



## NOMINATION SUPPORT FORM TOP EMPLOYER

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Email your submission directly to: [impactawards@eco.ca](mailto:impactawards@eco.ca).

### 1. NOMINEE'S DETAILS

Organization Name

City, Province

### 2. REFERENCE DETAILS (the person filling out this form and providing a letter of support)

First Name

Last Name

Email

Phone

Date of Submission

Relationship to Nominee

### 3. LETTER OF SUPPORT

Thank you for supporting the nominee in their submission for a 2021 ECO Impact Award. As a reference, ECO Canada requests that in support of the nominee you provide the following information:

1. Letter of Support - This letter should detail the reason you believe the nominee would make a great ECO Impact Award recipient. This letter can be attached along with this complete spreadsheet in .docx or .pdf format; and
2. Assessment of Organizational Attributes - Please review Section 4 below.

### 4. ORGANIZATIONAL ATTRIBUTES

For the organization you are supporting, please complete a summary of their attributes according to the categories below:

In less than 200 words describe how the nominee upholds the following attributes related to **Professional Ethics and Work Style** (on the following page). Keep the following points in mind for your response:

- How the organization demonstrates professional and ethical conduct such as trust, integrity, confidentiality and discretion during the conduct of all work activities
- How the organization demonstrates attention to detail to ensure the thoroughness and accuracy of work results

In less than 200 words describe how the nominee upholds the following attributes related to **Learning and Creativity**. Keep the following points in mind for your response:

- How the organization continuously pursues personal learning and development opportunities to promote professional growth and development
- How the organization uses creative approaches to develop innovative ways of working, new designs and technologies, and cost-effective solutions to technical and business challenges



In less than 200 words describe how the nominee upholds the following attributes related to **Communicating Effectively**. Keep the following points in mind for your response:

- How the organization prepares clear, well-formatted reports and other written communications that meet established protocols and are appropriate to the target audience
- How the organization conveys technical information accurately, clearly and concisely, interpreting it appropriately and effectively for the target audience

In less than 200 words describe how the nominee upholds the following attributes related to **Critical Thinking and Judgement**. Keep the following points in mind for your response:

- How the nominee performs an objective and thorough analysis of information and data from multiple sources
- How the nominee distinguishes between facts, inferences and assumptions to establish the quality of the information collected and the reliability of its source



Describe how the nominee upholds the following attributes related to **Leading and Influencing Others**. Keep the following points in mind for your response:

- How the organization builds consensus and commitment to the team mandate, vision, goals, roles, responsibilities and processes
- How the organization effectively manages the work of others, including project teams, working groups and contractors
- How the organization facilitates solutions to barriers that affect individual, team and project performance
- How the organization identifies the individual and/or team competencies that are required to accomplish work/project objectives and deliverables
- How the organization mentors peers and team members to facilitate their technical competence and on-going professional development
- How the organization creates an environment that promotes innovation, creativity and entrepreneurial thinking within the organization
- How the organization navigates effectively through political and organizational complexities to avoid or overcome potential barriers to successful completion

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Use the subject line: Nomination Support for <<Organization Name>>