



AWARDS POLICY

1. **Area of Responsibility**

1.1 Administration

2. **Date last updated**

2.1 28 April 2021

3. **Purpose**

3.1 Basketball Queensland (BQ) wishes to acknowledge and recognise the support and effort of many dedicated people within the Queensland basketball community in the preparation and conduct of basketball operations and the accomplishment and dedication to the sport by its players, coaches, technical officials, contributors and associations.

3.2 BQ does this by the giving of awards.

3.3 The Awards are in four categories:

- (a) Service Awards
- (b) Annual Awards
- (c) Hall of Fame
- (d) Life Members

4. **Background**

4.1 Previously there were two distinct Awards Ceremonies:

- (a) Awards Dinner – at which both the Annual Awards for the preceding year and Life Memberships were acknowledged and presented. This was conducted annually in May in conjunction with the Annual General Meeting and the Annual Administrators' Conference.
- (b) Hall of Fame Inductions – at which people were inducted into the Queensland Basketball Hall of Fame (QBHF). This was conducted biennially in September or October with a maximum of ten (10) people inducted into the QBHF.

4.2 There was a policy for the Hall of Fame. When nominations for Annual Awards were called for, a policy of sorts was issued with the nomination requirements. There was no policy for Life Membership.

Service Awards were not awarded. This document creates a single policy which incorporates all the awards.

4.3 Due to the restrictions imposed in 2020 by the Queensland State Government to combat COVID-19:

- (a) In 2020:
 - (i) the Annual Award winners for 2020 were announced but no Awards Dinner was held;
 - (ii) the QBHF Class of 2020 was postponed; and
 - (iii) no Life Memberships were awarded.
- (b) In 2021:
 - (i) the QBHF Class of 2021 will be presented in April; and
 - (ii) the Awards Dinner will be held in November:
 - (1) for the Annual Awards, as it would otherwise be impossible to determine a winner in any category given that there has been limited activity during the year, the period under consideration is 1 August 2020 to 31 July 2021;
 - (2) a Life Membership may be awarded; and
 - (3) Service Awards may be awarded.
- (c) From 2022 onwards, the Awards Dinners would be held generally in December annually and will incorporate all four Award categories, subject to satisfaction of each awards criteria.

5. **Service Awards**

5.1 Background

- (a) The BQ Service Awards were created in 2020 to recognize the contribution that many people, who are usually, but not always, volunteers, make to basketball in Queensland.

5.2 Nominations

- (a) Each year nominations will be called for the following Service Awards:
 - (i) Bronze – 15 years' service;
 - (ii) Silver – 25 years' service;
 - (iii) Gold – 35 years' service; and
 - (iv) Diamond – 50 or more years' service.
- (b) Nominees for the Service Awards can include:
 - (i) Management Committee/Board members;
 - (ii) players'

- (iii) coaches;
- (iv) technical officials;
- (v) tribunal members;
- (vi) administrators;
- (vii) fundraisers;
- (viii) any other individual who has been associated with an Affiliated Association.

5.3 Selection Process

- (a) Nominations may be submitted by:
 - (i) an Affiliated Association as defined by the Constitution (i.e. a member of BQ that has voting rights) (Affiliated Association);
 - (ii) a Board Member;
 - (iii) a Life Member of BQ; or
 - (iv) the Chief Executive Officer of BQ (CEO).
- (b) If any individual or group wishes to nominate a person for a Service Award, they should consult with a person or Affiliated Association listed in the paragraph above to make the nomination on their behalf if that person or Affiliated Association deems this appropriate.
- (c) Nominations should be lodged online using a form published by BQ.

5.4 Selection Committee

- (a) The CEO, in conjunction with staff at BQ and any other person the CEO deems appropriate, will review the nominations to ensure that the candidate meets the necessary criteria for the award.
- (b) The ultimate decision as to each award winner is for the CEO.

5.5 Specific Selection Criteria

- (a) Individuals will be awarded a Service to Basketball Award for long service to a BQ Affiliated Association.
- (b) This award is not based on performance, but length of service.
- (c) The service of an individual can be split over a number of Affiliated Associations.
- (d) Service Awards may not be awarded posthumously.

5.6 General Selection Criteria

- (a) In addition to the criteria above, the person's integrity, sportsmanship and character must also be considered.

5.7 Awards Ceremony

- (a) People who are awarded the Bronze, Silver and Gold awards will be named at the Awards Dinner but will not be presented with these awards at the Awards Dinner. Instead they will be presented with the award through the Affiliated Association that nominated them or the Affiliated Association they are then associated with, at a time or event determined by the Affiliated Association.
- (b) Awards will be presented to recipients of the Diamond award at the Awards Dinner.

6. **Annual Awards**

6.1 Background

- (a) The Annual Awards are designed to acknowledge and recognize performances of current players, coaches, technical officials, contributors and Affiliated Associations.

6.2 Nominations

- (a) Each year nominations will be called for the following Annual Awards:
 - (i) Male Player of the Year;
 - (ii) Female Player of the Year;
 - (iii) Male Coach of the Year;
 - (iv) Female Coach of the Year;
 - (v) Male Technical Official of the Year;
 - (vi) Female Technical Official of the Year;
 - (vii) Administrator of the Year; and
 - (viii) Association of the Year.

6.3 Selection Process

- (a) Nominations for each Annual Award may be submitted by:
 - (i) an Affiliated Association;
 - (ii) a Life Member of BQ; or
 - (iii) the CEO.
- (b) If any individual or group wishes to nominate a person or Affiliated Association for an Annual Award, they should consult with a person or Affiliated Association listed in the paragraph above to make the nomination on their behalf if that person or Affiliated Association deems this appropriate.

- (c) Nominations should be lodged online using a form published by BQ and should be based on outstanding achievement(s) for the period 1 August in the year prior to the award being presented to 31 July in the year in which the award is to be presented.

6.4 Selection Committee

- (a) The CEO, in conjunction with staff at BQ and any other person the CEO deems appropriate, will review the nominations and recommend award winners in each category to the BQ Honours and Awards Committee (HAC).
- (b) The role of the HAC is to review the recommended award recipients in each category ensuring that the candidate selected meets the necessary criteria for selection prior to being presented to the BQ Board (Board) for final approval.
- (c) The ultimate decision as to each award recipient is for the Board.

6.5 Specific Selection Criteria for each award

(a) Male Player of the Year

- (i) The BQ Male Player of the Year is defined as a male player who has attained a level of excellence greater than that achieved by his peers or whose performance has been so exceptional that his achievements have identified them as being clearly outstanding from his peers.
- (ii) Performance as a National representative, State Team representative at Australian Junior Championships, NBL or NBL1 will be taken into consideration but National team then State team representation will be given precedence over NBL or NBL1 representations.
- (iii) The specific selection criteria and considerations are that the nominee:
 - (1) is a male player registered at an Affiliated Association or a male player who played his junior basketball in Queensland but is now located elsewhere who may be playing in the NBL or an overseas league such as the NBA, a European League or a US College;
 - (2) displays a high quality of performance;
 - (3) displays a high consistency of performance;
 - (4) displays a positive attitude in performance; and
 - (5) displays good sportsmanship, including adherence to Codes of Behaviour.
- (iv) In addition to the criteria and considerations in paragraph 6.5(a)(iii), the previous record of the nominee must also be considered.

(b) Female Player of the Year

- (i) The BQ Female Player of the Year is defined as a female player who has attained a level of excellence greater than that achieved by her peers or whose performance has been so exceptional that her achievements have identified them as being clearly outstanding from her peers.

- (ii) Performance as a National representative, State Team representative at Australian Junior Championships, WNBL or NBL1 will be taken into consideration but National team then State team representation will be given precedence over WNBL or NBL1 representations.
 - (iii) The specific selection criteria and considerations are that the nominee:
 - (1) is a female player registered at an Affiliated Association or a female player who played her junior basketball in Queensland but is now located elsewhere who may be playing in the NBL or an overseas league such as the NBA, a European League or a US College;
 - (2) displays a high quality of performance;
 - (3) displays a high consistency of performance;
 - (4) displays a positive attitude in performance; and
 - (5) displays good sportsmanship, including adherence to Codes of Behaviour.
 - (iv) In addition to the criteria and considerations in paragraph 6.5(b)(iii), the previous record of the nominee must also be considered.
- (c) Male Coach of the Year
- (i) The BQ Male Coach of the Year is defined as a male coach (i.e. a coach who is male but can be coaching either male or female teams) who has made a significant contribution to the development and success of a team or teams that he has coached.
 - (ii) The contribution of the coach to the development of the game and improving the standard of basketball coaching in Queensland will also be taken into consideration. Performance as a National representative, at an Australian Junior Championship, the W/NBL and NBL1 will be taken into consideration but National team then State team representation will be given precedence over W/NBL or NBL1 representations.
 - (iii) The specific selection criteria and considerations are that the nominee:
 - (1) is a coach working at an Affiliated Association or a Queensland W/NBL or NBL1 team;
 - (2) displays a high quality of performance;
 - (3) displays a high consistency of performance;
 - (4) displays a positive attitude in performance;
 - (5) displays good sportsmanship, including adherence to Codes of Behaviour; and
 - (6) has made a good contribution to the development of basketball in Queensland.
 - (iv) In addition to the criteria and considerations in paragraph 6.5(c)(iii) the previous record of the nominee must also be considered.
- (d) Female Coach of the Year

- (i) The BQ Female Coach of the Year is defined as a female coach (i.e. a coach who is female but can be coaching either male or female teams) who has made a significant contribution to the development and success of a team or teams that she has coached.
 - (ii) The contribution of the coach to the development of the game and improving the standard of basketball coaching in Queensland will also be taken into consideration. Performance as a National representative, at an Australian Junior Championship, W/NBL and NBL will be taken into consideration but National team then State team representation will be given precedence over W/NBL or NBL1 representations.
 - (iii) The specific selection criteria and considerations are that the nominee:
 - (1) is a coach working at an Affiliated Association or a Queensland W/NBL or NBL1 team;
 - (2) displays a high quality of performance;
 - (3) displays a high consistency of performance;
 - (4) displays a positive attitude in performance;
 - (5) displays good sportsmanship, including adherence to Codes of behaviour; and
 - (6) has made a good contribution to the development of basketball in Queensland.
 - (iv) In addition to the criteria and considerations in paragraph 6.5(d)(iii) the previous record of the nominee must also be considered.
- (e) Male Technical Official of the Year
- (i) The BQ Male Technical Official of the Year is defined as a male who has excelled in the field of technical officiating, i.e. as a referee, score table official or statistician and whose performance sets him apart from his peers.
 - (ii) The nominee's achievements may have been in officiating or in the development or management of technical officials within Queensland.
 - (iii) The specific selection criteria and considerations are that the nominee:
 - (1) is a male technical official working in Queensland and officiating in competitions under the auspices of BQ;
 - (2) displays a high quality of performance;
 - (3) displays a high consistency of performance;
 - (4) displays a positive attitude in performance; and
 - (5) has made a good contribution to basketball technical officiating in Queensland.
 - (iv) In addition to the criteria and considerations in paragraph 6.5(e)(iii) the previous record of the nominee must also be considered.
- (f) Female Technical Official of the Year

- (i) The BQ Female Technical Official of the Year is defined as a female who has excelled in the field of technical officiating, i.e. as a referee, score table official or statistician and whose performance sets her apart from her peers.
 - (ii) The nominee's achievements may have been in officiating or in the development or management of technical officials within Queensland.
 - (iii) The specific selection criteria and considerations are that the nominee:
 - (1) is a female technical official working in Queensland and officiating in competitions under the auspices of BQ;
 - (2) displays a high quality of performance;
 - (3) displays a high consistency of performance;
 - (4) displays a positive attitude in performance; and
 - (5) has made a good contribution to basketball technical officiating in Queensland.
 - (iv) In addition to the criteria and considerations in paragraph 6.5(f)(iii) the previous record of the nominee must also be considered.
- (g) Administrator of the Year
- (i) The BQ Administrator of the Year is defined as an individual who has made a significant contribution to basketball in Queensland.
 - (ii) They will be an Affiliated Association Manager or Management Committee member who has had an extraordinary impact on their organisation's success through leadership and forward-thinking strategies. Because of their contribution, basketball in Queensland will have benefited significantly and they will have set such standards of excellence that warrants them being the recipient of this Award.
 - (iii) The person will be part of the management group of an Affiliated Association who demonstrates excellence in leadership and management, managing complex tasks, people and processes, communicates their Affiliated Association's goals and vision, is guided by the Affiliated Association's strategic plan and budget and has a commitment to leadership activities.
 - (iv) The specific selection criteria and considerations are that the Administrator:
 - (1) is an Association Manager or a Member of the Management Committee of an Affiliated Association;
 - (2) manages complex tasks, people, processes within the macro-environment to achieve results;
 - (3) has recognition by their organisation, Management Committee, staff and/or other stakeholders as showing excellence in leadership and management;
 - (4) has effective communication of their organisation's goals and vision to all stakeholders;

- (5) has a commitment to mentoring or other leadership activities across the basketball community (not just within their Affiliated Association); and
 - (6) successfully manages the budget and strategic plan.
- (v) In addition to the criteria and considerations in paragraph 6.5(g)(iv) the previous record of the nominee must also be considered.
- (h) Association of the Year
- (i) The BQ Association of the Year is an Affiliated Association that demonstrates a commitment to the values of BQ, is proactive in the development of the game and supports the concept of total development of basketball.
 - (ii) The Association has embraced, where practicable, BQ programs and has been positive influence in the development of the game.
 - (iii) The Association demonstrates excellent organisational skills, works collaboratively with other Associations and BQ and is constantly looking at ways to improve service standards to the membership.
 - (iv) The specific selection criteria and considerations are:
 - (1) has registered all players and has shown growth in the number registered players when compared to the previous year;
 - (2) has a referee development coordinator who is active in the development of referees;
 - (3) has a coach development coordinator who is active in the development of coaches;
 - (4) actively develops basketball players;
 - (5) competes in BQ Junior representative competitions;
 - (6) competes in BQ Senior representative competitions;
 - (7) participates in programs to improve the skills of their Management Committee members and administrative staff and volunteers;
 - (8) has a strategic plan and measures their performance to this plan regularly (at least quarterly);
 - (9) has an annual budget and measures their performance to budget regularly (at least quarterly);
 - (10) responds to BQ in a timely fashion with all information provided as and when required (e.g. Affiliation Agreement, Management Committee Details, Annual Financial Statements Provided each year, etc.) (assessed by BQ);
 - (11) is currently financial and has been for the entire year;
 - (12) offers its members on-line registration and payment; and

(13) is proficient in the use of technology endorsed by BQ to assist in the administration of the Association.

6.6 General Selection Criteria

- (a) In addition to the criteria above, the person's integrity, sportsmanship and character must also be considered.
- (b) Neither a BQ staff member nor any member of the staff member's family is eligible to be awarded an Annual Award while that member is employed by BQ.

6.7 Awards may be awarded posthumously. Awards Ceremony

- (a) Awards will be presented to recipients in each of the categories at the Awards Dinner.

7. **Queensland Basketball Hall of Fame**

7.1 Background

- (a) The QBHF was inaugurated in 2014 and was awarded every two years until 2020.
- (b) The overriding objective of the Hall of Fame is to recognise and honour the exceptional performances, achievements and contributions by individuals to the sport of basketball with a primary emphasis on players. The history of the sport of basketball in Queensland will thereby be reflected by the people recognised in the QBHF.
- (c) Inductees into QBHF will be recognised in one of four categories:
 - (i) player;
 - (ii) coach;
 - (iii) technical official; and
 - (iv) contributor.

7.2 Nomination

- (a) Nominations are not called for QBHF candidates.
- (b) Potential candidates can be identified to the HAC on an hoc basis by:
 - (i) an Affiliated Association;
 - (ii) a Board Member;
 - (iii) a Life Member of BQ;
 - (iv) the CEO; or
 - (v) the HAC itself.

- (c) If any individual or group wishes to nominate a person for the QBHF, they should consult with a person or Affiliated Association listed in the paragraph above to make the nomination on their behalf if that person or Affiliated Association deems this appropriate.

7.3 Selection Process

- (a) For any potential candidate that the HAC considers to satisfy the criteria, a nomination packet consisting of news clippings, magazine articles, and/or other informative and factual data about the (now) proposed candidate must be submitted to the CEO.
- (b) If requested by the HAC and approved by the Board, the CEO will appoint a person or entity (i.e. a consultant) to conduct research and undertake assessments of potential or proposed candidates and report back to the HAC.
- (c) The CEO, in conjunction with senior staff at BQ and any other person the CEO deems appropriate, will review the proposed candidate's nomination. The review is to ensure that there are no adverse concerns about the proposed candidate's integrity, sportsmanship and character which would make the award untenable publicly.
- (d) Taking into account any identified concern in the above paragraph, the HAC will make the final recommendations to the Board regarding the proposed candidate for QBHF Membership generally at the September Board meeting.
- (e) A representative of the HAC should be available to present the proposed candidate to the Board if requested by the Board. The representative can then address any questions or provide further information in relation to the proposed candidate.
- (f) The Board is to make the final decision regarding each proposed candidate for membership of the QBHF.
- (g) The Board is able to remove the QBHF status if information about the now QBHF member's integrity, sportsmanship and/or character becomes available or known after the person is admitted to the QBHF, which, if known at the time of the admittance, may have meant that the member would not have been admitted to the QBHF.

7.4 Specific Criteria for Players

- (a) The proposed candidate must have, if prior to national league competitions being introduced (generally 1979 for men and 1981 for women):
 - (i) excelled as a player at a senior international level; or
 - (ii) excelled at and made exceptional contributions as a state representative player at senior Australian championships.
- (b) The proposed candidate must have, if after national league competitions were introduced (generally 1979 for men and 1981 for women):
 - (i) excelled as a player at a senior international level; or
 - (ii) excelled at and made exceptional contributions as a player at a junior international level or at national league level.

- (c) A long-term playing career alone is not sufficient justification for selection.

7.5 Specific Criteria for Coaches

- (a) The proposed candidate must have, if prior to national league competitions being introduced (generally 1979 for men and 1981 for women):
 - (i) excelled as a coach at a senior international level; or
 - (ii) excelled at and made exceptional contributions as a state representative coach at Australian championships.
- (b) The proposed candidate must have, if after national league competitions were introduced (generally 1979 for men and 1981 for women):
 - (i) excelled as a coach at a senior international level; or
 - (ii) excelled at and made exceptional contributions as a coach at a junior international level or at national league level; or
 - (iii) excelled at and made extraordinarily exceptional contributions as a state representative coach at Australian championships.
- (c) A long-term coaching career alone is not sufficient justification for selection.

7.6 Specific Criteria for Technical Officials

- (a) The proposed candidate must have, if prior to national league competitions being introduced (generally 1979 for men and 1981 for women):
 - (i) excelled as a technical official at a senior international level; or
 - (ii) excelled at and made exceptional contributions as a technical official at senior Australian championships; or
 - (iii) excelled at and made extraordinarily exceptional contributions as a technical official at senior Queensland state championships.
- (b) The proposed candidate must have, if after national league competitions were introduced (generally 1979 for men and 1981 for women):
 - (i) excelled as a technical official at a senior international level; or
 - (ii) excelled at and made exceptional contributions as a technical official at a junior international level or at national league level.
- (c) A long-term career as a technical official alone is not sufficient justification for selection.

7.7 Criteria for Nomination of Contributors

- (a) The proposed candidate must have:

- (i) excelled in a role which supported players, coaches or technical officials at a senior international level; or
 - (ii) excelled at and made exceptional contributions in a role which supported players, coaches or technical officials at a junior international level or at national league level; or
 - (iii) excelled at and made extraordinarily exceptional contributions in a role which supported players, coaches or technical officials at a state level.
- (b) The areas of achievement and/or contribution may include administration, education, media, sports science, sports medicine and other relevant areas.
 - (c) Long-term service alone is not sufficient justification for selection.

7.8 General Selection Criteria

- (a) The proposed candidate must have been primarily a resident of Queensland or demonstrated a close link with basketball in Queensland while pursuing or furthering their achievements.
- (b) In addition to a proposed candidate's individual contributions, the proposed candidate's integrity, sportsmanship and character must also be considered.
- (c) A BQ staff member is ineligible to become a member of the QBHF while that member is employed by BQ.
- (d) A member of the HAC is ineligible to become a member of the QBHF while that member is still in office.
- (e) Neither a member of the Board nor any member of the Board member's family, is eligible to become a member of the QBHF while that member is still in office.
- (f) BQ staff members and members of the HAC and members of the Board must abstain from all discussions and decision-making processes that create, or which may be perceived to create, a conflict of interest in all matters concerning the identification of potential inductees into the QBHF. The nature of the actual or perceived conflict must be disclosed to the Board.

7.9 Further policy

- (a) A maximum of four additional QBHF members can be inducted annually. This is sometimes referred to as the "class of [year of intake]".
- (b) In exceptional circumstances, on the recommendation of the HAC, the Board may approve the induction of more than four candidates annually.
- (c) It is not necessary to induct four QBHF members annually.
- (d) Unless in exceptional circumstances, at least one-half of the nominees from each intake must be from the player category.
- (e) Players must have been retired from competition for five (5) years before being eligible for induction.

- (f) It is the intention of QBHF to achieve equity between the genders.
- (g) QBHF membership may be awarded posthumously.
- (h) An individual can be inducted into the QBHF only once.

7.10 Awards Ceremony

- (a) QBHF inductions will be made at the Awards Dinner.
- (b) A person appointed as a QBHF member will receive the following in recognition of their contribution:
 - (i) a plaque commemorating their achievement;
 - (ii) the information about their achievement will be posted on the BQ website; and
 - (iii) free entry for them and a guest to the Awards Dinner in the year of induction.
- (c) In the year of induction BQ will meet the reasonable costs of inductees attending the Awards Dinner from within Australia and take additional requests under consideration.
- (d) The names of the inductees can be released to the media prior to the Awards Dinner.

8. **Life Members**

8.1 Background

- (a) A Life Member is the highest award that can be bestowed by BQ.
- (b) BQ started recognising people who were worthy of recognition of Life Membership in 1979.
- (c) The overriding objective of the awarding of Life Membership is to formally recognise people who have given exceptional service and have made outstanding contributions which have provided identifiable benefit to BQ.

8.2 Nomination

- (a) Nominations are not called for Life Members.
- (b) Potential Life Members can be identified to the HAC on an ad hoc basis by:
 - (i) an Affiliated Association;
 - (ii) a Board Member;
 - (iii) a Life Member of BQ;
 - (iv) the CEO; or
 - (v) the HAC itself.

- (c) If any individual or group wishes to nominate a person for Life Membership, they should consult with a person or Affiliated Association listed in the paragraph above to make the nomination on their behalf if that person or Affiliated Association deems this appropriate.

8.3 Selection Process

- (a) For any potential Life Member that the HAC considers to have satisfied the criteria, a nomination packet consisting of news clippings, magazine articles, and/or other informative and factual data about the (now) proposed Life Member must be submitted to the CEO.
- (b) If requested by the HAC and approved by the Board, the CEO will appoint a person or entity (i.e. a consultant) to conduct research and undertake assessments of the potential or proposed Life Member and report back to the HAC.
- (c) The CEO, in conjunction with senior staff at BQ and any other person the CEO deems appropriate, will review the proposed Life Member's nomination. The review is to ensure that there are no adverse concerns about the proposed Life Member's integrity, sportsmanship and character which would make the award untenable publicly.
- (d) Taking into account any identified concern in the above paragraph, the HAC will make the final recommendations to the Board regarding the proposed Life Member, generally at the September Board meeting.
- (e) A representative of the HAC should be available to present the proposed Life Member to the Board if requested by the Board. The representative can then address any questions or provide further information in relation to the proposed Life Member.
- (f) The Board is to make the final decision regarding each proposed Life Member being awarded Life Membership.
- (g) The Board is able to remove the Life Membership status if information about the inductee's integrity, sportsmanship and/or character becomes available or known after the person is inducted as a Life Member, which, if known at the time of the induction, may have meant that the person would not have been inducted as a Life Member.

8.4 Criteria for Nomination

- (a) The proposed Life Member must have been primarily a resident of Queensland, or have demonstrated a close link with BQ, while pursuing or furthering their achievements during the period under consideration.
- (b) The proposed Life Member's service must be exceptional and have made outstanding contributions which have provided identifiable benefit to the entity of BQ over an extended period of at least ten (10) years. This would not include long and meritorious service to an Affiliated Association, but service to BQ as a Board member, administrator, coach, technical official, a combination of the capacities listed previously, or in another capacity that is deemed appropriate for the purposes of this award.
- (c) While an association with BQ over at least then (10) years is usually required, the award may be made in exceptional circumstances where the proposed Life Member had made a distinguished and exceptional contribution over a shorter period. Awards in such circumstances will be rare.

- (d) In addition to a proposed Life Member's individual contribution, the proposed inductee's integrity, sportsmanship and character must also be considered.
- (e) A BQ staff member is ineligible to become a Life Member while that member is employed by BQ.
- (f) A member of the HAC is ineligible to become a Life Member while that member is still in office.
- (g) Neither a member of the Board nor any member of the Board member's family is eligible to become a Life Member while that member is still in office.
- (h) BQ staff members and members of the HAC and members of the Board must abstain from all discussions and decision-making processes that create, or which may be perceived to create, a conflict of interest in all matters concerning the identification of potential Life Members. The nature of the actual or perceived conflict must be disclosed to the Board.

8.5 Further policy

- (a) A maximum of one Life Member can be elevated annually however:
 - (i) in exceptional circumstances, on the recommendation of the HAC, the Board may approve more than one Life Member annually; and
 - (ii) it is not necessary to elevate a Life Member annually.
- (b) Life Membership may be awarded posthumously.

8.6 Awards Ceremony

- (a) Life Membership inductions will be made at the Awards Dinner.
- (b) A person inducted as a new Life Member will receive the following in recognition of their contribution:
 - (i) a plaque and a life membership badge commemorating this achievement;
 - (ii) the information about their achievement will be posted on the BQ website;
 - (iii) free entry for them and a guest to the Awards Dinner each year; and
 - (iv) an invitation to the BQ Annual General Meeting each year.
- (c) In the year that the Life Membership is awarded BQ will meet the reasonable costs of the Life Member attending the Awards Dinner from within Australia and take additional requests under consideration.
- (d) The names of the newly awarded Life Member must not be released to the media prior to the Awards Dinner however can be released afterwards.

9. **General**

- 9.1 Considerations by the CEO, the staff at BQ, any other person the CEO includes as permitted by this policy, the HAC and their consultations with the Board regarding any award in this policy must remain confidential at all times.
- 9.2 The Annual Awards will be held at a location determined by the CEO.