BCA-SGBC GREEN BUILDING INDIVIDUAL AWARDS

GREEN ADVOCATE CATEGORY
BCA-SGBC Green Building Individual Awards

BCA has been working closely with industry stakeholders towards creating a more sustainable built environment. The formation of the Singapore Green Building Council (SGBC) in 2009 has provided a further push in propelling the industry towards greater environmental sustainability. To further propel the industry forward in environmental sustainability and enhance the collaboration between Government and the industry, BCA and SGBC have worked together to introduce a new award known as the “BCA-SGBC Green Building Individual Awards”.

1. OBJECTIVE

The main objective of this award is to accord recognition to individuals from across the building and construction value chain, for their consistent contribution and outstanding achievements in the development of a green and sustainable built environment. This initiative will go a long way in raising the profile and ensuring the retention of capable professionals/practitioners across the construction value chain.

2. OVERVIEW

<table>
<thead>
<tr>
<th>Award Category</th>
<th>BCA-SGBC Green Advocate Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year of Award</td>
<td>2012</td>
</tr>
</tbody>
</table>

Eligibility

Applicants for the Green Advocate must meet the following qualifying criteria:

i. Nominee must have strong involvement and track record in green developments in Singapore and overseas, at least over the past 3 years

ii. Nominee must be working in a Singapore-registered firm

Please note that SGBC board members/office bearers and BCA board members/staffs are not eligible to participate in this awards competition.

Nomination mode

1. Self-nomination

An individual can nominate himself/herself, following which, he/she will need the support of one fellow industry professional/practitioner (supporter) who either is working or has worked with him/her in same firm or the same projects and has seen his/her contribution in green developments.
2. **By fellow professional/practitioner**

   An individual could be *nominated* by a fellow professional/practitioner (*nominator*). The nominator would need to be either working or has worked with him/her in same firm or the same projects and has seen his/her contribution in green developments.

### Closing Date

Nomination forms must reach the Secretariat of BCA-SGBC Green Building Individual Award Organising Committee by **12:00 hrs**, Singapore time, by **16 Jan 2012**.

### Contact

All enquiries shall be directed to the following address:

**BCA-SGBC Green Building Individual Awards Organising Committee Secretariat**  
MND Complex Tower Block  
5 Maxwell Road  
#17-00  
Singapore 069 110  
Tel: (65) 6325 5924 / (65) 6325 5022  
Email: vivian_sim@bca.gov.sg and tan_soo_huat@bca.gov.sg  
(Please specify BCA-SGBC Green Building Individual Awards in all correspondence)
### 3. ASSESSMENT CRITERIA - GREEN ADVOCATE

#### i. Contribution to local Green Building Development (70%)
- Strides taken to champion and bring green and sustainable building practices into the industry, e.g.
  - a. Leadership in driving for change and positive action on the green and sustainability front - inspiring, motivating and helping to forge the way to a greener & more sustainable future (35%)
  - b. Active involvement in the establishment of institutional practices, policy framework and/or product(s) or service(s) that resulted in precedence setting, sustainable business practices and/or sales (35%)

#### ii. Other Green-related Contribution (Local and International arena) (30%)
- Involvement, in a personal capacity, in outreach programmes to society on green-related issues (15%)
- Marketing efforts geared towards exporting Singapore Brand name in the green building arena (15%)
4. **AWARDS ENTRY FORM - GREEN ADVOCATE**

*Important note: Nominator or Supporter must be a fellow professional/practitioner, from the building and construction industry, who is working or have worked with him/her in same firm, project or initiative and has seen his/her contribution in green developments. THIS SECTION MUST BE FILLED IN BLOCK CAPITALS.*

**A. PARTICULARS OF NOMINATOR/SUPPORTER**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salutation</td>
<td>Full Name of Nominator/Supporter*&lt;br&gt;(Please underline the last name/surname)</td>
</tr>
<tr>
<td>Name of Company/Institution</td>
<td>Designation</td>
</tr>
<tr>
<td>Address</td>
<td>Email</td>
</tr>
<tr>
<td>Mobile and Telephone Number</td>
<td>Fax</td>
</tr>
<tr>
<td>PE/BOA* Number</td>
<td>Gender</td>
</tr>
<tr>
<td>Relationship with Nominee&lt;br&gt;(Please indicate if you are working/have worked in the same firm, project or initiative as the nominee)</td>
<td></td>
</tr>
</tbody>
</table>

| Signature | Date |

1. *Delete where applicable*
2. *Do not leave any field unattended. If inapplicable, please indicate ‘NA’*
B. PARTICULARS OF THE NOMINEE

Important note: The Nominee shall ensure that he/she has read and understood the eligibility requirements, ascertain that he/she is indeed eligible and is agreeable to this nomination. THIS SECTION MUST BE FILLED IN BLOCK CAPITALS.

<table>
<thead>
<tr>
<th>Salutation and Full Name of Nominee (Please underline the last name/surname)</th>
<th>PHOTO (Compulsory)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Birth</td>
<td>Age</td>
</tr>
<tr>
<td>Identity Card No/Passport Number*</td>
<td>Nationality (If you are not a Singaporean, please indicate the work permit you are holding)</td>
</tr>
<tr>
<td>Gender</td>
<td>PE/BOA* Number</td>
</tr>
<tr>
<td>Name of Company/Institution</td>
<td></td>
</tr>
<tr>
<td>Present Position</td>
<td>Email</td>
</tr>
<tr>
<td>Mobile and Telephone Number</td>
<td>Fax</td>
</tr>
</tbody>
</table>

1. *Delete where applicable
2. Do not leave any field unattended. If inapplicable, please indicate 'NA'
<table>
<thead>
<tr>
<th>Post-secondary Academic/Professional Qualification (full details in chronological order)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>Official/Correspondence Address</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Signature</td>
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<td>-----------</td>
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</tbody>
</table>
C. SUBMISSION MATERIALS

REPORT

i. All entries shall be submitted in a report format. One hardcopy of the report and One CD-ROM copy of the report must be submitted to the BCA-SGBC Green Building Individual Awards Secretariat, together with sections A and B of the Entry Form.

ii. The report shall be type-written in Times New Roman, Font 12 and with single line spacing, in A4 format. As far as possible, all materials should be bound and submitted in A4 format, and shall include the following sections:

- Title Page (Max. 1 page)
  - Nominee’s name
  - Award category being entered for

- Awards Entry Form
  - Sections A and B

- Report (Max. 10 pages) - The report proper shall include the following headings and should be structured in the following table format to address each of the assessment criteria, as highlighted in section 3 of this circular:

<table>
<thead>
<tr>
<th>(A) What makes you a GREEN ADVOCATE</th>
<th>A concise statement, in not more than 500 words, as to why you would consider yourself a green advocate. You may wish to use the assessment criteria as a guide to write your statement.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(B) Contribution to the green building development in the local context</td>
<td>To describe how, through your foresight, determination and leadership you have contributed in steering the green building movement to greater heights.</td>
</tr>
<tr>
<td>(C) Other Green-related Contribution</td>
<td>To describe how in your personal and/or professional capacity you have gone the extra mile, i.e. beyond your normal course of duty, to further promote the spirit of environmental consciousness. Your initiatives could include outreach programmes at a societal level and endeavours to market Singapore’s green expertise.</td>
</tr>
<tr>
<td>(D) Photographs, sketches and diagrams, if any (Max. 5 pages)</td>
<td>Photographs, sketches or diagrams may be used to illustrate and describe the achievement. Photocopies in colour may also be used.</td>
</tr>
</tbody>
</table>

NOTE: The report has to be structured as above in order to ensure all reports are presented in a uniform structure which will greatly facilitate the judging panels’ assessment procedure.
5. **ENTRY SUBMISSION**

Please submit all entries for the BCA-SGBC Green Building Individual Awards to:

BCA-SGBC Green Building Individual Awards 2012  
Green Advocate Category  
Secretariat  
MND Complex Tower Block  
5 Maxwell Road  
#17-00  
Singapore 069110  
Attention: Ms. Vivian Sim / Mr. Tan Soo Huat

6. **PRESENTATION TO ASSESSMENT PANEL**

Only shortlisted nominees will be required to present their entries to the Assessment Panel. The presentation will likely be held in **end Mar 2012** and it can be in the form of Microsoft Powerpoint, multi-media and/or video presentation highlighting the distinctive features of their good record and continuous contribution to promote the green building movement, based on the evaluation criteria. The presentation shall not be more than 15 minutes and could include a question and answer session.

7. **ANNOUNCEMENT OF AWARDS**

The Awards will only be conferred to individuals who have made active, consistent, and excellent contribution and achievement in the green and sustainable movement.

Winners of the BCA-SGBC Green Building Individual Awards will be informed and the results will also be released in the press. Winners will receive a specially-designed plaque presented by the Guest–of-Honour at the BCA Awards Night, in May 2012.

8. **IMPORTANT DATES TO NOTE FOR NOMINEES**

Closing date of application: **16 Jan 2012**

Presentation date (if nominee is shortlisted for presentation to panel of judges): **End March 2012 (tentative dates: 26/27/29 March 2012)**
9. TERMS AND CONDITIONS OF ENTRY

Nominees shall agree to abide to the following terms and conditions governing this awards competition:

1. All materials submitted in connection with the entries shall become the joint property of the Building and Construction Authority (BCA) and the Singapore Green Building Council (SGBC); hereinafter referred to as the “organisers of the Awards”.

2. Awards recipients are required to share information on their outstanding achievements with the construction industry. This sharing of information shall take the form of presentations, conferences, seminars, exhibitions and/or the hosting of company visits, as directed by BCA.

3. The organisers of the Awards reserve the right to use, for an indefinite period of time, any materials submitted in connection with the entries in any way it deems fit, without payment or royalties and regardless of the results of the Awards. This includes, but not limited to, the publication and/or exhibition of photographs, materials and/or names.

4. All submissions received will be considered public information. The organisers of the Awards are not responsible for protection of the nominees’ intellectual property rights contained in the materials submitted in connection with the entries.

5. The organisers of the Awards reserve the right to withdraw an entry from the judging process at any time if the entry is deemed inappropriate for any reason.

6. Nominees agree to fully indemnify the organisers of the Awards and hold them harmless, against any claim, liability, responsibility or damages which may result from their use of the materials submitted by entrants in connection with their entries.

7. Nominees shall seek their respective Owners’/Clients’ written consent with regards to any project mentioned, prior to making the submission.

8. Nominees shall seek copyright licensing, where necessary, to cover all submission materials.

9. The Assessment Committee reserves the right to defer the judgment on any shortlisted nominee if at any time during the assessment process, any development or incident arises concerning the said nominee, which is likely to result in adverse publicity to the Awards, the organisers of the Awards and/or the building and construction industry. The duration of any such deferment shall be at the sole discretion of the Assessment Committee.

10. The organisers of the Awards reserve the right not to award a category at its own discretion and without recourse to the entrants of said category.

11. Entries will be assessed by a distinguished panel of judges, whose decision is final and shall not be subject to any challenge, appeal or review.

12. The winners of the awards may state in advertising and promotional material and on their stationery that they are a winner, but must state the winning category and year clearly.

13. The organisers of the Awards reserve the right to request from the nominee additional information, materials, clarifications or any such other things as may be deemed necessary by the organisers, at their absolute discretion, for the proper evaluation of the nominee’s submission.
10. OWNERSHIP AND COPYRIGHT

Although the right of authorship, including protection against the copying of ideas, and the right to publication of the design remains with each nominee, the nominee explicitly grants the BCA and/or SGBC the right to use the data, documents and files submitted in its entirety or partly, internally or externally in every form and for any purpose whatsoever in relation to the BCA-SGBC Green Building Individual Awards competition.