



## Hal Harpur Award Process

1. Once we get to September 30, the WBA Secretary confirms number of entries for HHA.
2. Details of entries may be discussed at any of the Committee meetings, but details of entries, number of entries, nominees etc is not to be released to general members of the WBA until after the October Committee meeting.
3. At the October Committee meeting, the Committee decides as to whether entries meet the criteria of the HHA **based on the information supplied on the HHA Nomination forms**. Judges are also appointed at this meeting. All acceptable entries, with accompanying photographs, history, etc is then passed to the judges. The judges make contact with the nominees to arrange a suitable time.
4. Since the WBA Committee meeting is held approximately in the middle of the month, this gives the judges approximately six weeks to carry out the judging, enabling a winner to be determined by end of November. This generally provides sufficient time to have the engraving to be carried out prior to the award night in December.
5. During the judging process, it may become obvious that the nominee or artifact does not meet the criteria set down in the REQUIREMENTS AND RULES GOVERNING THE AWARD, viz
  - the judges considers there are no worthy nominations,
  - The task or activity of a nominee shall have been completed in the twelve months prior to the closing date of nominations, (30<sup>th</sup> of September each year)

In such an instance, the judges have the right to deem the nomination be withdrawn and should advise the nominee accordingly.

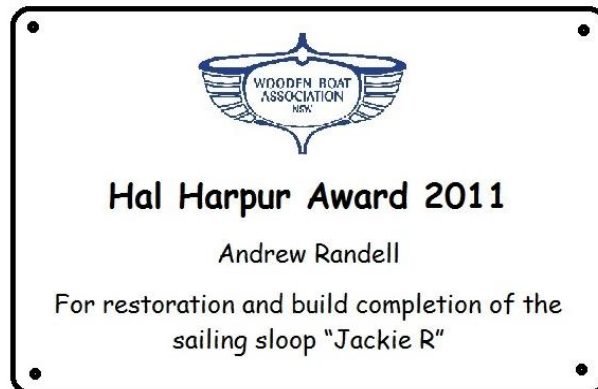
6. No further dialog is required between the HHA judges and the WBA Committee other than a decision on a winner having been achieved being conveyed to the Committee by November 30. The name of the winner(s) is withheld by the judges until the award evening at the WBA December meeting.
7. We have previously issued an engraved plastic plaque to each HHA nominee as being successfully nominated for a HHA. Nomination plates to be prepared.



8. An engraved metal plaque is normally presented to the winner on the night together with the HH Award perpetual trophy. Once the judges have decided on a winner, generally around the end of November, a winners 'skite' plate is to be prepared. In the past this has been about the size of the nominee plates, produced on metal suitably engraved with WBA logo and some words describing the achievement. Size is not critical and is dependent on available sizes, supplier stocks and number of words. Generally, these have been in brass or chromed finish with a black ink infill. It is preferable that one of the judges organize this task with the engraver to maintain confidentiality.



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9. At the same time as the winner(s) skite plate is engraved, an appropriate blank is to be engraved from the perpetual trophy. This is then screwed down **in reverse** on the trophy prior to the night and not turned over until after the announcement. Once again, it is preferable that one of the judges organize this task with the engraver to maintain confidentiality.
10. At the WBA December meeting, the judges pass a sealed envelope to the President who opens it and announces the winner(s).
11. The winner is presented with the HHA trophy by the previous winner, or in his absence, the President. The winner(s) is also presented with a 'skite' plate.