



GRANTING THE FCBV DESIGNATION POLICY

Granting the honorary designation Fellow of The Canadian Institute of Chartered Business Valuers (FCBV), the highest honour the Institute can confer to a Member, results from a rigorous nomination and review process.

CRITERIA FOR DESIGNATION OF FELLOWS

The FCBV may be granted to a Member who:

1. Has been a Member in good standing for 10+ years, and
2. Has demonstrated acknowledged achievements in the following fields of activity:
 - a. Professional career as a Chartered Business Valuator, and
 - b. Service to the business valuation profession, and
 - c. Contributions to professional, business, community, or charitable organizations.

Nominators must highlight the Nominee's leadership and distinguished performance in the three aforementioned fields of activity:

1. Professional career as a Chartered Business Valuator, *for example*:
 - Professional success and stature
 - Exceptional leadership and high visibility positions held
 - Awards and distinctions received
2. Service to the business valuation profession (within and outside of Canada), *for example*:
 - Serving on CIBV Institute's Board of Directors, Committees and Operational Advisory Councils
 - Completing research, authoring publications or other extracurricular activities that advance the business valuation profession

- Outstanding volunteer service and/or contribution to CBV Institute or the business valuation profession
- 3. Contributions (volunteer or otherwise) to professional, business, community, or charitable organizations, *for example*:
 - Outstanding service and contribution to other professional, business, community, or charitable organizations.
 - Leadership positions in the community

Nominators are required to highlight the Nominee's success in each of the three categories noted above. However, CBV Institute recognizes that the depth and extent of the Nominee's accomplishments may vary across categories, reflecting individual career paths and areas of focus. While breadth of achievement is expected (i.e., it is expected that the Nominee will be able to demonstrate achievement in each of the three above areas), uneven distribution of achievements does not disadvantage the Nominee, provided there is demonstrated impact in each area.

The number of Members granted the FCBV will not exceed 5% of the total Members.

NOMINATION PROCESS

Logistics

In September of each year, a notice is sent by the Institute to all Members soliciting nominations for the Fellow designation.

The nomination must be submitted on the nomination form available from the Institute's website.

Nominations are to be submitted to the Chair of the FCBV/Life Member Committee, c/o the President & CEO of CBV Institute, and must reach the Institute's office no later than December 1st of each year. Late submissions will not be accepted.

Nominators

Two Nominators who know the Nominee in a professional capacity and who are Members of CBV Institute in good standing, are required to sign the nomination form. Both Nominators must provide a letter of support explaining why they have nominated the Nominee and why they believe the Nominee meets the criteria for designation of Fellow.

To avoid any perceived conflict of interest, Nominators for the FCBV designation cannot be employed by CBV Institute or sit on the FCBV/Life Member Committee.

Letters of Support

A minimum of five letters of reference must be included in the nomination package in support of the nomination: one letter from each of the two Nominators (as noted above), and three letters from additional sources that may include peers or individuals outside of the CBV community (e.g., lawyers, community leaders, business owners or executives, etc.).

All letters are to be submitted in a PDF format, along with the completed nomination form. Any nomination files that do not have the required five letters of support will be considered incomplete and will not be assessed by the FCBV/ Life Member Committee.

SELECTION PROCESS

The Fellowship selection process is conducted by the FCBV/Life Member Committee.

The FCBV/Life Member Committee selects by simple majority those Nominees to be recommended to the Board of Directors for granting of the Fellow designation.

The recommendation of the FCBV/Life Member Committee is made to the Board of Directors in a report that includes a description of the process they followed and a summary of the reasons why each recommended Nominee deserves the honour. This report excludes the names of those Nominees who were not recommended and excludes all nomination forms.

Upon consideration of the report of the FCBV/Life Member Committee, the Board of Directors votes to accept or reject each Nominee recommended. When a Board member is a Nominee, or has acted as a Nominator for a Nominee, or has provided a letter of support for a Nominee, they must formally disclose their role in the nomination and recuse themselves from all discussion and voting related to the Nominee.

All Nominators are informed of the decision of the Board of Directors.

The recipient of the FCBV designation will receive complimentary registration to Congress in the year the recipient received the designation.

Board of Directors
June 11, 2025