

General Staff Awards-Nomination Form

* Required

NOMINEE'S INFORMATION

1. First Name *

2. Surname *

3. Other Name(s)

4. Grade *

5. Staff ID *

The value must be a number

6. Name of Region *

7. Name of District *

8. Name of Facility/Division *

The value must be a number

9. Name of Years with the Current Facility/Division *

The value must be a number

10. Telephone (Mobile No. 1) *

The value must be a number

11. Telephone (Mobile No. 2)

The value must be a number

12. Email

NOMINATOR'S INFORMATION

13. Name *

14. Occupation *

15. Place of Work *

16. Telephone (Mobile No. 1) *

The value must be a number

17. Telephone (Mobile No. 2)

The value must be a number

18. Email

DETAILS OF REFEREE NO. 1

Referee should be a staff of the facility as the person being nominated.

19. Name *

20. Grade/ Position/ Rank/ Designation *

21. Name of Facility/Division *

22. Telephone (Mobile No. 1) *

The value must be a number

23. Telephone (Mobile No. 2)

The value must be a number

24. Email

DETAILS OF REFEREE NO. 2

Referee should be a staff of the facility as the person being nominated.

25. Name *

26. Grade/ Position/ Rank/ Designation *

27. Name of Facility/Division *

28. Telephone (Mobile No. 1) *

The value must be a number

29. Telephone (Mobile No. 2)

The value must be a number

30. Email

REASONS FOR NOMINATION

Why does this employee deserve to be nominated for the award?

Please provide enough details when completing the questions in this section and cite specific examples to support your reasons

31. 5.1 Performance

5.1.1. Performance Appraisal *

State the nominee's overall performance appraisal score for the year under review

Please enter a number less than or equal to 10

32. 5.1.2. Professionalism- Adherence to professional standards *

Describe how the nominee upholds professional standards, and demonstrates competence and expertise. **Cite specific examples to support your reasons.**

33. 5.1.2. Professionalism- Handles challenging situations effectively (crisis management) *

Describe how the nominee maintains composure when dealing with challenging situations, handling them professionally. **Cite specific examples to support your reasons.**

34. 5.1.3. Teamwork- Collaboration with Team Members *

Describe how the nominee actively collaborates with team members (valuing their opinions and contributions). **Cite specific examples to support your reasons.**

35. 5.1.3. *Teamwork*- Willingness to Assist Colleagues *

Describe how the nominee assists colleagues (promoting mutual support and cooperation). **Cite specific examples to support your reasons.**

36. 5.1.3. *Teamwork*- Demonstrated Leadership in Performance *

Describe how the nominee drives performance improvements (inspiring team achievements). **Cite specific examples to support your reasons.**

37. 5.2. Innovation

5.2.1.- *Originality/Novelty of Ideas & Implementation of Ideas* *

Describe how the nominee exhibits excellence in innovation by generating fresh ideas and implementing solutions to improve service quality. **Cite specific examples to support your reasons.**

38. 5.2.2.- *Ease of Replication* *

Describe how the nominee's innovative solutions are easy for others to replicate. **Cite specific examples to support your reasons.**

39. 5.2.3.- *Adaptability to Change* *

Describe how the nominee demonstrates flexibility and openness to new ways of doing things. **Cite specific examples to support your reasons.**

40. **5.3. Customer Care**

5.3.1. - *Positive Interaction with Patients/Clients* *

Describe how the nominee consistently interacts with patients/clients in a positive and respectful manner, promoting a welcoming environment. **Cite specific examples to support your reasons.**

41. 5.3.2. - *Positive Interaction with Colleagues* *

Describe how the nominee consistently interacts with colleagues in a positive and respectful manner, promoting a welcoming environment. **Cite specific examples to support your reasons.**

42. **Work Setting** *

Number of Years with Your Current Facility/ Division

43. Name of other District(s) and Number of Years with other District(s) that the nominee has served in *

Apart from your current facility, has the nominee served in another deprived district? List them here and the respective years

44. Length of Employment with the Service

