National Excellence Award for Tertiary Technical Staff – Criteria, Rules & Processes:

1. Award title: TechNet Australia – National Excellence Award for Tertiary Technical Staff (NEATTS).
2. Only one Excellence award per calendar year. The award may be presented to either an individual tech, to a team or both an individual and a separate team award.
3. Each award presented must identify the following information:
   a. The full name of the award.
   b. The year
   c. Individual or team category.
      i. Individual awards must name the individual and their institution
      ii. Team awards must include the team name or title and institution as a minimum and where space permits, name the individuals within the team.
4. No self-nomination. For team nominations, this means that no one in the team may nominate their team.
5. Nomination, of an individual tech or a team for sustained outstanding performance,
   a. Must be endorsed by at least two TNA eligible or academic/research staff or students
   b. Initial short-form nomination – with minimum of 150 words of supporting information from each nominator.
6. Judging will be by a panel of at least three technical staff and 1 senior academic from the immediate past conference host. Responsibility for forming the panel will lie with the past conference chair or their delegate. The Judging panel makeup is at the discretion of the past host subject to endorsement from the TechNet Chair and National Committee.
7. There will be no obligation to make an award if the judging panel does not believe the standard of the nominee's contribution is genuinely worthy of national recognition. The judging panel may call for additional or supporting information from the nominator/s.
8. No nominations from immediate past conference host university – to avoid any bias or conflict of interests in the judging process.
9. All nominees considered valid by the judging panel to be acknowledged and presented with a certificate at the award presentation. In the case of a team, a certificate will be provided to each member of the team. Outstanding Achievement certificates may be awarded at the discretion of the judging panel
10. Guaranteed prize, for the Excellence Award only, is
    a. One free registration for an individual; or
    b. Two free registrations for a team,
    to the following year's TNA conference. The prize may be enhanced by appropriate sponsorship when possible. Funding to allow the recipient/s to attend the award presentation is to be encouraged.
11. The call for nominations will be open for at least three weeks and must close at least six weeks prior to the national conference date to allow for the judges to reach their decision/s. Responsibility for the callout sits with the TNA National Committee and its Chair.
12. The judging panel from the immediate past conference host will make the list of nominees and winner available to both the Chair of the conference host organising committee and to the current Chair of TechNet Australia, at least one week prior to the conference.
13. The award recipient/s will be first publicly announced at the annual TNA conference and where possible, presented to the recipient/s or a representative from their university. The current conference host will determine the presentation process.
14. An annual review of the award, its rules and processes to be conducted by the TNA National Committee prior to each year's call for nominations.