

# **2014-2015 California Team Excellence Awards Program**

***Team Trailblazer Recognition***

***Team 49er Award***

**Judges Application**

**California Council for Excellence (CCE)**  
and  
**California Team Excellence Awards (CTEA)**  
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Website: [www.caexcellence.org](http://www.caexcellence.org)

# Judges Application

## Minimum Qualifications:

- You should have some team process experience either as a team member, leader, facilitator, or in another type of team role. (**Note:** Past judges have been Executives, Team Members, Team Leaders, ISO Auditors, Six Sigma Green/Black Belts, Baldrige/CAPE Examiners, etc.).
- Your organization must be willing to support and expense the time you invest in the judging process.

## Judges Responsibilities:

Complete the CTEA Judges Application (this form) including the attached Confidentiality and Conflict of Interest Statement. Submit these documents to CCE.

## Judges Commitments:

- Complete the Judges Training Requirements (~ 4 hours) (All Judges)
- Attend Judges Conference Call (~ 2 hours) (All Judges)

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**Team 49er Award:** Attend the “Live” Team Competitions at the location of your choice, judge your assigned team(s), participate in the judge’s consensus session(s), and contribute to team feedback report(s).

- Attend full day presentation and judging event (~ 8 hours) (site TBD)
- Assist your judging panel with final feedback report (~ 4 hours)

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**Team Trailblazer Recognition:** Independently judge your assigned team submission based on criteria, participate in the judge’s consensus session, and contribute to team feedback report.

- Work with other judges to create a final feedback report (~8-12 hrs)

## Judges Training Requirements: (training is self-paced)

1. Review and study the Team Trailblazer Recognition Criteria or Team 49er Award (ASQ ITEA criteria) (*on the CTEA website*)
2. View training videos (as provided)

# Judges Application

## Candidate Information:

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E - Mail \_\_\_\_\_

1 . Have you participated as a CTEA Judge before? If yes, please list the years and if you were a lead judge.

Yes

No

Years: \_\_\_\_\_

Lead Judge? \_\_\_\_\_

2 . If you are applying as a first-time judge, briefly (150 words, max.) describe your qualifications to serve as a team judge. Do **not** attach additional information.

### **Qualifications:**

If you have any questions please call CCE at 858-486-0400, e-mail to [cce@calexcellence.org](mailto:cce@calexcellence.org), or visit <http://www.calexcellence.org/CTEAProgram.aspx>



# 2014-2015 California Team Excellence Award Program

## Board of Judges Conflict of Interest Statement

Judges and team competition committee members will avoid placing themselves in a situation where their personal interest may, or appears to, conflict with the best interests of the California Team Excellence Awards. This restriction applies not only to obvious conflict situations where an individual is directly involved in both sides of a transaction, but also in more subtle situations. For example, if a judge or committee member has a close relationship with a person dealing with the organization, the true independence of that judge or committee member may be subsequently challenged. If an actual or perceived conflict exists, the judge or committee member may be required to prove the intrinsic fairness of the challenged transaction to avoid liability.

Judges or committee members should heighten their sensitivity towards conflict issues. Because individuals frequently do not focus on perceived conflicts, frequent inquiries and reminders concerning potential conflict situations are suggested.

Where a potential conflict is identified, the judge or committee member with the conflict should be removed from the decision-making process, if at all possible. For example, if a judge or committee member has a team in the competition they must refrain from any decision, judging or interaction with the team that could be perceived as unfair.

In summary, when an actual, perceived or potential conflict is identified by any person, the following steps should be taken:

- Precisely identify the actual, perceived or potential conflict;
- Fully disclose the conflict to the committee;
- Contact the CCE Ethics Chair with information, and:
- Develop an appropriate response, including where necessary disqualification from voting and discussion, disclosure to the members of the organization or other remedial action.

Also, judges and team competition committee members agree to keep confidential all Team Excellence Award Program applicant information pertaining to team identities, scoring processes, finances, etc., with the exception of such information as may become public as disclosed by the applicant at the annual conference.

**I agree to abide by the above information.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature