

NEW ZEALAND ENGINEERING EXCELLENCE AWARDS

CONDITIONS OF ENTRY AND JUDGING CRITERIA

AWARDS FOR PROJECTS AND PRODUCTS

ICEET (INFORMATION COMMUNICATION, ELECTRONIC, ELECTRICAL AND TECHNOLOGY)

When choosing the most appropriate award for your project or product it is important to choose the field of engineering employed in the activity rather than the industry in which the activity is used.

The New Zealand Engineering Excellence Awards are made for the best recent activity (project, product or service) exemplifying excellence in New Zealand engineering in each of eight awards for projects or products

ICEET (Information Communication, Electronic, Electrical and Technology) – recent activities associated with developing improved or new communications, hardware and/or software, embedded systems, broadcasting, telecoms, electrical or electronic products and controls.

The judges will assess the quality of an entry based on some or all of the following criteria as appropriate:

- contribution to the national economy
- impact on quality of life of relevant communities
- contribution to building the reputation of New Zealand engineering
- the demonstrable use of sound engineering principles and practices
- functionality and economy both initially and over its lifetime/lifecycle
- originality, ingenuity and creativity in achieving the best solution.

The Award consists of a trophy and certificate.

Entries and all supporting material must be submitted on line by 5.00pm Friday 10 July 2009. Once you have registered at www.nzeeawards.org.nz, you will be provided with the links and access key to enable you to make your entry and upload your submission.

GENERAL CONDITIONS OF ENTRY (APPLY TO ALL AWARDS)

- a) Should either the judges or Awards' organisers request further information for purposes of judging or publicity this will be provided by the date requested or the entry will be disqualified.
- b) The judges reserve the option to visit the site of an activity, ask questions of any person involved with an entry or carry out some other interactive process in judging this submission. All reasonable efforts will be made to accommodate the visit and answer any questions posed by the judges.
- c) The entrant has obtained the permission of all relevant parties to the entry to proceed with the entry.
- d) The entrant gives permission to use any of the materials provided for publicity and promotional purposes.
- e) At least one person will represent the entrant at the formal presentation ceremony in Wellington in November should the entrant be announced as a finalist.
- f) The New Zealand Association of Engineering Organisations reserve the right to make nominations for any Award, and to nominate any entry for consideration in an Award for which it was not entered, in addition to the one in which it was entered.
- g) All entries shall be limited to 30 written A4 pages per submission including all supporting documentation. Photos may be submitted in addition to this.
- h) The judges have the discretion not to give an Award if none of the entries are considered of sufficient standard.
- i) Previously unsuccessful entrants may reapply in subsequent years providing they comply with all other conditions of entry.
- j) All entries will be treated by staff and judges as strictly confidential and for the awards use only. Material that is commercially confidential should be clearly marked.
- k) The entrant accepts that the judges' decisions are final and that no correspondence will be entered into.

SPECIFIC CONDITIONS OF ENTRY (IN ADDITION TO THE GENERAL CONDITIONS OF ENTRY)

- a) Submissions on the same engineering activity are permitted in up to two award fields. However, each submission must demonstrate relevance in the award applied for and be a separate tailored submission for each award entered.
- b) All engineering contributors have been identified as part of the engineering team and the client named (if applicable).
- c) Projects should have been in operation for at least a year and be no more than three years old.
- d) Independent referees:
 - must be outside the company / companies entering and have no financial interest in the submitted project or product
 - entrants will need to supply a copy of their submission to their referees to ensure the referee is fully informed about the project or product in the event that the judging panel requires a reference
- e) The judges may contact other people not named in this entry form as referees for the project/product entered but will not supply a copy of the submission to any other person without the express permission of the entrant.
- f) Entries must be uploaded to the www.nzeeawards.org.nz web site by 5pm on Friday 10 July 2009.
- g) The entrant is expected to meet their own costs of participation, including attendance at the presentation ceremony.

ENTRIES TO INCLUDE

- a) To be completed on line using the links provided once you have registered your interest www.nzeeawards.org.nz
- b) A description of the activity highlighting how it meets the judging criteria (maximum of eight A4 pages). It should be clear for the benefit of the judges how the project displays excellence in engineering and should include references to the supporting technical documentation provided.
- c) **If you are entering the same product or project in two awards** you are required to make a different statement for each award focusing on the engineering excellence displayed in each award entered.
- d) A 200 word summary, in 'layman's terms', which summarises the essence of the activity (that could be used for publicity purposes).
- e) A short statement demonstrating how the product or project has enhanced engineering in New Zealand.
- f) **Specific Technical Questions.** Please provide a minimum of six bullet points for each of the following questions, *remember to relate your answers back to the award field entered.*
- i. What were the new techniques that you used for the first time?
 - ii. What are the key elements of the project specific to the category entered?
- g) **Supporting technical documentation** annotated to aid reference from the document provided in b).

Examples of supporting documentation include:

- detailed descriptions of key components of the activity
 - photographs
 - diagrams and explanatory text
 - published reviews or critiques undertaken by persons independent of the entrants
- h) **Contact details for two referees.** The referees must be independent of the entry. It is the responsibility of each entrant to provide their referees with a copy of the entry.
- i) **Visual material for promotional purposes**
- one to six high quality colour photos of the activity that can be used for publicity purposes. These need to be uploaded to the website together with your submission. *Refer the naming conventions for entry and image files (below) to ensure files are named correctly.*
 - jpeg or tif format only – no more than 1MB per image file
 - Images should be supplied with credit details were applicable i.e. photo courtesy of *The Star*.
- j) **Document specifications for entries.** Please ensure that your entries comply with the following specifications to aid the judges in viewing your entry online.

Font:	Times New Roman or Ariel
Font size:	12pt
Font colour:	Black text on white background
Line spacing:	1.5
Document orientation:	A4 Portrait
File Format:	word or pdf
File Size:	2 MB maximum

- k) **Naming conventions for entry and image files.** You need to prefix the name of your file in manner described below. Acronym that relates to the award being entered followed by the entry title.

Acronym	Award
AWARDS RECOGNISING PEOPLE	
WP	William Pickering Award for Engineering Leadership
EE	New Zealand Entrepreneur of the Year
EI	New Zealand Engineering Innovator of the Year
YE	New Zealand Young Engineer of the Year Award
EJ	Award for Excellence in Engineering Journalism
AWARDS FOR PROJECTS OR PRODUCTS	
BC	Building and Construction
ES	Energy Systems
FBC	Food, Bioprocess and Chemical
ICEET	ICEET
MM	Mechanical and Manufacturing
SCT	Sustainability and Clean Technology
TI	Transportation Infrastructure
WWA	Water, Waste and Amenities

e.g. If the entry is for a project/product called the 'Best Building Ever' in the Building and Construction Award and also in the Sustainability and Clean Technology Award you would name your files in the following way:

- BC-BestBuildingEver.pdf or BC-BestBuildingEver.doc (for the Building and Construction Award)
- SC-BestBuildingEver.pdf or SC-BestBuildingEver.doc (for the Sustainability and Clean Technology Award)

If the entry is for an award recognising people please name your files in the following manner:

e.g. Joe Bloggs entry into the William Pickering Award

- WP-JoeBloggs.pdf or WP-JoeBloggs.doc

If your entry into the awards is for a team of people please use the first two surnames of the entrants in your project.

e.g. Joe Bloggs, Jane Gray, Sam Figworts and Jason van Haven entry into the Entrepreneur of the Year Award

- EE-Bloggs-Gray.pdf or EE-Bloggs-Gray.doc

Images files should be named in the following manner; acronym, project name and picture number

- BC-BestBuildingEver-pic1.jpeg or BC-BestBuildingEver-pic1.tif
- EE-BloggsGray-pic1.jpeg or EE-BloggsGray-pic1.tif

Any following image files will be named in a similar way

e.g. BC-BestBuildingEver-pic2, BC-BestBuildingEver-pic3 etc

JUDGING

ICEET (Information Communication, Electronic, Electrical and Technology) – recent activities associated with developing improved or new communications, hardware and/or software, embedded systems, broadcasting, telecoms, electrical or electronic products and controls.

The judges will assess the quality of an entry based on some or all of the following criteria as appropriate:

Criteria	Performance indicators (as applicable)
<i>Contribution to the national economy</i>	<ul style="list-style-type: none"> • employment potential • export potential • cost savings potential • development of infrastructure (i.e. national asset) • new industry development • import replacement • value-adding to natural resources
<i>Impact on quality of life of relevant communities</i>	<ul style="list-style-type: none"> • evidence of meaningful consultation with those affected • impact on the natural environment • impact on an urban environment • health and safety of people • material well-being of those affected • environmental or social well-being of those affected
<i>Contribution to building the reputation of New Zealand engineering</i>	<ul style="list-style-type: none"> • satisfaction of the needs of clients and/or end-user groups • importance of the engineering component • reputation as a quality project • adherence to budget and timeline • recognition as an engineering achievement/innovation
<i>Demonstrable use of sound engineering principles and practices</i>	<ul style="list-style-type: none"> • standing as world best practice engineering • independent recognition of the standard of excellence • advancement of sustainability
<i>Functionality and economy over its lifetime/lifecycle</i>	<ul style="list-style-type: none"> • economic analysis • adherence to budget parameters and program timelines • referees (client and/or end-user)
<i>Originality, ingenuity and creativity in achieving the best solution</i>	<ul style="list-style-type: none"> • unusual or unique nature of project • overseas interest • coverage in world literature • patents and other protection