



**HKIHRM**  
**HR EXCELLENCE**  
**AWARDS 2023/2024**  
**ENTRY GUIDE**



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# ABOUT THE HKIHRM

The Hong Kong Institute of Human Resource Management (HKIHRM) is the most representative human resource management professional body in Hong Kong. Established in 1977, the Institute has a membership of close to 5,000, of whom around 520 are corporate members.

## Our Vision

To be the leading professional human resource management and advisory institute

## Our Missions

- To develop, maintain and enhance professional human resource management standards through our members and partners
- To advocate and promote professional HR practices to HR leaders and other stakeholders in society
- To attract talents to become HR practitioners and ensure sustainability of the profession

## Our Values

Ethics & Integrity, Diversity & Inclusion, Sustainability and Social Responsibility





## ABOUT THE AWARDS

Since 2012, the HKIHRM has proudly presented the HR Excellence Awards to recognise organisations and individuals who have achieved business success through outstanding people strategies and practices. Candidates are to demonstrate:

- Strategies and practices that deliver a direct impact on business performance;
- Total solutions which are integrated with the other core elements of an organisation; and
- Innovations that set new standards for the industry

## Benefits to Organisations

- Foster pride and inspiration in the organisation and motivate the HR team to achieve higher by recognising its efforts;
- Earn creditability and public recognition in the HR profession and the broader business community;
- Enhance the branding and reputation of the organisation through showcasing their exemplary HR practices and recounting their successful case studies at various events; and
- Gain a valuable marketing tool in communicating with different stakeholders as winners will have the right to use the Awards logo on name cards, letterheads, and other promotion materials.

## Awards Categories

- Organisational Category
- HR Service Provider Category
- GBA Category
- NGO Category
- SME Category
- Individual Category
- Grand Award of the Year

# ORGANISING COMMITTEE

## CHAIRPERSON



**Ian Choy**  
Executive Director –  
Human Resources,  
Corporate Communications  
and Administration  
Gammon Constructions Limited

## COMMITTEE MEMBERS



**Connie Chan**  
Head of Human Resources &  
Administration  
Octopus Holdings Limited



**Fanny Chan**  
Chief Administrative Officer,  
Head of Human Resources,  
Managing Director  
China Everbright Bank



**Priscilla Chau**  
Director – Human Resources  
CLP Power Hong Kong Limited



**Miko Cheung**  
Human Resources Director  
LAWSGROUP



**Theresa Chong**  
General Manager, Human Resources  
Hong Kong Aircraft Engineering Company



**Joyce Ho**  
Human Resources Director,  
Operations, C&B  
Informa Markets Asia Limited



**Theresa Lui**  
Chief People Officer  
Chow Tai Fook



**Jennifer Tam**  
Partner  
Mayer Brown



**Benjamin Wong**  
Human Resources Director, Greater China  
Goodman Asia Limited

# CATEGORIES

The following Awards will be granted to outstanding programmes in the “Organisational Category”, “HR Service Provider Category”, “GBA Category”, “NGO Category”, “SME Category” and “Individual Category” by the Judging Panel.

- Excellent Award
- Elite Award
- Merit Award
- Good Practice
- Professional Practice (Only for Organisational Category Grand Awards)

## ORGANISATIONAL CATEGORY

There are 9 Grand Awards and 16 Sub-Category Awards under “Organisational Category”.

GRAND AWARDS	SUB-CATEGORY AWARDS
Grand Award of the Year (will be granted to the organisation with the highest score among the entries in the year)	
Grand Award of Diversity & Inclusion	Age-Friendly Workplace Award Disability-Friendly Employment Award
Grand Award of Employee Experience	Best Workplace Award Employer Branding Award Family-Friendly Practices Award
Grand Award of Employee Wellness	Employee Benefits Award Employee Happiness Award
Grand Award of ESG Initiatives	Community Caring Award Corporate Governance Award Green Achievement Award
Grand Award of HR Digitalisation	HR Analytics Award Learning Technology Award
Grand Award of Talent Management	Gen Z Attraction Award Learning & Development Award Management Trainee Programme Award Talent Acquisition Award
Grand Award of Change Management	
Grand Award of Innovation	

### Grand Award of the Year

(will be granted to the organisation with the highest score among the entries in the year)

The Grand Award of the Year is presented to the top awardee under the “Organisational Category”. This award highlights the entry that serves as the most outstanding example of best practice in action, inspiring Hong Kong

HR practitioners with new ideas to help them excel in their profession. In arriving at their decision, the judges will look for projects that have produced outstanding results with a far reaching impact and meaningful contribution to the HR community. The winning project should be able to show what can be accomplished through passion, dedication, and a commitment to helping and developing its people.

# CATEGORIES

## Grand Award of Diversity & Inclusion

This award recognises an organisation that supports diversity and inclusion initiatives at the heart of its business and realises such values through active practices. Entries should demonstrate best practices in diversity and inclusion being put in the place in their HR policies, practices, and procedures with regular reviews to tackle and remove any unfair bias.

- **Age-Friendly Workplace Award**

This award recognises an organisation that promotes age diversity and inclusion in the workplace and implemented policies and practices such as flexible working arrangements, learning opportunities, career paths, benefits and wellness initiatives which support older workers and created an age-friendly workplace to value the contribution of older workers. Entries should demonstrate the positive influence made by applying age-friendly initiatives to deepen the impact of diversity & inclusion of the organisation.

- **Disability-Friendly Employment Award**

This award recognises an organisation that promotes disability-friendly employment and implemented policies and practices such as flexible working arrangements, learning opportunities, career paths, benefits and wellness initiatives which support employees with disability and create a disability-friendly workplace to value their contribution. Entries should demonstrate the positive influence made by applying the disability-friendly initiatives to deepen the impact of diversity & inclusion of the organisation.

## Grand Award of Employee Experience

This award recognises an organisation where its employee experience strategy is closely aligned with the broader business objectives. Entries should demonstrate that specific creative and brand-new employee-centric initiatives have helped to improve employees' working experience, increase employees' satisfaction and commitment, strengthen employee engagement, and enhance the work environment. Entries should be able to quantify the achievements.

- **Best Workplace Award**

This award recognises an organisation with excellence in providing an exceptional workplace environment that fosters employee engagement, cross-team collaboration, satisfaction, and well-being through a wide range of HR policies and practices, leadership, physical setting, etc. to create a best workplace for employee.

- **Employer Branding Award**

This award recognises an organisation that has created a value proposition and executed a branding campaign with proven success in differentiating its identity and adding value to the organisation. Entries should demonstrate a strong employer brand strategy in attracting, engaging, and retaining employees and show evidence of implementing the branding campaign successfully.

- **Family-Friendly Practices Award**

This award recognises an organisation with excellence in helping employees balance work and family obligations, through a wide range of HR policies and practices, such as flexible work arrangements, daycare, elderly care, adoption and reproductive assistance, breastfeeding support, paid personal and earned days off programmes, or academic bursaries for employees' children.

## Grand Award of Employee Wellness

This award recognises an organisation that provides the most compelling evidence about their strategy for protecting and enhancing the health and wellbeing of employees. Entries should include specific initiatives to give whether mental, physical, social, and/or emotional supports to their employees, which in result improving the health and well-being of the employees and strengthening the organisation performance as a whole.

- **Employee Benefits Award**

This award recognises an organisation for going above and beyond in providing their employees with a comprehensive benefits package, such as health insurance, retirement plans, paid time off, special leaves or wellness programmes which motivate employees to perform at their best and attract and retain talents for the organisation. Entries should be able to quantify the achievement.

- **Employee Happiness Award**

This award recognises an organisation that has adopted a purposeful approach to foster a positive and happy workplace culture where employees feel valued and find working meaningful in the organisation. Entries should demonstrate the positive influence made by applying the approaches in strengthening employee happiness and quantify the achievement.

## Grand Award of ESG Initiatives

This award recognises an organisation for planning a comprehensive ESG (Environment, Social and Governance) approach, including Corporate Social Responsibility



# CATEGORIES

initiatives, and factoring it into its overall HR strategy. Entries should demonstrate the positive influence made by applying the ESG initiatives / projects to deepen the sustainability and ethical impact of a company in the areas of environment, society, and governance.

- **Community Caring Award**

This award recognises the organisation that has made a significant contribution to the well-being of the community and achieve excellence in promoting social responsibility and ethical business practices. The scope of entry can include volunteerism, community involvement through advocacy, educational or outreach programmes, compassionate leadership to demonstrate empathy, kindness and respect towards stakeholders.

- **Corporate Governance Award**

This award recognises an organisation that effectively promotes transparency and accountability, pursues integrity in business operations and embraces diversity in the processes to attract, appoint, promote, and ensure accountability among the senior leaders. The scope of entry can include corporate's purpose, the role and makeup of board of directors and management committees, shareholders and stakeholders' interests, measurement of the corporate's performance, etc.

- **Green Achievement Award**

This award recognises an organisation that makes significant efforts to promote environmental sustainability and foster a green culture that motivates employees to take actions for protecting the environment. Entries should demonstrate the positive influence made by applying the green initiatives / projects to deepen the sustainability with quantifiable impact to the environment.

## Grand Award of HR Digitalisation

This award recognises an organisation that embraces technologies, data analytics / informatics or digital solutions to help drive better efficiency, productivity, and performance of the HR department and the organisation as a whole. The scope of the entry can include the implementation of HR software, analytic systems, online learning and development tools, etc.

- **HR Analytics Award**

This award recognises an organisation for demonstrating exceptional use of data analytics to analyse and manage human resources data which help drive better efficiency, productivity and decision making of an organisation. The scope of entry can include the implementation of HR analytics systems, HR software, people analytics strategy, etc.

- **Learning Technology Award**

This award recognises excellence in implementing and utilising technology to enhance employee learning opportunities and experience which strengthens the skills, knowledge, mindset, and culture across all levels of the organisation. The scope of entry can include the implementation of strategic plan or programme, digital solution, software, online training, etc.

## Grand Award of Talent Management

This award recognises an organisation which has developed outstanding effective strategies, programmes and policies for talent identification, classification, management, and retention, as well as workforce mobilisation such as job rotation and assignment planning to enable leadership succession.

- **Gen Z Attraction Award**

This award recognises an organisation which has developed outstanding effective strategies, programmes, and policies to enhance the employer branding, recruitment processes, and retention initiatives that attract, engage, develop, and retain quality Gen Z. Entries should demonstrate excellence in formulating effective strategies and commitment to understanding and engaging with Gen Z with tangible impact by putting them in place.

- **Learning & Development Award**

This award recognises excellence in the design, creation, and implementation of a unique learning and development strategy that enhances the skills, knowledge, and attitude across all levels of the organisation. The scope of the entry can be a strategic plan or programme, individual courses or other deliverables that enhance performance and encourage learning and development in the organisation.

- **Management Trainee Programme Award**

This award recognises an organisation that successfully formulates and delivers a management trainee recruitment programme which attracts, engages and grooms graduates to be the future management / leaders of the organisation. The scope of entry should demonstrate a strategic and structured programme in place to provide training, learning initiatives, networking opportunities and aspirational career path to the trainees.

- **Talent Acquisition Award**

This award recognises an organisation's talent attraction strategy that effectively aligns with the overall business strategies and employer branding. Entries should demonstrate excellence in job design, manpower planning



# CATEGORIES

and deployment, recruitment and selection strategies, internal mobility strategies and programmes that seek to achieve effective utilisation and acquisition of talent to meet business needs.

## Grand Award of Change Management

This award recognises excellence in an organisation's ability to set a compelling vision and plan, implement, and manage changes in the people aspect of a major organisational programme. Entries should demonstrate HR's contribution through all the stages of the change process, and how the programme brings positive impacts to employees and organisation performance and / or clearly minimises potential negative impacts.

## Grand Award of Innovation

This award recognises the successful implementation of an overhaul of an HR concept through innovative initiatives to create synergies, deliver insight, increase efficiency, enhance family, community and / or social values while addressing workforce and / or organisation challenges. Innovative initiatives can be creating or adopting a new technology or digital solution, or a creative strategic HR-related programme.



# CATEGORIES

## HR SERVICE PROVIDER CATEGORY

### Change Management Provider Award

This award recognises the excellence of a service provider in helping its clients set a compelling vision and plan, implement, and manage changes in the people aspect of a major organisational programme. Entries should demonstrate contribution through all the stages of the change process and how the programme brings positive impacts to the client's employees and organisation performance and / or clearly minimises potential negative impacts.

### ESG Provider Award

This award recognises the excellence of a service provider in assisting its clients in planning a comprehensive ESG (Environment, Society and Governance) approach, including Corporate Social Responsibility initiatives, and factoring into the overall HR strategy. Entries should demonstrate the positive influence made by applying the ESG service / project to deepen the sustainability and ethical impact of its client in the areas of Environment, Society, Governance.

### Innovation Provider Award

This award recognises the excellence of a service provider in putting an HR concept into practice for its clients through innovative initiatives to create synergies, deliver insight, increase efficiency, enhance family, community and / or social values while addressing workforce and / or organisation challenges. Innovative initiatives can be creating or adopting a new technology or digital solution, or a creative strategic HR-related programme for clients, implementation of HR software, analytic systems, or online training, etc.

### Learning & Development Provider Award

This award recognises a service provider that demonstrates excellence in the design, creation, and implementation of a unique learning and development strategy for its clients that enhances the skills, knowledge, and attitude across all levels of the organisation. The scope of an entry can be a strategic plan or programme, individual courses or other deliverables that enhance performance and encourage learning and development in the client's organisation.

### Mobility Provider Award

This award recognises a service provider that demonstrates excellence in the design, creation and implementation of mobility strategies that allows clients to successfully create the Remote Workforce (WFH), Internet of Things (IoT), or Bring Your Own Device (BYOD) culture in their companies. Entries should demonstrate excellence in driving better efficiency, productivity and performance of the HR department and the organisation.

## MPF Provider Award

This award recognises a service provider in providing its client services in managing MPF funds and related services to employers and employees who participate in the scheme. Entries should demonstrate excellence in areas such as customer service, contributions, investment options and performance, and compliance with regulatory requirements.

### Payroll Provider Award

This award recognises a service provider in offering exceptional payroll services to its clients to improve the efficiency and effectiveness of their payroll operations. Entries should demonstrate excellence in customer service, payroll calculations and accuracy, timeline, payroll reporting and innovation in their payroll services.

### Talent Acquisition Provider Award

This award recognises the excellence of a service provider in providing its clients with a talent attraction strategy that effectively aligns with the overall business strategies and employer branding of the organisation. Entries should demonstrate excellence in job design, manpower planning and deployment, recruitment and selection strategies, internal mobility strategies and programmes that seek to achieve effective utilisation and acquisition of talent to meet client's business needs.

### The Most Popular Recruitment Platform Award

This award recognises the best local online platform for job seekers and employers in Hong Kong. The platform must have a large and active Hong Kong user base, high engagement and satisfaction rates, innovative and user-friendly features for job search and hiring, and a positive impact on the Hong Kong labour market, such as creating more job opportunities, improving skills development, etc. Entries should be able to quantify the achievements. Entries should be able to quantify the achievements.

### Wellness Provider Award

This award recognises a service provider in offering exceptional wellness solutions to their clients. Entries should demonstrate excellence in providing health and well-being programmes and services that enhance physical, mental, financial and social well-being of employees or providing family-friendly services that help balance employees' work and family obligations, as a result improving employees' engagement and retention.

# CATEGORIES

## GBA CATEGORY

Organisations that have business registration and operation in the GBA cities are eligible to enter the Awards.

## NGO CATEGORY

Organisations that are on the list of charitable institution and trusts of a public character, which is exempt from tax under section 88 of the Inland Revenue Ordinance, and hold the letter issued by the Inland Revenue Department are eligible to enter the Awards.

The following **9 Awards** are included in GBA Category and NGO Category respectively:

- Change Management Award
- Diversity & Inclusion Award
- Employee Experience Award
- Employee Wellness Award
- Employer Branding Award
- ESG Initiatives Award
- HR Digitalisation Award
- Innovation Award
- Talent Management Award

For definitions – please refer to Organisational Category.

## SME CATEGORY

Manufacturing enterprises with fewer than 100 employees or non-manufacturing enterprises with fewer than 50 employees are eligible to enter this Awards.

The following **4 Awards** are included in SME category:

- Employee Experience Award
- Employee Happiness Award
- Family-Friendly Practices Award
- Innovation Award

For definitions – please refer to Organisational Category.

## INDIVIDUAL CATEGORY

- Entrants for the Individual Category should possess at least 1 year of working experience as an HR practitioner.
- Entrants should remain in the same organisation during the interview period, otherwise he or she may be disqualified from the Award. Entrants should also submit a nomination letter with the letterhead of the organisation as an official supporting document from the company. The letter should include the name, business title, and signature of both the supervisor and entrant, as well as the company chop.

### HR Excellence Leader Award

(will be nominated by the Executive Council of the HKIHRM only)

This award recognises an individual who demonstrates excellent HRM professionalism, enhances influence of the HRM profession and has made an outstanding contribution to the HR community.

### HR Professional Award

This award recognises an individual HR practitioner who is at the Managerial, Executive, or Leadership career stage as described in the attached HR Career Ladder Guide\* which is published by the HKIHRM, and has contributed to his or her own organisation by creating a significant HR impact. Entries should include specific initiatives, projects or thought leadership to people management, work practices, applying technologies / talent solutions and building organisational capabilities to enhance business success.

\*Please refer to P.18 for more details.

### Rising Star Award

This award recognises an individual HR practitioner who is at the Technical or Professional career stage as described in the attached HR Career Ladder Guide\* which is published by the HKIHRM, and has demonstrated excellence either by the creative and innovative development of new ideas and programmes or by highly effective utilisation of well regarded principles in HR. Specific achievements may be related to a project or an ongoing activity of his or her own organisation.

\*Please refer to P.18 for more details.



# ENTRY GUIDELINES

## Eligibility

The HKIHRM HR Excellence Awards 2023/24 are open to organisations of any size or type with operations in Hong Kong, Macau, the mainland China or across the Asia-Pacific region. Interested parties are welcome to enter the following categories where HR initiatives carried out in any of the above-mentioned geographical regions will be eligible.

- **Organisational Category / HR Service Provider Category / GBA Category / NGO Category / SME Category**

Entrants may compete for more than one award category and are allowed to submit more than one entry under each award category. The initiative / project should be implemented in the past 24 months (namely between 1 April 2021 and 31 March 2023) with proven results and quantifiable achievements.

- **Individual Category**

HR Professional Award and Rising Star Award: Candidates should complete the Entry Form with current employers' endorsement. Each organisation can endorse a maximum of three candidates.

## Entry

- Entrants are required to complete the HKIHRM HR Excellence Awards 2023/24 **Entry Form** on the website (<https://www.hkihrm-awards.org/apply-now>). The Project Summary form will be sent to the entrants within 3 working days after receiving the application and payment.
- The Entry Form should be completed no later than **23:59 on 3 July 2023**, while the Project Summary no later than **23:59 on 17 July 2023**.



Scan to fill in the Entry Form

## Fee

	Early Bird (until 17 June 2023) per entry		Regular (18 June – 3 July 2023) per entry	
Category	HKIHRM Member	Non-Member	HKIHRM Member	Non-Member
Organisational Category Grand Awards	HK\$9,500	HK\$13,000	HK\$12,500	HK\$16,000
Organisational Sub-Category Awards / GBA Category / HR Service Provider Category/ Individual Category	HK\$6,500	HK\$10,000	HK\$9,500	HK\$13,000
NGO Category/ SME Category	HK\$3,250	HK\$5,000	HK\$4,750	HK\$6,500

# MILESTONES

	Organisational Category Grand Awards/ HR Service Provider Category/ GBA Category/ NGO Category/ SME Category/ Individual Category	Organisational Category Sub-Category Awards
<b>Early-bird Period</b> Until 17 June 2023  Deadline for Entry Form Submission Until 3 July 2023 (23:59)	Interested organisations / individuals are required to submit the Entry Form and settle the entry fee before the entry deadline.	
<b>Deadline for Project Summary Submission</b> Until 17 July 2023 (23:59)	The Project Summary in English or Chinese with a word limit of 2,000 will be used to identify candidates for the assessment. The Project Summary should be clear and comprehensible to readers both inside and outside your field.	The Project Summary in English or Chinese with a word limit of 1,000 will be used to identify candidates for the assessment. The Project Summary should be clear and comprehensible to readers both inside and outside your field.
<b>Assessment*</b> (Q3 2023)	Assessors will mark each entry according to the submitted Project Summary. The first two highest scores candidates among the same Award entries will be shortlisted to the Final Interview, to compete for the Excellent Award and the Elite Award. For the rest of the entries, Merit or Good Practice / Professional Practice (only for Organisational Category Grand Awards) will be granted based on the scoring marked by our professional assessors.	Assessors will mark each entry according to the submitted Project Summary. The Excellent, Elite, Merit and Good Practice of each Award will be selected based on the score.
<b>Final Interview</b> (December 2023)	Finalists will be invited to give a 10-minute presentation and a 5-minute Q&A session to the judging panel. The Excellent and Elite of each Award will be selected.	
<b>Awards Presentation Ceremony cum Gala Dinner</b> (Q1 2024)	The results of the HKIHRM HR Excellence Awards 2023/24 will be announced.	

## \*Associate Assessors



# JUDGING CRITERIA

## Organisational Category – Grand Awards

- Grand Award of Change Management
- Grand Award of Diversity & Inclusion
- Grand Award of Employee Experience
- Grand Award of Employee Wellness
- Grand Award of ESG Initiatives
- Grand Award of HR Digitalisation
- Grand Award of Innovation
- Grand Award of Talent Management

Detailed Summary of Entry Project	Score (Total 100)
<b>Part 1: Methodology of the initiative/ project</b>	25
<ul style="list-style-type: none"><li>• Core concept</li><li>• Project objectives and expected goals</li><li>• Ethical practice which demonstrates the underlying value of the organisation</li></ul>	
<b>Part 2: Execution of the initiative/project</b>	35
<ul style="list-style-type: none"><li>• Approach used to deliver the message of the initiative/project and its effectiveness</li><li>• Management of stakeholders' expectations</li></ul>	
<b>Part 3: Achievement and outcome</b>	35
<ul style="list-style-type: none"><li>• Intangible and quantifiable outcome evaluation</li><li>• Contribution to business performance and stakeholders of the organisation</li></ul>	
<b>Part 4: Creativity and innovation</b>	5
<ul style="list-style-type: none"><li>• Idea and implementation to foster organisational flexibility and competitive advantages</li></ul>	

## Organisational Sub-Category Awards

- Age-Friendly Workplace Award
- Best Workplace Award
- Community Caring Award
- Corporate Governance Award
- Disability-Friendly Employment Award
- Employee Benefits Award
- Employee Happiness Award
- Employer Branding Award
- Family-Friendly Practices Award
- Gen Z Attraction Award
- Green Achievement Award
- HR Analytics Award
- Learning & Development Award
- Learning Technology Award
- Management Trainee Programme Award
- Talent Acquisition Award

Detailed Summary of Entry Project	Score (Total 100)
<b>Part 1: Methodology of the initiative/ project</b>	30
<ul style="list-style-type: none"><li>• Core concept</li><li>• Project objectives and expected goals</li><li>• Ethical practice which demonstrates the underlying value of the organisation</li></ul>	
<b>Part 2: Execution of the initiative/project</b>	35
<ul style="list-style-type: none"><li>• Approach used to deliver the message of the initiative/project and its effectiveness</li><li>• Management of stakeholders' expectations</li></ul>	
<b>Part 3: Achievement and outcome</b>	35
<ul style="list-style-type: none"><li>• Intangible and quantifiable outcome evaluation</li><li>• Contribution to business performance and stakeholders of the organisation</li></ul>	



# JUDGING CRITERIA

## HR Service Provider Category

- Change Management Provider Award
- ESG Provider Award
- Innovation Provider Award
- Learning & Development Provider Award
- Mobility Provider Award
- MPF Provider Award
- Payroll Provider Award
- Talent Acquisition Provider Award
- The Most Popular Recruitment Platform Award
- Wellness Provider Award

Detailed Summary of Entry Project	Score (Total 100)
<b>Part 1: Methodology of the service/ project</b>	25
<ul style="list-style-type: none"><li>• Core concept</li><li>• Project objectives and expected outcomes</li><li>• Ethical practice and continued commitment in improving the quality of life of the workforce, community and society and fostering sustainable development in clients' organisations.</li></ul>	
<b>Part 2: Execution of the service/project</b>	35
<ul style="list-style-type: none"><li>• Approach used to deliver the message of the service/project and its effectiveness</li><li>• Management of stakeholders' expectations</li></ul>	
<b>Part 3: Achievement and outcome</b>	35
<ul style="list-style-type: none"><li>• Intangible and quantifiable outcome evaluation</li><li>• Contribution to business performance and stakeholders of the clients</li></ul>	
<b>Part 4: Creativity and innovation</b>	5
<ul style="list-style-type: none"><li>• Idea and implementation to foster organisational flexibility and competitive advantages</li></ul>	

## GBA Category / NGO Category

- Change Management Award
- Diversity & Inclusion Award
- Employee Experience Award
- Employee Wellness Award
- Employer Branding Award
- ESG Initiatives Award
- HR Digitalisation Award
- Innovation Award
- Talent Management Award

Detailed Summary of Entry Project	Score (Total 100)
<b>Part 1: Methodology of the project/ solution</b>	25
<ul style="list-style-type: none"><li>• Core concept</li><li>• Project objectives and expected outcomes</li><li>• Ethical practice which demonstrates the underlying value of the organisation</li></ul>	
<b>Part 2: Execution of the project/ solution</b>	35
<ul style="list-style-type: none"><li>• Approach used to deliver the message of the project/ solution and its effectiveness</li><li>• Management of management expectations</li></ul>	
<b>Part 3: Achievement and outcome</b>	35
<ul style="list-style-type: none"><li>• Intangible and quantifiable outcome evaluation</li><li>• Contribution to business performance of the organisation</li></ul>	
<b>Part 4: Creativity and innovation</b>	5
<ul style="list-style-type: none"><li>• Idea and implementation to foster organisational flexibility and competitive advantages</li></ul>	

# JUDGING CRITERIA

## SME Category

- Employee Experience Award
- Employee Happiness Award
- Family-Friendly Practices Award
- Innovation Award

Detailed Summary of Entry Project	Score (Total 100)
<b>Part 1: Methodology of the project/ solution</b>	25
<ul style="list-style-type: none"><li>• Core concept</li><li>• Project objectives and expected outcomes</li><li>• Ethical practice which demonstrates the underlying value of the organisation</li></ul>	
<b>Part 2: Execution of the project/ solution</b>	35
<ul style="list-style-type: none"><li>• Approach used to deliver the message of the project/ solution and its effectiveness</li><li>• Management of management expectations</li></ul>	
<b>Part 3: Achievement and outcome</b>	35
<ul style="list-style-type: none"><li>• Intangible and quantifiable outcome evaluation</li><li>• Contribution to business performance of the organisation</li></ul>	
<b>Part 4: Creativity and innovation</b>	5
<ul style="list-style-type: none"><li>• Idea and implementation to foster organisational flexibility and competitive advantages</li></ul>	

## Individual Category

- HR Professional Award
- Rising Star Award

Detailed Summary of Entry Project	Score (Total 100)
<b>Part 1: Contribution to business success of an organisation with significant impact</b>	25
<b>Part 2: Demonstration of skills and experience</b>	75
<ul style="list-style-type: none"><li>• HR competencies (reflected by desirable behaviours at work)</li><li>• Roles and responsibilities which help add value to an organisation</li><li>• Scope and depth of HR professional areas</li></ul>	

# PAST AWARDEES

## 2021/22 Awardees

### Grand Award of the Year

Manulife (International) Limited

### Organisational Category

Elite Business Partner Award	MHK Restaurants Ltd
Excellent Change Management Award	Esquel Group
Elite Change Management Award	Hong Kong Police Force
Excellent Diversity & Inclusion Award	Manulife (International) Limited
Elite Employee Engagement Award	Electrical and Mechanical Services Department
Merit Employee Engagement Award	MTR Corporation Limited
Excellent Employee Wellness Award	Psychological Services Group, Hong Kong Police Force
Elite Employee Wellness Award	Herbalife Asia Pacific Services Limited
Merit Employee Wellness Award	Mattel Asia Pacific Sourcing Ltd.
Excellent ESG Award	Swire Properties Limited
Merit ESG Award	NWS Holdings Limited
Merit Family-Friendly Practices Award	Mattel Asia Pacific Sourcing Ltd.
Elite Innovation Award	Urban Renewal Authority
Merit Learning and Development Award	Airport Authority Hong Kong
	Esquel Group
	Urban Renewal Authority
Merit Talent Acquisition Award	Manulife (International) Limited
Merit Talent Management Award	AXA China Region Insurance Company Limited
Elite Technology Application Award	Airport Authority Hong Kong
	Urban Renewal Authority

### HR Service Provider Category

Elite ESG Provider Award	Green Monday
Elite Innovation Provider Award	Ramco Systems Pte Ltd
Merit Talent Acquisition Provider Award	BDO

### Special Award for COVID-19 Response

Business Partner Award	MHK Restaurants Ltd
Employee Engagement Award	MTR Corporation Limited
Employee Wellness Award	Herbalife Asia Pacific Services Limited
ESG Award	NWS Holdings Limited
	Swire Properties Limited
Innovation Award	Urban Renewal Authority
Technology Application Award	Airport Authority Hong Kong
	Urban Renewal Authority

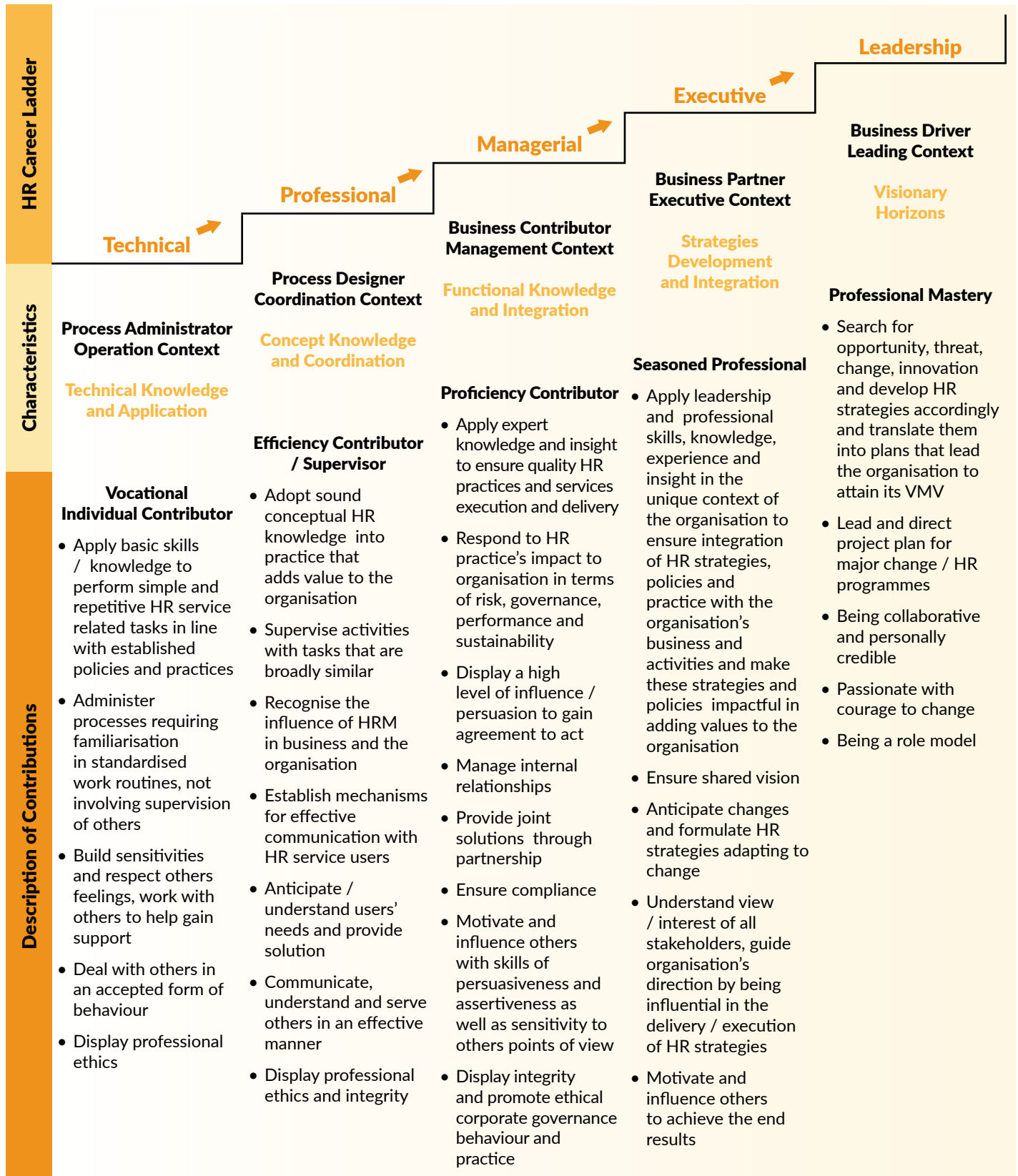
### Individual Category

Excellent HR Leader Award	Wong Kam Pui Wilfred, BBS, JP
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# APPENDIX

## HR Career Ladder



## Terms & Conditions

- Past entrants including awardees and finalists are eligible to enter the Awards.
- Organisations / individuals of the Awards Organising Committee, judging panel, sponsors, supporting organisations, media partners are eligible to enter the Awards.
- Projects involving external consultants are eligible to enter the Awards. Nevertheless, the role of such external consultants should be justified and clearly stated.
- If an initiative / project submitted for entry by a service provider was designed for its client(s), a written endorsement from the relevant client(s) is required.
- The entire copyright, moral right, and all other intellectual property rights of whatsoever nature in the materials supplied by the Awards entrants shall continue to belong to the Awards entrants. These rights are not affected by the entrant's entry into the Awards.
- Names and details of entrants, submitted reports, presentation materials, and scoring information developed during the review of entries are regarded as proprietary and are kept confidential. Such information is available only to those individuals directly involved in the assessment and administrative processes. Where necessary, any contact person's name and position, telephone number, fax number, and email address, etc., will be used by the HKIHRM for liaison with relevant entrants in relation to the Awards activities.
- The HKIHRM may request supplementary information from entrants during the judging process. Verification of data submitted by entrants may be required.
- Entrants agree to cooperate with the HKIHRM, in relation to any publicity of their entries as may be required. Commercial sensitivity will be respected.
- The decision made by the HKIHRM and the judging panel is final and binding all aspects related to the Awards.
- No feedback or advice on entries will be provided to the entrants or finalists.
- The Awards are non-transferable and non-negotiable. No cash alternative will be offered.
- The HKIHRM reserves the right to withhold the award(s) in all categories, subject to the discretion of the Organising Committee and the judging panel.
- The entry fee is non-refundable, non-transferable and shall be **settled within TEN (10) working days** after submitting the entry form. Only entries with completed payment will be considered for successful application. The HKIHRM takes no responsibility for any incidental costs incurred by entrants.
- The HKIHRM reserves the right to interpret, alter or amend any of these conditions and to issue supplementary conditions and house rules at any time it considers necessary.

