



CATT Award of Excellence: Guidelines

(Status: Revised March 13, 2019. Subject to final Board Approval)

OVERVIEW

CATT is the leading organization for the trenchless industry in Canada and is focused on recognizing outstanding people, organizations, technologies and projects that are instrumental in advancing our industry locally and internationally. As such, CATT has created its Award of Excellence to be presented to outstanding contributors.

ELIGIBILITY

The CATT Award of Excellence (AOE) may be awarded to any of the following who have made a significant contribution to the trenchless industry in the preceding year.

- Individuals
- Companies or Organizations
- Projects

NOMINATIONS

Nominations must be made by completing a nomination form and submitting on May 31st.

Individuals and organizations may be nominated more than once, however projects must have been “substantially completed” and available for public and/or agency use within the previous calendar year. If a project has multiple phases or segments, then “substantially completed” will be construed as that point when the final phase or segment is 90% completed and available for public and/ or agency use.

Self-nominations will only be allowed by stakeholders in a project nomination and not for individual or organization nominations.

REVIEW PROCESS

Nominations for a CATT Award of Excellence will be reviewed by a Selection Committee made up of Board members approved by the Board. A CATT Staff member will coordinate the selection process. The selection committee may select one winner from each of the three (3) categories (1- Individual, 2 - Company or Organization, 3 – Project). There is no obligation for an award to be given in the absence of suitable nominations. The Selection Committee will prepare an award recommendation for consideration by the Board. The Selection Committee recommendations for the recipients of a CATT Award of Excellence shall be reviewed and approved by a Board quorum. The selection process and Board approval is to be done at the June Board meeting to allow timely notification to the award recipients for the award presentations at the Annual General Meeting.

If further information regarding a nomination is desired, the nominator may be contacted at any time and requested to provide additional information.



CRITERIA

For any nomination, the nominee must have shown contributions or exceptional application of trenchless principles and practices.

For individuals & organizations:

Individuals or organizations must have shown significant contribution to the trenchless industry in the nomination year or over multiple years. Areas of contribution include, but are not limited to:

- Significant contributions to the advancement of trenchless technologies.
- Outstanding leadership and vision evidenced by employing progressive management techniques in the area of trenchless technologies.
- Employment of new and innovative ideas and technology resulting in the advancement of the effectiveness of trenchless technology.
- Maintenance of a high degree of satisfaction among clients and other stakeholders.
- Promotion of the field of trenchless technologies in the community, industry or clients served.
- Supporting the advancement of sustainable contributions in the trenchless industry.
- Individuals nominated for this award must be Canadian or work predominantly out of a Canadian office/location.
- Organizations nominated for this award must have at least one major office located in Canada.

For projects:

Eligible trenchless projects must show excellence in one or more of the following areas:

- Use of good project management techniques and completion of the project on schedule.
- Safety performance and demonstrated awareness of the need for a good overall safety program during execution.
- Community relations as evidenced by efforts to minimize public inconvenience due to construction, safety precautions, to protect public lives and property, provision of observation areas, guided tours, or other means of improving the perception of trenchless technologies by clients and the public.
- Demonstrated awareness for the need to protect the environment during the project. This includes any special considerations given to particular environmental concerns raised during the course of the project.
- Unusual accomplishments and/or innovation under adverse conditions including, but not limited to age or condition of the facility, adverse weather, soil or other site conditions over which there is no control.
- Additional conditions such as exceptional efforts to maintain quality control and, if value engineering is used, construction innovations as evidenced by time and/or money-saving techniques developed and/or successfully utilized.
- Projects nominated for this award may be located anywhere in North America.



CATT AWARD OF EXCELLENCE Nomination Form

Nominations (nomination form and supporting documentation) must be submitted to Alice Seviora at <mailto:alice.seviora@uwaterloo.ca> by the deadline. For more information regarding the Award of Excellence nomination and selection process, please click [here](#).

Deadline for submission: May 31, 6:00 pm EST

NOTE: Supporting documentation is limited to 10 pages, exclusive of photographs and nomination form. When possible, please provide photographs (colour preferred), which may be used for promotional purposes by the CATT.

Nominee Name	
Nominee Type	<input type="radio"/> Individual <input type="radio"/> Organization/Corporation <input type="radio"/> Project
Nominee Contact Info (Email & Telephone)	
Nominator:	
Nominator Contact Info (Email & Telephone)	
Short Description of Nominee (<1000 characters)	
Reason for Consideration (<1000 characters). Please attach supporting documentation describing how this nominee has shown excellence in the area of trenchless technology management.	