

THE INDIAN SOCIETY FOR HYDRAULICS

Instituting a new ISH award (GUIDELINES)

1. A request that a new ISH award be established may come from any member or unit of the Association or from any individual or group outside the Association interested in the recognition and development of Hydraulics and Water Resources, River, Environment, Coastal Engineering.
2. A national award that is endowed may be named for the donor or for a person who has provided leadership or exhibited excellence by noteworthy accomplishment in the area in which the award will be designated.
3. No award shall be considered or awarded on religious, communal or institutional basis.
4. The name of the award should pose no adverse legal or ethical problems.
5. The award shall be given to Indian nationals only.
6. The following points should be carefully considered before a new ISH award is established:
 - a) The intent and purpose of the individual or group making the proposal or donating a sum of money to be used for awards purposes. ISH awards shall recognize significant achievements within the profession and not serve primarily as advertisements for the donor.
 - b) The existence of already established awards in the same or similar areas of interest, since overlapping awards are to be avoided.
 - c) The monetary return to the winner.

7. ISH awards are of three types as follows:

- I. Named posthumously (Viz Name award for best paper/ research thesis etc)
- II. Named as ISH award (viz. ISH award for best paper in xxx/ research thesis etc))
- III. Named after living person or society or company other than ISH

For all these, careful examination regarding the points above shall be made to arrive at the endowment to be received to award the requisite awards money.

It is proposed that if the particular case fall under the type/category of I and II above, the endowment amount shall be sufficient to provide interest (at minimum possible interest) equal to the award (a minimum of Rs. 5000/-) and administrative costs.

In the case of category/ type III proposal, the endowment amount shall be five (05) times the

amount computed for type I & II.

8. Administrative Fees

In reviewing a request for a new award, the Awards Committee will consider the cost of administering an award.

The purpose of the administrative fee shall be to pay for:

- a. costs of preparation, printing and distribution of award criteria and nomination forms,
- b. costs for preparing appropriate citations and/or plaques if any,
- c. publicity and promotion of the award,
- d. expenses for the award presentation ceremonies.

The administrative fee for new awards shall be higher of the following:

- Actual cost basis as listed above under 11 - a to d, or
- Minimum of 20% of the award amount, or
- Rupees two thousand (Rs. 2,000/-).

9. Administering the Proposed Award

The following should be determined based on the practicality of administering an award:

- a) A workable set of objective standards for selecting a winner is needed.
- b) Awards demanding large or bulky mailings of material among jury members are to be avoided.
- c) The availability of appropriate candidates. In case even after sufficient advertisement in targeted groups, if the number of nominations are less than 5 times the number of awards, it may be decided not to announce awards (It shall be decided as “None found suitable”).

10. Life Expectancy of the Award Considerations:

- A date for the Awards Committee or unit to review and determine the continuation of an award should be set at the time an award is established. A trial period of Five years is usual and shall not exceed 10 years.
- Endowments to ensure the continuation of recognized awards of five or more years standing are to be encouraged.

- The discontinuation of award after pre-decided period shall be the sole decision of the ISH Executive Committee and is not questionable. The endowment amount will be the property of ISH and may use the same for other purposes.

11. An Award Proposal should include:

- Name of Award
- Definition, Purpose, and Criteria: Specify the person(s) or group(s) eligible to receive the award, the purpose(s) for which the award will be given, and a brief outline of the criteria to be followed in selecting a winner.
- Number and Frequency of Award: Designate the number of possible recipients at any one time and the frequency with which the award is to be presented. State in the guidelines of a particular award that if a suitable candidate is not found, the award will not be presented that year.
- Selection of Jury to Administer the Award: ISH executive committee shall appoint the committee to administer the award.
- Deadline for Nomination of Candidates: Specify the date nominations are due and the form that nominations will take, e.g., a statement of outstanding contributions, etc. The dates of the Meeting affect the date of nominations are due.
- Screening of Candidates and Recommendations: Indicate the process to be used in determining the award recipient.
- Presentation of the Award: Specify dates for the announcement and presentation of the award. ISH awards should be designated for presentation at an appropriate meeting, e.g. Inaugural Banquet, at the Annual Conference.
- Form and/or Type of Award: Designate the form and/or type of award to be given. (e.g. cash, citation, medal, etc.)

12. These guidelines could be excepted or modified by Executive Committee with 2/3 majority voting.