



# Australian Fertiliser Services Association

Registered Number 603 301 266 ABN 41 603 301 266

## Member's Award Policy

### Purpose

The purpose of this policy is to outline the process and nomination and selection criteria for the Member's Award.

The Member's Award will be presented at the Annual Fertiliser Conference dinner (commencing in 2019), with nominations to be forward to the AFSA Board throughout proceeding the year.

If no suitable nominations are received, the Member's Award will not be presented for that year.

### The Process

1. Complete nomination which should include
  - Details on individual being nominated
  - Contact details for the person making the nomination and relationship to person being nominated. Self nomination is welcome
  - Nominations should address the selection criteria and can be done by stating key achievements or outcomes
  - The names and contact details for a referee who can support the nomination
  - Supporting documentation if available – including newspaper articles, letters of appreciation, publicity photos etc
  - Photos (if possible) - a minimum of one photo of the nominated business or individual that can be used at the awards ceremony. A maximum of 5 photos will be accepted
2. Nominations to be forwarded to Executive Officer at anytime throughout year but no later than one month before date of Conference.
3. Nominations will be reviewed by a panel of 3 independent judges and evaluated against the selection criteria in the month prior to the Annual Conference.

### Nomination Criteria

Nominations can be submitted for any individual or business that is an AFSA member, who has made an outstanding contribution to the fertiliser industry in one or more of the below areas:

#### 1. Business support

Displaying committed assistance to running a small to medium sized businesses within the fertiliser services industry. Their role may range from bookkeeping and office administration

through to client liaison and site supervision, workplace safety management and implementing innovative change and new systems within the business.

2. Next Generation

Recognising the next generation and their contribution to the future. This will celebrate the achievements of our future industry leaders whilst encouraging continued excellence in the industry. By recognising outstanding industry knowledge, quality work with attention to detail, strong representation of the industry and continued learning and development

3. Customer Service

Recognising professionals that always strive to achieve excellence, and whose attitude and contribution to their profession has inspired public confidence in the fertiliser services industry.

4. Sustainability & Environment

Recognition of those businesses that are fostering a culture of sustainability and environmental awareness.

**Selection Criteria for Judging**

The below criteria will assist with nominations and be used by the judging panel to determine the successful nomination.

1. Business support

This is open to employees and family members working part-time or full-time in the business and not deemed as financial partners or owners of the business.

It is suggested that nominations address how the individual has been involved in the

- setting of business goals, vision and branding
- development and introduction of new systems or processes
- management of sales, contract administration and marketing
- financial management Including monitoring revenue, profit/loss, controlling overheads and spending
- back-office management, customer service, project management, WHS, safety administration and HR management
- upskilling and professional development, Including training and keeping up-to-date with industry changes

2. Next Generation

Open to management, employees and family members working part-time or full-time in the business, who are aged under 35.

Judges will consider attitude to work, maturity, personal development and

<p>Australian Fertiliser Services Association Policy Name: Member's Award Policy Policy Number 22</p>	<p>Status: Adopted Adopted: August 2018 Reviewed: Due for Review: November 2019 Page 2 of 4</p>
---	---

overall progress throughout their time within the Fertiliser services industry.

It is suggested that nominations address how the individual has

- Demonstrated commitment to professional excellence and high performance in the fertiliser services industry
- Continuously seeking and effectively acted upon others' input
- Contributed to an environment that has encouraged positive ownership of actions, successes and learnings
- Inspired innovation and efficiency through leading by example
- Actively encouraged or embraced new ideas to deliver improved services and performance for the benefit of the fertiliser services industry
- Responded positively to change and worked across boundaries to develop effective solutions
- Positively challenging themselves or others to move outside standard practices to create innovative solutions that have improved processes or services

### 3. Customer Service

It is suggested that nominations address how the individual or business has

- Displayed a comprehensive understanding of stakeholders and their priorities, needs and expectations
- Demonstrated a focus on the delivery of services and initiatives that enhance the fertiliser services industry's reputation
- Used empathy in decision making and delivery of service efficiencies

### 4. Sustainability and Environment

Nominations for this criteria will only be taken from those business' who have a current

- Fertcare accreditation
- Accu-Spread accreditation if operating a Spreading service

Nominations should address how the business has

- Identified opportunities to cultivate new strategies or alter practices to significantly improve environmental sustainability in the industry
- successfully developed practical solutions or initiatives within their work with clients, or community to improve environmental sustainability
- Demonstrated leadership and championed change to successfully foster environmentally sustainable policies and practices that resulted in lasting social and ecological benefits

