

## **The SERAS CSR Awards Terms & Conditions**

### **Background of The SERAS CSR Africa Awards**

*The SERAS – CSR Africa Awards is an annual project which aims to promote as well as raise awareness about the roles organizations play with emphasis on their responsibility towards stakeholders and the social development of Africa. The SERAs is Nigeria and Africa's first and premier Corporate Social Responsibility (CSR) Awards, aims to substantiate the case that corporations who are socially responsible stand to gain huge benefits in regards to the triple bottom line - economic, social and environmental capital.*

### **VISION**

To remain the gold-standard recognition in Corporate Social Responsibility (CSR) and Sustainability in Africa

### **MISSION**

To lead the drive towards actualization of the sustainable development goals in Africa by enabling a platform that promotes, measures and harmonizes the contributions of private sector, governments/public sector and non-governmental organizations to attain set targets.

### **OBJECTIVES**

The aim of The SERAS CSR Africa Awards 2018 is to achieve the very first objective we set out to achieve right from the very first edition, which is- **to lead the drive towards actualization of the sustainable development goals in Africa by enabling a platform that promotes, measures and harmonizes the contributions of private sector, governments/public sector and non-governmental organizations to attain set targets**- would be met sooner than later. We have not kept the faith alone. Support and participations from organizations have kept our dreams of ensuring that Africa shines the light on the path of sustainable development and becomes a global example of how to meet the sustainable development goals by working together.

### **THE MAIN GOALS ARE TO:**

- Identify and recognize exemplary CSR performances/projects/programmes
- Give visibility to CSR/Sustainability excellence and raise awareness on the positive impact that business can have on society
- Draw attention to best practices
- Enhance the exchange of CSR best practice across Africa
- Promote CSR/Sustainability collaboration between B2B and Business to Stakeholder.
- Acts as driver for Sustainable development in Africa.

## ***THEME: Poverty Eradication Through Sustainability: Turning Challenges into Opportunities***

A gathering of the United Nations came together in 2015 to set a new road map towards achieving sustainable development. The very first of the list is to eradicate poverty and all of its form by 2030. For this to be realized, 57 people globally need to leave the poverty level every minute, 12 people every minutes for Africa.

On the contrary, 9 people are going into poverty every minute on the continent of Africa, Nigeria being responsible for 7 out of the 9. This is confirmed by the recent publication by the World Bank that Nigeria has overtaken India as the country with the most number of people living in extreme poverty, a country with time four of its population

It is impossible for Africa to reign in the onslaught of poverty, if poverty reduction is not made a focal issue amongst those who possess the economic means as well as the various government.

The twelfth edition of The SERAS is focussed on uncovering those organisations whom through their CSR and sustainability activities have committed themselves to reduction of poverty and helping the continent to meet up with its aspirations in 17 areas of SDG's namely- *No poverty; zero hunger; good health & well-being; quality education; gender equality; clean water & sanitation; affordable & clean energy; decent work & economic growth; industry, Innovation & Infrastructure; reduced in-equalities; sustainable cities & communities; responsible consumption & production; climate action; life below water; life on land; peace & justice & strong Institutions; Partnership for all goals*

### **Terms & Conditions**

By completing the registration process, you accept and agree to all The SERAS-CSR Awards 2018 guidelines and Online Questionnaire terms & conditions set forth here.

These terms assure that you will dutifully carry out the following obligations and responsibilities:

1. Accuracy of entry details is the responsibility of the applying organization.
2. You must ensure you provide accurate contact details and identity of contact person(s)
3. Submission of true and accurate information/data of your organization
4. You must save any updated data in your entry as when required. The SERAS CSR Awards will not be held liable for loss of any data not saved
5. Your organization takes full responsibility of ensuring that you go over your submission before finally submitting
6. You must ensure that entry reaches us latest 6pm GMT on 20st July, 2018
7. Entries that arrive late would have points deducted by the Jury panelist as they deem fit.

### **Categories:**

The SERAS CSR Awards is open to Organizations across all sectors of the economy-small, medium, large-scale organizations and also public sector organizations/ department, social enterprises and Non-governmental and Not-for-profits in Africa.

1. Small-sized enterprises: Private organizations with less than 50 employees.
2. Medium-sized enterprises: Private organizations between 51-200 employees.

3. Large-sized enterprises: Private organizations with more than 300 employees.
4. Public sector organizations / departments: Government departments and public sector authorities (of any size) that provide non-commercial services.
5. Partnerships and Collaborations: Government/Private organizations may apply for this category for a social and/ or environmental Partnership or Collaboration (Program/Project/ Initiative) jointly with one or more NGO/CSO/NPO and government/private organization.
6. Social Enterprise: Organizations that engage in business operations to generate revenue primarily to serve social, environmental purposes.
7. Oil & Gas: Private, Public and jointly owned commercial enterprises that operate in the production, distribution and supply of energy.
8. Financial Services: Commercial Banks, Investment Banks, Brokerage companies, Insurance companies, Financial Institutions, Equity Firms and any organization operating in the financial sector is eligible to apply.

**Eligibility:**

The SERAS CSR Awards is open to all organizations that are operating in Nigeria and Africa who invest in corporate social responsibility and sustainability. Past winners are again encouraged to apply. Multinationals that may not be headquartered in Africa, but have their subsidiaries operating in Nigeria and other regions of Africa can also participate as long as the projects/programs to be entered were or are being carried out in locations depicted above. The SERAS CSR Awards reserves the right to reject any entry that fails to meet set criteria

**AWARDS CATEGORIES:**

**SUSTAINABLE DEVELOPMENT GOALS**

1. Best Company in Poverty Eradication
2. Best Company in Eradication Of Hunger & Food Security
3. Best Company in Promotion Of Good Health & Well-Being
4. Best Company in Education
5. Best Company in Promotion Of Gender Equality & Women Empowerment
6. Best Company in Infrastructure Development
7. Best Company in Provision Of Water & Sanitation
8. Best Company in Provision Of Clean & Affordable Energy
9. Best Company in Partnership for Development.
10. Best Company in Climate Action

**PR AND MEDIA RELATIONS**

11. Best Corporate Communication Team
12. Best Company in Sustainability Reporting
13. Best Company in CSR Reporting: Media (Television, Print, Radio, On-line)

**BEST PRACTICES.**

14. Best Company in Environmental Excellence
15. Best Work Place Practices
16. Best Company in Supply Chain Management
17. Best Company in stakeholder's engagement.

18. Not-for-profit of the year.

#### LEADERSHIP AND GOVERNANCE

19. SERAS innovation Prize.
20. CSR/Sustainability Practitioner of the year
21. CSR Department of the year
22. CEO of the year

#### **Supporting Materials:**

1. Kindly select award category your organization wishes to enter for from 1-25
2. Attach relevant documents required for category entered i.e. CSR/Sustainability projects/programs and locations. Also attach other relevant documents such as Policies, objectives of projects/programs, database of KPI's (link to objectives & targets), internal reports compiled, copies of sustainability report and audits conducted (where applicable).
3. You can either enter on-line or send your completed entry forms to the address stated above.
4. Based on the theme for the year, kindly ensure your entry outlines the following-(a). Inclusivity (b) Structure (c) Sustainability (d) Capital of finance model (e) Measurement metrics

#### **Entry Fee**

Entry fee has to be paid in full by all applicants regardless of the number of categories they are applying for.

Entry fee for large-size enterprises, i.e. (private or government)-500,000:00 Nigerian naira or \$2,250

Entry fee for medium-size enterprises: 350,000:00 Nigerian naira or \$1,720

Entry fee for small-size enterprises: 195,000:00 Nigerian naira or \$860

All entry fees payable to TruContact CSR Nigeria Limited either by Cheque or transfers via (For Payments in Nigerian Naira)

**Name of Organization: TruContact CSR Nigeria Bank: Diamond Bank plc.**  
**Branch: Adeola Hopewell Street, V.I. Account number: 0048586903**  
**IBAN: 0048586903**  
**Sort Code:063150955 Bank Branch code:095**  
**Bank Swift Code:DBLNGLA**

(For Payments in Dollars)

**Name of Organization: TruContact CSR Nigeria Bank: Diamond Bank plc.**  
**Branch: Adeola Hopewell Street, V.I. Account number: 0079383502**  
**IBAN: 0048586903**  
**Sort Code:063150955**

## **The Assessment Process**

Names of short listed organizations will be uploaded on the awards website and the public will be called upon to vote on a national/ international levels, names of companies that they perceive to be role models in their CSR & Sustainability operations and performance in the various categories. The organizers will also monitor and verify claims made by participating organizations.

The verification exercise will involve visits to the cited project locations identified by short listed companies, and interviews with beneficiaries and stakeholders. A jury panel, made up of eminent, and distinguished professionals with impeccable records, will do the final selections.

Please complete the form below. If completed online, the boxes will expand to accommodate your information. If completed offline, additional sheets may be used. Please note that the maximum total number of pages allowable is seven (7 pages).

## **Closing Date: July 20st, 2018 Short-listing & Nominations**

All Applications will be reviewed by at the judges. Judges may reserve the right to request further clarification or additional proof or documentation, after which the jury panel will score and vote at final sitting.

The winners will be chosen from the list of shortlisted organizations. After shortlisting, the judges will review and reduce number to final four nominees per category. The list of nominees will be made public on the awards website. All jury decisions are final and uncontestable. Each applying company will receive a set of feedback comments from the member(s) of the Jury Panel that has reviewed their Awards application.

## **Confidentiality**

The SERAS-CSR Awards Jury and the organizers will treat all application materials, including supporting documents, with utmost confidentiality.

However, **applicants are responsible for measures to ensure protection of their intellectual properties. Note that the applications of the shortlisted organizations would be publicized.**

## **Awards Ceremony**

**The SERAS CSR Awards 2018 awards dinner will hold on November 9th, 2018 at the prestigious Eko Hotel & Suites, Victoria Island, Lagos, Nigeria at 5pm GMT.** Winners would be announced at the ceremony.

\*\*\*All finalists are expected to make table reservations at the gala via the organizing committee.

## **Benefits:**

Winners will go home with The SERAS statuette designed and crafted by world-renowned R.S. Owens, makers of the award statuettes for the OSCARS and GOLDEN GLOBE. The gold & silver statuette weighing 6.2 kilograms' rates as first in its class in design, cost, glamour, look and feel, and is worth its weight in gold! Little wonder it has become the gold standard award in CSR and sustainability and a *must-win* title for businesses or organizations that must accentuate and brandish their CSR and Sustainability credentials.

A feature in the awards winner's brochure

Profile of your organization in the official magazine of the awards The Social Enterprise Report  
Showcase of winning entries in our award winning sustainability documentary.

Positive mileage that comes with participating in the awards.

**The SERAS Secretariat**

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