

**Bylaw  
of the Isa Award For Service to Humanity**

**Article (1)  
Definition of the Award**

An international award named after His Highness the late Shaikh Isa Bin Salman Al Khalifa may God rest his soul, called the Isa Award for Humanities was established by Royal Order No. (9) of 2009 in commemoration and acknowledgement of His Highness' prestigious standing and pioneering historical role in putting in place the components of the modern State of Bahrain, and the distinctive features of his reign that witnessed an unprecedented bond with the citizens of Bahrain, Gulf, Arab and friendly countries.

In addition, Royal Order No. (14) of year 2010 amending the Royal Order No. (9) of 2009 with respect to establishing the Isa Award for Humanities, and renaming the award to be "*Isa Award For Service to Humanity*". The Award shall have an International perspective, and shall be granted every two years for the distinguished humanitarian service.

**Article (2)  
Goals of the Awards**

**The goals of Isa Award for Humanities are as follows:**

- a. Contribution to service to humanity.
- b. Achieving public benefit, in both the present and future.
- c. Honoring scientists, researchers, individuals, institutions, centers or non-political organizations for their distinguished contributions in the field of service to humanity
- d. Enhancing efforts in service to humanity and to find solutions to humanitarian and social problems and issues.
- e. Adopting creative ideas and theories to raise the standards of human life.

**Article (3)  
Components of the Award**

The Award consists of the following:

- a. A certificate of merit in the name of the winner and his work that earned the Award, in addition to a summary of the said work.

- b. A gold medal.
- c. A financial reward.

#### **Article (4)**

##### **Organizational Structure of the Award**

###### **First; The Award's honorary president:**

His Majesty King Hamad Bin Isa Al Khalifa, King of the Kingdom of Bahrain.

###### **Second; Board of Trustees:**

The Award shall have a Board of Trustees consisting of a chairman, two deputy chairman and at least four members, all of whom shall be appointed by Royal Order for a four years, renewable, term.

###### **The duties of the Board of Trustees are determined as follows:**

a. Specifying the subject of the Award, which serves one of the distinguished achievements in the service to humanity, putting in place the necessary standards for each term of the Award, and publicizing the subject of the Award at least a year prior to the date of each grant of the Award.

The Board of Trustees has the right to call on the assistance of experts and consultants specialized in the service to humanity fields according to work requirements, either at the stage of specifying the subject of the Award or at any subsequent stages.

b. The formation of a committee of a sufficient number of scientific specialist and experts chosen by the Board of Trustees in each term of the Award, to select nominees to grant the award.

The committee may cooperate with scientific, research, cultural and literary institutions and centers, and others found to be appropriate, to select nominees to grant the award.

c. Determining the work period of the Nomination Committee, and the period in which the nominees submit their achievements, and other necessary documents.

d. Specifying the data which is to be included in the nomination form.

e. Establishing an Evaluation Committee for each term of the Award, consists of at least five members of experts with experience and internationally prestigious status, to select the best achievement based on the scientific and substantive merits.

f. Planning, following-up and assessing achievement in order to develop the Award and to meet the required goals.

- g. Suspending the Award if the submitted achievements do not meet the standards of the Award.
- h. Approving and declaring decisions to the granting of the Award.
- i. Approving the rules and conditions of the Award, and the function of the General Secretariat of the Award.
- j. Supervising the General Secretariat of the Award.
- k. Determining the emblem of the Award.
- l. Amending the Bylaw of the Award in order to develop the Award and to meet the required goals when necessary.
- m. Nominating the General Secretary and Assistant General Secretary of the Award.
- n. Determining the remuneration of the Nomination Committee and the Evaluation Committee of the Award.
- o. Determining the wages of employees working in the General Secretariat of the Award as well as all allowances and other financial benefits.

**Third; Operation of the Board of Trustees:**

- a. The Board of Trustees shall convene upon the invitation of its chairman, the attendance of the majority of its members is required to endorse the meeting, provided that the chairman or one of the deputy chairman shall be in attendance.
- b. The Board of Trustee's decisions shall be issued by virtue of a majority vote; in the case of a tie, the side with the chairman's vote shall prevail.
- c. The Board of Trustees has the right to form committees to study any subject it sees appropriate.
- d. The Board of Trustee's discussions shall remain confidential.

**Fourth; The General Secretariat of the Award:**

A General Secretariat entrusted with the administrative and financial affairs of the Award shall be established and based in the Isa Cultural Centre. The General Secretariat shall consist of a General Secretary and an Assistant General Secretary, who shall be appointed by Royal Order for a renewable four year term. A number of assisting employees shall be appointed or seconded by the nomination of the General Secretary and the approval of the Board of Trustees after obtaining agreement from their workplace.

The General Secretary shall attend the meetings of the Board of Trustees and record its minutes.

**The Duties of the General Secretariat shall be as follows:**

- a. Preparing for the meetings of the Board of Trustees by sending invitations to its members along with the meeting's agenda.
- b. Keeping the Board of Trustees up to date on all data, information, or reports seen as necessary and required for its work.
- c. Recording the decisions and minutes of the meetings of the Board of Trustees and the other committee which it forms and implementing it.
- d. Establishing a database of persons concerned with service of humanity of researchers, public figures as well as universities, scientific, research, cultural and literary institutions and centers; and others concerned with humanities in order to cooperate with them to determine the subject matter of the Award and whatever the Board of Trustees decides.
- e. Promoting and publicizing the Award, its goals, components and method of nomination, through the use of media and communication means.
- f. Establishing a website for the Award.
- g. Preparing a nomination form for the Award and the required supporting information, and presenting it to the Board of Trustees for Approval.
- h. Announcing the Award's subject in newspapers and other publishing and advertising media.
- i. Receiving nominated achievements and required documents supporting the nominations, and submitting them to the Board of Trustees.
- j. Making the necessary contacts with the members of the Nomination and Evaluation Committee, preparing and providing all the necessary requirements for their convening, pursuant to the decision of the Board of Trustees.
- k. Notifying the winner of the Award and inform the date of the ceremony for the presentation of the Award.
- l. Preparing for the award presentation ceremony and the necessary requirements as may be determined by the Board of Trustees in this regard.
- m. Promoting and publicizing the winning achievements through media or scientific means.
- n. Presenting a report to the Board of Trustees with the necessary budget for the Isa Award for service to Humanity, with the permission to seek specialized assistance.

## **Article (5)**

### **Nomination Procedures for the Award**

- a. Achievements nominated for the award shall be chosen by a Nominating Committee selected by the Board of Trustees for each term of the Award.
- b. The Nominating Committee shall submit its recommendations to the Board of Trustees to take whatever action it deems appropriate to the submission to the Evaluation Committee.
- c. The General Secretariat shall ensure that the candidate for nomination has submitted all the required documents and data for the award including the curriculum vitae with the personal and academic details, a personal photograph, a copy of the travel passport and a complete nomination form.
- d. The General Secretariat shall submit the report of the Nomination Committee on the achievements nominated for the Award to the Board of Trustees, to take whatever action it deems appropriate to the submission to the Evaluation Committee for assessment.
- e. Everything related to the Evaluation Committee shall remain confidential. The names of its members shall not be announced, and its members are not to reveal themselves, nor any information concerning the committee's discussions or conclusions.
- f. Every member of the Evaluation Committee shall submit a report, including his/her opinion, on the works they assessed to the General Secretariat.
- g. The General Secretariat shall present the Evaluation Committee's assessment reports on the achievements nominated for the Award to the Board of Trustees.
- h. The Board of Trustees shall choose the winner and announce the result.

## **Article (6)**

### **Announcement of the Result and Presenting the Award**

The Award shall be presented to the winner at a ceremony under the patronage of His Majesty King of the Kingdom of Bahrain, and every measure shall be taken to attempt to make it correspond with the celebration by the Kingdom of Bahrain of its National Day.