



THE AUSTRALIAN ORGANISATION FOR QUALITY INCORPORATED

(Registration Number A37949)

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Rules Governing the Kevin Foley Award

1. NAME

The Australian Organisation for Quality shall have an award entitled "The Kevin Foley Award".

2. PURPOSE

- (a) To recognise persons who have made a notable contribution to Australian quality practice through publication of a body of work (a minimum of ten original items) on quality or related topics. This may include and is not limited to books, research articles, web based material and training materials.
- (b) To encourage AOQ member's careers in quality, to develop their written communications skills and to disseminate their knowledge of quality technology for the benefit of others.

3. FORM

The form of the Award shall be an inscribed certificate plus a cash prize to a value determined by National Council from time to time.

4. THE AWARD SHALL BE MADE TO A PERSON

- (a) who is an Australian citizen and permanently resides in Australia,
- (b) who is a member of AOQ, or a nominee or representative of a Corporate Member of AOQ,
- (c) who is the author of a body of work on quality related topics in the English language, and has either
 - (i.) presented some of the material at an AOQ conference, general meeting, seminar, workshop or training course, and/or
 - (ii.) had some of the material published in quality related journals, management journals, relevant conference proceedings an AOQ training course or web site.

5. FREQUENCY

- (c) Normally the award will be made to one person each year. However, if two or more candidates are considered equally worthy of the award, then the Award Committee may recommend the provision of two or more awards for the year.
- (d) If in any one year, no nomination is deemed to be of a standard meriting the award, the Award Committee may recommend that no award be made for that year.

6. PROCEDURE FOR NOMINATIONS

- (a) The sponsor shall submit all supporting documents likely to be of assistance to the Award Committee. The nominator shall submit the following information about the nominee to the Award Committee:
 - (i.) Biographical Outline in Summary
 - (ii.) Biography
 - (iii.) Summary of published works
- (c) Evidence in the form of a copy of the nominated work to be considered for the Award, is to be submitted with the Nomination Form.
- (d) Draft Citation in support of nominee

7. AWARD COMMITTEE

The Award Committee shall consist of

- (a) The National President of AOQ who will act as Chairperson.
- (b) Two members of the National Council of AOQ who are elected at the Annual General Meeting of the National Council. Their period of appointment shall be until the next AGM. They shall be eligible for reappointment.
- (c) Two leading members of the research establishment who shall be appointed by the National Council. Their period of appointment shall be until the next AGM. They shall be eligible for reappointment
- (d) The National Secretary of AOQ who will act as Secretary to the Committee with no voting rights.

8. CRITERIA FOR EVALUATING THE APPLICATION

The criteria for evaluating applications is specified in Appendix 1 to these rules

9. PROCEDURE FOR MAKING THE AWARD

- (a) The National President and National Secretary will examine all nominations to ensure adequate data has been received and may request further information from the nominator if deemed necessary prior to consideration of nominations by the Committee.
- (b) The Committee will discuss all nominations, taking into account all data submitted to it. The Committee may request further information if deemed necessary.
- (c) The judgement of each nomination will be based on:
 - (i) the practical significance of the views and/or work described for other Quality practitioners
 - (ii) the contribution that the work makes to the application of contemporary Quality Technology, and/or introduction of new concepts and/or techniques
 - (iii) the innovative nature of the work and originality
 - (iv) the clarity and standard of expression.
- (d) The Award Committee will submit its recommendations (which must be unanimous for a recommendation to make an award) to the National Council of AOQ which may accept or reject the recommendations of the Award Committee.
- (e) There shall be no more than one dissenting vote for Nomination of a candidate for the award requires one nominator who shall be an AOQ member. Nominations shall be made on the standard form obtainable from the National Secretary, Australian Organisation for Quality. The completed Nomination Form must reach the Secretary of the AOQ National Council not later than 30th August in each year.
- (e) acceptance and the votes of all members of the National Council may be obtained by post or electronically if necessary.
- (f) If a recommendation of the Award Committee is not accepted, it may be referred back to the Committee for further information.
- (g) Following the provision of any additional information by the Award Committee, the National Council will review its decision not to accept the recommendations and so determine its acceptance or rejection on the same basis which applied for considering the original recommendation.

10. ANNOUNCEMENT AND PRESENTATION OF THE AWARD

The Secretary of AOQ shall notify the recipient(s) as soon as practicable after their election. The Award will then be announced in the next issue of AOQ Newsletters and/or the AOQ National Journal. The Certificate shall be presented at a National Conference of AOQ or on some other suitable occasion.