



AHMP National Awards & Recognition Program

PURPOSE & MISSION: The purpose of the AHMP Awards & Recognition Program is to recognize and honor individuals, chapters and organizations for outstanding contributions in education, training, research, organizational development, operations, and performance that further the objectives and the Vision-Mission-Strategy of the Alliance.

Within the Alliance National Awards & Recognition Program there are two basic types of awards and recognitions for individuals and groups. There are **five individual awards, three group awards and one organizational award**. Guidelines for submitting nominations for these awards are detailed below.

Generally, the award and recognition recipients will be recognized with a certificate and/or a plaque. The items will be given to the recipients at the Annual AHMP national meeting, where the nominees and recipients will be publicly commended for their efforts that elevate the CHMM credential and cultivate the success of their local chapters and the AHMP.

Submit Electronic Nominations and Hard Copy Signature pages to:

Nina Gilmore
Alliance of Hazardous Materials Professionals
9650 Rockville Pike
Bethesda, MD 20814
awards@ahmpnet.org
<http://www.ahmpnet.org>
800-437-0137 Phone/301-634-7431 Fax

General Requirements and Guidelines for Nominators and Nominees

Please follow all of the guidelines carefully. Once submitted, additions or modifications to nominations are not permitted. All nominations and associated documentation must be received at the offices of the Alliance of Hazardous Materials Professionals (AHMP) by April 30. Late entries will not be accepted.

Upon receipt, the Awards Committee will review the submittal, and if needed, contact the nominator to clarify or verify any information provided in the nomination. Additional information and nomination forms are available from the AHMP office or on the AHMP National Awards & Recognition Program [website](#).

1. Both Nominees and nominators shall be current members of the AHMP in good standing, with all dues paid. The only exceptions are for individuals or groups nominated for the Individual Friend of the Alliance Award and the Organizational Friend of the Alliance Award, which are also open to non-CHMMs.
2. Separate applications must be submitted for each nomination, including Distinguished Service Award (formerly Champion of Excellence).
3. The Chapter President shall sign all nominations *except* in those cases where a self-nomination is made or the Chapter President is nominated for an award. If a Chapter President is a nominee, another Chapter Officer must sign the nomination form.
4. AHMP members who are not associated with a Chapter may submit self-nominations. Self-submittals must include sufficient documentation to support the stated accomplishments and, like all nominations, subject to verification.



5. All nomination submittals must be in writing (electronic) with sufficient documentation and narration to substantiate any statements or claims as to how the award criteria were met by the nominee(s).
6. To facilitate an efficient and fast review process, send an email attachment of the submittal. PDF format is preferred. Nominations submitted electronically must have the signature page mailed or faxed directly to the AHMP National Office, or scanned and emailed in PDF format, by the stated deadline.
7. Not all awards in the AHMP National Awards & Recognition Program are required to be given every year.
8. In some cases, awards may be given to more than one individual or entity, at the nomination of the AHMP Awards Committee with final decision by the AHMP Board or Directors.
9. Some awards are based on the specific achievements in a single year, and other awards are based on long-term service. The number of potential recipients and eligibility requirements are clearly stated within each award criterion.
10. The AHMP Awards Committee is responsible for reviewing nominations and selecting the recipients except in cases where the AHMP Board of Directors selects the recipient. In these instances, the Awards committee will assist the Board by performing a preliminary review to determine if the proposed nominee meets the basic criteria before being officially accepted as a nominee.
11. In the event of a tie or other dispute, the AHMP Board of Directors will assist in the resolution
12. Questions regarding the program or its implementation should be directed to the AHMP Awards Committee Chairperson at awards@ahmpnet.org.



AHMP INDIVIDUAL AWARDS

PETE COOK FOUNDER'S AWARD

Given for distinguished service or achievement in support of the AHMP. This award will honor a peer nominated member of the AHMP who has made outstanding accomplishments in support of the AHMP, by providing long-term service or continuous professional achievements while promoting the vision & mission of the AHMP and the integrity of the CHMM credential. This award, which need not be given every year, will only be given to one AHMP member in the years when it is awarded. **This award carries a five (5) year exemption from AHMP dues.**

HAZARDOUS MATERIALS PROFESSIONAL OF THE YEAR AWARD

Given to an outstanding, peer-nominated, certified member of the AHMP, over the age of 35, who in the previous calendar year has made extraordinary technical, professional, educational, training and/or administrative contributions to the field of Hazardous Materials Management and to the AHMP and/or its chapters, while promoting the vision, mission and strategic plan of the AHMP. **This award carries a one (1) year exemption from AHMP dues.**

YOUNG HAZARDOUS MATERIALS PROFESSIONAL OF THE YEAR AWARD

Given to an outstanding, certified member of the AHMP, under the age of 35, who in the previous calendar year has made extraordinary technical, professional, educational, training and/or administrative contributions to the field of Hazardous Materials Management, and the AHMP and/or its chapters, while promoting the vision, mission and strategic plan of the AHMP. **This award carries a one (1) year exemption from AHMP dues.**

INDIVIDUAL FRIEND OF THE ALLIANCE

Contribution to AHMP by non-certified member or non-member. The Board of Directors will select the recipient of this award. The selected individual will be recognized for his/her significant contributions to the CHMM credential or to the overall goals of the AHMP at a National Level in one of two ways:

1. This award will be given to an individual who has made outstanding contributions to the goals and purpose of the AHMP (in a single year), or,
2. Someone who has made long-term, sustained contributions (over a number of years) that makes a lasting positive impact on the AHMP programs.

This award shall not be for a single accomplishment on behalf of the AHMP, or a single job that is performed regularly for the Alliance. It will be given to an individual who is not a CHMM, nor in the process of becoming a CHMM. This award, which need not be given every year, will be given to only one individual in the years when it is awarded. **This award carries a one (1) year exemption from AHMP dues, if applicable.**

AHMP DISTINGUISHED SERVICE RECOGNITION (*formerly Champion of Excellence Recognition*)

(Peer or self nominated and verified by Awards Committee through review of submitted documentation)



Given to an individual certified member of the AHMP that has successfully achieved at least **six** of the following criteria:

1. Make a technical presentation on a hazardous materials management topic at the AHMP Annual Conference, other professional venue, review course for the CHMM or other AHMP-approved credential, or the AHMP EHMM course. **(Documentation: copy of program)**
2. Publish a paper on a hazardous materials management topic in a professional periodical or other venue with significant distribution to the public or other professionals. **(Documentation: copy of paper and evidence of publication, such as table of contents)**
3. Serve in a leadership role (officer, director, or committee chair) for a local chapter or the AHMP for at least nine months of the year. **(Documentation: letter from chapter officer or AHMP officer)**
4. Submit, as a certified member of the AHMP, comments on state or federal legislation or rulemaking related to hazardous materials management. **(Documentation: copy of submission)**
5. Sponsor/coordinate a CHMMunity project. **(Documentation: Copy of CHMMunity proposal and documentation of project initiation/completion)**
6. Achieve media visibility (e.g. interview, press notice or publication, non-AHMP award, publication in non-technical media, etc.) for your personal certification or the AHMP. May be in professional or public print, video, or web-based media with general distribution. The same activity may not be used to satisfy both Requirement 2 and Requirement 6, and presentation at an AHMP or chapter conference or event does not satisfy this requirement. **(Documentation: copy or other evidence of visibility obtained)**
7. Present an AHMP webinar, contribute to an AHMP publication, or otherwise contribute to the development or marketing of an AHMP product. **(Documentation: letter from AHMP Executive Director)**
8. Make a presentation to the public, educational group (school, teachers, class, etc.), or other groups (non-hazmat professionals) introducing/describing the roles, benefits to society, of hazardous materials management professionals, their certifications, and/or the AHMP. **(Documentation – copy of announcement and/or presentation and/or letter from group)**
9. Contribute measurably to increase AHMP membership by at least 3. **(Documentation: letter from new members stating your encouragement led them to join AHMP)**
10. Serve as an AHMP-recognized liaison to another professional organization. **(Documentation: letter from professional organization)**
11. Bring someone, who has not previously attended, to the AHMP National Conference. **(Documentation: letter from the new attendee and proof of registration)**
12. Attend the AHMP National Conference. **(Documentation: certificate of attendance)**



AHMP GROUP AWARDS

CHAPTER OF THE YEAR AWARD

Must be a Distinguished Chapter in the same year and achieve the cumulative overall best performance in all the following areas:

1. Percentage of members that are also AHMP members
2. Number/percentage of non-CHMM certified members
3. Number and level of cooperative relationships with other professional organizations, especially certifying organizations
4. Number and variety of professional development and education programs for members and prospective members
5. Number and scope of successful promotional (visibility) activities related to the hazardous materials management profession, professional certifications, and the AHMP.
6. Efforts and accomplishments in support of the AHMP strategic plan, membership expansion, and revenue generation
7. Modes, creativity, and success at communicating with members and the public
8. Community service and education
9. Promotion of environmental sustainability principals and incorporation of environmental sustainability principals in chapter activities

AHMP DISTINGUISHED CHAPTER RECOGNITION

Mandatory - Must be affiliated in good standing; attendance of a Chapter Delegate at the Annual Chapter Development Committee meeting at the AHMP Annual Conference

Document achievement of the mandatory criterion and at least five of the following criteria in the award year:

1. Maintain an updated web site with the following minimum content: names and contact information for all officers, directors and committee chairs; chapter bylaws and procedures; chapter and AHMP events calendar; mission and vision of chapter and AHMP; link to AHMP website; method for communicating website problems, questions and comments
2. Sponsor/offer a CHMM or other certification overview/exam preparation course
3. Produce and distribute to members and others (optional) at least four printed or electronic newsletters
4. Perform at least one community outreach project
5. Achieve media visibility (e.g. interview, press release, etc.) for your chapter, the hazardous materials management profession and credentials, and/or or the AHMP. May be in professional or public media.
6. Sponsor, individually or jointly with another professional organization, a professional conference with multiple presentations of at least one-half day in length
7. Conduct at least four professional development programs (presentations, conference, seminar, tours, etc. related to hazardous materials management)
8. Increase net membership by 10%
9. Have at least 70% of chapter members also members of AHMP



10. Be the host chapter and participate in planning and execution for the AHMP Annual Conference, Leadership Workshop or other event
11. Develop and host an AHMP webinar

CHAPTER COMMUNICATION PROGRAM OF THE YEAR AWARD

The Chapter must have a program for outgoing and incoming communications with members and the general public. Chapters' communication program will be evaluated based on creativity in the use of written and/or electronic communications media; quality, effectiveness, and currency of communications; overall appearance and consistency of image and message; and effectiveness in promoting the chapter, AHMP, the hazardous materials management profession, and hazardous materials management credentials.

The following are examples of communications media that will be evaluated:

1. Paper
2. Web/internet
3. Email
4. Social media
5. External providers (newspapers, magazines, news wires, electronic media)

Effective communication of the following minimum content is required for award consideration:

1. Calendar of events for chapter and AHMP events and programs
2. Contact information for all chapter officers, directors, and committee chairs and AHMP Executive Director and President (may be by web link)
3. Chapter and AHMP membership information
4. Chapter bylaws
5. Chapter event and professional development programs announcements and information
6. News, information, articles, announcements etc. pertinent to hazardous materials professionals
7. Promotion of chapter and AHMP elections
8. Promotion of the AHMP, AHMP website, and AHMP products and events

Documentation - Narrative description of communications program and successes, program statistics for the award year, and copies/images of communications "products" (web address is sufficient for that medium).



AHMP ORGANIZATIONAL AWARD

ORGANIZATIONAL FRIEND OF THE AHMP

This award may be presented to a private corporation, non-profit organization, public/governmental agency or entity, or educational institution to recognize outstanding support of the AHMP and advancement of its objectives. This support may include, but not be limited to, one or more of the following:

1. Public acknowledgement or other exposure for the AHMP and its programs and events
2. Public acknowledgement or other exposure for certified hazardous materials professionals
3. Significant financial support or contribution of services or other resources to support the AHMP and/or its programs and activities
4. Significant other support for the AHMP and/or its programs and activities
5. Acknowledgement and advancement of a hazardous materials management credential by requiring the credential for promotion to one or more management positions within the organization

This award carries a one (1) year organization promotion on AHMP home page with link to organization home page.