



# Awards and Recognition Policy and Procedures

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## 1 Purpose

1.1 This Policy sets out the criteria for conferring Softball Australia awards and honours. Awards and honours to be administered under the auspices of this Policy are:

- Softball Australia Life Membership
- Softball Australia Hall of Fame
- Vivienne Triplett Umpire of the Year Award
- Softball Australia Annual Awards of Excellence
- Softball Australia Service Awards
- Australian Honours and Awards
- World Baseball Softball Confederation (WBSC) Hall of Fame
- Australian Representative Numbers and Caps
- Record of Attainment

## 2 Softball Australia Life Membership

2.1 Life Membership is the highest honour that can be bestowed by Softball Australia on an individual member for longstanding and valued service to softball in Australia. Life Membership is awarded to any individual who has rendered at least ten or more year's distinguished and meritorious service to softball in a national capacity, and where such service is deemed to have an extremely positive impact and/or significantly assisted the advancement of softball in Australia. *Please note that State contributions should be recognised by a Member State.*

2.2 Softball Australia's CEO will call for nominations for Life Membership from Member States and Softball Australia Directors at least 45 days prior to a Softball Australia AGM.

2.3 Nominations will:

- 2.3.1 Be lodged with Softball Australia's CEO at least 28 days prior to a Softball Australia AGM.
- 2.3.2 Be in writing on Softball Australia's Life Membership nomination form.
- 2.3.3 Contain a comprehensive resume outlining the nominee's history of distinguished service to softball in Australia, together with comments on their suitability for this honour.
- 2.3.4 Be considered by a Committee appointed by Softball Australia.

2.4 Distinguished and meritorious service to Softball Australia is one which:

- 2.4.1 Occurs over a significant period of time (at least 10 or more years).
- 2.4.2 Results in the organisation and sport being substantially, demonstrably and positively impacted by that contribution.
- 2.4.3 Requires substantial and commendable personal input.



- 2.4.4 Contributes positively to the reputation and standing of the organisation and the sport.
- 2.5 In accordance with Softball Australia's Constitution, on the nomination of Softball Australia's Directors or a Member State, any individual who satisfies the criteria for Life Membership under clause 2.1 of this Policy may be elected as a Life Member by Special Resolution at any AGM.
- 2.6 The names of those nominees to be conferred with Life Membership will remain confidential until after the Special Resolution and announcement at the AGM. This information is embargoed to the general softball community until announced on Softball Australia's website.
- 2.7 In keeping with the significance of the honour, Life Members will be presented with the Softball Australia Life Membership insignia and will receive the privileges and benefits set out in Softball Australia's Constitution. In addition to those privileges and benefits, a Life Member will receive free entry to all Softball Australia events for life.

### **3 Softball Australia Hall of Fame**

- 3.1 Softball Australia will maintain a Hall of Fame for persons who have made an outstanding contribution to softball at the Australian representative level.
- 3.2 A nominee for election into the Hall of Fame will be placed into one of the two following categories:
- 3.2.1 Player and/or
- 3.2.2 Umpire, coach, or statistician or team administration/manager
- 3.3 The criteria for election in each category follow:
- 3.3.1 For nomination as a player, the nominee will:
- (a) Be retired from Open international competition for at least four years.
  - (b) Have competed in Open international competition for at least six competitive years, including in at least three WSBC Open World Championships.
  - (c) Have demonstrated the highest personal standard of sportsmanship and integrity.
- 3.3.2 For nomination as an umpire, coach, statistician, team administrator or manager, the nominee will:
- (a) Have participated in Open international competition for at least six years, including in at least three WSBC Open World Championships.
  - (b) Have demonstrated the highest personal standard of sportsmanship and integrity
- 3.3.3 Nominees ideally should be a member of their respective State Hall of Fame to be eligible for nomination to the Softball Australia Hall of Fame.



- 3.4 The nomination process shall be:
- 3.4.1 Softball Australia's CEO will call for nominations from Member States and Softball Australia's Directors and Awards and Recognition Committee for election to the Softball Australia Hall of Fame at least 45 days prior to a Softball Australia AGM.
- 3.5 Nominations will:
- 3.5.1 Be lodged with Softball Australia's CEO at least 28 days prior to a Softball Australia AGM.
- 3.5.2 Be in writing on the approved Softball Australia nomination form and
- 3.5.3 Contain comprehensive details of the nominee's qualifications including, in the case of a player, umpire, coach or statistician, or team administrator/manager relevant statistics for the international competitions in which they participated.
- 3.6 The selection process will be:
- 3.6.1 The Softball Australia office will verify the information is true and accurate on the forms.
- 3.6.2 The Awards and Recognition Committee will submit its recommendations to the Directors of Softball Australia.
- 3.6.3 The Directors will ratify the recommendations of the Awards and Recognition Committee.
- 3.7 The names of those nominees to be inducted to the Softball Australia Hall of Fame will remain confidential until they are announced at the AGM.
- 3.8 A nominee elected to the Hall of Fame will be presented with a suitable award and recognised in other ways deemed appropriate in keeping with the significance of the honour.
- 3.9 Nominees ideally should be a member of their respective State Hall of Fame to be eligible for nomination to the Softball Australia Hall of Fame.

#### **4 Vivienne Triplett Award for Umpire of the Year**

- 4.1 The Vivienne Triplett Award recognises an umpire who has made an outstanding contribution to Softball Australia within the Softball Australia Umpire Program.
- 4.2 The following criteria shall apply to this Award:
- 4.2.1 Consistently demonstrated a high level of officiating skills
- 4.2.2 Presents a positive public image to the wider community
- 4.2.3 Strives to improve umpiring effectively through active participation in the National Umpiring Program, and
- 4.2.4 Demonstration of prior activities and notable achievements.
- 4.3 The nomination process shall be:
- 4.3.1 Softball Australia's CEO will call for nominations from Member States at least 45 days prior to a Softball Australia AGM.



- 4.4 Nominations will be:
- 4.4.1 Lodged with the Softball Australia CEO at least 28 days prior to a Softball Australia AGM
  - 4.4.2 In writing on the approved Softball Australia nomination form, and
  - 4.4.3 Contain a comprehensive resume of the nominee's qualifications for the Award and Honours for which they are nominated.
- 4.5 The selection process shall be:
- 4.5.1 Nominations will be forwarded to the Chair of the Awards and Recognition Committee, who will then appoint a panel of three independent people with the relevant expertise to assess and evaluate the nominations and recommend the successful nominee to the Chair of the Awards and Recognition Committee, and
  - 4.5.2 The Chair will then report the outcome to Softball Australia's CEO.
- 4.6 The name of the successful nominee shall remain confidential until announced at the Softball Australia AGM.
- 4.7 The recipient will be presented with a suitable award and recognised in other ways deemed appropriate in keeping with the significance of the honour.

## **5 Softball Australia Annual Awards**

- 5.1 Softball Australia's Annual Awards recognise players, administrators and officials who have made outstanding contributions to softball in Australia during the previous 12 month period.
- 5.2 Softball Australia's CEO will call for nominations under the selected categories at least 10 weeks prior to the end of the calendar year
- 5.3 Nominations will:
- 5.3.1 Be lodged with Softball Australia's CEO at least eight weeks prior to the end of the calendar year.
  - 5.3.2 Be in writing on the approved Softball Australia nomination form.
  - 5.3.3 Contain a comprehensive resume of the nominee's qualifications for the Award for which they are nominated.
- 5.4 The Softball Australia appointed Committee will evaluate the nominations and make recommendations back to Softball Australia's CEO. The names of those nominees to be conferred with a Softball Australia Awards or Honours will remain confidential until they are announced. Each recipient will be presented with a suitable award and recognised in other ways deemed appropriate in keeping with the significance of the honour.

## **6 Softball Australia Service Awards**

- 6.1 Softball Australia's Service Award may be presented to any person who has given at least 10 years noteworthy service to softball in Australia.
- 6.2 Softball Australia's CEO will call for nominations from Member States and Softball Australia's Directors for Service Awards at least 45 days prior to a Softball Australia AGM.



- 6.3 Nominations from a Member State will:
- 6.3.1 Be lodged with Softball Australia's CEO at least 28 days prior to a Softball Australia AGM.
  - 6.3.2 Be in writing on the approved nomination form.
  - 6.3.3 Contain a resume of the nominee's qualifications for this Award.
- 6.4 Softball Australia's Directors will ratify the recipients of the Award from the nominations received.
- 6.5 Each recipient will be presented with a suitable award and recognised in other ways deemed appropriate in keeping with the significance of the honour.

## **7 Australian Honours and Awards**

- 7.1 The Commonwealth of Australia has a system of honours and awards so its citizens can be recognised for excellence, achievement and meritorious service.
- 7.2 Anyone can nominate an Australian citizen for Australian honours. Softball Australia's Directors will:
- 7.2.1 Encourage and support (where appropriate) the nomination of individual members for Australian Honours.
  - 7.2.2 From time to time, nominate individual members for Australian Honours.
- 7.3 Each recipient of an Australian Honour will be recognised by Softball Australia in ways deemed appropriate in keeping with the significance of the honour.

## **8 World Baseball and Softball Confederation (WBSC) Hall of Fame**

- 8.1 The WBSC maintains a Hall of Fame for those players, coaches, officials and administrators selected in accordance with criteria established by the WBSC.
- 8.2 Nominations for the WBSC Hall of Fame will be called by the WBSC. It should be noted that the WBSC restricts the number of Hall of Fame nominations submitted by a national federation biennially.
- 8.3 The selection process shall be:
- 8.3.1 The Awards and Recognition Committee will assess eligible nominees and make recommendations to Softball Australia's Directors who will determine the nominations to be forwarded to WBSC for consideration.
  - 8.3.2 Any nominee shall be a member of the Softball Australia Hall of Fame. Announcement of the successful recipients will be made by the WBSC and will be recognised by Softball Australia in ways deemed appropriate in keeping with the significance of the honour.



## **9 Australian representative numbers and caps**

### **Representative number**

- 9.1 An Australian representative (previously known as an identification)-number is awarded to a person when they debut for Australia in an open team in a recognised international event.
- 9.2 The representative number is sequential and is numbered according to how many players have previously represented Australia.
- 9.3 The Australian player representative number is embroidered on the left hand side of their playing cap.
- 9.4 A player will be presented with the Australian cap and recognised representative number prior to their debut.
- 9.5 All previously recorded, Australian caps and representative numbers for open team players preceding the date this Policy was approved by the Softball Australia's Board (25 August 2012) shall be recognised as valid with a notation of the change.
- 9.6 The representative number is sequential and is determined according to how many players have previously represented Australia at a recognised open international event.
- 9.7 The Australian player will be presented with their Australian cap and representative number prior to their debut.

### **Player appearance 'capped'**

- 9.8 A Cap is a generic term for recording an official appearance in a recognised international game.
- 9.9 A player cannot be 'capped' if they have not been given a representative number.
- 9.10 All players on the Australian open team, who have appeared in the offensive or defensive innings at a recognised international event, will be credited with being capped.
- 9.11 A recognised international game must be played within a recognised international event.
- 9.12 An international event consists of one or more national federation teams competing against an Australian open team.
- 9.13 The number of players on the Australian team list must be in accordance with the rules of the respective recognised international event.
- 9.14 Softball Australia will maintain a database of representative and cap numbers for all Australian open athletes.
- 9.15 The player will be presented with the Australian cap and recognised representative number prior to their debut.
- 9.16 All previously recorded Australian caps for open team players preceding the date this policy was approved by the Softball Australia Board (25 August 2012) will be recognised as valid with a notation of the change.





## 10 Revocation of Awards

- 10.1 The Softball Australia Board, pursuant to Softball Australia's Constitution, Softball Australia's Member Protection Policy and Softball Australia's Code of Conduct, has the power to revoke a Softball Australia Award.
- 10.2 Softball Australia's CEO may recommend to the Board that an Award be revoked in relation to a member or former member.
- 10.3 A written statement must be provided to the Board setting out why the Award should be revoked, together with the facts and evidence why the recipient no longer satisfies the Award criteria.
- 10.4 The Board may appoint a Panel to consider the recommendation and accompanying material. The Panel will follow the protocols and procedures set down by the Board in line with requirements of the Member Protection Policy.
- 10.5 Where the Board is giving consideration to the revoking of a Softball Australia Award, the Board will:
- 10.5.1 Write to the member or former member and advise them that consideration is being given to the revoking of a Softball Australia Award, the reasons for such consideration, and give the member or former member 14 days to show cause why such action should not be taken.
- 10.5.2 After considering the show cause response, if one is provided, the Board will make a decision whether or not to revoke the Softball Australia Award.
- 10.6 If the Softball Australia Award is revoked, the member or former member will be advised in writing of the action, and reference to the provision to the member or former member of the Softball Australia Award will be removed from all records.
- 10.7 Any decision to revoke a Softball Australia Award is non-appealable.

## 11 Definitions

- 11.1 In this Policy defined terms will be in accordance with Softball Australia's Constitution unless otherwise defined.

**Australian Representative** is a member of an Australian open team for a sanctioned event that was selected and participated. Note that this excludes players or officials that withdraw prior to the tour or event. In this instance they would not be credited with a national appearance, issued with a cap or representative number.

**Cap** is defined as a player appearance in an offensive or defensive inning at a sanctioned event.

**Debuts** are where a player selected in an open men's or open women's Australian team in the starting line-up or on the bench in a sanctioned event for the first time.

**International Event** includes:

- A WBSC World Championship
- An Olympic Games



- A Softball Australia recognised event, which consists of one or more national federation teams competing against a recognised and approved Australian open team. It is acknowledged that development teams and tours occasionally occur and for these activities, caps and numbers will not be allocated.

An international event where an Australian team does not participate, but where Australian umpires or statisticians are appointed by Softball Australia or the WBSC, will be considered to be a recognised international event for the purposes of representative numbers and caps for those members.



## Document control

Ownership and Approval	
Responsible Officer:	Awards & Recognition Committee
Approved By:	Softball Australia Board
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Version History				
Version	Release Date	Amendment Summary	Author	Approval
Final	September 2013	Final	History & Recognition Committee	Board
V2	March 2019	Title change to Awards and Recognition Policy and Procedures	Awards & Recognition Committee	Board
		Replaced SAL with Softball Australia throughout		
		Replaced Australian open team for consistency throughout. Previously Australian men and women open team		
		Change ISF to WBSC throughout		
		Clause 1.1: reformatted		
		Clause 1.1: inclusion of Vivienne Triplett Umpire of the Year Award in		
		Clauses 2.1 and 2.4.1: amended length of time from nine years to 10 years		
		Clause 2.7: removed reference to clauses in the Constitution		
		Clause 3.2.2: have grouped information rather than individual dot points		



Version History				
Version	Release Date	Amendment Summary	Author	Approval
		Clause 3.3.1(b): changed from "three" to "two"		
		Clause 3.3.2: selection criteria all the same for each category, grouped as opposed to being listed individually		
		Clause 3.5: changed from History and Recognition to Awards and Recognition Committee throughout the document Nomination is now able to come from the Awards and Recognition Committee		
		Clause 4: included Vivienne Triplett Award for Umpire of the Year – previously noted elsewhere		
		Clause 7: added "and Awards" to the title		
		Clause 7.1: added "The Commonwealth" of Australia		
		Clause 8.3.1: changed "SAL" to "The Awards and Recognition Committee"		
		Clause 8.3.2: reworded from "SAL nominees must be a member of the SAL Hall of Fame to be eligible for nomination" to "Any nominee shall be a member of the Softball Australia Hall of Fame".		
		Clauses 9.6 and 9.7: new		
		Clause 9.10: changed from "All players in the Australian Open team list participating in a recognised international game will be credited with being capped"		



Version History				
Version	Release Date	Amendment Summary	Author	Approval
		Clause 10: new clause		
	17 March 2020	Updated address details on front page	Helen Davis	Chris Heron

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V2	18 April 2019	Helen Davis	Website
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