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**Award Nomination Form**

Use this form to nominate an [eligible](https://bbrmaward.com/home-page/award-information/award-eligibility-criteria/) current, new or past South Australian (SA) practitioner, group / team, student, researcher, historian, volunteer or other individual for recognition and celebration of their demonstrated **records, information and archives management service excellence** in honour of the late [Bernadette Bean](https://bbrmaward.com/home-page/bernadettes-story/).

The award provides a wonderful opportunity to acknowledge and celebrate the best and brightest professionals in the industry; fund small initiatives; and help shine a light on best practice records and information management; archives management; knowledge management; and history, cultural heritage, museum and library collections, management practices and solutions which contribute to local, regional or State memory or culture.

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The [Records and Information Management Practitioners Alliance - Global](https://www.rimpa.com.au/) (RIMPA Global) endorses and supports this award. Visit the [award purpose and format](https://bbrmaward.com/home-page/award-information/award-purpose-and-format/) webpage for information about the total prize package, including RIMPA Global’s additional contributions.



**Nominee details** (details of the individual or team/group nominee being nominated)

Eligible award beneficiaries include current, new and past outstanding SA practitioners, groups / teams, students, researchers, historians, volunteers and other individuals who previously or currently work, volunteer or study in the practice areas of records and information management; archives management; knowledge management; and history, cultural heritage, museum or library collections management.

This encompasses eligible beneficiaries from SA community or volunteer groups; local government councils; state and federal (SA based) government agencies; state universities and other tertiary educational institutions; not-for-profit organisations; and private or public community service and local, regional and State bodies who capture, manage, preserve or provide access to record and object archive collections. This includes historical societies, cultural or heritage centres, museums and libraries. Visit the award [eligibility criteria](https://bbrmaward.com/home-page/award-information/award-eligibility-criteria/) page for further information.

|  |  |
| --- | --- |
| Nominee’s name: | <Insert the nominee’s name> |
| Nominee’s position title: | <Insert the nominee’s position title> |
| Nominee’s organisation: | <Insert the nominee’s organisation/community/volunteer group name> |
| Nominee’s address: | <Insert the nominee’s best contact address> |
| Nominee’s phone: | <Insert the nominee’s best contact phone number> |
| Nominee’s email: | <Insert the nominee’s best contact email address> |
| Nominee’s interests / favourite charities: | <Insert the nominee’s interests/favourite charities. This is to help the award governance committee select an appropriate prize> |

**Award nomination category and type**

This nomination is to recognise and celebrate demonstrated service excellence by the SA nominee regarding their focus on best practice and improvement in the practice areas of records and information management; archives management; knowledge management; and history, cultural heritage, museum and library collections management. **Focus areas include (tick the relevant nomination category/ies below):**



capture, management, preservation and governance practices and solutions

digital transformation and access

innovation and creativity

leadership and teamwork

knowledge sharing or mentoring

project management

digitisation practices or research

system and technology developments or implementations

dedication and contribution to the industry, or

any other relevant areas which contribute to local, regional or State memory or culture, as agreed by the award governance committee.

**The nomination is for an/a (tick one of the relevant nomination types below):**

Outstanding Individual  Outstanding Group/Team  Outstanding Student  New Practitioner

**Nominator’s contact details** (details of the person completing the nomination form)

|  |  |
| --- | --- |
| Nominator’s name: | <Insert the nominator’s name> |
| Nominator’s position title: | <Insert the nominator’s position title> |
| Nominator’s organisation: | <Insert the nominator’s organisation name> |
| Nominator’s phone: | <Insert the nominator’s best contact phone number> |
| Nominator’s email: | <Insert the nominator’s best contact email address> |
| Date nomination submitted: | DD / MM / YYYY |

**Nomination information** (outline the specific reasons for this nomination, in line with the [award purpose](https://bbrmaward.com/home-page/award-information/award-purpose-and-format/) and [eligible beneficiaries criteria](https://bbrmaward.com/home-page/award-information/award-eligibility-criteria/)):

|  |
| --- |
| <Insert the specific reason(s) for the nomination with an example(s) of records, information or archives management service excellence demonstrated by the nominee relevant to the best practice or improvement award nomination category/ies selected above. This should cover how the nominee’s significant achievements or contributions led to best practice models and improvement learnings/knowledge that can be applied in other organisations and/or in the award nomination categories selected above. Include an outline of:   * what outstanding service excellence outcomes the nominee has contributed or achieved * why the nominee’s contributions or achievements are considered outstanding * how the nominee contributed to or achieved these outstanding outcomes.   Include any supporting evidence of the impact and/or outcomes of the nominee’s outstanding contributions or achievements.> |
| Yellow icon depicting email or contact details.Submit the completed award nomination form and supporting evidence to the award judging panel via email: [enquiries@bbrmaward.com](mailto:enquiries@bbrmaward.com) or the award website [online contact form](https://bbrmaward.com/home-page/contacts/).  Personal data collected via this form may be used by the award governance committee or award judging panel to:   * assess award nominations based on data submitted by nominators using this form. This may include contacting award nominators or nominees where required * publish the award winners’ summary award nomination details on the award website’s [current and past nominations page](https://bbrmaward.com/home-page/award-nominations/current-and-past-nominations/), award social media sites and in other award announcements * forward the annual award winner’s name to [RIMPA Global](https://www.rimpa.com.au/) to arrange additional prize contributions and recognition provided by RIMPA Global. |

Visit the [award website](https://bbrmaward.com/) at [https://bbrmaward.com](https://bbrmaward.com/) for nomination form submission timelines, purpose, eligibility criteria, contacts, privacy and other award information.