

**OREGON STATE BAR  
TAXATION SECTION**

**Standards and Guidelines for Selection of  
Award of Merit Recipient**

**I. ELIGIBILITY**

Any current or former member of the Oregon State Bar (“OSB”), except current members of the OSB Taxation Section Award of Merit Committee (the “Award Committee”), is eligible to receive the OSB Taxation Section Award of Merit.

**II. SCREENING AND SELECTION CRITERIA FOR AWARD RECIPIENTS**

As described below in Section III of these Guidelines: (1) the Award Committee is responsible for seeking and screening nominees for the Award of Merit and presenting the nominees and the Award Committee's recommendations to the Taxation Section Executive Committee (the "Executive Committee"); and (2) the Executive Committee is responsible for selecting the recipient of the Award of Merit. In performing their screening and selection functions, the Award Committee and the Executive Committee should apply the following criteria:

- A. The award recipient should exemplify (not simply “meet”) the standards defined in the OSB Statement of Professionalism.
- B. The award is intended to recognize and honor personal and professional qualities, reputation, conduct, and leadership activities and service within the bar or the community in general.
- C. Pro bono service should be considered in the screening process.
- D. Award recipients should be role models for other attorneys, particularly younger attorneys.
- E. Because award recipients should serve as role models, an appreciation of diversity in the screening and selection processes is essential. In particular, the Award Committee and Executive Committee should recognize the increasingly important contribution of lawyers who are women, minorities, lawyers engaged in public/government practice, solo and small firm practitioners, and non-tax lawyers.

### **III. NOMINATIONS AND SELECTION PROCESS FOR AWARDS**

#### **A. NOMINATIONS**

1. Any lawyer or non-lawyer may nominate an OSB attorney member for the Award of Merit. Nominations must be in writing and should give at least a brief description of the nominee's qualifications for the award.
2. Nominations will be solicited through announcements in the OSB Taxation Section's Newsletter, the Taxation Section website and such other means as determined by the Award Committee including, but not limited to, by email and regular mail solicitations. The Award Committee may also solicit nominations by contacting diverse constituent groups, including, but not limited to, the Internal Revenue Service, the Oregon Department of Revenue, the Oregon Tax Court, the Oregon law schools, the Oregon Society of CPA's, and other professional societies in Oregon with knowledge about Oregon tax lawyers. All nominations, if any, submitted by such groups must be in writing and should briefly describe the nominee's qualification for the award.
3. All nominations must be submitted to the Award Committee no later than January 1 of each calendar year; provided, however, the Award Committee may at its discretion consider nominations submitted after the January 1 deadline. In addition to considering candidates identified through the formal nomination process, the Award Committee and the Executive Committee may nominate additional candidates at its discretion and consider worthy, but unselected, finalists nominated in prior years.

#### **B. SELECTION**

1. Using the information obtained through nominations as a starting point, the Award Committee may contact judges before whom candidates have appeared, opposing counsel, colleagues, and/or other pertinent sources. In addition, the Award Committee will contact the OSB's Regulatory Services Division and the Professional Liability Fund, and search the Oregon Judicial Information Network, regarding all candidates who have been nominated. All information gathered by the Award Committee shall be confidential, and sources will be given appropriate assurances of confidentiality.
2. Approximately one month before the Executive Committee's 2<sup>nd</sup> quarterly meeting, the Award Committee will advise the Executive Committee of the candidates who have been nominated for the Award of Merit and the information the Award Committee has gathered. The Award Committee will provide a brief report to the Executive Committee regarding its

recommendations and its deliberations and the reasons for its recommendations.

3. The Executive Committee will make its selection at its 2<sup>nd</sup> quarterly meeting. Upon receiving the Award Committee's confidential report, the Executive Committee may make independent confidential inquiries regarding candidates. In addition, the Executive Committee may request additional or more comprehensive information from the Award Committee. The Award of Merit will generally be announced in the OSB Taxation Section Newsletter and at the Oregon Tax Institute CLE, or such other educational event that will provide public notice of the Award of Merit.
4. The Executive Committee's ultimate selection should, if possible, be reached by consensus, rather than by formal vote. Any member of the Executive Committee who has been nominated by the Award Committee for the Award of Merit will abstain from voting for any candidates that year.
5. In the absence of compelling cause, not more than one Award of Merit will be granted each year. The Award Committee and Executive Committee are not required, however, to grant an Award of Merit each year. Awards of Merit will be granted with a frequency that demonstrates the exceptional qualities of recipients.
6. The discussions and deliberations of the Award Committee and the Executive Committee regarding the selection and qualifications of candidates will be confidential. Those discussions and deliberations, and all notes and documents other than the nomination forms for candidates, will not be disclosed by members of either Committee in the absence of official process.

#### **IV. SELECTION OF AWARD COMMITTEE MEMBERS**

The members of the Award Committee will be selected by a majority vote of the Executive Committee. The Award Committee will consist of not less than three and not more than five attorneys who are members in good standing of the OSB and the Oregon Taxation Section. They need not be current or past members of the Executive Committee. Members of the Award Committee will serve a three year term that may be renewed. However, the initial three members of the Award Committee (selected by the Executive Committee in 2008) will serve terms of one, two, and three years, to establish a rotation where at least one new member is elected each year.