

2020 NSCA FOUNDATION  
GIO WORKERS COMPENSATION

# NATIONAL SAFETY AWARDS OF EXCELLENCE

NOMINATION GUIDE



28TH ANNUAL  
NATIONAL SAFETY  
AWARDS OF  
EXCELLENCE

# WELCOME MESSAGE

The National Safety Awards of Excellence is the pinnacle of workplace health and safety recognition in Australia. Over the past 27 years this Awards program has showcased an unparalleled quality of programs and initiatives. Behind the thousands of nominations received over the course of the past 27 years are the people who care about people. People who positively impact the culture of their workplaces. It may be cliché to label these people heroes, but we should acknowledge those who go above and beyond to improve the health, safety and wellbeing of their organisations.

I am delighted to announce the 28<sup>th</sup> Annual National Safety Awards of Excellence is now open for nominations. If your organisation has made a positive difference to the health, safety and wellbeing of its stakeholders, I encourage you to recognise this achievement at Australia's leading health and safety awards platform. Regardless of whether your safety initiative is big or small, if it has led to continuous improvement in performance, we

want to hear about it. There are now nine categories for which to submit nominations. Winners will be announced in October at the National Safety Awards of Excellence Gala Luncheon.

Whether you are a sole-trader, an SME, multinational or public sector business, I strongly encourage you to enter and use the process both as an opportunity to do a health check on your business and to leverage the significant profile that the Awards offer to entrants. For those with a nomination in mind, I wish you the best of luck.

I take this opportunity to thank GIO Workers Compensation as major sponsor, as well as the support of the category sponsors Actrua, Ansell, Greencap, Pro Visual Publishing, Safety Culture, Sentis and Stowe Australia



**Jamie Burrage**  
Chief Executive Officer  
NSCA Foundation

## KEY DATES

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Entries open .....	2 March 2020
Entries close .....	17 June 2020
Judging period .....	July to August 2020
Finalists and non-finalists notified .....	Late August to early September 2020
Awards presentation lunch .....	15 October 2020

## NOMINATION CATEGORIES

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Category 1 .....	Best Continuous Improvement of a WHS Management System
Category 2 .....	Best Solution of a WHS Risk
Category 3 .....	Best WHS Training Program
Category 4 .....	Best Communication of a Safety Message
Category 5 .....	Best Individual WHS Achievement
Category 6 .....	Best Safety Leadership Program/Initiative
Category 7 .....	Best Health and Wellbeing Program
Category 8 .....	Best Return and Recovery at Work System
Member of the Year .....	NSCA Foundation Member of the Year
Pinnacle Award .....	Award for Excellence in WHS

## WHY ENTER?

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The NSCA Foundation's National Safety Awards of Excellence is Australia's longest running independent awards, recognising outstanding Work Health and Safety initiatives. 28 years in, these awards continue to celebrate organisations and people that actively promote workplace health and safety as a cornerstone of elite business performance.

Entering the National Safety Awards of Excellence provides an opportunity to showcase and celebrate how your organisation and individuals are leading the charge in providing best practice in health and safety.

Each submission will be independently judged through a formal judging process by a panel of expert assessors. Organisations that have achieved excellence in their field of work by the introduction, development or improvement of health and safety

programs, initiatives and/or standards are recognised for their achievements. Finalists are formally recognised with winners announced at the National Safety Awards of Excellence Gala Luncheon on Thursday, 15 October 2020 in Sydney.

In summary, the National Safety Awards of Excellence are a celebration of Best Practice, Best People and Best Performance.

Here are just a few reasons to get involved...

### Best Practice

- » Raise the profile of your organisation and people in a national forum
- » Share specialist knowledge and network with industry leaders
- » Great opportunity to review and re-assess your health and safety objectives, and benchmark against industry leaders
- » Achieve broad reaching recognition

### Best People

- » Enhance your recognition as an Employer of Choice

- » Leverage your award-winning credibility to attract, retain and motivate employees
- » Create a loyal and passionate workforce
- » Encourage innovation and improvement amongst your employees

### Best Performance

- » Utilise your award-winning status to enhance business development
- » Enjoy the support of the NSCA Foundation in marketing your organisation
- » Benefit from your focus on safety to increase productivity and generate sustainable competitive advantage
- » Develop your reputation as a leader and diligent corporate citizen

We encourage individuals and organisations, regardless of industry or organisational size, to get involved and to benefit from that involvement. We want to share your story of success with Australia.

[Enter today!](#)

## WHO CAN ENTER?

Award nominations are open to any Australian operated business, organisation, alliance or individual in the public or private sector with a workplace health and safety initiative

that complies with one of the nine categories.

We encourage all organisations, regardless of sizes, to apply to the

awards as entries are judged on the innovation and excellence of the health and safety initiative and award criteria. The only exception to this are award Categories 2 and 8 where sub-categories have been set up based on organisation size. Please ensure you select the relevant sub-category.

Previous year's nominees are eligible to enter the same category again with the same initiative if they have not previously won or been highly

commended. NSCA Foundation encourages that these submissions only resubmit if they are accompanied by new material attesting to the significance of the project or program or further developments with the project or program that are significant.

Any third-party suppliers/contractors utilised in the development of the organisation's initiative must be recognised.

### NSCA FOUNDATION AWARDS TEAM

Telephone: 02 8879 8290 — Email: [awards@nsca.org.au](mailto:awards@nsca.org.au)

Website: [www.nationalsafetyawards.com.au](http://www.nationalsafetyawards.com.au)

[www.nscfoundation.org.au](http://www.nscfoundation.org.au)

## HOW TO ENTER

Entering the National Safety Awards of Excellence is simple and free of charge:

1. Visit [www.nationalsafetyawards.com.au](http://www.nationalsafetyawards.com.au), click on the "Submit your Nomination" button and follow the instructions to create an online account.
2. Complete your entry and submit it via your online account prior to 11:59pm AEST on 17 June 2020.
3. Additional electronic attachments supporting your answers can also be submitted via your online account
4. Ensure that all electronic attachments are clearly labelled and referred to by that name within the submission.
5. You may upload as many attachments as relevant for the submission, however, no individual attachment can exceed 5MB.
6. Ensure your application has been proof-read and doesn't leave any answers open to interpretation. The judging panel will not 'read between the lines' and you will be judged with what has been provided.
7. All submissions must comply with the conditions of entry. Please refer to the National Safety Awards website for the full conditions of entry.



## CATEGORY 1

# BEST CONTINUOUS IMPROVEMENT OF A WHS MANAGEMENT SYSTEM

This category requires you to describe an improvement you have made to your WHS/ OHS management system and the effect it has had on your staff and business. Finalists of this category must demonstrate that the improvement is part of an ongoing process.

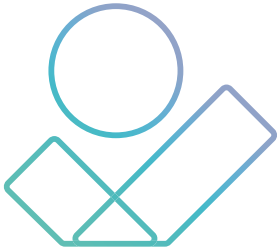
Examples of improvements could include new ways of integrating with other organisational systems and incorporating change management, managing new and emerging risks, and upgrading compliance systems.

For entry into this category your submission must answer the following:

1. Why did you need to improve your WHS/OHS Management System?
2. How did you improve your WHS/ OHS Management System?
3. What barriers were encountered during the process?
4. What was the timeframe involved?
5. What was the effect of the improvement?

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## CATEGORY 2

### BEST SOLUTION OF A WHS RISK

- A. Small business: 1–50 employees
- B. Medium business: 50–200 employees
- C. Large business: 200+ employees

This category requires you to describe an innovative solution to an identified WHS/OHS risk or issue. It can be a newly identified risk or issue (due to a change in work activities, etc.) or it can be a risk or issue previously identified with a new solution that has been implemented.

Finalists in this category must demonstrate that their solution is innovative, proven to work in an organisation (showing evidence, e. g. testimonials, photos and reports), has demonstrated a return on investment and significantly eliminates a workplace risk.

For entry into this category your submission must answer the following:

1. Describe the WHS/OHS risk.
2. What was the innovative solution that you implemented?
3. How did you implement the solution?
4. What barriers/problems were encountered during the implementation of the solution/ change?
5. What was the timeframe involved?
6. What was the effect of the solution?



## CATEGORY 3

### BEST WHS TRAINING PROGRAM

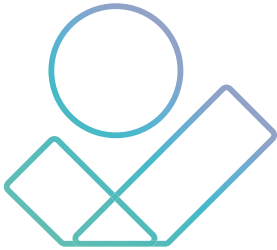
This category requires you to describe an innovative WHS/OHS training program that has been implemented in your organisation. The training program can be one-off or ongoing.

Finalists of this category must demonstrate that their training program has led to sustainable improvement in workplace behaviour, performance and/or processes.

For entry into this category your submission must answer the following:

1. Describe the purpose for the training program.
2. Describe the process for developing and delivering the training program.
3. Did you have to overcome constraints/barriers to develop and deliver the program? How were they addressed?
4. Describe the effect of the training program.





## CATEGORY 4

### BEST COMMUNICATION OF A SAFETY MESSAGE

This category recognises organisations who have effectively and innovatively communicated a WHS/OHS message to their workforce. The communication of a message can be a one-off event or an ongoing program.

Finalists of this category must be able to demonstrate that their communication methods and processes have led to sustainable improvement in workplace behaviour, performance and/or processes.

For entry into this category your submission must answer the following:

1. Describe the purpose for the safety message.
2. Describe the process for developing and delivering the message.
3. Did you have to overcome constraints/barriers to develop and deliver the message? How were they addressed?
4. Describe the effect of the safety message.



## CATEGORY 5

### IAN CHISHOLM AWARD FOR THE BEST INDIVIDUAL WHS ACHIEVEMENT

This category recognises the outstanding contribution of an individual (with or without formal WHS/OHS responsibilities). To be nominated, the individual must have played a significant role in a recent WHS/OHS initiative and gone above and beyond their normal duties, which has resulted in a sustainable improvement within an organisation (or area they work or volunteer).

Please note: No self-nominations will be accepted. Individuals must be nominated by their peers, work colleagues, managers and/or organisation.

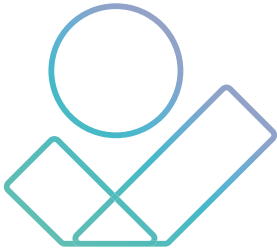
For entry into this category your submission must answer the following:

1. Describe the situation/work task/activity/behaviour of the workplace prior to the nominee's contribution.
2. Describe the contribution the nominee has made.
3. Did the nominee require management approval for the contribution? If yes, describe the process for gaining the approval.
4. What barriers were encountered during implementation of the solution/change?
5. What was the timeframe involved?
6. Describe the effect that the nominee has had on the situation/work task/activity/behaviour.
7. Explain how the nominee has gone above and beyond their normal duties. Compare and contrast the nominee's achievement with their position description.



**Ian Alexander Chisholm  
(1928 - 2012)**

This award is named in recognition of Ian Chisholm AM who dedicated nearly thirty years of service to the National Safety Council of Australia.



## CATEGORY 6

### BEST SAFETY LEADERSHIP PROGRAM/INITIATIVE

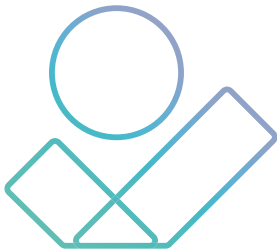
This award recognises the decisions and actions of directors, CEOs and/or executive managers to make safety a business priority.

This category requires you to describe how your directors, CEO and/or executive managers have made safety a business priority and the impact it is having on the organisation.

Finalists of this category must demonstrate that their organisation's program/initiative is on an equal footing with other business priorities, is integrating safety with other parts of the business, and either eliminates or significantly reduces psychosocial as well as physical workplace risks.

For entry into this category your submission must answer the following:

1. Why did you need to implement the program/initiative?
2. What was the program/initiative that your organisations implemented?
3. How did your organisation implement the program/initiative?
4. What barriers were encountered during the implementation of the solution/change?
5. What was the timeframe involved?
6. What was the effect of the program/initiative?



## CATEGORY 7

### BEST HEALTH & WELLBEING PROGRAM

- A. Best Wellbeing Program
- B. Best Mental Health Program

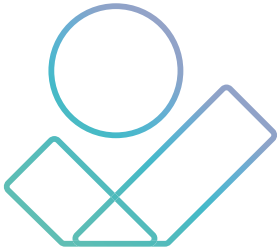
This category requires you to describe an innovative health and wellbeing program that has resulted in improvements within your organisation. The program can be a one-off event or an ongoing program.

Programs include, for example, reducing 'presenteeism', addressing mental health issues, tackling bullying and harassment and improving physical health.

Finalists of this category must demonstrate that their health and wellbeing program has had a positive effect on the participants and/or the workplace through changes in workplace behaviour/performance/processes.

For entry into this category your submission must answer the following:

1. Why did you need to improve the health and wellbeing of your workforce?
2. How did you improve the health and wellbeing?
3. What barriers were encountered during implementation of the solution/change?
4. What was the timeframe involved?
5. What was the effect of the health and wellbeing program?



## CATEGORY 8

### BEST RETURN & RECOVERY AT WORK SYSTEM

- A. Small business: 1–200 employees
- B. Medium to large business: 200+ employees

This category requires you to describe Return to Work System Initiative(s) you have introduced and the effect it has had on your staff and business. Finalists of this category must demonstrate that their initiative(s) has led to sustainable Return to Work for injured workers as well as improved return to work rates. Finalists of this category must also demonstrate that the improvement is part of an ongoing process.

Examples of improvements could include, new ways of integrating with other organisational systems and incorporating change management, stakeholder engagement, national and international best practice return

to work approaches, managing return to work barriers, and upgrading work task and compliance systems.

For entry into this category your submission must answer the following:

1. Why did you need to improve your Return & Recovery at Work System?
2. How did you improve your Return & Recovery at Work System?
3. What barriers were encountered during the process?
4. What was the timeframe involved?
5. What was the effect of the initiative?

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## CATEGORY 9

### NSCA FOUNDATION MEMBER OF THE YEAR

This award recognises an NSCA Foundation Individual or Corporate member who has demonstrated commitment and leadership in work health and safety. Through the various NSCA Foundation channels, this person or organisation has supported the safety community and has helped raise awareness of best practice for WHS. It could be the sharing of a project, program, case study or a solution that has reduced the risk of work-related injury and disease. If you or your organisation has made a positive difference to work safety and culture, we want to hear about it.

This award is selected by the NSCA Foundation Board of Directors.

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## PINNACLE AWARD

### AWARD FOR EXCELLENCE IN WHS

This prestigious Judges' Choice Award is presented annually to the most outstanding achievement in work health and safety of an organisation, alliance or individual. This award is not open for nomination; instead it is the category winners from Categories 1 to 8 who progress to this final stage to claim the top honours position at the awards ceremony.

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## CATEGORY SPONSORS



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