

NOMINATION FORM

2021 EXCELLENCE IN HUMAN RESOURCES AWARD

The London Chamber of Commerce and the Human Resources Professionals Association London and District (HRPA) are recognizing businesses whose human resources policies and practices promote innovative solutions to current challenges.

This Award is designed to stimulate and recognize human resources excellence in any company that develops and uses best practices in recruitment, retention, and talent management. Organizations must demonstrate a focus on diversity through: creating an organizational community that includes all employees, employing people with a broad range of backgrounds and abilities, and participating in community outreach.

ELIGIBILITY CRITERIA

To be eligible, the nominated business must have been operating for at least 1 fiscal year in the London area.¹ Recipients of this award in the last 5 years (in the same category), Business Achievement Award sponsors, task force members are not eligible. One member of the HR team applying for the award must be a member in good standing with the HRPA.

NOMINATION PROCESS

1. **NOMINATION FORM SUBMISSION DEADLINE:** Thursday June 3, 2021
If you have been nominated in more than one category, you may only stand for one award.
2. **PRELIMINARY JUDGING:** All applications will be reviewed in early June and evaluated by a team of preliminary judges from a cross-section of local business organizations. The two top-ranked companies in each category will be considered finalists.²
3. **FINALIST JUDGING:** You will be notified of your status by the award coordinator after the preliminary judging has been completed. Site tours for the two finalists will be completed by a team of judges between June 21-30, 2021.
4. **AWARD RECIPIENT ANNOUNCEMENT:** The final recipients in each category will be announced at the Business Awards Gala on Wednesday, September 22, 2021.

1. *If you have offices outside the London area, please answer the questions based on what your business is doing here in the London community.*
2. *London Chamber of Commerce is strongly committed to protecting the confidential nature of all information included in the nomination package, scoring process and information shared during the site tours.*



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STEP 1 BUSINESS PROFILE

Company Name: _____

Address: _____

City: _____ Postal Code: _____

Telephone: _____ Website: _____

CEO/President: Name: _____

Email: _____ Tel: _____

Contact Person: Name: _____ Title: _____

Email: _____ Tel: _____

STEP 2 RELEASE STATEMENT

I declare that the information provided in this application is true and correct. If selected as I finalist, I agree to participate in the finalist presentation and to attend the awards gala on September 22, 2021. London Chamber of Commerce is permitted to provide the media with our company contact information.

CEO / President / or Designate Signature

Date

STEP 3 PRELIMINARY AWARD CRITERIA

Describe the strength of your HR team, ie. how many people are on it, what you are most proud of, how your team models your company values, how your team supports/works with stakeholders, etc.

1. Organizational Strategic Objectives and Goals Linked to Human Resources (15%)

Describe how your HR team is supporting your business or enterprise's strategic direction.

2. Human Resources Policies and Practices (40%)

Describe each of the following practices, including creative/innovative ideas, tools you use to track and assess, and continuous improvement activities:

I. Recruitment II. Retention III. Learning and Development IV. Succession Planning

3. Employee Experience (20%)

Please describe what people-focused policies, procedures, programs and initiatives you have initiated to help enhance your employee experience. Examples: coaching, professional development, work-life flexibility, employee health, safety and wellness, social activities, or reward/recognition programs.

4. Workforce Description (20%)

Describe what diversity and inclusion looks like, including policies, practices and activities in place to generate and maintain a diverse workforce, the benefits of employing people with a broad range of abilities, cultural and social backgrounds, and ages, and accommodation policies.

5. Partnering, Outreach and Community Activities (5%)

Describe ways in which staff are developed and encouraged through participation in community boards or community activities.

BUSINESS DESCRIPTION (max 200 words)

Tell us about your company. Include the nature of your business, the number of employees, history, and geographic scope. Limit your description to 200 words. Please be advised that this description will be included in the media kit if you become one of the award finalists.

STEP 4 SUBMIT YOUR APPLICATION

Upload a PDF copy of your complete and signed application to <http://lcocbaa.ca>

If you have any questions, please contact:

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519-432-7551 x 28

COMPANY LOGO

Please forward your company logo to julia@londonchamber.com