**B.R Sen Award 2017-2018**

**NOMINATION FORM**

|  |
| --- |
|  |
| PLEASE SUBMIT ELECTRONICALLY by 28 February 2019 to FAO-Awards@fao.orgFor the selection and eligibility criteria please [click here](#SEN) | To:Email: | Mr E YevesDirector, OCCSecretary FAO AwardsFAO-Awards@fao.org |
|  |  |  |  |  |
|  |  |  |  |  |
| 1.NOMINATION for the Period 2017-2018 |  |  |  |  |
|  |  |  |  |  |  |
| 2. COORDINATES OF NOMINEE: |
| Name:       | Index:      | Nationality:      | Date of Birth:      | Marital Status:      |
| Current Title:      | Grade:      | EOD with FAO:      | Current Assignment NTE:      |
| Current Duty Station:      | Permanent Mailing Address:      |
| Academic Qualifications:      |
| FAO Experience:      |
| Experience prior to joining FAO (list of publications and missions in a separate annex):      |

|  |
| --- |
| 3. DETAILS OF ASSIGNMENT RELEVANT FOR AWARD PURPOSES: |
| EOD/NTE of assignment:      | Duty Station at the time of assignment:      | Country(ies) assigned:       | Responsible HQ Technical Division at the time of assignment:      |
| Title at the time of assignment:      |
| 4. Summary description of the achievement that is seen as outstanding (maximum 15-20 lines):      |
| 5. What specific innovation, discovery, institutional establishment or other achievement has motivated the nomination for the Award?      |
| 6. Indicate the time-period over which this achievement has been made.      |
| 7. Is the achievement strictly a personal achievement of the nominee or the result of teamwork or leadership? What were the circumstances and the specific personal contribution of the nominee that made the achievement possible?      |
| 8. In what sense has the achievement of the nominee contributed to the advancement of the country or countries to which he or she is/was assigned?      |
| 9. Why is the contribution considered as outstanding?      |
| 10. What are the other major achievements or activities of the nominee that should be brought to the attention of the B.R. Sen Award Selection Committee and that should be seen within the context of the Award?      |
| 11. SIGNATURES AND DATES:  |
| NOMINATED BY: Name:       Title:       Duty Station:       Telephone No.:       |
|  **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  | **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| SECONDED BY:  Name:       Title:       Duty Station:       Telephone No.:       |
|  **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

\*\*Please sign and scan the final page to FAO-Awards@fao.org by 28 February 2019

Selection and Eligibility Criteria

B.R. SEN AWARD

2017-2018

1. The FAO Conference, at its Fourteenth Session (November 1967), decided that in recognition of the role of the former Director‑General, Mr B.R. Sen, in transforming FAO from a study organization to a development agency, a “B.R. Sen Award” be established for presentation at the beginning of each regular session of the Conference. The Council, at its Fifty-first Session (October 1968), agreed to the proposal that a yearly award be given to the field officer who had made the most outstanding contribution to the advancement of the country or countries to which he or she had been assigned.

Nominations are therefore now invited for the B.R. Sen Award covering **the period 2017-2018.** An Award will be presented for both 2017 and 2018 and can be shared.

1. The general terms and conditions of the Award are:

Composition of the Award

* a scroll describing his or her achievements and/or an award;
* a cash prize (currently USD 5 000);
* a roundtrip fare to Rome and associated travel expenses for the Award recipient and spouse, and young children who cannot be left unattended at the duty station.

Eligibility

Any FAO field officer who has served under any of the programmes operated by FAO during the years (2017-2018) for which the Award is made is eligible for nomination. This includes international field project officers, National Professional Officers (NPOs), FAO Officers in Regional and Sub regional Offices, and FAO Representatives. Officers in this context refer to staff members in the professional category.

In exceptional circumstances, nominations may be based on service prior to the year for which an Award is to be considered, either for service performed no earlier than the previous biennium (in such cases, although the Award is given for a specific year in accordance with the Award schedule, the year for which performance is being recognized will be indicated), or for an overall career achievement. In the latter case, part of that service has to have been performed within the current biennium.

Basic criteria

A nominee must have made an outstanding contribution to the advancement of the country or countries to which he or she was assigned, in particular in the fields of sustainable agricultural and rural development or food security. This contribution must be clearly identifiable and may take the form of technical innovations in agriculture, fisheries or forestry; institutional or administrative improvements; discoveries of new resources as a result of research, surveys or other investigations; establishment of training and research institutions; or achievements in any of the many other tasks assigned to FAO personnel.

1. FAO Department responsible for technical back-stopping

The Office of Support to Decentralization (OSD) will provide the FAO Awards Secretariat with the necessary technical support, particularly with regard to determining the eligibility of each nomination.

1. B.R. Sen Award Screening Committee

A Screening Committee chaired by the Deputy Director-General (Operations) and comprising the Assistant Directors-General at headquarters and at regional level as well as the Legal Counsel, the Director of OSD, and the Director of the Office for Corporate Communication, as Secretary, will review the list of nominations submitted by the Awards Secretariat and establish a shortlist of three nominations for both annual periods covered by the Award. The shortlist will be submitted to the B.R. Sen Award Selection Committee.

1. The B.R. Sen Award Selection Committee

The Committee, chaired by the Director-General, and comprising the Independent Chairperson of the Council and the Chairpersons of the Programme and Finance Committees, will make a final decision based on the shortlist submitted by the Screening Committee.

1. Screening and selection of Award winners

The screening of nominees, and ultimately the selection of winners, will take into account the recommendations and endorsements of the senior officers concerned (FAO Representatives[[1]](#footnote-1), the Assistant Director-General of the Technical Cooperation Department, Regional Representatives, Sub regional Coordinators and Directors of Liaison Offices and, in particular, the Assistant Directors-General of the technical departments at headquarters).

The Awards Secretariat will ensure, through the FAO Representatives¹ concerned, that the views of the governments of the countries where the nominees are serving, or have served, have been obtained and that their nomination is supported.

1. Submission of nominations

The attached nomination form maybe submittedby FAO professional staff, national institutions or counterparts to the FAO Representative¹ concerned for his/her endorsement and submission to the Awards Secretary, who will then obtain any other necessary endorsements prior to the meeting of the Screening Committee. These may include the endorsements of the relevant Regional Representative, Sub regional Coordinator, Directors of Liaison Offices, and Assistant Director-General of the technical Department in charge of the expert’s technical backstopping and support. Nominations must be submitted **by 28 February 2019** by email to the FAO Awards Secretariat at the following email address: FAO-Awards@fao.org.

1. Conferment of Award

Two Awards, which may be shared, will be conferred for both **2017** and **2018** and will be presented by the Director-General during a special ceremony held before **31 December 2019.**

1. Or UNDP Resident Representatives in those countries without an FAO Representative. [↑](#footnote-ref-1)