

TEXAS WATER UTILITIES ASSOCIATION ANNUAL AWARDS PROGRAM

Revised September 3, 2002

INDIVIDUAL AWARDS OFFERED

Individual awards offered by the Texas Water Utilities Association, and for which nominations are sought, include the following:

1. The W. T. "Doc" Ballard Memorial Meritorious Service Award
2. The Daniel C. Allen Memorial Distinguished Service Award
3. The Outstanding Professional Award
4. The Outstanding New Professional Award
5. One or more Exemplary Service Awards in each of the following categories:
 - a. Education and Training
 - b. Public Education
 - c. Association Leadership
 - d. Community Improvement
 - e. Community Service
 - f. Heroism
6. One or more Operator of the Year Awards

ORGANIZATIONAL AWARDS OFFERED

Organizational awards offered by the Texas Water Utilities Association, and for which nominations are sought, include the following:

1. The Leadership Award
2. The Alliance Award
3. The Public Education Program Award
4. The R. B. "Bob" Batchelor Memorial Safety Program Award

The Association will present each of the above awards annually unless, in the judgment of the Awards Committee, no qualified nominees were presented for its consideration.

NOMINATING PROCEDURES

The Association's Central Office will mail a packet of information concerning the Association's Awards Program to all District/Chapter Presidents and Secretaries, and to all Region/Section Chairmen, in *early* September of each year. The Awards Packet will include information regarding both the Individual and Organizational Awards offered.

Following are the guidelines and procedures to be followed in submitting nominations for the awards which may be presented:

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1. All Individual Award Program nominees must have been an individual member of T.W.U.A. for at least one year prior to nomination, and should be of the highest moral character. No membership requirements are applicable for the Organizational Award Program nominees.
2. Any District, Chapter, Region or Section may submit nominations in any award category utilizing the nominations process described herein.
3. Individual members of T.W.U.A. may also nominate an individual or organization for any award offered by the Association. Members of the T.W.U.A. Awards Committee may not submit nominations.
4. All nominations shall be for a specific award and shall be made on the "Nomination for T.W.U.A. Award" form, with additional information or endorsements attached thereto.
5. A description of the actual services performed by the nominee (whether an individual or an organization) should be attached to the form in all cases.
6. Only one nominee per award category shall be submitted by any individual or organizational unit.
7. All award information shall be sent to the Texas Water Utilities Association at its current Central Office address.
8. Nominations must be postmarked no later than December 31st to be considered.
9. The Executive Director shall submit all award nominations to the T.W.U.A. Awards Committee. The Committee shall meet during the month of January to select the recipients.
10. Awards will be presented at the T.W.U.A. Awards Banquet, held in conjunction with the Association's Annual School.

SELECTION CRITERIA

General: Unless there is no qualified nominee, the Awards Committee shall be charged with selecting the most qualified individual to receive each available award. Only in the Exemplary Service Awards category may there be more than one single recipient selected except in very unusual cases and with unanimous approval of the Awards Committee. The Committee's selection shall be limited to those individuals for whom nominations were received as outlined herein. Accordingly, the Committee will compare and consider the work and achievements of all nominees for a given award without prejudice.

Factors to be considered in selecting the award winners will include (1) the length of service, (2) the geographic scope or influence of the service, (3) the extent or intensity of the effort, (4) the nature or perceived value of the efforts to the public, the water utilities industry, and this Association and (5) the degree of selflessness or willful giving exhibited in performing the service.

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The award recipient's service should be voluntary or (if a part of their regular duties) should be far above that which would normally be expected of them.

INDIVIDUAL AWARD DETAILS

The following is set forth both as guidance to those submitting nominations under the program and to assist the T.W.U.A. Awards Committee in its selection of the most deserving recipient in the various categories:

THE W. T. "DOC" BALLARD MEMORIAL MERITORIOUS SERVICE AWARD

As this Association's most prestigious award, the W. T. "Doc" Ballard Memorial Meritorious Service Award should be presented only to one who has exhibited untiring dedication to the water utilities industry and to this organization.

The recipient's service should span a period of twenty or more years and he/she should either be or have been active at the State or National level of the industry and at the State level of this organization.

The recipient's service should indicate a sincere interest in protection of the public health and our environment, as well as in helping others to do so by serving in this organization and supporting its devotion to those goals.

The recipient's service should be voluntary or (if a part of their regular duties) should be far above that which would normally be expected of them.

THE DANIEL C. ALLEN MEMORIAL DISTINGUISHED SERVICE AWARD

As this Association's second highest award, the Distinguished Service Award should be presented only to one who has exhibited untiring dedication to the water utilities industry and to this organization.

The recipient's service should span a period of fifteen or more years and he/she should either be or have been active at the state level of the industry and at the Association (State) level of this organization, in addition to his/her District/Chapter and Region or Section activities.

The recipient's service should indicate a sincere interest in protection of the public health and our environment, as well as in helping others to do so by serving in this organization and supporting its devotion to those goals.

The recipient's service should be voluntary or (if a part of their regular duties) should be far above that which would normally be expected of them.

THE OUTSTANDING PROFESSIONAL AWARD

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The Outstanding Professional Award should also be presented only to one who has exhibited dedication to the water utilities industry and exemplary service to this organization. The length of service for the Outstanding Professional Award should span from five to fifteen years.

The recipient should have a service scope extending beyond the local utility and the District/Chapter level of the organization. The recipient must be or have been active at the T.W.U.A. Region or Section level but may include service at the State level.

The recipient's service should indicate a sincere interest in protection of the public health and our environment, as well as in helping others to do so by serving in this organization and supporting its devotion to those goals.

The recipient's service should be voluntary or (if a part of their regular duties) should be far above that which would normally be expected of them.

THE OUTSTANDING NEW PROFESSIONAL AWARD

The Outstanding New Professional Award should be presented to one who has served the water utilities industry and this organization in an exemplary manner and who has been employed in the industry for no more than five years. Exemplary service may be demonstrated by achievements in the certification programs in place, or in other areas demonstrating professionalism. The recipient must be active in his/her local T.W.U.A. District/Chapter.

The recipient should have demonstrated a sincere interest in protection of the public health and our environment, as well as in helping others to do so by supporting this organization and its devotion to those goals.

The recipient's service should be voluntary or (if a part of their regular duties) should be far above that which would normally be expected of them.

EXEMPLARY SERVICE AWARDS

The Exemplary Service Awards may be presented to one whose service to the industry or the organization is of any duration. These awards are designed to recognize outstanding contributions to the industry or to his organization in a particular service area, whereas the previously described awards are intended to recognize overall excellence.

There are six areas of service considered in the Exemplary Service Awards category, as follows:

1. **Education and Training:** Designed to recognize those who give of themselves in service to the education and training needs of T.W.U.A. members or others employed in the water utilities industry.

Recipients must have excelled in arranging and preparing academic programs for an organizational unit, presenting lessons or programs of instruction, or in other ways

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which specifically assist others to better perform their duties in any sector of the water utilities industry.

2. **Public Education:** Designed to recognize those who give of themselves to serve the need for improved public awareness of the importance of water and of the issues involved in the water utilities industry.
Recipients must have performed acts of service such as giving talks or demonstrations, conducting tours, utilization of the news media or other methods involving the public served by the industry or the local utility.

3. **Association Leadership:** Established to recognize individuals who have shown exceptional leadership skills in the Association or one of the subsidiary Regions, Sections, Districts or Chapters.

4. **Community Improvement:** The Award is intended to acknowledge one who has been instrumental in bringing about a significant improvement in the protection of the public health or the water related environment in the community in which he/she serves.

A recipient must have rendered service far above and beyond the normal demands of the employment position held.

5. **Community Service:** The award is intended to recognize one who has served his/her community in a non-industry-related manner, thus causing favorable reflections on the water utilities industry or this organization. Examples may include activities related to a civic organization, those related to one's church, synagogue or other religious group, or activities conducted alone.

A recipient must have demonstrated care, concern; benevolence, kindness or other traits normally associated with philanthropy and humanitarian acts in his/her community.

6. **Heroism:** This award is offered to recognize an individual who has performed an exceptionally humanitarian act, whether on the job or in their private life.

A recipient must have demonstrated endurance, civic concern, bravery, courage, nobility, or other traits normally associated with heroism, but not have shown disrespect for their own life or safety.

A recipient must have demonstrated care, concern; benevolence, kindness or other traits normally associated with philanthropy and humanitarian acts in his/her community.

OPERATOR OF THE YEAR AWARD

The Operator of the Year Awards (with the possibility of several being presented by population category) are offered to recognize water and/or wastewater operators who have shown themselves to be worthy of recognition during the preceding year. Although membership in T.W.U.A. is required, as in all individual award categories, there is no minimum number of years that one has been a member as a part of the selection criteria. Likewise, one's having held an elected or appointed office in the

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Association is not required, although the Awards Committee may show a preference for those who have done so. These awards may recognize individuals - without regard for their job title - for service to their utility, to their community, to the profession as a whole, or to this organization and its goals. The recipient's service should be voluntary or (if the service being recognized is a part of his or her regular job duties) it should be of a quality and quantity that is far above the normal or generally expected level of service.

An Operator of the Year Award may be presented in each of the following system sizes:

Number of Connections	Population Served
0 to 300	0 to 1,000
301 to 3,000	1,001 to 10,000
3,001 to 10,000	10,001 to 30,000
10,001 to 20,000	30,001 to 60,000
More than 20,000	More than 60,000

ORGANIZATIONAL AWARD DETAILS

The following is set forth both as guidance to those submitting nominations under the program and to assist the T.W.U.A. Awards Committee in its selection of the most deserving recipient in the various categories:

THE LEADERSHIP AWARD

The Leadership Award is designed to recognize an organization that has been particularly devoted to improving the public health and water environment of the citizens of Texas (or the nation) and thus supporting the underlying mission of this organization. The award may recognize the organization's efforts through a particular product, program or service, or be in recognition of the organization's ongoing efforts in this regard.

THE ALLIANCE AWARD

The Alliance Award is offered to recognize an organization that has been particularly supportive of the Texas Water Utilities Association. The award may recognize an organization which has been particularly helpful in the areas of supporting T.W.U.A. membership, sponsoring Association educational or other events, in making monetary donations in support of the Association, its programs, or services, or in other areas.

THE PUBLIC EDUCATION PROGRAM AWARD

The Public Education Program Award is offered to recognize a water utility, or a particular department, division, or portion of a water utility that has been particularly active in promoting public awareness of the importance of water and/or water utilities industry to the citizens of the community it serves. The recipient may be a municipality, special district, Water Supply

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Corporation, privately owned utility or any other privately or publicly owned entity which provides water or wastewater service to the citizens of Texas. While the utility itself need not be a member of the Texas Water Utilities Association, those utilities with members of its workforce as active members of the Association will be given precedence. Involvement in T.W.U.A. sponsored public education activities (such as Water Utilities Awareness Week, the Poster and Essay Contest, utilization of the “Every Minute of Every Day” video, etc.) will be given extra consideration by the Awards Committee in their selection of the recipient.

THE R. B. “BOB” BATCHELOR MEMORIAL SAFETY PROGRAM AWARD

The R. B. “Bob” Batchelor Memorial Safety Program Award is offered to recognize a water utility, or a particular department, division, or portion of a water utility that has an exceptional safety program, or which demonstrates significant improvement in its safety program for its employees over prior years. The recipient may be a municipality, special district, Water Supply Corporation, privately owned utility or any other privately or publicly owned entity which provides water or wastewater service to the citizens of Texas. While the utility itself need not be a member of the Texas Water Utilities Association, those utilities with members of its workforce as active members of the Association will be given precedence. Involvement in T.W.U.A. sponsored safety activities (such as utilization of Association published safety articles, Technical Assistance Publications, Manuals etc.) in the utility’s Safety Program will be given extra consideration by the Awards Committee in their selection of the recipient.

CLOSING COMMENTS

The Texas Water Utilities Association’s Officers, the Central Office staff and the Awards Committee need your help. We encourage the T.W.U.A. subsidiary units (Regions, Sections, Districts and Chapters), as well as individual T.W.U.A. members, to help us recognize those individuals and organizations which are deserving of recognition. Recognition may be appropriate for the nominee’s efforts in their community, in their industry, or in their professional organization. It is only with the assistance of all that this very worthwhile program will reach its full potential.

You can assist the Awards Committee in selecting the most deserving nominee in each of the several award categories. If possible, please attach a narrative statement explaining why you believe the individual (or the organization) is deserving of the special recognition these awards represent. It is important to realize all recipients are selected based on the information supplied to the Awards Committee.

On the other hand, if you wish to see someone recognized, but realize you do not have adequate information regarding their service to provide a written narrative, we encourage you to submit a nomination form for them. While the absence of the narrative may lessen your nominee’s chances of being selected as a recipient by the Awards Committee, all individual members and all organizations for which nominations are received are given some recognition. By taking this step, the individual member or organization that you nominated becomes aware that their good efforts were noticed and someone cared enough to submit them as a nominee for an award.