

# THE SOUTH AFRICAN INSTITUTION OF CIVIL ENGINEERING

## RULES AND PROCEDURES - PROJECT AWARDS

(Oct 2009 – **Please note:** This document is under review for 2010)

### Awards for The Most Outstanding Civil Engineering Achievements

Branch Awards for the Most Outstanding Civil Engineering Projects located within the geographic area of the Branch

National Award for the Most Outstanding Civil Engineering Project located within the borders and territorial waters of the Republic of South Africa

National Award for the Most Outstanding Civil Engineering Project by a predominantly South African team, located outside the borders and territorial waters of the Republic of South Africa

#### A. Objective

The objective of the competition is:-

- to give recognition to well-engineered civil projects
- to portray the art and science of civil engineering to the general public
- and to publicise how the profession finds answers to challenging problems,

by making annual awards to the most outstanding civil engineering projects, firstly in the geographic area of each Branch of the Institution, and secondly in the country as a whole.

At each level, there will be two awards:-

- for the project which best portrays the art and science of civil engineering in terms of technical excellence; and
- for the community based project which best illustrates the benefits which civil engineering brings to society.

International Category:

- A further award may be made to the most meritorious project, located outside the borders of the country, designed and/or constructed by a predominantly South African team.

#### B. Criteria

##### General:

A winning project should satisfy **all or most** of the following criteria:

- It should portray the art and science of civil engineering to the general public and indicate how the profession finds answers to challenging demands.
- It should be predominantly civil engineering in character.
- It need not necessarily be complete in all aspects, but the major engineering problems must have been overcome before the end of the year under review.
- The project should have current public appeal.
- Awards can be made to any size of project. Projects which are unique or unusual,

where the solution to a problem displays engineering ingenuity in analysis or design or has particular aesthetic appeal, where the handling of environmental impact and/or community involvement is particularly successful, or projects which mark some notable advance or innovation in construction techniques, are eligible.

- Functional efficiency, economy and contribution to the service of mankind by the civil engineer must be demonstrated in the project.

### **Technical Excellence**

- The project should have unique or unusual features and should demonstrate some notable advance in the solution of engineering problems.
- It should have particular aesthetic appeal.
- It should display engineering ingenuity in analysis or design and/or in construction technique.
- The project should show functional efficiency.
- The handling of impacts on the environment should be particularly successful.
- The project should have been well managed, and have finished within time constraints and within budget.

### **Community based projects**

- The project should exemplify the benefits of civil engineering to society at large.
- It should involve effective and successful co-operation between the civil engineer, the community served by the project and other interested and affected parties such as local authorities, non-government organisations and the labour force.
- The project may be a complete planning study or an exercise in community initiative and involvement and should be innovative, comprehensive and have been substantially completed in the year under review.
- Both the natural and social environments should have been successfully addressed by the project.
- The project should show functional efficiency.
- The handling of impacts on the environment should be particularly successful.
- The project should have been well managed, finishing on time and within budget.

## **C. Nature of the awards**

The awards shall be made to the projects themselves and not to the individuals, firms or organisations involved.

The National Award has been made annually since 1966 (in each case in respect of the previous year). It takes the form of an inscribed plaque. Suitable certificates are presented to the main members of the project team. The form of the National Award can change from year to year.

The Branch awards each take the form of an appropriate plaque, and certificates are awarded to those involved, e.g. owner, contractor and consultants.

## **D. Nomination procedure**

### **Branch Awards:**

- Nominations for the awards shall be called for by each Branch for projects substantially completed during the previous calendar year.
- Submissions must be made in writing by a date to be decided by each year and prepared according to the prescribed format, as indicated in Appendix A.
- The submission should be suitable for press release, outlining those aspects which qualify for an award, and
- The entry should be accompanied by a signed statement from the owner certifying that the material may be used for publication without restriction.
- The project should preferably be within the geographic area of the Branch.
- If a project is not within the geographic area, it may still be nominated, but with the written consent of the applicable Branch.

### **National Awards**

- Nominations for the National Awards shall be in writing and forwarded through the Branch Committees to the National Office by a date set for this year (check website or call National office +27 (0)11 805 5947 for more details)
- Submissions shall be in writing in the prescribed format as indicated in Appendix A and shall be in confidence. The date for submissions will be decided on each year and can be obtained from the SAICE year programme.
- The projects submitted for the National Awards can, but need not only be those chosen to receive the Branch Awards. The Branch may at its discretion forward additional entries which it considers to be of sufficient merit for adjudication at National level, or it may decide not to forward any entry.

## **E. Adjudication procedure**

### **Branch Awards**

The local Branch Committee or its nominees shall act as adjudicators with the power to co-opt where necessary.

- Members of the Branch Committee involved with the project must recuse themselves from the adjudication committee
- In the absence of a project of sufficient merit being nominated, no award need be made.

### **National Awards**

Adjudication will be by a panel of at least 3 and no more than 5 members nominated by the Communication Committee of SAICE, under the Chairmanship of the Immediate Past President or his nominee.

At this level, the adjudication criteria will be as follows:-

- |   |     |
|---|-----|
| ➤ Meeting the general, technical excellence and benefit to society criteria as listed previously. | 75% |
| ➤ Public Relations value.   | 15% |
| ➤ Conforming to the prescribed submission format laid down in Appendix A                          | 10% |

The adjudication will be carried out based on the material submitted. The adjudication committee may decide that certain projects, not being winners of the relevant category, should be awarded a certificate of commendation. The most meritorious projects will be presented at the National Awards Function where the winners of the respective National Awards for the Most Outstanding Civil Engineering Achievements will be announced.

## **F. Presentation procedure**

### **Branch Awards**

Where possible the awards shall be presented at a suitable Branch function. This function need not be related to the National Awards function.

### **National Awards**

Adjudication of the entries will take place prior to the National Awards Function.

Powerpoint presentations of the most meritorious projects will be featured at the function.

The Award winners will then be announced and the plaques will be presented to representatives of the respective clients, consultants, contractors and, if applicable, the local communities.

## APPENDIX A

### PROCEDURE FOR SUBMISSION

#### ANNUAL BRANCH AWARDS FOR EXCELLENCE IN CIVIL ENGINEERING

and

#### ANNUAL NATIONAL AWARDS FOR THE MOST OUTSTANDING CIVIL ENGINEERING ACHIEVEMENT

##### A. Submission for Branch Awards

The submission should consist of:-

- The official entry form duly completed. (attached)
- An A4 text of not more than 1 600 words which should consist of:-
  - A summary paragraph stating why, in the opinion of the entrant, the project merits the award.
  - A description of the purpose of the project, the approach to the design and relevant general features.
  - A description of construction techniques and any special measures needed to achieve completion.
  - Any other information which has a bearing on the judging criteria viz.
    - ✓ Excellence, ingenuity, and innovation in engineering
    - ✓ Managerial competence in meeting the objectives of the project , including timeous completion and budget considerations
    - ✓ Responses to environmental challenges and concerns
    - ✓ Public interest and benefits, and public relations value, of the project
    - ✓ Submissions in the Category "Community-based Projects" should make clear why the project qualifies for consideration under this heading
- Five good quality photographs (250 X 200 mm) in colour, of the entry showing it in its environment and any special features, with the relevant captions included
- A maximum of five drawings or illustrations relating to the entry. All drawings should be folded to A4 size if bigger than A4. Illustrations to be labelled where necessary.
- With reference to the above two points regarding the five photographs and drawings, the photographs and drawings **HAVE TO ALSO BE PROVIDED IN ELECTRONIC FORMAT**, either as .jpg, .bmp or .gif files of at least 300 dpi quality. Also required is a Microsoft PowerPoint presentation on a CD with any information that would enhance the presentation of your entry (see point B.)
- A press release of not more than 100 words
- A statement from the owner/client that it has no objection to the entry of the project and the use of entry material in SAICE media releases

The quality of the written submission will count towards the score for the award.

## **B. Verbal / full electronic presentation for Branch Awards**

The verbal / full electronic (including voice over) presentation will take place at a Branch Meeting. Please check with the relevant branch which format they require. The submission should consist of

- A presentation not more than 10 minutes long, which may make use of PowerPoint or a similar program. (Entrants should check with the branch committee about the availability of the presentation media, or provide their own laptop, projectors etc.) N.B. Marks will be deducted if the presentation exceeds 10 minutes. The presentation should emphasize
  - Technical excellence, innovation and ingenuity in design and construction of the project
  - Managerial competence in carrying out the project
  - Environmental sensitivity appropriate to the project
  - Public relations value

The quality of the verbal presentation will be a factor in determining the score for this element of the competition. It would be of benefit if a copy of this presentation could be sent to the SAICE National Office for inclusion in the final adjudication process for the National Awards. This is not compulsory. There is, however, a compulsory 2.30 minute PowerPoint presentation that has to be submitted (with voice over) for the National Awards (see point C below).

## **C. Submission for National Awards**

Entry for National Awards, except for the International Category, is via the Branch Award system.

Winners of Branch Awards and any other project recommended by the Branch Committee may be entered for the National Awards.

The entrants will be required to supply

- A written package in the same format as that submitted for the Branch Award. This will form the basis for adjudication.
- A CD containing **all the information that is submitted in hard copy** (above). Please make sure all drawings and photographs are included either as .jpg, .bmp or .gif files of at least 300 dpi quality.
- A **PowerPoint presentation**, set to run automatically, of not more than 2.30 minutes duration, with a voice over explaining the most important features of the project to a general audience. The presentation must have a **voice-over** of which the sound files (.wav, mp3, etc) are saved separately onto the disc and not embedded into the presentation. Bear in mind that the presentations are grouped together under the specified category and a presentation per category is made on the evening of the function with the branding and corporate identity of SAICE.
- SAICE reserves the right to edit your visual presentation if it does not conform fully to the prescribed format as per the previous point.

#### **D. Submission for International Category Award**

Entrants for the International Category should submit their package, in the same format as for Branch Awards, directly to the SAICE National Office. The entrants may if they wish inform an appropriate Branch Committee, which may at its discretion allow the project to be presented for interest only at its competition or awards ceremony.

## **E. Conditions of Entry, Ownership and Publication**

- Submissions and any correspondence must be sent in a folder (not bound)
- The project should be located within the boundaries of the Branch to which the entry is submitted. Should no competition be arranged by a particular Branch, a project may be submitted to an adjacent Branch with the permission of the former Branch. A project may not be entered in more than one Branch competition.
- The project should have been substantially completed in the year previous to the submission.
- All material submitted with the entries shall become the property of the South African Institution of Civil Engineering and may be used in any form by the Institution without payment of fees or royalties, or prior approval.
- The entrant shall ensure the correctness of the information supplied.

## **F. Conditions of the Award**

- Judgement will be made on the entry submitted.
- The adjudication may be finalised after a visit to the project by the judges.
- The decision of the judges shall be final.
- The judges may at their sole discretion make an award or decline to make an award.

**SOUTH AFRICAN INSTITUTION OF CIVIL ENGINEERING**

**ENTRY FORM FOR AWARD FOR THE MOST OUTSTANDING CIVIL  
ENGINEERING ACHIEVEMENT**

**Year/s of Submission .....**

<b>CATEGORY</b> (tick appropriate box)		
TECHNICAL EXCELLENCE <input type="checkbox"/>	COMMUNITY BASED <input type="checkbox"/>	INTERNATIONAL <input type="checkbox"/>
<b>DETAILS:</b>		
Name of Project:		
Location:		
Year of Substantial Completion:	Area Branch	
<b>CLIENT:</b>		
Contact Person:	Telephone No	
Fax No:	email address	
<b>PROFESSIONAL TEAM:</b>		
Contact Person:	Firm	
Address:		
Telephone No:	Cell No:	
Fax No:	email address	
<b>MAIN CONTRACTORS:</b>		
Address:		
Contact Person:	Telephone No:	
Fax No:	email address	
<b>MAJOR SUB-CONTRACTORS AND SUPPLIERS:</b>		
<p><b>The information supplied is correct and has been approved by the Client, Professional Team, Contractors and Major Suppliers, who accept and agree to abide by the conditions of the competitions</b></p>		
<b>NAME:</b> (please print clearly)	<b>SIGNATURE:</b>	<b>DATE:</b>