Induction of a candidate into the National Mining Hall of Fame is a four-step process. The deadline for nominations is December 31 each year.

**Induction Process:**

1. **Nomination by Nominator:** Nominations can be made by anyone wishing to make a nomination by following the procedures below.

2. **Recommendation by Board of Governors:** Once all nominations are received for a calendar year, the National Mining Hall of Fame’s Board of Governors will review the new nominations received during the past year, and will also re-review those nominations which were submitted but not selected for induction from the previous nine years. This makes each nomination package eligible for induction for a period of ten years. If an individual is not selected for induction during that ten-year period, the individual may be re-nominated using this same procedure. Once the Board of Governors has reviewed all the candidates from the past ten years (new nominations and the carry-overs from the past nine years), the Governors will recommend the successful nominations to the Board of Directors for induction into the Hall of Fame.

3. **Ratification by Board of Directors:** As a check-and-balance, the Governor’s recommendations are presented to the National Mining Hall of Fame’s Board of Directors for review, consideration and ratification. Once the successful nominations are ratified by the Board of Directors, the Nominations Chair will contact the person who made the nomination to receive contact information for the Nominee (if living) or the family of the Nominee if posthumously. The Chairman of the Board will then notify the new class of inductees and/or their families of its intent to induct the individual(s) into the Hall of Fame.

4. **Formal Induction at the Annual Induction Banquet:** The National Mining Hall of Fame and Museum usually holds its Annual Induction Banquet between late August and early October. The location changes each year. Inductees (if living), inductee families and friends are strongly encouraged to be present for the Banquet to celebrate this great honor.

**Individual Requirements for Induction:**

1. Inductee candidates must have had personal impact upon the mining industry for 30 years or more.

2. Inductee candidates must be at least 55 years of age.

3. Inductee candidates may be nominated while still living or posthumously.

**Nomination Procedure:**

1. **Provide a biography of the nominee that is approximately 600 words (about 3,000 characters, including spaces).** The biography should include the nominee’s date of birth and death (if deceased) and should focus on key aspects of his or her work related to the mining industry and how that work had a lasting impact on the industry. In addition to the biography, we welcome supporting documentation in the form of articles, technical papers, company documents, etc., that add to our knowledge of the nominee’s contributions to the mining industry. There is no official nomination form to complete. It is useful to use the biographies of individuals who have been recently inducted into the Hall of Fame as a template. These are all available on the National Mining Hall of Fame website. The most recent class of inductee biographies may be more helpful than those who were inducted years ago.

2. **Provide a high-resolution digital or hard-copy photograph of the nominee.** For the photo, we prefer a high definition color, glossy print, head-and-shoulders, if possible. Or, the photo may be a high-resolution digital image that can be handled via email. If the nominee is selected for
induction into the National Mining Hall of Fame, the photo and the biography will be combined on a plaque that will be installed in the National Mining Hall of Fame gallery.

3. Provide a cover letter explaining why the nominator believes the nominee is worthy of induction. We prefer to receive a final hard-copy package of all documents, including the cover letter addressed to the Board of Governors of the National Mining Hall of Fame that we can keep in our files.

Contact Person for More Information on Making a Nomination:
Barbara Filas is the Nominations Chair for the National Mining Hall of Fame. She acts as a facilitator in the preparation of nominations, working with people who are making nominations to get the nominating biographies into the best possible shape for presentation to the Board of Governors. In developing the biography, email works best. Do not be too concerned about submitting the biography as a polished final document. A draft containing the basic information about the nominee’s mining industry career is sufficient as a starter. At the start of the process, we would rather have too much information than too little. Ms. Filas will look at the draft nomination, make suggestions for ways to strengthen it, fine tune it, and in general work with the nominator to bring the nominating biography to a final form for presentation to the Board of Governors. A phone conversation or an exchange of emails with Ms. Filas at the beginning of the process is always helpful.

Ms. Barbara A. Filas
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