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**BRITISH TUGOWNERS ASSOCIATION**

**British Tugowners Association**

**Tug Trainee of the Year Award 2024**

**Guidance and Nomination Form**

The BTA would like to celebrate and honour trainees and recently certificated candidates working in the UK towage sector who have shown exceptional dedication and attitude to their learning and career development through the award of a Tug Trainee of the Year Award.

Nominations are welcome from towage operators, crewing agencies, and training providers and colleges who are providing the training. There is no limit to the number of nominees that can be put forward by each organisation. Candidates cannot nominate themselves.

**ELIGIBILITY**

**The Nominee/Trainee:**

1. Must be employed by any tug operating member of the British Tugowners Association.
2. Must be in their final year of training before acquiring a Certificate of Competency (CoC) or having obtained a CoC within the last 18 months prior to the submission deadline. Effectively a 30-month period.
3. Can be of any nationality and age.
4. Must be enrolled on or recently completed a formalised training programme with an MCA approved provider in the UK, including but not limited to:

Routes covered within MGN 495 - <https://www.gov.uk/government/publications/mgn-495-certificate-of-competency-tug-deck>

* OOW 500gt Tug
* Master 500gt Tug
* OOW 3000gt Tug
* Master 3000gt Tug

Routes covered within MSN 1856 - <https://www.gov.uk/government/publications/msn-1856-mf-amendment-1-uk-requirements-for-master-and-deck-officers>

* OOW 500gt Generic
* Master 500gt Generic

Routes covered within MSN 1862 - <https://www.gov.uk/government/publications/msn-1862-m-amendment-1-uk-requirements-for-deck-ratings>

* Able Seafarer (deck)

Routes within MSN 1904 (M+F) UK Requirements for Engineer Officer Small Vessel Certificate of Competency - <https://www.gov.uk/government/publications/msn-1904-mf-uk-requirements-for-engineer-officer-small-vessel-certificate-of-competency>

* Small Vessel EOOW
* Small Vessel Chief Engineer

Routes covered within RYA/BML certification pathways leading onto the Voluntary Towage Endorsement (VTE)

**The judges will consider nominees who demonstrate achievements in one or more of the following areas:**

* Academic excellence or significant progress.
* Professional excellence or significant progress.
* Demonstrating determination and/or resilience.
* Overcoming personal difficulties or adversity in order to complete training.
* Carrying out activities above and beyond.
* Being an ambassador for and actively promoting the towage industry.
* Outstanding support to their class or peers.
* Demonstrating initiative and proactivity.

**Please make a statement explaining how the nominee meets the criteria in the relevant areas of the form. It may be helpful to consider the following when providing details:**

* Background situation, academic/professional level when training commenced.
* Personality of the nominee.
* Specific actions that demonstrate meeting each area selected; e.g. what did the nominee do? How was it done? What was the result? Any lessons learnt? Did the actions taken influence their peers?
* Any area/situation in which you feel the nominee demonstrated exceptional performance/progress that is relevant to the nomination. This does not necessarily need to fit into any of the above-mentioned criteria.
* The academic/professional level or situation when the training was completed?

**All administration of the award will be managed by the Marine Society and Sea Cadets. Nominations will be collated and anonymised for the consideration of the BTA judging panel.**

* Please complete the form in the spaces provided.
* Please send the completed form to Carla Rockson at crockson@ms-sc.org.
* Nominators MUST NOT share any details or notify the nominee until advised.
* All shortlisted nominations will be contacted in writing and congratulated on their shortlisting.
* The winner will be invited as a guest of honour to the BTA Conference as a complimentary guest and receive an award.

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| **BTA Tug Trainee of the Year – Nomination Form** |
| **Nominator details** |
| Nominating organisation: |  |
| Nominator’s name: |  |
| Job Title: |  |
| Email address: |  |
| Phone number: |  |
| Submission date: |  |
| **Nominee details** |
| Nominees name: |  |
| CoC studying towards or achieved: |  |
| Date training started: |  |
| Date achieved (if applicable): |  |

**(A total of 750 words can be written in support of the nomination across all areas. You are not required to complete every area)**

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| **Criteria Area** | **Description of nominees performance/actions** |
| Academic progress |  |
| Professional progress |   |
| Overcoming personal difficulties or adversity in order to complete training |  |
| Being an ambassador for and actively promoting the Towage industry |  |
| Outstanding support to their class or peers |  |
| Additional information not relevant in other areas |  |

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| **For internal use only: To be completed by MSSC staff.** |
| Date received: |  |
| Received and checked by: |  |
| Meets all criteria: | Yes / No |
| Forwarded to judges: | Yes / No |
| Date forwarded to judges: |  |