



## MERIT AND CHAIR'S AWARD GUIDELINES

The Chemistry Industry Association of Canada (CIAC), and the chemistry industry, benefit considerably from the time and effort member-company representatives commit to the Association's work. We believe it is important to recognize the efforts of these individuals and/or groups.

In 1986, CIAC established the Merit Award to recognize the exceptional contributions individuals and/or groups make to the Association and the work it does. The Chair's Award was established in 1998 to recognize the ongoing commitment and contribution made by past Merit Award recipients; and Board members.

### ELIGIBILITY

To be eligible for a **Merit Award**, nominees should be serving or have served on a committee, ad hoc working group or task force; or contributed to a key initiative or project that supports CIAC's work. Nominees are eligible to receive **more than one Merit Award** to recognize ongoing contributions, provided there is a gap of at least five years between nominations. A nominee who meets the criteria, but has retired in the past year, is also eligible.

Candidates are eligible to receive a **Chair's Award** recognizing their ongoing contribution if it has been more than five years since they received a Merit Award, with the exception of CIAC board members who are eligible for a **Chair's Award** without having already received a Merit Award.

### AWARD CRITERIA

CIAC has a strong reputation as an innovative association and is a world leader in areas like Responsible Care<sup>®</sup>. The Association is also highly regarded by government agencies for the professional work done in areas such as business and economics, policy and environment, and health and safety.

Nominees will have contributed either by significantly advancing new directions or innovations on behalf of the Association or by carrying out the important day-to-day work required to implement and/or support the key priorities, values and activities of CIAC. Supporting information for a nominee must detail the candidate's work as it relates to the three strategic directions of the Association outlined in CIAC's [Triennial Plan 2017-2019](#). This could include work on committees, special projects, Responsible Care<sup>®</sup>, advocacy initiatives, etc.

CIAC, like most other trade associations, relies heavily on the participation of member-company representatives. Successful candidates will have:

- demonstrated strong leadership (e.g. chairing a committee, task group or special project);
- provided continuous leadership over a significant period of time; or more intensely over a shorter period of time if related to a specific initiative/issue/priority;

- driven and supported advocacy efforts that advance the Association's strategies and priorities;
- played a key role in mobilizing the commitment and contribution of others.

In reviewing the criteria, it should be recognized that member-company representatives responsible for implementing and upholding the directions of the Association (e.g. Responsible Care codes, technical affairs and business and economics work) are critical to the Association. Some of these individuals or groups may not have a high profile with CIAC's Board of Directors or other industry leaders, but deserve special recognition. Member-companies are encouraged to identify these individuals or groups for consideration.

### **Criteria for Board of Directors**

The criteria for Board members is specifically related to board participation and the role of the member-company executive contact. CIAC has approximately 18 board members at any given time, all of whom are critical to the success of the Association.

1. **Contribution to the Board.** Supporting information should demonstrate how the nominee has gone above and beyond the normal expectations of a board member, and as a company leader by playing a key role at leadership group meetings (e.g. chairing a leadership group; chairing other CIAC committees as a bridge to the board, or taken on officer roles).
2. **Significant leadership on key issues or areas.** The board member has demonstrated significant leadership in areas that affect the success of the Association such as: policy development, Responsible Care, government relations, international issues, and relations with other associations, the membership and communications.
3. **Strong role in facilitating and supporting the involvement of their company in CIAC.** The board member/executive contact has played an important role in engaging their company and staff in the work of the Association in a way that creates value for the member-company and the Association.

### **AWARDS CEREMONY AND FINANCIAL CONSIDERATIONS**

Recipients of awards will be notified in advance that they are receiving an award and will be invited to attend the International Council of Chemical Association (ICCA)/CIAC's Gala Dinner on April 30, 2019 at the Canadian Museum of History in Ottawa-Gatineau. The dinner is being held in conjunction with the **Responsible Care® Good Chemistry 2019 Conference**. Member-companies are required to cover award winners' travel and accommodation expenses, as well as registration for Good Chemistry 2019, if they plan to attend the conference following the Gala Dinner.

### **NOMINATION DEADLINE AND NOTIFICATION**

Please return completed nominations forms to [Nancy Marchi](mailto:nmarchi@canadianchemistry.ca) by **April 3, 2019**. Award winners and nominators will be informed by email.

**For more information, please contact:**

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