

Northern Ireland Safety Group
Guidelines for entries for the John Gordon Safety Award

1. Entries are welcomed from any companies/organisations that:
 - a. Are operating in Northern Ireland, including companies/organisations that have live projects in Northern Ireland, even if the company is head-quartered elsewhere; and
 - b. Wish to nominate an individual in relation to any health and safety initiative, project, potential incident or event that occurred in Northern Ireland.
2. Entries are welcomed at any stage throughout the year. Judging takes place at the beginning of March to allow the Award to be presented at the Annual Safety Quiz.
3. Companies/organisations can submit an unlimited number of entries each year. Nominations can relate to a one-off incident or event, a process, or a longer term project or initiative relating to health and safety.
4. The recipient will be chosen by a judging panel (selected by Northern Ireland Safety Group's Executive Committee) and the winner will be the person they feel has made the greatest contribution towards health and safety in their organisation.
5. Those selected as judges by the Executive Committee will be Northern Ireland Safety Group members.
6. The judges' decision is final.
7. As judges are participating in this Award on a voluntary basis, they will not be able to enter into correspondence with nominators either pre or post entry.
8. The judges will have set criteria to judge the entries on, as per the entry form.
9. No one from the judge's organisation can be entered for the Award. However, those approached as potential judges by Northern Ireland Safety Group can decline the offer should they prefer to enter one of their employees.
10. Since the nominees are being entered unknown to them, the judges will select a runner up (in case the winner does not wish to accept the Award).
11. Entries can only be made on-line.
12. Documentary evidence to support an entry is essential as this may form part of the PR available to the winning entry.
13. The nominator will, in most cases, be the organisation's health and safety professional.
14. A nominator can nominate more than 1 person (as long as they are on different nomination forms).
15. The nominator must confirm that the nominee does not work directly in a health and safety role and has no health and safety qualification higher than a NEBOSH Certificate or its equivalent.

16. Provided they are not part of the judging panel, Northern Ireland Safety Group Committee members are allowed to enter people from their own organisations if they wish.
17. As well as a winner, there may, at the judges' discretion, be 'Highly Commended' Award(s) made for entries which have demonstrated outstanding contribution to health and safety but who have not won the 'Safety Person of the Year' Award.
18. The Award will be presented at the Northern Ireland Safety Group Annual Safety Quiz, which usually takes place in March each year.