



Freund-Marquardt Medal Nomination Form

Guidelines for Nominations

About the Award:

The Freund-Marquardt Medal is presented in honor of Richard Freund and Donald Marquardt, who applied quality management principles to the development, implementation, and literature of management system standards (e.g., Quality, Environment, Occupational Safety and Health, Energy, etc.).

Part 1 - The Nominee

- 1.1. The Freund-Marquardt Award is presented to nominees who have applied quality management principles to the development, implementation, and literature of **ALL** types of standards including, but not limited to management system standards, supporting technical standards, and other national or international quality-related standards such as those on products, processes, statistical methods and/or Performance Excellence Awards (for example the Malcolm Baldrige National Quality Award and the EFQM Excellence Award Criteria).
- 1.2. The nominee need not be a member of the American Society for Quality, although this is preferred. It is more important for the nominee to have fulfilled the achievements required according to the Award criteria and support the ethical principles of the ASQ.
- 1.3. The nominee must be living at the time of the nomination and be nominated by individuals, ASQ divisions, or national/international technical committees. Nominations shall be submitted using the requisite nomination form available from ASQ headquarters.
- 1.4. Individuals who have previously received other ASQ awards, and who have since made additional meritorious contributions according to the Freund-Marquardt Medal criteria are also eligible for the Freund-Marquardt Award.

Part 2 Award Criteria

Nominees are expected to meet one or more of the following criteria:

2.1. Nominees who excel in standards development:

- 2.1.1. Contributions to the development management system and other standards, both domestically and internationally balancing the interests of all stakeholders affected by the standard,
- 2.1.2. Write insightful comments on draft standards,
- 2.1.3. Make and explain appropriate revisions to standards,
- 2.1.4. Encourage open and public comment and voting on standards,
- 2.1.5. Monitor the use of published standards for possible improvements, reaffirmation, or withdrawal.

2.2. Nominees eminent in working within a group to implement standards:

- 2.2.1. Establish a creative cooperative culture to promote and implement standards that are valuable to society,
- 2.2.2. Provide personal leadership, coaching, and counseling to less experienced users,
- 2.2.3. Maintain within the group a focus on critical issues,
- 2.2.4. Give personal attention to relevant and significant detail,
- 2.2.5. Provide practical solutions to complex standards issues.

2.3. Nominees distinguished in their contributions to standards literature:

- 2.3.1. Scholars recognized by their peers.
- 2.3.2. Experts recognized as the voice that matters on issues relating to standards.
- 2.3.3. Editors in professional societies.
- 2.3.4. Authors of articles on standards.
- 2.3.5. Authors of white papers that established standards policy
- 2.3.6. Authors of clear and concise positions on standards practice.

- 2.4. Nominees who have shown their outstanding leadership in such positions as:
 - 2.4.1. Head of a national delegation to an international technical committee.
 - 2.4.2. Convener or lead expert of a working group
 - 2.4.3. Member of a sector-specific standards development working group apart from ASQ.

Part 3 The Nominator

- 3.1. While self-nomination is not prohibited, the Freund-Marquardt Medal Committee prefers that the nominee's work has been so noticeably beneficial that others will welcome the opportunity to do the nominating. It is, however, understood that the nominator may need to elicit some information requested in the application from the nominee.
- 3.2. It is the Nominator's responsibility to ensure that the nomination package is complete and of sufficient detail to ensure that the Freund-Marquardt Medal Committee can make a proper evaluation of the Nominees credentials.
- 3.3. Nominators can be individuals, ASQ Sections, Divisions, Technical Committees, other organizations, customers, suppliers, or co-workers of the nominee or those who have other relationships with the nominee.
- 3.4. Nominators should not be listed among those identified as "references."
- 3.5. The nominator may present the application to an appropriate ASQ Section, Division, Technical Committee, or a special committee identified by the Freund-Marquardt Medal Committee for their review and endorsement prior to transmission to the Freund-Marquardt Committee or may submit the nomination directly to the Committee through the ASQ Awards Liaison (see address below in item 5).

Part 4 The Nomination

The nomination in its final complete form is due by **1 October**.

- 4.1 The nomination must not exceed 10 single-spaced pages in length, use 12-point type, and shall include a cover letter summarizing the nominee's major accomplishments in accordance with the Award criteria.
- 4.2 The nomination shall include supporting documentation such as:
 - 4.2.1 A chronology of standards development activity.
 - 4.2.2 Letters from colleagues.
 - 4.2.3 Testimonials of outstanding service.
 - 4.2.4 Examples of insightful, substantive, and technical comments.

- 4.2.5 Publications in books or journal including trade journals.
 - 4.2.6 Successful standards developed with the nominee's involvement.
 - 4.2.7 Software, videotapes, white papers, or other communication media products and services or.
 - 4.2.8 Promotional activities of sufficient merit to be considered as objective evidence.
- 4.3 The last page of the nomination requires a list of three to five references who are not the nominee. The references should have the following attributes:
- Direct knowledge of the nominee and his/her work
 - Able to confirm and elaborate upon one or more aspect of the nominee's work
 - Agree to be available by phone or e-mail to members of the Freund-Marquardt Medal committee
- 4.4 The references letters should be one page long in 12-point type and be sent directly to the ASQ Program Specialist. The combined references must cover all aspects of the nominee's work as mentioned in the nomination.
- 4.5 The nomination should include a proposed citation (Approx. 40 words) for the presentation document.
- 4.6 When complete, nomination form and supporting documentation should be sent to: Program Specialist, awards@asq.org
- 4.7 Any questions relating to the ASQ Awards policies and procedures should be sent to Program Specialist, awards@asq.org.

Part 5 The Identification Information

1. Full Name of the person being nominated:
2. Information for contacting nominee:
 - Organization name:
 - Address:
 - PO Box:
 - City, State, Postal Code:
 - Phone:
 - E-mail address:
3. Name of sponsoring group (Optional):
 - Lead person/proposer:
4. Information for contacting nominator:
 - Organization name:
 - Address:

PO Box:

City, State, Postal Code:

Phone number:

E-mail address:

Part 6 Reference documentation example

Nominee:

Please document the nominee's application development, implementation, and literature of ALL types of standards including management system standards (e.g., Quality, Environment, Occupational safety, Health, etc.), supporting technical standards and other national or international standards such as product, statistical methods and/or performance excellence awards such as the Malcolm Baldrige National Quality Award, and the EFQM Excellence Award criteria.

Please send the reference document as a one-page Word document, single spaced in 12-point type to awards@asq.org marked for the Attention of the Freund-Marquardt Medal Committee:

Part 7 Last page of nomination documentation

References (three to five)

Name	Phone	Email address	Topics in the nomination form about which the reference is knowledgeable

Proposed Citation (not to exceed 40 words)