

# FEMS Special Merits Award: Regulations



<i>Title</i>	The FEMS Special Merits Award
<i>Initiation</i>	2003 (1 <sup>st</sup> FEMS Congress)
<i>Objective</i>	The award is intended to acknowledge and honour extraordinary services rendered to FEMS on the organisational, structural, and/or administrative level.
<i>Award</i>	The award comes in the form of an illuminated address featuring the awardee's name and her/his special merits for FEMS. If appropriate, the award will be presented to the awardee at a public meeting, such as a congress.
<i>Eligibility</i>	Eligible are persons that have (altruistically) contributed to organisational, structural and/or administrative improvements of the Federation. FEMS Executive Committee (former) members are not eligible.
<i>Frequency</i>	The award may be given at any time and frequency.
<i>Call</i>	Proposals may be submitted at any time (no deadlines).
<i>Proposals</i>	Candidates may be proposed by FEMS Delegates on behalf of their FEMS Member Society or by members the FEMS Executive Committee. Proposals should consist of a: <ol style="list-style-type: none"><li>letter of recommendation written by the promoter or the Member Society.</li><li>listing of special merits for FEMS.</li><li><i>curriculum vitae</i> (max. 2 pages) and list of achievements.</li></ol> Proposals should be submitted to the Convenor of the Awards Board via FEMS Central Office.
<i>Review</i>	The Awards Board, in charge of reviewing each individual proposal upon its receipt, consists of the President (convenor), the Vice President (deputy convenor), two Delegate Representatives elected by FEMS Council, and, if necessary, one or more <i>ad-hoc</i> members appointed by the FEMS Executive Committee.
<i>Administration</i>	FEMS Central Office acts as administrative centre.

FEMS Central Office  
Keverling Buismanweg 4  
2628 CL Delft  
The Netherlands  
T +31-15-269 3920  
F +31-15-269 3921  
E [fems@fems-microbiology.org](mailto:fems@fems-microbiology.org)  
I [www.fems-microbiology.org](http://www.fems-microbiology.org)



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