Pearson
SAFETY

# EYE ON SAFETY
## Recognition Program

# Awards Guidelines
## for Applicants

To support our goal of zero injuries the GTAA has established the Eye on Safety (EOS) Recognition Program. This program increases engagement and awareness of health, safety and security initiatives at Toronto Pearson, and recognizes airport employees and/or organizations who contribute to our safety culture at the airport.

All employees, leaders and organizations operating at Toronto Pearson are encouraged to participate in this program. Nominations are always open and an annual awards ceremony is held in the fall to celebrate the year's nominees. The Eye on Safety Recognition Awards Ceremony brings together winners, nominees and event sponsors to acknowledge and celebrate positive safety culture milestones from the previous 12 month.

Shining a spotlight on individuals and organizations demonstrating proactive behaviours helps to promote the continuous improvement and enhancement of health, safety and security programs throughout the airport community and contributes to building a strong health, safety and security culture.

## Individual Awards: Health, Safety & Security Ambassador

This award recognizes individuals for actions that go above and beyond expectations to improve the culture of health, safety, and security at the airport.
The award categories include:
**Safety Leader and Safety Champion.**

## Organizational Awards: Health, Safety and Security Initiatives

This award recognizes the collective actions of organizations or groups who demonstrate exemplary leadership in their health, safety, and security initiatives. The award categories include: **Safety Innovation and Safety Culture**.

**Individual Awards:** Health, Safety & Security Ambassador

This award allows anyone working at Toronto Pearson to recognize a colleague or leader from any organization for going above and beyond to consistently promote health, safety & security initiatives and encourage others to follow suit. The nomination form must be filled out including justifications, for example:

• Regularly attending and participating in our forums (leadership forum/workers forum) and collaborating to plan events (safety week, safety summit)

• Assisting in a significant incident, reducing its impact or severity, or conducting safe/secure actions directly related to the prevention of an incident or a near miss

• Promoting our programs including recognition, reporting, proactive safety culture (reporting a significant health or safety concern that could result in significant injury)

**Organizational Awards:** Health, Safety & Security Initiatives

This award allows anyone working at Toronto Pearson to recognize a group or organization for going above and beyond to encourage safe behaviours, innovation and improve safety culture. The nomination form must be filled out including justifications, for example:

• Participating in a significant incident as a team, reducing its impact or severity

• Developing a new initiative or process that creates a safer work environment or contributes to the overall health and safety culture at Toronto Pearson. Some examples include:

   • Accreditation

   • Overall improvement in compliance (ATDs, GHP, PPE, etc.)

   • Sharing ideas/engagement in our leadership forum and/or newsletter

**Nominate**
using the **online form**.

## Individual Awards: Health, Safety and Security Ambassadors

**Safety Leader**

The manager or supervisor has improved the safety culture at Toronto Pearson through innovation and leadership (sharing the data with frontline employees and management to improve performance, attending forums, working together
to plan events.)

**Safety Champion**

This award recognizes Toronto Pearson workers who have continuously demonstrated a proactive and influential approach to safety during their day-to-day duties engaging with reporting program and Suspicious Sam, participating in events and forums

## Organization Awards: Health, Safety and Security Initiatives

**Safety Innovation**

The organization has developed or implemented a safety project that innovates and promotes safety standards and practices that positively impacted the business and all participants. For example, WSIB Health & Safety Excellence Program (HSEP) program. Plan, do, check, act – continuous improvement model.

**Safety Culture**
(Engagement Excellence Award)

The organization has demonstrated continuous contribution and engagement within the Toronto Pearson airport community. It supports and promotes Toronto Pearson's safety-centered culture and focuses on a positive, safe workplace. For example, increased compliance performance for ground handling, ATDs and/or PPE; regular participation in our forums, events, etc.

**MONTHLY EOS RECOGNITION DRAW**

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| **Step 1** | Application received |
| **Step 2** | Application screened to ensure mandatory eligibility criteria met |
| **Step 3** | Toronto Pearson Safety team approves nomination request |
| **Step 4** | Congratulations email with PDF certificate is sent to the nominee and/or people leader |
| **Step 5** | Nominee is added to the monthly prize draw |
| **Step 6** | Nominee and their manager will be invited to the annual EOS Award Ceremony |

**Note:** Prior to the EOS Award ceremony, the Toronto Pearson Safety Program will select the top 3 nominees in each category and have the community vote on the winner via the EOS newsletter and/or TP.com website.

# Section 5: Terms and Conditions

- Contractor nominations can be made directly by the contractor company or by the responsible department at the GTAA that has retained their services.

- All applications are treated with strict confidentiality.

- The GTAA reserves the right to withdraw any award at any time.

- All the applications are assessed and award recipients are determined by Toronto Pearson Safety team in its sole discretion whose decision is final.

- If an application does not satisfy all the rules of entry, the applicant will be contacted to discuss the nomination further. If the eligibility criteria cannot be met, the application will be revoked and the applicant's organization will be informed accordingly.

- To apply for more than one category of awards, a separate application form for each entry must be submitted.