

## **PROFESSIONAL ENGINEERS OF NORTH CAROLINA 2011 OUTSTANDING EMPLOYER AWARD**

### **GENERAL INFORMATION AND ENTRY GUIDELINES**

#### **GENERAL DESCRIPTION**

Any PENC member can nominate the Outstanding Employer awards. As many as five of these awards, one for each Interest Group, can be presented each year. The requirements for the outstanding employers are not set in stone because each employer can be outstanding in an individual way. The criteria require employers that support PENC and the engineering profession.

Support for PENC includes things like being a PENC Friend, encouraging employees to participate in PENC activities and paying for those activities and for dues, having company leadership and employees that are active and hold leadership positions in PENC, acting as sponsors for our events and supporting PENC community outreach activities.

Support for the engineering profession includes promoting professional registration for engineers, supporting continuing education costs, mentoring young engineers, upholding the highest ethical standards within their companies and generally being good corporate citizens.

To make a nomination, a letter must be submitted to the Awards Committee stating why a company is an Outstanding Employer.

#### **INSTRUCTIONS FOR COMPLETION AND SUBMITTAL OF ENTRY FORMS**

1. The letter is due at PENC headquarters by **May 1, 2011**.
2. Be sure to fill in the entry form completely. This includes signatures, pertinent dates, and all other data. Incomplete forms cannot be properly judged.
4. Please type or neatly print all information. Submit documents unbound for reproduction purposes.
5. Should you require further assistance, please contact Jaclyn Young, Director of Membership and Communications, at the PENC by telephone 919-834-1144 ext.2, by fax 919-834-1148, or by email to [jyoung@penc.org](mailto:jyoung@penc.org).

**PROFESSIONAL ENGINEERS OF NORTH CAROLINA  
2011 OUTSTANDING EMPLOYER AWARD**

**AWARD CRITERIA & GRADING**

**BASIC CRITERIA**

1. Candidate shall be an employer who has achieved particular distinction through service to and support of PENC/NSPE.
2. Candidate shall be an employer who has achieved particular distinction through support of the engineering profession.
3. The employer's professional integrity shall be beyond question.

**GRADING POINT SYSTEM**

<b>Criteria</b>	<b>Point Value</b>
Degree to which employer support of PENC is recognized as being outstanding	50
Degree to which employer support of the profession is recognized as being outstanding	50
<b>Total</b>	<b>100</b>

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## PROCEDURES & CHECKLIST

### PROCEDURE

1. Candidate may be nominated by another PENC member, him/herself, by a chapter or by the PENC Board of Directors.
2. The nomination shall be in written or typed form together with such other materials as may be helpful to the Awards Committee in its review.
3. The PENC Awards Committee shall review each nomination and, in turn, make its recommendation to the Board of Directors.
4. Upon approval by the Board, the award recipient will be honored in the following ways:
  - An awards presentation at the PENC Summer Conference (August 10-14, 2011 in Myrtle Beach, SC).
  - Press and media recognition, including a special write-up in *the Professional Engineer* and press releases distributed to major and local news outlets.

### ENTRY FORM CHECKLIST

- \_\_\_\_\_ 1. Is BASIC DATA section complete?
- \_\_\_\_\_ 2. Is PENC SERVICE section complete?
- \_\_\_\_\_ 3. Is SERVICE TO THE PROFESSION section complete?
- \_\_\_\_\_ 4. Has entry form been SIGNED & DATED?

## PART I - BASIC DATA

A. **Personal Information** (To be filled out by person completing the nomination. For information only. Not used in judging.)

<b>Name</b> <i>(First Middle Last)</i>		
<b>Mailing Address</b> <i>(Street or PO Box)</i>		
<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Business Phone</b> <i>(including area code)</i>		<b>Home Phone</b> <i>(including area code)</i>
<b>Email Address</b>		<b>Number of years at employer</b>
<b>Position:</b>		

B. **Employer Information**

<b>Employer Name</b>		
<b>Mailing Address</b> <i>(Street or PO Box)</i>		
<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Business Phone</b> <i>(including area code)</i>		<b>Employer website</b>
<b>Number of Employees</b>		<b>Years in business</b>
<b>Number of PE's employed</b>		<b>Number of employees that are members of PENC</b>
<b>Nature of employer's business. Include primary area of expertise</b>		

**PART II – SERVICE TO PENC**

Please attach a description of the ways in which this employer has demonstrated its support of PENC/NSPE. It should be no more than one page in length.

**PART III – SERVICE TO THE PROFESSION**

Please attach a description of the ways in which this employer has demonstrated its support of the profession. It should be no more than one page in length.

**PART IV –Signature in Support of Nomination**

By signing this form, you attest to its validity and authenticity. Thank you for your nomination.

Signature in Support of Nomination: \_\_\_\_\_

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