



FEDERATION OF ASIAN PHARMACEUTICAL ASSOCIATIONS

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Official Document of Rules and Regulations

ISHIDATE AWARDS Guidelines

1. The Awards

1.1 The Awards were initiated in 1986 in recognition of the excellent contributions made by Asian Pharmacists distinguished in the field of Hospital Pharmacy, Pharmaceutical Research, Industrial Pharmacy, Pharmacy Education and Community Pharmacy. The Awards given at the biennial FAPA Congress are also meant to instill commitment and pride for the pharmacy profession in Asia.

1.2 The Awards are donated by the Japan Pharmaceutical Association in honor of Prof. Morizo Ishidate who was the President of FAPA from 1975 to 1978; each Award consists of a Certificate of Recognition, a Medal and a Cash Reward.

2. Administration

2.1 The Selection Process is managed by an Awards Committee of five, appointed by the FAPA Bureau from its members, of which the President-Elect shall be part of and also chairs the Committee.

2.2 The Secretary-General as ex-officio with no voting rights shall administer the whole Selection Process.

3. The Selection Criteria

The Criteria for selection includes academic background, work experience, membership to professional, pharmaceutical or health-related organizations, publications in scientific journals, presentations made during pharmacy meetings, attendance in seminars, conferences and annual meetings, and attendance in the FAPA congress.

4. The Selection Process

4.1 The awards is managed by an Awards Committee of five, appointed by the FAPA Bureau from its members



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4.2 Candidates who must be members of FAPA member associations are eligible to nominate themselves or others for any of the Awards.

4.3 The candidate nominated must be active practitioner for that category and the nomination must be submitted through the respective member organization which is responsible for the accuracy of the information submitted by for the nominee, including endorsing supporting documents.

4.4 The nominee must fill in the prescribed nomination form, providing supporting documents that have been verified by the member association. The form and pdf file containing readily printable copies of the supporting documents must be submitted electronically to the FAPA Secretariat before the closing date.

4.5 No member of the Awards Committee or other Bureau members in office are allowed to participate in nominating himself or others for the Awards.

5. The Voting Process

5.1 The Secretary-General shall collate the nomination documents and send to each member of the Awards Committee for evaluation under strict confidentiality.

5.2 Nomination documents for all the fields must be evaluated by each member of the Awards Committee.

5.3 Members of the Awards Committee shall maintain independence and observe strict confidentiality at all time and submit the score sheets immediately to the Secretary-General upon completion.

5.4 The Secretary General shall collate the scores in a consolidated format and submit to the Chairman of the Awards Committee. The chairman will present to the committee the final scores of each nominee, and discuss to confirm the result before endorsing to the Bureau for approval. This will complete the selection process and the decision will be final with no objection to be entertained.

5.5 Strict confidentiality shall be maintained by all involved with the selection process until the President has officially informed the awardees in writing. Names of



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all nominated candidates other than the Awardees shall remain confidential.

5.6 Should there be a tie in the scores in any of the awards, the Chairman of the awards committee shall discuss it with the committee and make the final decision.

6. The Award Ceremony

6.1 All Awardees are expected to attend the Award Ceremony which is held together with the Opening Ceremony of the FAPA Congress.

6.2 The Chairman of the Awards Committee shall announce the Awardees.

6.3 The awardees are required to present a paper in the related section.

6.4 The awardees are given free registration

7. The 2018 FAPA Awards Committee

Chairman: President-Elect Dani Pratomo
4 Members: Vice President Shigeo Yamamura
Vice President Seok-Goo Chang
Vice President Olivia Limuaco
Vice President Pornpen Pramyothin

FAPA AWARDS NOMINATION/SELECTION TIMELINE (for 2018)

December 2017	Invitation for nomination
January 31, 2018	Deadline of submission of nomination to FAPA HQ
February 2018	Secretariat Collates nomination forms and sends to the FAPA Awards Committee
March 9, 2018	Awards Committee deliberates and submits result to FAPA Bureau
March 10, 2018	Approval of the awardees by the Bureau (7th Bureau Meeting)
March 23, 2018	Notice to Awardees is given to awardees and submission of abstract to FAPA Congress
June 1, 2018	Registration of the awardees to FAPA Congress
October 24-27, 2018	FAPA 2018 Congress

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Updated 1Dec2017/CACB