

TERMS OF REFERENCE/SCOPE OF ROAD SAFETY ENGINEERING AWARDS SUBCOMMITTEE (RSEAS)

- To support the administration of the annual road safety engineering award, and of special awards created from time to time, with a view to fostering a culture of road safety excellence by recognizing and raising the profile of excellent work
- To provide review panels who will evaluate award applications
- To help promote awards and solicit applications
- To draft and advance proposals for special awards from time to time
- To support any sessions at the TAC annual conference for highlighting and presenting award nominees (in coordination with RSSC executive and the TAC secretariat)
- To engage external partners as required in the promotion of awards and evaluation of applications (e.g. CCMTA, CARSP, etc)
- To present all potential special safety award programs or changes to the annual road safety engineering award to the RSSC for formal acceptance/agreement for forwarding to the Chief Engineers' Council (CEC) for approval, etc
- To report semi-annually to the RSSC (at Spring Technical Meetings and Meetings at the TAC Fall Conference) on status of subcommittee work
- To support the RSSC Chair/Executive in the development of presentations to the CEC

SUBCOMMITTEE COMPOSITION

- The chair will lead the effort and will canvass additional members to join the sub-committee, and generate specific ideas for the award program. RSSC members may join by email to the RSEAS chair and should receive/preview a copy of the terms of reference. Members may resign their subcommittee membership by email to the subcommittee chair or may be removed for 1 year of inactivity. The chair will maintain a list of subcommittee members. All RSSC executive are invited to participate in the subcommittee and have historically been involved in the award review panels.
- The chair will secure continuity through other volunteers when unable to continue their own role as co-chair of this sub-committee.

SUBCOMMITTEE MEETINGS AND MEMBERSHIP COMMITMENT

- Business will be conducted by teleconference and email. In person meetings at TAC gatherings are usually not required but may be called on an ad hoc basis.
- Three teleconference meetings are usually required between January and March for discussion of abstract review/application review/award recommendations. During this time, review panels will also complete scoring evaluations and submit to the TAC secretariat.
- Any special initiatives will require a series of ad hoc teleconferences meetings and document drafting/review by email.