THE SILVER TOASTER AWARD

For Employee Excellence in Lean

AWARD NOMINATION
FORM & CRITERIA

The Silver Toaster Award is presented annually at GBMP's 13th Northeast L.E.A.N Conference on September 19 & 20, 2017 to one outstanding employee who has embraced Lean – who performs his or her job exceptionally well, always with Lean in mind, who helps others implement Lean concepts and who exemplifies the Vision, Values and Standards of the Award.

Winners are chosen based on the nominees' qualities as presented in the nomination form. The Award was developed to celebrate Employee Excellence and recognize contributions of staff to the success of an organization's Lean implementation and transformation. All nominees will be acknowledged for their exceptional contributions to their organizations during the conference, but only one will receive the Silver Toaster Award.

Please note: All submissions for the award must be received by August 4th, 2017 to be included in next year's recognition process. The winner will receive an engraved award. Nominations will be adjudicated by a committee made up of GBMP staff, Continuous Improvement Managers, and Shingo Prize Examiners.

THE VISION:

TO RECOGNIZE LEADERSHIP AND PARTICIPATION EXCELLENCE BY AN INDIVIDUAL IN THE LEAN TRANSFORMATION OF AN ORGANIZATION

AWARD VALUES & STANDARDS:

*INTEGRITY *SERVICE *LOYALTY
*SAFETY *EXCELLENCE

The Silver Toaster Award Criteria

Description: This award will recognize an employee who demonstrates exceptional understanding of Lean principles, tools and philosophy as well as the ability to share this knowledge and enthusiasm with fellow employees.

Eligibility: This award is only **for employees who are not in a management or supervisory position**.

Please note: only ONE nomination may be submitted per company in a given year. All nominees will receive free registration for both days of the conference, a shirt and an award.

Criteria:

* Understands the vision for the future of the organization and his or her role in achieving it
* Shares responsibility, information and credit when working towards goals
* Takes prompt and decisive action to continuously improve conditions quickly and effectively
* Conceptualized, developed or implemented an innovative improvement to a process or technique
* Has a high standard of integrity; leads by example & maintains personal standards
* Engages in Lean Learning whenever the opportunity presents itself; exemplifies a desire for continuous Lean training
* Created efficiencies to work processes; developed an innovative solution to a practical technical problem
* Overcame obstacles and challenges to achieve goals
* Demonstrated a positive attitude, uses good judgment and good communication skills
* Surpassed expectations by having a significant impact on the morale and participation of other employees
* Has merited peer recognition and acts as a role model for personal and professional development
* Motivates and inspires the people around him or her to use Lean to eliminate waste
* Volunteers to take on new initiatives and inspires commitment from others to participate

Selection:

A nomination form must be completed and submitted to GBMP, Inc. by August 4th, 2017. The Adjudication Committee will determine the award recipient and will notify the nominating manager of the success of their application. They can then notify the employee themselves or GBMP can notify the employee directly. The engraved Award will be presented at the Annual Northeast L.E.A.N. Conference in September in Worcester Massachusetts.

Suggested Information:

Please provide specific, detailed examples and dates to support the nomination. The information provided is all that is used by the Adjudication Committee to determine the recipient of this award.

* Description of accomplishments
* Why does the nominee deserve to receive the Award?
* What impact has the nominee's contributions had on the organization as a whole?
* How has the individual supported the organization's Vision, Mission, Guiding Principles or True North?
* Demonstration of most of the criteria listed above
* Include additional comments (photos may be included if useful)



The 2017 Silver Toaster Award for Employee Excellence in Lean

Nomination Form

Nominee

Nominee Name _____

Position _____

Company Name _____

Shirt Size (circle one) Small Medium Large Extra Large XXL

Nominator

Name _____

Telephone Number _____

Email Address _____

Job Title _____

Date _____

Description of Accomplishments

Please attach a complete description (maximum 2 pages) of the achievements which highlight why the nominee deserves to receive The Silver Toaster Award. In forming this submission, please include specific, detailed examples to support your nomination, as well as any letters of support. The information provided will be used to determine the recipient of the award.

Please send nomination packages to:

GBMP, Inc.
60 Austin Street, #102
Newton MA 02640
Attn: Lela Glikes

Or email to: Lglikes@gbmp.org



All nominations must be received by **August 4th, 2017**
The nominator will get confirmation of receipt of the submission via email.