

Suncor Excellence Awards 101

Over the past 18 years, we've recognized and celebrated hundreds of extraordinary initiatives from across the company through the President's Operational Excellence Awards (POEA).

As part of the next steps in our Suncor 4.0 journey, we are launching our refreshed recognition program – the Suncor Excellence Awards.

The Suncor Excellence Awards (SEA) will recognize and celebrate employees and contractors who are leading the way in strengthening our company's culture, living our purpose and values, and accelerating our Suncor 4.0 journey.

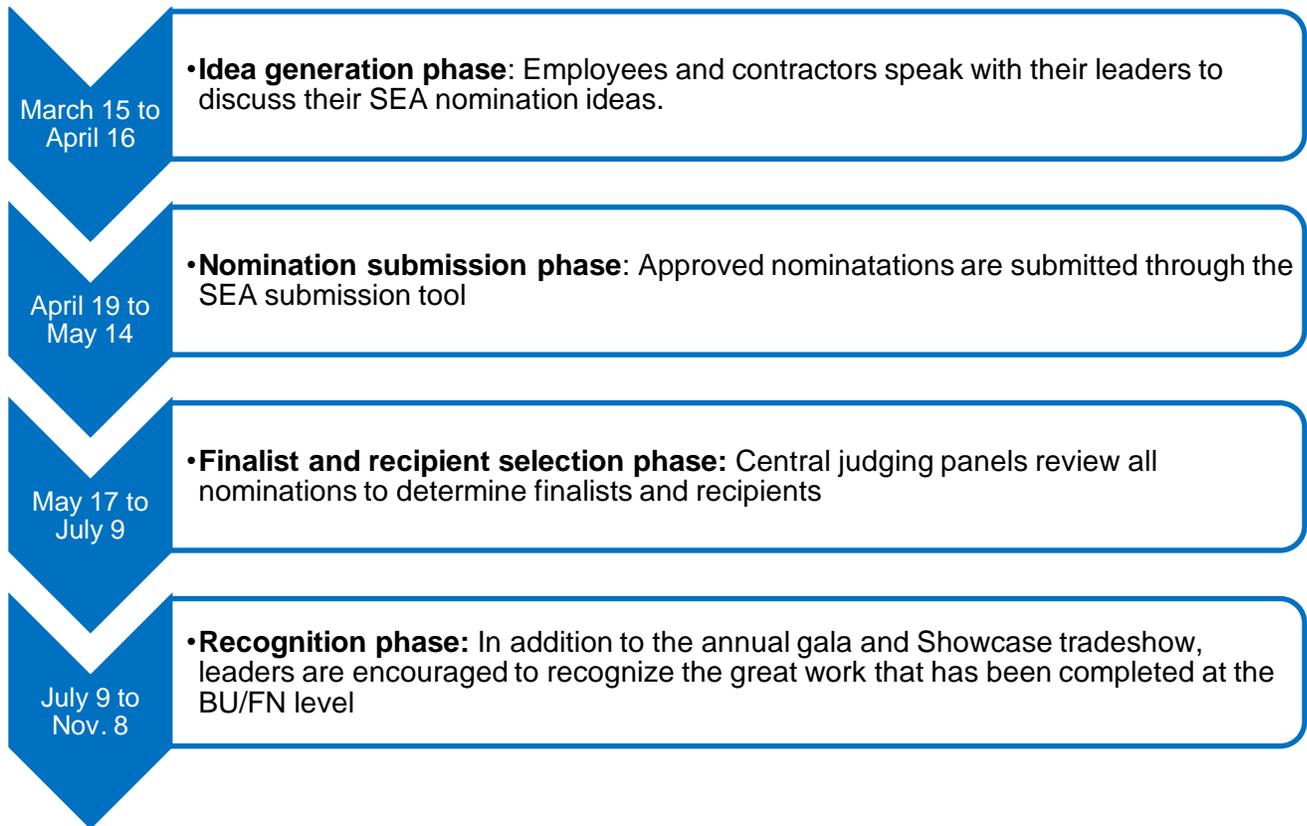
While operational excellence remains a foundational element of SEA, new elements of the program better reflect our new journey, and align with our new purpose, values and transformational priorities.

So, what's new?

Here's a few things that you can expect this year:

- **Emphasis on collaboration vs competition:** Promote a growth mindset and working together as a team.
- **Addition of two new categories:** There are now six categories – People, Environment, Reliability, Safety, and new this year, Technology, Innovation & Data and Business & Productivity
- **Removal of award types:** You will no longer be required to categorize your nomination under individual, small or large team.
- **Simplified nomination process:** The nomination proposal process and form has been removed. Instead, potential nominators will discuss their idea directly with their leader and receive approval to move forward with submitting a nomination when the online tool opens.
- **Increased emphasis on recognition:** In addition to the annual celebration and Showcase tradeshow, leaders will be encouraged to recognize great work at the BU/FN level. Recognition will be encouraged all year instead of just at the celebration.
- **Increased emphasis on inclusivity:** Promote an inclusive recognition environment across Suncor instead of an elite awards program.

Key dates:



Nomination submission phase: April 19 to May 14

Just because the [nomination tool](#) has opened doesn't mean team can't continue to generate ideas! Employees and contractors need to first discuss their SEA nomination ideas with their leader to receive approval to submit a nomination. This will ensure that leaders have visibility to these submissions early in the nomination process and will assist in to providing high quality submissions and identify opportunities for cross-area coordination.

All employees and contractors are encouraged to participate in the idea generation phase. We ask that employees ensure the initiative is recent and demonstrates measurable results between **Jan. 1, 2019 and March 31, 2021 (given the absence of a formal SEA program in 2020)**.

Tips for success:

1. **Brainstorm recent initiatives and nomination ideas with your leader and team.** Involve your leader from the beginning. They should be a thought partner throughout the whole idea generation phase.

- 2. Collaboration will be key to a successful nomination!** If the initiative involves more than one business area or function, make sure you plan to submit one nomination that reflects all aspects of the project vs multiple nominations. Also consider all the people involved in the initiative.
- 3. Choose the right category for your initiative.** The questions below are meant to guide you in selecting the correct category for your initiative. If you answer yes to two or more questions in a category, it's probably the right one for you and your team.

Category	Does your initiative...
<p>People</p> <p><i>Focusing on our deep and on-going commitment to, and in care of, our people</i></p>	<ul style="list-style-type: none"> • Enhance people processes? • Promote belonging, diversity and inclusion? • Demonstrate care and concern for one another? • Build capability in our people for optimum performance? • Deeply collaborate – leverage the strengths of others? • Strengthen relationships with stakeholders and indigenous communities? • Promote personal development? • Improve workforce attraction, retention and/or engagement? • Create an engaging and productive workplace? • Advance our social goal? • Promote a healthy and sustainable work environment? • Promote becoming a 'Great Place to Work' for all organization and unleash everyone's full potential?
<p>Safety</p> <p><i>Caring for each other by demonstrating our commitment to safety above all else</i></p>	<ul style="list-style-type: none"> • Advance our Journey to Zero? • Improve personal or process safety? • Improve incident prevention? • Improve safety performance? • Demonstrate strong leadership and commitment to safety? • Demonstrate care and concern for one another? • Reduce operational risk? • Improve engagement and participation toward personal or process safety programs?
<p>Environment</p> <p><i>Caring for the Earth by progressing our environmental performance</i></p>	<ul style="list-style-type: none"> • Enhance environment and regulatory compliance? • Reduce operational risk? • Increase environmental reliability? • Advance our GHG goal? • Advance our commitment to water stewardship? • Improve stakeholder engagement? • Demonstrate caring for the earth?

Category	Does your initiative...
Reliability <i>Improve our ability to provide trusted energy by enhancing the integrity and performance of our assets</i>	<ul style="list-style-type: none"> • Enhance reliability and performance of our assets? • Increase asset readiness or availability? • Improve cost management or increase revenue? • Reduce operational risk? • Provide long-term benefits through a reduced maintenance effort and improved operating time?
Technology, data & innovation <i>Integrating technological advancements that drive improved value for our future</i>	<ul style="list-style-type: none"> • Create value from data? • Demonstrate technological innovation? • Use an innovative mindset to work with and learn from others? • Focus on continuous improvement technology? • Focus on strategic technology that is game-changing and/or disruptive? • Secure our future through digital technology?
Business & Productivity <i>Creating value through business, commercial and productivity improvements</i>	<ul style="list-style-type: none"> • Enhance operational discipline? • Demonstrate strategy and capital allocation? • Improve process through standardization and simplification? • Increase productivity? • Improve governance? • Build capability in our people for optimum performance? • Reduce waste, variation and unnecessary complexity? • Build strong and collaborative relationships? • Demonstrate commitment to responsible growth and capital discipline?

- 4. Get approval from your leader.** It is important that you get the go ahead prior to submitting a nomination in the tool
- 5. Start writing!** Once your nomination idea is approved, you can start drafting your submission offline and circulate it for input from key stakeholders or write it directly in the [online tool](#). If you choose to draft offline, simply copy and paste your content in the question fields when you are ready.

	Form question
Overview	If you had to describe your initiative to a high school student, what would you say? (35 words maximum)

Form question	
The story	Tell us your story through the lens of our Suncor 4.0 journey. Make sure to use specific examples and include how your initiative is transferable, repeatable and/or sustainable across Suncor and potentially industry wide. (500 words maximum)
The results	Tell us your results. Reference the judging criteria, and make sure to include metrics and provide examples where possible. (350 words maximum)

6. Follow the writing tips when you draft your nomination.

- Avoid repeating the question in your answer because all sections have word count restrictions.
 - Keep in mind that the person reading the nomination may have little or no experience with your part of the business. You can even have someone who is unfamiliar with your work, like a family member or friend, read your nomination and ask questions.
 - Use plain language and avoid the use of acronyms.
 - Be concise. Break out the information into brief, easily digestible chunks.
 - Use concrete examples and metrics to support key points.
- Have the nomination reviewed by your colleagues and/or leader prior to submitting.

7. Consider the judging criteria

The judges will keep these questions in mind when reviewing the nominations:

	Weighted ranking	Considerations
Overview	N/A	<ul style="list-style-type: none"> • N/A
The story	50%	<ul style="list-style-type: none"> • Was the story easy to understand? • Did the nominator address the category specific criteria? • Did they use specific examples to support their story? • Did they explain how the initiative is repeatable, transferable and/or sustainable? • Did they share how they have already or intend to share the approach with other parts of the organization? • Did the nominator integrate our purpose and values while telling their story? • Did they explain how the initiative helps advance our Suncor 4.0 journey? • Did they demonstrate how they are purpose driven in going above and beyond base work?

The results	50%	<ul style="list-style-type: none">• Did the nominator address the judging criteria in relation to the results?• Did the nominator provide metrics and specific examples to demonstrate the results?
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Additional considerations:

- Were they clear and concise?
- Did they use simple, plain language and avoid acronyms?
- Was the nomination easy to follow with appropriate examples and data to support the initiative?

8. [Submit your nomination here](#) by May 14 at 4 p.m. MST/6 p.m. EST.