

# Vice-Chancellor's Kristy Adams Award for Excellence in Health and Safety

## NOMINATION PROCESS

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The information regarding this award should be read in conjunction with the [Vice-Chancellor's Awards Guideline](#).

### What is the Vice-Chancellor's Kristy Adams Award for Workplace Health and Safety?

The Kristy Adams Award for Workplace Health and Safety aims to raise awareness of Workplace Health and Safety (WHS) requirements at the University and encourage, recognise and celebrate staff making significant contributions to improve safety performance at UOW. The award will be presented to employees, annually at the Vice-Chancellor's Awards for Excellence Ceremony. Awards will only be issued for nominations which demonstrate exceptional and outstanding achievements.

This award is named in memory of Kristy Adams, whose dedication and passion for health and safety made her a highly respected team member of the WHS Unit. Through this award, we recognise her invaluable contribution to providing a safe environment for the UOW community.

## UOW Values

### OPENNESS


We are driven and determined, yet collegial and ethical in all that we do. We are always looking to serve our communities and share our knowledge and expertise with them for mutual betterment.

### EXCELLENCE



We work tirelessly to excel in our research and education, and to address complex, real-world problems in partnership with our communities.

### EMPOWERMENT




We celebrate the freedom to have different opinions and different ideas. We encourage the asking of difficult questions and discovery of innovative solutions.

### DIVERSITY

We aspire to set the standard for inclusiveness, diversity and equity. We welcome – and benefit from – the diversity of our communities within Australia and internationally. We will continue to champion Aboriginal and Torres Strait Islander Reconciliation.

### RECOGNITION



We celebrate the hard work and dedication of our staff, and recognise and reward their achievements. We expect all our staff to meet the challenges of our changing world by seizing opportunities that deliver

continuous improvement.

## Who is eligible?

- Academic and professional staff (individual or team)
- Staff of the university who have been employed on a permanent basis for a period of no less than 12 months prior to the date of nomination
- Staff of the university who have been employed on either a temporary contract of at least two years, or consecutive contracts totalling a minimum of two years
- Staff who have not received this award as an individual within the last five years
- Postgraduate students may be included as part of a team nomination

Eligibility notes:

- Team nominations should not normally exceed 8 members
- Persons who hold honorary or casual appointments, are employed by campuses of the University outside of Australia, and academic visitors to the University may be included as part of a team nomination.
- Successful recipients of the WHS Award may be approached by the chair of the awards panel to include their submission in an application to the NSW SafeWork Awards.
- Aboriginal and Torres Strait Islander community members may be included as part of a team nomination to acknowledge and recognise that community partnerships are essential to our Indigenous advancement journey. Achievements are only made possible through the generous support and guidance of these communities.

## What is the Selection Criteria?

This award is for outstanding success in the workplace in the 12 months preceding the closing date for nominations and will consider the outcome and impact of this contribution. The success must relate to the area of workplace health and safety.

Nominees can be recognised in one of three categories for this Award.

Nominators should ensure they provide evidence of the relevant criteria, and a brief summary of the benefit to the University.

### **Category A: Safety Leadership Award (Individual)**

Category A recognises an individual staff member who leads and enables best practice in WHS.

Nomination Criteria and Evidence Requirements:

- Excellence in process improvements and initiatives led by the nominee
- Proven achievements and contributions eg quantifiable risk reduction
- Demonstrated commitment above and beyond their immediate field/area of responsibility
- Dedication to enabling collaboration in implementing new initiatives
- Potential for replication of activities or initiatives within the wider UOW community

### **Category B: Best Solution for a Workplace Hazard (Individual or Team)**

Category B recognises an individual or team who have demonstrated excellence in developing and implementing a solution to an identified health and safety issue.

#### Nomination Criteria and Evidence Requirements:

- A full description of the workplace health and safety issue, including risks
- Details of the solution implemented to address the issue and its effectiveness.
- An explanation of the systematic approach (hierarchy of control) employed in the development of the solution to eliminate or minimise risk of injury.
- Evidence of collaboration and excellence in stakeholder management (including external organisations if applicable)
- Evidence of innovation and impact
- Potential for replication of activities or initiatives within the wider UOW community

#### **Category C: Team Excellence in Health & Safety (Team)**

Category C recognises excellence in the establishment, improvement, and/or maintenance of WHS practices by a team.

#### Nomination Criteria and Evidence Requirements:

- Evidence of a systematic approach to WHS management applied by the team
- Details of innovative approach to health and safety initiatives implemented by the team
- Demonstrated commitment to fostering a culture of safety through collaborative and consultative methods
- Commitment to awareness and advocacy of WHS issues
- Details of any improvements to WHS in team in local area
- Potential for replication of activities or initiatives within the wider UOW community

## How to nominate?

- A nomination may be made by a single nominator.
- The nomination requires endorsement by the relevant Executive Dean/Faculty Executive Manager/Director of the nominee's business unit.
- Self-nominations are acceptable.

**OPTIONAL:** Additional supporting material of no more than four A4 pages can be provided to assist in verifying the judging criteria. This could include:

- Photographs or documentation (e.g. procedures) of WHS risk control measures in place
- Records of WHS consultation and reporting
- Data on WHS incident reports and workers compensation claims

The Nominator is required to specifically address the award criteria providing examples to support their claim. The Nominator is responsible for completion and submission of the nomination form to People & Culture by the due date. Completed nominations should be emailed to [vc-awards@uow.edu.au](mailto:vc-awards@uow.edu.au) marked Confidential. For information about the awards and nomination deadlines please refer to the [Vice-Chancellor's Awards webpage](#).

## Vice-Chancellor's Award for Workplace Health and Safety

### NOMINATION FORM

Please note the following standards

- The smallest acceptable text size is 11 pt. Handwritten applications will not be accepted.
- Page limits will be strictly enforced. Additional supporting material (optional) of no more than four A4 pages can be provided as noted in the eligibility section. Additional pages outside of those specified will be removed prior to submission of documentation to the Selection Committee.

**Nominee Details** (Individual or team leader):

Full name:	Position:
E-mail:	Location (if relevant):
Faculty/Division:	School/Unit:
Email:	Contact number:

**Team Details** (Not required for individual award nominations):

Full name	School/Unit	Faculty	Contact number

### WHS Award Category

Identify which category this nomination relates to:

Choose an item.

### Office Use Only:

Application received	
Eligibility	
Start date of position	
Current level	
Further comments	

**Description of the achievement (up to two A4 pages)**

**Reflection of UOW values (max 250 words)**

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A brief summary of the achievement that can be used as the awards citation if the nomination is successful (max 100 words):

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**Nominator:**

Name:	Position:
Unit/School:	Faculty:
Contact number:	Email:

**Endorsement by NOMINEES Executive Dean/Faculty Executive Manager/Director:**

Commentary on the significance of the achievement to the Unit/School/Faculty or University:	
I, _____, endorse this nomination for a Health and Safety Award.	
Faculty/Division:	Signature: