



IPLOCA Quality Award

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**Recognizing an Exemplary Achievement
in Improving Quality of Design, Quality of Materials and
Quality of Execution**



IPLOCA
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Switzerland

www.iploca.com

Introduction

Background:

IPLOCA is totally committed to the promotion of Quality in all areas of its influence and subscribes to the philosophy that "Today's Quality is Tomorrow's Safety"; therefore, IPLOCA encourages all member organizations to implement the most efficient Quality measures applicable to their activities.

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 improving the Quality of Design, the Quality of Materials and the Quality of Execution such as:

- A unique innovation method or initiative for Quality Control Programmes or Test Plans that improves project quality.
- A new and well-defined system, procedure or practice enhancing quality assurance that prevents future potential failure.
- An innovative implementation of lessons learnt.

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 three years and must demonstrate tangible results.

A great submission would give examples of how their approach has prevented poor quality from going into service.

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 only one initiative or for a global dedication to quality.

More than one IPLOCA member 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, 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, no more than 10 pages of text (or 20 pages including photos and graphics) and 20MB, which includes the following:
 - **Cover page:** title of the entry and name of the company
 - **Business profile:** brief description of the company (products and services offered, number of employees including temporary and sub-contractors, 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 quality, productivity, image, etc...; how did employees and clients consider this initiative; any problems encountered; any positive/negative feedback; etc...
 - **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

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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 it shows Management commitment?
 - c. Why it constitutes a step forward for Quality in the Industry?
 - d. How efficient is it?
 - e. Other additional benefits (please explain)

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 & CSR Committee, made of international experts in HSE, CSR and Quality fields from Member companies and the Quality Award sponsor's representative.

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 quality 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

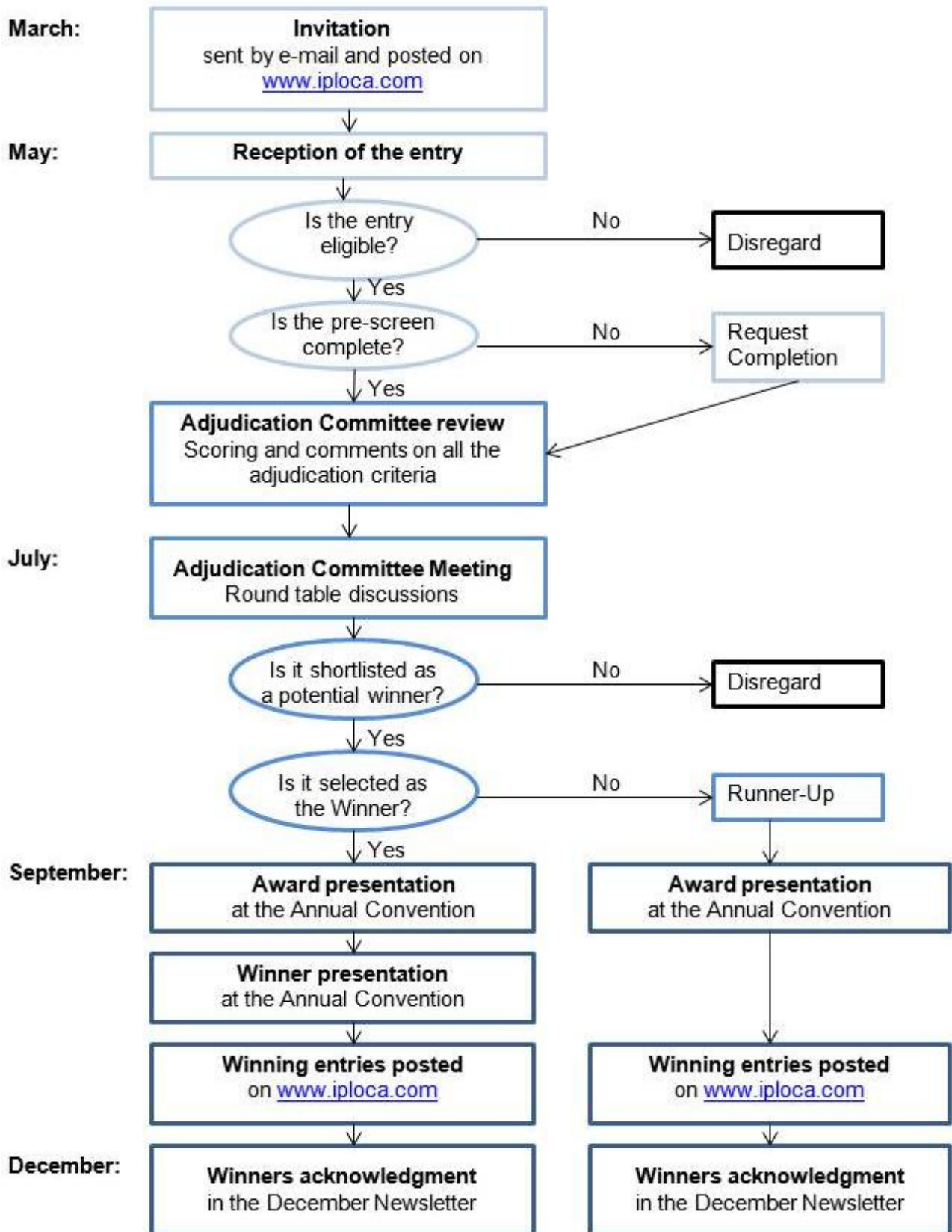
The Committee will then meet to review all the entries, discuss the final results of the score cards and agree on a short list of entries before voting on the winner. Remaining short-listed entries will be runners-up.

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 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 health & safety.

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 quality 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.