

GUIDELINES FOR INSTITUTION OF ENDOWED AWARDS/FELLOWSHIPS/ORATIONS/GUEST LECTURES/SESSIONS OF ASU

General Guidelines

1. The endowed Award/Fellowship/Oration/Guest Lecture sessions will be included annually in the scientific proceedings of SZUSICON from the year of inception of the same. The Executive Council has the power to limit the total duration of such endowed sessions, during the entire conference, so as to give adequate time for conducting other academic sessions also.
2. The endowed will carry the name of an individual as desired by the sponsor, or of a professional society or organisation that makes the donation. In the event the donor/sponsor does not indicate any name, the session will not carry any name, but will be acknowledged as being supported by an endowment from the donor/sponsor.
3. No sponsorship will be accepted from pharmaceutical companies, equipment manufacturers or any other entity having a business motive in supporting the activity, or is likely to be in conflict with guidelines issued by the government or regulatory authorities.
4. Such endowments or sponsorships shall be for a period of **seven years**; they may be renewed for a similar period with a fresh endowment of the value decided by the ASU for such endowments.
5. The endowed amount will be received by the ASU as a donation to form a corpus to the society and will be audited. Only the bank interest accrued will be utilised for conduct of the session; at the end of the endowment period, the residual amount with accrued interest will revert to the common corpus of the society.
6. The Rules and Regulations regarding the implementation, selection of the sessions and the duration of the sessions will be framed by the Executive Council of ASU, in consultation with the donors. The same will be presented to the General Body of ASU for ratification.
7. Such endowed events shall begin from the year following the year of ratification by the general body.
8. The minimum endowment for an endowed event is presently fixed at Rs.3,00,000/- and the duration of such an event would be for 7 years from the year of inception. The donation is non-refundable; the amount for renewals will be revised by the society from time to time, and the amount specified at that time shall be applicable for renewals.
9. Involvement of the donor in activities counter to the interests of the Society or any of its members, contrary to law or specifically proscribed by the government or regulatory bodies will lead to discontinuation of the honour. In such an event, the corpus donation shall not be returned to the sponsor.

10. In the event of such an event being discontinued by the society (for reasons specified above) or the donor, the same shall be open to a fresh endowment from another under the existing terms and conditions.
11. The council of the society shall be free to seek additional information, applicable documents or declarations from donors at the time of application to satisfy itself about the *bona fides* of the donor or donation.
12. Where the endowed event carries an individual's name, the donor shall furnish a photograph and brief bio-data of the person after whom the event is named. These shall be carried on the website of the society and its directory. It shall be projected at the commencement of the respective session for the information of the audience.
13. Application for renewal or new proposals will be invited once in every seven years, or at such time as an event may become available for support through such endowments.

Specific Guidelines

Endowed Orations and Guest Lectures

1. The Orators & Lecturers shall be selected by the Executive Council based on the criteria laid down and approved by the General Body.
2. The topic of of the oration or lecture should be relevant and contemporary and will ordinarily be suggested by the orator/lecturer based on their experience and expertise.
3. The Orator/Lecturer will be provided complimentary registration and hospitality by Organising Committee.
4. The society shall confer a memento and a certificate to the Orator/Lecturer.

Endowed Fellowships

1. These fellowships will run for the duration of the endowment supporting them; if the endowment ceases, these fellowships shall stand withdrawn.
2. Applications for Fellowships will be invited from all members of ASU that are eligible to apply for the same.
3. Applicants shall submit the proposals in the prescribed form, along with supporting documents.
4. Applications should be accompanied by letters of concurrence from the institution in which the applicant proposes to pursue the fellowship.
5. The applications will be scrutinised& evaluated against objective criteria by the Executive Council.
6. The award will be announced in the Annual General Body meeting.
7. The activity planned for the fellowship shall be completed within 10 months of the date of announcement of the award; the awardee shall submit a report attested

- by the institution at which the activity was undertaken; the report shall be submitted within one month of the completion of the activity.
8. On fulfilling the requirements in (7) above, the awardee will be presented with a certificate and a cheque for the fellowship amount at the inauguration ceremony of the following year's annual scientific meeting.
 9. Failure to fulfil conditions in (7) above will entail cancellation of the award and certificate; the fellowship amount will be returned to the corpus

Awards/Prizes

1. Awards & Prizes are presently available in the following categories:
 - a. Best Podium paper
 - b. Best Video Presentation
 - c. Best Poster
 - d. Best Idea/Innovation
 - e. Quiz
 - f. Best Debator
2. A panel of referees designated by the executive council shall rate the submissions for the categories (a) to (d) above, and the requisite number of top submissions in each category shall be selected for presentation during the designated session(s).
3. Submissions not figuring in the list for competitive categories above shall be placed in non-competitive sessions.
4. The Awards & Prizes shall be determined by a panel of **not less than three** judges; such judges shall not be chosen from among the referees who evaluated the submissions in the first instances.
5. In the event of a tie on points, the judges for the session shall moderate among themselves and submit the list of winners duly signed by all of them. Every effort shall be made to arrive at a list of clear winners.
6. The names of winners shall be announced and the certificates & cheques for the prize amount shall be presented at the Valedictory ceremony of the conference.
7. If the judges are unable to resolve the tie, prize shall be jointly awarded, and any cash award shall be shared equally among such winners.
8. All such awards and prizes shall be subject to the winners being eligible to participate in the respective category as per rules framed for the same.

Moderators/Conveners/Quizmasters for Endowed Debates/ CPC/Quiz

1. Applications/Nominations for moderators/quiz masters (for the conference the following year) in the prescribed format shall be submitted to the Secretary at least six months prior to the date of the Annual conference.
2. The executive council shall chose the moderators/quiz master based on objective criteria.
3. The names of selected moderators/quiz masters for the next conference shall be announced during the Annual General Body meeting.
4. In the event of a moderator/quiz master so selected being unable to discharge the responsibility, the executive council shall name a replacement from the list of applicants/nominees considered earlier using the same criteria as earlier.