



# ASHRAE

*Technology for a Better Environment*

## **SRI LANKAN CHAPTER - 171**

60/10, PARK STREET, COLOMBO 02, SRI LANKA

[www.srilanka.ashraechapters.org](http://www.srilanka.ashraechapters.org)

Dear Sir/Madam,

### **ASHRAE Sri Lankan Chapter-171 Annual Awards 2011**

Applications for ASHRAE Sri Lankan Chapter Annual Awards for the year 2011 are invited for the following categories:

- 1. HVAC&R Technician of the year**
- 2. HVAC&R Engineer of the year**
- 3. HVAC Contractor of the year**
- 4. Refrigeration Contractor of the year**

The application forms with necessary instructions could be downloaded from the Chapter website [www.srilanka.ashraechapters.org](http://www.srilanka.ashraechapters.org).

Completed applications in accordance with the instructions shall be submitted on or before 31<sup>st</sup> October 2011 to reach the undersigned at the above address. Alternatively you may call any of the following ASHRAE officers or Miss. Wasanthi 0112334721 to handover the applications more conveniently at COOLKING, No 211, Union place, Colombo 2.

ASHRAE membership application with instructions is attached for anyone interested to apply. Applications for awards are entertained not only from organizations having ASHRAE members but also from organizations that wish to promote ASHRAE membership provided they include completed application forms for ASHRAE membership together with a bank draft for either US\$90.00 or US\$185.00 (please see attached membership instructions for details) in favour of American Society of Heating Refrigerating and Air-Conditioning Engineers, Inc.

A non refundable fee of Rs. 500.00 has to be submitted along with each application (Cheques drawn in favour of ASHRAE Sri Lankan Chapter-171, crossed "account payee").

***American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.***

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A N I N T E R N A T I O N A L O R G A N I Z A T I O N



**ASHRAE**

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**SRI LANKAN CHAPTER - 171**

60/10, PARK STREET, COLOMBO 02, SRI LANKA

[www.srilanka.ashraechapters.org](http://www.srilanka.ashraechapters.org)

Please contact any of the following ASHRAE officers for any clarifications

Thanking you,  
Yours faithfully

A handwritten signature in black ink, appearing to be 'Wimala Goonaratne', written over a horizontal line.

Wimala Goonaratne  
Secretary

Nalinda Dias – Tel. 0712729259  
Dilruk Perera – Tel. 0777308807  
Wimala Goonaratne – Tel. 0717674224

***American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.***

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A N I N T E R N A T I O N A L O R G A N I Z A T I O N

## Introduction of ASHRAE Award Scheme 2011

Category	Time Frame	Sub disciplines	Further Sub disciplines
HVAC&R Technician	Calendar years 2009 ~2011	<ul style="list-style-type: none"> <li>• construction</li> </ul>	<ul style="list-style-type: none"> <li>• Ducting</li> <li>• Plumbing</li> <li>• Electrical</li> <li>• Refrigeration</li> </ul>
		<ul style="list-style-type: none"> <li>• Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Electrical</li> <li>• Refrigeration</li> </ul>
HVAC&R Engineer	Calendar years 2009 ~2011	<ul style="list-style-type: none"> <li>• Designing</li> </ul>	<ul style="list-style-type: none"> <li>• Air-conditioning</li> <li>• Refrigeration</li> <li>• Ventilation</li> </ul>
		<ul style="list-style-type: none"> <li>• Application (Projects)</li> </ul>	<ul style="list-style-type: none"> <li>• Air-conditioning</li> <li>• Refrigeration</li> <li>• Ventilation</li> </ul>
		<ul style="list-style-type: none"> <li>• Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Air-conditioning</li> <li>• Refrigeration</li> <li>• Ventilation</li> </ul>
		<ul style="list-style-type: none"> <li>• Manufacturing/Supplying</li> </ul>	<ul style="list-style-type: none"> <li>• Air-conditioning</li> <li>• Refrigeration</li> <li>• Ventilation</li> </ul>
Refrigeration Contractor	Calendar years 2009 ~2011	<ul style="list-style-type: none"> <li>• Installation</li> <li>• Maintenance</li> </ul>	
HVAC&R Contractor	Calendar years 2008 ~2010	<ul style="list-style-type: none"> <li>• Installation</li> <li>• Maintenance</li> </ul>	

### Basis of evaluation

#### **HVAC&R Technician**

1. Reasoning given by the proposer (30%)
2. Results of the interview (30%): a minimum of 20% compulsory
3. Results of the trade test on the area of his liking (40%): a minimum of 30% compulsory

#### **HVAC&R Engineer**

1. Evaluation of designs done within last 3 years (15%) or 30% if designing is the preferred area
2. Evaluation of project work within last 3 years (15%) or 30% if projects is the preferred area
3. Evaluation of maintenance work within last 3 years (15%) or 30% if maintenance is the preferred area
4. Evaluation of manufacturing/supplying work within last 3 years (15%) or 30% if maintenance is the preferred area
5. Results of the interview (25%): a minimum of 15% compulsory

#### **Refrigeration Contractor**

1. Reasoning given by the proposer/applicant (30%)
2. Standing of the Organization as evaluated by the panel of judges (20%)
3. Impact on the Society during the effective period as evaluated by the panel of judges (20%)
4. Attainment during the effective period as evaluated by the panel of judges (30%)

#### **HVAC Contractor**

1. Reasoning given by the proposer/applicant (30%)
2. Standing of the Organization as evaluated by the panel of judges (20%)
3. Impact on the Society during the effective period as evaluated by the panel of judges (20%)
4. Attainment during the effective period as evaluated by the panel of judges (30%)

## ASHRAE SRI LANKA CHAPTER – 171

### SPECIFICATIONS & CONDITIONS FOR ANNUAL AWARDS -2011

**Award Category: HVAC&R Technician of the year**

#### **1. INTRODUCTION**

ASHRAE Sri Lankan Chapter – 171 is the Sri Lankan Branch of the worlds leading society of Heating, Refrigerating, Air Conditioning and Ventilating Engineers, with a membership of over 50,000. The Sri Lankan Chapter – 171 was chartered on 5<sup>th</sup> February 2003. ASHRAE is continually engaged in the process of developing systems, methods and practices to improve the quality of life around the world through development of the industry.

#### **2. OBJECTIVE**

ASHRAE Sri Lankan Chapter – 171 understands that, it is their duty to promote the good engineering practices and encourage the individuals and the organizations engaged in the industry innovating new methods and to improve the good practices towards overall development of the industry in Sri Lanka.

ASHRAE Sri Lankan Chapter – 171 has therefore launched an award competition in the year 2006, aiming at identifying the best contributors to the industry in several categories. The competition has been continued thereafter every year and suitable recipients were awarded with a certificate and a plaque / trophy.

The objective of the identification of an award winner in the category of HVAC&R Technician is to promote individuals directly involved in executing the works at site using the skills acquired on particular areas of craft/s that contributes to make him recognized as a true professional technician.

#### **3. AWARD FOR THE HVAC&R TECHNITION.**

Award for the **HVAC&R Technician** will be identified in any of the skills related to Heating, Ventilating, Air Conditioning and Refrigeration.

The recipient of the award will be identified in front of a professional gathering at a dinner function coinciding with Annual Get Together of the ASHRAE Sri Lankan Chapter with an award of a Certificate and a Plaque for this award among others.

If there are more candidates closely contesting, awards for ‘Runners Up’ will be considered to encourage, appreciate and give due recognition for good service rendered by individuals to the society and the industry. Only certificates will be presented for these awards.

In the event that there is no eligible candidate meeting the minimum requirement stipulated by ASHRAE (SL Chapter), no award will be made for the year.

#### 4. **ELIGIBILITY OF THE NOMINEE**

**Educational Qualifications:** Certificate relevant to the field from a Vocational Training Institute recognized by ASHRAE Sri Lankan Chapter-171 or equivalent

**Post Qualifying Training:** Minimum of two years on the job training under a qualified and experienced technical Officer

**Work Experience:** Minimum of three years continuous work experience in the HVAC&R field

**ASHRAE Membership:** Either the Candidate or at least one of the Members of the employed institution must have a valid ASHRAE membership as well as the membership of ASHRAE Sri Lankan Chapter-171.

#### 5. **ENTRIES / NOMINATIONS**

5.1 The Entries/Nominations **shall be submitted to the Secretary, ASHRAE Sri Lankan Chapter-171 on or before 31<sup>st</sup> October 2011**

5.2 Only the application form applicable for this category should be used.

5.3 Entries for this Category shall be submitted by the employer, signed by the Managing Director, Chief Executive Officer or the General Manager of the institution.

#### 6. **CRITERIA FOR SELECTION**

##### **6.1 Primary Eligibility Requirements**

All applications shall meet the requirements under Clause No.4 - Eligibility of Nominee for primary selection for evaluation.

##### **6.2 Factors for assessment**

The person nominating a candidate for award shall enter his/her reasoning for recommendation in the application specified in Clause No.5.

The Panel of Judges consisting of the President ASHRAE SLChapter – 171, and two other chapter members selected by the president will interview the as a part of assessment.

The candidates getting through the interviews will be further assessed by the panel of judges based on the candidate's skill at a trade test in the area of liking.

The decision of the panel of judges shall be final and no representations or appeals shall be entertained at any level.

## **Basis of evaluation**

### **1. HVAC&R Technicians in Construction Trade**

#### **1.1 Based on the reasoning given by the proposer**

Panel of Judges (POJ) shall identify the specialised area of work of the technician or whether he is multidiscipline and decide on a level of marking at a maximum of 100 after going through the reasoning given by the proposer. Of the marks given only 30% is taken for final evaluation.

#### **1.2 Based on the performance at the interview**

POJ decides on the abilities of the applicant based on how he faced the interview on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 30% is taken for final evaluation.

##### **1.2.1 For applicants having his merits on **Sheet metal work****

- Ability to study plans and specifications and to determine the kind and quantity of materials
- Ability to do the required calculations and use tapes, rulers, and other measuring devices
- Knowledge on safety practices at sheet metal works
- Must have mechanical and mathematical aptitude and good reading skills
- Followed courses in algebra, trigonometry, geometry, mechanical drawing

##### **1.2.2 For applicants having his merits on **Electrical work****

- Ability for reading and interpreting electrical, mechanical and architectural drawings and electrical code specifications to determine wiring layouts, load centres, panel boards, and other equipment
- Ability to use ammeters, ohmmeters, voltmeters, harmonics testers, and other equipment to test connections and ensure the compatibility and safety of components
- Knowledge on safety procedures to avoid injuries due to electrical shock, falls, and cuts
- Ability to set up and draw diagrams for entire electrical systems
- Knowledge on colour codes

##### **1.2.3 For applicants having his merits on **Pipe Fabrication work****

- Ability for studying blueprints, drawings and specifications to determine the type of pipe and tools to use, and lay out the sequence of tasks
- Ability for making detailed sketches for pipe and equipment fabrication and installation, as required
- Ability to do careful and exacting work
- Ability to read and understand complex instructions
- Select pipe sizes and types and related materials, such as supports, hangers, and hydraulic cylinders, according to specifications.

#### **1.3 Based on the performance at the trade test (in the area of applicant's liking)**

POJ decides on the abilities of the applicant based on how he faced the trade test on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 30% is taken for final evaluation.

##### **1.3.1 For applicants having his merits on **Sheet metal work****

- Ability to measure, cut, bend, shape, and fasten pieces of sheet metal to make ductwork
- Ability to cut or stamp the parts with machine tools
- Use of measuring instruments to check each part for accuracy

- Ability to fasten seams and joints together with welds, bolts, cement, rivets, solder, or other connecting devices
- Ability to install ducts by joining them end to end and hanging them with metal hangers secured to a ceiling or a wall

### 1.3.2 For applicants having his merits on **Electrical work**

- Ability for cutting, threading, bending, assembling and installing conduits and other types of electrical conductor enclosures and fittings
- Ability for pulling wire through conduits and holes in walls and floors
- Ability for positioning, maintaining and installing distribution and control equipment such as switches, relays, circuit breaker panels and fuse enclosures
- Ability to use hand tools and power tools
- Ability for testing circuits to ensure integrity and safety

### 1.3.3 For applicants having his merits on **Pipe Fabrication work**

- Ability for measuring, cutting, threading, grooving, bending, assembling and installing metal, plastic and fibreglass pipes, valves and fittings
- Assemble and secure pipes, tubes, fittings, and related equipment, according to specifications, by welding, brazing, cementing, soldering, and threading joints
- Attach pipes to walls, structures and fixtures, using brackets, clamps, tools or welding equipment.
- Cut and bore holes in structures, such as bulkheads, decks, walls, and mains, prior to pipe installation, using hand and power tools.
- Ability for using testing equipment to check systems for leaks

## 2. **HVAC&R Technicians in Maintenance Trade**

### 2.1 Based on the reasoning given by the proposer

Panel of Judges (POJ) shall identify the specialised area of work of the technician or whether he is multidiscipline and decide on a level of marking at a maximum of 100 after going through the reasoning given by the proposer. Of the marks given only 30% is taken for final evaluation.

### 2.2 Based on the performance at the interview

POJ decides on the abilities of the applicant based on how he faced the interview on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 30% is taken for final evaluation.

#### 2.2.1 For applicants having his merits on **Electrical work**

- Ability for reading and interpreting electrical, mechanical and architectural drawings and electrical code specifications to determine wiring layouts, load centers, panel boards, and other equipment
- Ability to use ammeters, ohmmeters, voltmeters, harmonics testers, and other equipment to test connections and ensure the compatibility and safety of components
- Knowledge on safety procedures to avoid injuries due to electrical shock, falls, and cuts
- Knowledge on colour codes
- Knowledge of electrical materials and concepts

#### 2.2.2 For applicants having his merits on **Refrigeration work**

- Understand refrigeration circuit & its functions

- Knowledge on refrigeration developments
- Environmental and safety practices
- Knowledge on tools and measuring instruments

**2.3 Based on the performance at the trade test (in the area of applicant's liking)**

POJ decides on the abilities of the applicant based on how he faced the trade test on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 30% is taken for final evaluation.

**2.3.1 For applicants having his merits on Electrical work**

- Ability to use hand tools and power tools
- Ability for testing circuits to ensure integrity and safety
- Ability to diagnose circuit problems
- Ability to repair & replace components

**2.3.2 For applicants having his merits on Refrigeration work**

- Ability to check and report on systems
- Ability to troubleshoot refrigeration circuit problems
- Ability to do system charging environment friendly

**Guide lines for the proposer for Technician**

When an employee is nominated for Technician's award the nominating person is advised to follow the following guide lines and be satisfied with his recommendation.

	Skill / Contributory factor	%
1	Level of skill on sheet metal fabrication	
2	Level of skill on pipe fabrication	
3	Level of skill on refrigeration system	
4	Level of skill on electrical / control works	
5	Level of aptitude for further studies	
6	Level of application of engineering principles	
7	Level of application of safety principles	
8	Level of proper use of tools	
9	Level of speed of work / efficiency	
10	Level of neatness at work	
11	Level of cleanliness	
12	Level of application of economy	
13	Level of care on tools & materials	
14	Level of obedience to company administrative rules	
15	Level of regard to responsibility	
16	Level of regard to accountability	
17	Level of dedication to work	
18	Level of harmony with superiors	
19	Level of harmony with subordinates	
20	Level of harmony with service recipients	
21	Level of harmony with workers at parallel trades	
22	Level of application of general knowledge at work	
23	Level of providing guidance to subordinates	
24	Level of ability at technical communication	
25	Level of contribution in company upgrading	
	Average % (Total / 25)	



## ASHRAE SRI LANKA CHAPTER – 171

### SPECIFICATIONS & CONDITIONS FOR ANNUAL AWARDS -2011

#### **Award Category: HVAC&R Engineer of the Year**

#### **1. INTRODUCTION**

ASHRAE Sri Lankan Chapter – 171 is the Sri Lankan Branch of the worlds leading society of Heating, Refrigerating, Air Conditioning and Ventilating Engineers, with a membership of over 50,000. The Sri Lankan Chapter – 171 was chartered on 5<sup>th</sup> February 2003. ASHRAE is continually engaged in the process of developing systems, methods and practices to improve the quality of life around the world through development of the industry.

#### **2. OBJECTIVE**

ASHRAE Sri Lankan Chapter – 171 understands that, it is their duty to promote the good engineering practices and encourage the individuals and the organizations engaged in the industry innovating new methods and to improve the good practices towards overall development of the industry in Sri Lanka.

ASHRAE Sri Lankan Chapter – 171 has therefore launched an award competition in the year 2006, aiming at identifying the best contributors to the industry in several categories. The competition has been continued thereafter every year and suitable recipients were awarded with a certificate and a plaque / trophy.

ASHRAE Sri Lankan Chapter – 171 decided to conduct a similar competition in the year 2011 as well based on specific scheme of awards with specific criteria set forth for the year 2011.

The objective of the identification of an award winner in the category of **HVAC&R Engineer** is to promote executives who are responsible for achieving the targets set by the employer by contributing in the aspects of designing, estimation, planning and managing the workers using the knowledge and experiences gained in handling such works. He/She should also contribute his/her share of responsibility to the nation by educating public and his/her professional community with his/her knowledge and experience gained.

#### **3. AWARD FOR THE HVAC&R ENGINEER**

Award for the HVAC&R **Engineer** will be identified in any of the responsibilities related to Heating, Ventilating, Air Conditioning and Refrigeration.

The recipient of the award will be identified in front of a professional gathering at a dinner function coinciding with annual get together of the ASHRAE Sri Lankan Chapter with an award of a Certificate and a Plaque for this specific award among others.

If there are more candidates closely contesting, awards for 'Runners Up' will be considered to encourage, appreciate and give due recognition for good service rendered by individuals to the society and the industry. Only certificates will be presented for these awards.

If there are candidates having ASHRAE membership and of less experience after graduation to become eligible for award, but has exhibited extraordinary talents in the field of Air-conditioning Ventilation and Refrigeration, such members shall be considered for an "Up Coming Engineer of the Year" award. In this case no 'Runner Up' award will be considered.

In the event that there is no eligible candidate meeting the minimum requirement stipulated by ASHRAE (SL Chapter), no award will be made for the year.

#### **4. ELIGIBILITY OF THE NOMINEE**

**Educational Qualifications:** Degree in Mechanical or Electrical Engineering from a recognized university/ Diploma from a recognized Institute (HNDE/NDES/NDT) in Mechanical, Electrical or HVAC with sufficient executive experience generally accepted to meet equivalent status.

**Post Qualifying Training:** Minimum of one year on the job training under a qualified and experienced Engineer in any area of Heating, Ventilating, Air Conditioning and Refrigeration.

**Work Experience:** For degree holders Minimum of two years continuous work experience on any area of Heating, Ventilating, Air Conditioning and Refrigeration. For Diploma holders minimum of four years continuous work experience is required in Heating, Ventilating, Air Conditioning and Refrigeration. If there are young engineers exhibiting extra ordinary talents there is an opening for an award for on "Upcoming Engineer of the year"

**ASHRAE Membership:** Must have a valid ASHRAE membership as well as the membership of ASHRAE Sri Lankan Chapter-171. An application for ASHRAE membership with a bank draft of US\$ 90 is accepted along with the application form for the award submitted by non members.

#### **5. ENTRIES / NOMINATIONS**

5.1 The Entries/Nominations **shall be submitted to the Secretary, ASHRAE Sri Lankan Chapter-171 on or before 31<sup>st</sup> October 2011**

5.2 Only the application form applicable for this category should be used.

5.3 Entries for this Category shall be submitted by the employer or by the applicant himself if the eligibility criteria are fulfilled.

## **6. CRITERIA FOR SELECTION**

### **6.1 Primary Eligibility Requirements**

All applications shall meet the requirements under Clause No.4 - Eligibility of Nominee for primary selection for evaluation.

### **6.2 Factors for assessment**

The person nominating a candidate for award shall Give His/Her comments in the Clause No.5 of the application.

The Panel of Judges consisting of the President ASHRAE SL Chapter – 171, and two other chapter members selected by the president will evaluate the documents submitted as a part of assessment.

The candidates will be further assessed by the panel of judges based on the candidate's performance at the interview.

The decision of the panel of judges shall be final and no representations or appeals shall be entertained at any level.

## **Basis of evaluation**

### **1. HVAC&R Engineer**

#### **1.1 Evaluation of Designs done during the 3 year period**

Panel of Judges (POJ) shall identify the extent of design ability of the applicant and decide on a level of marking at a maximum of 100 after going through the submissions and the reasoning given by the applicant and based on the following parameters. Of the marks given only 15% is taken for final evaluation if his area of preference is not on Design and it is 30% if the designing is his area of preference.

- Meeting the client's requirement
- Options put forward and reasoning for decision on the proposal
- Heat load / Refrigeration Load calculations
- Selection of systems
- Air system
- Hydronic system
- Refrigeration system (as applicable)
- Electrical designs and controls
- Estimating

#### **1.2 Evaluation of Project work done during the 3 year period**

Panel of Judges (POJ) shall identify the extent of project work ability of the applicant and decide on a level of marking at a maximum of 100 after going through the submissions and the reasoning given by the applicant and based on the following parameters. Of the marks given only 15% is taken for final evaluation if his area of preference is not on Projects and it is 30% if the Projects is his area of preference.

- Understanding General Tender Conditions,
- Understanding Cash Flow requirements
- Understanding Formalities & Negotiations
- Project management
- Resource handling

#### **1.3 Evaluation of Maintenance work done during the 3 year period**

Panel of Judges (POJ) shall identify the extent of maintenance work ability of the applicant and decide on a level of marking at a maximum of 100 after going through the submissions and the reasoning given by the applicant and based on the following parameters. Of the marks given only 15% is taken for final evaluation if his area of preference is not on Maintenance and it is 30% if the Maintenance is his area of preference.

- Understanding maintenance programming
- Understanding maintenance estimating
- Understanding on maintenance materials
- Ability to guide trouble shooting
- Resource handling

#### **1.4 Evaluation of Manufacturing/Supplying work done during the 3 year period**

Panel of Judges (POJ) shall identify the extent of manufacturing/supplying work ability of the applicant and decide on a level of marking at a maximum of 100 after going through the submissions and the reasoning given by the applicant and based on the following parameters. Of the marks given only 15% is taken for final evaluation if his area of preference is not on Manufacturing/Supplying and it is 30% if the Manufacturing/Supplying is his area of preference.

- Understanding manufacturing aspects on the product concerned for its expected performance / understanding the expected performance of the supplied product
- Understanding manufacturing aspects on the product concerned for its expected durability / understanding the expected durability of the supplied product
- Understanding manufacturing aspects on the product concerned for its expected reliability / understanding the expected reliability of the supplied product
- Level of flexibility in manufacturing according to custom requirements / ability to supply products of specific needs of different customers
- Level of readiness to meet the needs of the customers by ready manufacturing process / by ready availability of products supplied

#### 1.5 Based on the performance at the interview

POJ decides on the abilities of the applicant based on how he faced the interview on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 25% is taken for final evaluation

- Level of knowledge on designing
- Level of knowledge on project work
- Level of knowledge on maintenance
- Presentation skills
- Educating the public the role of engineering & engineer in society
- Participation in engineering associations
- Volunteer work in service clubs, charitable organizations
- Participation in commissions, boards, task forces

## ASHRAE SRI LANKA CHAPTER – 171

### SPECIFICATIONS & CONDITIONS FOR ANNUAL AWARDS -2011

#### **Award Category: HVAC Contractor of the Year**

#### **1. INTRODUCTION**

ASHRAE Sri Lankan Chapter – 171 is the Sri Lankan Branch of the worlds leading society of Heating, Refrigerating, Air Conditioning and Ventilating Engineers, with a membership of over 50,000. The Sri Lankan Chapter – 171 was chartered on 5<sup>th</sup> February 2003. ASHRAE is continually engaged in the process of developing systems, methods and practices to improve the quality of life around the world through development of the industry.

#### **2. OBJECTIVE**

ASHRAE Sri Lankan Chapter – 171 understands that, it is their duty to promote the good engineering practices and encourage the individuals and the organizations engaged in the industry innovating new methods and to improve the good practices towards overall development of the industry in Sri Lanka.

ASHRAE Sri Lankan Chapter – 171 has therefore launched an award competition in the year 2006, aiming at identifying the best contributors to the industry in several categories towards encouraging the practitioners of the Trade. The competition has been continued thereafter every year and suitable recipients were awarded with a certificate and a plaque / trophy. ASHRAE Sri Lankan Chapter – 171 decided to conduct a similar competition in the year 2011 as well based on specific scheme of awards with specific criteria set forth for the year 2011.

The objective of the identification of an award winner in the category of **HVAC Contractor** is to promote contractors to carry out their responsibilities that will satisfy the needs of the clients primarily in the expected manner, needs of the society and the needs of the future generations at his/her best by employing a right team of employees and other resources.

#### **3. AWARD FOR THE HVAC CONTRACTOR**

Award for the **HVAC Contractor** will be identified in any of the areas related to Heating, Ventilating and Air Conditioning.

The recipient of the award, either the company or the individual owner will be identified in front of a professional gathering at a dinner function coinciding with annual get together of the ASHRAE Sri Lankan Chapter with an award of a Certificate and a Plaque for the award.

If there are more candidates closely contesting, awards for ‘Runners Up’ will be considered to encourage, appreciate and give due recognition for good service rendered to the society and the industry. Only certificates will be presented for these awards.

In the event that there is no eligible design meeting the minimum requirement stipulated by ASHRAE (SL Chapter), no award will be made for the year

#### 4. **ELIGIBILITY OF THE NOMINEE**

**Project Qualification:** Project must have been completed during the period from 01.01.2009 to the last date of submission of application and shall be free of any imposition of liquidated damages.

**Business Experience:** Minimum of three years after Business Registration

**Contracting Experience:** Minimum of three years continuous experience on air-conditioning or ventilation activities

**ASHRAE Membership:** At least one of the Directors of the Company, Chief Executive Officer, or at least one Engineer shall be a Member of ASHRAE as well as a member of ASHRAE Sri Lankan Chapter-171.

#### 5. **ENTRIES / NOMINATIONS**

5.1 The Entries/Nominations **shall be submitted to the Secretary, ASHRAE Sri Lankan Chapter-171 on or before 31<sup>st</sup> October 2011**

5.2 Only the application form applicable for this category should be used.

5.3 Entries for this Category shall be submitted by the individual owner or by the Managing Director, Chief Executive Officer or the General Manager of the company.

5.4 A copy of the contract documents, a copy of the certificate of incorporation, the summary of finance and work performance of the project shall be attached with the submission.

#### 6. **CRITERIA FOR SELECTION**

##### **6.1 Primary Eligibility Requirements**

All applications shall meet the requirements under Clause No.4 - Eligibility for Nomination for primary selection for evaluation.

##### **6.2 Factors for assessment**

The person proposing for award shall enter his/her reasoning for recommendation in the application specified in Clause No.5.

The Panel of Judges consisting of the President ASHRAE SLChapter – 171, and two other chapter members selected by the president will evaluate the documents submitted. Due consideration will be given on the standing of the organization, the impact on the society during the effective period and attainment during the effective period.

In addition, the Panel of Judges will inspect the three short listed works completed during period of assessment for verification purposes. (Security permission for site visits to be arranged by the respective applicant on a day and time convenient to the panel of judges.)

The decision of the panel of judges shall be final and no representations or appeals shall be entertained at any level.

## **Basis of evaluation**

### **1. HVAC Contractor**

#### **1.1 Based on the reasoning given by the proposer**

Panel of Judges (POJ) shall identify the reasons behind recommending the particular contractor for the award based on the proposer's angle of thinking for the contractor's eligibility and decide on a level of marking at a maximum of 100 after going through the reasoning given by the proposer. Of the marks given only 30% is taken for final evaluation.

#### **1.2 Based on the Standing of the Organization**

POJ decides on the standing of the organization based on the available data on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 20% is taken for final evaluation.

- National registrations
- Interaction with universities and professional institutions and other organizations
- Use of indigenous material/ expertise and new technologies
- Cost saving achieved in projects using value engineering and cost reduction ideas

#### **1.3 Based on the Impact on the Society during the period under evaluation**

POJ decides on the impact of the organization on the society based on the available data on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 20% is taken for final evaluation.

- Spread of experience and knowledge
- Employment opportunities created
- Overall benefit to society
- Corporate Social Responsibility
- Commitment to develop the profession of employees
- Sponsorship for professional memberships

#### **1.4 Based on the Attainment during the period under evaluation**

POJ decides on the attainment of the organization based on the available data on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 30% is taken for final evaluation

- Use of new technologies, Tools, Software, standards, Adaptation of national and international guidelines and standards
- Sustainable practices and energy saving approaches
- Safety, health and environment
- Technology transfer
- Innovative Engineering Management
- Adapting Management to suit needs
- Human Resource Development and Training
- Networking local suppliers
- Quality assurance
- Promotion of innovation and creativity

## ASHRAE SRI LANKA CHAPTER – 171

### SPECIFICATIONS & CONDITIONS FOR ANNUAL AWARDS -2011

#### **Award Category: Refrigeration Contractor of the Year**

#### 1. INTRODUCTION

ASHRAE Sri Lankan Chapter – 171 is the Sri Lankan Branch of the worlds leading society of Heating, Refrigerating, Air Conditioning and Ventilating Engineers, with a membership of over 50,000. The Sri Lankan Chapter – 171 was chartered on 5<sup>th</sup> February 2003. ASHRAE is continually engaged in the process of developing systems, methods and practices to improve the quality of life around the world through development of the industry.

#### 2. OBJECTIVE

ASHRAE Sri Lankan Chapter – 171 understands that, it is their duty to promote the good engineering practices and encourage the individuals and the organizations engaged in the industry innovating new methods and to improve the good practices towards overall development of the industry in Sri Lanka.

ASHRAE Sri Lankan Chapter – 171 has therefore launched an award competition in the year 2006, aiming at identifying the best contributors to the industry in several categories towards encouraging the practitioners of the Trade. The competition has been continued thereafter every year and suitable recipients were awarded with a certificate and a plaque / trophy. ASHRAE Sri Lankan Chapter – 171 decided to conduct a similar competition in the year 2011 as well based on specific scheme of awards with specific criteria set forth for the year 2011.

The objective of the identification of an award winner in the category of **Refrigeration Contractor** is to promote contractors to carry out their responsibilities that will satisfy the needs of the clients primarily in the expected manner, needs of the society and the needs of the future generations at his/her best by employing a right team of employees and other resources.

#### 3. AWARD FOR THE REFRIGERATION CONTRACTOR

Award for the **Refrigeration Contractor** will be identified in any of the areas related to Heating, Ventilating, Air Conditioning and Refrigeration.

The recipient of the award, either the company or the individual owner will be identified in front of a professional gathering at a dinner function coinciding with annual get together of the ASHRAE Sri Lankan Chapter with an award of a Certificate and a Plaque for the award.

If there are more candidates closely contesting, awards for ‘Runners Up’ will be considered to encourage, appreciate and give due recognition for good service rendered to the society and the industry. Only certificates will be presented for these awards.

In the event that there is no eligible design meeting the minimum requirement stipulated by ASHRAE (SL Chapter), no award will be made for the year

#### **4. ELIGIBILITY OF THE NOMINEE**

**Project Qualification:** Project must have been completed during the period from 01.01.2009 to the last date of submission of application and shall be free of any imposition of liquidated damages.

**Business Experience:** Minimum of three years after Business Registration

**Contracting Experience:** Minimum of three years continuous experience on refrigeration activities

**ASHRAE Membership:** At least one of the Directors of the Company, Chief Executive Officer, or at least one Engineer shall be a Member of ASHRAE as well as a member of ASHRAE Sri Lankan Chapter-171.

#### **5. ENTRIES / NOMINATIONS**

5.1 The Entries/Nominations **shall be submitted to the Secretary, ASHRAE Sri Lankan Chapter-171 on or before 30<sup>th</sup> October 2010**

5.2 Only the application form applicable for this category should be used.

5.3 Entries for this Category shall be submitted by the individual owner or by the Managing Director, Chief Executive Officer or the General Manager of the company.

5.4 A copy of the contract documents, a copy of the certificate of incorporation, the summary of finance and work performance of the project shall be attached with the submission.

#### **6. CRITERIA FOR SELECTION**

##### **6.1 Primary Eligibility Requirements**

All applications shall meet the requirements under Clause No.4 - Eligibility for Nomination for primary selection for evaluation.

##### **6.2 Factors for assessment**

The person proposing for award shall enter his/her reasoning for recommendation in the application specified in Clause No.5.

The Panel of Judges consisting of the President ASHRAE SLChapter – 171, and two other chapter members selected by the president will evaluate the documents submitted. Due consideration will be given on the standing of the organization, the impact on the society during the effective period and attainment during the effective period.

In addition, the Panel of Judges will inspect the three short listed works completed during period of assessment for verification purposes. (Security permission for site visits to be arranged by the respective applicant on a day and time convenient to the panel of judges.)

The decision of the panel of judges shall be final and no representations or appeals shall be entertained at any level.

## **Basis of evaluation**

### **1. Refrigeration Contractor**

#### **1.1 Based on the reasoning given by the proposer**

Panel of Judges (POJ) shall identify the reasons behind recommending the particular contractor for the award based on the proposer's angle of thinking for the contractor's eligibility and decide on a level of marking at a maximum of 100 after going through the reasoning given by the proposer. Of the marks given only 30% is taken for final evaluation.

#### **1.2 Based on the Standing of the Organization**

POJ decides on the standing of the organization based on the available data on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 20% is taken for final evaluation.

- National registrations
- Interaction with universities and professional institutions and other organizations
- Use of indigenous material/ expertise and new technologies
- Cost saving achieved in projects using value engineering and cost reduction ideas

#### **1.3 Based on the Impact on the Society during the period under evaluation**

POJ decides on the impact of the organization on the society based on the available data on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 20% is taken for final evaluation.

- Spread of experience and knowledge
- Employment opportunities created
- Overall benefit to society
- Corporate Social Responsibility
- Commitment to develop the profession of employees
- Sponsorship for professional memberships

#### **1.4 Based on the Attainment during the period under evaluation**

POJ decides on the attainment of the organization based on the available data on the following guide lines and decide on a level of marking at a maximum of 100. Of the marks given only 30% is taken for final evaluation

- Use of new technologies, Tools, Software, standards, Adaptation of national and international guidelines and standards
- Sustainable practices and energy saving approaches
- Safety, health and environment
- Technology transfer
- Innovative Engineering Management
- Adapting Management to suit needs
- Human Resource Development and Training
- Networking local suppliers
- Quality assurance
- Promotion of innovation and creativity



**American Society of Heating Refrigerating and Air Conditioning Engineers Inc.  
Sri Lankan Chapter- 171**

**Application form for Awards 2011**

Category - **HVAC&R Engineer**

(A maximum of two applications accepted from one employer)

**1.General**

Col. for Judges

a.	Name of the Nominee			
b.	Name & Address of Nominating Company			
c.	Nature of Business			
d.	Name of recommending ASHRAE member			

**2.Membership**

Yes No

a.	Number of current ASHRAE members in the Company			
b.	Is the Nominee a current member of ASHRAE			
c.	Has the Nominee paid up Chapter dues			
d.	Is the recommending ASHRAE member on active status			
e.	Has the recommending ASHRAE member paid up Chapter dues			
f.	ASHRAE Membership No.			
g.	Is an application for ASHRAE membership is attached with this? Is the Bank Draft for US\$ 90 or US\$ 165 attached?			

**3.Details of the Nominee**

Name				
Address				
Date of Birth/ Age		Tel. No.		
Number of Family Members and Ages of Children				

**4.Qualifications**

	Year/Period	Qualification/Institute	
a.	University Degree		
b.	Post Graduate Qualification		
c.	Period of Training		
d.	Certificates/Diploma held		
e.	Total period of employment		
f.	Period of employment with current employer		

**5.Nomination Statement**

<p>Please make a brief statement either here or <b>attach a note</b> outlining why you think this person ( or yourself) should be awarded the HVAC&amp;R Engineer of the year.(Pl. comment on his/her (your)abilities and the contribution to development of colleagues, employer, clients and to the country. (You may attach additional sheets) Please attached documentary evidence where necessary.</p>	
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Certified that the above is true to the best of my/our knowledge

Date.....

Signature Name and Stamp of CEO/MD/GM or the applicant

**American Society of Heating Refrigerating & Air Conditioning Engineers Inc.  
Sri Lankan Chapter- 171**

**Application form for Awards :** 2011

**HVAC Contractor of the year**

(A maximum of two applications accepted)

To be filled by the proposer

Project must have been completed during the period from 01.01.2009 to date

**1.Contract Details**

		Column for Judges
a.	Name of the Contractor	
	Date of incorporation of Business	
	Nature of Business	
b.	Identification of Works on Contract	
	Scope of works under the Contract	
c.	Value of total Contract (SL Rs.)	
	Value of Material component	
	Value of Labour component	
	Value of other special services	
d.	Special Features of any relevance	
	Magnitude by Ref. tonnage	
e.	Date of Commencement	
	Date of Completion	
	Whether the Project was delayed for your reasons and liquidated damages paid	
f.	Name, Address & Communication details of the Consultant	
g.	Name, Address & Communication details of the Client /Owner	

**2.Society/ SL Chapter Membership**

		Yes	No
a.	Is the CEO/MD/GM of the Company a current member of ASHRAE?		
b.	Has the Company currently employed a member of ASHRAE		
c.	Whether above Works were lead by a current member of ASHRAE		
d.	Has the current ASHRAE member paid up Chapter dues		
e.	ASHRAE Membership No.		
f.	Number of current ASHRAE members in the Company		
g.	Is an application for ASHRAE membership is attached with this?		
	Is the Bank Draft for US\$ 90 or US\$ 165 attached?		

**3.Details of the Applicant/Nominee**

a.	Name of the Company	
b.	Address	
	Tel. Nos./Fax No./Email	
c.	Names of Directors/	1
	Partners	2
		3
		4
		5

**4. Qualifications of the Contractor**

	2009	2010	2011	
a. Number of Engineers Employed				
b. Number of other staff Employed				
c. Value of the Works done in year				
d. Nature of the Works done and Tonnage 1 in recent years with date of completion				
2				
3				
e. Have you had cases of litigation concerning HVAC contracts (past 5 years)				
f. If yes, Details				
g. Standing in National Registrations				
h. Improvements in tools & application of specified standards				
i. Improvements achieved in safety, health, & environment				
j. Improvement in engineering management				
k. Improvement in human resources, training				
l. Improvement achieved in quality				

**5. Nomination Statement**

<p>Please make a brief statement either here or attach a note outlining why you think this project should be awarded the HVAC Contractor of the year. (Pl. give details on types of technology adopted, any constraints overcome during the execution of works, site improvements needed, any methods adopted, for early completion, any distinguishable features adopted by contractor etc. (You may attach additional sheets)</p>	
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**6. Any other details/Remarks**

Certified that the above is true to the best of my/our knowledge

Date.....

Signature Name and Stamp of CEO/MD/GM

**American Society of Heating Refrigerating & Air Conditioning Engineers Inc.  
Sri Lankan Chapter- 171**

**Appication form for the Awards 2011**

**Refrigeration Contractor of the year**

(A maximum of two applications accepted)

To be filled by the proposer

Project must have been completed during the period from 01.01.2009

**1.Contract Details**

		Column for Judges
a.	Name of the Contractor	
	Date of incorporation of Business	
	Nature of Business	
b.	Identification of Works on Contract	
	Scope of works under the Contract	
c.	Value of total Contract (SL Rs.)	
	Value of Material component	
	Value of Labour component	
	Value of other special services	
d.	Special Features of any relevance	
	Magnitude by Ref. tonnage	
e.	Date of Commencement	
	Date of Completion	
	Whether the Project was delayed for your reasons and liquidated damages paid	
f.	Name, Address & Communication details of the Consultant	
g.	Name, Address & Communication details of the Client /Owner	

**2.Society/ SL Chapter Membership**

		Yes	No
a.	Is the CEO/MD/GM of the Company a current member of ASHRAE?		
b.	Has the Company currently employed a member of ASHRAE		
c.	Whether above Works were lead by a current member of ASHRAE		
d.	Has the current ASHRAE member paid up Chapter dues		
e.	ASHRAE Membership No.		
f.	Number of current ASHRAE members in the Company		
g.	Is an application for ASHRAE membership is attached with this?		
	Is the Bank Draft for US\$ 90 or US\$ 165 attached?		

**3.Details of the Applicant/Nominee**

a.	Name of the Company	
b.	Address Tel. Nos./Fax No./Email	
c.	Names of Directors/ Partners	1 2 3 4 5

**4. Qualifications of the Contractor**

	2009	2010	2011	
a. Number of Engineers Employed				
b. Number of other staff Employed				
c. Value of the Works done in year				
d. Nature of the Works done and Tonnage 1 in recent years with date of completion				
2				
3				
e. Have you had cases of litigation concerning Refrigeration Contractors (past 5 years)				
f. If yes, Details				
g. Standing in National Registrations				
h. Improvements in tools & application of specified standards				
i. Improvements achieved in safety, health, & environment				
j. Improvement in engineering management				
k. Improvement in human resources, training				
l. Improvement achieved in quality				

**5. Nomination Statement**

<p>Please make a brief statement either here or attach a note outlining why you think this project should be awarded the <b>Ref Contractor of the year</b>. (Pl. Give details on types of technology adopted, any constraints overcome during the execution of works, site improvements needed, any methods adopted, for early completion, any distinguishable features adopted by contractor etc. (You may attach additional sheets)</p>	
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**6. Any other details/Remarks**

Certified that the above is true to the best of my/our knowledge

Date.....

Signature Name and Stamp of CEO/MD/GM