



## CDSBC Awards Policy

### A. Program Purpose

To recognize and show appreciation for individuals and/or groups who as volunteers have made significant contributions to support and enhance the regulation of dentistry in BC. This may include volunteers who have served with the College of Dental Surgeons of BC or with other organizations supporting the College's mandate to serve and protect the public.

### B. Categories and Criteria

#### ***Certificate of Appreciation***

- The President with the support of the Volunteer Recognition Committee may award Certificates of Appreciation
- No limit to the number of certificates granted in any given year

#### ***Award of Merit***

- To recognize significant contributions to the College of Dental Surgeons of British Columbia or other organizations supporting the College mandate
- Must involve contribution beyond basic participation
- Generally, up to 10 awards may be granted in any given year

#### ***Distinguished Service Award***

- To recognize outstanding and broad contributions to the College of Dental Surgeons of British Columbia or other organizations supporting the College mandate over an extended period of time
- Generally, up to three awards may be presented in any given year

#### ***Honoured Member Award***

- Awarded to individuals who have made remarkable, broad-based contributions to the College of Dental Surgeons of British Columbia and dentistry over a sustained period of time
- This award may be for service that is provincial, national or international
- Generally, only a single award may be bestowed in any given year



**C. Eligibility**

- Members of the CDSBC Board and CDSBC Volunteer Recognition Committee are not eligible for the duration of their term of office
- CDSBC employees are not eligible
- Nominees must be in good standing
- Individuals should not receive more than one award per year (group awards are exempt)
- Awards are not required to be progressive; each category has its own criteria and it is not necessary to receive “prerequisite” awards

**D. Nomination and Application Process**

- A formal application must be filled out to be eligible for consideration
  - Must include biographical or background information about the nominee reflecting their contribution
- Nominations will be considered by the Volunteer Recognition Committee as long as the nomination form is received before deadline
- Volunteer Recognition Committee members may nominate individuals, but must follow the formal nomination process
- Each year, CDSBC Board Chair and committee chairs will be invited to nominate board members, committee members, working group members and others, to determine a long list of potential nominees based on the awards criteria
- The names of all board, committee and working group members who have served CDSBC for a minimum of three years will be forwarded to the Volunteer Recognition Committee for consideration

**E. Role of Volunteer Recognition Committee**

- The Volunteer Recognition Committee is responsible for overseeing the volunteer recognition program, including encouraging nominations and seeking worthy volunteers for college awards
- Review CDSBC awards program and recommend to the Board any appropriate changes
- Receive and review nominations, and recommend award recipients to the Board
- Volunteer Recognition Committee members may propose nominations as appropriate
- Volunteer Recognition Committee follows a formalized, prescribed process to evaluate nominations
- Ensure liaison with the British Columbia Dental Association and Certified Dental Assistants of BC to avoid duplication of awards each year
- Participates in annual awards ceremony.