

**APPEA Project Safety Excellence Awards Submission Template**

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| **SUBMISSION DETAILS** |
| Organisation Name |  |
| Submission Title |  |

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| **CONTACT DETAILS** |
| Person lodging this submission |  |
| Job Title |  |
| Contact Number |  |
| Email |  |

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| **IF YOUR SUBMISSION WAS SUCCESSFUL IN THIS CATEGORY** |
| Who would you like to accept the Award (at the APPEA Conference and Exhibition Dinner)? |  |
| Would you like the APPEA secretariat to liaise with your communications team or contact person (listed above)? |  |

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| **DECLARATION** |
| I hereby declare the information enclosed herein and all attachments to be true and complete to the best of my knowledge. I understand that any information provided in relation to this Award will be used by APPEA and the Assessment Panel for the award judging process.I authorise the use and public release of all information contained within this submission by APPEA for promotional purposes. I declare the organisation I am lodging the submission on behalf of does not have any current or ongoing major incident cases open at the time of lodgement. I understand I must notify APPEA of any major incidents occurring during the awards process as this may negate the validity of my submission.  |
| Name: |
| Signature: |
| Date: |

**\*Please limit your submission to half a page for each criteria response.**

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| **1 CULTURE AND LEADERSHIP*** Describe the company’s culture and how this influenced project design.
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| *Add your company information and examples here:* |
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| **2 PERFORMANCE** * Describe the project achievements.
	+ What were the anticipated project outcomes and how were they realised?
* How did the project contribute to improved personal / process safety outcomes?
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| *Add your company information and examples here* |
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| **3 RISK MONITORING, EVALUATION AND MANAGEMENT**Describe how existing and emerging hazards were systematically identified, monitored,  assessed  and managed (provide examples) |
| *Add your company information and examples here* |
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| **4 ENGAGEMENT AND COLLABORATION*** How the workforce contributed to improving project outcomes / safety outcomes.
* Describe your ongoing consultation commitments to your workforce.
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| *Add your company information and examples here* |
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| **5 INNOVATION AND EXTERNAL ADVOCACY*** Examples of lower cost solutions for more efficient and improved performance.
* Examples of innovation – e.g. use of automation; digitisation and or application of technology.
* Describe the use of literature, data, analytics etc.
* Description of insights and how lessons learned were shared.
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| *Add your additional information here* |
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| **6 OTHER USEFUL SUPPORTING INFORMATION*** Where relevant provide any additional supporting information, graphics, or evidence to support the claims above.
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| *Add your additional information here* |
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