

**The Vice-Chancellor’s Awards for Health and Safety 2015  
Application Form**

**Please fill out applications using the Guidance Notes (available at** [**www.leeds.ac.uk/safety**](http://www.leeds.ac.uk/safety)**).**

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| **Faculty / Service Award Category to be entered in to:** | | | | | | |
|  | Services |  | STEM  Science, Technology, Engineering and Mathematics | |  | BASS  Business, Arts and Social Sciences |
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| **Details of person or team being nominated** | | | | | | |
| **Name of Nomination**  For team applications, you may also write the team name as you wish it to appear on the certificate if you win. | | | |  | | |
| **Department/ team and school/ service** | | | |  | | |
| **Telephone number** | | | |  | | |
| **Email address** | | | |  | | |
| Teams: please include all of the above details for each team member. You may attach an additional sheet if you need more space. | | | | | | |
|  | | | | | | |
| **Details of person submitting entry** | | | | | | |
| Name and position | | | |  | | |
| Department/ team and school/ service | | | |  | | |
| Telephone number | | | |  | | |
| Email address | | | |  | | |
|  | | | |  | | |
| **Please give the names of the following people in the nominated person/persons’ area(s) if known** | | | | | | |
| Health and Safety Manager | | | |  | | |
| Trade Union Safety Representative | | | |  | | |
| Line Manager or equivalent | | | |  | | |
|  | | |  | | | |
| **Signatures –** the individual or full team being nominated need to sign the form. By agreeing to be entered into the awards scheme you are agreeing that your name and photograph can be used for both internal and external publicity purposes. | | | | | | |
|  | | | | | | |
| Signature of **all** nominated people on this application | | | | |  | | |
| Date | | | | |  | | |

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| 1. **Give a brief summary of the nomination: what the person or team has done and why they should win the award (max 150 words)** | | |
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| Please note: This summary will be used in hand-outs and citations during the awards. | | |
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| **Make sure you explain how the individual meets the award criteria in the sections below** | | |
| 1. **What actions did they carry out?** | | |
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| 1. **What impact did their actions have?**   This should include impact on the way health and safety is carried out and promoted as well as the resulting benefits to students and staff. | | |
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| 1. **Any other comments you would like to add? (max 150 words)** | | |
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