A person wearing a hard hat

Description automatically generated with low confidence

**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. |
| *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? |
| *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. |
| *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. |
| *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. |
| *Add your additional information here* |
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