

## [添付資料 1 : IEEE Japan Council Outstanding Volunteer Award の Description]

### Introduction

IEEE Japan Council recognizes and values the important role of members as volunteers to promote the IEEE objectives in the member and geographic activities of Japan. It is the sustained hard work of the volunteers that makes the activities vibrant and beneficial to the members and attracts new members.

It is important that these dedicated volunteers are encouraged to excel in their efforts and recognized for their contributions. This acknowledgement also serves to promote examples for others to follow, which in turn helps the member and geographic activities in Japan to flourish.

### Purpose

The Japan Council Outstanding Volunteer Award aims to recognize those volunteers who have made outstanding contributions to the nationwide member and geographic activities in Japan.

### Scope

Based on the merit of each candidate, the Japan Council Awards & Recognition Committee (ARC) may decide on the number of winners for the contest year. If no candidate is found to be suitable, no award will be given in that year.

### Eligibility

- An IEEE member of any membership grade in good standing.
- The candidate's volunteer work is for the member and geographic activities in Japan.
- The candidate receives no remuneration for his/her volunteer work except reimbursement of expenses incurred in carrying out the volunteer work.
- The incumbent members of the Japan Council Awards & Recognition Committee are not eligible for the Award.
- Previous winners of the Japan Council Outstanding Volunteer Award are not

eligible.

## Nomination Conditions

The Nomination Form must be completed by a Nominator and one Endorser who are familiar with the work and contribution of the nominee. The Nominator and the Endorser must be IEEE member of any membership grade. The Nomination Form must be received by the Japan Council ARC Chair by the due date in electronic means (pdf file). Make sure that an acknowledgement is received after sending the completed Nomination Form, or it should be assumed that the submission is not received.

## Basis of Selection

The following points are to be considered in the selection:

- Outstanding contributions and impacts to the nationwide member and geographic activities in Japan
- New ideas, developments or projects, which have significantly benefited the member and geographic activities in Japan
- Length of service to the member and geographic activities in Japan. (Note: It is not a condition that the candidate is working for the activities at the time he/she is nominated)
- Demonstrated administrative abilities
- Demonstrated leadership skills
- Support for the work of other volunteers who are serving the member and geographic activities in Japan
- Furthering the work and promoting the objectives of the member and geographic activities in Japan

## Selection Committee

The Japan Council ARC headed by its chair, reviews the submitted nominations, selects and recipients. The decision of the Japan Council ARC is final.

The Japan Council ARC consists of the following members:

- Committee Chair
- Committee Vice Chair
- Committee Secretary

- Japan Council Chair
- Japan Council Past Chair
- Japan Council Vice Chair
- Japan Council Secretary
- Japan Council Past Secretary
- Japan Council Treasurer
- Japan Council Past Treasurer

## Schedule

- Call for Nominations: August 1, 2025
- Nomination Deadline: September 30, 2025
- Recipient Notified: By the End of December, 2025

## Award Instrument

An award plaque will be presented to the winners.

## Record

The Japan Council ARC Chair notifies the result of selection by e-mail to the award recipients and IEEE Members in Japan. The Japan Council ARC Chair also maintains a record of award recipients on the Japan Council Website.