

## PRESIDENT'S AWARD PROGRAM APPEAL PROCESS

All quarterly and final reports for President's Award Program points are electronically issued to the section chair.

Your section can appeal should you feel that your points have been incorrectly tallied or you have not been given proper credit. As approved at the 1995 Fall Conference, the process for President's Award Program appeals is as follows:

1. The appeal must be made in writing to the SOC President's Award Program Appeals Committee Chair within 30 days from issued date of the quarterly report, or within 15 days from the issued date of the final report. The appeal must identify the specific questionable items and provide pertinent documentation substantiating the claim. The appeal must be sent to ASNT headquarters, Attn: President's Award Program Appeals Committee Chair.
2. The President's Award Program Appeals Committee Chair will advise you and headquarters staff in writing of your appeal decision within 15 days of receipt of the claim.
3. You may further appeal to the SOC Executive Committee by writing to the SOC Chair, if you are dissatisfied with the determination. The appeal must be received within 15 days after notification from the President's Award Program Appeals Committee Chair. This letter must provide the details of the claim. The SOC Executive Committee will schedule a meeting within 90 days of receipt of the appeal and include your section representative, ASNT staff, your regional director and at least one member of the SOC Executive Committee. The SOC Executive Committee has the final ruling on all appeals. The SOC Chair will notify all parties of the determination subsequent to the meeting.

