

## **EMA of BC Environmental Management Awards Entry Rules & Entry Form**

Members of the EMA of BC in good standing, with paid up dues for the member year April 1, 2012 through March 31, 2013 are eligible to receive awards in recognition of their significant achievements in six environmental management categories. EMA Members are organizations representing the industrial, commercial and institutional sectors in BC. The institutional category includes universities, crown corporations, municipal and regional entities and others, who undertake environmental projects. A Member may become an Entrant by submission of the entry form, signifying its intent to enter and its acceptance of the rules of the Awards.

Entrants may include proponents, consultants, environmental service providers, environmental laboratories, law firms, and others who have led the nominated project, and demonstrated an exceptional contribution to environmental progress in any of the categories. There is a limit to the number of ways a member organization can be nominated as a Lead (see details), otherwise, a member organization may have participated in any number of projects that are nominated. An employee of the Entrant shall be identified as the Project Environmental Manager, and must have played a major role on the project.

The Project must have been completed in BC within the past two years (2009-present), either by a Member organization, or under the direction or guidance of a Member organization. All Member organizations having participated in the project shall be mentioned in the Nomination. The Title and Abstract of the project should be sufficient for judges, other members, and the public in general to understand the significance of the project.

Evidence of Permission for entry must be received from the Owner of the project. Evidence of Societal Acceptance must be provided. Such evidence may be in a form appropriate to the project, for example a certificate, approval in principal, carbon verification report, statement of no significant impacts, legal judgement, permit or approval, etc.

The nomination process is a two step process. This form constitutes the first step. Information on this form will be screened to be certain that the entrance requirements have been met. In the event of a large number of submissions in a single category, the judges may screen the list of entries down to the three or four top submissions based on the Abstract. This is to provide entrants with a reasonable chance of winning when undertaking the requirements for entering the second phase of judging. Judges may contact entrants to suggest an alternate category. In the second phase of judging, successful entrants will be required to submit a final document with audio visual complements, which taken together with the initial application, will form the package that will be judged. The final document package must consist of:

- A final submission document consisting of no more than 1000 words, up to six illustrations (graphs, photos and tables), and up to four short testimonials and recommendations. This document must identify the Award Category, Date and stage of Completion, Project Owner, Lead Entrant, and Project Environmental Manager. It must maintain the same project title, Lead Entrant and Project Environmental Manager as in the preliminary submission. **It should make clear why that Nominated Project should be selected for the Award based on its significance in meeting the award goals, the accomplishments of EMA members, and its recognition for excellence.**
- A signed original letter from the Owner of the project giving their permission for the project, lead organization and project environmental manager to be nominated for the award.
- A letter or copy of the evidence of societal acceptance from the responsible authority (copy of the permit, approval, certificate, AiP, or third party verification, etc.).
- A Project Poster less than 1 m<sup>2</sup> area, on stiff backing, for display on an easel at the Awards Gala, identifying the Award Category, Project title, proponent, Lead Entrant, Project Environmental Manager, and a 50 word inset with a description of the project and its

significance. For the award judging, a colour PDF version of the final poster is sufficient. The poster must be delivered to the EMA one week in advance of the Gala (June 8, 2012).

- A Project PowerPoint of up to 5 slides, including a title slide, which may be accompanied by an optional electronic video, including slide script for narration, all in total not to exceed three minutes in length. This is for the purpose of formally announcing the nominated projects immediately in advance of opening the Award for that category. The script will be judged as submitted, but may be edited by the EMA for presentation purposes at the Awards Gala.
- 2012-13 year dues, if not already paid.

Materials and information from award nominations and award recipients may be publicized in the EMA Journal, in press releases and on the EMA media including website, announcements and at other events. All submission documents become the property of the Environmental Managers Association of BC, and may be used to promote the EMA and its members' accomplishments.

#### Award Recipients Receive

- On Stage Presentation and Photo Op, and 1 minute acceptance speech
- Publication on EMA website
- Award Recognition Plaque
- Press Release Announcements and photos for Media
- Twitter feed
- Email distribution announcements
- EMA Journal feature article by each winner

### **Additional Details**

1. Nominations are accepted now through March 16, 2012 from EMA member firms.
2. Only projects under the responsibility of EMA of BC member firms may be nominated. Responsible EMA of BC member firms may be either the owner/proponent of the project or one of the leading members of the project team. Examples include the project Owner, legal counsel, environmental consultant, environmental contractor, key equipment supplier or analytical laboratory, as appropriate to the project.
3. The Award will name the Proponent/Owner and Responsible EMA Member Firm, and will be presented to the responsible Project Environmental Manager.
4. The responsible Project Environmental Manager (RPEM) should be a person who worked directly on the project, as differentiated from a company executive or senior manager with broad oversight responsibility. The Title and RPEM for a nominated project will be determined by the project Owner/Proponent.
5. A Project may be nominated for up to two categories.
6. A member organization may be nominated as an Entrant only once as the Lead Project Member in any category. However, a Member organization may be nominated as the Lead Project Member in up to three different categories. Otherwise, a member organization may have participated in any number of projects that are nominated.
7. An employee of the Entrant shall be identified as the lead Project Environmental Manager, and must have played a major project role. Contracted directors of the EMA of BC are not eligible.
8. The Lead Member must receive the written consent of the Owner/Proponent, along with permission to publicize the project and the names of the participating firms.
9. Every nomination must provide evidence of societal acceptance from an authority.
10. Judging will be by panel with environmental knowledge whose decisions shall be final. Judges must abstain from voting in categories in which they have an interest either directly or indirectly in a nominated project. All decisions of the judges are final.
11. The naming of the winning project will be reserved until announced at the Annual Environmental Award Gala Banquet on June 15, 2012, after which it will be published in the EMA Journal, and will be released to the public media. Banquet attendance fees will be determined before the due date for final submissions, depending on sponsorships.
12. All submission documents become the property of the Environmental Managers Association of BC, and may be used to promote the EMA and its members' accomplishments

### **Judging**

1. A panel of between four and six judges may be appointed by the board of directors. EMA members and non-members, and representatives from other associations are encouraged.
2. Initial Nominations Forms must be received by 16:00 hrs March 16, 2012 at EMA of BC P.O. Box 3741 Vancouver, BC V6B 3Z8, or call 778-233-5385 for hand / courier delivery.
3. The first hurdle will be the verification of nomination information and approval of the short list of nominees. The panel will confirm verification of acceptance criteria by April 2, 2012. A list of accepted nominations will be announced on the EMA Website.
4. Final nomination packages are due to be submitted for final judging by April 30. Judges will meet in May to discuss entries and scores in each category.
5. Final selections will be made by May 31, and sealed in envelopes until the Gala. The decision of the judges is final.

## **Description of Categories and Criteria for Environmental Awards**

### **Environmental Assessment**

The Environmental Assessment Award recognizes the methods and completeness of environmental assessment, and the innovative application of design modifications and mitigation strategies, of a project which has received project approval either from provincial, federal or both environmental assessment offices in the past two years.

### **Site Remediation**

The Contaminated Sites Remediation Award recognizes outstanding work in the investigation and remediation of a contaminated site under either federal or provincial jurisdiction. Completion of investigation, approval in principle, and or remediation involving scientific advancement, innovation, and application of sustainable principles, must have occurred in the past two years.

### **Emission Control**

The Award for Emissions Control recognizes outstanding work in the investigation of emissions to air, water or land, and commissioning of controls to meet or exceed local, regional, federal or provincial regulations. Completion of investigation and or commissioning involving scientific advancement, innovation, and application of sustainable principles, must have occurred in the past two years.

### **Technological Innovation**

The Award for Technological Innovation in Environmental Management recognizes the role of applying new technologies, including acceptance of the inherent risk of failure, to the wide range of environmental challenges faced by Environmental Managers in BC in the past two years.

### **Regulatory Challenge Award**

The Regulatory Challenge Award recognizes the unilateral effort, cost and uncertainty assumed by entities and environmental managers that have improved the regulatory environment for themselves and others by either:

- Challenging the fairness or validity of regulations, or regulatory rulings, policies or practices; and or
- Meeting the challenges of regulatory decisions, uncertainty or demands with fortitude, innovation and commitment to achieving environmental regulatory fairness.

### **Organizational Environmental Programs**

The Award for Organizational Environmental Programs recognizes success in internal or external organizational environmental management including such areas as sustainability, social responsibility, quality of work life, employee engagement, professional ethics and sharing of environmental knowledge and experiences.

# EMA of BC Environmental Management Awards Entry Form

(Print form and return by mail or courier)

**Proposed Award Category:**

**Project Title:**

**Location of Project:**

**Stage of Completion of Project:**

**Date and Stage of Completion:**

**Name of Owner of the Project:**

**Owner Member Status:** Member in good standing 2012-2013/ Member/ Non-Member

**Did Owner grant Permission to Enter and Publicize the Project ?** Yes No

**Owner name/phone/email** \_\_\_\_\_

**Evidence of Owner Permission** (copy of signed original to be attached)

**Evidence of Societal Acceptance** (authority contact information and/or copy to be attached)

**Name of the Lead Member organization:**

**Lead Member Status:** Member in Good Standing 2012-2013/ Member/ Non-Member  
(Payment of \$450+HST may be included.)

**Name and Title of the Lead Environmental Manager:**

**Duties of Lead Environmental Manager on this Project:**

**Names of other EMA Member Organizations participating in the project:**

- 1.
- 2.
- 3.
- 4.

- Has the Lead Member made any other entries in this category? No\_\_ (one per category)
- What other categories has the Lead Member made an entry as lead, if any (up to two other) ?
- For how many other categories has this Project been nominated (max 1 other category)

**The Lead Organization signifies agreement to be bound by the rules of participation:**

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Organization:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Abstract 200 words (use back of form)**

The abstract will be used for screening in the event of a high number of entries in the subject category, and will provide background for judging the acceptability of this Project in the selected category. Projects may be reassigned to more appropriate categories at the discretion of the judges. Decisions of the judges in all respects are final.