NQI Board of Governors' 
2009 RECOGNITION OF ACHIEVEMENT AWARD

SUBMISSION GUIDELINES

PREAMBLE
NQI is an independent not-for-profit organization whose vision is ‘Inspiring Excellence in Canada’. NQI realizes its vision by assisting organizations in Canada achieve excellence through a strategic approach and application of quality principles, practices and certification as embodied in NQI criteria, and by recognizing outstanding achievement through the Canada Awards for Excellence.

CANADA AWARDS FOR EXCELLENCE
The Canada Awards for Excellence is Canada’s premier award for recognizing outstanding achievements in the private and public sector. Two categories of awards, the ‘Quality Award’ and the ‘Healthy Workplace Award’, are bestowed to companies and organizations each year for excellence in meeting the criteria of the Canadian Frameworks for Excellence.

RECOGNITION OF ACHIEVEMENT AWARD
To honour a specific or unique contribution to excellence, NQI created an additional award called the NQI Board of Governors’ Recognition of Achievement Award. The Recognition of Achievement Award is an honorary award apart from the Canada Awards for Excellence. Recipients of this award are organizations and/or individuals that have made a significant contribution to the advancement of quality of life of Canadians. Each recipient is selected by NQI with consultation from both the public and private sectors. A demonstrated commitment to excellence and innovation are the criteria for this prestigious award, which is not necessarily presented each year. The Location and date for the Canada Awards for Excellence and the Recognition of Achievement Award has not been set yet. More information will be provided as it becomes available.
Submission Brief Guidelines
Organizations and/or individuals being considered for the Recognition of Achievement Award are required to submit a brief outline of how they have applied NQI’s principles for excellence in achieving outstanding performance in the advancement of the quality of life of Canadians.

1. Content:
   a) Description of the organization or individual.
   b) Description of what the applicant has done to merit this award.
   c) The submission brief should not exceed three to four pages in length and address, to the degree possible, how the applicant uses each of the principles of excellence in its journey to excellence.

   The principles are contained in the Excellence Criteria on NQI's website at www.nqi.ca:
   - Canadian Framework for Business Excellence Criteria (Private Sector)
   - Canadian Quality Criteria for Public Sector Excellence (Public Sector)
   - Canadian Framework for a Healthy Workplace

   d) Organizations and/or individuals may include relevant supporting documentation to validate their submission.

2. Deadline for Submission:

Submissions must be received no later than Thursday June 30, 2005

Submissions can be forwarded via fax to (416) 251-9131 or e-mail at: cestnick.kathryn@nqi.ca or via mail to:

NQI
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Suite 307
Toronto, ON M8V 3Y3

Inquiries should be directed to:

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