



## Policy and Procedure Manual

**SECTION:** Membership  
**SUBJECT:** Honorary Member  
**ORIGINATED:** September 2018

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**REVISION:** April 2026

### 1. HONORARY Member

Honorary Members are individuals appointed by the Board for life, in recognition of their contributions to the field of medical device reprocessing or to the Association. They may participate in the affairs of the Association in such a manner as listed below.

The Past President of the Association will be bestowed an Honorary Lifetime Membership by the Association at the completion of their term of office. The honor shall be conferred at the end of the Past President's term of office at the Annual General Meeting.

### 2. POLICY

- 2.1. Honorary Members are bestowed a lifetime membership, including waived membership dues.
- 2.2. Honorary Members will receive the same benefits as Active Members, may vote, serve on committees, and be nominated for election of the Board of Directors.
- 2.3. There shall be no limit to the total number of Honorary Members in the Association.
- 2.4. Current Board members are not eligible for nomination as Honorary Members.
- 2.5. Honorary membership will be presented at an Annual General Meeting (AGM) when a nominee meets the criteria as provided by CAMDR. There may be up to a maximum of two Honorary Member awards every year.
- 2.6. Nominations for Honorary Member may be submitted by any member of CAMDR endorsed by two (2) CAMDR members and must be received by August 31<sup>st</sup> of each year.
- 2.7. The recipient will be notified by the President before the AGM or the Biennial Conference.
- 2.8. Unsuccessful nominations may be resubmitted next year.

### 3. ELIGIBILITY CRITERIA FOR ADDITIONAL NOMINATIONS

- 3.1. Members appointed as Honorary Members should have demonstrated sustained, substantial, and recognizable service, beyond what would normally be expected;
- 3.2. Continuous Active and or Retired membership in CAMDR since 1984;
- 3.3. Extensive participation at all levels of the Association
- 3.4. Demonstrated leadership and commitment to the growth of CAMDR;
- 3.5. Other significant or extraordinary professional contributions to medical device reprocessing, such as publications, research, and education.

### 4. PROCEDURE

- 4.1. The member proposing nomination will complete the electronic Honorary Form and use the outline to describe in detail how the candidate meets the eligibility criteria.
- 4.2. The nomination must be endorsed in writing by two (2) CAMDR members (one of whom may be the nominator) in good standing.



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- 4.3. The completed form with supporting data, including a curriculum vitae, will be sent to the Executive Director/Association Manager at [info@camdr.ca](mailto:info@camdr.ca)
  - 4.4. All information provided will be distributed to the Board for review. The Board will be asked to vote on whether the nominee sufficiently meets the criteria for Honorary Member.
  - 4.5. If there is more than one nomination, the Board will vote on the first choice for Honorary Member who meets all criteria.

### RELATED DOCUMENTS

#### Forms

Electronic Honorary Form: <https://survey.alchemer-ca.com/s3/50089807/CAMDR-Honorary-Member-Nomination>

### VERSION HISTORY

Version:	Effective:	Approved by:	What's changed:
Original	September 2018		New
Review	July 2020		
Review/ Revision	April 2026	Board of Directors	The addition of a Past President automatically gives Honorary Member lifetime membership. Included minor grammatical updates for clarity.