

UCA PERSON OF THE YEAR AWARD

Guidelines & Procedures

OVERVIEW

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

TIMELINE

Date	Task
August 1	Call for nominations due – Issued by Chair for T&UC
September 15	Nominations open
October 31	Nominations deadline
December 5	UCA Award Committee to submit recipient name and citation to Awards Coordinator
December 8	Awards Coordinator will submit to UCA Executive Committee
March issue <i>Tunneling & Underground Construction</i>	Award recipients announced
	Award will be presented at a UCA event

NOMINATIONS & ELIGIBILITY

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

The Award Committee will recommend to the Executive Committee a recipient they determine best represents the intent of this award. The UCA Executive Committee is required to review and confirm the Awards Committee recommendation.

AWARD

The UCA Person of the Year 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 annually at a UCA event.

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 | 303-948-4200 | awards@smenet.org