



**2010 IPANZ GEN-I  
PUBLIC SECTOR  
EXCELLENCE AWARDS**

**NOMINATION FORM 2010**

Please indicate the Award for which the project or initiative is nominated by deleting the other Award names:

- Improving Public Value through Business Transformation
- Working Together for Better Services
- Crown – Māori Relationships
- Networked Government
- Public Sector Communications
- Improving Performance through Leadership Excellence

**AGENCY DETAILS:** (The exact wording will be used in publicity)

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Name of project/initiative nominated:

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Name of work unit/team:

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Name of agency:

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Name of joint agencies, if any:

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Address:

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Phone:

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Agency website/homepage address:

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Number of employees in agency:

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Agency contact person responsible for nomination:

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Name:

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Position:

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Phone:

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Email:

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**DECLARATION**

I submit this nomination in accordance with the guidelines for the 2010 IPANZ GEN-I Public Sector Excellence Awards. I understand that the information provided in this nomination will be used for the purpose of the 2010 awards programme. I understand that if this nomination is shortlisted, the introduction supplied in this nomination will be printed in the Awards ceremony programme and will be used for profiling Award recipients.

Name of Chief Executive:

Signature of Chief Executive:

Nominations must be received by 5pm on Monday 1 February 2010

## CONDITIONS OF ENTRY

1. The following organisations in the wider public sector are eligible to nominate projects or initiatives for the Awards:
  - Central government departments (public service departments and others)
  - City, district, and regional councils and local authority organisations
  - Crown entities (including Crown Research Institutes and other Crown entity companies, but excluding Crown entity subsidiaries, and School Boards of Trustees)
  - Tertiary education institutions in the state sector (universities, polytechnics, wananga)
  - Offices of Parliament
  - State-owned Enterprises
  - Public Finance Act Fourth Schedule Organisations.
2. Nominations must be submitted by the Chief Executive of the organisation. The Chief Executive must confirm that the nomination is in accordance with the conditions of entry. For cross-agency nominations, endorsement must be provided by the Chief Executive of each organisation. The Chief Executive cannot be listed as a referee for a nomination.
3. Nominated projects will be current or have been completed since 30 September 2008. The organisation should demonstrate that it has delivered specific outcomes. If a long-term project or initiative has a number of phases, the nomination must clearly indicate which phase of the project is being nominated.
4. All nominations must be received by 5pm, Friday 5 February 2010. Nominations received after this date will not be eligible for the 2010 IPANZ GEN-I PUBLIC SECTOR EXCELLENCE AWARDS.
5. There is no limit on the number of nominations an organisation may submit. However a specific project may only be nominated once across all categories.
6. Nominations will only be accepted for projects undertaken by work units or project teams, not by individuals.
7. All decisions and recommendations of the judging panels are binding and final, and no correspondence will be entered into.
8. The nominating organisation must agree as part of the nomination to meet all costs associated with its participation in the Awards process. Such costs may include:
  - the preparation of nomination(s)
  - travel and accommodation related to:
  - attending the function planned for May 2010 to announce the finalists
  - attendance of appropriate members of the project team at any finalist interviews with the judging panel if required
  - attendance of the Chief Executive and appropriate members of the project team at the Awards event planned for June 2010
9. All nominations must be prepared using the Nomination Form and include the material set out in the Submission in Support of Nomination to ensure that applications are thorough and properly address the assessment criteria. This ensures all nominations are presented to the judging panel in a consistent format, enabling equitable assessment, judging, and focused feedback to nominees.
10. Nominations must not exceed 10 pages. No supporting material/evidence is required, and none will be accepted. Supporting material/evidence may be sought if your organisation is invited by the judges to proceed to the next phase of the Awards. Organisations going forward to the next phase of the Awards will be invited to do so in early March 2010 with final submissions closing on 31 March 2010.
11. Information submitted may be used in promotion and publicity associated with the Awards.
12. Twelve (12) printed copies of all entries and one electronic copy in Microsoft Word format MUST be submitted via courier to the address below. No emailed or faxed entries will be accepted.

### **IPANZ GEN-I PUBLIC SECTOR EXCELLENCE AWARDS**

Room 508, Level 5  
Railway Station Building  
VUW School of Government  
Pipitea Campus  
Wellington

