



ENGINEERS
AUSTRALIA



AUSTRALIAN
ENGINEERING
EXCELLENCE
AWARDS

ENTRY HANDBOOK

VERSION FIVE - 11 MARCH 2020

OVERVIEW

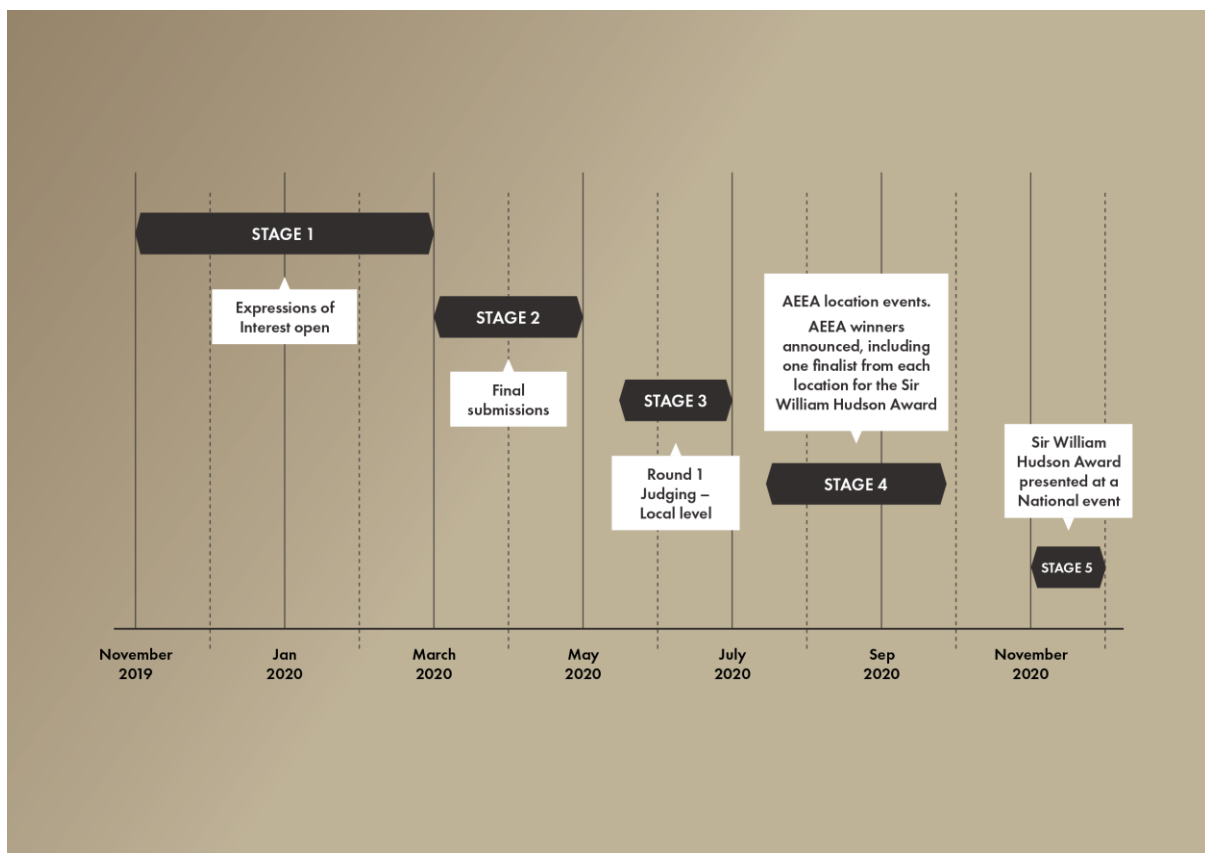
Thank you for considering entering your project in Engineers Australia’s Australian Engineering Excellence Awards (AEEA) 2020.

Engineers Australia recognises outstanding achievement in engineering and the invaluable contribution engineering makes to the economy, community and the environment. The AEEA inspire and encourage engineering distinction through teamwork, innovation, and technical excellence.

The AEEA is an integrated program resulting in an award at National level once local finalists are determined. To enter the AEEA, entrants are required to submit project nominations at the relevant local level, depending on the project’s location (or where the majority of the work was undertaken)

The AEEA 2020 provides tangible benefits for entrants through a range of promotional activities. Excellence, distinction, merit, perfection and quality are the characteristics that winning entries exhibit.

AEEA TIMELINE



BENEFITS OF ENTRY

The AEEA allow entrants the opportunity to showcase their work to industry colleagues, clients, government, media, sponsors and the community.

All entrants* will receive the following:

- Peer recognition at the most prestigious Engineering Awards in Australia.
- Inclusion in the full colour Showcase Booklet created for each location. This booklet highlights all projects entered* into the AEEA for that location.
- Complimentary tickets to the AEEA awards event as follows:
 - Individual entries – 2 tickets
 - Joint entries – 4 tickets

(*entrants who complete their final submission by the closing date)

AEEA winners in each location will receive the following:

- A Certificate of Excellence and trophy
- Opportunity to address the audience briefly when receiving the award
- Logo and supporting promotional material for your use
- Letterhead or website banner

Winners can use their success to promote their organisation's skills and engineering expertise.

Finalists for the Sir William Hudson Award will receive the following:

- A Finalist certificate
- Inclusion into the full colour Showcase Booklet created for the National event.
- Logo and supporting promotional material for your usage.
- Letterhead or website banner.
- Coverage in Create Digital and Engineers Australia website.

CONDITIONS OF ENTRY

- Entrants for the AEEA 2020 must have completed their projects post March 2018 onwards to enter. If a company worked on and completed a proportion of a larger project within this same timeframe, then they may submit an entry to this effect into the awards
- The submission must not have been entered into AEEA in another location previously. It can only be entered into one of the following locations:
 1. Newcastle
 2. Sydney
 3. Canberra
 4. Western Australia
 5. Tasmania
 6. South Australia
 7. Northern
 8. Queensland
 9. Victoria
- Only one project category will be accepted for each project submission and this will be as per the Entry Form submitted at Stage 1 (Expression of Interest stage) via the following link: www.aeea.awardsplatform.com
- Categories will be used as a guide to assist judges to identify the area in which the project has achieved excellence. Awards will not be conferred per category and will be awarded on the basis of overall excellence against the judging criteria.
- Project titles should be short and descriptive.
- All project submissions must have significant engineering content included within the submitter's supporting material component. Science, biology and other disciplines must be appropriately supported to outline the practical use of engineering within the project.
- All project submissions should contain appropriate treatments of engineering aspects such as innovation, environmental, sustainability and work health and safety considerations (during construction, manufacture and operational phases).
- Australian Engineers and organisations engaged on projects located overseas are encouraged to enter the AEEA. An entry should be submitted based on the location in which the relevant work (e.g. research, design or management) was conducted. That is, if Australian engineers performed a substantial, identifiable proportion of the engineering function within Australia.

For example, if a project was designed in Australia but constructed overseas then only the design component is eligible.

- Decisions of the judges are final and no correspondence concerning decisions will be entered into.
- The highest scoring AEEA winner in each location will be the finalist for the Sir William Hudson Award which will be announced at a National event in November 2020.
- No rework of project submissions is allowed once the final entries have been submitted. However, judges may request additional information from organisations.
- The submission must address all criteria.

PROCESS

To enter the AEEA, entrants must agree to a two-stage process for which non-refundable fees must be paid at each stage.

1. Stage 1 – Expressions of Interest

- Submissions open at 10:00 AEDT Friday 15 November 2019
- Submissions close at 23:59 AEWT on Tuesday, 3 March 2020
- Stage 1 fee (excl. GST): \$500 noting only online payments will be accepted

Entrants are to submit Expressions of Interest via the online entry form along with the Stage 1 entrance fee.

Entrants will select one category under which they would like to submit their project. This category will be used as a guide to assist judges to identify the area in which the project has achieved excellence. Awards will not be conferred based on category and will be awarded on the basis of overall excellence against the judging criteria.

The EOI will be assessed to determine if the project entry should proceed to final (Stage 2) submission. Entrants will be advised of their eligibility to apply via their nominated email address. Eligible entries will be invited to complete the final submission.

For Stage 1, the following information is requested from entrants:

1. Project details
2. Elected category (one) *
3. 100-word project description
4. Acknowledgement and agreement to the Terms and Conditions

(*The categories only exist to describe the nature of the project*)

All forms must be submitted electronically at the following site: <https://aeea.awardsplatform.com>. Payments must also be made electronically through the same site.

2. Stage 2 – Final Submissions

- Submissions Open at 10:00AM AEDT on Tuesday, 10 March, 2020

- Submissions Close at 17:00PM AEST on Tuesday 19 May, 2020
- Stage 2 fees (excl. GST) noting only online payments will be accepted
 - Companies with less than 30 employees - \$900
 - Companies with more than 30 employees - \$1800
 - Joint entries - \$2,500

Entrants must then complete their full submissions via the following site <https://aeaa.awardsplatform.com> by the submission date.

For Stage 2, the following information is requested at this stage:

1. Executive Summary (250 - 500 words)
 2. Detailed submission addressing judging criteria (500 - 800 words per criteria)
 3. Appendices (optional)
 4. Copyright Clearance Form
 5. Media Statement
 6. Photographs (10-15 high resolution images)
Please note: *The photography should illustrate the development of the project from concept to completion and may include diagrams, 3D renderings and progress stills. These images will be used at the Presentation Event to showcase the project.*
3. Round 1 Judging – Local Level

Each accepted entry will be assessed by a panel of local judges in each location consisting of Engineers Australia members, industry leaders and community representatives with specialist knowledge. Each team of judges will be led by a chief judge.

4. Announcement of AEEA Winners

AEEA winners in each location will be announced at an AEEA local event where each project entered (full submission) will be showcased and celebrated. The awards will be presented to the highest scoring projects, irrespective of the category they represent. **The categories exist only to describe the nature of the project (refer Page 9).**

The highest scoring AEEA winner in each location will be announced as the finalist for the Sir William Hudson award which will be presented at a National Event in November 2020.

5. Sir William Hudson Award

The winner of the Sir William Hudson Award will be announced at a National event held in November 2020.

The event will showcase and celebrate the engineering excellence of the finalists from each location.

This award will be conferred on the project that is recognised as the “Best Engineering Project in Australia”. This is the highest engineering project award that is presented by Engineers Australia and is in turn, the most prestigious.

The winner of the Sir William Hudson Award will be celebrated amongst industry leaders, colleagues, government and media.

ENTRANCE FEES

Entrance fees for AEEA 2020 are as follows:

All entrants to **Stage 1 (Expression of Interest)** will incur a fee of \$500 (excl. GST)

Invited entrants who elect to complete **Stage 2 (Final Submissions)** will incur the following fees (excl. GST)

- Companies with less than 30 employees - \$900
- Companies with more than 30 employees - \$1,800
- Joint entries - \$2,500

Please follow the online payment instructions outlined in the respective submission forms for Stage 1 and Stage 2.

No payments will be taken over the phone or in person.

Please note that all fees paid for Stage 1 and Stage 2 are non-refundable.

JUDGING CRITERIA

To assist entrants to assemble appropriate information for their submission, the judging criteria and weightings that are used as part of the process of evaluation of nominations are outlined as follows:

Actual or potential contribution to social and/or economic outcomes improving quality of life: contributes to the local, regional or national economy or improving quality of life by utilising scientific and technological advances to solve problems in a more efficient and effective manner relevant to the scale of the project. 30%

Significance of the work as a benchmark of Australian engineering: demonstrates innovation and sets new benchmarks and/or continues current high standards, thereby raising the standard and standing of Australian engineering relevant to the industry and/or field of technology. 40%

Extent to which the work has incorporated contemporary ethical, environmental, health, safety and security principles: for those directly or indirectly involved and members of the community in general. 15%

Extent to which the work has delivered excellence: Opportunity for applicants to highlight or showcase key successes of their project. 15%

CATEGORIES

Entrants will select one category under which they would like to submit their project. This category will be used as a guide to assist judges to identify the area in which the project has achieved excellence. Awards will not be conferred based on category and will be awarded on the basis of overall excellence against the judging criteria.

The categories include:

- Control Systems, Networks, Information Processing and Telecommunications
- Innovation/ Research and Development
- Products and Manufacturing
- Infrastructure
- Buildings and Structures
- Energy, Water and Resources Projects
- Project Management
- Other

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