

WORKPLACE SAFETY AWARD 2010

OVERVIEW

The EEA Workplace Safety Award recognises excellence in health and safety in the electricity supply industry, including significant industry achievement or contribution to workplace safety by an organisation or individual. The Award recognizes initiatives to:

1. Promote safety excellence in the electricity supply industry workplace.
2. Raise awareness and ownership of health and safety issues and practices in the work place.
3. Reduce accidents in the electricity supply industry.
4. Encourage staff to think constructively about safety practices and procedures.
5. Publicise ideas, procedures and training which provide for a higher standard of safety in our industry; and encourage debate on safe working procedures within industry and each company.

Entries may cover:

- The development of new or improved types of safety equipment.
- The introduction of new or improved safety methods, practices or procedures.
- New ways of encouraging a positive approach to working safely.
- Any other new aspect or suggestion which conforms to the Objectives set out above.

AWARD PRIZE

The Award consists of a plaque and a cheque for \$NZD500.

JUDGING CRITERIA

1. The effectiveness of identification of the problem and the need for change.
2. The extent of commitment in development and implementation.
3. The effectiveness of the impact or outcome of the achievement in the workplace.
4. The extent of integration of the achievement with other management systems in the organisation.
5. The suitability of the achievement or contribution for wider application to industry.
6. Compliance with all relevant statutory requirements.
7. Evidence of achievement. Where possible, external verification of the achievement should be provided.

The judging panel will comprise of the EEA President (or nominee), the Chief Executive, Department of Labour (or nominee), the Secretary, Ministry of Economic Development (or nominee) and an Employee Representative.

ENTRY REQUIREMENTS

All entries must comprise of the following material:

1. A completed official entry form.
2. For ease of judging, 5 bound copies of all documentation.
3. An executive summary (maximum of two double-sided A4 pages, typed in double-spacing Arial font

size 12), demonstrating how the entry meets the judging criteria.

4. Sign-off by a member of the organisation's senior management team, or referee where appropriate.
5. A poster presentation summarising the entry (laminated single-sided A3) for display at the EEA Conference.
6. Visual/multimedia material:
 - 1-6 high quality colour images, either in jpg or tif format, or clearly labelled photographs.
 - A silent (no audio track) 25 second mpg video file or 25 second automated PowerPoint presentation.
7. Supporting documentation, including:
 - Statistical information.
 - Additional visual/multimedia material.
 - Diagrams and explanatory text.
 - Published reviews or critiques undertaken by independent parties.
 - Submissions made to other engineering awards.
 - Independent evidence of safety processes/outcomes.

TERMS & CONDITIONS OF ENTRY

The entrant accepts and agrees to the following terms and conditions:

1. All entries and supporting material must be received at the EEA by 5pm on **Monday 3 May 2010**.
2. The Award is open to all New Zealand electricity supply industry organisations and individuals, including, but not limited to: asset owners, contractors, consultants, equipment suppliers or others in the generation, network or electricity retail sectors.
3. The entrant has obtained the permission of all relevant parties to proceed with the entry.
4. The entrant gives permission to use any of the material provided for publicity and promotional purposes.
5. The number of copies requested will be provided, and should further information be requested, this will be provided by the date specified.
6. Should the entrant be announced as a finalist, the entrant must attend, and meet the costs of attending, the formal Awards presentation at the EEA Conference in Christchurch on 17-18 June 2010.
7. The entrant accepts that the judges' decision is final and that no correspondence will be entered into.
8. The judges undertake to observe the confidentiality of entries and to declare or avoid any possible conflict of interest.
9. The judges reserve the right not to make an Award where, in the judges' opinion, no entry of adequate standard has been received.

DEADLINE

Entries close at 5pm on Monday, 3 May 2010 and should be sent with supporting material to EEA Safety Award 2010, Ground Floor, Engineers House, 158 The Terrace, PO Box 5324, Wellington.



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Entry Form

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ENTRY DETAILS

Entry Name			
Organisation			
I/we would like the entry returned. [Note one copy will be retained for EEA records]:	Yes	No	

CONTACT DETAILS

Contact Person		Designation	
Address			
Phone		Fax	
Email			

AGREEMENT

1. I/We declare that I/we have read and accepted the terms and conditions of entry for this Award.
2. I/We have provided 5 bound copies of all material.
3. I/We declare that all of the information provided is factually accurate and complete.

SIGNATURE		DATE	
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Please complete and return by **5pm on Monday, 3 May 2010** to:

EEA Workplace Safety Award 2010
Ground Floor, Engineers House, 158 The Terrace, PO Box 5324, Wellington