

Annual Engineering Excellence Awards

2023

Procedures for Applications, Adjudication and Communications

1. Awards Overview

- 1.1 The ACEI Engineering Excellence Awards were set up in 1970 to stimulate excellence and innovation among members of the association. The annual awards offer the member firms an unrivalled opportunity to raise their profile and promote their work to a wider audience.
- 1.2 The awards recognise all sizes and disciplines of ACEI member firms for project commissions that demonstrate a high degree of achievement, value and excellence in engineering design and related professional services.
- 1.3 The award in each category is conferred on a member firm whose project application is considered as the best of those nominated.
- 1.4 Entries are judged on all aspects of engineering in the modern world.

2. Categories

- 2.1 The categories in which annual awards for member firms' commissions **may be made** are;
 - 1) Civil
 - 2) Structural
 - 3) Mechanical & Electrical
 - 4) Sustainability Built Environment
 - 5) Sustainability Natural Environment
 - 6) Micro firm (10 or less employees)
 - 7) Project Management
 - 8) Innovation
 - 9) Overseas
 - 10) Project of the Year

- 2.2 All nominations will be considered by the adjudicator in relation to Project of the Year.

3. Nominations

- 3.1 Nominations are sought from members at a minimum of 4 months before the Awards Dinner.
- 3.2 Nominations are accepted not later than two months in advance of the Awards Dinner.
- 3.3 Firms may nominate up to three projects in each category.
- 3.4 A separate application should be made for each project being submitted for consideration in more than one award category.
- 3.5 Only one project per member firm, in each category, is eligible for inclusion in the short-list.
- 3.6 Where more than one member firm makes a separate submission relating to the same project, in any category, the adjudicator may reassign submissions if appropriate. Due consideration will be given to all submissions received.
- 3.7 Where the adjudicator suggests a reassignment of a submission to a different category, firms will be advised before the shortlist is confirmed.

3.8 All nominated projects must either be constructed in Ireland, or designed substantially in Ireland.

3.9 Nominated projects must have been completed within the last three years.

3.10 Nominations submitted must be for the whole of a firm's commission on a project.

4. Entering the Awards

4.1 Nominated projects must be submitted on the standard ACEI nomination form, in one complete pdf document, including up to six photos or images in support of each entry.

4.2 All entries for the competition must be received by 16:00 on the specified closing date by email to: info@acei.ie.

4.3 The following details are required for each entry:

- A brief outline of the overall project
- Specific details of the firm's commission on the project.
- A brief statement as to why the firm's commission should receive an award.
- Agreement from the client and other stakeholders that the project can be inspected by the adjudicator if required.

4.4 Further relevant details of the project should also be provided, such as: design elements / procedures; complexities involved; innovation aspects; site management and supervision; health & safety issues; project cost controls and any other information deemed relevant.

5. Adjudication

5.1 The adjudication of the submitted nominations for the excellence awards is undertaken by one or more non-member practitioners, for example: a retired past president, a senior member of a relevant government department / institution or a senior expert from within the industry, nominated by the President.

5.2 The adjudicator is chosen not later than three months in advance of the Awards Dinner and is paid expenses to cover travel costs, accommodation and meals if needed.

5.3 The adjudicator's decision is final and binding and no discussion or correspondence regarding the decision will be entered into.

6. Adjudication Support

6.1 A distinguished panel of experts, comprising non-members and engineers who are free from any 'conflicts of interest', **may be** appointed to:

- review, in conjunction with the adjudicators, the documentation received relating to the nominated projects and;
- determine a short-list of projects in each category, in consultation with the adjudicator.

6.2 Adjudication is based on written reports, with supporting photographs and / or images and any telephone or other enquiries the adjudicator / expert panel consider appropriate.

7. Selection of Award Winners

7.1 The final decision regarding the winners lies with the adjudicator, who is also responsible for preparing a brief citation for each winning project.

7.2 Although only one award is usually given in each category, commendations may be given in a category to projects of a particularly high standard.

7.3 The adjudicator will:

- Move nominations to a different category if deemed appropriate.
- Develop a short-list of projects for each category and prepare a brief citation on each of these for use at the ACEI Annual Awards Dinner and subsequent promotion.
- Recommend an award in the categories where entries of a suitable standard are received.
- Recommend an award if appropriate for the Project of the Year.
- Keep confidential the names of the award winners in advance of the Awards Dinner.

8. Communications

8.1 Notification of the short-listed projects will be issued to all applicants at least two weeks in advance of the Awards Dinner.

8.2 The winning firms and projects will be announced on the night of the Awards Dinner.

8.3 The recipients of the awards are requested to submit details of their project achievements, along with high-resolution photos / images for inclusion in a press feature and for publication by the association on the website and in the annual review. A subsequent technical paper, in conjunction with a related learned institution is encouraged.

9. Presentation of Awards: Each award made is marked by the presentation of a Certificate indicating the nature of the achievement.

10. Promotion: A press feature announcing the award winners is prepared and published.