

Date / /2021



**BUSINESS EXCELLENCE  
AWARDS 2021  
ENTRY FORM**

PLEASE RETURN THIS ENTRY FORM TO SICCI AT THE  
ADDRESS PROVIDED, **NO LATER THAN  
5PM, FRIDAY 29<sup>th</sup> OCTOBER 2021**

**CONTACT DETAILS**

Whether you are applying for an award for your own business or nominating another business for an award, please fill out your contact details:

<b>Name</b>	Mr. Mrs.Ms.
<b>Business/Organisation</b>	
<b>Job Title</b>	
<b>Department</b>	
<b>Address</b>	
<b>Email</b>	
<b>Phone</b>	

**APPLICATION/NOMINATION**

Please indicate the name of the business or person you are nominating for an award.

<b>Business</b>	
<b>Person</b>	Mr. Mrs.Ms.
<b>Award(s) being nominated for</b>	

## EVALUATION CRITERIA

Thank you for your nomination.

You are required to complete a written submission demonstrating why you or your organisation deserves to be recognised for excellence.

Please explain carefully why you feel you or your organisation demonstrates excellence in the category you are applying for. Providing examples is a good way to demonstrate how you do business in your chosen category.

The dot points will **guide** you to complete your written submission and provide supplementary materials.

Scoring will be done against the selection criteria. Each bullet point is worth **10 marks**.

Do note the categories that you can nominate for within each **award category**.

## ORGANISATIONAL PROFILE

(Please fill in this section only once, if you are applying for 2 awards)

(100 - 300 words)

- Provide an overview of your organisation.
- Describe your organisation, its history and any relevant background information.
- Briefly outline your organisational structure and operating environment including the sector in which it operates.
- Define how your organisation serves the marketplace.

**\*Select award(s) by checking the box next to the award and attach your written submissions\***

**\*All applications must be submitted online or via email only\***

## ENTREPRENEUR OF THE YEAR

PERFORMANCE RESULTS, ACHIEVEMENT AND CONTRIBUTIONS

(500 to 1000 words)

- Outline the strategies you use to promote and sustain awareness of your brand in local and/or overseas markets.
- Outline the strategies you use to achieve substantial growth and commercial success.
- Outline how you or your organisation determine customer expectations, build relationships with customers and determine customer satisfaction.
- Outline your major achievements which demonstrate outstanding contributions to industry.

*The award focuses on the contribution of a dynamic, creative and visionary leader. The winner must demonstrate drive, innovation, an entrepreneurial attitude, market awareness and operational efficiency. The winner of this award is held up as an example of what an enterprising young individual can achieve in business and must be a member of the Young Entrepreneurs Council Solomon Islands.*

## LARGE BUSINESS OF THE YEAR

PERFORMANCE RESULTS, ACHIEVEMENT AND CONTRIBUTIONS

(500 to 1000 words)

- Outline how your organisation stands out in its operation or service delivery.
- Describe what steps you have initiated in your business to improve your service or operation and how you measure whether it is successful.
- Outline briefly what impacts your business has had in the Private Sector or business community.
- Describe how human resource management strategies support your organisation's focus on service excellence.

*The Large Business of the Year is categorised for businesses with over 50 employees who have demonstrated excellence in service delivery, are a reputable employer and have made a substantial impact in the business community.*

## MEDIUM BUSINESS OF THE YEAR

PERFORMANCE RESULTS, ACHIEVEMENT AND CONTRIBUTIONS

(500 to 1000 words)

- Outline how your organisation stands out in its operation or service delivery.
- Describe what steps you have initiated in your business to improve your service or operation and how you measure whether it is successful
- Outline briefly what impacts your business has had in the Private Sector or business community.
- Describe how human resource management strategies support your organisation's focus on service excellence.

*The Medium Business of the Year is for businesses who have between 10 to 50 employees and who have demonstrated excellence in service delivery, are a reputable employer and have made a substantial impact in the business community.*

## SMALL BUSINESS OF THE YEAR

### PERFORMANCE RESULTS, ACHIEVEMENT AND CONTRIBUTIONS

(500 to 1000 words)

- Outline how your organisation stands out in its operation or service delivery.
- Describe what steps you have initiated in your business to improve your service or operation and how you measure whether it is successful.
- Outline briefly what impacts your business has had in the Private Sector or business community.
- Describe how human resource management strategies support your organisation's focus on service excellence

*The Small Business of the Year Award is reserved for small businesses who have less than 10 employees and who have demonstrated excellence in service delivery, are a reputable employer and have made an impact in the business community.*

## ENTREPRENEUR OF THE YEAR

### PERFORMANCE RESULTS, ACHIEVMENTS AND CONTRIBUTIONS

(500 to 1000 words)

- Outline the strategies you use to promote and sustain awareness of your brand in local and/or overseas
- Outline the strategies you use to achieve substantial growth and commercial success.
- Outline how you or your organisation determine customer expectations, build relationships with customers and determine customer satisfaction.
- Outline your major achievements which demonstrate outstanding contributions to industry.

*This award is created for both women and men and focuses on the contribution of a dynamic, creative and visionary leader. The winner must demonstrate drive, innovation, an entrepreneurial attitude, market awareness and operational efficiency. The winner of this award is held up as an example of what an enterprising individual can achieve in business.*

## BUSINESS CONTRIBUTION TO SUSTAINABLE DEVELOPMENT AND COMMUNITY AWARD

### COMMUNITY PROJECT OR INITIATIVE

#### Project Summary

- Entries can be submitted for a specific project or for a range of complementary initiatives.
- Describe the issue and/or opportunity that inspired the initiative/project.
- Outline how the initiative was implemented detailing the specific steps taken to bring it to fruition.
- What were the most important factors contributing to the initiative's success?
- Describe the short and long term benefits of your organisation's initiatives

*This award recognises the organization that can best demonstrate a company-wide commitment to Sustainable Development and to their local community. The concept of Sustainable Development stems from the UN's Sustainable Development Goals (SDGs) calling to action an end to poverty, protecting the planet and ensuring that all people enjoy peace and prosperity. The winner must provide a detailed explanation of the policy or project that positively impacts on sustainable development and/or the local community demonstrating inclusivity and transparent economic growth; harmonious and fair social development; innovative waste management; or green and resilient environmental development.*

## INNOVATION & TECHNOLOGY AWARD

### PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS

(500 to 1000 words)

- Describe why your organisation is innovative with technology (For example: product development, operations and/or your overall business model.)
- Describe the steps that were taken in utilising technology to your advantage.
- Describe how this strategy was translated into a management plan.
- Outline the importance of innovation to your organisation or division/team as a whole, and major achievements you can demonstrate in technology. (These can include but are not limited to: evidence of positive changes within your organisation, customer/stakeholder satisfaction, market share, growth, effective time and budget management, return on investment.)

*The Innovation & Technology Award is for business who have effectively used innovative approaches to their business operations and utilised technology or digital solutions to advance their business.*

## AGRIBUSINESS OF THE YEAR

### PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS

(500 to 1000 words)

- Outline how your organisation stands out in its operation or service delivery.
- Describe what steps you have initiated in your business to improve your service or operation and how you measure whether it is successful.
- Outline briefly how your business has had an impact in the Private Sector or business community.
- Describe how human resource management strategies support your organisation's focus on service excellence

*This award is designed to celebrate and applaud the outstanding achievements of those businesses making a significant contribution to Solomon Islands agriculture.*

## INCLUSIVE & DIVERSITY AND LOCAL TALENT AWARD

### PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS

(500 to 1000 words)

- Outline how your organisation stands out in its operation and or service delivery.
- Describe what steps you have initiated in your business to improve your service or operation and how you measure whether it is successful.
- Outline briefly what impacts your business has had in the private sector or business community.
- Describe how human resource management strategies support your organisation's focus on service excellence.

*This new award is added to recognise excellence in delivery of Inclusion & Diversity in their workplace and culture with strong emphasis on women in leadership roles and talent pipeline, pro-women policies and programs to empower and/or best intervention and program to identify and develop local talent gearing them for leadership roles. SOEs can apply for this Award and one other.*

Please submit all entries by email [services@solomonchamber.com.sb](mailto:services@solomonchamber.com.sb)

**Nomination closes on Friday 29th October 2021.**

More information about the Business Excellence Awards call us on phone +677 39542 or +677 39543 or visit our website [www.solomonchamber.com.sb](http://www.solomonchamber.com.sb)

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