



The Director-General

United Nations  
Educational, Scientific and  
Cultural Organization

Organisation  
des Nations Unies  
pour l'éducation,  
la science et la culture

Organización  
de las Naciones Unidas  
para la Educación, la  
Ciencia y la Cultura

Организация  
Объединённых Наций  
по вопросам  
образования, науки и культуры

UNESCO

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To all Permanent Delegates and  
Observers to UNESCO

27 March 2015

Ref.: DG/2/15/2393

Sir/Madam,

I am pleased to invite your Government to submit nominations for the Carlos J. Finlay UNESCO Prize for Microbiology. The Statutes of the Prize are attached herewith for your kind information

Funded by the Government of Cuba, the Prize aims to reward the efforts of an individual, or of an institution, non-governmental organization or other entity which, through research and development, has made an outstanding contribution to the field of microbiology (including immunology, molecular biology, genetics, etc.) and its applications.

The candidates shall be designated by the governments of Member States, in consultation with their National Commissions for UNESCO, science institutions and associations, and non-governmental organizations in official partnerships with UNESCO and active in relevant fields covered by the Prize. Nominations or applications from individuals will not be accepted.

Nomination for the Prize shall be submitted to the UNESCO Director-General at the address indicated hereunder and no later than on 15 July 2015:

Mr Ahmed Fahmi  
Programme Specialist  
Division for Science Policy and Capacity-Building  
Natural Sciences Sector  
UNESCO  
1 rue Miollis  
75732 Paris Cedex 15  
France

E-mail: [a.fahmi@unesco.org](mailto:a.fahmi@unesco.org)  
Tel: +33 1 45 68 38 87  
Fax: +33 1 45 68 58 21

.../.

The nominations shall be accompanied by a written recommendation, which shall include either five hard or five electronic (USB key/CD/DVD) copies, in English or French, of the following items:

- a) a description of the candidate's background and achievements:
- b) a summary of the work or the results of the work, including publications or any other relevant supporting documentation: and,
- c) a definition of the candidate's contribution to the Prize's objective.

Accept, Sir/Madam, the assurances of my highest consideration.

  
Irina Bokova

cc: National Commissions for UNESCO

THE STATUTES OF THE CARLOS J. FINLAY t: ESCO PRIZE  
FORMICROBIOLOGY

THE CUBAN GOVERNMENT

AND

THE UNITED NATIONS EDtJCATIONAL, SCIENCTIFIC  
AND CULTURAL ORGANIZATION (UNESCO)

19 DECEMBER 2013

## THE STATUTES OF THE CARLOS J. FINLAY UNESCO PRIZE FOR MICROBIOLOGY

### Article 1 – Purpose

This international Prize bears the name of the Cuban scientist Carlos J. Finlay who, besides discovering that the only agent capable of transmitting yellow fever was the *Aedes Aegypti* mosquito, dedicated his life to the study of other diseases such as cholera, tuberculosis, malaria and leprosy.

The purpose of the Carlos J. Finlay UNESCO Prize for Microbiology is to reward an individual, institution, or other entity or non-governmental organization who, through research and development, has made an outstanding contribution to the field of microbiology (including immunology, molecular biology, genetics, etc.) and its applications throughout the world. The objective of the Prize is in conformity with UNESCO's policies and is related to the Programme of the Organization in the field of promoting scientific research.

### Article 2 – Designation, amount and periodicity of the prize

- 2.1 The Prize shall be entitled "Carlos J. Finlay UNESCO Prize for Microbiology".
- 2.2 The Prize shall be funded by the Cuban Government and shall consist of a recurrent payment of US\$20,000 biennially. The value of the Prize shall be determined by the Director-General (in consultation with the donor) on the basis of the contribution received from the Cuban Government, the interest on the sum deposited in the special account, in accordance with the Financial Regulations of UNESCO, and the charges to be borne by the account for the cost of administering the Prize. The Prize will also issue a certificate.
- 2.3 All funds and the interest accrued thereon shall be kept in a special interest-bearing account for the Prize (see financial rules in the Annex).
- 2.4 The full staff support and operating/management costs of the Prize, including all costs related to the award ceremony and public information activities, estimated at US\$10,000 shall be fully covered by the Cuban Government. To this end, the Director-General will determine a mandatory overhead cost amount to be applied and charged against the funds in the special account which is to be established under the financial regulations for the prize.
- 2.5 The Prize shall be awarded biennially during the same year as the UNESCO General Conference, on an initial basis for three biennia (six years).

### Article 3 - Conditions/Qualifications of candidates

Candidates shall have made significant contribution to research and development in the field of microbiology (including immunology, molecular biology, genetics, etc.) and its applications.

They shall be confined to individuals, institutions, other entities or non-governmental

#### **Article 4– Designation/Selection of the award-winner**

The prize-winner shall be selected by the Director-General of UNESCO on the basis of the assessments and recommendations made to him/her by a jury.

#### **Article 5– Jury**

- 5.1 The Jury shall consist of five independent members, being personalities with a recognized reputation in the field covered while also taking into consideration the need for equitable geographical representation, gender equality and the principle of non-payment of honoraria. They shall be appointed by the Director-General for two year periods for a maximum period of six years. Representatives and alternatives of Members of the Executive Board cannot be appointed as jurors. Jurors involved in a real or potential conflict of interest shall refuse themselves from further deliberations or be asked by the Director-General to do so. The Director-General may replace members of the jury for reason.
- 5.2 The Jury shall elect its own chair and a deputy chair. Members shall receive no remuneration for their work, but will receive allowances for travel and accommodation, where required. A quorum of three jurors present will be required for jury deliberations to proceed. The working languages for deliberations by a jury shall be English and French.
- 5.3 The Jury shall conduct its business and deliberations in conformity with these Statutes and shall be assisted in the performance of its task by a member of the UNESCO Secretariat designated by the Director-General. Decisions shall be taken by consensus to the extent possible and otherwise by secret ballot until a simple majority is obtained. A member shall not take part in a vote concerning "nomination from his or her country.
- 5.4 The Jury shall meet once every two years. The Jury may conduct its business and deliberations by correspondence or by electronic means.
- 5.5 The Jury shall send an assessment on nominations and accompanying recommendations to the Director-General of UNESCO no later than 31 August of the year of the Prize.

#### **Article 6– Nomination of candidates**

- 6.1 When UNESCO has received the funding of the prize, as indicated in Article 2 above, the Director-General of UNESCO shall officially invite the submission of nominations to the Secretariat of the Prize, by 15 July of the year of the Prize, from the governments of Member States, in consultation with their National Commissions as well as from non-governmental organizations maintaining official partnerships with the Organization and active in relevant fields covered by the prize.
- 6.2 Nominations shall be submitted to the Director-General by the governments of Member States, in consultation with their National Commissions, and by non-governmental organizations maintaining official partnerships with UNESCO. A self-nomination cannot be considered.



6.3 Each nomination shall be accompanied by a written recommendation, which shall include five copies in English or French. *if/for* *alia*:

- a) a description of the candidate's background and achievements;
- b) a summary of the work or the results of the work, publications and other supporting documents of major importance, submitted for consideration; and
- c) a definition of the candidate's contribution to the Prize's objective.

#### Article 7 - Procedure for the awarding of the Prize

- 7.1. The Prize shall be awarded by the Director-General at an official ceremony held at that purpose in the place where UNESCO organizes the World Science Forum, or in the donor country on the occasion of Carlos J. Finlay's birthday on 3 December during the same year as the UNESCO General Conference. UNESCO shall present to the prize-winner a check for the amount of the prize US\$10,000 as well as a certificate. UNESCO shall officially announce the name of the prize-winner.
- 7.2. If a work being rewarded has been produced by two or three persons, the prize shall be awarded to them jointly. The prize may not be shared by more than three persons.
- 7.3. The prize-winner, if possible, shall give a lecture on a subject relevant to the work for which the prize has been awarded. Such a lecture shall be organized during or in connection with the Prize ceremony.
- 7.4. The work produced by a person since deceased shall not be considered for a prize. If, however, a prize-winner dies before he/she has received the prize, then the prize may be presented posthumously to relatives or an institution.
- 7.5. Should a prize-winner decline the prize, the jury shall submit a new proposal to the Director-General.

#### Article 8 - Sunset clause - mandatory renewal of the Prize

- 8.1. Six months prior to the agreed end of the term of the Prize, the Director-General of UNESCO together with the donor will undertake a review of all aspects of the Prize and decide about its continuation or termination. The Director-General will inform the Executive Board of UNESCO about the results of this review.
- 8.2. In case of termination of the Prize, the use of any unspent balance of funds shall be determined by the Director-General in accordance with the Financial Regulations of the Prize.

#### Article 9 - Appeals

No appeals shall be lodged against the decision of UNESCO with regard to the award of the Prize. Proposals received for the award of a prize may not be divulged.

#### Article 10 - Amendments to the Statutes of the Award

Any amendment to the present Statutes shall be submitted to the Executive Board for approval.



## FINANCIAL REGULATIONS OF THE SPECIAL ACCOUNT FOR THE CARLOS J. FINLAY UNESCO PRIZE FOR MICROBIOLOGY

### Article 1 - Creation of a Special Account

- 1.1 In accordance with Article 6, paragraph 5 and 6. of the Financial Regulations of UNESCO, there is hereby created a Special Account for the Carlos J. Finlay UNESCO Prize for Microbiology, hereafter referred to as the Special Account.
- 1.2 The following regulations shall govern the operation of the Special Account.

### Article 2 - Financial period

The financial period shall correspond to that of UNESCO.

### Article 3 - Purpose

The purpose of the Carlos J. Finlay UNESCO Prize for Microbiology is to reward an individual, institution, or other entity or non-governmental organization who through research and development has made an outstanding contribution to the field of microbiology (including immunology, molecular biology, genetics, etc.) and its applications throughout the world.

### Article 4 - Income

The income of the Special Account shall consist of

- (a) voluntary contributions from the Cuban Government, as well as other entities;
- (b) such amounts provided from the regular budget of the Organization as might be determined by the General Conference;
- (c) such subventions, endowments, gifts and bequests as are allocated to it for purposes consistent with the object of the Special Account;
- (d) miscellaneous income, including any interest earned on the investments referred to in Article 7 below.

### Article 5 - Expenditure

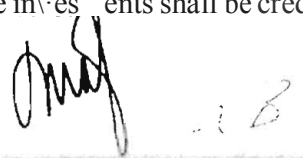
The Special Account shall be debited with the expenditure relating to its purpose as described in Article 3 above, including administrative expenses specifically relating to it.

### Article 6 - Accounts

- 6.1 The Chief Financial Officer shall maintain such accounting records as are necessary.
- 6.2 Any unused balance at the end of a financial period shall be carried forward to the following financial period.
- 6.3 The accounts of the Special Account shall be presented for audit to the External Auditor of UNESCO, together with the other accounts of the Organization.
- 6.4 Contributions in kind shall be recorded outside the Special Account.

### Article 7 - Investments

- 7.1 The Director-General may make short-term investments of sums standing to the credit of the Special Account.
- 7.2 Interest earned on these investments shall be credited to the Special Account.



**Article 8 - Closure of the Special Account**

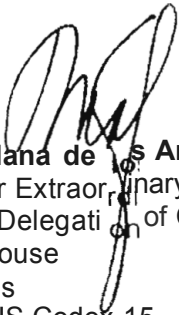
The Director-General shall decide upon the closure of the Special Account at such time as, when she deems that its operation is no longer necessary and inform the Executive Board accordingly. The Director-General shall decide about the use of any unspent balance of funds.

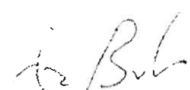
**Article 9 - General provision**

Unless otherwise provided in these Regulations, the Special Account shall be administered in accordance with the Financial Regulations of UNESCO.

Date: 11/11/77

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**H. E. Mrs. Maná de los Angeles Florez Prida**  
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Permanent Delegation of Cuba to UNESCO  
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