



IPLOCA Environmental Award
sponsored by Shell

Recognizing an Exemplary Achievement in Pipeline Construction
in Reducing the Impact on the Environment



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Switzerland

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Introduction

History:

IPLOCA recognises the pipeline industry's responsibility for social and environmental protection and commits to actively promote the adoption of all practicable measures to ensure that pipeline planning, engineering and construction are conducted efficiently in a sustainable, social and environmentally responsible manner.

The Environmental Award was first presented in 2004 to recognise companies' environmental performance. Up to five companies are awarded every two years.

Sponsorship:

Shell place the highest priority on the environment, working in partnership with leading environmental organisations to support conservation, and to help improve standards and practices in environmental management in the energy sector.

Shell support IPLOCA's mission and objectives. Therefore they decided to sponsor the IPLOCA Environmental Award in 2004 and join the IPLOCA HSE Committee in 2009.

Disclaimer:

IPLOCA does not warrant the free usage of information submitted by the applicants of awards. IPLOCA hereby represents not to have any knowledge regarding the protection of the submitted information, by any patent or any other intellectual property rights, such verification being the responsibility of each applicant. As such, IPLOCA shall have no liability for any use of information contained in the applicant's submission.

Award Description

General:

The Award is in recognition of Members' initiatives, all of which are aimed at reducing the impact of pipeline construction on the environment, such as:

- Reduction of greenhouse gases
- Impact assessment and public consultation
- Energy use and efficiency
- Waste management and reduction
- Spill response preparedness
- Water usage and preservation
- Soil and ground restoration
- Archaeology
- Flora and fauna

Eligibility:

All IPLOCA Regular Members and Associate Members are eligible to apply for the Award. Invitations to submit an entry will be sent by e-mail to the relevant member representatives and will be posted on the IPLOCA website www.iploca.com.

Submissions are free of charge and should be limited to the pipeline industry and related work. Only submissions where the Member has directly initiated and accomplished the achievement will be considered. The initiative should have been launched within the previous five years and can demonstrate tangible results.

One entry can describe one or more initiatives. Each member is allowed to submit up to three different entries, although the Adjudication Committee may decide to recognise the company for one initiative only or for a global dedication to Environment.

More than one IPLOCA members can submit a joint entry. Should this joint entry be awarded, all companies involved will be recognised.

An IPLOCA member can also submit a joint entry with a non-member. Should this joint entry be awarded, both companies will be recognised but only the member will receive a certificate and/or a trophy.

Representation at the Convention:

IPLOCA Members submitting an entry for the Award commit to be represented by at least one delegate at an Open General Meeting held during the Annual Convention in order to accept the certificate and/or the trophy.

Entering Process

Submission format:

Submissions must be written in English. Each entry must be submitted electronically as a Word, pdf or Powerpoint document, no more than 10 pages of text (or 20 pages including photos and graphics) and 20MB, before the deadline.

It is up to the company making the submission to make sure all the material is received on time, is submitted in the appropriate format, and clearly demonstrates why they consider the submission to be worthy of the Award. IPLOCA does not bear the responsibility for non-receipt, late receipt, incompatibility of format or misunderstanding of language of any material sent.

Entries that do not comply with the eligibility rules or the submission format, are incomplete or received after the deadline may be partially or totally rejected. Videos are not accepted and will be automatically rejected.

An acknowledgement e-mail will be sent to confirm reception of each entry submitted. This will not imply confirmation of eligibility of the entry.

Content:

Each entry should consist in:

- An IPLOCA entry form duly completed and signed
- A 3-5 slide Powerpoint presentation to be used as an illustration of the entry, should it be selected. It should contain a cover page, plus 2-4 pages to summarise the entry
- A description of the initiative consisting of text, photos and graphs, which includes the following:
 - **Cover page:** title of the entry and name of the company
 - **Business profile:** brief description of the company including products and services offered, number of employees (including temporary and sub-contractors), HSE policy, Management System Certificates, etc...; brief description of the pipeline site (if the entry is relevant to one specific site)
 - **Findings:** what was the situation before the initiative was implemented; what were the reasons that lead to a decision made; etc...
 - **Solutions:** what was the initiative selection process; how many solutions have been studied; why was this initiative selected; etc...
 - **Implementation:** how, when and where was the initiative implemented, funded, communicated and explained to workers; personnel and management commitment; any problems encountered; any modification made to the initial project; etc...
 - **Achievements:** what were the results on environment, productivity, image, etc...; how did employees and clients consider this initiative; any problems encountered; any positive/negative feedback
 - **Long term planning:** any plan to monitor, renew or expand the initiative; etc...

If additional information is required from applicant, it will be requested.

IPLOCA Environmental Award

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ENTRY FORM

1. Title of entry.....
2. Name of company
3. Country.....
4. Summary of entry answering the following questions (max. 250 words):
 - a. Why does it add value?
 - b. Why does it show Management commitment?
 - c. Why does it constitute a step forward in Environment achievement for the Industry?
 - d. How far has it been implemented and what applicable KPI gives support to that?
 - e. Does it have additional benefits?

5. Is the project fully financed by the company?
 yes
 no

6. What is the origin of the project ?

- a new concept from your company
- a requirement from a client
- an obligation to comply with contract conditions

7. I hereby authorise IPLOCA to publish the following attachment:

- whole description of the entry
- short presentation of the entry only

8. I confirm that I have read and understood the guidelines

9. Signature (on behalf of company).....

10. Name & position in company

11. E-mail address

12. Telephone no.

13. Name of the CEO

14. Signature of the CEO

Adjudication Process

Adjudication Committee:

The Adjudication Committee will be Members the IPLOCA HSE Committee, made of international experts in environmental fields from Member companies and HSE Award sponsor representatives.

Reviewing process:

Each judge will have about 30 days to individually review all the entries that will have been previously approved, using a balanced score card to comment, score and rank each entry on the following basis:

- Does it add value?
- Does it show management commitment?
- Does it constitute an identifiable step forward in environment for the Industry?
- How efficient is it?
- Does it have additional benefits?

Comments, scores and ranks of the individual balanced score cards will be gathered in a separate document.

Adjudication process

If fewer than three eligible submissions are received in a given year, the Award will not be presented.

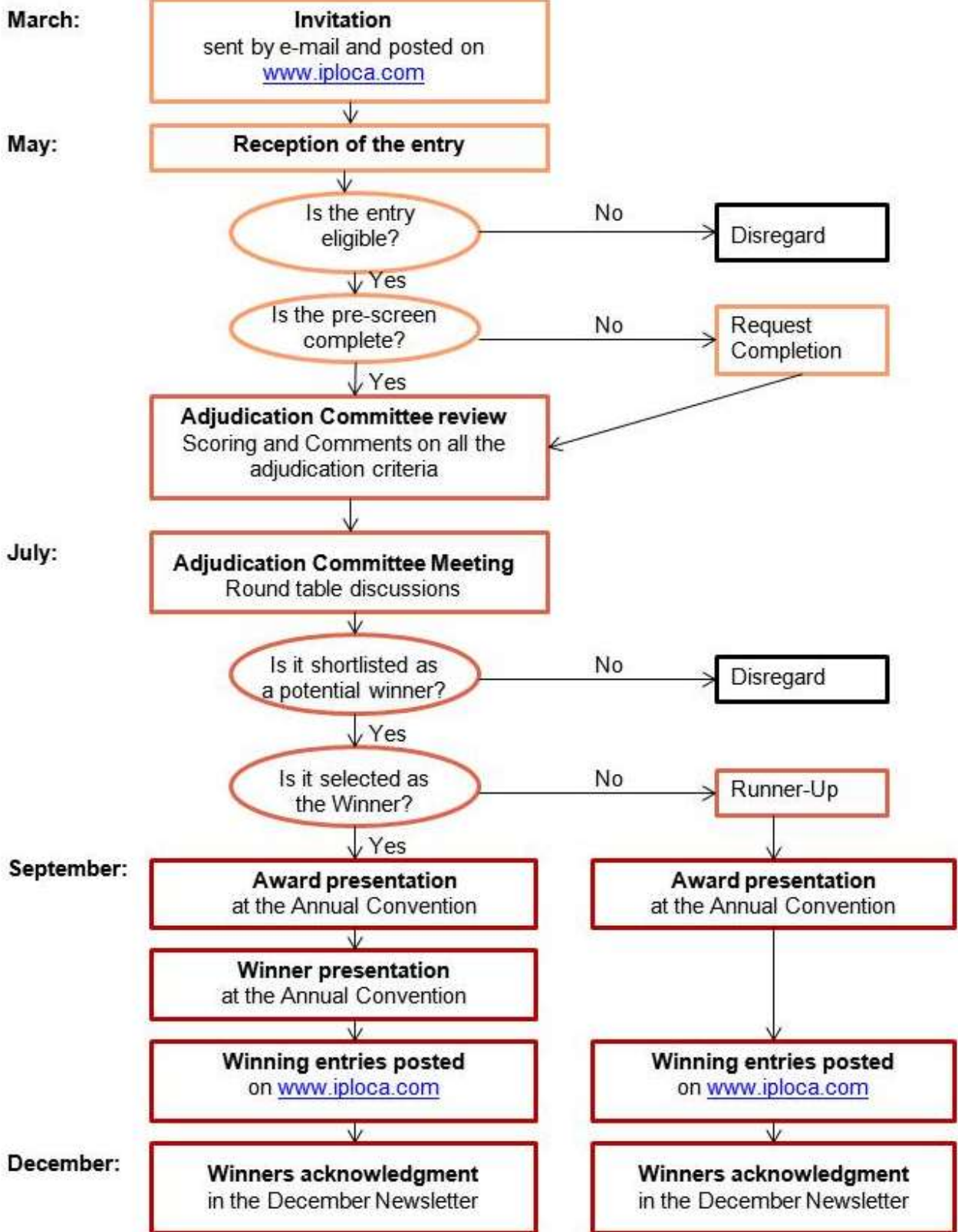
The Committee will meet to review all the entries, discuss the final results of the score cards and agree on a short list of entries before voting on the winner. Remaining shortlisted entries will be designated as runners-up. No company may be awarded more than one Award in the same year.

In order to guarantee a neutral and fair adjudication process, no communication on the Award will be allowed between members of the committee before the meeting. Communication about the adjudication process between members of the Adjudication Committee and applicants is also strictly prohibited and may result in the disqualification of the relevant entry at any time. In addition, members of the Adjudication Committee will not be authorised to make any comment on submitted entries in which they have any direct or indirect personal affiliation that might be considered as a potential conflict of interest.

The Adjudication Committee understands that the adjudication is made only based on entries received and its members own knowledge of the pipeline industry. As such, their adjudication shall be final and binding.

There will be no communication of the results from IPLOCA to applicants prior to the presentation of the Award to be held during the Annual Convention.

Award Adjudication Process Summary



Recognition

The company submitting an entry commits to register at least one delegate to attend the IPLOCA Annual Convention.

The company winning the Award will be presented with a trophy with its name engraved on it during the Open General Meeting at the IPLOCA Annual Convention and the short presentation describing the initiative will be used in the award ceremony. In addition, the winner and runners-up will receive a certificate in recognition of their commitment to Environment.

The winning companies will be profiled on the IPLOCA website and in communication materials. By submitting an application to the Award, each applicant agrees to a transfer of copyright for publication. This enables IPLOCA to publish the entry on its website to share experience and promote Environmental responsibility for the benefit of the industry. This does not relinquish the applicant's proprietary rights.

Award winner and runners-up may include the announcement of their winning entry in promotional material, or other company literature. Such an announcement will be subject to IPLOCA's prior approval.

Contact

For any further information you may need, please feel free to contact IPLOCA:

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Contacting Members of the Adjudication Committee about the adjudication process is strictly prohibited and may result in the disqualification of the relevant entry at any time.