

Donald Bahnfleth Environmental Health Award

Environmental Health Committee (EHC) Education Subcommittee will annually review all eligible nominations received and make a recommendations to EHC for its consideration prior to the ASHRAE Winter Meeting based on the following procedure.

1. Purpose. The purpose of the award is to recognize excellence in volunteer service focused on environmental health issues. It will serve to heighten general membership awareness of, and interest in, environmental health activities.
2. Award Presentation. Each year the Society recognizes the outstanding efforts of a single volunteer in the area of environmental health (EH) and indoor environmental quality (IEQ) activities. Nominations are solicited during the first half of the Society year. The EHC will select the recipient and notify the Honors and Awards Committee of its selection prior to the ASHRAE Winter Meeting.
3. Eligibility Requirements. The award is open to ASHRAE members and non-members who have demonstrated outstanding achievement in ASHRAE service focused on environmental health and IEQ issues. The recipient will be selected from nominations that meet a 10 point minimum requirement as outlined under Section 7 Criteria for Determining Eligibility. EHC Members are ineligible for receipt of the award during the term(s) they serve on EHC; however, their contributions while on EHC can count toward eligibility once they roll off as a member. Nominees should ensure their ASHRAE profiles are up to date and that activities in their profile under Participation fulfill the eligibility requirements.
4. Judging. Nominations are submitted to ASHRAE staff, who will confirm that the nominees meet the award qualifications. Qualified candidates are submitted to the EHC Education Subcommittee, who will determine the top two candidates by the following procedure: (1) each Subcommittee member assigns a mark 0 to 5 for each candidate (0=lowest; 5=highest); (2) the marks will be tallied. In case of a tie, the candidate with the most points according to Section 7 Criteria for Determining Eligibility will have the higher mark; (3) Education Subcommittee Chair will forward the names of the two candidates to the Chair of EHC; (4) the full EHC Committee will vote on a winner. In case of a tie, the candidate with the most points according to Section 7 Criteria for Determining Eligibility will have the higher mark. If necessary, at the discretion of the Education Subcommittee, candidates from the previous year not selected may be brought forward for award consideration. The award may be unawarded if an eligible candidate is not identified.
5. Presentation. The award is presented during the Honors and Awards portion of the Plenary Session at the ASHRAE Annual Meeting. A certificate is presented to the recipient by the ASHRAE President.
6. Application. A nomination for the award must include a cover letter outlining the nominee's environmental health and IEQ activities in ASHRAE to be limited to one page. t Both this cover letter and Criteria for Determining Eligibility tally will be provided to the EHC Education Subcommittee to propose two candidates for EHC for final selection of a single winner.
7. Criteria for Determining Eligibility. A candidate must meet a 10 point minimum in the following categories:

A. ASHRAE activities

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| 1. Chair of an ASHRAE sponsored environmental health program ¹ | 2 points / program |
| 2. Presenting at an ASHRAE sponsored environmental health program ¹ | 1 point / program |
| 3. Chair of a Position Document (PD) or Emerging Issue Briefs (EIB) Committee | 2 points / PD or EIB |
| 4. Member of a PD or EIB Committee | 1 point / PD or EIB |

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| 5. Lead editor or author of a handbook chapter related to EH or IEQ | 1 point / chapter ² |
| 6. Chair of a Standard or Guideline PC related to EH or IEQ | 2 points / PC ² |
| 7. Member of a Standard or Guideline project committee (PC) related to EH or IEQ | 1 point / PC ² |
| 8. Service on an ASHRAE event committee that enhances the EH or IEQ of an ASHRAE sponsored event | 1 point/committee ³ |
| 9. Lead on an ASHRAE event committee that enhances the EH or IEQ of an ASHRAE sponsored event | 2 point/committee ³ |

B. IAQ/IEQ Conference experience

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| 10. Chair of an IAQ/IEQ conference | 2 points / conference |
| 11. Member of an organizing committee | 1 point / conference |
| 12. Presentation at the conference | 1 point / conference |

C. Environmental Health Committee Experience

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| 10. Chair of the Environmental Health Committee | 3 points / tour ⁴ |
| 11. Subcommittee Chair or Vice Chair | 2 points / tour ⁴ |
| 12. Member | 1 point / tour ⁴ |

¹ ASHRAE sponsored environmental health programs are broadly defined as programs at ASHRAE sponsored events and conferences that promote EH and IEQ

² PC equates to an appointed term. List of eligible Standard and Guideline Project Committees:

- Standards 55, 62.1, 62.2, 170, 188 and 241
- Guidelines 10, 12 and 42
- Indoor Air Quality Guide
- Residential Indoor Air Quality Guide

³ Committee activities that enhance the EH or IEQ of an ASHRAE sponsored event include providing air cleaners in meeting rooms, offering lanyards of different colors to indicate level of personal interaction and similar offerings

⁴ “Tour” refers to an appointed term