
2011 WA ENGINEERING EXCELLENCE AWARDS



ENGINEERS
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Western Australia Division



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Division

2011 Western Australia
Engineering Excellence Awards

Entry Guidelines and Requirements

2011 WA ENGINEERING EXCELLENCE AWARDS

KEY DATES

Monday 18 April 2011

- Entry Form & full entry fee payment - pages 10-11

Wednesday 15 June 2011

- 7 Copies of Entry Submission bound into A4 size including:
 - Executive Summary
 - Categorisation Statement
 - Detailed Submission
 - Appendices (optional)
- Confirmation of Entrants & Project Title form - page 12
- Copyright Clearance - page 13
- Media Statement
- Photographs
- Exhibition Poster

Friday 19 August 2011

- Register for Exhibition Launch Cocktail Party (Fri 9 Sept)
- Register for Excellence Awards Dinner (Sat 17 Sept)

25 November 2011

- Collect submissions and exhibition poster

The Western Australia Division thanks our partners:

Principal Partner



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CORPORATION

Note: Sponsorship is in no way linked to the judging process, which is entirely independent and avoids all and every aspect of conflict of interest. Sponsors are entirely free to enter any project into any category of the Awards program, and will be eligible to win an award in any category if so deemed by the judging panel.

INTRODUCTION

The Western Australia Division of Engineers Australia welcomes your entry into the 2011 WA Engineering Excellence Awards.

This awards program encourages and celebrates engineering excellence by identifying, recognising and promoting excellence in the science and practice of engineering.

The awards also provide peer recognition of engineering excellence, raise the profile of the profession and of local engineering, and highlight the contribution of engineers to the economy, to the community and to the environment.

The purpose of this document is to help you:

- Enter these awards without undue cost or effort
- Enter the most appropriate award category(s)
- Maximise your chance of winning an award
- Have your project presented to maximum advantage at the Awards Dinner, and in the various media appearances associated with the awards

This document contains all the information you need to submit an entry.

We urge you to keep submissions simple and concise, so as to avoid excessive costs of submission as well as to aid the judging process. There are limits on submission word counts, and we do not seek sophisticated graphic design in submission documents. Instead we would prefer that you provide quality graphics for our audio-visual and media material.

Copies of previous award entries are held in the WA Division office, and may be viewed by appointment. We can identify past submissions considered by the judges as model formats. To view these submissions please contact Sharleen Mantle at the Division Office to make an appointment.

712 Murray Street

West Perth WA 6005

www.engineersaustralia.org.au/wa

Phone: (08) 9321 3340

Fax: (08) 9481 4332

Email: smantle@engineersaustralia.org.au



ENGINEERS
AUSTRALIA

Western Australia Division



2011 WA ENGINEERING EXCELLENCE AWARDS

BENEFITS OF ENTRY

The Engineering Excellence Awards give entrants the opportunity to showcase their work to industry colleagues, media, government, clients, sponsors and the general public.

All entrants will receive the following:

- 10 complimentary tickets to the Awards Presentation Dinner on Saturday 17 September 2011. If you are entering the Small Company Projects category you will receive 4 complimentary tickets to the Awards Dinner, as entry fees are less.
- 2 complimentary tickets to the Exhibition Launch Cocktail Party on Friday 9 September 2011
- Inclusion in the public exhibition of 2011 Award entries, from Friday 9 September to Friday 16 September 2011
- Inclusion in a professional audio-visual presentation at the Awards Dinner
- Inclusion in the full colour Excellence Awards Showcase Booklet
- Inclusion in the West Australian newspaper supplement full colour lift-out

Category winners will also receive:

- An award endorsed by the Chairperson of the Judging Panel and the President of the Western Australian Division of Engineers Australia. These will be announced and presented at the Awards Dinner.
- Automatic nomination to the prestigious 2011 WA Engineering Excellence Award
- Additional media promotion
- Eligibility for entry into the Australian Engineering Excellence Awards
- The right to use the WA Engineering Excellence Awards “Winners” logo

INTERVIEWS

A panel typically consisting of two chartered professional engineers, one engineering academic and one non-engineer will judge each entry. The judges will initially review the written submission and will subsequently arrange an interview with the entrant organisation.

All interviews are held during early August. You will be notified in advance of when the interviews will be held. Interview time slots will be allocated for each submission i.e. if the same project has been entered into two categories, you may still need to attend an interview for each category.

The presentation often has a big impact on the judging panel and should be conducted by key project team member(s) such as the Project Manager and / or staff that worked directly on the project.

There is no limit on how many people can attend the interview, although we suggest that no more than 5 people attend (due to time constraints).

The interview should comprise of a 15 minute presentation to expand on the written submission. Please note, judges have already read the submission, so there is no need to repeat information already submitted. The presentation can be made up of a PowerPoint display, video footage, diagrams, or possible animation for more complex projects. The presentation will be followed by questions from judges, with the interview process taking between 30-45 minutes in total.

The Judging Panel shall be entitled to request further information as this may be considered necessary to make a decision.

The judges reserve the right to make more than one or to make no award in a category.

If only one entry is received in a category this category will not be judged. The entrant will be contacted to discuss options that include entry into another category; holding their entry over for the next year or withdrawing their entry. This decision will be made as soon as the Call for Entries have closed. Winners will be announced at the Awards Dinner on Saturday 17 September 2011, and will have an embargo in place until that time.

Where any rules or regulations associated with the 2011 WA Engineering Excellence Awards are disputed or require classification, the matter shall be referred to the Chairperson of the Judging Panel. The decision by the Chairperson shall be final.

AWARD CATEGORIES

ELIGIBILITY

Projects or other endeavours located anywhere in the world are eligible for entry, providing that the engineering component under submission was conducted primarily in Western Australia. The work must have been completed or substantially completed within a 24 month period prior to the closing date for submissions.

CATEGORIES

The eleven categories in the 2011 WA Engineering Excellence Awards are:

1. RESOURCE DEVELOPMENT

This category includes mining, agriculture, processing, oil and gas production, solar energy, wind and water power or any other engineering project or activity associated with the development and / or processing of any mineral or natural resource.

2. INFRASTRUCTURE & BUILDING

This category includes the development, upgrading and maintenance of transport, communications and public services infrastructure, including water, waste, sewage, chemical treatment, electricity and gas services. It includes buildings and structures such as offices, hospitals, housing, public and special purpose buildings. This category also includes conservation or reconstruction of items of heritage significance.

3. PRODUCTS & MANUFACTURING

This category includes the development, upgrade or maintenance of plant and equipment, mechanical equipment, chemical processes, bioengineering, ceramics, medical and fuel technology. This includes manufactured products, materials handling equipment and asset management.

4. CONTROL SYSTEMS, REPORTS & PROCEDURES

This category includes control and operating systems. It also includes reports and procedures covering engineering activities including development, feasibility studies, computer modelling, environmental impact, planning investigations and systems.

5. ENVIRONMENT

This category recognises engineering activities particularly directed to achieve improvements in the quality of life, to protect our natural environment, to assess and mitigate environmental impact, to rectify environmental damage, or as a demonstration of sustainable engineering principles.

6. ENGINEERING FOR REGIONAL COMMUNITIES

Excellent engineering can make major contributions to regional communities outside our metropolitan areas. The project or activity should demonstrate how engineers have, by imagination, provided benefits to the economy, environment, resource development or lifestyle of a particular community. This award aims to recognise the particular contributions of engineers working in regional areas.

7. ELECTRONICS, TELECOMMUNICATIONS AND INFORMATION TECHNOLOGY

This category includes the analysis, design, development and operation of computer hardware, software engineering, electronics and telecommunications and their applications. These include new technology in the areas of satellite, telephone, optical fibres, computer systems and the novel application of cutting-edge problem-solving techniques.

8. MANAGEMENT OF ENGINEERING

This award recognises the contribution of education, training, planning, organisation and engineering management, or the “people dimension” of engineering. It acknowledges the quality of interpersonal communications exhibited through management systems, project management, quality plans, documents, reports, training schemes, regulatory systems and regulatory compliance and the like. One-off reports, master plans, planning studies, environmental impact studies (which show exceptional clarity of communication) will be eligible.

9. INNOVATION & DEVELOPMENT

This award recognises how innovative ideas are applied individually or as a team, including reviewing existing engineering knowledge, formulating new engineering ideas and concepts, and testing and developing them by analysis or experiment.

10. INTERNATIONAL PROJECTS & EXPORTS

Australia's engineering expertise is extensively applied through project management, consulting services or implementation projects, and in the development or adaptation of products to particular export markets. Both areas, which make valuable export contributions to our economy, are recognised by this award.

11. SMALL COMPANY PROJECTS

The intent of this award is to acknowledge excellence in engineering projects, and recognise innovative work carried out by a growing number of small companies. Companies with an engineering team of 10 people or less in total may enter. Any field of engineering, whether or not covered by one of the main awards, will be eligible.

From the above category winners, the most outstanding project will receive the prestigious 2011 WA Engineering Excellence Award trophy. The award recognises an accomplishment of exceptional engineering merit which makes a major contribution to the community.

All category winners of the Western Australia Division Engineering Excellence Awards and highly commended award winners (the latter invited at the discretion of the National Judges) are eligible for entry into the 2011 Australian Engineering Excellence Awards, which will be staged in Canberra in November 2011.

CRITERIA FOR JUDGING

MANDATORY JUDGING CRITERION

Entrants must address at least 6 of the 7 mandatory criteria and must include criterion 1. Attention to occupational health and safety.

If 7 criteria are addressed, the judges will rate the project on the basis of the highest 6 criteria scored in their judging.

1. Attention to occupational health and safety

Occupational health and safety record

Evidence of particular consideration of OH&S in:

- Design
- Manufacturing
- Construction
- Project management

2. Use of sound engineering practices and principles

Demonstrable sound practices and principles in the areas of:

- Design principles and standards
- Manufacturing standards and controls
- Construction processes
- Project/Contract management
- Quality systems

3. Originality and ingenuity of the solution

Significant original engineering application in the:

- Innovativeness of design, process or application
- Achievement of outcomes
- Potential for future applications

4. Actual or potential contribution of the work to the economy

Contribution to the local, regional or national economy with the following indicators:

- Efficiency in extraction and use of resources
- Efficiency in the application of engineering services
- Value adding, export potential
- Impact on the quality of life
- Business improvements

5. Benefits to the community

Contributes positively to communities (local, regional or national) in the areas of:

- Employment (including health and safety)
- Environment, conservation
- Amenity
- Quality of life

6. Contribution to sustainable development

The project/company has implemented strategies within a framework of sustainable development towards managing, protecting or conserving the natural environment considering:

- Efficient use of natural resources while providing for beneficial use
- Energy, water conservation or consumption within acceptable yields
- Maintaining environmental integrity

7. Significance of the work as a benchmark of Australian Engineering

Sets new benchmarks or continues current high standards of Australian Engineering in:

- Reputation as a quality project
- Recognition as an engineering achievement
- Patents or other protection

OPTIONAL JUDGING CRITERIA

In addition, the judges will consider other criteria nominated by the entrant from the following list. We suggest that you address between 3 and 6 of these:

8. The simplicity of the engineering solution
9. Use and development of innovative design, construction, maintenance or management practices
10. Technical complexity
11. Cooperation with other disciplines and professions and/or effective use of community, government or industry consultation
12. Substantial evidence of sales and export potential of the project and/or its intellectual property
13. Level of import replacement
14. Attention to value adding
15. Attention given to the needs of users
16. Environmental implications
17. Quality and extent of research
18. Demonstrates significant skills transfer and professional development of the team
19. Integration and innovative use of computer automation, intelligence, modelling systems or multi-media techniques
20. Maintenance efficiency and effectiveness
21. Heritage value



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REGISTRATION - Due Monday 18 April 2011

YOUR ENTRY SUBMISSION IS NOT REQUIRED AT THIS STAGE.

ENTRY FORM

To register, complete the attached two page Entry Form (pages 10-11) and return together with the full entry fee to the WA Division office by 5.00pm Monday 18 April 2010. Note that registrations will only be accepted with payment, and that entry fees are nonrefundable.

It is essential that at this stage you provide details of the entrant organisation, together with all details of joint entrants or other parties who may have made a significant contribution to the entrant project. This will help to ensure recognition of all appropriate parties, and to prevent potential conflict of interest amongst members of the judging panel.

ENTRY FEES

Each entry must include a fee of \$2200 (inc GST) or \$1400 (inc GST) for Small Company Projects category.

All entries, excluding Small Company Projects, will receive complimentary admission for two people to the Exhibition Launch Cocktail Party and a table of 10 to the Awards Dinner.

Small Company Project entries will receive complimentary admission for two people to the Exhibition Launch Cocktail Party and 4 tickets to the Awards Dinner.

An additional fee of \$750 (inc GST) is payable for the same project to be entered into a second category (projects can be entered into a maximum of 2 categories only), but additional entries do not include complimentary Awards Dinner or Cocktail Party tickets.

A tax invoice / receipt will be issued once payment has been received.



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ENTRY SUBMISSION - Due Wednesday 15 June 2011

Your full Entry Submission is due by 5.00pm Wednesday 15 June 2011. Late or incomplete submissions will not be considered. The delivery address for submissions is:

Sharleen Mantle
Engineers Australia
712 Murray Street
WEST PERTH WA 6005

ENTRY SUBMISSION

Seven copies of the Entry Submission to be presented in no less than 11 point font and bound into A4 size binders are required. (These need not all be originals but are to be suitable for allocation to each judge.)

Each copy must include:

- **Executive Summary** - An executive summary of up to 400 (four hundred) words providing a background description, and the principal element of the claim of excellence.
- **Categorisation Statement** - A brief statement to establish the applicability of each of the categories being reviewed
- **Detailed Submission** - A written submission under itemised headings, addressing at least 6 of the 7 Mandatory Judging Criteria and preferably between 3 and 6 Optional Judging Criteria. The submission may include drawings, pictures, photographs and other methods of illustration, and should not be more than 4000 (four thousand) words long
- **Appendices** - Supporting material such as additional photos, diagrams and published material may be included in appendices if this provides crucial information. Entrants are however encouraged to keep this to a minimum.

PLEASE NOTE: If projects are entered into two categories, two separate submissions must be received one for each category.

ADDITIONAL ITEMS

Copies are required of each of the following, separate from the Entry Submission:

- **Confirmation of Entrants & Project Title Form** - It is essential that we clarify the relationships of the companies entering an award, and have correct spellings and formats of company names for awards and publishing.

Principal Entrant – The Principal Entrant is the organisation submitting the project into the awards. The Principal Entrant is responsible for ensuring that all information is supplied as required and will be our point of contact (unless otherwise stated) for all communications. In the event that your project wins an award, the Principal Entrant's name will appear on the award.

Joint Entrant – A Joint Entrant is a company or companies regarded as having contributed towards the project entered into the awards. A Joint Entrant is an organisation which deserves recognition for this contribution but is not ultimately responsible for the project or part thereof which has been entered into the awards. In the event that your project wins an award, the Joint Entrant's name will also appear on the award.

- **Copyright Clearance Form** - Entrants are asked to sign a Copyright Clearance form for your Entry Submission and illustrative material only. Specific items subject to copyright may be included if desired, but must be marked accordingly.
- **Media Statement** - Entrants are required to provide a 100 (one hundred) word summary of the project or submission written in lay terms. This summary will be used for audio-visual and media material for public and industry audiences. (electronic copy only in Word format) .

If entering the project into two categories please ensure separate media statements are provided and that these reflect the category identity.



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- **Photographs** - 10 different colour photographs of professional presentation quality. Each to measure 125 mm x 175 mm. Photographs of people working on your project are preferred, and will be used in the Showcase booklet, the audio visual presentation at the Awards Dinner, and the West Australian newspaper supplement etc. **Please nominate 2 signature photographs (please identify these clearly) that will be used in the showcase booklet.**

All photographs should be submitted in high-resolution (minimum 300dpi) on a CD in either JPEG or TIFF format.

- **Exhibition Poster** - Entrants are required to supply a presentation-quality laminated poster illustrating the project. A1 size, (portrait or landscape), mounted on 10mm-foam board and hanging wire. Please note that a separate poster is required for each category if the project has been entered into two categories.

As the poster is on display for the general public, please ensure your poster clearly describes in large font text and photographs what the project is about and its special features.

The poster will be used in the public exhibition of the 2011 Award entries at the Exhibition Launch Cocktail Party and the Excellence Awards Dinner.

Category winner posters will be required for display, for 12 months following the Awards presentation.

AFTER THE AWARDS DINNER

Please note that all copies of the submission and illustrative material will be required by Engineers Australia until 25 November 2011.

One copy of each entry will be retained by Engineers Australia and placed in our library for future reference by industry, university and the public etc.

All remaining copies are to be collected by the entrant no later than 9 December 2011 otherwise the submissions will be discarded.

Category winners are eligible to enter the Australian Engineering Excellence Awards and one copy of the WA category winners submissions will be forwarded to the National Awards Coordinator. These awards are fully coordinated by Engineers Australia, National Office Canberra.



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ENTRY FORM - Due Monday 18 April 2011

I/We submit the following entry for consideration for the 2011 WA Engineering Excellence Awards:

Project Title

Summary of Project

Details with specific reference to engineering disciplines employed in the project (maximum 50 words)

.....
.....
.....
.....

Which Category?

Payment Details

- \$2200 per entry
- \$1400 per entry (Small Company Projects)
- \$750 for additional category entry

\$ **Total Payable** (prices include GST)

(Cheques must be made payable to Engineers Australia)

Please debit my credit card

Visa Mastercard AMEX Diners Card

Card Number

Expiry date

Card Holders Name

Signature

Contact Phone Number

Tax invoices/receipts will be issued once payment is received.

Entry Forms and payment should be forwarded to:

Sharleen Mantle, Engineers Australia - WA Division

712 Murray Street West Perth WA 6005 - no later than 5.00pm Monday 18 April 2011



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PRINCIPAL ENTRANT DETAILS - Due Monday 18 April 2011

Name of Organisation

Address

..... Post Code

Contact Person/Title

Telephone Facsimile

Email

I/We agree to abide by the conditions of entry governing the 2011 WA Engineering Excellence Awards and am/are duly authorised to submit on behalf of the Principal and Joint Entrants as listed on, or attached to this form

Signature

Date

Name/Title (printed)

Additional Entrants

The following parties are to be considered Joint Entrants in submitting this project for consideration.

Joint Entrant 1

Name of Organisation

Contact Person/Title

Telephone Facsimile

Email

Joint Entrant 2

Name of Organisation

Contact Person/Title

Telephone Facsimile

Email

Any further joint entrant details should be submitted on a separate page.

Please provide if appropriate other parties involved in the project including Architects & Builders

.....

.....

.....



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CONFIRMATION OF ENTRANTS & PROJECT TITLE - Due Wednesday 15 June 2011

You have previously supplied the following information on your entry form. In the event that your project wins an award, it is essential that name/s of the entrants and project is accurate. Please state clearly the project title and the entrants exactly as you would like it to appear on the certificate (eg. Limited instead of Ltd).

Project Title

Principal Entrant
(Organisation submitting entry)

Joint Entrant

Joint Entrant

Joint Entrant

Joint Entrant

Authorised by

Signature Date



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COPYRIGHT CLEARANCE - Due Wednesday 15 June 2011

I certify that the copyright covering all material included in this submission and supporting illustrative material is held by:

.....
(name of Company)

I further agree that the material can be used by Engineers Australia (Western Australia Division) and consultants or agents acting for Engineers Australia in any written or media material prepared or distributed by Engineers Australia for the Engineering Excellence Awards or related promotional activities.

Name (please print)

Signature

Company

Position

Date