



## NOMINATION FORM

PLEASE RETURN THIS ENTRY FORM TO SICCI AT THE ADDRESS  
PROVIDED, **NO LATER THAN**  
**5PM, FRIDAY 9<sup>th</sup> OCTOBER 2026**

### 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:

|                       |                                                                                            |
|-----------------------|--------------------------------------------------------------------------------------------|
| Name                  | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Mr. Mrs. Ms. |
| Business/Organisation |                                                                                            |
| Job Title             |                                                                                            |
| Department            |                                                                                            |
| Address               |                                                                                            |
| Email                 |                                                                                            |
| Phone                 |                                                                                            |

**APPLICATION/NOMINATION**

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

|                                                                                                   |                                                                                            |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| <b>Business</b>                                                                                   |                                                                                            |
| <b>Person</b>                                                                                     | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Mr. Mrs. Ms. |
| <b>Award(s) being nominated for.</b><br><i>Refer to Awards List below for category of Awards.</i> |                                                                                            |

## 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 criteria to meet within each **award category**.

## ORGANISATIONAL PROFILE

(If you are applying for more than one (1) award, please copy paste here)

(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 submissions\***

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

## ☐ **NEW BUSINESS OF THE YEAR**

*The New Business of the Year award is for businesses established in the most recent financial year. This award goes to the business that best demonstrates leadership, innovation, practices, growth and positive return on investment. There will be two awards for this category; one for Large and one for Medium. Please indicate which category you are applying for by checking the appropriate box.*

Medium (10 to 50 employees) ☐

Large (50+ employees) ☐

**BUSINESS ACHIEVEMENTS** (Business must be less than 3 years old)

(500 to 1000 words)

- Describe your organisation's core capabilities and how you use these for long term sustainability including business/market planning
- Describe your organisation's strategy in ensuring that the business operates effectively. (Examples may include: effective cash flow management, development of systems and processes and risk management)
- Outline your approach in seeking advice and/or funding to ensure you keep up to date with market demands, customer service requirements and industry trends
- Outline the significant achievements you have made in developing the business.

## ☐ **LARGE BUSINESS OF THE YEAR**

*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.*

**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 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.



## MEDIUM BUSINESS OF THE YEAR

*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.*

- 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.



## SMALL BUSINESS OF THE YEAR

*This 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*

### 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 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.

## ☐ **INNOVATION & TECHNOLOGY AWARD**

*The Innovation & Technology Award is for businesses or who have effectively used innovative approaches to their business operations and utilised technology to advance their business. There will be three awards for this category; Small, Medium and Large. Please indicate which category you are applying for by checking the appropriate box.*

Small (Less than 10 employees) ☐

Medium (10 to 50 employees) ☐

Large (50+ employees) ☐

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)

## ☐ **AGRIBUSINESS OF THE YEAR**

*This category is designed to celebrate and applaud the outstanding achievements of those businesses making a significant contribution to Solomon Islands Agriculture. There will be three awards for this category; Small, Medium and Large. Please indicate which category you are applying for by checking the appropriate box.*

Small (Less than 10 employees) ☐

Medium (10 to 50 employees) ☐

Large (50+ employees) ☐

PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS (500 to 1000 words)

- Outline how your organisation stands out in its operation or service delivery in the agribusiness industry
- 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.

## ☐ **TOURISM BUSINESS OF THE YEAR**

*This category recognises the outstanding delivery of tourism services and attractions that result in significant visitor numbers, enhance the visitor experience and integrate with other tourism products and services. This category also recognises tourism operations and events that foster an understanding and appreciation of Solomon Islands culture, history, heritage, tradition and the arts. There will be three awards for this category; Small, Medium and Large. Please indicate which category you are applying for by checking the appropriate box.*

Small (Less than 10 employees) ☐

Medium (10 to 50 employees) ☐

Large (50+ employees) ☐

PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS (500 to 1000 words)

- Outline how your organisation stands out in its operation or service delivery in the tourism industry
- 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.

## ☐ **BUILDING AND CONSTRUCTION AWARD**

*This category is designed to celebrate and applaud the outstanding achievements of those businesses making a significant contribution to Solomon Islands Building and Construction industry. There will be two awards for this category; Small-Medium and Large. Please indicate which category you are applying for by checking the appropriate box.*

Small-Medium (Less than 10 to 50 employees) ☐

Large (50+ employees) ☐

PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS  
(500 to 1000 words)

- Outline how your organisation stands out in its operation or service delivery in the building and construction industry
- 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.

## ☐ **BUSINESS CONTRIBUTION TO THE COMMUNITY AWARD**

*This award will reward the organisation that can best demonstrate a company-wide commitment and impact to their local community. There will be two awards for this category; Small-Medium and Large. Please indicate which category you are applying for by checking the appropriate box.*

Small-Medium (Less than 10 to 50 employees) ☐

Large (50+ employees) ☐

CONTRIBUTION TO THE COMMUNITY – POLICY OR PROJECT (500 to 1000 words)

- Describe how your business developed an organisational culture and determines its objectives which, in the process, impact the community positively – both current and in the future
- Describe your company's/project's innovative/creative approach[es] and the impact it has on the community
- Describe how you measure the impact and what have you achieved and outline the short-and-long term benefits of your organization's initiatives
- Summarise why this company/project deserves an award for the Business Contribution to the Community Award, and how will the recognition through this award impact your organisation and the work you do.

## ☐ **EXPORTER OF THE YEAR**

*This category aims to award outstanding achievement in companies who currently export from Solomon Islands. The company should have a proven track record in export, demonstrate its current export strategy including plans for growth in existing and new markets. There will be two awards for this category; Medium and Large. Please indicate which category you are applying for by checking the appropriate box.*

Medium (10 to 50 employees) ☐

Large (50+ employees) ☐

PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS (500 to 1000 words)

- Outline how your organisation has achieved success in exporting within your industry.
- Describe the steps your organisation has taken to achieve success in exporting.
- Outline how your export strategies were translated into a structured management plan.

- Outline the significance of your export efforts to your organization. Provide evidence of how your export activities have led to positive outcomes
- Outline your major achievements which demonstrate outstanding contributions to the industry and economy.



## **ENTREPRENEUR OF THE YEAR**

*This category focuses on the contribution of a dynamic, creative and visionary entrepreneur. 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.*

### **PERFORMANCE RESULTS, ACHIEVEMENTS AND CONTRIBUTIONS (500 to 1000 words)**

- Outline your journey as an entrepreneur and the strategies you have used to develop yourself and your business
- Outline how you have promoted and sustained awareness of your brand
- Outline the strategies you will use or are using to achieve growth
- Outline how you or your organisation determine customer expectations, build relationships with customers and gauge customer satisfaction.
- Outline your major achievements which show outstanding contributions to your area of business.

Please submit all entries by email to:

[BEA@solomonchamber.com.sb](mailto:BEA@solomonchamber.com.sb) or enter online by visiting our website

<https://solomonchamber.com.sb/> Nominations closes on Friday 9th

October 2026.

For more information about the Business Excellence Awards, call us on phone  
+677 39542