

## *Plant Protection and Quarantine Deputy Administrator's 2023 Safe Trade Award*

### **Safe Trade Award Background and Criteria**

The Plant Protection and Quarantine (PPQ) Deputy Administrator's Safe Trade Award recognizes exceptional work in safeguarding America's agricultural and natural resources for the Animal and Plant Health Inspection Service (APHIS), Plant Protection and Quarantine. The basis for the award is the APHIS and PPQ Mission Statements. The award recognizes individuals or teams that contribute to international and regional plant health standards, market access facilitation, market access dispute resolution or other strategic initiatives in support of APHIS/PPQ's international mission. The award celebrates outstanding initiative and innovation; efforts that go above and beyond expectations; common sense and ingenuity; and demonstrated results that support safe trade. The PPQ Deputy Administrator will consider nominations that demonstrate the best mix of these elements. Above all, a nomination should showcase work that has risen above expectations and that is truly exceptional in promoting safe trade.

### **APHIS Mission Statement**

To safeguard the health, welfare and value of American agriculture and natural resources.

### **PPQ Mission Statement**

APHIS' Plant Protection and Quarantine safeguards U.S. agriculture and natural resources against the entry, establishment, and spread of economically and environmentally significant pests, and facilitates the safe trade of agricultural products.

### **Eligibility**

Nominees may be a member or team of employees of PPQ. Eligible nominees include employees of PPQ and our cooperators—ranging from Federal and State governments, colleges and universities, non-profit institutions, industry, and Tribal nations. If the nominee is from outside PPQ, the nomination must identify how the nominee's work links directly to activities within the safeguarding continuum and supportive of PPQ's mission.

### **Submission of Nominations – Instructions**

**IMPORTANT:** Failure to adhere to these instructions will disqualify the submission.

Step 1: Consider PPQ's mission statement and criteria above as you decide whether to nominate someone; the nominee's actions must have taken place within the qualification period which is between January 1, 2023, and December 31, 2023.

Step 2: Provide the information requested in parts A and B following the instructions carefully.

Step 3: Feel free to attach supplementary information such as a report or other documentation as needed to support the nomination, but **please note** that the total number of pages for any supplemental information **may not exceed five pages**.

Step 4: Submit your nomination to [thePPQDAAC@usda.gov](mailto:thePPQDAAC@usda.gov). An Awards Committee member will contact you acknowledging receipt of the nomination. Please submit all questions regarding the nomination or the nomination process to the same email address.

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Step 5: Submit during the open period: March 18, 2024, through 5:00 p.m. EST, April 26, 2024.

**Selection of Award Recipient**

The Deputy Administrator's Award Committee (DAAC) will review nominations for the Safe Trade Award and will forward its rankings and recommendations to the PPQ Deputy Administrator. The decision for the award recipient rests with the PPQ Deputy Administrator. The person or team selected for recognition will receive a letter, a certificate, and a trophy or medallion. The award recipient will be listed on the PPQ Safeguarding and Safe Trade Awards web page and announced in other related communications.

**PLEASE NOTE:** The scoring instructions require every question to be scored against established criteria and point values. It is important for every question to be answered. A blank answer will result in an automatic score of zero for that question.

**PART A**

*Instructions for Part A:*

Write an answer of **no more** than 100 words to each question from 6 through 11. Be clear and specific.

**1. Who is making this nomination?**

Please list the nominator(s). For each, you must provide the name (including title: Dr., etc.) job title, agency or organization, business address and contact information (phone number and email address).

If your nominee(s) are selected, do you wish this nomination to remain anonymous if asked by the award winner(s)?      Yes                  No

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**2. Who is the nominee?**

If nominating one person or team please provide the following information for each:

Name (including title: Dr., etc.)

Job title

Agency or organization

Business address

Contact information (phone number and email address)

**PLEASE NOTE:** The person submitting the nomination must provide a complete list of all nominees who contributed to the body of work described in the nomination and complete and accurate information for each person on the list. Failure to do so may result in delays in the award process. Please confirm the information above before submitting the nomination.

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**3. If nominating a team, who would be considered the team leader?**

**4. If nominating a team, list at least one person involved in the management of this work who will review and confirm that the list of nominees is all-inclusive and accurate.**

**5. If nominating a team, please provide a descriptive team name, which will be used for tracking, correspondence, and possible engraving on a trophy or plaque.**

**6. Describe the basis of the nomination (*i.e., what did the nominee do between January 1, 2023, and December 31, 2023?*).**

**7. How did the nominee's actions facilitate or promote safe trade?**

**8. How did the nominee's actions demonstrate innovation and/or initiative?**

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**9. How did the nominee's actions go above and beyond expectations?**

**10. How did the nominee's actions display ingenuity?**

**11. Which part of the safeguarding continuum did the nominee's actions fulfill and how?**  
*(The continuum includes three categories: Around the World, At the Border, and Across the Nation. A full description of each area of the continuum is available at: [insert link to 1-pager here](#))*

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**PART B**

*Instructions for Part B:*

- Write an answer of **no more** than 500 words

**12. What was the result, outcome, or success of the nominee's actions and how did those actions relate to APHIS and PPQ's mission?**