



# *Fire Inspectors Association of Nova Scotia*

PO Box 8566 / Halifax, Nova Scotia / B3K 5M3

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## **Member retirement recognition policy**

### **1.0 POLICY STATEMENT**

The Fire Inspectors Association of Nova Scotia (FIANS) recognizes that, as a not for profit organization, volunteers are the most valuable resource to ensure that its work progresses. As such, FIANS is committed to recognizing persons who have shown exemplary service or who have contributed significantly to the principles on which the Society stands.

### **2.0 PURPOSE OF THE POLICY**

- 2.1 To establish the criteria for recognition of extraordinary and/or significant volunteer activity;
- 2.2 To clearly define the procedure required to ensure such recognition is done in a fair and equitable manner; and,
- 2.3 To ensure honorary members know and understand their rights and privileges

### **3.0 CRITERIA FOR NOMINATION**

- 3.1 The candidate for nomination of recognition of service must be a member retired from the Association and must have demonstrated leadership within the scope of the Association;
- 3.2 The nominator must be a member in good standing of the Association;
- 3.3 Members at large of the Association can be recognized after having been a member of FIANS for at least 10 years;
- 3.4 Persons affiliated with the and who have contributed significantly to the principles on which the Association stands can be recognized at any time either during their service or thereafter; and,
- 3.5 Board and/or Executive members can be recognized after having served at least 4 years on the Board and/or as an officer.

### **4.0 PROCEDURE**

- 4.1 An application form must be submitted for each nomination to the Board of Directors of the Association for consideration. Each form must identify the nominee, the nominator, the reason for the nomination and the years of service of the nominee.

- 4.2 The nominations will be reviewed on a case by case by the Board. Multiple nominations can be considered and awarded at any given time. The Board may contact the candidate for more information if it feels that it is required.
- 4.3 Once the Board has made a decision, the President (or his/her delegate) will inform individuals of their award including the membership to FIANS for honorary members. This can be done either through a phone call, email, or letter.
- 4.4 The Board's decision on recognition of service is final. Candidates may only be presented once to the Board for consideration.
- 4.5 The recognition awards will be presented annually at the President's Dinner (fall conference). FIANS will cover in province travel expenses (including mileage within the province according to the FIANS travel policy, one hotel night and the cost of the dinner for the recipient) for any award recipient who wishes to attend the President's Dinner. FIANS will also host them at the event. If the nominee is not present at the dinner, the award will be forwarded to him/her through the local representative or through the mail.
- 4.6 Recognition for members at large and those individuals / organizations who have contributed significantly to the Association may include a letter, certificate, and/or plaque.
- 4.7 Recognition for Board and/or executive members may include a letter, certificate, plaque, and/or personalized gift. The gift should not exceed \$400 in value.

## **5.0 Rights and privileges of Honourary Members**

- 5.1 As per the FIANS bylaws, honorary members do not have voting privileges.
- 5.2 Names of honorary members will remain on the membership list until they indicate that they no longer wish to be included in communications or until the death of the honorary member.
- 5.3 Honourary members are entitled to participate in all FIANS events, including courses, at member prices.
- 5.4 Honourary members will be recognized at any and all FIANS events if they are in attendance.

***Approved by the Board of Directors with local input  
December 1, 2024***