

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

### Overview and Eligibility

The Health & Safety Individual Excellence Award (HSIX Award) was established in 2012 and is presented to a member of the industry who demonstrates outstanding dedication, leadership or heroism in exploration, mining and/or metallurgy occupational safety and health management.

Eligibility criteria are as follows:

1. All nominees must be SME members in good standing.
2. Equal consideration will be given to all nominees
3. Greatest emphasis will be given to those individuals whose work resulted in wholesale performance improvement within their company, or the industry, by virtue of their leadership, dedication and/or an act of heroism.
4. Must be actively employed in mining, metallurgy or exploration for the award year in question or be retired from the same.

### Timeline

The HSIX 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  |
| SME Annual Meeting | Award is presented   |

### Nominations

Nominations for the HSIX Award should contain the following information:

1. Completed nomination form including demographic and contact information for both the nominee and the principal nominator.
2. Letters of support detailing the nominee's qualifications for the award (no longer than 2 pages each. Minimum of 1, Maximum of 5).
3. Nominee's biography (2 page maximum).
4. Appropriate award citation.

Optional:

5. Nominee's CV/resume (abbreviated version – 3 page maximum).
6. List of papers/publications (abbreviated version – 3 page maximum).

All nominations submitted will be considered active nominations for a period of three years. Nominations must be submitted in accordance with the guidelines provided on the award nomination form, which may be downloaded here:

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<http://www.smenet.org/awards/>

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**Administration** The HSIX Award is administered by a subcommittee of SME's Health & Safety Division under the direction of the SME Board of Directors. The Health & Safety Awards Sub-Committee members are selected annually by the Chair of the Health & Safety Committee.

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**Selection of Recipients** Recipients of the HSIX Award shall be selected by a majority vote by the Division of the Award, subject to the approval of the SME Board of Directors. The HSIX Award need not be presented in any given year if a suitable candidate is not agreed upon.

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**Award** The HSIX Award shall be recognized via certificate or plaque.

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**Presentation of Award** The HSIX Award will be presented at SME's Health and Safety Division Breakfast held in conjunction with SME's Annual Meeting.

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**Funding** All expenses incurred in respect of the HSIX Award shall be the financial responsibility of SME and the Health & Safety Committee.

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

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**Questions** Questions may be directed to:  
Awards Coordinator, SME Member Services  
Department Phone: 303-948-4200  
E-mail: [awards@smenet.org](mailto:awards@smenet.org)

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