**Memorial to John Percival**

**Introduction**

The WA feel that it is appropriate to commemorate the contribution to Workboat training and qualifications made by John Percival. This memorial takes the form of an annual award for the ‘best’ Workboat Industry Apprentice/ Trainee.

**Award Cycle**

Training Providers and Apprentice/ Trainee sponsors will be invited to nominate candidates for the Memorial annually (based on Calendar year).

Nominations will be submitted to the WA via the Chief Executive: chiefexecutive@workboatassociation.org

The WA Training Group will consider the nominations and suggest a suitable (unbiased) methodology to select the successful candidate. The Award will be announced and presentation made at the following Seawork.

**Award Criteria**

The award will be made to an individual (the candidate) at the discretion of the WA Training Group. The Training Group decision will be final and non-negotiable.

If the Training Group does not consider that any of the candidates nominated stand out from peers, the Award may not be given.

The submission of a nomination must be a single document (pro forma attached) and must make reference to examples of supporting evidence for criteria specified below.

**Criteria used by the Training Group to reach a decision are;**

1. The candidate must have successfully completed their target qualification.

2. The candidate’s performance has been consistent throughout their programme.

3. The candidate’s Employer must support the nomination and make their input.

4. The candidate has exhibited outstanding achievement compared with peers.

This may be one or more of;

• Academic excellence

• Personal development

• Professional development

• Other achievement

*(e.g. gallantry, innovation, suggestion for technological improvement).*

• Leadership and teamwork

Any queries regarding submission of a nomination must be made to the WA via the Chief Executive: Chiefexecutive@workboatassociation.org

**Prize**

A prize will be awarded to the Best Workboat Industry Apprentice/ Trainee of the year at the discretion of the Training Group.

**Guidance Note**

The Training Group will be looking for outstanding candidates and some aspect of excellence,

 *(See criteria 4 above).*

Previous nominations have included references such as, the candidate “completed work and handed it in on time” – this is a fundamental requirement of any candidate and does not demonstrate “outstanding achievement”.

Before submission, it may be helpful to the person making the nomination ask themself “so what?” to the entries they make in the nomination form. This can be helpful in focussing on the criteria for the Award.

**John Percival Memorial Award Nomination**

Best Workboat Industry Apprentice/Trainee

**Nomination**

Date of nomination: Click here to enter text.

Name of relevant Training Provider(s): Click here to enter text.

Nomination submitted by: *(name and organisation)* Click here to enter text.

Contact details or submitter: *(email and telephone)* Click here to enter text.

Nominee name: Click here to enter text.

Nominees relevant Workboat Operator: Click here to enter text.

Qualification(s) Completed:

Click here to enter text.

Evidence of consistent performance:

Click here to enter text.

Outstanding achievement compared with peers: *(*[*Note categories on page 2*](#bookmark=id.gjdgxs)*)*

Click here to enter text.

Employer’s Input

Click here to enter text.

Date Received:

WA Training Workgroup remarks:

Training Workgroup representative name: