COUNCIL ON PRACTICES AND STANDARDS (COPS) AWARDS & HONORS PROCEDURES

One of the best ways practice specialties (PS) and common interest groups (CIG) can encourage involvement of their members and achieve greater levels of member interest and enthusiasm is to recognize exceptional work and service. This procedure provides details and guidance to practice specialty and common interest group leadership of how such awards are earned.

COPS Awards and Honors (A&H) Operating Procedures

The COPS Vice President shall appoint the COPS awards and honors chairperson for each year effective July 1. The COPS vice president can also remove the chair at any time. The COPS awards and honors chairperson shall be responsible for managing day-to-day details of the COPS awards and honors program as specified within this governance procedure and in accordance with Society Operating Guide (SOG) 10.4 Technical & Professional Recognition Committee. Additionally, the COPS A&H Chair shall be responsible for activities associated with the annual award nominations, review and recipient selection process. This committee may also recommend changes or additions to the awards program, but any changes or additions shall be done in accordance with SOG 10.4.

Each practice specialty and CIG administrator shall appoint an awards and honors chair or designee to serve as liaison between the PS or CIG and the awards and honors program. Activities include, but are not limited to routinely scheduled meetings, cooperatively agreeing to serve on special formulated committees as possibilities arise to address specific tasks and rendering input via established channels to align with the desire to continuously improve the overall health of the COPS awards and honors program.

COPS Awards and Honors Nominations and Review Committee

COPS Awards and Honors Nominations and Review Committee shall consist of the current COPS awards and honors chairperson along with the immediate past COPS awards and honors chairperson (unless unavailable to serve the capacity) along with five other persons who are suggested by the COPS awards and honors chairpers for appointment by the COPS vice president. Committee members can also be removed by the COPS vice president at any time. Elements which shall be taken into consideration when evaluating the remaining committee members are: interest and availability (primarily during planned review period of March – May annually) of candidates; related program experience; a reasonable balance of technical background comprising the
committee; and a good cross mix of PS/CIG representation comprising the committee. Nominations and Review Committee members will be prohibited from nominating or supporting themselves or others for any awards falling within the subject committee’s jurisdiction for review and selection. The committee shall utilize documented award descriptions during the evaluation process to arrive at best and/or worthy award recipients.

All practice specialties and CIGs are required to implement an awards and honors program. Awards and honors resulting from the program must be submitted to the staff liaison. The liaison will then provide the names of the recipients to the COPS vice president and the COPS awards and honors committee chair. The COPS awards chair is responsible for coordinating awards and the Council Awards and Honors Committee. This committee may also recommend changes or additions to the awards program, but any changes or additions shall be done in accordance with SOG 10.4.

It should be noted that any discussions, correspondence, and submittal materials related to the selection process for awards addressed in this procedure should be for internal use and not shared outside the subject committee.

Any new award and/or recognition program will be proposed and approved in accordance with the Society’s applicable operating guides (SOG 10.4) and operating practices.
COPS AWARDS AND HONORS

All links and forms can be found on the COPS Awards and Honors webpage.

Recognition Award
This award motivates practice specialties and CIGs to provide quality service to their members as calculated through the self-evaluation performance guidelines (matrix) through recognition of outstanding practice specialty/CIG performance.

Eligibility: All practice specialties and CIGs are eligible.

General Rules: Practice specialties and CIGs must send applications to the COPS Awards and Honors Committee Chair by March 15th of each year. All PSs and CIGs that meet the requirements will receive the award.

1. The COPS Awards and Honors Committee chair notifies the COPS vice president and staff liaison of the winners by April 15th of each year.

2. The completed application form/matrix and any supporting documentation should be forwarded for each step of the process.

3. The award period is from the Professional Development Conference (PDC) through March 15. If the group has activities scheduled between March 15 and June 1, it may indicated those events as future events.

Judging: The Performance Self-Evaluation Matrix establishes the standards for this award.

Categories of Achievement: Practice specialties and CIGs that have successfully completed Section I, “Governance and Administration,” should complete Section II, “Substantial Achievements.” The Awards and Honors Committee will evaluate the applications for Gold and Silver awards.
COPS Safety Professional of the Year (SPY) Award

This award recognizes a safety professional’s achievement in the specialized areas of the practice specialties and CIGs and pays tribute to his/her outstanding accomplishments in these areas.

The winner receives a $500 cash award and an appropriate memento. The council will also consider nominating the winner for the Society’s annual Edgar Monsanto Queeny Safety Professional of the Year Award the following year. The COPS Awards and Honors Committee chair must submit the appropriate application for the council nominee to be considered for the annual Edgar Monsanto Queeny Safety Professional of the Year Award.

Eligibility: Any practice specialty or CIG member in good standing with the exception of the current members of the COPS Awards and Honors Committee and/or the awards and honors chair.

Rules: Each practice specialty and CIG is encouraged to nominate a single individual for the award each year. Nominations shall be submitted no later than March 15 each year.

Judging: The following categories will be evaluated:

- Demonstrated knowledge and expertise
- Practice specialty/CIG/ASSP activities
- Professional contributions and accomplishments
- Leadership/management
- Endorsement from the individual’s respective practice specialty/CIG leadership

The COPS Awards and Honors Committee will choose a winner no later than April 1 each year. Notification to the COPS vice president and staff liaison will be made in writing by the COPS Awards and Honors Committee chair.

Individual Practice Specialty/Common Interest SPY Award

This award promotes excellence and service by practice specialty/CIG members.

Eligibility: All individual practice specialty/CIG members in good standing. While each practice specialty/CIG is encouraged to have a recipient, an annual award is not required. As a general guideline, standing practice specialty/CIG administrators should not receive a SPY award from their respective group. Branches are not permitted to give SPY awards. If a branch chair believes s/he has a member worthy of SPY recognition, a nomination should be made to the administrator of the sponsoring practice specialty.
requesting that this member be considered as the SPY for the sponsoring practice specialty.

Rules: The entry deadline is March 15 each year.

Judging: The practice specialty/CIG advisory committee or awards committee will evaluate the candidates and make the decision as to the winner. The evaluation can be done via conference call, electronically, or face-to-face. When the recipient is identified, the group should click the link at the end of this document to notify the COPS vice president and staff liaison.

Selections should be based on the following:

- Demonstrated knowledge and expertise
- Practice specialty or CIG/ASSP activities
- Professional contributions
- Leadership/management

Technical Branch Significant Contributor Award
Eligibility: All branch members in good standing. Each branch chairperson should nominate a single branch member for this award. Branches are not required to present this award. As a general guideline, standing branch chairpersons should not receive this award.

Rules: The entry deadline is March 15 each year.

Judging: The branch leadership team will evaluate candidates. Selections should be based on the following:

- Demonstrated knowledge and expertise
- Practice specialty/branch/ASSP activities
- Professional contributions
- Leadership/management

Thomas F. Bresnahan Standards Medal
The Thomas F. Bresnahan Safety, Health and Environment Standards Medal is named in honor of Thomas F. Bresnahan, who is a highly regarded and respected retired ASSE staff member and ASSE Society Fellow. Bresnahan reinvigorated the ASSE standards development program and helped position ASSE for future growth.
ASSP members active in the development of voluntary national consensus standards are eligible to receive this award, which is given to one member each year during the ASSP Professional Development Conference (PDC). While not required, attendance at the PDC to receive the medal is highly encouraged.

This application and any supporting materials are to be submitted to the attention of staff members by March 15 each year. ASSP’s Standards Development Committee will review the materials, evaluate the candidates, and make the decision as to the winner.

All links and forms can be found on the COPS Awards and Honors webpage.

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