprocal Member of the Association may be nominated as an Honourary Member of the Association, if she/he has made a significant contribution to the well being of public sector pensioners;
- an Honourary Member of the Association shall have the right to attend any General Meeting of the Association, but shall not have the right to vote.

In order to maintain the quality of the award, no more than one Honourary Member of the Association should normally be named at any Annual General Meeting. In exceptional situations, the Board of Directors may authorize that more than one Honourary Member be named. Or, it may be determined by the Board of Directors that no Honourary Member of the Association be named at an Annual General Meeting.

### President's Appreciation Award

The President's Appreciation Award is designed to recognize a person who has made an outstanding one-time contribution to furthering the aims and objectives of the Association

Any members of the Association either Active, Associate, Affiliate or Reciprocal may be nominated to receive this award. In order to maintain the quality of the Award, no more than one President's Appreciation Award will normally be presented at any Annual General Meeting. In exceptional situations, the Board of Directors may authorize that more than one President's Appreciation Award be granted. It may be determined by the Board that no President's Appreciation Award be granted at a particular Annual General Meeting.

### Nominations for Awards

Any two Members of the Association, either Active, Associate, Affiliate or Reciprocal, may nominate a candidate for the awards of Honourary Director, Honourary Member or President's Appreciation of the Association. Nominations must:

- be on the official forms, available at the Association office;
- identify the name, address, telephone number and email (if available) of the candidate;
- outline the reason for the nomination;
- be signed by the nominating members of the Association;
- be submitted to the Awards Committee not later than 60 days prior to the Annual General Meeting.

Alternately, candidates may be named by the Awards Committee or the Board of Directors. Nominations will be processed by the Awards Committee and presented to the Board of Directors for approval.

### Awards Committee

The Board of Directors shall either appoint an Awards Committee, chaired by a Member of the Board of Directors, or assign this responsibility to another Board Committee. Currently this responsibility is a part of the accountabilities of the Nominations and Awards Committee. The responsibilities for the awards portion of the Terms of Reference for the Committee include:

- To advise the Board of Directors on appropriate ways to recognize members and non-members for contributions to the Association and to the well being of public sector pensioners;

- to receive and review nominations for awards from members, ensuring that all necessary information is available and to initiate additional nominations if considered appropriate;
- To present recommendations for awards to the Board of Directors for approval and to arrange suitable presentation of awards to candidates approved by the Board;
- To ensure that a record of awards is maintained in an appropriate manner.

## Approval and Presentation of Awards

The approval of candidates for the awards of Honourary Director, Honourary Member and President's Appreciation of the Association will be made by the Board of Directors, not any later than 60 days prior to the Annual General Meeting. Approved candidates will then be notified and their willingness to accept the award determined.

The design of the award will be determined by the Awards Committee with a brief citation outlining the contribution that is being recognized.

Announcement of the awards will be made at the Annual General Meeting, and the presentation of the awards will normally take place at that time. However, the Board of Directors and the candidate(s) may determine that the award will be presented at a more suitable time and place.

## Certificate of Appreciation

A Certificate of Appreciation is designed to acknowledge a person who has made a special effort in assisting with a specific undertaking by the Association.

Any member of the Association, either Active, Associate, Affiliate, Reciprocal or non-member may be given this Certificate.

At the discretion of the Board of Directors, more than one Certificate of Appreciation can be given during the year, not necessarily at the Annual General Meeting. The normal protocol for nominations is not required for this award and a name(s) can be submitted to any meeting of the Board of Directors. This will be an unframed certificate, inserted into an appropriate presentation folder.

## Recording of Honours

An updated list of Honourary Directors and Honourary Members of the Association will be maintained in the records of the Association and a visible record will be maintained in the Association's Office.

***Approved by the Board of Directors: 18 October 2004***

***Reviewed and Revised by the Board of Directors, 27 April 2021***



# NLPSPA

Newfoundland & Labrador  
Public Sector Pensioners' Association

## HONOURARY DIRECTOR

### Nomination Form

#### About the Nominee:

Name:

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Full Mailing Address:

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Telephone Number(s):

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NLPSPA Membership #:

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Provide rationale for nomination, including service to/for NLPSPA, positions held (if any), association/community impact, etc. If additional space is required, attach a separate sheet.

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Nominator: \_\_\_\_\_ Nominator: \_\_\_\_\_ Date \_\_\_\_\_



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## HONOURARY MEMBER

### Nomination Form

**About the Nominee:**

**Name:**

**Full Mailing Address:**

**Telephone Number(s):**

**Provide rationale for nomination, including service to/for NLPSPA, positions held (if any), association/community impact, etc. If additional space is required, attach a separate sheet.**

**Nominator:** \_\_\_\_\_ **Nominator:** \_\_\_\_\_ **Date** \_\_\_\_\_



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## PRESIDENT'S APPRECIATION

### Nomination Form

**About the Nominee:**

**Name:**

**Full Mailing Address:**

**Telephone Number(s):**

**NLPSPA Membership # (if applicable):**

**Provide rationale for nomination, including service to/for NLPSPA, positions held (if any), association/community impact, etc. If additional space is required, attach a separate sheet.**

**Nominator: \_\_\_\_\_ Nominator: \_\_\_\_\_ Date \_\_\_\_\_**