



UCA Outstanding Individual Award Guidelines & Procedures

Overview

The UCA Outstanding Individual Award recognizes those individuals who have made significant contributions to the field of tunneling and underground construction and to UCA during the last two to five years as well as sustained involvement in UCA activities and its various committees.

Timeline

The UCA Outstanding Individual Award typically adheres to the following timeline:

Due Date	Task
August 1st	Call for nominations due – Issued by Chair for T&UC
September 1 st	Nominations Open
October 31 st	Nomination deadline
November 20th	UCA Award Committee to submit recipient name and citation to Awards Coordinator
November 30 th	Awards Coordinator will submit to UCA of SME Executive Committee
March T&UC	Award recipients announced
June – biennial (Even)	Award presented at NAT banquet

Nominations

Each Executive Committee member may submit one candidate. Candidates may also be nominated by other UCA Members. Each submission must be made online. If the nomination is not made online, the Chair must contact the nominator and request resubmission online.

The award is limited to UCA members in good standing at the time of the award. Current Executive Committee members are ineligible for the award.

Administration

The Award Recipient will be chosen by the UCA Executive Committee

Selection of Recipients

After nominations have closed, the UCA Executive Committee will be notified that nominations are ready for review. Once notified they will login at smenet.org and view all nominations and supporting documentation.

Award

The UCA Outstanding Individual Award is to consist of a suitable plaque engraved with the recipient's name and year of the award. The recipient will also receive a complimentary registration and ticket to the event where the award is given.

Presentation of the Award

The award will be presented biennially (even) at the NAT banquet.

Funding

All expenses incurred in respect of the Award shall be the financial responsibility of general Underground Construction Division funds.

Amendments

These guidelines may be amended by the Award Committee, subject to approval by the UCA Executive Committee. Any such amendments must be reflected in all appropriate award documentation.

Questions

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