



Chapter Website of the Year Award **Procedure 7014**

Procedure 7014: Chapter Website of the Year Award

I. Nominations

- A. Nomination forms are available via the ASIS Website and from ASIS HQ Staff.
- B. Chapter Chairpersons will notify their Regional Vice President of the submission and submit the nomination form to the Director, Membership and Regional VP Relations no later than 11:59 PM EST, February 1.

II. Selection

- A. From March 1 to June 30, the Awards Committee will evaluate submissions against the criteria and select a possible winner. Websites with inoperative passwords will receive a single notification of access issues from the committee judges. The committee may also recommend a website for Honorable Mention, however, no more than two per group may be recommended.
- B. The Awards Committee deliberations will occur during the July Awards Committee Meeting to discuss the ratings assigned to each website from March 1 to June 30.
- C. The Awards Committee's recommendations will be provided to the President at the same meeting and will be publicly announced at the ASIS Annual Seminar and Exhibits.
- D. The Director, Membership and Regional VP Relations will notify winning and honorably mentioned recipients prior to August 31. Awards Committee's feedback will be provided on all submissions no later than September 30.

III. Award

- A. The monetary award for each group winner will be in the amount of \$300.00 and in the amount of \$150.00 for each Honorable Mention.
- B. In addition, a plaque attesting the award will be provided to the chapter

IV. Presentations

- A. Chapter award group winners will be formally recognized during the ASIS Annual Seminar and Exhibits at which time the plaque and monetary award will be presented to a chapter representative.
- B. The Director, Membership and Regional VP Relations shall provide the honorable mention awards to the respective Regional Vice Presidents to ensure an award presentation will be made at a chapter meeting prior to December 31.
- C. In the event that a representative of the chapter cannot attend, the chapter may designate the Senior Regional Vice President or Regional Vice President to accept the award on behalf of the chapter. The chapter may also submit a written request to the Director, Membership and Regional VP Relations to have the plaque and monetary award shipped to them directly.



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V. Recognition

- A. The winners and honorable mentions for each chapter award group will be recognized in ASIS Dynamics, Seminar News, the Region and Chapter Newsletter, and on the ASIS Website.

References

Policy 7000 and 7014

Revised March 2014



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ASIS Award Nomination Form for Chapter Website of the Year

INSTRUCTIONS: The nomination form must be submitted to the Director, Membership and Regional VP Relations by 11:59 PM EST, February 1. The chapter must notify their Regional Vice President prior to submission. Websites will be reviewed periodically from March through the end of June. Submissions may also be disqualified for providing false information. **No paper submission other than the nomination form will be required for this award.**

Chapters will compete only with chapters of comparable size based on membership numbers on January 1st each year as states in the following award groupings:

- Group 1: 40 members or fewer
- Group 2: 41 to 70 members
- Group 3: 71 to 100 members
- Group 4: 101 to 159 members
- Group 5: 160 to 250 members
- Group 6: 251 to 574 members
- Group 7: 575 or more members

The Awards Committee, with the assistance of ASIS International Member Services Staff, will evaluate the nominated websites on the basis of the following criteria:

CRITERIA

- A. Website, news and events updated monthly.
- B. Coverage of ASIS news and events.
- C. Promotion of ASIS certification programs (CPP, PSP, PCI).
- D. Coverage of professional development training and educational opportunities.
- E. Career opportunities.
- F. Recognition of chapter members (new members, certifications received, awards, and/or promotions).
- G. Link to ASIS International website: www.asisonline.org.
- H. Links to other security related websites.
- I. Listing of chapter and regional volunteer leaders with contact information..
- J. Information regarding next chapter event (meeting, workshop, seminar, and/or social events).
- K. Reports from chapter officers and committees,
- L. Ease of use (movement between and through website elements).
- M. Visual attractiveness and aesthetics (care in preparation, ability to read without eyestrain, professional appearance).
- N. Promotion of ASIS Foundation activities and scholarship programs.



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ASIS Award Nomination for Chapter Website of the Year

This award is presented each year in an effort to encourage chapters to develop and employ high quality websites as a resource for their members, a tool for information sharing, and serve as an avenue for introducing others to ASIS International.

Chapter Chairperson, please complete this form and submit to Director, Membership and Regional VP Relations by 11:59 PM EST, February 1:

The following chapter website is nominated for consideration:

Number _____ Chapter Name _____ Group _____ Region _____

CHAPTER URL: _____

USERNAME: _____ PASSWORD: _____

Please provide username and password credentials for the judges for reviewing the private or member only section. Chapters which elect not to provide this information will only be evaluated on the content the judges can access.

I hereby certify that the following information pertaining to this chapter website is true to the best of my knowledge.

Chapter Chairperson _____

Address _____

E-mail _____

Signature _____

Date _____

The Regional Vice President has been notified of this submission YES NO

Send by 11:59 PM EST, February 1 to the following:
ASIS International
c/o Director, Membership and Regional VP Relations -
Awards
1625 Prince Street



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