

INTERNATIONAL HEAT PUMP AWARD
Peter Ritter von Rittinger Award
GUIDELINES

CRITERIA FOR THE AWARDS

1. An award may be given to a team or group as well as to an individual
2. The contribution(s) shall have been made in heat pump *market development, technology advancement or applications, or administration/organization of heat pumping activities* with international involvement or impact.
3. That the contribution(s) of the candidate(s) are *truly significant* (having made a significant and lasting difference) and are widely recognized as such.
4. That the candidate(s) in fact played a *key role* in the contribution or achievement.
5. That the candidate(s) persevered to achieve a significant contribution despite difficulties or opposition or lack of support.

AWARD FREQUENCY

Every three years, at the IEA International Heat Pump Conference.
The award will be a natural part of the extensive communications effort associated with the Conference. The awards can assist in promotion of the Conference and the HPP Programme.

PROCEDURES FOR OBTAINING NOMINATIONS

A *Selection Committee* of highly-respected and well-known individuals with extensive knowledge of international heat pump history and current trends in technologies, applications, markets, etc., is established approximately one year ahead of the Conference. The committee would consist of at least 3 members, representing the international heat pump community.

The Committee is to be comprised of individuals currently or previously associated with the HPP (ExCo delegates, NT members, etc.), with the opportunity to recruit consultants as required.

The committee shall ensure that the call for nominations is conducted in an open and effective manner and that anyone interested in proposing a candidate(s) is permitted to do so.

PROCESS FOR NOMINATING CANDIDATES

The Committee shall issue a call for nominations that will be sent to all ExCo delegates, NTs and posted on the HPP Website. In addition, the call for nominations should be sent to relevant professional and trade publications. A draft nomination form is attached for use by the Committee. A deadline should be established by the Committee (well in advance of the next Heat Pump Conference). The Committee shall decide to whom the nominations should be sent (Committee Chair or HPC, etc.). Electronic submittals are required.

PROCESS FOR SELECTING AWARDEES

The Committee Chairperson shall circulate the nominations to the other Committee members and request their ranking of the submitted nominations. The Chairperson shall, based on the rankings, propose the number of awards to be presented and request approval from the other committee members. The final list of proposed awardees shall then be submitted to the ExCo delegates for agreement. The Committee Chairperson shall establish deadlines for these various steps in order to permit adequate time for preparation of the awards.

The nominating committee submits recommendations to the ExCo Chairperson. The Chairperson will poll the Executive Committee for concurrence with the Selection Committee recommendations.

AWARD INSTRUMENT (MEDALS, PLAQUES, CERTIFICATES, ETC.)

A medal cast with Ritterger's image, presented in an exhibitable presentation case with the medal and ribbon. An award certificate (suitable for framing) and lapel pin of appropriate design may be considered as additional instruments of recognition by the Committee. A sample award was provided to the Heat Pump Center following the Las Vegas Conference. The U.S. NT could obtain the plaques if desired by the Committee. Cost of the awards will be absorbed by the HPP.

PRESENTATION OF THE AWARDS

The awards will be presented at the banquet held in conjunction with the Heat Pump Conference. The current ExCo Chairperson will have responsibility for arranging this presentation in conjunction with the Chairperson of the National Organizing Committee.