



## THE NZOHS PROFESSIONAL ADVANCEMENT AWARD TO ATTEND THE AIOH CONFERENCE, PERTH, AUSTRALIA 2<sup>nd</sup> – 4<sup>th</sup> DECEMBER 2024

The NZOHS Professional Advancement Award is a professional award of the New Zealand Occupational Hygiene Society. This award is sponsored by 3M in collaboration with NZOHS. The award is a grant to cover attendance of the 41<sup>st</sup> annual conference held by the Australian Institute of Occupational Hygienists (AIOH) which is being held on December 2<sup>nd</sup> to 4<sup>th</sup>, in Perth, Australia.

Any financial Associate, Technician Member or Full Member of NZOHS (and those whose applications for membership are currently being processed) are eligible to apply, with exceptions of members of the NZOHS award selection committee.

The award provides funding for one NZOHS member to attend the AIOH 41<sup>st</sup> annual conference and CES sessions (*held on 30<sup>th</sup> November and 1<sup>st</sup> December*) in person as detailed below:

- **Attendance** at the AIOH Conference (3 days, full registration) and CES sessions (2 full day CES sessions - or 4 half day CES sessions, or a combination of 1 full day CES session and 2 half day CES sessions).
- **Return flights** from New Zealand International airport to the destination of the conference and 5 nights' accommodation.

### THE APPLICATION PROCESS

Applications must be made using the attached Application Form.

Please read and understand the supporting documents, fill in the form, scan and attach the required documents/reports, make a copy for your own records, then submit electronically to the NZOHS Administrator (admin@nzohs.org.nz). Hard copies of the form or attachments will not be accepted.

**Applications close at 5pm on 30<sup>th</sup> June 2024.** The award will be announced within two weeks of this date.

*Note: in the event of changes in relation to international travel requirements, which may include travel restrictions as a result of government guidance in connection with COVID19 or similar; NZOHS will communicate with the awardee as soon as possible to discuss options in relation to this award.*

### GUIDELINES FOR APPLICANTS

Applications will be reviewed by the award subcommittee.

The main means of judging the applicants will be the information provided relating to the perceived benefit you will receive from attending the conference and CESs.

The Selection Committee may not necessarily have knowledge of your involvement in the practice of occupational hygiene hence it is up to you to convince them in your application form of your demonstrated enthusiasm for, commitment to, and perception of how attendance will assist in your development in the field of occupational hygiene.

The recipient of the award must comply with the following:

- Sign the formal award agreement which outlines they agree with the following terms and conditions.
- Immediately notify the NZOHS if attendance at the conference is at risk.
- Immediately notify the NZOHS of any changes affecting the funding arrangements between the NZOHS/3M and recipient.
- In all activities associated with the conference and CES, conduct himself/herself in a manner befitting a professional occupational hygienist.
- Agree that if they fail to complete or attend the conference then they may be required to repay any monies paid by NZOHS/3M in regard to the Award.
- Agree to write a short report within one month of the conference for the NZOHS newsletter and website, summarising the learnings and benefits from attendance. This report will be shared with 3M and may be used by them on their website or other media as they see fit.

The Selection Committee will consider each application for the Award then make its recommendation to Council. The decision by the NZOHS Committee and Council is final and no correspondence will be entered into on the matter. NZOHS may choose to fund additional educational options and/or travel for more than one applicant, at its discretion.

The NZOHS reserves the right to withhold the award if, in the opinion of the NZOHS Council, none of the applicants meet the required standards.

## APPLICATION FORM

- Applicants must be **financial** Associate, Technical Member, Full or Fellow Member of the NZOHS
- Applicants are advised to take note of the requirements listed in the *Guidelines for Applicants*
- Application can only be made on the following Application Form which is to be completed and submitted via e-mail to [admin@nzohs.org.nz](mailto:admin@nzohs.org.nz). In doing so, the application becomes the property of NZOHS.
- Applications close 30<sup>th</sup> June 2024.

FULL NAME: .....

MEMBERSHIP GRADE / ASSOCIATE: .....

CONTACT ADDRESS: .....

PHONES: .....

EMPLOYER: .....

Please answer the following:

1. I have additional financial assistance or a source of funding for the Conference. Yes/No
2. I have approached another source for funding to attend the AIOH 2024 CES and conference. If yes, please explain in what capacity, which organisation and the extent of support requested and supplied? (e.g. employer provides paid leave to attend).

Please describe on a separate page:

3. The value of attending the conference in regard to your professional development.

Please provide any other information that you identify as being pertinent to this application.

### Declaration:

I certify that to the best of my knowledge that the information provided in this application is correct and understand that the supply of any incorrect or misleading information may result in the cancellation of this Award. I accept that the supply of any incorrect or misleading information may result in the cancellation of this Sponsorship.

Full Name:

Signed:

Date: