

TOASTMASTERS
INTERNATIONAL[®]

DAM Awards

Aditya Saxena,DTM
District Administration Manager
District 125 2023-24

Award: Excellence in Parliamentary Procedures (District stage)

Criteria:

- Clubs conducting Officers Elections as per Parliamentary Procedures, Club Constitution & Club Leadership Handbook
- Elections to be conducted in the 1st meeting of Nov 2023 & 1st meeting of May 2024 (for semi-annual terms clubs) and May 2024 (for annual term clubs)
- The Club Leadership Committee is to be formed at least 2 weeks before the election, Nomination Committee Report to be presented a week before the election

Eligibility:

- Club Secretary/Club who maintains minutes of all club meetings through the year, with any decisions ratified by the club membership.
- The minutes of meeting should cover a summary of the meeting proceedings
- The Secretary must be trained during both TLTP cycles held by the respective Division

Process:

- Maintain the prescribed minutes of meetings from 1st Jul 2023, to 31st Mar 2024.
- Club President to confirm on email to Area Director , DAM and Award Chair (awards@district125.org) that minutes of all meetings have been circulated withing 1 week of respective meeting. Club President to share email by 5th Apr 2024.

Recognition:

- Social media recognition for the club, and Award for Secretaries of both terms or one term, if annual tenure

Award: Excellence in Logistics (District stage)

Criteria:

- Club Sergeant at Arms (SAA) who participates in 75% of their home club meetings (regular, special, milestone or any other) as SAA.
- To participate in at least 2 events beyond the club level (joint meetings, contests, workshops etc.) as SAA or Zoom master. If the club has a semi-annual Executive Committee, both SAAs need to have at least 1 participation beyond club.

Eligibility:

- The SAA must be trained during both TLTP cycles held by the respective Division/cluster.

Process:

- Maintain the prescribed agenda of meetings from 1st Jul 2023, to 31st Mar 2024.
- Club President to confirm on email to Area Director, DAM and Award Chair (awards@district125.org) that agenda of all respective meetings have been circulated to members by Sergeant At Arms. Club President to share email by 5th Apr 2024.

Recognition:

- Social media recognition for the club, and Award for SAAs of both terms or one term, if annual tenure

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DFM Awards

Sanket Oswal, DTM
District Finance Manager
District 125 2023-24

Award: Transparency in Treasury

Criteria:

- Club to maintain clear and accurate account of all transactions (receipts and expenses).
- Club to publish the consolidated accounts to the members of the club for every 6 months and send the dates of such to the Awards Chair and Area Director.
- Club to conduct December audit (applicable only for clubs with 6 months term. Yearly clubs can go with the rest of the criteria), either by an audit committee or member and publish the same for the knowledge of the members. Email of Audit report Summary (Single Page) to be sent by Club President to Area Director, DFM and Award Chair.

Eligibility:

- All clubs meeting the above criteria.

Process:

- Submit Jul2023-Dec2023 audit report through email by 7th Feb 2024 to DFM and Award Chair (awards@district125.org).

Recognition:

- Social media recognition for the club and Award for Treasurers of both terms or one term, if annual tenure.