

Orange County Chapter of the American Society of Safety Professionals Standard Operating Guidelines

Appendix F: Awards & Honors, Chapter Safety Professional of the Year (Chapter SPY) Award

DESCRIPTION

The purpose of the Safety Professional of the Year (SPY) Award is to pay tribute to the outstanding accomplishments of Society professionals engaged in the broad field of occupational safety and health.

ELIGIBILITY

To be eligible for this award, the nominee must:

1. Be a Professional Member or Member of the Society
2. Be engaged in full time employment in the broad profession of safety, health, and environmental engineering
3. Not have received this award within the past five years
4. Be an active dues-paying member of the Chapter of the Society

NOMINATION PROCEDURES

1. Nomination for the SPY Award must be made by a Professional Member, Member or Associate Member in good standing of the Chapter.
2. The completed petition may be submitted at any time during the Chapter Year.
3. A petition when will be reviewed and the candidate selected by the Awards & Honors Committee within 30 days of receipt. The Awards & Honors Committee may request additional information from the sponsor as needed. If more than one petition is received, judging and selection will be based on the candidate's past five years of service to the professional community and to the Chapter. (This five year deadline is strictly adhered to by the Society Awards & Honors Committee.)
4. The selected candidate will receive a commemorative plaque, a letter of congratulations from the chapter president, and a \$250 (two-hundred fifty dollar) honorarium for the award. The selected candidate will be presented the award and honorarium at the most convenient subsequent meeting.
5. The petition may be submitted without the candidate's knowledge. If another is selected, there is no disappointment. On the other hand, this may not be feasible because the candidate's involvement may be needed in order to prepare the best possible petition.
6. Exceptions to these guidelines may be made by a majority vote of a quorum of the standing Executive Committee at any regular meeting or special meeting called by the presiding officer.

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PETITION REQUIREMENTS

The petition should not be more than 15 pages, double-spaced (not including work samples and letters of reference or recommendation letters). The recommended outline and format for the petition is provided below.

The petition should identify the candidate and provide the following information:

1. Candidate Name, Address, and Phone Number
2. Candidate Company Name, Position Title, Description, and Duties
3. Candidate's Supervisor and Supervisor's Phone Number
4. Endorsements by superiors, associates, and/or colleagues in the form of letters on appropriate stationery.
5. The attached declaration by the member who is petitioning.

REGIONAL SPY NOMINATIONS

Each chapter year, when the Regional Vice President calls for Regional SPY Nominations, the chapter Awards & Honors Committee should work with the chapter SPY recipient from the preceding chapter year (if available) to modify the chapter SPY's nomination petitions needed to meet the Regional SPY nomination petition format guidelines and forward his or her petition, along with an endorsement letter from the chapter president, to the Regional Vice President for consideration of the Regional SPY award.

When there is no chapter SPY recipient selected from the prior chapter year, a call for nominations should be made to the chapter membership in a timely manner, or the petition for the standing Chapter SPY from the prior year shall be forwarded for consideration as the Regional SPY.

Endorsements by the chapter president of the Regional SPY petitioners shall be made at the discretion of the chapter president and the standing executive committee.

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SAFETY PROFESSIONAL OF THE YEAR PETITION DECLARATION

PETITIONER DECLARATION

As the petitioner of this Safety Professional of the Year nomination, I have completely reviewed the petition, and I believe all statements contained therein to be an accurate and faithful reflection of the nominee's safety activities in the Society, for an employer, and in the community.

Petitioner Signature _____ *Date* _____

NOMINEE DECLARATION

As the nominee, I have completely reviewed the Safety Professional of the Year petition, and I believe all statements contained therein to be an accurate and faithful reflection of my safety activities in the Society, for an employer, and in the community.

Nominee Signature _____ *Date* _____