Virgin Media British Academy Television Awards

Rules and Guidelines 2020
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A. INTRODUCTION

The Virgin Media British Academy Television Awards are presented annually to recognise, honour and reward individuals for outstanding achievement in television. The awards categories reflect the wealth and diversity of British television.

The Academy also honours individuals with awards in recognition of their contribution to the television industry. These awards are in the gift of the Academy; they are approved by the Television Committee and ratified by the Board of Trustees.

B. TIMETABLE

<table>
<thead>
<tr>
<th>2019</th>
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</thead>
<tbody>
<tr>
<td><strong>Tuesday 8 October</strong></td>
<td>Entries can be submitted via entry.bafta.org</td>
</tr>
<tr>
<td><strong>Mid-November</strong></td>
<td>Entered programmes are available to watch via the voting site</td>
</tr>
<tr>
<td><strong>Friday 22 November</strong></td>
<td>Submission deadline for programmes transmitted between 1 January - 30 November 2019 (17:00 GMT)</td>
</tr>
<tr>
<td></td>
<td>Any programmes transmitted after this time have until Friday 3 January 2020 to make their final entries</td>
</tr>
<tr>
<td></td>
<td>Entrants can submit entries for programmes yet to be transmitted. These entries will be reviewed by BAFTA but will not be made available for member viewing until after transmission</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>2020</th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Friday 3 January</strong></td>
<td>Submission deadline for programmes transmitted 1 - 31 December 2019, including performance categories (17:00 GMT)</td>
</tr>
<tr>
<td><strong>Monday 13 January</strong></td>
<td>Round One voting opens (12:00 GMT)</td>
</tr>
<tr>
<td><strong>Monday 27 January</strong></td>
<td>Round One voting closes (16:00 GMT)</td>
</tr>
<tr>
<td><strong>Wednesday 29 January</strong></td>
<td>Broadcaster entries invited</td>
</tr>
<tr>
<td><strong>Wednesday 5 February</strong></td>
<td>Deadline for broadcaster entries and for video submissions (12:00 GMT)</td>
</tr>
<tr>
<td><strong>Tuesday 3 March</strong></td>
<td>Juries begin</td>
</tr>
<tr>
<td><strong>Tuesday 17 March</strong></td>
<td>Juries end</td>
</tr>
<tr>
<td><strong>Thursday 26 March</strong></td>
<td>Nominations announcement</td>
</tr>
<tr>
<td><strong>Thursday 23 April</strong></td>
<td>TBC Virgin Media British Academy Television Awards Nominees’ Party</td>
</tr>
<tr>
<td><strong>Sunday 17 May</strong></td>
<td>Virgin Media British Academy Television Awards</td>
</tr>
</tbody>
</table>
C. ELIGIBILITY

Programmes must have had their first transmission in the UK between 1 January and 31 December 2019 on terrestrial, cable, satellite or digital channels, including web-based broadcasters who commission content (e.g. Netflix, Amazon, YouTube Originals).

Programmes may be regional or networked.

Programmes will be considered for one production category only.

Unless otherwise specified in the rules of the individual category, all programmes must have a minimum scheduled running time of 20 minutes, not including any commercial breaks.

For a programme to qualify for the Virgin Media British Academy Television Awards, the programme must have transmitted in the UK in 2019. If the programme has its first transmission outside of the UK in 2019 and also broadcasts in the UK, it is still eligible for the TV Awards. The criteria outlined below will determine if the programme is considered a domestic or international programme.

The programme should have been initiated and developed in the UK; with creative control residing within the UK and/or a UK broadcaster must have the primary editorial control over the programme. Where your programme falls outside of this eligibility, it can only be considered in the International category.

This year BAFTA will also require additional paperwork to be submitted in support of the programme adhering to the BFI diversity standards as defined here http://bfi.org.uk/diversitystandards. The Standards are a set of criteria that the BFI devised to ensure that the productions that they fund are working towards increasing diversity and inclusion. The Standards are defined by four categories – On Screen Representation; Training; Diversity of Crew; and Exhibition and Distribution – and under each category there is a list of actions that productions can take to increase diversity and inclusion. As each broadcaster has their own criteria, BAFTA will be applying the BFI categories and entrants will list the work they currently do in these areas, with entrants “self-assessing” by matching their own criteria to the Standards.

For this pilot we will be using the information gathered to help define what diversity standards should be applied to the production process for eligibility. Qualification will not affect your eligibility in this first year. On the entry form we will ask for examples, across the four categories, where your programme has met the standards, the list provided by the BFI is not definitive and we welcome applications from projects which address under-representation in areas not mentioned in the standards. In addition, you will be asked to detail any diversity inclusion programmes that your company run that are not listed as part of the standards. Please note that this will only apply to UK productions, we will not be gathering this information at this stage for International programmes.

Finally, we will also ask if your programme is Albert Sustainable. Our intention with this rule is to encourage better representation and increased inclusivity across the industry and the supporting information you provide will enable us to define what standards we can apply for future awards.

Programmes that are self-commissioned and self-published are not eligible for the Television Awards.

Programmes scheduled to have episodes in two separate calendar years (e.g. December 2019 and January 2020) cannot enter the same series in two consecutive years and must choose the year they wish to enter.

If you are in any doubt about the eligibility for your programme, please contact the Awards team at awards@bafta.org.
An entry can be made either to the Virgin Media British Academy Television and/or Television Craft Awards or the EE British Academy Films Awards, not both:

- If a work receives its first exhibition as a television broadcast, it should be entered to the Television and/or Television Craft Awards.
- If a work receives its first exhibition theatrically, but does not have a subsequent eligible release, it may be eligible for the Television and/or Television Craft Awards if subsequently broadcast (however, programmes that have had a theatrical release and then been subsequently re-cut for television are ineligible unless a significant amount of new material has been shot specifically for the television broadcast).
- If a work (over 70 minutes) is released into cinemas and on television or online on the same day, then it will be eligible either for the Television and/or Television Craft Awards or for the Film Awards, not both. The first exhibition (anywhere in the world) should be used to define which awards it should be entered into:
  - If a work receives its first exhibition online/VOD, it may be eligible for the Television and/or Television Craft Awards.
  - If a work receives its first exhibition as a public, paid-entry cinema screening and has a subsequent eligible release, it should be entered to the Film Awards.

Programmes commissioned by the children's department and/or intended for an audience of 16 and under should be entered into the Children's Awards.

Dramas, documentaries or animations with running times of between three minutes and twenty minutes may be eligible for the short film categories of the Film Awards and the Short Form Programme category of the Television Awards, but cannot be entered for both. In this case, the principle of first exhibition will generally apply; films first shown at a film festival should be entered into the Film Awards, programmes that were first shown on television or an online broadcast platform should be entered into the Television Awards. Content originating from or commissioned by a broadcaster will generally be expected to be entered into the Television Awards regardless of its first exhibition; please contact awards@bafta.org with details of the commissioning process to determine the eligibility of your film.

Programmes previously entered into the British Academy Children's Awards or the EE British Academy Film Awards are not eligible for the Television Awards. Entrants who feel that the programme could be deemed eligible for both the EE British Academy Film Awards and the Virgin Media British Academy Television awards should contact the Awards team at awards@bafta.org for clarification.

For details of eligibility for the Film Awards, see separate rules and guidelines at awards.bafta.org/entry.
D. ENTRY

WHO CAN ENTER?

Entries for the production categories can be submitted by broadcasters, independent production companies, directors, producers, writers, performers and BAFTA members.

There is a fee per entry of £456.00 (£380.00 + £76.00 VAT)

There is a discounted fee per entry for the short form category of £90.00 (£75.00 + £15.00 VAT)

This year we are introducing a fee for the performance categories of £90.00 (£75.00 + £15.00 VAT)

ENTRY PROCESS

All entries must be made via the entry site entry.bafta.org.

The BAFTA Awards entry site will be open for entries from 12:00 Tuesday 8 October until 17:00 on Friday 22 November 2019. Entries for programmes transmitted between 1 January – 30 November 2019 received after the deadline will not be accepted after this date and will not be eligible for future awards. Supporting videos should also be uploaded by this date.

The deadline for programmes that are transmitted 1 - 31 December 2019 is 17:00 on Friday 3 January 2020. The entry site will re-open at 12:00 on Friday 29 November 2019 for these submissions.

To complete the entry online the following will be required for each submission:

- A synopsis of no more than 1,000 characters. This should be a factual synopsis of the series. It should not include any details of other awards won, ratings or media quotes. BAFTA reserves the right to edit any text that does not meet these criteria
- A copy of the credits reel
- Proposal of names of up to four individuals who would be listed as nominees if the programme receives a nomination for all categories, with the exception of Short Form Programme, which has up to three nominees. These are the ‘candidates for nomination’. Failure to propose names may render your entry invalid. See CANDIDATES FOR NOMINATION for guidelines
- Contact email or agent/representative email per candidate where possible, as it will be necessary for BAFTA to contact these individuals in the event of a nomination. All emails will be retained in accordance with BAFTA’s Entrant Privacy Policy
- Information pertaining to whether the programme complies to BFI’s diversity standards, more information under ELIGIBILITY
- Three stills from the programme episode entered which can be used by BAFTA in the event of a nomination. Images must be high resolution JPEG or TIFF files, and no smaller than 600px wide. Stills representative of the final broadcast production are preferable over promotional photography or artwork. By providing the images, you grant BAFTA all necessary rights and consents (including but not limited to rights of publicity and privacy) to enable BAFTA to use the imagery in whole, or in part, and to edit the same, in such manner and for such purpose as is relevant to the nomination, including, but not limited to, broadcast, online, social media, print and advertising
- The full programme uploaded to the Video Management page and associated to the entry

If entering the following categories you will require additional information:

Live Event
- Supporting statement including techniques used, whether the footage is taken from a feed and any other relevant production information that will assist the jury
- Full programme duration; duration of live footage; duration of pre-recorded footage

Soap and Continuing Drama
- Provide up to four episodes
• Supporting statement including a précis of the year, the context of the storyline(s) submitted, challenges faced and any other information relevant to the creative achievement over the past 12 months

Sport
• Supporting statement including techniques used, whether the footage is taken from a feed and any other relevant production information that will assist the jury

Performance (Leading Actor / Actress, Supporting Actor / Actress, Female / Male Performance in a Comedy, Entertainment Performance)
• Entrants will be asked to choose between Leading and Supporting Actor / Actress
• An additional still for the performer which can be used by BAFTA in the event of a nomination, to the specifications listed above
• Performers from programmes entered into the International category are not eligible for entry into the performance categories

CANDIDATES FOR NOMINATION

There must be careful consideration of who is proposed as candidates for nomination as changes cannot be made once nominations have been announced.

The names submitted must be those that have made the most creative contribution to the programme. These individuals must have worked on the episode that has been submitted for consideration. BAFTA and the Television Committee retain the right to question the eligibility of any individual put forward. For scripted pieces, the BAFTA Television Committee would expect the writer, director and producer to be credited as candidates for nomination.

When supplying names of the candidates for nomination, BAFTA will only accept names if they are part of the creative production team. Commissioning editors and executives who work within the broadcaster commissioning teams will not be accepted.

If candidates for nomination cannot be decided upon, you may opt to list ‘Production Team’ as the nomination credit. In this case, you will be asked to supply up to four names of representatives from the team, along with their role on the project. These representatives will be the person(s) who receives the nomination certificate(s) and, should the programme go on to win, will also be presented with the winner certificate(s) and award(s). Please note that in this case, it is the programme that is being recognised, not the individuals, and these individuals will not be able to refer to themselves as BAFTA nominees or winners.

Candidates for nomination and production team representatives will be reviewed at point of entry, at which point entrants will be contacted for more information where necessary. Final approval of the candidates will be made ahead of the nominations announcement; any nominations still incomplete at this stage will be listed as Production Team. BAFTA reserves the right to remove or query any individuals that are not eligible and the final decision on eligibility rests with BAFTA’s Television Committee.

Correct entry information is the responsibility of the entrant. BAFTA is not liable for errors in listings that are the result of incorrect information being submitted on the entry form. BAFTA cannot be held responsible for programmes being entered in the wrong categories or any other incorrect information

APPEALS

Any programmes or proposed candidates for nomination who fall outside of the rules stated here will not be accepted without a formal appeal. Appeals should contain short statements from the programme’s producer(s), from the individual(s) concerned and from team members working directly with the individual(s) as appropriate. See ELIGIBILITY and VOTING PROCESS for more information. All appeals should be received prior to the second entry deadline in January.
MAKING PROGRAMMES AVAILABLE TO VOTERS AND JURORS

Entrants must have uploaded their full programme to the entry site and associated it to their entry in order to make their programmes available to BAFTA members. DVD screeners may not be sent to voters.

The voting site will open from mid-November for BAFTA members to start watching entered programmes early. We strongly encourage all entrants to upload videos supporting their entries as early as possible, as this will give BAFTA members a greater opportunity to view all material under consideration.

The voting site is username and password-protected via two-step verification, and is only accessible by BAFTA members eligible to vote in the Virgin Media British Academy Television Awards and the British Academy Television Craft Awards. Videos may be available to either stream or download until January 2020. After this date, videos will only be available to BAFTA jurors and all videos will be made available for download for jury purposes only. For further information on the security controls in place to protect streamed and downloaded content, please contact awards@bafta.org

E. TECHNICAL SPECIFICATION

The BAFTA awards entry site aims to provide the best possible viewing experience for your content. In order to achieve this, we request that you provide a high quality version of your file. Our video specification is below, however if your original best quality video is in another format, we would prefer to receive it with minimum encoding to preserve quality.

<table>
<thead>
<tr>
<th>Specification</th>
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</thead>
<tbody>
<tr>
<td><strong>File format</strong></td>
</tr>
<tr>
<td>.mp4 / .mov</td>
</tr>
<tr>
<td><strong>Audio codec</strong></td>
</tr>
<tr>
<td>Stereo audio (one audio stream with two channels L and R)</td>
</tr>
<tr>
<td><strong>Bit rate</strong></td>
</tr>
<tr>
<td>15 – 20 mbps (or as high as possible)</td>
</tr>
<tr>
<td><strong>Aspect ratio</strong></td>
</tr>
<tr>
<td>16:9 (i.e. Full HD: 1920x1080)</td>
</tr>
<tr>
<td><strong>File size</strong></td>
</tr>
<tr>
<td>Up to 5GB</td>
</tr>
</tbody>
</table>

Please upload your video(s) as soon as possible so any playback issues can be resolved before entries close. After your video has uploaded, please go to the video management page, play the file back, and contact awards@bafta.org if you have any other questions or problems with uploading.

BAFTA accepts no liability for any file created to the wrong specification and is therefore not available to be streamed in the voting site. It is the entrant’s responsibility to make sure the file is created to the correct format, to check their video once it has transcoded and to confirm the video is associated with the correct entry.
F. AWARD CATEGORIES

AWARDS IN THE GIFT OF THE ACADEMY

These awards are presented at the discretion of the BAFTA Television Committee; therefore they may not all be presented in any given year.

1. FELLOWSHIP

The Fellowship is the highest accolade the Academy can bestow. It is presented to an individual with a substantial body of work in recognition of an outstanding and exceptional contribution to television.

2. SPECIAL AWARD

The Special Award is presented to honour the talent of individuals who have made a significant and outstanding contribution to television.

3. WRITER AWARD

The Writer Award is to honour the talent of individuals who have made a significant writing contribution to television. Presented in honour of Dennis Potter.

4. MOST IMPORTANT CONTRIBUTION ON-SCREEN IN FACTUAL TELEVISION

This award is presented to honour the year’s most important contribution on-screen in factual television. Presented in honour of Richard Dimbleby.

PRODUCTION CATEGORIES

Unless otherwise specified, only one episode of a series must be entered and uploaded for judging.

5. SINGLE DRAMA

A single, self-contained drama.
Includes single films which form part of an anthology series, where each episode has a self-contained story. The same characters cannot appear in a later episode.
When part of a strand, the title of the episode should be listed, followed by the umbrella title in brackets, e.g. Bandersnatch (Black Mirror).
The full programme must be uploaded for judging.

6. MINI-SERIES

A drama series, between two and 19 episodes, that tells a complete story and is not intended to return, e.g. A Very English Scandal, Kiri, Mrs Wilson, Patrick Melrose.

7. DRAMA SERIES

A drama series, between two and 19 episodes, that is intended to return. E.g. Bodyguard, Informer, Killing Eve, Save Me.
8. SOAP & CONTINUING DRAMA

A drama transmitted for a minimum of 20 episodes throughout the year.

Four episodes of a series must be entered and uploaded for judging.

Entrants must submit either four continuous episodes or three continuous episodes and one special. The special cannot exceed 100 minutes but can be a stand-alone episode that does not form part of the continuous episodes submitted.

A supporting statement of up to 10,000 characters should also be provided. This statement should include a précis of the year, including the context of the storyline(s) submitted, the challenges faced and any other information relevant to the creative achievement over the past 12 months.

9. INTERNATIONAL

A single programme or series of any genre acquired from the international marketplace.

10. FACTUAL SERIES

More than one factual programme linked through a unified approach, narrative or the thematic development of a subject matter.

Includes ‘reality’ programmes where the formatting consists only of setting up an initial situation, which is then observed unfolding without further intervention.

Excludes ‘reality’ programmes which employ further rules, intervention and/or introduce challenges. These ‘reality’ programmes should be entered in to the Reality & Constructed Factual category.

Excludes strands such as Storyville (individual episodes of strands can be entered for the Single Documentary category).

Excludes arts, religion, history, natural history and science series, which are eligible in the Specialist Factual category.

11. SPECIALIST FACTUAL

Specifically for arts, religion, history, natural history and science programmes or series and can include both factual and performance programmes.

Excludes entire strands but includes individual programmes from those strands.

‘Factual drama’ is only admissible when the drama content closely and accurately recreates specific historical events and identified individuals.

Dramas that are presented as ‘factual’ on the basis they broadly represent historical events should be entered into the drama categories.

12. SINGLE DOCUMENTARY

For one-off documentaries only.

Includes individual episodes of documentary strands (such as Storyville).

Excludes individual episodes of documentary series; these should be entered into Factual Series.

May be presenter-led, however, if the presenter is an established news and current affairs reporter, then the programme must be entered in the Current Affairs category.

If the programme is primarily concerned with science, natural history or history, or is an episode from an established specialist factual strand, it should be entered in the Specialist Factual category.

The full programme must be entered and uploaded for judging.
13. FEATURES

Includes factual programmes not included in any other categories including cookery and cookery competitions, gardening, property, fashion and all other lifestyle programming and studio discussions.

Excludes ‘reality’ programmes in which the formatting consists ONLY of setting up an initial situation which is then observed unfolding without further intervention, which would be eligible in the Factual Series category.

Excludes overall strands.

14. REALITY & CONSTRUCTED FACTUAL

Programmes where participants are put into an environment or format and then observed interacting in situations devised by the producer.

This can include anything from shows where in a single episode subjects act according to format rules (e.g. Don’t Tell the Bride), to longer form real life soap operas when there is significant production intervention or staging (e.g. The Only Way Is Essex), to bigger scale formats where large casts of contestants perform elaborate tasks often living together within a constructed universe (e.g. I’m a Celebrity…. Get Me Out of Here!, The Apprentice).

15. SHORT FORM PROGRAMME

For single shorts, short form series and shorts from a strand from any genre that have been commissioned and premiered on an online and/or broadcast platform (e.g. All 4, BBC Three, Sky On Demand, YouTube Vice).

Includes animation, comedy, current affairs, drama, entertainment, factual and sport programmes. Children’s animation and news are not eligible.

Individual episodes of strands may be submitted where it can be proven that the individual episodes are separately commissioned with different production teams and/or production companies (e.g. Drugs Map of Britain, Sky Valentine Shorts).

For shorts that are part of a series, only one episode of a series may be entered and uploaded for viewing (e.g. Eating with My Ex, Phil Spencer’s Perfect Home).

Shorts eligible for submission must be a minimum of three minutes and no longer than 20 minutes.

Clipped content that is taken from a long form programmes that would be eligible for other categories and is re-purposed for short form content is not eligible.

This award will not usually be presented if fewer than 15 programmes have been entered.

Refer to general eligibility rules as the programme as a whole must qualify for the Virgin Media British Academy Television Awards.

For self-commissioned content that falls outside of the eligibility rules, please contact the awards team with in-depth production details, which will be reviewed by BAFTA’s Television Committee.

16. CURRENT AFFAIRS

For single films, or films from a strand that are primarily concerned with unfolding current affairs. Films from established current affairs strands such as Dispatches, Exposure, This World, Unreported World, Panorama, etc. should normally be entered into this category. If a film is strongly observational in character, entrants can make a case for the film to be entered as a Single Documentary, but the final decision on categorisation will rest with BAFTA.

The winner will demonstrate a commitment to original journalism of the highest order and will aim to provide revelation, fresh insight and analysis. It will have moved on the agenda and debate. It will promote new understanding through analysis or reportage, and will be representative of journalism that makes a difference.
It may or may not have an on-screen reporter. Films led by an established current affairs reporter must be entered into this category.

The full programme must be entered and uploaded for viewing.

17. NEWS COVERAGE

An individual news programme in its entirety, maximum one hour’s coverage can be uploaded
In the case of 24-hour news channels, the broadcaster is permitted to submit news programming of up to one hour’s duration, running continuously without any internal editing.

18. SPORT

For the television coverage of a sporting event, up to one hour of the entered programme must be uploaded for jury viewing with a supporting statement of maximum 10,000 characters in length. This statement should include the techniques used, whether the footage is taken from a feed, and any other relevant production information that will assist the juries. It cannot include any quotes or ratings about the programme.

The hour of footage must be as broadcast, but can be segmented to reflect different elements of the footage. The footage must be linear, be clear that it is not continuous footage and be from the same programme.

Where the minimum number of 10 entries is not met in this category, the entered programmes will be added to the Live Event category, irrespective of if the minimum entries have been met within the Live Event category.

19. LIVE EVENT

For the television coverage of a live event. Up to one hour of the entered programme must be uploaded for jury viewing with a supporting statement of maximum 10,000 characters in length. This statement should include the techniques used, whether the footage is taken from a feed, and any other relevant production information that will assist the juries. It cannot include any quotes or ratings about the programme.

Live episodes of traditionally pre-recorded programmes are not eligible.

The hour footage must be as broadcast, but can be segmented to reflect different elements of the footage. The footage must be linear and be clear that it is not continuous footage, and be from the same programme.

A minimum of 70% of the programme must be live to qualify for the category.

Where the minimum numbers of 10 entries is not met in this category, the entered programmes will be added to the Sport category, irrespective if the minimum entries have been met within the Sport category.

20. ENTERTAINMENT PROGRAMME

Includes quizzes, game shows, talent shows, music specials and all general entertainment programmes, e.g. Ant & Dec’s Saturday Night Takeaway, Britain’s Got Talent, Michael McIntyre’s Big Show and Strictly Come Dancing.

Comedy-based panel and chat shows should be put forward for Comedy Entertainment Programme.

21. COMEDY ENTERTAINMENT PROGRAMME

This includes programmes that capture the idea of comedy being central to the editorial of the programme and includes panel-led shows, chat shows where comic content plays a big part, stand-up and comedy clip shows, e.g. The Big Narstie Show, The Last Leg, A League of Their Own, Would I Lie to You?
22. SCRIPTED COMEDY

This covers both situational comedies and scripted comedy sketch shows.

PERFORMANCE CATEGORIES

In all cases, where a performer appears in a series, only one episode of that series may be entered and uploaded for judging. It is recommended that the performer under consideration be consulted as to which episode is being put forward as that alone will be used to judge their performance.

23. LEADING ACTOR
24. LEADING ACTRESS
25. SUPPORTING ACTOR
26. SUPPORTING ACTRESS

All individual performers are eligible for consideration in these categories, with the exception of those entered for programmes in the International category.

27. ENTERTAINMENT PERFORMANCE

Includes stand-up.

28. FEMALE PERFORMANCE IN A COMEDY PROGRAMME
29. MALE PERFORMANCE IN A COMEDY PROGRAMME

Includes comedy programmes, sketch shows and situation comedies.

Individuals are eligible for scripted programmes only.

Where the minimum number of entries in any category is not reached, BAFTA, at its discretion, may choose not to present any of the above awards at the Television Awards ceremony, or announce fewer nominations in any category. The BAFTA Television Committee is the arbiter of all eligibility.
G. VOTING PROCESS

The Fellowship, Special Award, Writer Award and award for the Most Important Contribution on-Screen in Factual Television are in the gift of the Academy and are not open to voting by members at any stage.

Nominations and winners of all other awards are decided by the television voting members and by juries.

Voting is conducted online. Prior to the first round of voting, all voting members are informed of voting rules and must vote or register their abstention. They may vote for up to six programmes/individuals per category but may register their abstention from any category where they feel unqualified to vote. The top six go forward for jury consideration.

Where there is a tie in the first stage membership vote for the sixth place, all programmes tied at 6th place will go through for jury consideration.

Where a category receives fewer than 10 entries, BAFTA may choose not to present the award at the Television Awards ceremony or announce fewer nominations in that category. Any category proceeding with fewer than 10 entries will not go to a membership vote, and will instead go straight to jury consideration.

Short Form Programme is judged by jury only.

Voting in Round One is restricted to registered voters.

All voting is authenticated by BAFTA’s appointed scrutineers.

BROADCASTER ENTRIES

After the first round of voting each broadcaster has the opportunity to enter up to two additional programmes/performers per category. The deadline for this entry is 12:00 on Wednesday 5 February 2020. Broadcaster entries will not be accepted in categories that go straight to jury for consideration. For further information on entering please contact Harriet Humphries (see Contact List).

JURIES

The top six, as voted for by the membership, is compiled with the broadcaster entries to form the jury shortlist. The juries then decide the four nominations and overall winner in each category.

All decisions made by BAFTA and its juries are final and no correspondence will be entered into as to why particular entries were or were not nominated.
H. NOMINATIONS AND WINNERS

The nominations for each category will be listed in alphabetical order.

Nominations will be announced approximately five weeks before the ceremony.

The winners list and winners press release is the definitive source of award winners information.

All individual candidates for nomination and production team representatives will receive a certificate of nomination. All individuals candidates and production team representatives named as award winners will receive a BAFTA award and a winner’s certificate. Please note that where you have opted for a production team credit no individual names will appear on either the certificate or award.

The BAFTA award or logo may not be reproduced or used in any commercial manner unless prior permission has been obtained from BAFTA.

The BAFTA award remains the property of the British Academy of Film and Television Arts, to remain in the care of the recipient or his/her descendants. Should the award leave the care of the recipient or his/her descendants, the Academy reserves the right to purchase the mask back for a fee of £1. The award must not be sold on to any third party.

Award winners unable to collect their BAFTA award(s) on the night of the ceremony must arrange collection from BAFTA within 12 months of the ceremony.

BAFTA does not issue replicas of the award.

Certain companies directly involved with nominated programmes could be eligible to purchase a duplicate nominees or winner certificate so that they can have a record of their involvement. Applications must be made via the BAFTA entry site after the ceremony.

I. CLIP USAGE – NOMINATED TELEVISION PROGRAMMES

Clips from nominated programmes will be shown at the Virgin Media British Academy Television Awards ceremony, and these clips may form part of the television and online broadcast of the ceremony in the UK and around the world.

BAFTA commits that it will not select any clip which could be construed as a ‘spoiler’ for any viewer who has not yet seen the programme, but otherwise requires the freedom to select suitable clips to illustrate the craft or the individual nominated and to complement the clips selected for the other nominated titles/individuals.

Part of BAFTA’s charitable remit is to promote excellence to as large an audience as possible. In order to fulfil this, BAFTA intends to make clips of the nominated programmes available to the public on BAFTA’s websites and social media channels.

Owners of nominated programmes are obligated to submit to BAFTA a copy of the programme. BAFTA and/or their production company will maintain such material under tight security.

By entering a programme for consideration, the programme’s owners are deemed to have conveyed to BAFTA the right to choose excerpts from the programme at BAFTA’s sole discretion for incorporation into the worldwide television broadcast of the ceremony and on the BAFTA website and associated websites; including, but not limited to, bafta.org, guru.bafta.org, twitter.com/bafta, facebook.com/bafta, youtube.com/Baftaonline and instagram.com/bafta; for non-commercial purposes in the context of the Awards for one year from May 2020.

Upon entering a programme via entry.bafta.org for the Virgin Media British Academy Television Awards consideration, the entrant will be asked to confirm the following:

- That he/she has the authority, on behalf of the programme and programme makers, to agree to grant the above licence
- That he/she agrees to grant the above licence

If you foresee any problems with the granting of this license, please contact awards@bafta.org before entering.
J. BAFTA LOGOS

All requests for logos should be made via www.bafta.org/media-centre/logos

Entrants may use the ‘Virgin Media British Academy Television Awards’, ‘British Academy Television Craft Awards’, ‘BAFTA Nominee’ or ‘BAFTA Winner’ logos online, in print and in broadcasts only once a programme has been nominated for, or won, an award.

Logos are available from BAFTA before the nominations and winners announcements for advance artwork preparation, but may only be used if the programme or individual receives a nomination or wins an award.

Cropping or altering the artwork in any way is prohibited.

Each instance of logo use must be approved by BAFTA, with proofs of the logos in situ sent by email. Contact Nick Williams (see CONTACT LIST) for more information.

K. PIRACY

The Academy takes a very serious view of piracy and will work with broadcasters and production companies to help prevent it.

All BAFTA voters sign up to a code of conduct setting out their responsibilities regarding piracy. This code is available upon request from Timothy Hughes (see CONTACT LIST) for more information.
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<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Contact Information</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kelly Smith</td>
<td>Head of Awards</td>
<td><a href="mailto:awards@bafta.org">awards@bafta.org</a></td>
<td>TV entry and rules, Voting procedures, Nominees</td>
</tr>
<tr>
<td>Harriet Humphries</td>
<td>Television Officer</td>
<td><a href="mailto:awards@bafta.org">awards@bafta.org</a></td>
<td>General enquiries, TV entry and rules, Nominees</td>
</tr>
<tr>
<td>Natalie Gurney</td>
<td>Television Officer</td>
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<td>Online entry and video support, Voting procedures, Nominees</td>
</tr>
<tr>
<td>Nick Williams</td>
<td>Marketing and Communications Manager</td>
<td><a href="mailto:website@bafta.org">website@bafta.org</a></td>
<td>Logos/permission agreements</td>
</tr>
<tr>
<td>Timothy Hughes</td>
<td>Membership Officer</td>
<td><a href="mailto:membership@bafta.org">membership@bafta.org</a></td>
<td>Membership enquiries</td>
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