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8. PROCESSING OF FELLOWSHIP NOMINATIONS

- (1) A nomination of a Member for Fellowship of the Institute shall be lodged with the President of the Institute at the address of the offices of the Institute as determined under Rule 36. Such nomination shall be signed by a proposer and seconder who have been members of the Institute for at least two years and who have known the nominee personally for at least five years, and shall be accompanied by the prescribed nomination form and a letter to the President in support of the nomination..
- (2) On receipt of any nomination, the president will refer the information in full to four members of the Fellowship Review Committee and appoint one of those members to coordinate review of that application.
- (3) The Fellowship Review Committee shall consist of all Fellows of the Institute who have agreed from time to time to participate in processing fellowship nominations.
- (4) All nominations shall be considered by four members of the Fellowship Review Committee and recommendations must be approved by a majority of the members..
- (5) In assessing a nomination, the Fellowship Review Committee may interview, or call for further references from the proposer, seconder or any other person it deems appropriate to determine the suitability of the nominee for Fellowship..
- (6) The Fellowship Review Committee will recommend to the Executive Committee those nominations considered suitable for the award of Fellowship. Recommendations will include a copy of the original nomination and a brief comment noting how the nominee meets the requirements for Fellow Membership.
- (7) The Executive Committee will consider each of the recommendations at a formal meeting. To obtain the approval of the Executive Committee, a nomination must be approved by a majority of the members of the Executive Committee.
- (8) If the nominee is a member of the Executive Committee, then that person must absent themselves from the meeting during discussion or determination of their nomination.
- (9) Following approval by the Executive Committee, The President will invite the nominee to accept the award of Fellow of the Environment Institute of Australia and New Zealand.

- (10) Where a nomination has not been accepted by the Fellowship Review Committee or Executive Committee, the proposer shall be notified by the Secretary of the Institute in writing, that the nomination has not been successful and the reasons for not accepting the nomination shall be stated. No further correspondence will be entered into and no additional information will be given. The Fellowship Review Committee and Executive Committee may reconsider any nomination.
- (11) All nominations shall be treated as confidential.