



# Union Rep Awards Nomination Forms 2012



# **STUC Union Rep Awards**

The STUC Union Rep Awards consist of three awards: the STUC Helen Dowie Award for Lifelong Learning, the STUC One Workplace Equality Award and the STUC Health & Safety Award. The nomination process for the awards asks unions to identify lay activists who have excelled in the promotion of the workplace learning agenda, equalities or health and safety within their union, workplace or community.

For more information, visit [www.stuc.org.uk](http://www.stuc.org.uk).

Thompsons Scotland is the largest trade union law firm in Scotland, securing over 55 million in compensation for trade union members in 2008. Founded in 1979, Thompsons Scotland, representing trade unions in the private sector, central and local government and the NHS, prides itself in fighting for justice for victims of corporate negligence as well as securing rightful compensation for those injured at work.

Thompsons shares the view of the STUC that work related accident and disease are preventable. Since Thompsons announced its support for the STUC Health and Safety Officer post at Congress in Aberdeen in 2001, the STUC has worked closely together to promote prevention as the alternative to cure. Continued support from Thompsons allows the STUC to develop work in occupational health and safety.

Thompsons represented many families of trade union members killed in Piper Alpha and other workplace accidents. They fought for compensation for many thousands of miners poisoned by coal dust. They have also fought through the courts and won precedents to ensure negligent employers are liable and/or awards are increased. Recently, they worked with the STUC to help the families of those who lost relatives in the ICL/Stockline disaster of May 2004 to secure a public inquiry into the tragedy. This was the first inquiry of its kind to be held under the Inquiries Act 2005 and could not have been secured without their support.

Thompsons continues to support trade unions and have had many successes; an example of which is the abolition of civil liability exclusion, a ground breaking case that allows trade unions the right to take court action to force employers to carry out risk assessments. They represent the majority of asbestos victims and campaigned for changes in Scots law to ensure the industry and their insurers do not deny those exposed to asbestos recompense for their illnesses.

Where injury or disease occur, Thompsons will fight for compensation and justice. The STUC Health and Safety Award was established in 2008 to recognise the role played by health and safety representatives and the wider trade union movement in protecting members and their families with regard to their health, safety and wellbeing.

An electronic version of this form can be found online at <http://www.stuc.org.uk>. For more information, contact the STUC by phone on 0141 337 8100 or by email at [swalker@stuc.org.uk](mailto:swalker@stuc.org.uk).

## Candidacy

To be a candidate for nomination, the nominee(s) must:

- Demonstrate a commitment to the trade union movement
- Be a health and safety rep or a trade union branch
- Belong to, or be associated with an STUC affiliated organisation
- Excel in the promotion of high standards of health and safety in their own workplace, organisation or community

Please note: Full time officials of a trade union or other affiliated organisation cannot be nominated.

## Nomination Process

The recipient of the award is decided annually by the STUC Health and Safety Award Adjudication Panel. The Award will be presented at the STUC Annual Congress in Inverness, 23 - 25 April 2012.

The recipient's name will be added to a specially engraved plaque and displayed in the STUC Centre. An individual trophy will also be presented in recognition of the achievement.

## Nomination Forms

To request a nomination form for the STUC Health and Safety Award, contact:

By Mail:

Sandra Walker  
STUC Health and Safety Award  
333 Woodlands Rd  
Glasgow G3 6NG

By Email:

swalker@stuc.org.uk

By Phone:

0141 337 8100

**Nomination forms must be received no later than 12 noon on Friday 27 January 2012.**

# STUC Health and Safety Award Nomination Form Guidance

## Section 1 – Contact Details

To be completed as appropriate.

If the nomination is in the name of more than one individual please supply names of all nominees on additional forms if necessary. If the nomination is in respect of work carried out by a collective body, for example a union branch, please supply one contact name only.

## Section 2 – Questions

**Please note that nomination can only be accepted from individuals and groups consisting of those who are not in paid employment with an affiliated trade union**

### **What position(s) does the nominee(s) hold?**

Answer this question to the best of your ability. Fill in the dates and the position held by the nominee within the trade union structure. Positions held can be at workplace, local, branch, regional or national levels.

## **Main Questions**

### **1.) Describe how the nominee has demonstrated a commitment to the trade union movement.**

Give some background on how the nominee demonstrated a commitment to the trade union movement. You may want to give a short history of the nominee's involvement with trade unions, issues, campaigns, etc.

### **2.) How does the nominee promote health and safety in their workplace and/or organisation?**

Describe the nominee's specific dedication to health and safety. How does the nominee help others within their own organisation, workplace? How does the nominee promote health and safety within their trade union and/or to the wider trade union movement?

Please try to provide evidence that demonstrates that the work of the nominees could be seen as particularly innovative or complex, having involved research by the nominee or some other aspect that distinguishes this work from normal expectation affiliates may have of their health and safety representatives

### 3.) How have others been affected and influenced by the nominee's work?

Give an overview of the impact that the nominee has had on other groups connected with the workplace, such as number of colleagues, members of the public who may use the workplace or other groups of individuals who have benefited from the work.

### 4.) Additional Information

Is there anything else you feel should be considered regarding the nominee's work in the trade union movement and lifelong health and safety? For example, you may wish to describe how the nominee has overcome barriers or challenges, changed things for the better, etc. You may also wish to include articles or samples to support the nomination or ask the nominee to provide a brief summary or portfolio of their work. You can use this space to highlight how the nominee's work is exemplary or unique, and to describe anything 'extra' that has not been covered by any of the previous questions.

## Checklist

### Have you:

- completed the nomination form, with contact details, questions and answers?
- included as many details and specific examples as possible?
- included articles or samples of the nominee's work? (optional)

Please post the nomination form and any additional documentation to:

Sandra Walker  
STUC Health and Safety Award  
STUC  
333 Woodlands Road  
Glasgow G3 6NG

Completed applications must be received no later than **12:00 noon on Friday, 27 January 2012.**

# STUC Health and Safety Award Nomination Form 2012

Please complete the form in BLOCK CAPITALS or by typing in blue or black ink.

## Person completing the form:

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Union: \_\_\_\_\_ Workplace: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

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

## Nominee:

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Union: \_\_\_\_\_ Workplace: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_











The STUC Union Rep Awards consist of three awards: the STUC Helen Dowie Award for Lifelong Learning, the STUC One Workplace Equality Award and the STUC Health & Safety Award. The nomination process for the awards asks unions to identify lay activists who have excelled in the promotion of the workplace learning agenda, equalities or health and safety within their union, workplace or community.

Helen Dowie was involved in the trade union movement in Fife for most of her adult life. She worked in Rosyth Dockyard for about 20 years and was active within her union. Through her union, Helen organised the yard, organised and campaigned in many initiatives, and supported many workers. She took the union into the community through the organisation of the Rosyth festival and music events to highlight important union campaigns.

Helen, along with her partner Mike Morris, started the Trades Council News in Fife. By writing, printing, editing and distributing the newssheet, Helen and Mike kept union members involved and aware of the issues and also spread the word more widely throughout Fife. Helen and Mike made many solid relationships and friendships through their union involvement. Helen worked with Mike and many other individuals to support the development of education and learning in Scotland. She was a key player in supporting the development of the lifelong learning agenda that union members know today.

Helen's life was devoted to supporting others through the trade union movement and her death at a young age was mourned by trade unionists throughout Fife and Scotland. This annual award was established in 2006 to commemorate Helen's lifetime achievements in lifelong learning and to recognise other outstanding trade unionists who continue to demonstrate their commitment to union values and lead the learning movement forward in Scotland.

An electronic version of this form can be found online at [www.scottishunionlearning.com](http://www.scottishunionlearning.com). Electronic versions of the nomination forms for all the STUC Union Rep Awards can be found online at [www.stuc.org.uk](http://www.stuc.org.uk). For more information, contact Scottish Union Learning by phone on 0141 337 8111 or by email at [learning@stuc.org.uk](mailto:learning@stuc.org.uk).



## Candidacy

Nominations will be accepted for an individual or a group of people. Nominations can only be accepted from STUC affiliated trade unions, and must be approved by the Scottish Secretary or equivalent regional officer.

To be a candidate for nomination, the person(s) must:

- Demonstrate a commitment to the trade union movement
- Excel in the promotion of lifelong learning in the workplace on behalf of the union
- Be a member of a STUC affiliated trade union
- Be a lay union activist (not a paid official of a trade union)

**Please refer to the attached guidance notes before completing this form.**

## Nomination Process

The recipient of the award is decided annually by the Helen Dowie Award for Lifelong Learning Adjudication Panel, which is comprised of members of the STUC General Council, the Secretariat and lifelong learning specialists. The Award will be presented at the STUC Annual Congress in Inverness, 23 - 25 April 2012. The recipient will also receive a prestigious prize along with book tokens, an award plaque and their name(s) will be added to the Helen Dowie Award for Lifelong Learning recipient plaque which is housed at the STUC Centre.

## Nomination Forms

To request a nomination form for the STUC Helen Dowie Award for Lifelong Learning, contact:

Jennifer Payne  
Marketing Officer  
Scottish Union Learning  
333 Woodlands Rd  
Glasgow G3 6NG  
Email: [jpayne@stuc.org.uk](mailto:jpayne@stuc.org.uk)  
Phone: 0141 337 8130

**Nomination forms must be received no later than 12:00 noon on Friday, 27 January 2012.**

# STUC Helen Dowie Award for Lifelong Learning Nomination Form Guidance

## Section 1 – Contact Details

To be completed as appropriate.

If the nomination is in the name of more than one individual please supply names of all nominees (on additional forms if necessary). If the nomination is in respect of work carried out by a collective body; for example, a union branch, please supply one contact name only.

### **Person completing the form:**

As you are the person completing the form and making the nomination, please fill in the fields with your individual contact details, including your first name, surname, union, workplace, mailing address, post code, phone number, fax number, mobile number and email address. Then sign and date the form. Please also ensure the form is signed by a Scottish Regional Secretary or equivalent official.

### **Nominee:**

Fill in the details of the person you are nominating for the award, including his or her first name, surname, union, workplace, mailing address, post code, phone number, fax number, mobile number and email address.

## Section 2 – Questions

\*Please note that nomination can only be accepted from individuals and groups consisting of those who are not in paid employment with an affiliated trade union.

### **Is the nominee a lay union activist?**

Answer this question to the best of your ability. A “lay union activist” is one who is not a paid official of a trade union.

### **What position(s) does the nominee hold?**

Answer this question to the best of your ability. Fill in the dates and the position held by the nominee within the trade union structure. Positions held can be at workplace, local, branch, regional or national levels.

## Main Questions

Please be as detailed as possible and provide specific examples.

### **1.) Describe how the nominee has demonstrated a commitment to the trade union movement. (10 points)**

Give some background on how the nominee demonstrated a commitment to the trade union movement. You may want to give a short history of the nominee's involvement with trade unions, issues, campaigns, etc. You may wish to give specific examples of how others have been positively influenced by the nominee's commitment to trade union values.

### **2.) How does the nominee promote lifelong learning within their own organisation, workplace or community in Scotland? (10 points)**

Describe the nominee's specific dedication to lifelong learning. How does the nominee help others within their own organisation, workplace or community? How does the nominee promote lifelong learning within their trade union and/or to the wider trade union movement? You may wish to give specific examples of the nominee's actions in promoting lifelong learning to individual learners, workplaces, or local areas. How is the nominee unique in their approach to trade union-led lifelong learning? Please give as much information as possible on the nominee's work in lifelong learning, overall and with specific examples.

### **3.) How have others been affected and influenced by the nominee's work in lifelong learning? (10 points)**

Give an overview of how the nominee has influenced the lives of others through lifelong learning. You may wish to give specific examples or percentages of learners who have been influenced by the nominee. You may also wish to describe specific anecdotes or situations where the nominee has 'gone the extra mile' to help others, either individually or as a group. Please be specific and give as much detail as possible.

### **4.) Additional Information (10 points)**

Is there anything else you feel should be considered regarding the nominee's work in the trade union movement and lifelong learning? For example, you may wish to describe how the nominee has overcome barriers or challenges, changed things for the better, etc. You may also wish to include articles or samples to support the nomination or ask the nominee to provide a brief summary or portfolio of their work. You can use this space to highlight how the nominee's work is exemplary or unique, and to describe anything 'extra' that has not been covered by any of the previous questions.

## Checklist

Have you:

- completed the nomination form, with contact details, questions and answers?
- included as many details and specific examples as possible?
- ensured the form is signed by your union's Scottish Regional Secretary or equivalent officer?
- included articles or samples of the nominee's work? (optional)

## Equal Opportunities

For information: An equal opportunities monitoring form will be posted to the nominee after the nomination deadline. The STUC encourages the nominee's participation by filling out and returning the equal opportunities monitoring form, but it is optional and responses are kept anonymous.

**Please post the nomination form and any additional documentation by 12.00 noon on Friday, 27 January 2012 to:**

Jennifer Payne  
Scottish Union Learning  
STUC Helen Dowie Award for Lifelong Learning  
333 Woodlands Road  
Glasgow G3 6NG  
or  
email to [jpayne@stuc.org.uk](mailto:jpayne@stuc.org.uk)

# STUC Helen Dowie Award for Lifelong Learning Nomination Form 2012

## Section 1

Please complete the form in BLOCK CAPITALS or by typing in blue or black ink.

### Person completing the form:

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Union: \_\_\_\_\_ Workplace: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

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

### Nominee:

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Union: \_\_\_\_\_ Workplace: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

### Scottish Regional Secretary/Equivalent Officer

Name: \_\_\_\_\_

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

STUC Helen Dowie Award for Lifelong Learning











As part of the STUC's One Workplace Equal Rights Project's overall aim to mainstream equality and tackle discrimination in the workplace, an annual STUC One Workplace Equality Award for trade union member(s) has been established to be presented at the STUC Annual Congress.

## **Background**

The One Workplace Equal Rights Project is a comprehensive trade union capacity building programme to build good practice in equality and diversity via a series of activities and resources including seminars, residential training, research, learning activities and web-based resources.

Following on from this, the Project aims to sustain its existing resources and activities to mainstream equality within the trade union movement. The STUC One Workplace Equality Award forms a key element of this overall strategy.

## **Award Objectives**

The objectives of the Award are to:

- recognise and acknowledge good practice of trade union members in promoting equality and tackling discrimination;
- encourage more trade union organisations and their members to recognise and take forward equalities issues via training and learning.

All STUC affiliated trade union organisations are invited to support the Award by making nominations. As noted above, the Award will be presented to a Scottish trade union member, or a group of members working together, and therefore multiple applications from each STUC affiliated trade union organisation are welcome.

An electronic version of this form can be found online at <http://www.stuc.org.uk>. For more information, contact the One Workplace Equal Rights Project by phone on 0141 337 8100 or by email at [swalker@stuc.org.uk](mailto:swalker@stuc.org.uk).



## Candidacy

Nominations will be accepted for an individual or a group of people. Nominations can only be accepted from STUC affiliated trade unions, and must be approved by the Scottish Secretary or equivalent regional officer.

The nominated person(s) must:

- Be a union member but not a paid official of a trade union.
- Demonstrate a commitment to the trade union movement.
- Excel in tackling discrimination and/or promotion of equalities issues either within their own union or workplace in Scotland. This can either be a single equality issue covering one of the six identified strands of equality (gender, race, disability, sexual orientation, religion or belief, age), or it can focus on equality and diversity more generally.

**Please refer to the attached guidance notes before completing this form.**

## Nomination Process

The recipient(s) of the award will be decided by the One Workplace Equality Award Judging Committee comprising trade union officials, equality agency advisors and STUC officials. The Award will be presented at the STUC Annual Congress in Inverness, 23 - 25 April 2012.

## Nomination Forms

To request a nomination form contact:

Sandra Walker  
One Workplace Equality Award Nomination  
STUC  
333 Woodlands Rd  
Glasgow G3 6NG  
Email: [swalker@stuc.org.uk](mailto:swalker@stuc.org.uk)  
Phone: 0141 337 8100

**Nomination forms must be received no later than 12.00 noon on Friday, 27 January 2012.**

# STUC One Workplace Equality Award

## Nomination Form Guidance

### Section A – Contact Details

#### Person completing the form:

As you are the person completing the form and making the nomination, please fill in the fields with your individual contact details, including your first name, surname, union, workplace, mailing address, post code, phone number, fax number, mobile number and email address. Then sign and date the form. Please also ensure the form is signed by a Scottish Regional Secretary or equivalent official.

#### Scottish Regional Secretary:

All nominations must also be countersigned by your Scottish Secretary or equivalent regional officer.

#### Nominee(s):

Nominations will be accepted for an individual or a group of people. Nominations can only be accepted from STUC affiliated trade unions.

Fill in the details of the person(s) you are nominating for the award, including his or her first name, surname, union, workplace, mailing address, post code, phone number, fax number, mobile number and email address.

### Section B – Questions

Please be as detailed as possible and provide specific examples.

#### 1.) Can you confirm the nominee(s) is/are union member(s) and not a paid official(s)?

Answer this question to the best of your ability. A “lay union activist” is one who is not a paid official of a trade union.

#### 2.) Describe how the nominee(s) can demonstrate a commitment to the trade union movement with specific examples.

Answer this question to the best of your ability. Fill in the dates and the position held by the nominee(s) within the trade union structure. Positions held can be at workplace, local, branch, regional or national levels.

Give some background on how the nominee demonstrated a commitment to the trade union movement. You may want to give a short history of the nominee(s) involvement with trade unions, issues, campaigns, etc. You may wish to give specific examples of how others have been positively influenced by the nominee(s) commitment to trade union values.

**3.) Describe the nominee(s) work to tackle discrimination and/or promote equalities issues either within their own union or workplace in Scotland. (Please include specific examples, and where possible, show how people have benefited from their work. Continue on separate sheets if necessary.)**

This question aims to describe why the nominee(s) should be the recipient of this year's Award.

Describe the nominee's specific dedication or actions to tackle discrimination and/or promote equality. Please try to be as specific as possible and follow up with supporting evidence.

e. g. How does the nominee (s) help others within their own organisation, workplace or community?

How have others been affected and influenced by the nominee(s) work in promoting equality/tackling discrimination?

Give an overview of how the nominees(s) have improved the lives of other equality groups. You may wish to give specific examples or percentages of members who have been influenced by the nominee (s)

You may also wish to describe specific anecdotes or situations where the nominee has 'gone the extra mile' to help others, either individually or as a group.

**4.) What motivated the nominee(s) to focus on this issue(s)? (e.g. a personal interest or a response to a specific need or situation.)**

Here we are interested in the context that has resulted in the actions of the nominee(s). It may be helpful to refer to which particular strand of equality (race, gender, disability, sexual orientation etc.), the nominee(s) work covers, or whether the nominee(s) actions covers equalities issues and related issues more generally.

**5.) What difficulties/barriers have the nominee(s) faced by undertaking this work (e.g. management/union agreement, time off etc) and to what extent have these been resolved?**

Often there is unwillingness to change, apathy, lack of awareness or other factors that nominee(s) have to face from, for either their employers or other parties involved in their actions. To recognise nominee(s) achievements effectively, it is helpful to provide this evidence.

**6.) What influence has the nominee(s) work on equalities had more widely within the workplace/ trade union? (Please include specific examples and continue on separate sheets if necessary.)**

This question aims to assess the impact the nominee(s) work has had in the workplace and/or trade union. In addition we are looking to determine whether the nominee(s) work encourages more trade union organisations and their members to take forward equalities issues. For example, are the nominee(s) action or work sustainable in the long term and does it demonstrate good practice that can be shared with other trade union organisations/employers.

**6.) Additional Information**

Is there anything else you feel should be considered regarding the nominee(s) work in the trade union movement and equalities?

You may also wish to include articles or samples to support the nomination. You can use this space to highlight how the nominee's work is exemplary or unique, and to describe anything 'extra' that has not been covered by any of the previous questions.

# STUC One Workplace Equality Award Nomination Form 2012

## Section A

Please complete the form in BLOCK CAPITALS or by typing in blue or black ink.

The information provided in Section A will be separated from the rest of your application before it is circulated to the judging committee.

The Nominator should complete both sections and ensure that Section A is countersigned by their Scottish Secretary or equivalent regional officer.

For further information, please refer to guidance notes.

### Person completing the form:

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Union: \_\_\_\_\_ Workplace: \_\_\_\_\_

Union Position: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

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

### Scottish Regional Secretary/Equivalent Officer

Name: \_\_\_\_\_

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

**Nominee(s):**

Group

Individual

First Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Union: \_\_\_\_\_

Workplace: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

END OF SECTION A

# STUC One Workplace Equality Award Nomination Form 2012

## Section B

Only this section will be circulated to the judging committee.

To avoid personal identification, please refer to 'the nominee', 'the nominated group' or 'a group member' as far as possible.

The decision to award will be based solely on the information you provide in this form.

Please use separate sheets if you wish to provide supplementary information.

**Please refer to guidance notes or call Zaffir Hakim on 0141 337 8122 should you require any further information or clarification on completing this form.**

## Questions

1. Can you confirm the nominee(s) is/are union member(s) and not a paid official(s)?

Yes / No (Please circle one option)















**For more information visit:**

[www.stuc.org.uk](http://www.stuc.org.uk)

[www.thompsons-scotland.co.uk](http://www.thompsons-scotland.co.uk)

[www.scottishunionlearning.com](http://www.scottishunionlearning.com)

[www.oneworkplace.org.uk](http://www.oneworkplace.org.uk)