

## 1. BACKGROUND

**INDSTT Trenchless Excellence Awards (ITEA)** are meant to motivate individuals' and organizations' contribution in subsurface construction domain and to promote replicable best practices in the Indian trenchless industry. INDSTT has initiated these awards which recognize and honor the valuable contributions and work of Indian Trenchless Fraternity that has significantly enriched the subsurface construction domain and has helped bring about a change in our construction practices.

At our annual event the **No Dig India Show**, the work and achievements of individuals and organizations shall be recognized and applauded. The **2nd INDSTT Trenchless Excellence Awards 2023** are an embodiment of encouraging truly successful efforts from individuals and organizations that have made a mark on the present Indian Trenchless Industry in terms of delivering better outputs, processes and creating higher benchmarks for trenchless industry to help in nation building.

## 2. OBJECTIVES OF THE AWARD

To recognize and honor the valuable contributions and work of Indian Trenchless Fraternity that has significantly enriched the industry domain and has helped bring about a change in our construction practices.

## 3. AWARD CATEGORIES

1. Achievement Award for Best Project (5 Nos.)
2. Achievement Award for Health, Safety and Environment (5 Nos.)
3. Achievement Award for Best Trenchless Professional of the year (3 Nos.)
4. Achievement Award for Best Public / Private Officer of the year (3 Nos.)
5. Achievement Award for Industry Doyen (1 Nos.)
6. Achievement Award for Academician/Technology/Scientist (6 Nos.)
7. Achievement Award for Best Professionally Managed Company (4 Nos.)
  - Category - I (Turnover > Rs.500 -1000 Cr)
  - Category - II (Turnover Rs. 50 to Rs.500 Cr)
  - Category - III (Turnover < Rs.50 Cr)
  - Category - IV Entrepreneur

## 4. AWARD PROCESS

**IndSTT Trenchless Excellence Awards** shall be accorded on the recommendations of the **ITEA Jury** comprising of senior professionals who have served the Subsurface Construction Industry. Such jury shall be independent of IndSTT and provide its recommendations for the awards.

ITE Awards shall be decided & recommended by the Jury based on a detailed evaluation process starting with the applications from the interested applicants, followed by a due deliberation of the submittals and personal interviews/site inspection visits.

## 5. AWARD APPLICANTS

Awards cover the entire spectrum of Indian Trenchless Industry and all stakeholders, both from public and private sector including educational institutions. Organizations and Individuals working in the subsurface construction sector are encouraged to participate in the process and submit their nominations, subject to a maximum of one nomination per category in the categories mentioned above.

## 6. EVALUATION PARAMETERS

Consideration for each award will be given using the following criteria:

### **I. ACHIEVEMENT AWARDS FOR BEST PROJECT**

1. Project, plant or facility that demonstrates environmental, safety or health excellence
2. Conserving critical environmental resource
3. Contribute to sustainable development
4. Handle occupational health and hygiene issues
5. Excellent, Innovative & Environment Management practices
6. Workmen protection, safety & accident avoidance with preventing human life loss or injuries.
7. Only 100% completed projects shall be eligible, with Completion Certificates issued by respective authority and No Objection Certificate (NOC) from the Project Owner.
8. Completion of own scope of work will not be considered for this award category. The project needs to be completed and commissioned to become eligible
9. Nominations shall be self or through industry associations
10. One Project each from the following sub-sectors shall be eligible to receive the award
  - a) Water
  - b) Wastewater
  - c) Power Distribution & Transmission
  - d) Oil & Gas
  - e) Communication
11. The projects shall be evaluated on the following parameters
  - a) Least Time and Cost overrun
  - b) Engagement of new / innovative techniques
  - c) Quality of manpower engaged including Engineering / Management / skilled construction workers
  - d) Impact on environment
  - e) Deployment of Green Technologies
  - f) Recycling of material
  - g) Quality of archiving
  - h) Overall Social impact created by the project
    - CSR Success of and R/R initiatives
    - Evolution/ingress/induction of new /frontier technology

### **II. ACHIEVEMENT AWARD FOR HEALTH, SAFETY AND ENVIRONMENT**

The objective of this Award is to evaluate an Organization's interest towards the wellbeing of its employees through adequate measures, not only for the Regulatory requirements, but also as a part of the Management's Commitment towards ensuring that the workforce is adequately protected through effective Health, Safety & Environment measures.

1. Project, plant or facility that demonstrates environmental, safety or health excellence
2. Conserving critical environmental resource
3. Contribute to Sustainable development
4. Handle occupational health and hygiene issues
5. Excellent, Innovative & Environment Management practices

### **III. ACHIEVEMENT AWARD FOR BEST TRENCHLESS PROFESSIONAL OF THE YEAR**

1. Nominations to come from the Employer Organization
2. Should have certified skills
3. Should also possess multi-skills
4. Should know about occupational safety i.e. health and Environmental issues
5. Should be a team worker

**IV. ACHIEVEMENT AWARD FOR BEST PUBLIC / PRIVATE OFFICER**

1. Nomination to be made by individual having served Government/Public Service/Sector Unit/Undertaking and Private Sector
2. Self/Employer organizations can nominate.
3. Officers having served Government/Public Sector Unit/ Undertaking /Private Institution for the last 10 years are eligible to apply.
4. Should have made significant contributions towards-
  - a) Evolution/ingress/induction of new /frontier technology
  - b) Adoption of global best practices for building competitive edge
  - c) Human Resource Development
  - d) Corporate Social Responsibility

**V. ACHIEVEMENT AWARD FOR AN INDUSTRY DOYEN**

1. Nomination to be made by individual other than self /companies/industry associations
2. Self/Employer organizations can nominate
3. Must have been engaged in construction activities for over 25 years
4. Should have held the position of Chairman of the corporate or the CEO/MD at least for 5 years
5. Should have made significant contributions towards-
  - a) Evolution/ingress/induction of new /frontier technology
  - b) Human Resource Development
  - c) Corporate Social Responsibility

**VI. ACHIEVEMENT AWARD FOR ACADEMICIAN/TECHNOLOGY/SCIENTIST**

1. Nomination should be made by persons working with academia, research institute and industry.
2. Nomination to be made by individual /institute/companies/industry associations
3. Self-nominations can be made
4. Must have been engaged in construction activities / domain for over 10 years
5. Should have led a team of researchers whose work has been put in practice successfully
6. Should have published work in International/National Publications
7. Should have made significant contributions through teaching / dissemination of his/her technology / innovation/research to a wide audience
8. Should have made significant contributions towards-
  - a) Evolution/ingress/induction of new /frontier technology
  - b) Holistic Human Resource Development
  - c) Corporate Social Responsibility
  - d) Uniqueness in innovation / research /work
  - e) Positive impact on the construction domain / implication to society
  - f) Helped arrest time and cost overruns on projects
  - g) Built a replicable sustainable model of the research work / innovation

**VII. BEST PROFESSIONALLY MANAGED COMPANY**

1. Nominations can be made by Industry Associations.
2. Self-nominations shall be entertained.
3. Must have engaged in construction business in the same name for over 10 years

4. Must be actively executing the works in at least 2 sub-streams of trenchless industry such as New Installation, Rehabilitation, Renewal and SUE.
5. Should have professionally qualified Management and Engineering personnel and should have at least 20% skill certified work persons.
6. Should have made significant contributions towards-
  - a) Evolution/ingress/induction of new /frontier technology
  - b) Human Resource Development
  - c) Working in varied sub-streams of trenchless industry
  - d) Served on National/International Policy forming working groups/committees
  - e) Health Safety Environment practices

## **7. FORMAT AND CONTENT OF THE SUBMISSION**

### **Format**

- The nominations must be formatted in Arial 12-point font single spaced in a Microsoft Word compatible document.
- The front cover of the nomination must indicate the category being entered.
- The nominations are to be in colour. Indicative page limits are flexible; however total content is not to exceed 5000 words or 10 A4 pages.
- The nominations may refer to other projects undertaken by the individual. Written consent to the use of any project in the nomination should be sought from the project client/owner.
- The written consent and any endorsements or referee reports must be included in the nomination. Consent is also required for the use of project information, photographs, company logos and the like, used within the nomination. Non-conforming nominations may be rejected.

**The nominations should address the following five sections.**

### **Section 1 General Information**

- Name of the nominee / organization
- Complete contact details of the nominee / organization including postal address with pin code, phone, fax, email and mobile nos.
- Name and contact details of the project owner/client representative
- Confirmation that consent to use the project(s) has been received from the client/owner
- Confirmation that consent to use photographs, company logos and the like has been received
- Confirmation that the project(s) have an approved plan and budget
- Award category
- Statement of significance/achievement
- Previous recognition letters / certificates / citations received
- Newsletters / Videos / Paper cuttings in support of your nomination

### **Section 2 Executive Summary**

Provide a summary of not more than 500 words of the individual/institution, including performance, program/project outcomes, and program/project responsibilities. This summary may be used in any audio-visual presentation compiled by IndSTT for the TEA awards.

*NOTE: Summaries may be amended at the sole discretion of IndSTT to suit the technical requirements of the presentation.*

**Section 3 Curriculum Vitae/Team Profile/Company Profile**

In this section provide a Curriculum Vitae/Team/Company Profile or detailed summary of the individual/team leader (indicatively Four (4) pages), to sufficiently summarise relevant educational and work background, including program (s)/project(s) undertaken, and any other relevant information such as project value, size of team managed, etc.

**Section 4 Project Context**

To provide the context in which the individual/institution was working, provide a brief outline of the program(s)/project(s), including purpose, outcomes, and level of complexity; as well as the project management methodology applied. The summaries should include the success of the project(s) by comparison of the planned and achieved outcomes.

**Section 5 Write- Up**

This section requires the nomination of narratives and evidence which reflect the management performance of the individual/institution in achieving or exceeding desired project outcomes through the application of best practice and the demonstration of outstanding achievement and innovation.

**8. Guidelines for Write-Up submission**

**Evaluation:**

The nominations will be reviewed based on the value and benefit brought to the project, project team, clients and stakeholders.

Area of contribution
<b>A. Project Management</b>
<p><b>Project brief:</b> Describe the project background and context, its reason for inception and stakeholders involved. Briefly explain your role in the project and how you broadly influenced the project’s successful delivery.</p>
<p><b>People management:</b> Share what strategy was adopted to align various project stakeholders and consultants/team members to achieve the project deliverables. Explain what challenges were encountered in managing differences and relationships within the team, and how you professionally approached the situation and resolved issues.</p>
<p><b>Project Management:</b> Describe how various knowledge areas were adopted to achieve the project deliverables. How did your contributions lead to timely delivery of the project with desired quality and within the project budget?</p>
<p><b>Externalities:</b> Explain the challenges you encountered from external factors that were/were not anticipated and how you managed them, without affecting the project deliverables.</p>
<b>B. Project Delivery</b>

<p><b>Project Success:</b> Describe why this project was deemed a success and how nominee was instrumental in the project's success. Explain the key results of the project that contributed to its success.</p>
<p><b>Client Benefit:</b> Explain how your stakeholders including end users benefited from your approach and strategies.</p>
<p><b>Project team benefit:</b> How your team and your organization benefited from your leadership, organizational skills and other project management techniques.</p>
<p><b>C. Knowledge management</b></p>
<p><b>Lessons learnt:</b> Explain the lessons learnt by nominee that will help them to overcome similar challenges in future.</p>
<p><b>Documentation:</b> Describe how the project lessons learnt were captured along the way and how lessons were recorded/documented formally for easy reference in future, for the institution and the stakeholders.</p>
<p><b>Lessons from past:</b> Where applicable, how were past experiences tapped on to avoid similar situations in the project?</p>
<p><b>Knowledge for industry:</b> Share your lesson learnt from the project that nominee believe may contribute to the industry's knowledge and greater benefit of the profession.</p>
<p><b>D. Innovation</b></p>
<p><b>Innovation in Project Management:</b> Describe what innovative approaches/methodology/techniques were adopted by the nominee during the entire project that have benefited the project.</p>
<p><b>Managing Innovation in project:</b> Explain how the nominee have managed innovation in project that may have been in concept of project, aspects of design. Explain how the nominee was instrumental in integrating innovation in the project.</p>

**9. General Conditions relating to all Nominations**

**GENERAL ENTRY REQUIREMENTS**

- The nominations need to be concise yet contain sufficient information for the judging panel to adequately assess the merits of the entry.
- All necessary clearances and permissions required for the release of all information submitted including any proprietary, confidential, technical or commercial information must be obtained by the applicant.
- There should be no restrictions on the use of the submitted information in any promotion of the ITEA 2023 awards program.
- All expenses relating to the preparation of the nominations, site visits of the IndSTT



evaluating team and attendance at the award ceremonies are the responsibility of the applicant.

- All nominations become the property of the IndSTT and are not returned to applicants.
- Applicants consent to having submissions used for the ITEA 2023 awards promotional purposes for a period of five years from the year of submission.
- The nominations will be accepted under the conditions of these Guidelines.

*NOTE: "documentary evidence" is required to support and validate all claims made in the submission. Photographs and quotes from clients or managers substantiating claims, or extracts from project documents may be used. Evidence is used for scoring of submissions during judging and therefore the scoring will be commensurate with the level of appropriate supporting documentation submitted.*

## 10. THE SUBMISSION PROCESS

- All entries for the **ITEA 2023** must be submitted to **IndSTT** latest by **4PM (IST Time) 30 September 2023**, to the IndSTT Secretariat. Late entries will not be considered.
- Entries must be submitted in accordance with these guidelines.

## 11. NOMINATION MATERIAL

- The nominations are to contain the following material:
- It is requested that nominations may be sent where nominator is fully aware of the work and achievements of the nominee.
- All nominations should be submitted in original along with 1 photo copy for office use + one copy in word format on CD Rom as well as electronically via email at [indstt@gmail.com](mailto:indstt@gmail.com).
- A single Word or PDF document containing the full submission together with a minimum of five and a maximum of 10 high resolution project related photographs in JPEG format.
- Please ensure the digital photos / drawings are of high-resolution quality and are submitted as full colour JPEG files. Photos with caption information are preferred. They are to be numbered in the order they are to appear in the presentation.

## 12. JURY

- Established members in the industry both public and private sector and IndSTT Governing Council Members will form the jury panel to assess the applicants. The judging panel will be independent of all submissions and will collectively have a broad range of experience in project management.
- The Jury' decisions shall be final.

## 13. ANNOUNCEMENT OF WINNERS

- The winners will be publicly announced at the **No Dig India Show 2023** Inaugural Day.
- Additional information on the ceremony will be shared with the Award winners in due time.
- The outcome of the judging process will be announced prior to the Awards Ceremony to enable winners to attend.
- Winners of Awards and recipients of Citations will be recognized in all IndSTT and associate organization Publications and websites.

## 14. Additional Notes for Applicants

SUBMISSION JUDGING NOTES

The following should be noted:

- Judges will generally take into consideration the submitted written material to support the submission.
- An interview would be carried out to shortlisted applicants within the relevant category and the overall judging shall be an aggregate of the judging of both written material and the interview.
- Judges will evaluate the submission against the published Submission Criteria and in terms of the specific category being entered.
- Judges will be looking for demonstrated achievement in the particular award category.
- Submissions that do not contain the written consent of the project's owner/client will not be considered.
- Submissions must contain relevant supporting and corroborating evidence within the submission to allow judges to evaluate the claims made in the narrative.
- Judges will evaluate the performance of the Individual over a period of years NOT the project or projects specifically.
- All nominations must include a power point presentation. The length of presentation must not exceed 10 slides.

#### 15. Important Instructions for submitting the nomination:

1. It is requested that nominations may be sent where nominator is fully aware of the work and achievements of the nominee.
2. It is further requested that the Award Application should be submitted in original along with 1 photo copy for office use + one copy in word format on CD Rom.
3. Please type or compose the nomination (all pages) on A4 size paper using black color ink (for ease in scanning and photocopying)
4. In order to assist comparison of different nominees, achievements (basis of nomination) may please be given under the following heads both in the nomination form and abstract sheet, if possible:
  - i. Highest technical/professional/academic qualification;
  - ii. Only one set of published translated works/ teaching & popularization aids developed/ activity kits, charts, manuals, etc., may be submitted;
  - iii. Major achievements beyond official capacity;
  - iv. Impact of work/reach.

#### 16. Submission

All nominations must be submitted to Indian Society for Trenchless Technology for consideration at the address given below **latest by 30<sup>th</sup> September, 2023:**

**Indian Society for Trenchless Technology (IndSTT)**  
908, Hemkunt Chambers, 89, Nehru Place, New Delhi - 110 019  
Phone: 011-47670800, 41617862 | Fax: 011- 41617863  
Email: [negi@indstt.com](mailto:negi@indstt.com), [indstt@indstt.com](mailto:indstt@indstt.com), [indstt@gmail.com](mailto:indstt@gmail.com)  
Website: <https://www.nodigindia.com>