

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

ENTRY FORM

Entries close 4pm, Friday 31 March 2021

Before submitting your entry, ensure that your responses fit within the text boxes provided when printed. Each question has a maximum 200 word limit. All information submitted will be treated as confidential.

Project/team title:

(This is how the entry will be referred to in the official documentation and communication)

Project number (if applicable):

Department of Defence

Lead Department of Defence representative name:

Job Title:

Phone:

Email:

Industry

Prime

SME

ADM is using the Commonwealth definition of a SME: less than 200 full time employees.

Lead industry representative name:

Job Title:

Company:

Phone:

Email:

Select a category

Major acquisition – Over \$50 million

Minor acquisition – Under \$50 million

Major sustainment activity – Over \$20 million/year

Minor sustainment activity – Under \$20 million/year

Support/services (e.g. assistance to Department of Defence reform / above the line support, or Defence Innovation Hub)

Please limit the use of acronyms. Remember that the judges may not be familiar with your project and your intention should be to make it as easy as possible for them to read and understand your entry.

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Synopsis (max word count 200)

Include a short description of the scope of the activity for which you are nominating, and identify the key components of that activity in bullet points.

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Background (max word count 200)

Provide an overview of the history behind this activity

For example – how did it come about; how were the requirements identified, and by whom. What is the outcome to be achieved?

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Performance and process (max word count 200)

Tell us what the critical success factors were. In bullet point form, briefly identify the strategies used to ensure a successful outcome. Please provide details on your Australian Industry Capability plans and performance where applicable.

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Metrics (max word count 200)

Was the program:

under budget?

ahead of schedule?

able to meet internal or external deadlines/milestones?

These metrics will be independently verified within Chief Financial Group and relevant Defence agency.

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Effectiveness of overall management (max word count 200)

Provide a statement that covers the following concepts:

- Clear acquisition/activity strategy, execution and evaluation
- Clearly defined schedule, including milestones/key tasks
- A sound accountability, reporting and monitoring framework is in place
- Is there a clearly defined strategy for avoiding scope creep, or evidence of how scope creep has been avoided?
- Is a clearly defined and effective risk management strategy in place?

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Commitment of the Department of Defence / industry team (max word count 200)

Provide a statement that covers the following concepts:

- Are there clear channels of communication to and between all parties; what are they?
- Do the Department of Defence and Industry team members 'own' the activity/project outcome?
- Do all team members go beyond their job description for the good of the project/ activity?
- How was Australian Industry Capability maximised at all stages? Provide examples of enagement or performance.

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Additional information (max word count 200)

Use this section to reinforce your claim for the awards. This section is your opportunity to present to the judges, with complete flexibility, any information about the efforts of your combined teams that the preceding criteria did not cover.

The Essington Lewis Awards



RECOGNISING EXCELLENCE IN DEFENCE PROJECTS

Presented by  + Department of Defence

Attachments

Include photos, screen dumps, spreadsheets or any other supporting documentation. The can include media releases, speeches or quotes from key stakeholders.

Submitting your entry:

**All complete entries must be emailed by
4pm, Friday 31 March 2021 to
jessica@twodeforce.com.au**

Please ensure all entry documents are included in the one email.
You will receive confirmation of receipt of the entry within 24 hours of the deadline.

TERMS & CONDITIONS

All entries must be submitted by the due date. The relevant eligibility period is 1 Jan 2020 – 31 Dec 2020. More than one entry may be submitted in any category. Please ensure that all entry details are entered accurately, including grammar. Details collected through the entry process will be used in the Awards presentation and in print if selected as a finalist. All entries are treated as confidential. Judges reserve the right to move an entry into another category if deemed more suitable. Judges reserve the right to disqualify entries that do not follow the entry requirements. The entrant grants ADM permission to show the entries during Award announcements and in the magazine (print and online) at such times as deemed appropriate. The entrant agrees that ADM and Two de Force will not accept responsibility for errors or omissions reproduced in the Presentation of the winners supplement or for work lost or damaged under any circumstances.. Finalists will be notified in April 2021 prior to the Awards. Awards date to be announced later in the year.