PROFESSIONAL DEVELOPMENT AWARD
Nomination Form

Please provide the following information:

Name of Employer: __________________________________________

Name & Title of Officer Responsible: ______________________________

Address: ______________________________________________________

Phone: ___________________ Email: ______________________________

Name & Title of Official Responsible for Engineering: ______________

Briefly describe principal products or service: ______________________

Total Number of employees? ________________________________

Total number of employees classified by job title as engineers? ______

In the total given in item above:

How many are legally registered or licensed as professional engineers? ______

Engineers in training? ______

How many hold a bachelor's degree in any field of engineering? ______

How many hold a master's degree in a field of engineering? ______

How many hold a doctorate in any field of engineering? ______

Total number of personnel directly supporting the engineers.

Technicians ______

Draftsman ______

Clerical ______

Turnover rate among engineers during preceding 12 month period (do not include retirements, promotions, or intra-transfers) ________________________________

_________________________________________________________________

_________________________________________________________________
ENVIRONMENT

PLEASE ANSWER "YES" OR "NO" TO THE QUESTIONS CONCERNING EMPLOYER POLICIES AND PRACTICES WHICH PROVIDE A PROPER PHYSICAL, PROFESSIONAL, AND ETHICAL ENVIRONMENT IN WHICH THE ENGINEER CAN PRACTICE.

1. Are all engineering positions challenging, require incentive and/or originality and utilize the full talents of the engineer?  ☐ YES  ☐ NO

2. Are all persons in engineering positions provided adequate technical and administrative support in order that they will devote a majority of their time to professional practice?  ☐ YES  ☐ NO

3. Does management recognize the professional engineers' Code of Ethics and establish a policy that does not radically conflict with that code?  ☐ YES  ☐ NO

4. Are engineers encouraged to be active members in their professional and technical societies by:
   a. providing on the job time to participate in activities?  ☐ YES  ☐ NO
   b. allowing time off to attend meetings?  ☐ YES  ☐ NO
   c. providing time to prepare and present technical papers?  ☐ YES  ☐ NO

5. Are engineers encouraged to develop leadership, public speaking skills and social contacts through civic activities?  ☐ YES  ☐ NO

Please indicate the number of engineering employees belonging to each technical and professional society.

__________________________________________
__________________________________________
__________________________________________
__________________________________________
__________________________________________

Comments: __________________________________
__________________________________________
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RECRUITMENT

1. In seeking engineers, does the announcement include educational and experience requirements, the type of work and duties and the approximate level of remuneration?
   ☐ YES  ☐ NO

2. While interviewing prospective engineer employees, are they told about the scope of work, training programs available, opportunities and procedures for advancement and monetary benefits?
   ☐ YES  ☐ NO

3. Do qualifications for all engineering positions include registration and/or EI certifications?
   ☐ YES  ☐ NO

4. All other factors being approximately equal, is the registered engineer selected for recruitment or promotion?
   ☐ YES  ☐ NO

5. Do you consider presently employed engineers first with respect to higher positions that are vacated?
   ☐ YES  ☐ NO

6. Are engineers’ professional attitudes and activities weighed in considering promotions?  ☐ YES  ☐ NO
   If so, is this fact made known to all the engineering staff?  ☐ YES  ☐ NO

Comments: __________________________________________________________

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