



March 2011

Dear Sir or Madam:

I am pleased to invite you to nominate a public servant, or a public service team, for the **Lieutenant Governor's Award** of the Saskatchewan Regional Group of the Institute of Public Administration of Canada (IPAC).

This prestigious medal recognizes a person or work team that has demonstrated distinctive leadership and exceptional achievement in public administration in Saskatchewan. The Lieutenant Governor of Saskatchewan will present this award in September 2011 during a ceremony at Government House hosted by the Saskatchewan Regional Group of IPAC.

Previous recipients of this award include meritorious public servants from all levels of government and a variety of fields of interest and public sector specialization across Saskatchewan.

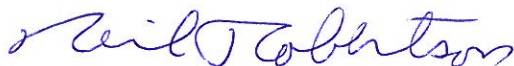
A Nomination Package has been attached for your consideration. The deadline for nominations is **June 30, 2011**.

Please send your nominations to:

IPAC Awards
c/o Doris Morrow
Ministry of Agriculture
226-3085 Albert Street
Regina SK S4S 0B1

e-mail: doris.morrow@gov.sk.ca

Sincerely,



Neil Robertson
President, IPAC – Saskatchewan Regional Group

attachment

**NOMINATION PACKAGE
LIEUTENANT-GOVERNOR'S MEDAL**

Purpose of the Medal

The Saskatchewan Regional Group of the Institute of Public Administration of Canada (IPAC) will award a gold medal to a public servant or a public service work team which, in the opinion of an independent selection committee, has demonstrated distinguished and exceptional achievements in leadership, writings or other endeavours in public administration in Saskatchewan.

The Honourable Frederick W. Johnson, former Lieutenant Governor of Saskatchewan, graciously consented to having the medal known as the Lieutenant Governor's Medal of the Institute of Public Administration of Canada in Saskatchewan.

Eligibility for the Medal

1. The medal will be presented to a person or work team showing distinctive leadership and exceptional achievement, whether in writings or other endeavours, which have made a significant contribution to public administration in Saskatchewan.
2. Membership in IPAC is not a requirement for nominees.
3. Service in any of the following organizations is eligible for consideration:
 - a. the public services of Canada or Saskatchewan;
 - b. any agency, board, crown corporation or government corporation of Saskatchewan;
 - c. the Canadian Armed Forces;
 - d. any municipal corporation, or group of municipal corporations, or regional government jurisdiction in Saskatchewan;
 - e. any agency or local board of a municipal corporation or group of municipal corporations or regional government jurisdiction in Saskatchewan;
 - f. a school board in Saskatchewan;
 - g. any university or post-secondary college in Saskatchewan;
 - h. any agency of a university or post-secondary college or any group of universities or post-secondary colleges in Saskatchewan;
 - i. any health organization funded by a government;
 - j. any other public service organization that is deemed appropriate as determined by the selections committee.

Who is not Eligible

1. Executive members of IPAC, whether national or regional, are not eligible for nomination while holding office in the Institute or during the year following retirement from office.
2. To preserve the independence and impartiality of the Institute, elected officials or those elected to serve in public office are not eligible for nomination.

Selection Criteria

1. The medal is awarded for individual or team contribution and leadership and not simply for participation or for length of service.
2. Service in any field of public administration is relevant. Professional contributions should relate to an administrative rather than a scientific or technical perspective.
3. When comparing the merits of contributions to the different public services, the relative importance of each contribution to its own field is taken into account.
4. Activities involving the Institute of Public Administration of Canada (IPAC) are considered to be of secondary importance compared to contributions to public administration in general.
5. The medal is awarded solely on the basis of information provided with the nomination form.
6. Nominees remain eligible for consideration for a period of three years, including the year of nomination.
7. The names of nominees and the ranking of nominees by the selection committee shall be treated confidentially.
8. The medal will not be awarded in a year in which, in the opinion of the selection committee, a worthy nomination has not been received.

Nomination Procedures

1. Nominations shall be made on the official nomination form or a facsimile thereof.
2. Nomination forms are attached.
3. **The deadline for receipt of nominations is June 30, 2011.**

**INSTITUTE OF PUBLIC ADMINISTRATION OF CANADA
SASKATCHEWAN REGIONAL GROUP
NOMINATION FORM
LIEUTENANT-GOVERNOR'S MEDAL**

1. Name of Nominee or Names of Team Members:

2. Recent work history of nominee or work team:

3. The Lieutenant-Governor's Medal is awarded on the basis of distinctive leadership in public administration in Saskatchewan, including organizational leadership as well as writings, but not simply participation or longevity. In the following space, indicate clearly and precisely the administrative contribution(s) made by the nominee(s). Attach additional pages if necessary, as well as any other supporting material.

Nominator: _____

Address: _____

Telephone: _____

E-mail: _____

Date: _____

Please Note:

The medal is awarded solely on the basis of information provided with this nomination.

The onus is on the nominator to state exactly how distinctive leadership in public administration in Saskatchewan has been demonstrated.

Send Nomination Form to:

IPAC Awards

c/o Doris Morrow

Ministry of Agriculture

226-3085 Albert Street

Regina SK S4S 0B1

e-mail: doris.morrow@gov.sk.ca

Deadline for receipt of nominations is June 30, 2011.