

## HEALTH & SAFETY COMMITTEE OPERATIONAL EXCELLENCE AWARD Guidelines & Procedures

### Overview and Eligibility

The Health & Safety Operational Excellence Award was established in 2012 and is presented to a mining operation engaged in exploration, mining and/or metallurgy. The Award recognizes operations that demonstrate improved health or safety performance as a result of (1) designing, launching, and tracking initiatives over at least the past five years or (2) maintaining programs for more than five years that require a considerable commitment of resources.

For consideration, operators must submit documentation that demonstrates their improved health or safety performance and describes the nature and level of effort associated with the initiative/program. Examples of supporting documentation include

1. Days since last lost time or restricted duty injury
2. Total reportable incident frequency rate (TRIFR)  $\leq 1.0$
3. Incidence of reportable health outcomes over time
4. Self-reported survey data indicating improved confidence in critical competencies
5. Safety and health management systems
6. Engineering standards and practices
7. Risk management practices
8. Training and education module/curriculum
9. Emergency response practices
10. MSHA & OSHA compliance practices
11. Behavior optimization practices
12. Safety culture practice

\*Please note: If your operation is selected as a finalist, additional supporting documentation may be requested. SME reserves the right to revoke the award prior to its presentation should the Health & Safety Award Sub-Committee determine honoree ineligibility subsequent to recipient notification. SME reserves the right to highlight the awardees' initiative/program and the associated successes in Mining Engineering or other promotional mediums to promote greater adoption of best practices among operators.

### Timeline

The Award typically adheres to the following timeline:

Due Date	Task
April 1	Call for nominations
June 1	Nomination deadline
June 30	Committee chair provides qualified applications to members of committee
July 15	First round of voting complete; committee chair schedules conference call to discuss results (if needed)
July 25	Second round of voting complete (if needed)
August 1	Recipient name and citation provided to awards coordinator
September 15	Recipient is notified
Tuesday morning of the SME Annual Meeting	Award is presented

---

<b>Nominations</b>	<p>Nominations for the Award should contain the following information:</p> <ol style="list-style-type: none"> <li>1. Completed nomination form including demographic and contact information for the operation's point-of-contact.</li> <li>2. Documentation detailing improved safety or health performance (no longer than two pages).</li> <li>3. Documentation detailing the nature and level of effort associated with the initiative/program (no longer than two pages).</li> <li>4. Operation biography (no longer than one page).</li> <li>5. How the nominee would like the operation to be named/referenced in the award citation if selected.</li> </ol>
--------------------	---

All nominations submitted will be considered active nominations for a period of three years. Nominations must be submitted online at [www.smenet.org](http://www.smenet.org)

<b>Administration</b>	<p>The Award is administered by a subcommittee of SME's Health &amp; Safety Division under the direction of the SME Board of Directors. The Health &amp; Safety Awards Sub-Committee members are selected annually by the Chair of the Health &amp; Safety Division.</p>
-----------------------	--

---

<b>Selection of Recipients</b>	<p>Recipients of the Award shall be selected by a majority vote by the Committee of the Award, subject to the approval of the SME Board of Directors. The Award need not be presented in any given year if a suitable candidate is not agreed upon.</p>
--------------------------------	---

---

<b>Award</b>	<p>The Award shall be {TBD}.</p>
--------------	----------------------------------

---

<b>Presentation of Award</b>	<p>The Award will be presented at the Health and Safety Division's annual breakfast held in conjunction with SME's Annual Meeting.</p>
------------------------------	--

---

<b>Funding</b>	<p>All expenses incurred with respect of the Award shall be the financial responsibility of SME and the Health &amp; Safety Committee. Travel to receive the award at SME's annual meeting will be the responsibility of the awardee.</p>
----------------	---

---

<b>Amendments</b>	<p>These regulations may be amended by the Health &amp; Safety Award Sub-Committee, subject to approval by the Health &amp; Safety Division and the SME Board of Directors. Any such amendments must be reflected in all appropriate award documentation.</p>
-------------------	---

---

<b>Questions</b>	<p>Questions may be directed to:  Awards Coordinator E-mail: <a href="mailto:awards@smenet.org">awards@smenet.org</a> or  SME Member Services Department Phone: 303-948-4200</p>
------------------	--

---