



Secretariat

7 August 2017

Secretary-General's Bulletin

To: Members of the Staff
From: The Secretary-General
Subject: **Secretary-General's Award for Excellence in Deep-Sea Research**

The International Seabed Authority is mandated to promote and encourage the conduct of marine scientific research in the Area and to coordinate and disseminate the results of such research. In line with this, the Secretary-General's Award for Excellence in Deep-Sea Research is intended to recognize and encourage the achievements of young researchers from developing countries who have made outstanding contributions to the advancement of scientific knowledge of the deep-sea environment or to the development of environmentally sustainable regulatory frameworks.

The purpose of the present Bulletin is to establish the terms of reference for the Award and the process for nomination and selection.

Section 1 Eligibility

1.1 The Secretary-General's Award is intended to recognize individual accomplishment. However, there may be cases where the research has been undertaken by a team, consisting predominantly of eligible candidates. In such case, a team nomination may be submitted.

1.2 Only candidates under the age of 35 at the date of nomination who are nationals of a developing country, as defined by the United Nations, are eligible to apply.

1.3 The results of the research for which the nomination is submitted should have been published either in English or in French no earlier than one year prior to the date of submission.

1.4 Any individual or team that has previously received the Secretary-General's Award shall not be eligible for nomination.

Section 2 Selection criteria

2.1 The Secretary-General's Award is granted to individuals who have made a significant contribution to the advancement of scientific knowledge of the deep-sea



environment or to the development of environmentally sustainable regulatory frameworks.

2.2 The Advisory Committee established in accordance with Section 4 of the present Bulletin may consider the following criteria in reviewing the applications:

- (a) Quality of the research;
- (b) Excellence of the research;
- (c) Independence of the research;
- (d) Impact of the research.

Section 3

Nomination procedure

3.1 Opening of the procedure

The Secretariat of the Authority will issue an annual call for nominations.

3.2 Nominations and applications

Nominations must be supported by two sponsors.

3.3 Submission of application

Nominations should be submitted to the Secretariat no later than the deadline announced on the Authority's website.

3.4 Documents

3.4.1 Nominations should consist of the following documents:

- (a) A letter from the nominator summarizing the research and outlining the national or international significance of the work submitted. The letter should not exceed 750 words;
- (b) The curriculum vitae of the candidate;
- (c) Any publication derived from the research undertaken;
- (d) Two letters from sponsors outlining the type and impact of the research carried out by the nominee and attesting to its significance and quality.

3.4.2 The Secretariat will pass only completed nominations that have been received by the stated deadline to the Committee for review and evaluation. Applications that are not compliant with the guidelines, including lacking the requisite signatures and institutional approvals, if appropriate, will not be considered for review.

3.5 Scientific merit of the proposal

Applications will be evaluated on the basis of the scientific merit of the proposal and its likely impact on the advancement of scientific knowledge of the deep-sea environment or to improve the development of environmentally sustainable regulatory frameworks.

Section 4 Advisory Committee

4.1 Role

The Advisory Committee is a voluntary committee with responsibility for the evaluation of nominations.

4.2 Composition

4.2.1 The Advisory Committee shall be comprised of five members, with a quorum of three, with due regard to equitable gender and geographic representation. Particular attention should also be paid to the linguistic proficiency of the members of the Committee in English and in French, in the light of paragraph 1.3 above.

4.2.2 Members of the Advisory Committee shall be appointed by the Secretary-General. They should be eminent persons recognized for their expertise in the field of deep-sea science (natural and/or applied); social sciences and humanities with experience in the law of the sea; international law; or management of marine resources.

4.2.3 All members of the Advisory Committee are appointed for a term of three years.

4.3 Duties and responsibilities

4.3.1 The responsibilities of the Advisory Committee are to:

- (a) Review nominations received by the Secretariat;
- (b) Recommend to the Secretary-General the name of the successful nominee.

4.3.2 Members are required to disclose any conflict of interest and to recuse themselves from evaluating any proposal with respect to which they have or may be perceived to have a conflict of interest.

4.3.3 A conflict of interest includes, but is not limited to, proposals from candidates with whom a member of the Advisory Committee:

- (a) Has a relationship beyond that of a professional scientific colleague;
- (b) Has previously conducted joint work, published papers or shared grants;
- (c) Has a mentor-mentee relationship.

4.3.4 Advisory Committee member(s) with any conflict of interest regarding any nomination will be excused during discussion of that application.

4.3.5 If the Advisory Committee considers that specific content expertise is required for the review of a particular application, the expert assistance of an outside reviewer may be obtained, upon the approval of the Secretary-General. Such an expert reviewer will provide his or her advice on an ad hoc basis, and will not be co-opted or otherwise function as a member of the Advisory Committee.

Section 5 Selection process

5.1 Evaluation

Evaluations will be submitted by all members of the Advisory Committee to the Chair for final decision.

5.2 Decision

5.2.1 Decisions of the Advisory Committee are final and no requests for revisions to applications will be considered.

5.2.2 The Advisory Committee's deliberations will be held in camera and are confidential. No comments or other feedback on the proceedings will be communicated to applicants, either formally or informally.

5.2.3 In the absence of a suitably qualified candidate, there shall be no obligation to recommend an award.

5.2.4 If, after deliberation, the Advisory Committee is not in a position to put forward one name only, the final decision shall be taken by the Secretary-General.

Section 6

Award and presentation

6.1 An award will be presented to the successful applicant.

6.2 The name of the winner will be announced at the annual session of the Assembly of the International Seabed Authority.

Section 7

Communication

7.1 The awardee will be entitled to use the name and symbol or logo of the award for any publications in connection with the research for which the awardee has been recognized.
