



# Petition Signature Form: Achievement Awards and Fellows Program Policy

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|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Amendment Process and Guidelines                  | <p>A wet signature from a current member is required to constitute a valid signature on the amendment form. A wet signature is defined as the process of signing a physical paper document, form or contract with pen and ink. A copy of the wet signature on the provided amendment form must be scanned or photographed and emailed to the CEO (<a href="mailto:executiveoffices@ift.org">executiveoffices@ift.org</a>) from the corresponding member email on file with IFT to be counted towards the total number of signatures. Completed signature forms should be scanned or photographed and emailed with the attached proposed amendments to <a href="mailto:executiveoffices@ift.org">executiveoffices@ift.org</a>.</p> <p>Signatures will be received and verified by IFT. When 25 signature forms have been received, the CEO will forward proposed amendments to the Office of the President. The Office of the President shall review all proposed amendments and respond to the initiating group within 45 days of notification by the CEO.</p> |
| Statement of support for Policy Program amendment | I, the undersigned, am a Member of the Institute of Food Technologists (IFT) in good standing as of the date indicated below, and hereby indicate my support for the proposed Achievement Awards and Fellows Program Policy amendments that are attached with this signature form.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

| IFT Member Number | Home Address | Email Address |
|-------------------|--------------|---------------|
|                   |              |               |

| Date | Full Name | Wet Signature |
|------|-----------|---------------|
|      |           |               |

## Policy Change Process Expectations

Although there is no formal petition process within IFT, it is expected that, when a minimum of 25 signature forms have been received, the CEO will forward the petition to the Office of the President.

The Office of the President shall review the petition and

1. Create an agenda item for review of the petition at the next Board meeting,
2. Ensure that minutes of the Board meeting include the petition review and,
3. Respond to the initiating group within 45 days of notification by the CEO.

The Office of the President may request that a petition coordinator be available for presenting the petition to the Board at the Board meeting.