

AFAC Lessons Management Award 2021

Award sponsored by C3 Resilience



C3 RESILIENCE

PROTOCOL AND NOMINATION FORM

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PROTOCOL

BACKGROUND

AFAC, along with member agencies, has recognised the continued need to develop lessons management capability across the fire and emergency services in Australia. The AFAC Knowledge, Innovation and Research Utilisation Network develops and advocates approaches that support the development and sharing of good practice in knowledge management, lessons management, innovation and cultural practices that support our business at all levels.

VALUE OF THE AWARD

In recognition of their efforts to develop lessons management capability within their organisation and across the sector, the winner will receive:

- recognition of their project through the presentation of an award at the Lessons Management Forum 2021 being held in Brisbane in July 2021
- a certificate to all team members involved in the development of the winning project
- an opportunity to present on their winning lessons management capability project at the Lessons Management Forum 2021
- two free passes to the Lessons Management Forum 2021.

AFAC will profile award winners on the AFAC website and through *AFAC News*. Winners will also be able to display details of the award through their own communication channels.

CONDITIONS OF ENTRY

1. AFAC Members and Affiliate Members are eligible for the award.
2. The organisation must be willing to allow members of the award selection panel to have contact with all person(s) who have been involved in the initiative nominated for the award, or who are in leadership positions within the organisation. A contact person should be specified.
3. The nomination forms are to be endorsed by the a senior executive at the organisation.
4. There are no limits to the number of nominations submitted per organisation.

SELECTION CRITERIA

An organisation nominating for this award must be able to demonstrate significant leadership and commitment to leading practice in lessons management during the previous 24 months. Areas of endeavour may include:

- development of processes to effectively capture lessons management outcomes and embed in organisation practice
- development of new documented business processes to facilitate lessons management initiatives within the agency
- case studies of projects, programs or initiatives using contemporary approaches
- sharing and collaboration within agency and/or across sector lessons management initiatives
- development of technology solutions to lessons management
- demonstration of positive practical benefit for the sector.

Nominations must be accompanied by a description of:

- the innovation within the area of lessons management
- the level of executive support and how this was obtained
- the benefit for the agency or sector of the initiative
- the impact or potential impact for the wider sector, including whether the change is sustainable
- how it contributes to the development of lessons management capability
- supporting comments to be provided by the nominating officer (optional).

The nominating officer must also provide supporting comments addressing the nominee's or agency's work towards establishing lessons management.

NOMINATION PROCESS

Nominations should be endorsed by the organisations senior executive, and submitted online [here](#), or forwarded events.afac@afac.com.au by **COB Thursday 20 May 2021**. The attached nomination form is to be used.

SELECTION PANEL

The successful candidate will be selected by a panel of senior executives from the fire and emergency services across Australia. The successful nomination will be advised by **Friday 4 June 2021**.

AWARD PRESENTATION

The award will be presented at the Lessons Management Forum on Tuesday 6 or Wednesday 7 July 2021 followed by a presentation on the winning submission.