

## DRÄGER SAFETY PACIFIC PROFESSIONAL DEVELOPMENT FOR YOUNG HYGIENISTS AWARD - GUIDELINE FOR APPLICANTS

The Dräger Safety Pacific Professional Development for Young Hygienist Award is an award of the Australian Institute of Occupational Hygienists® (AIOH), sponsored on an annual basis by Dräger Safety Pacific. The award provides a selected applicant with the opportunity for professional development through attendance at the British Occupational Hygiene Society (BOHS) conference or if necessary, a similar occupational hygiene conference supplemented with travel to Dräger, Lübeck.

The award will not be made if, in the opinion of the AIOH Council, applicants do not meet the standard required. If the award is made, the successful applicant will be notified in writing by the President of the AIOH and he/she will be presented with an inscribed memento at the Annual AIOH Conference Dinner.

The recipient of the Dräger Safety Pacific Award will eventually represent both the AIOH and Australia at the highest levels of the profession in both the UK and Germany. Both the sponsor and the AIOH seek a recipient who is mature in outlook, intelligent, articulate and personable, with sufficient awareness of developments in occupational hygiene in Australia to discuss them intelligently with hygienists from other nations.

The financial aspects of this award are limited and the successful applicant may need to supplement it to achieve the level of travel or fees payable. Details are available from the AIOH.

Perceived benefit to the recipient and perceived benefit to the profession in Australia are of prime importance.

It is the responsibility for intending Applicants to approach and clear any issues such as inducement or perceived inducement with their employer and their conditions of employment prior to applying.

### ELIGIBILITY

Only full fee paying financial Full and Provisional members of the AIOH are eligible to apply for the award. From what has been written above, it is clear that a newly admitted Provisional member is unlikely to be selected unless of exceptional ability. As this is a young hygienist professional development award, the member is to be under 40 years of age on the 31<sup>st</sup> December of the award application.

The award is not restricted to generalist occupational hygienists and applications from specialists are welcome. Specialists would, however, be advised to acquire a broad understanding of the profession as a whole before undertaking to represent it in overseas forums.

Employees of Dräger Safety Pacific and their families are ineligible, as are AIOH members who may be deemed to be in a position of commercial conflict of interest, and members of the AIOH Council and of the Awards and Sponsorship Committee.

### THE APPLICATION PROCESS

Applications must be made using the electronic Application Form available on the AIOH website ([www.aioh.org.au](http://www.aioh.org.au)). Fill in the form, scan and attach the required documents/reports, make a copy for your own records, then submit electronically to the AIOH Office. **Hard copies of the Form or attachments will not be accepted.**

In addition, applicants will be asked to supply:

- Some personal details
- Details of past academic qualifications and of training courses attended (indicate if these have previously been supplied to the AIOH when applying for membership, if not then supply copies of certificates and academic transcripts with this application form).
- Details of the proposed itinerary including professional visits
- Details of employment and work experience specific to occupational hygiene, from present day to earlier times (supplement the title of each position with a brief description of its associated duties and responsibilities)
- Examples of professional work in the form of one or two written reports, with confidential details such as names of companies and employees blacked out (scanned and attached to the application form, maximum file size 10 A4 pages each). The reports preferably should indicate the in depth examination of specific contaminants in the

workplace outlining the phases of recognition, evaluation of the extent of exposure and the suggested or implemented control strategy. Thesis are not acceptable as it is not possible for the examining committee to determine the input of the applicant versus the input of the supervisors, etc.

- The professional benefits expected to be obtained from attending conference and Dräger Lübeck visit.
- Any other sources of financial assistance being provided or sought in relation to the award.
- Names and phone numbers of two professionals, preferably occupational hygienists, who will support the application.
- Applicants will be asked to read and accept with a signature the terms of the Award including that they have approached their employer in regard to the issue of potential inducement or perceived inducement and their conditions of employment.

## WORK HISTORY AND EXPERIENCE IN OCCUPATIONAL HYGIENE

### *Work History*

Give your work history in chronological order from present day to earlier times. Supplement (in a separate statement, if necessary) job titles with sufficient description material to enable assessment of the level of responsibility of your position(s) and the extent to which your work is or was occupational hygiene in a truly professional sense. Be factual, bearing in mind that you will be asked to name professional referees and that references will be checked before a final decision is made.

### *Your future in Occupational Hygiene*

Both the Sponsor and the AIOH want the Sponsor's investment to provide maximum professional development to the recipient of the Dräger Pacific award. Both are naturally keen to see the recipient remain in the field for a length of time sufficient to fully utilise the knowledge and experience gained from the award. Under this heading you should provide an indication of your aspirations with respect to career development and of your commitment to the field. It would help the assessors to form a rounded picture of you as a professional if you could also comment on those occupational hygiene activities which you find particularly interesting and satisfying, on those areas of the field where you believe that you have a particular contribution to make and on your self-perceived professional strengths and weaknesses. Since the contents of your application will be held in the strictest confidence, you should not hesitate to express your opinions freely,

### *Publications and Presentations*

With respect to the work on gas/vapour/particulate detection or respiratory protection which is at the heart of your application, you have to convince the assessors that:

- a. It is likely to result in a significant contribution to the protection of worker health (or that it has already done so)
- b. It is work of quality, both in content and presentation.
- c. It is highly innovative.
- d. If multi-authored, your contribution has been a major one.

Please do not submit a Thesis as evidence of your work. The Committee will not be able to assess the relative contributions of you and your supervisor, it is unfair to assessors who are busy people and who have, of necessity, to read your application in their spare time. Large reports will not be read or assessed in their entirety by the Committee, in such instances the Committee members only examine the first 10 pages for marking and selection, so choose or edit each of your reports accordingly. Copies of Reports are not returned under any circumstances; and, copies of Reports are shredded at the completion of each Award cycle.

You may present additional evidence of your professional competence, in the form of publications/presentations other than that on which your application is based, but please be aware that *quality* is valued more than quantity.

## YOUR ITINERARY/PROFESSIONAL VISITS

This will be determined to a very large extent by the venue selected by the organisers at the Conference you have chosen. It is subject to approval by the AIOH Council and the Sponsor. You should be able to negotiate rest breaks of up to two days in total. Travel or stop overs additional to this will not be considered. Recreational or personal leave must not be taken in conjunction with travel.

It is worth bearing in mind that the Dräger Pacific award is for your professional advancement and not for the purpose of promoting the business of your employer. Itineraries which propose a series of visits to overseas affiliates of your employer, or visits to Head Office and Branches of the parent company, will not be well received.

Finally, as a representative of your country overseas, you are likely to be asked about questions about the geography, topography, people, climate, animals, etc. of Australia. You will find the Pocket Australian Yearbook a useful source of information and an interesting read.

## SELECTION CRITERIA AND THE SELECTION PROCESS

### *Selection Criteria*

Your application will be assessed in terms of the following criteria and you should frame it in such a way as will maximise its impact in these terms.

With respect to the principal work on which your application is based:

1. The significance of the contribution it makes in the field of occupational hygiene, for instance gas/vapour/particulate detection or respiratory protection.
2. The quality of the work performed.
3. The quality of its description and presentation.
4. The degree of innovation it exhibits.
5. The part played by the applicant in the performance of the work and the presentation of results.

With respect to your professional development:

1. Your current professional standing in the field of occupational hygiene.
2. Your involvement in the practice of occupational hygiene.
3. Your perceived enthusiasm for, and commitment to, the field; potential for development.
4. Perceived benefit to the applicant's career of attendance at the conference of choice and the Dräger visit.

### *The Selection Process*

Copies of your application, including supporting documentation and reports/papers, will be sent to members of the Awards and Sponsorship Committee. Individual members will independently assess each application in terms of the selection criteria, both absolutely and in relation to the other applications submitted. The assessments of individual members of the Committee will be forwarded to the AIOH Office for collation, standardisation and tabulation. The result of this process will be sent to each member in the form of a table and subsequently discussed in one or more telephone conferences until a consensus is reached. The applications and supporting documentation received, the working papers of the Committee and any records of discussions and decisions will be held in confidence by the Committee, AIOH Office and AIOH Council. The names of the first and second choices of the Committee will be forwarded to the AIOH Council for consideration and, hopefully, ratification. The successful applicant will be notified in writing by the AIOH President. Unsuccessful applicants will be notified in writing after the announcement of the award at the annual conference. Please note that the decision by the AIOH Council is final and no correspondence concerning a decision will be entertained.

## RESPONSIBILITIES OF THE PARTIES TO THE AWARD

### *The AIOH*

- Seek nominations.
- Provide written guidelines to applicants.
- Arranges for the assessment of the applications.
- Notifies the successful applicant.
- Negotiates with the successful applicant with respect to conference travel and confirms the arrangements with the Sponsor.
- Arranges for a time for presentation at the Annual AIOH Conference Dinner.

### *The Sponsor*

- Provide and presents a suitable inscribed memento at the AIOH Conference Dinner.
- Payment of AIOH remittance invoice of the Award.
- Arrange for Dräger Lübeck visit.

### *The Successful Applicant*

- Approach their employer in regard to the issue of potential inducement or perceived inducement against their conditions of employment.
- Arrange leave-of-absence with his/her employer.
- Arrange and pay for travel, conference registration and accommodation.
- Obtain a passport, any necessary visas, check and if in doubt confirm your personal details against the eligible entry requirements of the country being visited.
- Signs an indemnity for the AIOH and Dräger Pacific.
- Negotiate with the Sponsor and the AIOH Council with respect to the itinerary.
- Within **2 months of returning to Australia**, equit all financial aspects of the travel, and submit to the AIOH and the Sponsor a written report on the professional aspects of his/her attendance at the conference and Dräger Lübeck visits (this report, or abstracts of it, may be published in the AIOH Newsletter).
- At all times for the duration of the Award, conduct himself/herself in a manner befitting a professional occupational hygienist and a representative of the AIOH and Australia.
- Agree to abide by the conditions laid out in the “Generic Conditions for Overseas Travel Associated with AIOH Awards” document including the “Dräger Safety Pacific Professional Development for Young Hygienist Award – Awardee Agreement”.

Please feel free to contact members of the AIOH Awards and Sponsorship Committee to clarify any of the above points, or to seek information when making your application. The Committee is committed to assisting in the professional and academic advancement of AIOH members and has adopted a position of open and frank discussion with intending applicants, including suggesting contact with past award winners.