

Terms of Reference

SIA Lifetime Achievement Award

For service to the field of health and safety in Australian workplaces

Award criteria

The Lifetime Achievement Award may be issued to a person who has a *combination* of the following:

- Long term and influential contribution to the profession in a specific or generalist area of OHS, where their work has influenced OHS outcomes in Australian workplaces; AND
- Long term voluntary contribution to Health and Safety in Australian workplaces; and/or
- Long term contribution to the work of the SIA, and its aims and objectives; and/or
- Development of new knowledge or practice which has contributed directly to healthier and safer workplaces.

Service to the Institute is not a prerequisite, however is viewed favourably when considering candidates' overall lifetime contribution to the field.

Generally a focus of the SIA Board in considering nominees for this award, is on those who have given a *long term contribution* over an extended period of their career.

Annual issuing of award

The SIA Lifetime Achievement Award will generally be issued once annually. However, the SIA Board retains the right to choose either:

- a) not to deliver a lifetime achievement award in any year; or
- b) in special circumstances, bestow more than one award in any year.

Nominations and award process

- The Board of the SIA shall call for nominations for the award once annually, prior to the SIA National Conference Dinner in May of each year.
- Any application must be proposed and seconded by current financial members of the SIA.
- Only applications received through the [online](#) Lifetime Achievement Award nominations form will be accepted.
- The SIA Board will appoint a 3 person selection committee to conduct shortlisting and provide recommendations. The SIA Board may choose to delegate this task to the College of Fellows through the Chair of the College;
- The selection committee will conduct due diligence in the applications with the assistance of the Chief Executive, and provide a report to the board with recommendations relating to:
 - a) a short list; and
 - b) a preferred candidate if one is determined.
- The SIA Board shall then determine
 - a) whether the standard of applications is sufficient to allow for the award to be issued in that year; and
 - b) who will be issued the award.
- The short list of candidates is announced, and the ceremony scheduled.
- Unsuccessful candidates can be considered for future awards.

Award

A trophy or medal shall be struck for the award, and a framed certificate provided. No financial prize is attached to this award.

Issuing of award

Generally the board will seek to conduct a formal public ceremony to the recipient at the SIA National Conference Dinner. However, the SIA Board may choose to deliver the award in other circumstances as it sees fit.

The currency of these terms of reference

These terms of reference remain current until such time as the SIA Board may choose to review them from time to time and make any changes it sees fit.