

## Call for Nominations

## Submission of candidates

## Examination of candidates by the Jury

## Recognition of candidates by the Jury

## GOLD Forum Membership

# GOLD Forum 2016

## Process outline and Timeframe

### AUGUST 2016

Network coordinators should inform their members of the GOLD Forum Process, submission criteria and deadline for submission of candidates. Healthcare services that fulfill the nomination criteria on the basis of a recent Self-Audit score should be asked and encouraged to participate.

**Candidate(s) must be nominated to the ENSH-Global Coordinating Centre by an authorised submitter.** An authorised submitter can be one of the following (a) Lead or network coordinator (b) a representative from a relevant national organisation involved in tobacco control (i.e HPH), or (c) a representative from public health organisation (such as the Public Health Department of the relevant territory).

**Nominations close in September with candidates confirmed for the GOLD Process 2016.**

**DEADLINE: 27/09/2016**

### OCTOBER 2016

The authorised submitter must describe the national verification and validation process used in the "FORM A". Then complete the Part 1 of the "FORM B" for each healthcare service candidate in the GOLD Process 2016. Documentation must be submitted by the authorised submitter before the deadline to the ENSH-Global Coordinating Center.

**Candidate application fee €500 is applied at this time.**

**DEADLINE: 28/10/2016**

### NOVEMBER 2016

The GOLD Process Jury Team assigned will examine the National/Regional Process to verify and validate the healthcare service's status and basis for nomination to the GOLD Process. If approved, the candidate healthcare service then will be invited to submit Part 2 of the "Form B" and provide any information or data requested by the Jury Team.

**National/Regional coordinators will be assigned to Jury Team(s) to examine candidates from other networks and not from their own.**

**DEADLINE: 28/11/2016**

### DECEMBER 2016

Approved candidate healthcare service(s) submit Part 2 of the "Form B" and provide any information or data requested by the assigned Jury Team. The "Form B" can be completed with the support of the Network Coordinator or authorised submitter.

**Form(s) B for each candidate must be submitted by the authorised submitter before the deadline to the ENSH-Global Coordinating Center.**

**DEADLINE: 13/01/2017**

### FEBRUARY 2017

The Jury Team assigned to the candidate will examine the candidate's Part 2 of the "FORM B". All candidates are reviewed at a Jury meeting in February. While the official language for the GOLD Forum Process is English, if necessary and feasible an interview might be conducted in the native language. If some points are unclear, further communication can be required by email.

**Each candidate will receive a full feedback report along with an invitation to participate at the GOLD Forum Event.** The final jury decision will then be announced.

**DEADLINE: 20/2/2017**

### APRIL 2017

New members are invited to participate and share their experiences at the Gold Forum event. Next GOLD Forum Event will take place inside the Tobacco-Free Pre Conference at the 25<sup>th</sup> International HPH Conference, Vienna (Austria) 12-14th April 2017

**Membership of the ENSH-Global GOLD Forum is for a period of 4 years**