



## **Acoustical Society of America International Standards Travel Award**

### **Objective**

The objective of the ASA International Standards Travel Awards is to provide limited financial support to assist a Head of Delegation (HoD), TAG Chair, and/or individual experts to participate in the development of international standards prepared by:

- International Electrotechnical Commission, Technical Committee 29, Electroacoustics, (IEC/TC 29),
- International Standards Organization , Technical Committee 43, Acoustics, (ISO/TC 43)
- ISO/TC 43 Subcommittee 1, Noise (ISO/TC 43/SC 1)
- ISO TC 43 Subcommittee 3, Underwater Acoustics (ISO/TC 43/SC 3)
- ISO/TC 108 Mechanical vibration, shock and condition monitoring (ISO/TC 108)
- ISO/TC 108 Subcommittee 2, Mechanical vibration and shock as applied to machines, vehicles and structures (ISO/TC 108/SC 2)
- ISO/TC 108 Subcommittee 4, Human exposure to mechanical vibration and shock (ISO/TC 108/SC 4)
- ISO/TC 108 Subcommittee 5, Condition monitoring of machine systems (ISO/TC 108/SC 5)

ASA's participation and leadership in International Standards furthers the goals in ASA's strategic plan: Awareness of Acoustics, Membership Engagement and Diversity, Dissemination of Information and Knowledge, and Financial Stewardship.

The chairs of the US Technical Advisory Groups (US TAGs) to IEC and ISO Technical committee manage the participation and provide the leadership in international standards. There is, on average, one ISO TC or IEC TC plenary meeting every 18 months in which the Chair of the US TAG or the head of the delegation is required to attend. Most TC Working Groups meet during the same week as the TC or SC plenary meeting.

The maximum award is \$3,000 for US TAG chairs or Heads of Delegations and up to \$1,500 for members of Working Groups. Award amounts are limited to actual travel expenses. These ASA travel awards are separate from and complement the Robert Young Travel Awards, however, an applicant cannot be awarded both for travel to the same meeting.

### **Qualifications**

An applicant for an ASA International Standards Travel Award shall be a citizen of, and reside in, the USA. An applicant shall be a US TAG Chair or a Head of Delegation or a member of one or more Working Groups of IEC/TC 29 or ISO/TC 43 or TC 43/SC 1 or TC 43/SC 3 or ISO TC 108 or its SCs. Applicants shall indicate a continuing interest in the activities of the TC or SC or a Working Group(s) and shall be willing to actively participate in meetings of the TC, SC or Working Group(s) and to contribute to the development of drafts of standards.

An applicant for an ASA International Standards Travel Award shall be self-employed, an employee of a small firm (1-4 persons), semi-retired (over age 55 and working 20 hours or less per week), or retired. Awardees of travel support shall be members of the Acoustical Society of America.

### **Procedures**

1. An application, using the fillable PDF form below shall be submitted by Email at least 120 days in advance of the date for the international meeting to [asastds@acousticalsociety.org](mailto:asastds@acousticalsociety.org).
2. Receipt of each application will be acknowledged within 10 business days by Email.



3. The Standards Director and the Standards Manager shall select from the applications those individuals who shall receive ASA International Standards Travel Awards in a given year.
4. The Standards Manager will notify the successful applicant(s) of an award of travel support, and the amount(s) of the Award(s) within 90 days prior to travel.
5. The Acoustical Society of America will pay the Award to an Awardee as reimbursement for travel and living expenses within 30 business days after submittal of an expense report as an itemized list of expenses, dates and amounts to the Standards Manager along with original receipts for the charges paid by the Awardee for transportation and living expenses. The Awardee shall use the ASA travel expense form available from [asastds@acousticalsociety.org](mailto:asastds@acousticalsociety.org). The expense report and accompanying receipts shall be sent to:

Standards Secretariat  
Acoustical Society of America  
1305 Walt Whitman Road, Suite 300  
Melville, NY 11747-4300

6. The expense report requesting reimbursement for travel expenses shall be accompanied by a brief written report summarizing the meeting that was attended, the Awardee's participation in the meeting, and the assignments that the Awardee agreed to undertake for the TC, SC or Working Group(s). The travel report shall be Emailed to: [asastds@acousticalsociety.org](mailto:asastds@acousticalsociety.org). Travel reports will be circulated to the members of ASACOS.

## **Notes**

1. Travel Awards may be granted at various times throughout a year.
2. Unless there are special circumstances, no individual shall receive an ASA International Standards Travel Award more often than once every 18 months, or the interval of the respective IEC or ISO TC/SC plenary meeting, whichever is shorter.



**APPLICATION**  
**ASA International Standards Travel Award**

APPLICATION DATE \_\_\_\_\_ US Citizen?: Yes \_\_\_ No: \_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Phone: \_\_\_\_\_ ASA Member: Yes \_\_\_ No: \_\_\_

Email: \_\_\_\_\_

Application Basis: Retired \_\_\_ Semi-retired \_\_\_ Self-employed/Small Firm (1-4 employees): \_\_\_

IEC/TC 29            ISO/TC 43            ISO/TC 43/SC 1            ISO/TC 43/SC 3

ISO/TC 108 \_\_\_    ISO/TC 108/SC 2            ISO/TC 108/SC 4            ISO/TC 108/SC 5

WG Number \_\_\_\_\_ WG TITLE \_\_\_\_\_

WG Number \_\_\_\_\_ WG TITLE \_\_\_\_\_

WG Number \_\_\_\_\_ WG TITLE \_\_\_\_\_

Meeting Location \_\_\_\_\_ Travel Dates: \_\_\_\_\_

Meeting Subject Matter \_\_\_\_\_

Briefly describe your past and planned involvement with this TC, SC or WG and this subject matter(s):

Signature: