

GUIDELINES FOR INSTITUTIONAL AWARDS

(AMENDED Jan 2010)

THE SOUTH AFRICAN INSTITUTION OF CIVIL ENGINEERING
SUID-AFRIKAANSE INSTITUUT VAN SIVIELE INGENIEURSWESE

SUMMARY OF AWARDS

Award	Awarded at Function	Responsibility	Due Date
Gold Medal (gold medal)	Annual Members' Banquet & Presidential Inauguration	<ol style="list-style-type: none"> 1. Call for Branch & Division nominations during each year. 2. Place on the EXCO agenda for March meeting. The EXCO recommends to the Council who the recipient may be. 3. The Council votes by secret ballot. 4. The President awards medal and scroll at function. 	<ol style="list-style-type: none"> 1. June 2. Oct / Feb (following year) 3. April (following year) 4. to be determined by NO
Honorary Fellows (brass medal + certificate)	Annual Members' Banquet & Presidential Inauguration	<ol style="list-style-type: none"> 1. Call for Branch and Division nominations during August of each year. 2. Nominations must be signed by three current Council Members. 3. The Electoral College of Fellows may also recommend a candidate for honorary fellowship. 4. The Electoral College considers all nominations and then refers their recommendation to the EXCO. 5. The EXCO recommends to the Council. 6. The Council votes by secret ballot. 7. The President awards at function. 	<ol style="list-style-type: none"> 1. March/April 2. during the course of the second half of the year 3. June 4. August 5. October 7. February 2010
Award for Meritorious Research (silver medal)	Suitable function – to be announced annually	<ol style="list-style-type: none"> 1. Call for nominations from the Members during January 2. Submit nominations to relevant Committee for their recommendation. 3. The EXCO verifies the recommendation. 4. The President awards at function. 	<ol style="list-style-type: none"> 1. March/April 2. June 3. September 4. to be determined by NO
President's Award for Meritorious Service (silver medal)	Annual General Meeting	<ol style="list-style-type: none"> 1. Immediate Past President in consultation with the Executive Director makes the decision. 2. The Past President makes Award. 	<ol style="list-style-type: none"> 1. March/April
Project Awards (The Most Outstanding Civil Engineering Achievement) (bronze plaque)	Annual Banquet and Awards Function	<ol style="list-style-type: none"> 1. Call on Branches to call for their nominations for Branch Award during first quarter of the year. 2. Selected Branch Award nominations to be entered in National Award. 3. The (Immediate Past President) plus an adjudication panel select the winning projects. 4. The EXCO verifies the recommendation. 5. The President awards at the function. 	<ol style="list-style-type: none"> 1. Jan-May 2. July 3. July/Aug 4. August 5. October
Best Paper Award Best paper published in the Journal of the South African Institution of Civil Engineering in one particular year (certificate)	SAICE October Council meeting of the following year – presented by the immediate past president	The immediate past president chairs the adjudication panel, while the chairperson of the Journal Panel coordinates the adjudication process. The Journal Panel nominates the adjudicators according to prescribed criteria. All papers published in the journal of the particular year are considered.	<p>Not applicable</p> <p>Handled by Journal Panel</p>
Technician & Technologist Achiever (Brass medal)	A suitable function		As decided by the BTT
Branch	Branch Functions	Branch	Defined by Branch
Division	Division Functions	Division	Defined by Division

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GUIDELINES FOR INSTITUTION AWARDS

(REVISED for 2010)

1 INTRODUCTION

The Institution has a long history of making awards and some fine traditions have been developed in this respect. These traditions should be maintained and extended to honour contributions and to promote civil engineering.

This document updates the awards structure and defines the occasions where the awards will be conferred. In some case special awards ceremonies will be arranged. Arrangements for such ceremonies should be discussed with the National Office.

2 OBJECTIVES

Awards should be viewed as one of the means for achieving Institutional objectives, namely:

- to promote the art and science of civil engineering
- to promote the profession, and
- to protect the justifiable interests of its members

In addition, awards should provide full and proper recognition for the achievements of members.

Awards can contribute to the realisation of these objectives by :

- providing an incentive to members to increase the standard of civil engineering in South Africa and by acknowledging achievements in this regard
- providing a means for recognising the engineering contributions of members to the profession, to the Institution and to society
- providing a medium for extending public awareness of the role of civil engineering in society and of the contributions made by civil engineers.

3 STRATEGY

The system of awards should contribute to Institutional objectives, taking cognisance of other corporate activities and the resources available. Awards should be given to individuals, groups of individuals or projects for outstanding performance such as advancing technology, teaching, research, engineering construction or management.

While outstanding performances should be identified and rewarded, special attention must be given to a limited number of prestigious awards. Care should be taken not to create meaningless awards.

Presentation of awards should be arranged to realise their maximum public relations value and to suitably honour their recipients. The form of awards should therefore provide lasting recognition and be suited to the recipients and to the performance. The human element should be emphasised at all times, and in the case of awards for projects, the engineer behind the project should also be recognised.

4 AWARDS STRUCTURE

Although they are closely related, awards may be divided into two main categories, viz, people awards and project awards. As a general rule, people awards should be in the form of medals while project awards should be certificates and/or plaques.

4.1 **People Awards**

- 4.1.1 The Gold Medal is the premier personal award for outstanding contributions in civil engineering both in the technical and professional fields
- 4.1.2 Honorary Fellowships should be conferred on those who have made notable contributions to the advancement of civil engineering in South Africa and may include non-members of the SAICE.
- 4.1.3 The Award for Meritorious Research should be made to a person or team for outstanding research.
- 4.1.4 The President's Award for Meritorious Service should be to a person or persons who in the opinion of the President have rendered excellent service to the Institution or the Profession.
- 4.1.5 In addition to the above Institution awards, the Technical Divisions make the following people awards:
 - Basil Read Medals – Construction Division
 - Geotechnical Medal - Geotechnical Division
 - Chairman's Awards for Meritorious Service to the Transportation Engineering Profession – Division of Transportation Engineering
 - The SAICE Award for Asphalt Pavement Technology – Division of Transportation Engineering
 - Water Engineering Award – Division of Water Engineering
 - Urban Engineering Award – Division of Urban and Rural Development
 - Bob Laburn Award - Environmental Division

4.2 **Project Awards**

- 4.2.1 The premier project award is for "The Most Outstanding Civil Engineering Achievement".
- 4.2.2 All Branches within their areas make branch Awards for Excellence in Civil Engineering.

4.3 **Paper Awards**

- 4.3.1 The Institution will make two annual awards for papers published during the preceding year:
 - i For the best paper published in the *Journal of the South African Institution of Civil Engineering*
 - ii The William Craig Award for the best contribution by a Graduate or Student member in an accepted publication.
- 4.3.2 Technical Divisions make awards for papers within their own fields as follows:
 - J E Jennings Award - Geotechnical Division
 - Transnet Award – Division of Railway and Harbour Engineering

5 **CONTROL**

All matters pertaining to Institution awards are under the control of the Communications Committee, while Branch and Division awards are under the direct control of the unit involved. It is, however, required that details of these awards should be sent to the Communications Committee for record, review, and to ensure wide media coverage.

6 **ADJUDICATION**

The nominations for each award should be considered by the appropriate person, panel or committee.

7 **PRESENTATION OF AWARDS**

In order to gain the maximum benefit from making awards, careful consideration should be given to the presentation of awards. Some awards are of interest to a wide spectrum of people, while others are only of importance within the Institution. This

distinction is the main criterion for determining the method of presentation. Different occasions present opportunities for handing over awards and should be used as follows for Institutional awards:

7.1 **Members' Banquet and Presidential Inauguration**

The Members' Banquet and Presidential Inauguration will take place at the beginning of the year when the Gold medal will be presented in front of an invited audience of public figures and members of the Institution. The awards most suitable for presentation at this function are:

- The Gold Medal
- Honorary Fellowship
- The Award for the Most Outstanding Civil Engineering Achievement

7.2 **National Awards Function**

The National Awards Function will take place towards the middle or end of the year when the premier awards with public interest will be presented in the presence of an invited audience of public figures and members of the Institution. The awards most suitable for presentation at this function are:

- The Award for the Most Outstanding Civil Achievement (Technical Excellence)
- The Award for the Most Outstanding Civil Achievement (Community-based projects)
- The Award for the Most Outstanding Civil Achievement (International projects)

7.3 **Annual General Meeting**

This is the occasion where the Institution meets to review its affairs and is appropriate for the recognition of achievements within the profession such as:

- President's Award for Meritorious Service

7.4 **Branch/Regional Awards**

These presentations should either be made at a special function sponsored by the recipients, at the Branch/Regional annual dinner, or at their AGM.

7.5 **Divisional Awards**

Divisional awards should be presented at either a special function or the Division AGM.

8 **RULES AND PROCEDURES - PEOPLE AWARDS**

The objective, criteria, nature of award, nomination procedure, adjudication procedure and presentation procedure for awards are explained in this section.

8.1 **The Gold Medal**

a. **Objective**

The Gold Medal is considered as the highest honour that can be bestowed by the Institution on a Corporate Member.

b. **Criteria**

The aim shall be to give recognition to a person who:

- i As a leader in the profession of civil engineering over a number of years has made an outstanding contribution to civil engineering in South Africa.
- ii Has contributed substantially to the status of the engineering profession by exemplary professional conduct and the establishment of a high reputation for professional service.
- iii Has, as a member, rendered meritorious service to the Institution over a number of years.

c. **Nature of award**

The award shall be in the form of a 9 carat Gold Medal bearing the Coat of Arms of the Institution and being inscribed 'Awarded to for outstanding services to the Civil Engineering Profession 200.....'.

In addition there shall be a suitable descriptive scroll bearing the recipient's name. No person shall receive the Gold Medal more than once.

d. **Nomination procedure**

Nominations for the award shall in the first instance be made by Branches and Technical Divisions to the SAICE National Office and shall be accompanied by a motivation which can be used as a basis for a citation.

e. **Adjudication procedure**

The award shall be considered annually but shall be made only when a candidate or candidates of sufficiently deserving achievement are regarded as suitable by the EXCO. The consideration of the award shall be made at the EXCO meeting in June.

From the nominations, and any other candidates it may wish to consider, the EXCO shall make its recommendations in the form of a proposal to the Council. The Council by means of a secret ballot shall make the final decision and the award shall only be made if 90% or more of those present vote in favour of the proposal.

f. **Presentation procedure**

The Gold Medal shall be presented at the National Annual Banquet and Awards Ceremony or at a prestigious occasion as may be considered suitable by the EXCO.

g. A list of recipients of the award giving the year of the award and a short citation detailing the reasons for the award shall be maintained at the SAICE National Office.

The list of members who have received the Gold Medal Award is shown in Appendix B.

8.2 **Honorary Fellowship**

a/b. **Objective/criteria**

Honorary Fellows shall be Fellows of distinction whom the Institution wishes to honour because of their services to the Institution and the profession.

c. **Nature of award**

Honorary Fellows shall comprise those persons who have been elected by Council to the grade of Honorary Fellows as long as their names are on the Roll as such. An Honorary Fellow shall be entitled to use the following letters to designate his grade in the Institution : Hon. FSAICE.

d. **Nomination procedure**

Nominations shall be signed by three current Council Members and shall be accompanied by a motivation, which can be used as a basis for a citation. In addition, the Electoral College will continuously review this honour and, when necessary, recommend that the Council consider a particular candidate for Honorary Fellowship. The formal procedure can then follow.

e. **Adjudication procedure**

The nomination should be referred to the Electoral College for consideration. Proposers should be informed if the College recommendation is negative. The College considers the nomination and tables to the EXCO in April. The EXCO then recommends to the Council if it is in agreement.

The final decision shall be made by the Council in June by means of a secret ballot and Honorary Fellowship shall only be granted if 80% or more of those who vote, vote in favour of the proposal.

f. **Presentation procedure**

The award shall be presented at the Annual Banquet or other suitable function.

g. **A list of the recipients of Honorary Fellowship shall be maintained at the SAICE National Office.**

The list of Honorary Fellows is shown in Appendix C.

8.3 **Award for Meritorious Research**

a. **Objective**

The Award for Meritorious Research is to acknowledge the role of research in the field of civil engineering and to encourage outstanding research work.

b. **Criteria**

This award is open to all persons in South Africa but need not necessarily be made to a member of the SAICE or a civil engineer. The award can be made to an individual or a team.

Committee Members and referees should be satisfied that the research projects are sufficiently outstanding, especially with regard to each of the following criteria:

- i Relevance to the Profession
- ii Practical benefit
- iii Ingenuity
- iv High academic merit

The length of the work will not be a major consideration. Preference will be given to published work which has been open to criticism, e.g. technical press, recognised Journal, or Conference. In this context a thesis accepted for purposes of a higher degree will also be regarded as published work. Research work that is confidential and therefore not available for further publication will not be considered for an award. The candidates will not be considered as being in competition with each other, and each research project will be considered on its own merits. Consideration of research projects will not be restricted to current research and awards may be made retrospectively.

c. **Nature of award**

The award will be in the form of a medal.

d. **Nomination procedure**

Nominations together with motivations are invited annually from individual members, through the SAICE National Office, to the Communications Committee. The Director of the Institution must receive all nominations by a date set for the relevant year.

A particular research work could be brought to the notice of the Research and

Development Committee via either of the two channels viz:

- i. An application may be sent directly by the person or team who has done the research. The application must be accompanied by a copy/abstract of the work and, if possible, the names of possible referees. Persons who assisted must be mentioned and the degree of assistance must be stated.
- ii. The nomination of a research worker and his or her work by another Corporate Member of the SAICE who must furnish a brief motivation for the recommendation and the present address of the recommended person. The nominee(s) must agree to be considered and will be asked by the Research and Development Committee to submit details as in b(i) above.

e. **Adjudication procedure**

The list of nominees and details of their work will be circulated to all members of the adjudication panel and, if considered necessary, to other referees. The adjudication panel will draw up their list of nominees for the Award and submit this confidential list, together with a short motivation for each case by 30 April to the EXCO for verification.

The number of awards will not be limited but the right to make no award will also exist.

f. **Presentation procedure**

The medal will be presented at the National Annual Banquet and Awards Function.

- g. A list of recipients of the Award and a short citation detailing the reasons for the award shall be maintained at the SAICE National Office. The list of members/teams who have received the award is given in Appendix D.

8.4 **The President's Award for Meritorious Service**

a. **Objective**

The award shall honour an individual who has rendered excellent service to the Institution or the profession.

b. **Criteria**

- The award shall be made to an individual only
- The recipient need not be a member of the Institution
- The recipient shall have rendered significant service to the Institution or the profession over a number of years

c. **Nature of award**

The award will be in the form of a scroll, with the SAICE crest and worded "President's award for Meritorious Service".

d. **Nomination and Adjudication procedure**

The President's Award for Meritorious Service will be adjudicated by the Immediate Past President in consultation with the Executive Director of the Institution.

The Immediate Past President will make the final decision and will prepare the citation.

The Award should be made each year.

e. **Presentation procedure**

The award will be presented by the Immediate Past President at the Annual General Meeting.

8.5 **Executive Director's award for:**

The Most Outstanding Branch

a. **Objective**

The function of the Branch is to interact with the SAICE members at local level and the community at large. The objective of the Most Outstanding Branch Award is to recognise and reward the Branch for their successes and achievements.

- Technical meetings and site visits
- Formal dinners, social functions and award ceremonies
- Courses, conferences and seminars
- Career guidance such as the Adopt-a-School programme
- Committee meetings to arrange and manage the Branch activities.
- Outreach programmes including liaison with decision-makers and communities
- Other major achievements of the Branch which bring strong positive focus on the Institution or profession may also be taken into account (eg. the MMG TV series initiated by the Construction Division.)

b. **Criteria**

The criteria are based on:-

- A points system related to the level of activity in various fields of endeavour as shown in the table:

ACTIVITY	MAXIMUM VALUE	POINTS SCORED
Technical meetings and site visits	10	
Continuing Professional Development	15	
Financial administration	10	
Communication with members	10	
Career Guidance	10	
Committee meetings and minutes	10	
Social functions	10	
Awards	10	
Major Achievements	10	
Liaison with the Council and the National Office	5	
Total Score	100	

c. **Nature of award**

The award will be in the form of a certificate.

d. **Nomination and Adjudication procedure**

The Most Outstanding Branch Award will be adjudicated by the Executive Director of the SAICE in consultation with the President. Adjudication will be based on visits, contents of minutes and other liaison opportunities.

e. **Presentation Procedure**

The award will be made annually and presented at the Council meeting in April.

8.6 **Executive Director's award for:**

The Most Outstanding Technical Division

a. **Objective**

The function of a Division is to interact with Divisional members, interest groups, Government structures concerned with the specialist field interest and all other interested parties. The objective of the award is to recognise and reward the Division for their successes and achievements.

- Technical meetings and site visits
- Formal dinners, social functions and award ceremonies
- Courses, conferences and seminars
- Committee meetings to arrange and manage the Divisional activities
- Liaison and joint activities with associated organisations (e.g. EPPIC,)
- Outreach programmes including liaison with decision-makers and communities.
- Other major achievements of the Division which bring strong positive focus on the Institution or profession may also be taken into account (e.g. The MMG TV Series initiated by the Construction Division)

b. **Criteria**

The criteria are based on:-

- A points system related to the level of activity in various fields of endeavour, as shown in the table:

ACTIVITY	MAXIMUM VALUE	POINTS SCORED
Technical meetings and site visits	10	
Continuing Professional Development	25	
Financial administration	10	
Communication with members	10	
Committee meetings and minutes	10	
Liaison with the Council and the National Office	5	
Awards	10	
Major Achievements	10	
Liaison with associated organisations	10	
Total Score	100	

c. **Nature of award**

The award will be in the form of a certificate.

d. **Nomination and Adjudication procedure**

The Most Outstanding Divisional Award will be adjudicated by the Executive Director of the SAICE in consultation with the President. Adjudication will be based on visits, contents of minutes and other liaison opportunities.

e. **Presentation Procedure**

The award will be made annually and presented at the Council meeting in April.

8.7 **Technician & Technologist Achiever Award**

a. **Objective**

- to honour a civil engineering technician or technologist who has rendered outstanding service to the profession or has made a contribution of distinction to civil engineering.
- to promote the practice and development of excellence in civil engineering amongst technicians and technologists
- to create an awareness of the contribution made to the civil engineering industry by the SAICE in general and the Board of Technicians and Technologists in particular
- to develop excellence in civil engineering amongst technicians and technologists
- to provide role models for young technicians and technologists
- to encourage leadership and entrepreneurship in civil engineering
- to encourage personal development in technicians and technologists

b. **Criteria**

i. **Leadership and contribution in civil engineering**

- Leadership in an outstanding manner, establishing a reputation for professional service
- sustained meritorious service to the SAICE and profession over a period of at least ten years
- playing an outstanding role in the encouragement of personal and professional growth and development of technicians and technologists
- serving to uphold and enhance the image of the profession

ii. **Entrepreneurship in civil engineering**

- excellence in the establishment and management of an enterprise that is predominantly civil engineering
- innovative exploitation of civil engineering technology to create a productive niche in the industry
- functional efficiency in the application of funds and capital, financial control and administrative, managerial and operational proficiency
- initiating dynamic and competent interaction between the different relevant groupings in a civil engineering enterprise
- innovative and enterprising involvement of the community in projects
- exceptional and innovative care and efficiency in the protection and restoration of the natural environment
- exceptional training and upliftment of the disadvantaged sectors of the community in the execution of projects

iii. **Excellence in civil engineering**

- excellence in any civil engineering field like design, construction, management or research
- the work done should be the nominated technologist/technician's own work and should be able to prove it or it should be attested by two

- professionally registered persons
 - the work should display a high degree of technical excellence and civil engineering proficiency. It should conform to the following criteria:
 - * ingenuity and functional efficiency
 - * relevance to civil engineering
 - * uniqueness and unusual application of engineering principles
 - * aesthetic appeal
 - * relevant academic content
 - the work should illustrate successful synthesis between civil engineering, the community and the environment
- iv. **Advancement of civil engineering technology**
- The development should illustrate engineering ingenuity and functional efficiency in the development of civil engineering technology
 - it should result in the improvement of the image of civil engineering in general and of technicians and technologists in particular
 - it should apply civil engineering technology to improve the quality of life of the community and ensure minimum disruption and sustainable improvement of the environment
- c. **Nature of the award**
- The award will be in the form of a certificate, accompanied by R1000 (one thousand Rand) donated to the SPEBS bursary scheme as part of the award at the presentation ceremony
- d. **Nomination procedure**
- nominations for the award can be made by any member of the Institution
 - the nomination must be in the form of a concise motivation including details of the nominee and his/her achievements, with specific reference to the degree in which he/she measures up to the criteria for the category concerned
 - a special form to accompany the nomination is available
 - nominations are to be called for in the SAICE magazine in the last quarter of the year concerned. The closing date for entries will be the 1st February of the next year.
- e. **Adjudication procedure**
- The BTT will appoint an adjudication committee with the power to co-opt suitable persons to ensure a fair and thorough process.
 - the adjudication process should be completed by 15 March of each year
- f. **Presentation procedure**
- would be decided on an ad hoc basis, depending on the recipient and prevailing circumstances

9. RULES AND PROCEDURES - PROJECT AWARDS

PLEASE NOTE: THE RULES FOR THIS AWARD ARE CURRENTLY UNDER REVIEW
If you would like to enter a project before the revised rules are available, please use the rules as indicated below. We will notify you of the changes

Awards for The Most Outstanding Civil Engineering Achievement

- 9.1 Branch Awards for the Most Outstanding Civil Engineering Project
 9.2 National Award for the Most Outstanding Civil Engineering Achievement

a. **Objective**

The objective is:-

- to give recognition to well engineered civil projects
- to portray the art and science of civil engineering to the general public
- and to publicise how the profession finds answers to challenging problems by making an annual award to the most outstanding civil engineering project, firstly in the geographic area of each Branch of the Institution, secondly in the geographic area of each Region/Province of South Africa and finally in the country as a whole.

At each level, there will be two awards:-

- for the project which best portrays the art and science of civil engineering in terms of technical excellence; and
- for the community based project which best illustrates the benefits which civil engineering brings to society.

b. **Criteria**

General:

The project will satisfy all or most of the following criteria:

- It should portray the art and science of civil engineering to the general public and indicate how the profession finds answers to challenging demands.
- It should be predominantly civil engineering in character.
- It need not necessarily be complete in all aspects, but the major engineering problems must have been overcome before the end of the year under review.
- The project should have current public appeal.
- Awards can be made to any size of project. Projects which are unique or unusual, where the solution to a problem displays engineering ingenuity in analysis or design or has particular aesthetic appeal, where the handling of environmental impact and/or community involvement is particularly successful, or projects which mark some notable advance or innovation in construction techniques are eligible.
- Functional efficiency, economy and contribution to the service of mankind by the civil engineer must be demonstrated in the project.

Technical Excellence

- The project should have unique or unusual features and should demonstrate some notable advance in the solution of engineering problems.
- It should have particular aesthetic appeal.
- It should display engineering ingenuity in analysis or design and/or in construction technique.
- The project should show functional efficiency.
- The handling of impacts on the environment should be particularly successful.
- The project should have been well managed, finishing on time and within budget.

Community based projects

- The project should exemplify the benefits of civil engineering to society at large.
- It should involve effective and successful co-operation between the civil engineer, the community served by the project and other interested and affected parties such as, the local authorities, non-government organisations and the labour force.
- The project may be a complete planning study or an exercise in community initiative and involvement and should be innovative, comprehensive and have been substantially completed in the year under review.
- Both the natural and social environments should have been successfully addressed by the project.
- The project should show functional efficiency.
- The handling of impacts on the environment should be particularly successful.
- The project should have been well managed, finishing on time and within budget.

c. Nature of the award

The Award shall be made to the project itself and not to individuals, firms or organisations involved.

The National Award has been made annually since 1966 (in each case in respect of the previous year). It takes the form of an inscribed plaque. Since 1984, two miniature replicas of the plaque have also been presented.

The Regional and Branch awards shall each take the form of an appropriate plaque and a certificate, to those involved. e.g. owner, contractor and consultant.

d. Nomination procedure

Branch Awards:

- Nominations for the awards shall be called for by each Branch for projects completed during the previous calendar year.
- Nominations must be made in writing by a date to be decided by each year and prepared according to the prescribed format, as indicated in Appendix A.
- The submission should be suitable for press release, outlining those aspects which qualify for an award, and
- be accompanied by a signed statement from the owner certifying that the material may be used for publication without restriction.
- The project should preferably be within the geographic area of the Branch.
- If a project is not within the geographic area, it may still be nominated, but with the written consent of the applicable Branch.

National Awards

- Nominations for the National Awards in each of the two categories (technical excellence and community based) shall be submitted by the Regional Awards Committee to the National Office by a date set for each year.
- Nominations shall be in writing in the prescribed format as indicated in Appendix A and shall be in confidence.
- The projects submitted for the National Awards can but need not be those chosen to receive the Regional Awards. Provided that the projects are of suitable and of sufficient merit, the most appropriate project in each category should be selected from the nominations received for the Regional Awards.

e. Adjudication procedure

Branch Awards

- The local Branch Committee shall act as adjudicators with the power to co-opt where necessary.
- Members of the Branch Committee involved with the project must recuse themselves.
- In the absence of a project of sufficient merit being nominated, no award need be made.

National Awards

Adjudication will be by a nominated panel of at least 3 and no more than 5 members, under the Chairmanship of the Immediate Past President.

At this level, the adjudication criteria will be as follows:-

- | | |
|---|-----|
| ➤ Meeting the general, technical excellence and benefit to society criteria as listed previously. | 75% |
| ➤ Public Relations value. | 15% |
| ➤ Conforming to the prescribed submission format laid down in Appendix A | 10% |

The adjudication will be carried out based on the material submitted. The judges will select the 3 best projects in each category as well as the winners. The 6 finalist projects will be shown at the National Awards Function where the winners of the respective National Awards for the Most Outstanding Civil Engineering Achievement will be announced.

A list of projects, which have received the National Award, is given in Appendix E.

f. **Presentation procedure****Branch Awards**

Where possible the awards shall be presented at a suitable Branch function. This function need not be related to the National Awards function. (which is why nominations from the Branch to the National Office should be in confidence.)

National Award

The features of the six best projects (three in each of the two categories of technical excellence and benefit to society) will be exhibited in an audio-visual presentation at the National Awards function (which may, but need not coincide with the Annual Banquet).

The Award winners will then be announced and the plaques will be presented to representatives of the client, the consultant, the contractor and, if applicable, the local community at the Awards ceremony.

10. **RULES AND PROCEDURES - DIVISIONAL AWARDS**

The Divisions themselves control the Divisional awards. All costs associated with Division awards, viz. costs of the award itself and the function at which it is presented, shall be borne by the Division.

10.1 **The Basil Read Medals**

a. **Objective**

The Basil Read Award is presented annually in honour of the late Mr Basil Read. The award is made to a member of the Institution who is employed or associated with civil engineering construction and who has made an outstanding contribution or rendered significant service to civil engineering construction normally within the previous two years.

b. **Criteria**

The Construction Division will take into account the achievement of candidates in, amongst others, one or more of the following fields when considering its recommendations:

- i. Direct control of an engineering construction unit such as to lead to exceptionally high production coupled with a concomitant reduction in cost.
- ii. Development of engineering techniques which have made a major contribution to the efficiency of a significant part of the construction process or engineering or management techniques which will significantly reduce costs in the construction process.
- iii. Overcoming extreme physical obstacles encountered in the execution of a construction work.
- iv. Solution of unexpected and difficult problems encountered on a construction work, including imaginative and practical design solutions.
- v. Methods leading to significant simplification or improvement of construction organisation and planning.
- vi. Contributions resulting in a significant improvement in the image of construction.

This list of considerations is not exclusive and motivation for the award needs not to be confined to these fields of endeavour.

c. **Nature of award**

The Basil Read Award consists of a gold medal and, in addition, up to two bronze medals.

d. **Nomination procedure**

Nominations and motivations are invited annually from individual members, Branches and Divisions and are to be submitted in the first instance to the Construction Division.

e. **Adjudication procedure**

The Construction Division will make the final decision and report the decisions to the Communications Committee.

In the event of no suitable candidate being proposed the Construction Division Committee may withhold the award for any particular year. Bronze medals may be awarded in a year when no Gold Medal is awarded.

- f. **Presentation procedure**
The medals will be presented at a suitable function as determined by the Construction Division.

10.2 The South African Geotechnical Medal

- a. **Objective**
The South African Geotechnical Medal was instituted by the Geotechnical Division to honour members of the SAICE who have made a significant contribution to geotechnical engineering in South Africa. Although the name of J E Jennings does not form part of the title of the medal, an inscription on the medal and specific mention in the citation of J E Jennings will honour his name and his contribution to South African geotechnical engineering.
- b. **Criteria**
The medal will be awarded to an individual who, in the unanimous opinion of the Divisional Committee, has made a sufficiently significant contribution to furthering the art and science of geotechnical engineering in South Africa.
- c. **Nature of award**
The award shall be in the form of a medal.
- d. **Nomination procedure**
Nominations will be called for once a year and will require full motivation.
- e. **Adjudication procedure**
The frequency of the award of the medal will be at the discretion of the Divisional Committee and will not necessarily be limited to one or any award per year.
- f. **Presentation procedure**
The medal(s) will be presented at the AGM of the Division or at another prestigious occasion as decided by the Divisional Committee.

10.3 Chairman's Award for Meritorious Service to the Transportation Engineering Profession

- a/b. **Objective/criteria**
The award is for meritorious service to the transportation engineering profession.
- c. **Nature of award**
The award will be in the form of a scroll, with the SAICE crest, sub-titled 'Division of Transportation', and worded 'The Chairman's Award for Meritorious Service to the Transportation Engineering Profession'.
- d/e. **Nomination/adjudication procedures**
The recipient will be that person judged by the Chairman of the previous year to best meets the intention of the award.

The Transportation Division controls the award.
The recipient must be a member of the SAICE.
- f. **Presentation procedure**
The award will be made annually at an auspicious occasion.

10.4 The SAICE Award for Asphalt Pavement Technology

a/b. **Objective/criteria**

The award will be made for an achievement or contribution in some asphaltic application related to Transportation Engineering.

c. **Nature of award**

The award will be in the form of a scroll, with the SAICE crest and CAPSA (Conference on Asphalt Pavements for Southern Africa) logo, and worded 'The SAICE Award for Asphalt Pavement Technology'.

d/e. **Nomination/adjudication procedures**

The Award is under the control of the Transportation Division.

The recipient may have made an individual contribution or he may have made his contribution as the leader of a team.

The recipient must be a member of the SAICE.

f. **Presentation procedure**

The award will be made annually at an auspicious occasion.

10.5 **Water Engineering Award**

a. **Objective**

The Water Engineering award is made to honour members who have made a significant contribution to the art and science of water engineering.

b. **Criteria**

The annual award in Water Engineering will be presented to nominated members of the S A Institution of Civil Engineering.

The award may be presented to either an individual or groups of individuals.

It will be expected of nominees to have made a significant contribution either in the practical or academic field of Water Engineering.

c. **Nature of award**

The award will be in the form of a certificate.

d. **Nomination procedure**

Nominations with motivations are to be invited annually from individuals, Branches and Divisions. Nominations must reach the Water Engineering Division by a date set every year.

e. **Adjudication procedure**

This Division will evaluate the nominations and make the final decision, which will be reported to the Communications Committee.

It is the prerogative of the Water Engineering Division to withhold its award in any one year if in its opinion no suitable candidates are found.

f. **Presentation procedure**

The award will be presented at a suitable function arranged by the Division.

10.6 Urban Engineering Award

a. **Objective**

The Urban Engineering Division considers it desirable to offer an annual award to a member of the Institution in order to give recognition for outstanding achievement in the field of urban engineering.

The person to whom this award is made should, in the opinion of the Division, have made an outstanding contribution or have rendered significant service to civil engineering in the urban field.

b. **Criteria**

The criteria for the award will be one or more of the following:

- i. displaying a high degree of excellence and proficiency in rendering a service or in the execution of a project.
- ii. contribution to creating general public awareness of the role and image of the urban engineer.
- iii. finding ingenious solutions to challenging problems and the application of innovative technology.
- iv. dedication to the improvement of the quality of life of people.
- v. environmental consciousness in the urban area.
- vi. development of administrative, managerial or operational techniques, which have made a major contribution to efficiency in the urban engineering field.

The award shall be made to an individual only.

The recipient must be a member of the Institution.

c. **Nature of award**

The award shall take the form of an appropriate certificate.

d. **Nomination procedure**

Nominations for the award shall normally be invited by the Division before the end of **March** each year on a national basis. The closing date for receiving nominations will be the end **May**.

Nominations are to be invited annually from members of the Division, Branches and Divisions.

Nominations must be submitted in writing to the secretary of the Division.

Nominations must include a motivation in terms of the criteria stipulated for the award.

e. **Adjudication procedure**

The Committee of the Division shall be responsible for the adjudication and final decision, which shall be reported to the Communications Committee.

The Committee of the Division need not recommend an award in a particular

year if it is of the opinion that no nomination received satisfies the criteria.

f. **Presentation procedure**

The award will be presented at the Division's **November** meeting.

10.7 **Environmental Engineering Award**

a. **Objective**

The objective of the award is to recognise an exceptional contribution to the enhancement of the image of civil engineers with regard to awareness and involvement in environmental issues and concern for the environment.

b. **Criteria**

- The award can be made to either an organisation or an individual
- The individual should be a member of the Institution. The organisations should be associated with civil engineering
- The project for which the organisation or individual's involvement is recognised must be predominantly of civil engineering character
- The project must be substantially complete, the environmental setting should have been established and the project should be exposed to public view
- The project must overtly display integration of development with the environment. Projects which are unique or unusual will generally be favoured.

c. **Nature of the award**

- The award will be entitled "The Bob Laburn Award".
- It will be a bronze floating trophy and a certificate. The trophy shall remain in care of the recipient until the next award is made.
- The cost of the trophy and insurance and certificate are to be paid for from a fund established from a contribution made by Dr Laburn. The fund will be administered by the Environmental Engineering Division.

d. **Nomination procedure**

Nominations with motivations will be invited annually, through the SAICE Journal and are to be submitted to the secretary of the Environmental Engineering Division.

e. **Adjudication**

Nominations will be considered by sub-committee appointed by the Environmental Engineering Division Committee. The decision of the sub-committee will be ratified by the Division Committee who will report the final decision to the Communications Committee.

The sub-committee shall be entitled to recommend that no award be made in any particular year.

f. **Presentation**

The award will be presented at a suitable meeting of the branch within whose geographic region the recipient is resident, or alternatively in which the project concerned was located. The Environmental Engineering Division shall contact the recipient to determine the location of the award ceremony and will advise the Branch Chairman and Communications Committee respectively of its decision.

11.1 Best Paper Award – Criteria

Award for the best paper published in the *Journal of the South African Institution of Civil Engineering*

a. Objective

This paper honours the author(s) of the best paper published in the Journal during a given period.

b. Criteria

The paper shall have been refereed in accordance with current editorial procedure and shall be judged in the range of applicability and interest value of the material content, originality and quality of presentation, and shall have appeared in the Journal of the South African Institution of Civil Engineering.

c. Nature of award

The award will be in the form of a certificate.

d. Nomination and adjudication procedures

- d.1 The *Best Paper Award* will be made annually, with the winning paper to be selected in the year following publication of the papers under review.
- d.2 If no paper meets the standards set by the adjudication panel in a given year, the award will not be made.
- d.3 The immediate past president of SAICE will chair the adjudication panel and will have a vote.
- d.4 The chairperson of the Journal Panel will coordinate and facilitate the adjudication process, but will not have a vote.
- d.5 The Journal Panel will nominate adjudicators to serve on the adjudication panel. Nominations will be based on the following criteria:
 - d.5.1 The nominees will be independent, i.e. they should not have vested interest in the papers under review.
 - d.5.2 The nominees should not have been involved with the refereeing of the papers under review.
 - d.5.3 The nominees should be recognized and respected as individuals with experience over a relatively broad spectrum of civil engineering.
 - d.5.4 A maximum of four persons should be nominated to the adjudication panel, over and above the chairperson and the coordinator / facilitator (the latter not having a vote).
- d.6 The award will be presented at the October SAICE Council meeting.

11.2 The William Craig Award for the best Student or Graduate contribution

a. **Objective**

The award is made for the best paper by a Student or Graduate member on an engineering subject published during the year under review.

b. **Criteria**

Papers by Student members may have been published in the transactions or presented to a Division or a Branch of the Institution or published through a Student Chapter of the Institution. Papers by Graduate members must have been published in the transactions of the Institution within five years of graduation.

The award needs not to be made every year.

c. **Nature of award**

The award will be in the form of a certificate.

d/e. **Nomination/adjudication procedures**

The Immediate Past President will chair and appoint a panel who shall include the Chairman of the Editorial Board to review the papers for the previous year and make a recommendation to the EXCO meeting in February of each year. The award need not be made every year.

f. **Presentation procedure**

The award will be presented at the Annual General Meeting. The cost of this award needs to be met by the William Craig Trust.

11.3 J E Jennings Award in Geotechnical Engineering

a. **Objective**

The J E Jennings award is made annually by the Geotechnical Division to honour the late Prof J E Jennings and the outstanding role played by him in the development of Geotechnical engineering in South Africa.

b. **Criteria**

The award will be presented to a member of the Geotechnical Division who is the author of a meritorious publication related to geotechnical engineering in South Africa published during the previous year, either in South Africa or elsewhere.

c. **Nature of award**

The award consists of a book token to the value of R200 and a certificate.

d. **Nomination procedure**

Nominations, with motivation, will be invited annually from individual members and are to be submitted to the Secretary of the Geotechnical Division.

e. **Adjudication procedure**

The nominations will be considered by a sub-committee appointed by the Division Committee.

The decision of the sub-committee will be subject to ratification by the Geotechnical Division Committee. The Divisional Committee will report its final decision to the Communications Committee.

In the event of no publication during the year being considered of sufficient merit, the sub-committee may recommend that no award be made for that year.

The sub-committee may decide to divide the award between the authors of publications it considers of equal merit.

If the sub-committee considers more than one publication during the year to be of exceptional merit, it may recommend that the runner-up be carried forward for consideration together with nominations for the following year.

f. **Presentation procedure**

The award(s) shall be presented at the Division AGM or other suitable occasion as determined by the Divisional Committee.

11.3 The Transnet Award

a. **Objective**

Transnet will make an annual award to members of the S A Institution of Civil Engineering.

b. **Criteria**

The award may be granted to one candidate or be divided between two or more candidates in such proportions as may be confirmed by Transnet.

Awards shall be made to members of the S A Institution of Civil Engineering who are authors of papers considered to be of interest in the operation of Railways, Harbour or Airways and/or members who make outstanding contributions to the discussions on such papers. For the purpose of the award, only original articles published in the previous calendar year will be considered. A presidential address shall not be taken into consideration for the purpose of the award.

Papers or contributions must be presented in one of the official languages of the Republic of South Africa.

The awards when approved by Transnet shall be made for and on its behalf by the S A Institution of Civil Engineering in accordance with the Institution's Constitution and By-Laws.

The presentation of a Transnet award shall not debar the recipient from receiving from the Institution any other award for which he may be eligible.

For papers published in the Journal of the South African Institution of Civil Engineering, Transnet shall have the right, subject to due acknowledgement being accorded the S A Institution of Civil Engineering, to publish in departmental publications, the whole or any part of any paper or contribution, the author of which receives a Transnet award.

c. **Nature of award**

The annual award shall not exceed the sum of R500 (five hundred rand).

The presentation of the award shall be accompanied by a certificate bearing the seal of the Institution and indicating the title of the paper of nature of the contribution for which the award is presented.

d/e. **Nomination/adjudication procedures**

The Committee of the Railway and Harbour Engineering Division of the S A Institution of Civil Engineering shall annually submit a recommendation to the Management of Transnet for approval and confirmation of the award.

f. **Presentation procedure**

The Transnet award shall be presented at a suitable occasion arranged by the Division of Railway and Harbour Engineering Division of the S A Institution of Civil Engineering and the Management of Transnet shall be formally and timeously advised when it is proposed to make such presentations.

APPENDIX A

PLEASE NOTE: THE RULES FOR THIS AWARD ARE CURRENTLY UNDER REVIEW
If you would like to enter a project before the revised rules are available, please use the
rules as indicated below. We will notify you of the changes

SUBMISSION FOR BRANCH AWARD FOR EXCELLENCE IN CIVIL ENGINEERING OR NATIONAL AWARD FOR THE MOST OUTSTANDING CIVIL ENGINEERING ACHIEVEMENT

The submission should consist of:-

- ◆ The official entry form duly completed. (attached)
- ◆ An A4 text of not more than 1 500 words which should consist of:-
 - * A summary paragraph stating why, in the opinion of the entrant, the project merits the award.
 - * A description of the purpose of the project, the approach to the design and relevant general features.
 - * A brief statement of any unusual features which may be helpful to the judges.
 - * A summary of the motivation which ties up with PowerPoint slides that will be used for the 2:30-minute script voice-over for presentation to a general audience.
- ◆ Five professional photographs (250 X 200 mm) in colour, of the entry showing it in its environment.
- ◆ A maximum of five drawings or illustrations relating to the entry. All drawings should be folded to A4 size if bigger than A4.
- ◆ A 2.30 minutes power point presentation with voice-over (audio file saved separately), set to run automatically.
- ◆ A CD containing all the above information (written material, photos, presentations, audio files) in electronic format. Please ensure that all photographs and drawings are at least 300 dpi in quality.

Conditions of Entry, Ownership and Publication

- ◆ Submissions and any correspondence must be sent in a folder (not bound).
- ◆ The project should have been substantially completed the previous year.
- ◆ All material submitted with the entries shall become the property of the South African Institution of Civil Engineering and may be used in any form by the Institution without payment of fees or royalties, or prior approval.
- ◆ The entrant shall ensure the correctness of the information supplied.
- ◆ The Institution and its agents may edit the material submitted as they see fit to suit the 2:30-minute presentations in a form suitable for public exhibition.

Conditions of the Award

- ◆ Judgement will be made on the entry submitted.
- ◆ The adjudication may be finalised after a visit to the project by the judges.
- ◆ The decision of the judges shall be final.
- ◆ The judges may at their sole discretion make the awards.

**SOUTH AFRICAN INSTITUTION OF CIVIL ENGINEERING
ENTRY FORM FOR**

AWARD FOR THE MOST OUTSTANDING CIVIL ENGINEERING ACHIEVEMENT

IN THE CATEGORY OF

- TECHNICAL EXCELLENCE**
COMMUNITY-BASED PROJECTS
INTERNATIONAL PROJECTS

Name of Project:		
Location:		
Date of Substantial Completion:		
CLIENT:		
Contact Person:		
Telephone No:		
Fax No:		
PROFESSIONAL TEAM:		
Address:		
Contact Person:		
Telephone No:		
Fax No:		
MAIN CONTRACTORS:		
Address:		
Contact Person:		
Telephone No:		
Fax No:		
SUB-CONTRACTORS:		
Address:		
Contact Person:		
Telephone No:		
Fax No:		
The information supplied is correct and has been approved by the Client, Professional Team, Contractors and Suppliers.		
NAME:	SIGNATURE:	DATE:

APPENDIX B

MEMBERS WHO HAVE RECEIVED THE GOLD MEDAL AWARD

2009	no award made
2008	no award made
2007	no award made
2006	no award made
2005	Allyson Lawless
2004	no award made
2003	no award made
2002	no award made
2001	Mr RA Pullen
1998	no award made
1997	no award made
1996	Mr KG Witthaus
1995	Prof K Knight
1994	H A Loots
1993	Dr A C Liebenberg
1992	E J Hall
1991	H C Blersch
1990	Dr R J Laburn
1989	Dr J P Kriel
1979	Prof D C Midgley
1978	T C Watermeyer
1973	Prof D W de Vos
1968	Col W P F McLaren
1963	Prof J E Jennings
1958	Prof W G Sutton
1953	F E Kanthack

APPENDIX C

HONORARY FELLOWS

2009	Peter Day, Tony Murray, Desmond Webb
2008	Theo van Roebroek
2007	No nominations received
2006	Prof Will Alexander
2005	Alec Hay, Bingle Kruger, Ross Parry-Davies
2004	Brian Bruce, Gary Jones, Donald Macleod
2003	No nominations received
2002	RA Fone
2001	SM Gounden
2001	Dr GLD Ross
2001	L de Waal
2001	Prof A Kemp
2000	No nominations received
1999	Prof F Hugo
1999	Prof D Sparks
1998	CM McMillan
1997	Prof GE Blight
1996	RA Pullen
1995	A van Niekerk
1994	G W Donaldson
1993	Prof K Knight
1992	K G Witthaus
1991	Dr A C Liebenberg
1990	B A Kantey
1990	E Hall
1990	M de Waal
1989	H A Loots
1987	H C Blersch
1987	C Skeen
1987	Dr H Olivier
1985	Dr R J Laburn
1985	Dr J P Kriel
1984	The Hon. Min. H Schoeman
1982	Prof D C Midgley
1982	Dr S S Morris
1981	Prof D W de Vos
1979	C Harris
1979	A S Robinson
1979	Sir Angus Paton CMG FRS
1978	D C Robertson
1978	The Hon Min S P Botha
1978	F J Hugo
1977	T C Watermeyer
1977	R D Hawkins
1976	Prof J E Jennings
1975	H R Moffat
1975	Dr D F Kokot
1974	F Jackson
1967	Prof W G Sutton
1962	Prof Baker of Windrush (Prof Sir John F Baker)
1958	Dr N Stutterheim

APPENDIX D

AWARD FOR MERITORIOUS RESEARCH

2008	no award
2007	no award
2006	Dr K Wall
2005	Dr K Wall
2004	no award
2003	no award
2002	Prof G Heymann
2001	no award
2000	no award
1999	no award
1998	RD Little
1998	Alex Visser
1997	no award
1996	Prof F Hugo
1996	Mr PGJ Meiring
1996	Dr CE Herhold
1995	no award
1994	no award
1993	no award
1992	Dr W V Pitman
1991	no award
1990	no award
1989	no award
1988	no award
1987	no award
1986	no award
1985	no award
1984	no award
1983	no award
1982	no award
1981	Eddie Otte

APPENDIX E

AWARD FOR THE MOST OUTSTANDING CIVIL ENGINEERING ACHIEVEMENT

Technical Excellence:

1965	Sugar Terminal, Durban
1966	Umtamvuma River Bridge
1967	Cape Town Freeways
1968	-
1969	The Standard Bank Centre, Johannesburg
1970	Paul Sauer Dam
1971	Van Stadens River Arch Bridge
1972	Hendrik Verwoerd Dam
1973	The Orange Fish Tunnel
1974	Johannesburg M1 and M2 Motorway System
1975	Richard's Bay - Broodsniersplaas Harbour and Railway Line
1976	Sishen-Saldanha Railway Line and Harbour
1977	Gouritz River Bridge
1978	Steenbras Hydro-electric Pumped Storage Scheme
1979	Mitchells Plain
1980	Threewaterskloof-Berg River Project
1981	Drakensberg Hydro-electric Pumped Storage Scheme
1982	Koeberg Nuclear Power Station
1983	Grootdraai Dam Emergency Augmentation Scheme
1984	Tsitsikama National Road and Bridges
1985	Mariannhill National Route 3 Project
1986	Uncle Charlie's Complex
1987	Palmiet Pumped Storage Scheme
1988	Huguenot Tunnel
1989	Rietvlei Rehabilitation Scheme
1990	Northern Access Route to Katse Dam Site.
1991	Bothasfontein Bridge
1992	Michell's Pass (Wolseley to Ceres)
1993	Widening of National Route 3 : Key Ridge to Nchanga
1994	Riviersonderend/Palmiet River Water Augmentation Scheme
1995	Rehabilitation of Shongweni Dam
1996	Concorde East Overpass Bridge
1997	Katse Dam
1998	Delivery tunnel north/ Ladysmith flood control scheme/ ??
1999	Paris Dam
2000	Meiringspoort??
2001	Moddergat??
2002	-
2003	Mohale Dam
	Project of the century - Katse Dam
2004	Thesen Islands Development
2005	The Cradle of humankind
2006	Durban Harbour Tunnel
2007	Berg Water Project
2008	Foundations for the Moses Mabhida Stadium Arch Gansbaai Water Treatment Works

* The award is made one year retrospectively.

APPENDIX F

PRESIDENT'S AWARD FOR MERITORIOUS SERVICE

Recipient	Year	President
Adrian Oloff Bergh	1997	Prof Alex Visser
Verelene & Johan de Koker	1998	Brian Middleton
Ron Watermeyer	1999	Dr Rodney Milford
Erlын Snell	2000	Allyson Lawless
Dr Mike Shand	2001	Dr Kevin Wall
Peter Kleynhans	2002	Trueman Goba
Debbie Hogan & Simon Mqamelo	2003	Faried Allie
John Lane	2004	Ron Watermeyer
Willie Claassen	2005	Mike Deeks
Spencer Hodgeson	2006	Sam Amod
Allyson Lawless	2007	Neil Mcleod
Marthelene Buckle & Dudu Mkhize	2008	Johan de Koker
Chris Herold & Peter Kleynhans (special award)	2009	Elsabé Kearsley