



HOTEL ASSOCIATION OF CANADA
ASSOCIATION DES HÔTELS DU CANADA

HOTEL ASSOCIATION OF CANADA *HALL OF FAME AWARDS OF EXCELLENCE*

CALL FOR NOMINATIONS AND SUBMISSIONS

Nominations for the Hotel Association of Canada's (HAC) annual Awards are now open. The Awards, developed in 2004 and introduced at the 2005 Annual Conference, proudly recognize HAC members* (individuals, companies or properties) that have demonstrated significant accomplishments, exemplary leadership and tireless commitment to Canada's lodging industry. The goal of HAC's awards program is to reward strong standards in the industry that will enable this country to remain competitive. This year's winners will represent some of the finest examples of professionalism, quality and perfection.

This **Call for Nominations and Submissions** plays an integral role in that process. We encourage your participation, and invite you to join us in celebrating the contributions made by your associates and fellow professionals. Special consideration will be given to programs produced "in-house" (e.g., without the use of an external public relations firm or advertising agency).

NOMINATIONS AND SUBMISSIONS

- Award Categories and relevant criteria are listed on the following pages.
- HAC encourages the electronic submission of all nominations and support materials.
- Electronic submissions should be marked with the subject line: **HAC Awards Submission** plus the name of the award category you are submitting to. Email to: myers@hotelassociation.ca
- Mailed/Couriered submissions (*no staples please*) should be marked "**Confidential**", should include the name of the award category, and be addressed to:

Awards Committee
Hotel Association of Canada
130 Albert St., Suite 1206
Ottawa, ON K1P 5G4

Nomination deadline for all awards is Monday, November 28, 2011 at 5:00 PM EST

**Awards will be presented on March 6, 2012 at the HAC Annual Conference Awards Luncheon
at The Sheraton Centre Toronto Hotel, Toronto, ON.**

For more information on attending the Awards Luncheon and/or Conference, please visit: www.hacconference.ca

*** An HAC Member is defined as:**

1. A current HAC corporate member and all affiliated properties
2. A current HAC Allied Member, Green Directory Member, Strategic Partner and/or Educator member
3. A current property member of a Provincial Hotel Association



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Human Resources Award

Given for programs that develop a human resources culture that attracts, develops and retains highly qualified employees resulting in motivated staff who are able to generate new or repeat business, create goodwill among guests, provide special services, reverse negative public relations situations, and effectively solve guest complaints.

Given to an individual or property who or which, through their actions over an extended period of time, has contributed in a manner beyond the expectation of daily business.

Recognizes an individual, team or property whose human resource practices rank them among the "new generation of leaders" in Canada's lodging industry.

Eligibility Criteria

- Be currently and actively involved in the Canadian lodging industry
- Be a member of the HAC (see page 1)
- Have been actively involved in Canada's lodging industry for a minimum of five (5) years.
- Have demonstrated outstanding leadership, service and exemplary professionalism in and for Canada's lodging industry.
- Have demonstrated commitment to HR Practices in everyday business practices.
- Initiatives/practices/activities outlined in nomination must have occurred within the 12 months prior to submission date.
- All nomination forms submitted to the committee must bear the signature of a member* of the Hotel Association of Canada.
- Self-nominations are accepted.

Nominee for Human Resources Award

Nominee: _____

Name: _____ Title: _____

Property/Company: _____

Address: _____

Phone: _____ E-mail: _____

Nominated by:

Name: _____ Title: _____

Signature: _____

Property/Company: _____

Address: _____

Phone: _____ E-mail: _____

Please complete the following questionnaire and provide the requested supporting documentation with this form.

The selection committee will carefully evaluate all submissions. The selection committee may request contact names and phone numbers to verify the documentation supplied with the nomination.

Nomination Questionnaire

Human Resources Award

1. Is the nominee currently a member of the Hotel Association of Canada (HAC)? *(mandatory)*

Yes _____ No _____


2. Is the nominee currently actively involved in the lodging industry in Canada? *(mandatory)*

Yes _____ No _____

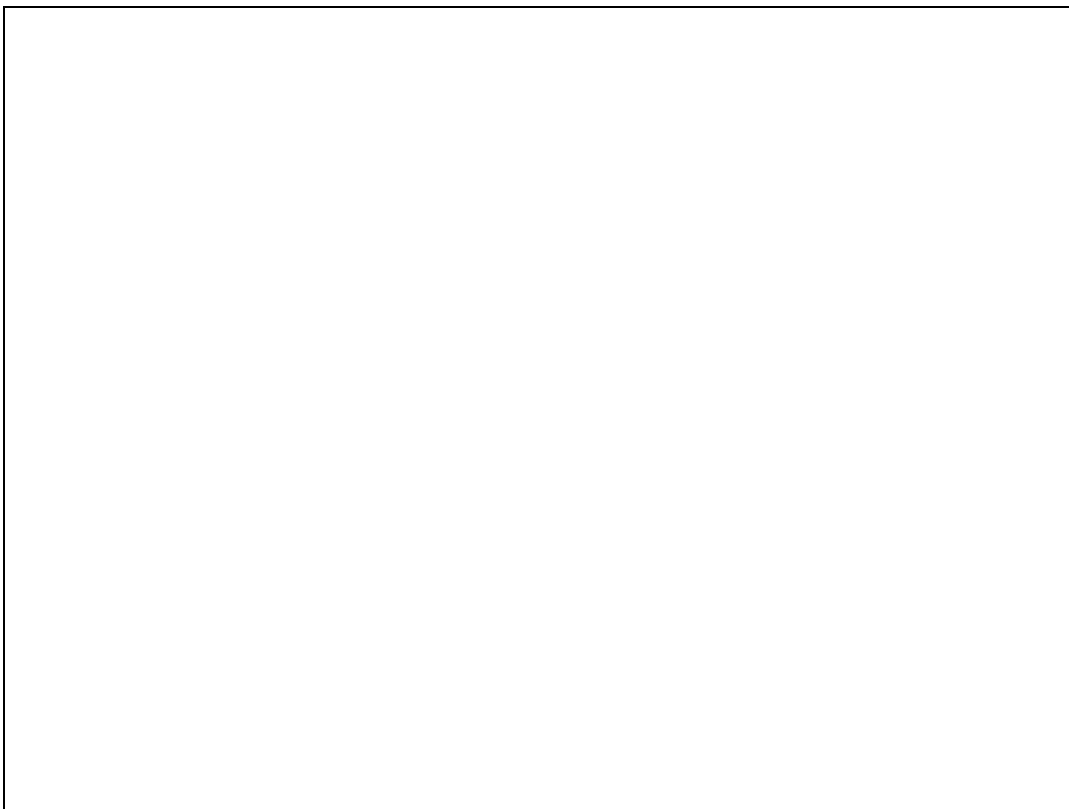
If yes, please provide a brief description of how:

3. Provide a brief description of how the nominee has provided outstanding leadership, service and exemplary professionalism in and for Canada's lodging industry in the last calendar year. *(mandatory)*

4. Provide a brief description of how the nominee has demonstrated commitment to HR Practices in everyday business practices in the last calendar year. (*mandatory*)



5. Provide evidence of employee support for the HR leadership, service and professionalism demonstrated by the nominee. (i.e. employee satisfaction survey results from the last calendar year or letters of support from current employees). (*5 points*)



6. Does the nominee have employee training programs in place? (5 points)

Yes _____ No _____

If yes, please provide a copy with the application form.

7. Does the nominee support professional development within their organization and/or the industry as a whole? (5 points)

Yes _____ No _____

If yes, please provide a copy with the training policy and/or a brief description of the nominee's activities.

8. Does the nominee's organization have a benefits package? (5 points)

Yes _____ No _____

If yes, please provide a copy with the benefits package and/or a brief description of the nominee's activities.

9. How many employees are hold or are currently pursuing a professional designation in their area of expertise from a third party organization? (5 points)

_____ of _____ (total number of organization's employee base)

10. Please provide the annual customer satisfaction survey results for the calendar year included in this award process. (5 points)

11. Has the nominee received similar awards from other organizations/associations in the past? (5 points)

Yes _____ No _____

If yes, please list the award, organization and year awarded: