

PRESIDENT'S AWARD PROGRAM

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PRESIDENT'S AWARD PROGRAM OVERVIEW

Participation in this program may be on one of the following levels:

REQUIRED FOR REBATES (Starred on Forms and Tabs):

- * Report of Section Officers
- * Section Budget
- * Advance Program (with proof of distribution to members)
- * Final Financial Reconciliation (last report of year)

BASIC – For operation of a successful section:

Maximum Points **6,500**

| | |
|---------------------------------|-------------|
| Report of Section Officers | 1000 Points |
| Section Publications & Yearbook | 3500 Points |
| Section Budget | 500 Points |
| Advance Program | 1000 Points |
| Final Financial Reconciliation | 500 Points |

EXPANDED – For operation of an excellent section:

Maximum Points **14,750**

| | |
|---|-------------|
| Report of Section Officers | 1000 Points |
| Section Publications & Yearbook | 3500 Points |
| Section Budget | 500 Points |
| Advance Program | 1000 Points |
| Nomination for Awards and Selection Committee | 1000 Points |
| Membership Growth and Retention | 1750 Points |
| Adult Education/Training | 2500 Points |
| Student Outreach | 1500 Points |
| Section Outreach | 1500 Points |
| Final Financial Reconciliation | 500 Points |

PHILOSOPHY, AWARDS and, ADMINISTRATION

The President's Award Program is a tool to assist the local Section's leadership in the conduct of Section management and operation. Section Chairs should become familiar with the program and assign their Officers reporting responsibilities. The Section Operations Council (SOC) Officers, SOC Regional Directors and ASNT Member Services Staffers are available to answer your program questions.

NOTE: *Sections involvement in the President's Award Program is not mandatory, although there are minimum reporting requirements for Sections in order to make them eligible for their rebates. The required reports are Report of Section Officers; Advance Program/Schedule (including dates and locations); Projected Section Budget; Final Section Financial Reconciliation. It is recommended that Sections use the available reporting forms, as they detail the report(s) requirements and submission instructions.*

The President's Award Program is based on point values assigned to various management or operation categories. The categories and point values are established by the SOC Awards Division and are reflective of Section activities which are considered important to the Section and appropriate to the goals of the Section and of the Society. Categories included are appropriate to all sizes of Sections and, of course, require involvement by your Section leadership.

The President's Award Program runs from July 1 to June 30 each year. The maximum number of points a section can earn in a year is 14,750. Annual Section achievement levels are calculated after June 30.

Program achievement levels are as follows:

| | |
|---------|-------------------------|
| Gold: | 10,501 to 14,750 Points |
| Silver: | 8,001 to 10,500 Points |
| Bronze: | 5,500 to 8,000 Points |

Point summaries are communicated to the Section leadership on a quarterly basis. Section standings can be found on the ASNT website.

This program is dually evaluated and administered by the SOC Awards Division and ASNT Headquarters. Recommended changes to the current program may be suggested by any Section Chair. All suggestions must be submitted in writing, via e-mail to presaward@asnt.org, to the SOC Awards Division chair for consideration.

Instructions for Form Submission

1. Fill in the blanks of the forms by tabbing to each blank and typing the information.
2. Click the “submit by e-mail to presaward@asnt.org” button to submit directly to headquarters.

*An alternative to submitting the reports via the forms tool would be to “print” the forms and forward by e-mail to presaward@asnt.org, fax 614.274.6899, or by mail:

President’s Award Program
ASNT
PO Box 28518
Columbus, OH 43228

The sent date on electronic submissions or the postmark date on mailed submissions is the official date for credit. Section leaders should keep record of all report submissions.

Except for filling in the blank fields, alteration to these forms in any manner is strictly prohibited. Any forms that are found to be altered will receive no credit for that submission.

E-mail Member Services at presaward@asnt.org with questions about the President’s Award Program.

HISTORICAL DATA
PRESIDENT AWARD WINNERS

| <u>YEAR</u> | <u>SECTION</u> | <u>YEAR</u> | <u>SECTION</u> |
|--------------------|----------------------------|--------------------|------------------------|
| 1964 | Connecticut Yankee | 1986 | St. Louis |
| 1965 | Los Angeles | 1987 | South Florida |
| 1966 | Hampton Roads | 1988 | Oklahoma |
| 1967 | Los Angeles | 1989 | Milwaukee |
| 1968 | Los Angeles | 1990 | Greater Philadelphia |
| 1969 | Palmetto | 1991 | Hampton Roads |
| 1970 | Connecticut Valley | 1992 | Greater Philadelphia |
| 1971 | Hampton Roads | 1993 | Chattanooga |
| 1972 | Hampton Roads | 1994 | Chattanooga |
| 1973 | Greater Philadelphia | 1995 | Metro NY – Northern NJ |
| 1974 | Minneapolis | 1996 | Greater Philadelphia |
| 1975 | Hampton Roads | 1997 | Susquehanna Valley |
| 1976 | Greater Philadelphia | 1998 | Metro NY – Northern NJ |
| 1977 | Miami Valley | 1999 | Greater Philadelphia |
| 1978 | Golden Gate | 2000 | Hampton Roads |
| 1979 | Old Dominion | 2001 | San Diego |
| | North Central Pennsylvania | 2002 | Greater Los Angeles |
| 1980 | Old Dominion | 2003 | Old Dominion |
| | Oak Ridge | 2004 | Charlotte |
| 1981 | Southern Idaho | 2005 | Metro NY – Northern NJ |
| 1982 | Cleveland | 2006 | Greater Philadelphia |
| 1983 | Mid-Indiana | | Saudi Arabian |
| 1984 | Charlotte | 2007 | Old Dominion |
| 1985 | Tri-State | | |

NEW PROGRAM – GOLD WINNER ARCHIVES

| | |
|------|---|
| 2008 | Greater Houston Greater Philadelphia Old Dominion |
| 2009 | Greater Houston Greater Philadelphia Old Dominion Saudi Arabian St. Louis |
| 2010 | Greater Houston Greater Philadelphia Old Dominion St. Louis |
| 2011 | Greater Houston Hampton Roads Saudi Arabian St. Louis Old Dominion |

PRESIDENT'S AWARD PROGRAM SUMMARY SHEET AND PROGRAM LOG/CHECKLIST

| | | | | HEADQUARTERS USE | | |
|---|---|-----------------|-----------|------------------|---------------|---------|
| Date Due | Item | Possible Points | Date Sent | Date Rec'd | Points Earned | Remarks |
| * SECTION OFFICERS – MAXIMUM POINTS 1000 | | | | | | |
| Aug 1 | * Report of Officers | 1000 | | | | |
| SECTION PUBLICATIONS– MAXIMUM POINTS 2500 (up to 10 mtg notices & reports) | | | | | | |
| Aug 1 | July Meeting Notice | 100 | | | | |
| Aug 1 | July Meeting Report | 150 | | | | |
| * SECTION BUDGET – MAXIMUM POINTS 500 | | | | | | |
| Sep 1 | * Section Budget | 500 | | | | |
| SECTION PUBLICATIONS | | | | | | |
| Sep 1 | August Meeting Notice | 100 | | | | |
| Sep 1 | August Meeting Report | 150 | | | | |
| * ADVANCE PROGRAM – MAXIMUM POINTS 1000 | | | | | | |
| Oct 1 | * Advance Program 8 or more meetings | 1000 | | | | |
| Oct 1 | * Advance Program 3-7 meetings | 500 | | | | |
| SECTION PUBLICATIONS | | | | | | |
| Oct 1 | Sept Meeting Notice | 100 | | | | |
| Oct 1 | Sept Meeting Report | 150 | | | | |
| Nov 1 | Oct Meeting Notice | 100 | | | | |
| Nov 1 | Oct Meeting Report | 150 | | | | |
| SECTION YEABOOK – MAXIMUM POINTS 1000 | | | | | | |
| Nov 15 | Yearbook to Members | | | | | |
| Dec 15 | Yearbook to Headquarters | 1000 | | | | |
| SECTION PUBLICATIONS | | | | | | |
| Dec 1 | Nov Meeting Notice | 100 | | | | |
| Dec 1 | Nov Meeting Report | 150 | | | | |
| Jan 1 | Dec Meeting Notice | 100 | | | | |
| Jan 1 | Dec Meeting Report | 150 | | | | |
| NOMINATION FOR AWARDS – MAXIMUM POINTS 1000 | | | | | | |
| Feb 1 | SOC – Tech of the Year | 500 | | | | |
| Feb 1 | SOC – Mentoring Award | 500 | | | | |
| Feb 1 | ASNT Fellow | 500 | | | | |
| Feb 1 | Young NDT Professional | 500 | | | | |
| Feb 1 | Meritorious Service Award | 500 | | | | |
| Feb 1 | Robert McMaster Gold Med | 500 | | | | |
| Feb 1 | Selection Committee | 500 | | | | |
| SECTION PUBLICATIONS | | | | | | |
| Feb 1 | Jan Meeting Notice | 100 | | | | |
| Feb 1 | Jan Meeting Report | 150 | | | | |
| Mar 1 | Feb Meeting Notice | 100 | | | | |
| Mar 1 | Feb Meeting Report | 150 | | | | |
| Apr 1 | Mar Meeting Notice | 100 | | | | |
| Apr 1 | Mar Meeting Report | 150 | | | | |
| May 1 | April Meeting Notice | 100 | | | | |
| May 1 | April Meeting Report | 150 | | | | |
| Jun 1 | May Meeting Notice | 100 | | | | |
| Jun 1 | May Meeting Report | 150 | | | | |
| Jul 1 | June Meeting Notice | 100 | | | | |
| Jul 1 | June Meeting Report | 150 | | | | |

PRESIDENT'S AWARD PROGRAM SUMMARY SHEET AND PROGRAM LOG/CHECKLIST

| Date Due | Item | Points | Date Sent | Date Rec'd | Points Earned | Remarks |
|--|---|--------------------|-----------|------------|---------------|---------|
| * FINAL FINANCIAL RECONCILIATION – MAXIMUM POINTS 500 | | | | | | |
| July 15 | * Final Financial Reconciliation | 500 | | | | |
| MEMBERSHIP GROWTH AND RETENTION – MAXIMUM POINTS 1750 | | | | | | |
| AYD | Promotion to Non Member Company (Letter/E-Mail/Visit) | 100/ea. Max 500 | | | | |
| AYD | Reminder to Past Due Members (Letter/E-Mail) | 10/ea. Max 250 | | | | |
| Hdqtrs | Retention - Percentage | 500 | | | | |
| Hdqtrs | New Members – Percentage | 500 | | | | |
| ADULT EDUCATION/TRAINING – MAXIMUM POINTS 2500 | | | | | | |
| AYD | Training Program | 100/hr. | | | | |
| AYD | Training Prog Attendance | 10 ea. | | | | |
| AYD | Training Prog Promotion | 500 | | | | |
| STUDENT OUTREACH – MAXIMUM POINTS 1500 | | | | | | |
| AYD | Presentation in Classroom | 500 | | | | |
| AYD | Science Teachers Workshop/ Science Fair Participation | 500 | | | | |
| AYD | Meeting with Science Teachers | 500 | | | | |
| AYD | Career Day Participation | 500 | | | | |
| AYD | Student Scholarships | 500 | | | | |
| SECTION OUTREACH – MAXIMUM POINTS 1500 | | | | | | |
| AYD | Request for RD/National Officer Meeting | 250 | | | | |
| AYD | Attendance of RD/National Officer at Meeting | 250 | | | | |
| CONF | Attendance at SOC Meetings - National Conf. | 100/ea Max 500 | | | | |
| CONF | Attendance at SOC -Regional Planning Meetings – 1 or more attendees | 500 | | | | |
| CONF | Attendance at SOC - Section Leaders' Conference – 1 or more attendees | 500 | | | | |
| AYD | Mentoring Another Section | 500 | | | | |

FINAL DATE FOR SUBMISSION OF ALL REPORTS IS JULY 15.

TOTAL MAXIMUM POINTS – 14,750

PRESIDENT'S AWARD PROGRAM
*** REPORT OF SECTION OFFICERS – PAGE 1**

SECTION NAME: _____ **DATE OF ELECTION:** _____

Period: July 1, _____ through June 30, _____

Please include first and last name, plus middle initial. Fill out completely including Member Number.

****Elected Section Officers must be current ASNT members.**

MAXIMUM POINTS: 1000

| | | | |
|---------------------------|--|--------------------------------|--|
| CHAIRMAN | | TREASURER | |
| Company | | Company | |
| Business Address | | Business Address | |
| Home Address | | Home Address | |
| Business Phone | | Business Phone | |
| Business FAX | | Business FAX | |
| Member Number | | Member Number | |
| E-Mail | | E-Mail | |
| | | | |
| VICE CHAIRMAN | | SECRETARY | |
| Company | | Company | |
| Business Address | | Business Address | |
| Home Address | | Home Address | |
| Business Phone | | Business Phone | |
| Business FAX | | Business FAX | |
| Member Number | | Member Number | |
| E-Mail | | E-Mail | |
| | | | |
| EDUCATION CHAIRMAN | | IMMEDIATE PAST CHAIRMAN | |
| Company | | Company | |
| Business Address | | Business Address | |
| Home Address | | Home Address | |
| Business Phone | | Business Phone | |
| Business FAX | | Business FAX | |
| Member Number | | Member Number | |
| E-Mail | | E-Mail | |

PRESIDENT'S AWARD PROGRAM

*** SECTION OFFICERS - PAGE 2**

Space is provided for more than one Director.

| | | | |
|----------------------------|--|--|--|
| MEMBERSHIP CHAIRMAN | | SECTION DIRECTOR | |
| Company | | Company | |
| Business Address | | Business Address | |
| Home Address | | Home Address | |
| Business Phone | | Business Phone | |
| Business FAX | | Business FAX | |
| Member Number | | Member Number | |
| E-Mail | | E-Mail | |
| | | | |
| SECTION DIRECTOR | | SECTION DIRECTOR | |
| Company | | Company | |
| Business Address | | Business Address | |
| Home Address | | Home Address | |
| Business Phone | | Business Phone | |
| Business FAX | | Business FAX | |
| Member Number | | Member Number | |
| E-Mail | | E-Mail | |
| | | | |
| SECTION DIRECTOR | | <p>The Chair's contact information, along with the Section's Web site address, will be listed on the ASNT Web site, as well as be given to new Section members looking to become involved with the Section. If the Chair wishes to have another Officer listed he/she should make this request by e-mailing presaward@asnt.org.</p> | |
| Company | | | |
| Business Address | | | |
| Home Address | | | |
| Business Phone | | | |
| Business FAX | | | |
| Member Number | | | |
| E-Mail | | | |

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|--------------------------------|
| Date received: | Points awarded: |
| Initials: | Maximum points available: 1000 |

Due Date: September 1
beginning of program year

PRESIDENT'S AWARD PROGRAM
*** ANNUAL PROJECTED BUDGET**

SECTION NAME: _____

Federal Employer Identification Number (FEIN): _____ - _____

Points are available for the projected section budget submitted to ASNT no later than September 1. Twenty-five percent of points will be deducted for every month later than due date.

Period: July 1, _____ through June 30, _____

MAXIMUM POINTS FOR THIS SECTION: 500

| | CHECKING | SAVINGS | OTHER |
|---------------------------------|-----------------|----------------|--------------|
| BEGINNING BALANCE | | | |
| PROJECTED INCOME | | | |
| Membership Rebates | | | |
| Meeting Revenue | | | |
| Advertising | | | |
| Educational Program Revenue | | | |
| Meeting Sponsorships | | | |
| Donations | | | |
| Interest | | | |
| Other Income: | | | |
| | | | |
| | | | |
| PROJECTED TOTAL INCOME | | | |
| | | | |
| | CHECKING | SAVINGS | OTHER |
| PROJECTED EXPENSES | | | |
| Meeting Expenses | | | |
| Printing Costs | | | |
| Postage | | | |
| Speakers' Gifts | | | |
| Educational Program Expenses | | | |
| Other Expenses: | | | |
| | | | |
| | | | |
| PROJECTED TOTAL EXPENSES | | | |
| | | | |
| PROJECTED TOTAL BALANCE | | | |

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|-------------------------------|
| Date received: | Points awarded: |
| Initials | Maximum points available: 500 |

Due Date: October 1*

*8 or more meetings / 3 to 7 meetings - Due 15 days before first meeting

PRESIDENT'S AWARD PROGRAM

*** ADVANCE ORGANIZATION AND DISTRIBUTION OF PROGRAMSCHEDULE**

SECTION NAME: _____

INSTRUCTIONS - Points are available for the advance organization and early distribution of the Section's annual program schedule. The schedule should include dates, times, locations and topics.

For a complete program of eight (8) or more section meetings, fully organized by dates with speakers and subjects distributed to section members no later than October 1

Maximum Points: 1000*

For a shortened program of three (3) to seven (7) section meetings, fully organized by dates with speakers and subjects distributed to section members no later than 15 days before the first meeting date

Maximum Points: 500*

*Twenty-five percent of points will be deducted for every month later than due date.

PROOF REQ'D: You must provide a dated copy of an e-mail or a postmarked envelope verifying distribution of program schedule to members per the required dates above.

Attached is a copy of our complete program of meetings planned for the ASNT fiscal year, along with proof of date distributed to section members. Our program is as notated below.

| | | | |
|---|--|---------------------------------|--|
| Eight (8) or more meetings | | Three (3) to seven (7) meetings | |
| Meeting Night: | | (Week of month/night of week) | |
| Regular meeting night(s)/location(s) will move during the year for the following reasons: | | | |
| | | | |
| | | | |
| | | | |

Indicate all months in which the section will meet in the ASNT fiscal year.

| | | | | | | | | | | | |
|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Jul | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
| | | | | | | | | | | | |

| | | | |
|-------------------------|--|-------------------------|--|
| Meeting Location | | Program Chairman | |
| Name: | | Name: | |
| Address: | | Address: | |
| City/State/Zip: | | City/State/Zip: | |
| Phone: | | Phone: | |
| | | Home/Business: | |

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|------------------------------------|
| Date received: | Points awarded: |
| Initials | Maximum points available: 1000/500 |

Due to Members November 15
Due to Headquarters December 15

**PRESIDENT'S AWARD PROGRAM
SECTION YEARBOOK**

SECTION NAME: _____

INSTRUCTIONS:

Yearbook – Points are available for a complete yearbook or yearbook calendar containing the accurate required information listed below. In order to get maximum points, the yearbook must be distributed to section members no later than November 15. The Section Representative must send a copy of the yearbook, along with verification of date mailed (postmarked envelope or yearbook showing date of mailing).

Required Yearbook Contents:

1. Section Chairman's Message.
2. Program schedule for the year (If speakers have not been confirmed, listing only the date and general subject of the meeting is considered adequate.
3. Names of members. Section must provide each member an opportunity to request that their name or contact information be omitted from publication.
4. List of National Officers
5. List of Section Officers
6. Regional Director Listing

Option #1 Maximum points 1000

Points will be awarded for a complete yearbook including all 6 required contents with proof of distribution or mailing on or before November 15 and received by Headquarters by December 15.

Option #2 Maximum points 500

Points will be awarded for a yearbook including at least 5 of the 6 required contents with proof of distribution or mailing on or before November 15 and received by Headquarters by December 15.

Thereafter, 25% of points will be deducted for every month past the required due date to Headquarters – Dec. 15

Enclosed is a copy of our yearbook and dated proof of distribution to members. The Yearbook was distributed to our section members on _____.
(date)

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|------------------------------------|
| Date received: | Points awarded: |
| Initials: | Maximum points available: 1000/500 |

Due Date: February 1 – No Exceptions

**PRESIDENT’S AWARD PROGRAM
NOMINATIONS FOR AWARDS and SELECTION COMMITTEE MEMBERS**

SECTION NAME: _____

MAXIMUM POINTS: 1000

AWARD NOMINATIONS

| | |
|----------------------------|---|
| ASNT Fellow | _____ date nomination was submitted to HQ |
| Mentoring Award | _____ date nomination was submitted to HQ |
| Meritorious Service Award | _____ date nomination was submitted to HQ |
| Robert McMaster Gold Medal | _____ date nomination was submitted to HQ |
| Technician of the Year | _____ date nomination was submitted to HQ |
| Young NDT Professional | _____ date nomination was submitted to HQ |

INSTRUCTIONS - Points are available for nominating candidates for various awards, such as ASNT Fellow, Mentoring Award, Meritorious Service Award, Robert McMaster Gold Medal, Technician of the Year and Young NDT Professional. To receive the President’s Award Program points, please e-mail presaward@asnt.org this form, indicating which nominations your Section has submitted to headquarters.

Sections should review the nominee eligibility and nomination requirements on the ASNT website, found under **awards**. All nominations are due to Headquarters no later than Feb. 1st.

SELECTION COMMITTEE MEMBER NOMINATION

INSTRUCTIONS - Points are available for nominating an ASNT member to serve on the Selection Committee. The applicant must meet the following qualifications: 1) be a current ASNT member, 2) have an excellent professional and personal reputation with regard to fairness and integrity, and 3) possess knowledge of business, current and future trends, issues and needs of the NDT profession/industry. Current nomination application can be found online at www.asnt.org. Contact Member Services Supervisor with any questions.

| | |
|---------------------------------------|---|
| Selection Committee Member Nomination | _____ date nomination was submitted to HQ |
|---------------------------------------|---|

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|--------------------------------|
| Date received: | Points awarded: |
| Initials: | Maximum points available: 1000 |

Due – At your discretion by June 30
Due to headquarters within 30 days of the activity

PRESIDENT'S AWARD PROGRAM
STUDENT OUTREACH (HIGH SCHOOL OR COLLEGE)

SECTION NAME: _____

INSTRUCTIONS - Points are available for the following Student outreach activities which introduce/explain NDT methods and/or talk about NDT careers. Each application for points must be accompanied by a letter from the sponsoring teacher/professor. In the case of a scholarship, proof must be furnished in the form of a letter signed by the Section Chairman, explaining the method of choosing the recipient and full name, and address of the student, their school, along with how the scholarship will be used to start to further their NDT career.

| |
|--|
| *Sections may earn points for participating in one of the categories (A-E) more than once and up to a maximum of 1,500 points. |
|--|

Maximum points 1500*

- A. Presentation in the classroom to introduce and/or demonstrate NDT activities to the students;**
- B. Participation in a Science Teachers' Workshop/Science Fair;**
- C. Meeting with Science Teacher concerning introduction to NDT activities;**
- D. Participation in Career Day;**
- E. Presentation of a scholarship to deserving student(s).**

A. _____, from our Section made a presentation on _____ (name) _____ (date) at _____ (school) to introduce/demonstrate NDT to students.

B. _____ (name) from our Section participated in a Science Teachers' Workshop/Science Fair at _____ (school) on _____ (date).

C. _____ (name) from our Section met with _____ (Science Teacher's name) on _____ (date) at _____ (school).

D. _____ (name) from our Section participated in Career Day activities at _____ (school) on _____ (date).

E. A student scholarship was presented to _____ (Student name) to start/continue NDT career/activities on _____ (date).

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|--------------------------------|
| Date received: | Points awarded: |
| Initials | Maximum points available: 1500 |

Due – At your discretion by June 30
Due to headquarters within 30 days of the activity

PRESIDENT’S AWARD PROGRAM
SECTION OUTREACH

SECTION NAME: _____

INSTRUCTIONS – Points are available for the following Section outreach activities which add to the coaching of Section Officers in Section Management through attendance at SOC Committee meetings held at National Conferences, SOC Regional Meetings, Section Leaders Conferences, meetings with Regional Directors and/or National Officers and Mentoring another Section in any Section Management subject.

Maximum points 1500*

- A. An invitation to an RD or National Officer to attend Section meeting shall be in writing, either hard copy or e-mail. To confirm the attendance by that person, a copy of the hard copy letter or e-mail should be signed and dated at the meeting for proof of their attendance. **250* points for invitation**
250* points for attendance

- B. Section attendance at SOC Meetings at National Conferences will be confirmed by National from Attendance Sheets **100 points per meeting up to 500* points**

- C. Section representation at SOC Regional Meetings will be confirmed by headquarters from attendance sheets **up to 500* points**

- D. Section representation at Section Leaders’ Conferences will be confirmed by headquarters from attendance sheets **up to 500* points**

- E. A letter or e-mail written by the Section that is being mentored shall be furnished as proof of that meeting/coaching session. **up to 500* points**

A. Our Section requested a meeting with the Regional Director/National Officer. Attached is our letter dated _____ confirming our request.
(date)

The Regional Director/National Officer attended our meeting on _____.
(date)

A copy of the invitation signed by the Regional Director/National Officer is attached.

B.–D. Recorded by headquarters.

E. Attached is a letter from Section _____ dated _____ to
(Section Name) (date)
confirm our meeting/coaching session with that Section.

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|--------------------------------|
| Date received: | Points awarded: |
| Initials | Maximum points available: 1500 |

Due – At your discretion by June 30
Due to headquarters within 30 days of the activity

PRESIDENT’S AWARD PROGRAM
ADULT EDUCATION/TRAINING PROGRAM

SECTION NAME: _____

Maximum points: 2500

INSTRUCTIONS:

- A.** Points are available for the organization of a formal educational program of **not less than four (4) hours** total duration, sponsored entirely by the section or sponsored jointly in cooperation with another society or school. The program must be offered to all members of the ASNT section either electronically or by mail. If sponsored jointly, all promotional literature and activities must recognize the co-sponsorship role of the ASNT section. In all cases, an attendance certificate recognizing the ASNT section’s sponsorship or co-sponsorship must be offered to all attendees.

100 points per hour up to 16 hrs

Points are available for the promotion of a formal educational program to either another Technical Society, Technical School or College Class (in person or letter).

100 points per promotion up to 500 points per program

- B.** Points are available for the number of students registered for Program in A. Student’s name and full address must be provided.

10 points per attendee up to 40 attendees

----- **A.**

An educational program entitled _____
(title of program)

Is being held on _____ at _____
(dates) (location)

* A copy of the announcement of the program was sent to our section membership on _____ (copy attached with proof of mailing, dated e-mail or postmarked envelope).
(date)

* On _____ one or more of our members visited the local section
(date)

of _____ and advised those in attendance of the
(name of society/organization)
program mentioned above.

* On _____ we submitted the attached notice to _____
(date) (name)
at _____ to advise them of the program mentioned above.
(educational institute)

B. An educational program entitled _____
(title of program)

Was held on _____ at _____
(dates) (location)

**Forward the list of attendees with name and address to presaward@asnt.org.

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|--------------------------------|
| Date received: | Points awarded: |
| Initials: | Maximum points available: 2500 |

Due to headquarters within 30 days of the activity before June 30

**PRESIDENT’S AWARD PROGRAM – SECTION
MEMBERSHIP GROWTH AND RETENTION – SECTION SUBMISSIONS**

SECTION NAME: _____

Maximum Points: 1750

INSTRUCTIONS:

A. Points are available for promoting ASNT to non-member companies working in the NDT field. This may be done with a hard copy letter to the appropriate person, i.e., Quality Manager, Director, etc. with a Corporate Partner application enclosed. Use of E-mail or a visit is also acceptable. A copy of the letter or E-mail, or a letter written by the member meeting with the Company and signed by the appropriate Manager, Director at the non-member Company.

**100 points each company contacted
up to 500 pts**

B. Points are available for a reminder letter of E-mail to past due members. The list of past due members is furnished to the Chairman of the Section monthly by National.

**10 points per lapsed member contacted to renew
up to 250 points**

C. Headquarters will award points to sections for their retention and recruitment. Points will be awarded at the close of the 4th quarter (June 30th).

**Up to 500 points for member retention
Up to 500 points for member recruitment**

A. On _____ a letter/E-mail was sent to _____,
(date) (Non-member Company)

promoting ASNT. A copy is attached.

On _____, _____, a member of our Section visited
(date) (member name)

_____ to promote ASNT. Attached is a verification of
(Non-member Company)

the visit signed by _____.
(Name and Title of the Company Employee)

B. On _____ a letter/E-mail was sent to the attached list of past due
(date)

Section members. A copy of the letter/E-mail is attached.

C. Recorded at headquarters..

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|--------------------------------|
| Date received: | Points awarded: |
| Initials | Maximum points available: 1750 |

Due Date: July 15* - end of program year

*no points awarded for late submissions

PRESIDENT'S AWARD PROGRAM

*** FINAL FINANCIAL RECONCILIATION FOR ASNT FISCAL YEAR**

SECTION NAME: _____

Federal Employer Identification Number (FEIN): _____ - _____

Period: July 1, _____ through June 30, _____

Maximum points 500

| | CHECKING | SAVINGS | OTHER |
|------------------------------|-----------------|----------------|--------------|
| BEGINNING BALANCE | | | |
| INCOME | | | |
| Membership Rebates | | | |
| Meeting Revenue | | | |
| Advertising | | | |
| Educational Program Revenue | | | |
| Meeting Sponsorships | | | |
| Donations | | | |
| Interest | | | |
| Other Income: | | | |
| | | | |
| TOTAL INCOME | | | |
| | | | |
| | CHECKING | SAVINGS | OTHER |
| EXPENSES | | | |
| Meeting Expenses | | | |
| Printing Costs | | | |
| Postage | | | |
| Speakers' Gifts | | | |
| Educational Program Expenses | | | |
| Other Expenses: | | | |
| | | | |
| | | | |
| TOTAL EXPENSES | | | |
| | | | |
| TOTAL BALANCE | | | |

Section Representative: _____

FOR HEADQUARTER USE ONLY

| | |
|----------------|-------------------------------|
| Date received: | Points awarded: |
| Initials: | Maximum points available: 500 |

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. Appeals must be made in writing to the SOC President's Award Program Appeals Committee Chair within 30 days from the issue date of quarterly reports, or within 15 days of the final (year end) report issue date. 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 final determination subsequent to the meeting.

PRESIDENT'S AWARD PROGRAM POINT VALUE FOR LATE SUBMISSIONS TO HEADQUARTERS

Full points are awarded ONLY for submissions to members on time and to Headquarters on time.

| Date Due | Item | Max Pts | 1 Mo. Late | 2 Mos. Late | 3 Mos. Late | 4 Mos. Late | 5 Mos. Late | 6 Mos. Late | 7 Mos. Late |
|---|---|---------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| * SECTION OFFICERS – MAXIMUM POINTS 1000 | | | | | | | | | |
| Aug 1 | * Report of Officers | 1000 | 750 | 500 | 250 | 0 | | | |
| SECTION PUBLICATIONS– MAXIMUM POINTS 2500 (up to 10 mtg notices & reports) | | | | | | | | | |
| Aug 1 | July Meeting Notice | 100 | 90 | 80 | 70 | 60 | 50 | 40 | 0 |
| Aug 1 | July Meeting Report | 150 | 135 | 120 | 105 | 90 | 80 | 70 | 0 |
| * SECTION BUDGET – MAXIMUM POINTS 500 | | | | | | | | | |
| Sep 1 | * Section Budget | 500 | 375 | 250 | 125 | 0 | | | |
| SECTION PUBLICATIONS | | | | | | | | | |
| Sep 1 | August Meeting Notice | 100 | 90 | 80 | 70 | 60 | 50 | 40 | 0 |
| Sep 1 | August Meeting Report | 150 | 135 | 120 | 105 | 90 | 80 | 70 | 0 |
| * ADVANCE PROGRAM – MAXIMUM POINTS 1000 | | | | | | | | | |
| Oct 1 | * Advance Program 8 or more meetings | 1000 | 750 | 500 | 250 | 0 | | | |
| Oct 1 | * Advance Program 3-7 meetings | 500 | 375 | 250 | 125 | 0 | | | |
| SECTION PUBLICATIONS | | | | | | | | | |
| Oct 1 | Sept Meeting Notice | 100 | 90 | 80 | 70 | 60 | 50 | 40 | 0 |
| Oct 1 | Sept Meeting Report | 150 | 135 | 120 | 105 | 90 | 80 | 70 | 0 |
| Nov 1 | Oct Meeting Notice | 100 | 90 | 80 | 70 | 60 | 50 | 40 | 0 |
| Nov 1 | Oct Meeting Report | 150 | 135 | 120 | 105 | 90 | 80 | 70 | 0 |
| SECTION YEARBOOK – MAXIMUM POINTS 1000 | | | | | | | | | |
| Nov 15 | Yearbook to Members | | | | | | | | |
| Dec 15 | Yearbook to Headquarters | 1000 | 750 | 500 | 250 | 0 | | | |
| SECTION PUBLICATIONS | | | | | | | | | |
| Dec 1 | Nov Meeting Notice | 100 | 90 | 80 | 70 | 60 | 50 | 40 | 0 |
| Dec 1 | Nov Meeting Report | 150 | 135 | 120 | 105 | 90 | 80 | 70 | 0 |
| Jan 1 | Dec Meeting Notice | 100 | 90 | 80 | 70 | 60 | 50 | 40 | 0 |
| Jan 1 | Dec Meeting Report | 150 | 135 | 120 | 105 | 90 | 80 | 70 | 0 |
| NOMINATION FOR AWARDS – MAXIMUM POINTS 1000 | | | | | | | | | |
| Feb 1 | SOC – Tech of the Year | 500 | 0 | | | | | | |
| Feb 1 | SOC – Mentoring Award | 500 | 0 | | | | | | |
| Feb 1 | ASNT Fellow | 500 | 0 | | | | | | |
| Feb 1 | Young NDT Professional | 500 | 0 | | | | | | |
| Feb 1 | Meritorious Service Award | 500 | 0 | | | | | | |
| Feb 1 | Robert McMaster Gold Med | 500 | 0 | | | | | | |
| Feb 1 | Selection Committee | 500 | 0 | | | | | | |
| SECTION PUBLICATIONS | | | | | | | | | |
| Feb 1 | Jan Meeting Notice | 100 | 90 | 80 | 70 | 60 | 50 | 0 | |
| Feb 1 | Jan Meeting Report | 150 | 135 | 120 | 105 | 90 | 80 | 0 | |
| Mar 1 | Feb Meeting Notice | 100 | 90 | 80 | 70 | 60 | 0 | | |
| Mar 1 | Feb Meeting Report | 150 | 135 | 120 | 105 | 90 | 0 | | |
| Apr 1 | Mar Meeting Notice | 100 | 90 | 80 | 70 | 0 | | | |
| Apr 1 | Mar Meeting Report | 150 | 135 | 120 | 105 | 0 | | | |
| May 1 | April Meeting Notice | 100 | 90 | 80 | 0 | | | | |
| May 1 | April Meeting Report | 150 | 135 | 120 | 0 | | | | |
| Jun 1 | May Meeting Notice | 100 | 90 | 0 | | | | | |
| Jun 1 | May Meeting Report | 150 | 135 | 0 | | | | | |
| Jul 1 | June Meeting Notice | 100 | 0 | | | | | | |
| Jul 1 | June Meeting Report | 150 | 0 | | | | | | |

| Date Due | Item | Max Pts | 1 Mo. Late | 2 Mos. Late | 3 Mos. Late | 4 Mos. Late | 5 Mos. Late | 6 Mos. Late | 7 Mos. Late |
|--|---|-----------------|------------|-------------|-------------|-------------|-------------|-------------|-------------|
| * FINAL FINANCIAL RECONCILIATION – MAXIMUM POINTS 500 | | | | | | | | | |
| July 15 | * Financial Reconciliation | 500 | 0 | | | | | | |
| MEMBERSHIP GROWTH AND RETENTION – MAXIMUM POINTS 1750 | | | | | | | | | |
| AYD | Promotion to Non Member Company (Letter/E-Mail/Visit) | 100/ea. Max 500 | 75 | 50 | 25 | | | | |
| AYD | Reminder to Past Due Members (Letter/E-Mail) | 10/ea. | 5 | 0 | | | | | |
| Hdqtrs | Retention - Percentage | 500 | 0 | | | | | | |
| Hdqtrs | New Members – Percentage | 500 | 0 | | | | | | |
| ADULT TRAINING – MAXIMUM POINTS 2500 | | | | | | | | | |
| AYD | Training Program | 100/hr. | 75 | 50 | 25 | 0 | | | |
| AYD | Training Prog Attendance | 10 ea. | 5 | 0 | | | | | |
| AYD | Training Prog Promotion | 500 | 75 | 50 | 25 | 0 | | | |
| STUDENT OUTREACH – MAXIMUM POINTS 1500 | | | | | | | | | |
| AYD | Presentation in Classroom | 500 | 375 | 250 | 125 | 0 | | | |
| AYD | Science Teachers Workshop/Science Fair Participation | 500 | 375 | 250 | 125 | 0 | | | |
| AYD | Meeting with Science Teachers | 500 | 375 | 250 | 125 | 0 | | | |
| AYD | Career Day Participation | 500 | 375 | 250 | 125 | 0 | | | |
| AYD | Student Scholarships | 500 | 375 | 250 | 125 | 0 | | | |
| SECTION OUTREACH – MAXIMUM POINTS 1500 | | | | | | | | | |
| AYD | Request for RD/National Officer Meeting | 250 | 125 | 0 | | | | | |
| AYD | Attendance of Rd/National Officer at Meeting | 250 | 125 | 0 | | | | | |
| CONF | Attendance at SOC Meetings - National Conf. | 100/ea | 0 | | | | | | |
| CONF | Attendance at SOC - Regional Planning Meeting | 500 | 0 | | | | | | |
| CONF | Attendance at SOC - Section Leaders' Conference | 500 | 0 | | | | | | |
| AYD | Mentoring Another Section | 500 | 375 | 250 | 125 | 0 | | | |

FINAL DATE FOR SUBMISSION OF ALL REPORTS IS JULY 15.

TOTAL MAXIMUM POINTS – 14,750