**Glossary**

This list of definitions is provided to help members understand the terms used in the SPE International Awards Program.

**Award Committee or Subcommittee** – Group of SPE members who volunteer to act as judges tasked with

* Reviewing all eligible nominations in the candidate pool
* Deliberating and coming to a consensus on a recommendation
* Recommending a recipient to either the Regional Director or the SPE Board of Directors.

International Award committee members serve 3-year terms, are appointed by the SPE President-elect. They have expertise in the award discipline have the best interest of SPE in mind, and are diverse, mirroring the SPE membership

Regional Award committees serve a 1-year term, are appointed by the Regional Director, and are chosen from a broad selection of sections in the region.

**Candidate** – A person who is nominated by a colleague for an SPE award. Same as nominee.

**Candidate Pool** – Group of all eligible candidates for an award.

**Confidential** – Not available to the general membership. Restricted because of sensitive and/or personal information. Access to SPE international award nomination materials is limited to the nominator, award committees, SPE Board of Directors, and staff.

**Contest** – Friendly competition between candidates for an award.

**Criteria** – Award standards a candidate must meet. The elements upon which the award committee bases it judgment and recommendation.

**Election** – The formal approval by the Regional Director (regional awards) or Board of Directors (international awards) of the person recommended for an award (i.e. the recipient or winner) by an award committee.

**Endorsement** – Letter of recommendation. Letter of support. Approving testimony. A colleague’s letter supporting or vouching for the candidate’s qualification for the award.

**International Awards** – Awards that acknowledge significant member accomplishments of an international scope.

**Member in Good Standing** – Paid SPE Member. Unpaid members may be candidates based on delayed corporate bulk membership payment submissions.

**Nominate** – To propose or formally submit a person as a candidate for an award.

**Nomination** – (v) The action of proposing a person as a candidate for election for an award or (n) the forms and attachments nominating a person.

**Nomination Packet** – A completed nomination form and the attachments.

**Nominator** – A person who nominates a candidate for an award.

**Nominee** – A person named as the potential recipient of an award. Same as candidate.

**Professional Member** – SPE member who is not a student member.

**Qualified** – Possessing the qualities necessary to be a candidate for an award.

**Recipient** – The person selected by the award committee and approved by the Board of Directors or Regional Director to receive the award. The winner of the award.

**Regional Awards** – Awards that acknowledge significant member accomplishments of a local or regional scope. Because recipients of Regional Awards may move into consideration for the International equivalent in the following year, the quality of the documentation for regional nominations should meet the same high standards.

**Sanctioned Countries** – Individuals “ordinarily resident in” sanctioned countries, as defined by the EU and US Governments, are not eligible to participate in SPE Award Programs. Go [HERE](https://www.spe.org/en/about/laws/) to learn more.

**Selection** – The choosing of a person for an award by the award committee. The name of the selected person is recommended to the Board of Directors for approval.

**Student Member** – A pre-professional student chapter member currently enrolled as a university student pursuing an undergraduate or graduate degree in petroleum engineering or a related field. Student members cannot be nominated for SPE Awards.

**Winner** – The person selected by the award committee who is recommended to the board and approved to receive the award. Same as recipient.

**Young Professional** – SPE professional member age 35 and under.