



SERMA

**SERMA Awards Nomination Form**  
***Deadline to submit nominations is April 17, 2025***

The SERMA Conference Planning Committee encourages you to nominate an individual or team whose efforts have made a valuable contribution to enhance the health and/or safety of your workplace during **CY 2024 (Jan. 1 – Dec. 31, 2024)**. Please see the SERMA Awards Program Overview for a list of awards available and the criteria for each.

**Nominee(s):**

Individual or Group Name & Title(s): \_\_\_\_\_

Award Category: \_\_\_\_\_

Agency/Facility: \_\_\_\_\_

Agency Address: \_\_\_\_\_

Nominee(s) Supervisor: \_\_\_\_\_

Work Phone: \_\_\_\_\_ e-mail: \_\_\_\_\_

**Nominator:**

Name/Title: \_\_\_\_\_

Agency/Facility Name: \_\_\_\_\_

Agency/Facility Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ e-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **SERMA Awards Nomination Instructions**

***Deadline to submit nominations is April 17, 2025***

*If applicable to the award category, please include the following information in your summary and include supporting documentation. Please use a separate page(s) for this information.*

1. Identify the problem this individual or team sought to solve.
2. Identify the solution to the problem.
3. Discuss any research that was done to help identify both problem and solution. Both primary research and secondary research will be considered.
4. Identify the overall goal of the project or program.
5. Identify the strategies used to achieve the goal.
6. Identify the tactics used to achieve those strategies.
7. Identify those individuals or team(s) who worked on this effort.
8. Identify the timeline for implementation/completion of the project or program (most work must have taken place in CY 2024).
9. Be sure to include any measurable results of your safety program. Both qualitative results (emails, letters or comments indicating appreciation) and quantitative results (survey results, data points, social media metrics) will be considered.
10. If you are nominating someone for an individual award, be sure to provide details of the meritorious act for which you are nominating this individual, especially where his or her action(s) served to neutralize an acutely unsafe situation or protect someone's health and/or safety. You may use additional pages if necessary.