

# *FIP Rules of Procedures*



## *BU-11: Regulations for the Høst Madsen Medal*

### **Article 1: AIM**

The aim of this award is to honour Dr Høst-Madsen, who for many years was a very eminent President of FIP, by rewarding an eminent pharmaceutical scientist who has particularly distinguished himself/herself by his/her research in the field of Pharmaceutical Sciences.

### **Article 2: AWARD COMMITTEE**

Award Committee is composed of 8 members proposed by the sitting Award Committee and approved by the Board of Pharmaceutical Sciences (BPS) of FIP. The members should be chosen according to their internationally recognised expertise in a discipline belonging to the Pharmaceutical Sciences. The Committee should be well balanced between the different parts of the world. The term of office of the members of the Award Committee is 4 years (as a staggered system is preferred, 7 members of the Award Committee will be appointed for only 2 years at the beginning of the procedure). No re-election is possible. The chair of this committee is appointed by the BPS. The Chair is responsible for the proper functioning of the Committee.

### **Article 3: SELECTION OF CANDIDATES**

- a. Any member of FIP (Member Organisations and Individual Members) may nominate any other Scientist of the Pharmaceutical Sciences for this award. Nominations must be made in writing to the Chair of the Award Committee before May 1st of every even year. The nominations must be accompanied by:
  - a CV of the candidate ;
  - a list of key publications; and
  - a letter of recommendation about the major achievements and contribution of the candidate to the Research in Pharmaceutical Sciences.
- b. Officers of FIP with voting right in the Bureau, BPS and BPP are not eligible for the Høst-Madsen Medal during their term(s) of office.
- c. All nomination documents are submitted to the 8 members of the Award Committee for a first round of selection during which each voter selects two names giving a score of 2 for his best choice and a score of 1 for the second one. Then, after addition of the votes, the best 3 candidates are proposed for a second round of selection giving scores of 3 to 1 from the first to the last choice. The candidate with most of the votes is the winner of the Høst-Madsen Medal. If there is no winner (tie situation) a last additional voting has to take place among the two candidates with the same number of votes. The winner of the Høst-Madsen Medal has to be approved by FIP-BPS. If FIP-BPS disapproves of this candidate, the candidate with the second highest voting is then the winner of the Høst-Madsen Medal.

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- d. If no suitable candidates are nominated (i.e. a majority of blank votes), the Award Committee may choose not to award a medal that occasion.
- e. All nominations are to be strictly confidential to the Board members and are not to be divulged.
- f. The Scientific Secretary will be responsible for informing the Award winner and only after this has happened may Board members divulge the information relating to the winner.
- g. The confidentiality of the unsuccessful nominations is to be maintained.

#### **Article 4: PUBLICITY**

The announcement of the search for candidates for the Høst-Madsen Medal will be done before January 31st of every even year in major Pharmaceutical Sciences Journals, in Scientific Journals with a broader scientific readership as well as in Newsletters of major scientific and professional organisations.

The announcement of the Medal Winner (with photo, brief bio-sketch and a statement about the award itself) will be published in some of the above mentioned publications.

#### **Article 5: AWARD OF THE MEDAL**

The Board of Pharmaceutical Sciences shall inform the Council of its decision in writing. The Chair of the Board of Pharmaceutical Sciences shall report on the award at the opening session of the FIP Congress and the Medal shall be presented to the recipient by the President of FIP at the Congress. The recipient will present the Høst-Madsen Lecture at that congress.