



The Association of Consulting Engineers of Hong Kong

香港顧問工程師協會

ACEHK Annual Awards 2018 Entry Guide (Revision 2)

Purpose

- a) To promote awareness and enhance presence of the engineering industry.
- b) To showcase and give due recognition to truly excellent projects.
- c) To share and highlight practices and management that made the project successful.

Who Should Enter?

All companies within Hong Kong are eligible for entry. Companies should submit an illustrated report documenting one of their engineering related projects (including any study or research) to the assessment panel of the ACEHK Annual Awards. All related works or tasks should have been substantially completed in order to be considered as valid entries.

Rules of Entry

- a) Submissions will only be accepted from 16-April 2018 to 14-September 2018 inclusive, no early or late entries will be accepted.
- b) The submission document shall also strictly adhere to the following, failure to comply shall result in disqualification:
 - **Document Format:** Submissions shall be made in PDF format. No hardcopy submissions will be accepted.
 - **Text Restriction:** Submissions are not to exceed 2,000 words or 6 A4-sized pages; the font used shall be font size of 12 in “Times New Roman” font type.
 - **Graphic Restriction:** Graphics, including but not limited to CAD drawings and pictures, shall not exceed 10 A3-sized pages.
- c) Submissions should be made to the assessment panel of ACEHK Annual Awards by e-mail to annualawards@acehk.org.hk, an Entry ID will be provided in return, and shall act as confirmation of successful entry. No hard copy submissions will be accepted.
- d) Companies shall be limited to one entry per project/contract each; multiple submissions for the same project/contract shall result in disqualification.
- e) Judges reserve the right to reject any entry that does not comply with the rules.
- f) Judges’ decision will be final.



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Key Dates and Deadlines

16-Apr 2018 - Entries Open

14-Sep 2018 - Entries Close

The ACEHK Annual Awards Ceremony will take place at ACEHK Annual Dinner 2018.

Award Description

Award	Description
ACEHK Annual Award	This award is given to a project that proves to be the epitome engineering excellence, incorporates ingenuity, and takes considerable measures to ensure sustainability.
Overall Best Award	This award is given to the project that stands out the most among all entries, and has received the highest total marks.

Judging Criteria

Submissions should focus on the engineering characteristic of the project. The judges will be looking for evidence of the following:

Engineering Excellence: Characteristics that place the engineering solution well beyond the ordinary, including demonstrable examples of how the design enabled the project to meet or exceed the clients' expectation.

Innovation and Creativity: Examples of originality and the application of new and improved technologies and processes in the design particular where these have led to greater efficiency and economy in the solution.

Sustainability: Solutions which implement sustainable techniques and technologies, as demonstrated through efficiency, the specification of materials, recycling and reuse, socio-economic factors, carbon reduction and other factors.

Quality of Presentation and Clarity of Ideas: Accuracy and originality of facts, and ideas presented.



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Ruling and Marking Scheme

Criteria	Weighting
Engineering Excellence	25%
Innovation and Creativity	25%
Sustainability	25%
Quality Presentation and Clarity of Ideas	25%
Total	100%

Copyright

It is a condition of entry that authors assign copyright or license the publication rights in their submissions to ACEHK Annual Awards.

Companies are themselves responsible for obtaining permission to reproduce copyrighted material.

Submissions and entries found to have violated copyright will not be considered.

Contact

Should you have a query, please contact the ACEHK Annual Awards Organizing Committee:

Email: annualawards@acehk.org.hk