

World No Tobacco Day awards: guidelines for nominations 2016

Theme: Get ready for plain packaging

THE OBJECTIVE OF THESE CRITERIA IS TO FACILITATE NOMINATIONS, BEARING IN MIND THAT THE FINAL DECISION ABOUT WHETHER TO BESTOW AN AWARD RESTS WITH THE WHO REGIONAL DIRECTORS AND THE WHO DIRECTOR-GENERAL.

1. Awards:

There will be a maximum of six World No Tobacco Day awards per WHO region. Two of the awardees might be granted special recognition by means of a WHO Director-General Special Recognition Award.

2. Who can make nominations:

Anyone can submit names for consideration

3. Who can be nominated:

The nominee can be an individual or a collective (e.g., a nongovernmental organization devoted to tobacco control).

The nominee must have made an outstanding contribution to the advancement of the policies and measures contained in the WHO Framework Convention on Tobacco Control (WHO FCTC) and its guidelines, particularly in relation to the theme of World No Tobacco Day.

4. Who cannot be nominated:

WHO or other United Nations staff and their relatives.

People or collectives employed by or involved with the tobacco industry and their relatives.

People or collectives who had received a World No Tobacco Day award in the two previous years.

5. How to submit a nomination:

Nominations can be submitted by email to the regional office. Each regional office will provide an email to that effect. Nominations should be written in one of the six WHO official languages (Arabic, Chinese, English, French, Russian, or Spanish). **Nomination form should be typed, no handwritten forms will be accepted**

On each nomination form, you will need to provide the following information:

- Complete name of the nominee
- Title of the nominee, if a person
- Address of the nominee, including email or phone
- Language to be used on the correspondence with nominees and on the certificates
- Complete name of the nominator
- Title of the nominator, if a person
- Address of the nominator, including email or phone
- Detailed description of the reason for the nomination, including the dates of the actions: Possible reasons are
 - The nomination can be for a particular action, or for a group of actions, or for the body of a nominee's work at any level be it local, national or international.
 - The nominee may have set a meritorious example for others in the tobacco control movement.
 - The nominee may have overcome a big obstacle in achieving the objective for which he or she is considered worthy of a World No Tobacco Day award.
 - The nominee may have demonstrated outstanding leadership or commitment or been particularly innovative in his or her approach to tobacco control.
 - The nominee may have brought particular resources or knowledge or expertise to bear on tobacco control.
 - The nominee may have made an outstanding contribution to sustainable development through tobacco control.
 - Nominations for reasons based on the regular parliamentary or administrative work of nominees, e.g. the hosting or chairing of meetings, will not be considered.

DEADLINE FOR NOMINATIONS: WEDNESDAY, 30 MARCH 2016

6. Publicity of call for nominations

WHO Headquarter and its Regional Offices will give broad diffusion to the call for nominations. Each region will indicate how to send the regional nominations to the WHO regional office.

7. Award selection:

A committee formed by Director of the WHO Prevention of Noncommunicable Diseases (PND), Programme Manager of the Tobacco Free Initiative, a representative from the Convention Secretariat of the WHO FCTC and the six Regional Advisers will examine the nominations and will select up to six candidates per region based on merit.

While making the shortlist the committee may agree on a set of shortlisting criteria. Any recommendation to award the FCTC focal point in the government should only be made if he/ she has made outstanding contribution to advance FCTC implementation and not just for routine work or participation in COP and Working group meetings .

Each regional list will be submitted for approval of the respective WHO Regional Director (RD). After approval from the RD, the list will be submitted to the WHO Director-General (DG) for confirmation. This committee will also recommend to the DG the two nominees for the WHO Director-General Special Recognition Award from among the list of the RDs approved lists.

Nepotism and favoritism are not allowed.

8. Announcement of awardees

Once the nominations are approved by the WHO Director-General, the official list of awardees will be sent each Regional Office. Each regional office will determine how the awardees will be announced and how the award will be given to each awardee (events and ceremonies). WHO Headquarters (HQ) will not make any media announcement. However, WHO HQ will announce the awardees in WHO Tobacco Free Initiative's website site five days before 31 May.