

# Rules for the Asian & Oceanian Outstanding Achievement Epilepsy Award (AOEA) - 2016

*Endorsed by the CAO A*

## **Introduction**

The Asian and Oceanian Outstanding Achievement Epilepsy Award (AOEA) was introduced by the Commission of Asia-Oceanian Affairs (CAOA) of the ILAE in 2010.

The purpose of the Award is to recognise and pay tribute to medical or non-medical professionals for their extraordinary contributions to Epilepsy Care. It is our highest honour, and is given for the lifetime of the recipient.

The award will be made not more than once every two years, and may be bestowed on up to five individuals for their contributions in any of the 3 areas of Epilepsy Care: Education, Science and Social Spheres.

Recipients will be invited to attend the Asian and Oceanian Epilepsy Congress to receive the Award, with a plaque and a small gift. Whilst the Award does not carry monetary value or provide travel or accommodation expense, recipients will be offered free (non-transferable) registration to the Congress.

## **Nomination Procedure**

1. All ILAE chapters and IBE associations in the Asia-Oceanian Region and any member of the CAO A, ASEPA, and Task Force Teams (TFTs) are eligible to nominate up to three suitable candidates once every 2 years.
2. An invitation for nominations will be distributed 3 months prior to the Award ceremony.
3. The invitation will include an official Nomination Form, Rules explaining the Award process, and a list of previous Award winners.
4. Nomination Forms must be submitted by an authorised representative of an ILAE chapter or an IBE association in the Asia-Oceanian region, and must bear the name of the authorised representative.
5. Self-nomination or nomination of immediate family members is not allowed.
6. An official Nomination Form must be used for each nomination. Supporting information can also be supplied, but this must be limited to no more than 3 additional pages in total.
7. Completed nomination forms, together with any supporting information, must be sent to the Secretary of CAO A before the closing date, usually 2-3 months prior to the date of Award ceremony.

8. Wherever possible, nominations must be submitted electronically. Where this is not possible, nominations may be submitted by fax or by post.

9. Each nomination should include the name and contact details of a person representing the ILAE chapter or IBE association who may be contacted by a CAO A member to act as an advocate for the nominee. This person must have first-hand knowledge of the nominee's contributions.

### **Assessment and Eligibility Criteria**

1. The nominee must have made a major contribution in research, education, clinical, and/or psychosocial fields that has a significant impact on the development of epilepsy care and/or the wellbeing of people with epilepsy.

2. The nominee's dedication and personal contribution to the success of the activity must be clearly demonstrated.

3. The nominee's contribution must be of a scale, impact, longevity and/or uniqueness that is outstanding when compared to the valuable and important contributions made by other people throughout the Asia-Oceanian region.

4. Nominees should not previously have received the ILAE-IBE Ambassador for Epilepsy Award or the AOEA Award. The purpose of the AOEA is to honour those who deserve the highest recognition and who have not had the opportunity to be recognised.

5. Previous unsuccessful AOEA nominees are eligible for re-nomination when nominations are next called for.

### **Method of Assessment and Decision**

1. Up to five awards can be given every two years.

2. Nominees will be assessed by the members of the CAO A.

3. Nomination forms and any supporting information supplied for each eligible nominee will be distributed to all members of CAO A.

4. When making this assessment and decisions, members of CAO A will ensure that the Award reflects the diversity in the type of contributions made and where the contributions are made.

5. Each member of CAO A will have the opportunity to speak on behalf of any nominee before the ballot.

6. When at least one member of the CAO A is not personally familiar with a nominee's contributions, then the nominee's advocate will be contacted to provide additional information.

5. When all nominees have been assessed, the members of CAO A then will vote by secret ballot to determine Award Winners.
6. Each member of the CAO A may cast up to a maximum of 5 votes. Nominees gain one vote each time they are ranked in the top five as selected by each CAO A member.
7. The 5 nominees with the highest number of these votes are successful, but only if these successful nominees have received votes from over half of the nine CAO A members.
8. In the event of a tied vote that prevents determination all 5 Award recipients, then members of CAO A will undertake a subsequent ballot in order to determine the recipient/s of the remaining Award/s from those tied nominees.
9. The decision of CAO A is final.

### **Conflicts of Interest**

1. Any member of the CAO A who has a conflict of interest should declare this and should excuse themselves from the decision-making procedure for that nominee or nominees.

### **Announcing and Presenting the Awards**

1. Immediately following the decision, the new Award winners and their nominators will be informed.
2. The Awards will be announced and presented individually by the Chairman of CAO A during the Asian-Oceanian Epilepsy Congress (AOEC), usually during the opening/welcoming ceremony.
3. Award winners will be invited to attend the AOEC to receive their Award and will be offered free registration to the Congress.
4. Award winners will be offered free (non-transferable) registration to the congress, but CAO A is unable to provide travel or accommodation expenses.
5. If Award winners are unable to attend, they will be asked to nominate a person who can receive the Award on their behalf.
6. Information concerning the Outstanding Achievement Award winners will be published by CAO A, ILAE and IBE in their respective journals, newsletters, magazines and/or on their websites.

# Commission on Asian and Oceanian Affairs (CAOA)

## INTERNATIONAL LEAGUE AGAINST EPILEPSY

### Asian and Oceanian Outstanding Achievement Epilepsy Award, Past Recipients

#### 2010

Hasan Aziz	Pakistan
Parthasarthy Satishchandra	India
Tatsuya Tanaka	Japan
Xun Wu	China
Kazuichi Yagi	Japan

#### 2012

Leonor Cabral-Lim	Philippines
Yushi Inoue	Japan
Sunao Kaneko	Japan
Kurupath Radhakrishnan	India
Pongsakdi Visudhiphan	Thailand
Liwen Wu	China

#### 2014

Qifu Tan	China
Ming-Shung Su	Taiwan
John Dunne	Australia
Maria Felicidad A. Soto	Philippines