



**HR EXCELLENCE  
AWARDS 2024/2025  
ENTRY GUIDE**

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## ENQUIRIES

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## ABOUT HKIHRM

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 which around 500 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, 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 that 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 strive for excellence by recognising its efforts;
- Earn credibility and public recognition in the HR profession and the broader business community;
- Enhance branding and reputation of the organisation through showcasing their exemplary HR practices and recounting their successful case studies at various events; and
- Strengthen employer branding for talent attraction and retention. Winners will also have the privilege of utilising the Awards logo on name cards, letterheads and other promotion materials.



# ORGANISING COMMITTEE



**Theresa LUI**

- Vice President and Chairperson of Awards Organising Committee, HKIHRM
- Chief People Officer, Chow Tai Fook



**Ian CHOY**

- Vice President and Advisor of Awards Organising Committee, HKIHRM
- Executive Director - People & Culture, Gammon Construction Limited



**Connie CHAN**

Director, Human Resources & Administration, Octopus Holdings Limited



**Fanny CHAN**

Chief Administrative Officer, Head of Human Resources China Everbright Bank Co., Ltd., Hong Kong Branch



**Priscilla CHAN**

- Executive Council Member, HKIHRM
- Director, Human Resources, CLP Power Hong Kong Limited



**Miko CHEUNG**

Human Resources Director, LAWSGROUP



**Bessie CHONG**

Director, Partnership Development, Esquel Group



**Joey CHUNG**

Executive Director, Human Resources BOC International Holdings Limited



**Joyce HO**

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



**Roy PANG**

Group Human Resources Director, ImagineX Group



**Jennifer TAM**

- Executive Council Member, HKIHRM
- Partner, Mayer Brown



**Benjamin WONG**

Managing Partner, So.G People Solutions Ltd.

# CATEGORIES

## Awards Categories

- Organisational Category
- HR Service Provider Category
- GBA Category
- NGO Category
- SME Category
- HR Team Category
- Individual Category

Winners of each category will be honoured with one of the below awards based on the decisions of the Associate Assessor and the Judging Panel.

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

## Grand Award of the Year

The Grand Award of the Year will be granted to the organisation that successfully meets all of the following requirements:

- Submission of the highest number of entries within Organisational Category – Grand Awards
- The organisation that obtains the highest average score across the above entries

*The Judging Panel has the right to make the final decision.*

This award highlights the entry that serves as the most outstanding example of best practice in action, inspiring Hong Kong HR practitioners with innovative strategies to help them excel in their profession. In arriving at their decision, the Judging Panel will look for programmes that have achieved outstanding results with a far-reaching impact and meaningful contribution to the HR community. The winning organisation should demonstrate a strong commitment to developing and implementing outstanding people strategies that drive business success.

## Excellent HR Leader Award

This distinguished award will be nominated by the Executive Council of the HKIHRM.

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

## ORGANISATIONAL CATEGORY

GRAND AWARDS	SUB-CATEGORY AWARDS
<b>Excellent Employer of the Year</b> The Excellent Employer of the Year award will be granted to organisations that meet the following criteria: <ul style="list-style-type: none"> <li>• Submitting a minimum of 1 entry in the Organisational Category - Grand Awards and receiving at least 1 Elite Award or higher; and</li> <li>• Submitting a minimum of 2 entries in the Organisational Category - Sub-Category Awards and receiving at least 2 Elite Awards or higher.</li> </ul>	
<b>Grand Award of Diversity &amp; Inclusion</b>	Age-Friendly Workplace Award Disability-Friendly Employment Award
<b>Grand Award of Employee Experience</b>	Best Workplace Award Employer Branding Award Family-Friendly Practices Award
<b>Grand Award of Employee Wellness</b>	Employee Benefits Award Employee Happiness Award
<b>Grand Award of ESG Initiatives</b>	Community Caring Award Corporate Governance Award Green Achievement Award
<b>Grand Award of HR Digitalisation</b>	HR Analytics Award Learning Technology Award
<b>Grand Award of Talent Management</b>	Gen Z Attraction Award Learning & Development Award Management Trainee Programme Award Talent Acquisition Award
<b>Grand Award of Change Management</b>	
<b>Grand Award of Innovation</b>	

### Grand Award of Diversity & Inclusion

This award recognises an organisation that supports diversity and inclusion initiatives as a fundamental part of its business and actively implements these values through effective practices. Entries should demonstrate best practices in integrating diversity and inclusion into their HR policies, practices, and procedures, with regular evaluations to address and eliminate any unfair biases.

#### Age-Friendly Workplace Award

This award recognises an organisation that promotes age diversity and inclusion in the workplace and implements policies and practices such as flexible working arrangements, learning opportunities, career paths, benefits and wellness initiatives which support older workers and create an age-friendly workplace to value the contribution of older workers.

Entries should demonstrate the positive influence made by applying age-friendly initiatives to strengthen the impact of diversity & inclusion within the organisation.

#### Disability-Friendly Employment Award

This award recognises an organisation that promotes disability-friendly employment and implements policies and practices such as flexible working arrangements, learning opportunities, career paths, benefits and wellness initiatives, aiming to support employees with disability and create a disability-friendly workplace that values their contributions.

Entries should demonstrate the positive influence made by applying the disability-friendly initiatives to strengthen the impact of diversity & inclusion within the organisation.

# CATEGORIES

## Grand Award of Employee Experience

This award recognises an organisation that has successfully aligned its employee experience strategy with broader business objectives.

Entries should demonstrate specific and innovative employee-centric initiatives that have significantly improved employee working experience, enhanced satisfaction and commitment, strengthened engagement, and fostered a positive work environment. Entries should provide quantifiable evidence of these achievements.

### Best Workplace Award

This award recognises an organisation that establishes an excellent workplace environment and culture to foster employee engagement, satisfaction and well-being. This is achieved through the implementation of a wide range of HR policies and practices, effective leadership, attractive employee benefits, and ample professional development opportunities.

### Employer Branding Award

This award recognises an organisation that creates 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 that excels in assisting employees in balancing work and family obligations through a wide range of HR policies and practices, such as flexible working arrangements, daycare facilities, elderly care support, adoption and reproductive assistance, breastfeeding support, paid personal and earned days off programmes, as well as academic bursaries for employees' children.

## Grand Award of Employee Wellness

This award recognises an organisation that provides compelling evidence of their strategy to protect and enhance the health and well-being of employees.

Entries should include specific initiatives that offer mental, physical, social, and/or emotional support to employees, resulting in improved health and well-being for employees and enhanced organisational performance.

### Employee Benefits Award

This award recognises an organisation that goes above and beyond in providing employees with a comprehensive benefits package, such as health insurance, retirement plans, paid time off, special leaves or wellness programmes, aiming to motivate employees to perform at their best and attract and retain talent for the organisation. Entries should provide quantifiable evidence of these achievements.

### Employee Happiness Award

This award recognises an organisation that implements a purposeful approach to foster a positive and happy workplace culture where employees feel valued and find their work meaningful within the organisation.

Entries should demonstrate the positive influence of these approaches in strengthening employee happiness and provide quantifiable evidence of these achievements.

## Grand Award of ESG Initiatives

This award recognises an organisation that incorporates a comprehensive ESG (Environment, Social and Governance) approach into its overall HR strategy, including Corporate Social Responsibility initiatives.

Entries should demonstrate the positive influence of applying the ESG initiatives and/or projects to strengthen the sustainability and ethical impact of the organisation in the areas of ESG.

### Community Caring Award

This award recognises the organisation that makes a significant contribution to the well-being of the community and achieves excellence in promoting social responsibility and ethical business practices.

The scope of the entry can include volunteerism, community involvement through advocacy, educational or outreach programmes, compassionate leadership that demonstrates 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 the corporate's purpose, the role and composition of the board of directors and management committees, the interests of shareholders and stakeholders, and the 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 motivate employees to take actions for protecting the environment.

Entries should demonstrate the positive influence of applying the green initiatives and/or projects to strengthen the sustainability, providing quantifiable impact to the environment.

## ORGANISATIONAL CATEGORY

### Grand Award of HR Digitalisation

This award recognises an organisation that embraces technologies, data analytics / informatics or digital solutions to drive better efficiency, productivity, and performance of the HR department and the organisation.

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 that demonstrates exceptional use of data analytics to analyse and manage human resources data, thereby driving 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 strategies, etc.

#### Learning Technology Award

This award recognises excellence in implementing and utilising technology to enhance employee learning opportunities and experience, thereby strengthening skills, knowledge, mindset, and culture across all levels of the organisation.

The scope of entry can include the implementation of strategic plans or programmes, digital solutions, software, online training, etc.

### Grand Award of Talent Management

This award recognises an organisation that develops outstanding and 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 that develops outstanding and effective strategies, programmes, and policies to enhance the employer branding, recruitment processes, and retention initiatives that attract, engage, develop, and retain quality Gen Z talent.

Entries should demonstrate excellence in formulating effective strategies and commitment to understanding and engaging with Gen Z, with tangible impact achieved by implementing these strategies.

#### 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 include a strategic plan or programme, individual courses or other deliverables that enhance performance and encourage learning and development within 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 become future leaders of the organisation.

The scope of entry should demonstrate a strategic and structured programme that provides training, learning initiatives, networking opportunities and an aspirational career path for 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 and deployment, recruitment and selection strategies, as well as 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 stages of the change process and how the programme brings positive impacts to employees and organisational 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 that create synergies, deliver insights, increase efficiency, enhance family, community and/or social values while addressing workforce and/or organisational challenges.

Innovative initiatives can include the creation or adoption of new technologies or digital solutions, or creative strategic HR-related programmes.

# CATEGORIES

## HR SERVICE PROVIDER CATEGORY

### Change Management Provider Award

This award recognises the excellence of a service provider in helping its client in setting a compelling vision and plan, implementing and managing changes in the people aspect of a major organisational programme.

Entries should demonstrate contributions through all stages of the change process and highlight how the programme brings positive impacts to the client's employees and organisational performance and/or clearly minimises potential negative impacts.

### ESG Provider Award

This award recognises the excellence of a service provider in assisting its client in planning a comprehensive ESG approach, including Corporate Social Responsibility initiatives, and integrating it into the overall HR strategy.

Entries should demonstrate the positive influence made by applying the ESG service / project to strengthen the sustainability and ethical impact of the client in the areas of ESG.

### Executive Development Programme Provider Award

This award recognises exceptional leadership development programmes that have clearly enhanced the skills, competencies, and strategic acumen of senior executives within an organisation. Entries should excel in cultivating executive talents and preparing senior leaders to effectively manage and lead in an ever-evolving and complex business environment.

Furthermore, entries should showcase innovative content and demonstrate the impact on participants, supported by quantifiable achievements that highlight the effectiveness of the programme.

### Innovation Provider Award

This award recognises the excellence of a service provider in implementing an HR concept into practice for its client through innovative initiatives that create synergies, deliver insights, increase efficiency, enhance family, community and/or social values while addressing workforce and/or organisational challenges.

Innovative initiatives can include creating or adopting a new technologies or digital solutions, as well as implementing creative strategic HR-related programmes for its client, 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 designing, creating, and implementing of a unique learning and development strategy for its client, enhancing skills, knowledge, and attitude across all levels of the organisation.

The scope of an entry can include a strategic plan or programme, individual courses or other deliverables that improve performance and encourage learning and development within the client's organisation.

### Mobility Provider Award

This award recognises a service provider that demonstrates excellence in the designing, creating, and implementing mobility strategies that enable its client to successfully adopt a Remote Workforce (WFH), Internet of Things (IoT), or Bring Your Own Device (BYOD) culture in their organisations.

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 for its exceptional services in managing MPF funds and related services for employers and employees participating 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 for offering exceptional payroll services to its clients, enhancing the efficiency and effectiveness of their payroll operations.

Entries should demonstrate excellence in customer service, payroll calculations and accuracy, timeliness, payroll reporting and innovation in their payroll services.

### Talent Acquisition Provider Award

This award recognises the excellence of a service provider in delivering a talent attraction strategy that effectively aligns with the overall business strategies and employer branding of the client's organisation.

Entries should demonstrate excellence in job design, manpower planning and deployment, recruitment and selection strategies, internal mobility strategies and programmes that aim 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 platforms 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.

Continued on the next page →

## HR SERVICE PROVIDER CATEGORY

### Wellness Provider Award

This award recognises a service provider for offering exceptional wellness solutions or family-friendly practices 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 employees in balancing work and family obligations, resulting in improved employee engagement and retention.

## GBA CATEGORY

Organisations that have business registration and operation in the GBA cities (exclude Hong Kong) are eligible to enter the award.

## NGO CATEGORY

Organisations that are on the list of charitable institutions and trusts of a public character, which are 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 award.

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 award.

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

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

*For definitions – please refer to **Organisational Category**.*

## HR TEAM CATEGORY

### Outstanding HR Team Award

This award recognises HR teams that have excelled within their function or cross functions, making significant contributions to their organisation's success through innovative and effective projects, strategies or initiatives. Entrants should demonstrate tangible results of these initiatives in improving team morale, employee engagement, teamwork and cohesiveness.

The judges will evaluate the HR team's strategic approach to all aspects of HR management, focusing on measurable achievements that align with business objective, enhance employee engagement, and foster a positive organisational culture.

Additionally, the impact on the wider business and the overall employee experience and satisfaction will be considered.

## INDIVIDUAL CATEGORY

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

### HR Professional Award

This award recognises an individual HR practitioner who is at the Managerial, Executive, or Leadership career stage, as outlined in the HR Career Ladder Guide\* published by HKIHRM, and has contributed to his or her own organisation by creating a significant HR impact.

Entries should highlight specific initiatives, projects or thought leadership in areas such as people management, work practices, application of technologies or talent solutions, and building organisational capabilities to enhance business success.

### Rising Star Award

This award recognises an individual HR practitioner who is at the Technical or Professional career stage, as outlined in the HR Career Ladder Guide\* published by HKIHRM, and has demonstrated excellence either by 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 2024/25 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 / HR Team 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 or project should have been implemented in the past 24 months (namely between 1 April 2022 and 31 March 2024) with proven results and quantifiable achievements.
- Individual Category**  
 HR Professional Award and Rising Star Award: Candidates should complete the Entry Form with endorsement from current employers. Each organisation can endorse a maximum of three candidates.

## Entry

- Entrants are required to complete the HKIHRM HR Excellence Awards 2024/25 **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 submitted no later than **23:59 on 2 July 2024**, while the Project Summary no later than **23:59 on 22 July 2024**.



Scan to fill in the Entry Form

## Fee

Category	Early Bird (until 17 June 2024) per entry		Regular (18 June – 2 July 2024) per entry	
	HKIHRM Member	Non-Member	HKIHRM Member	Non-Member
Organisational Category Grand Awards	HK\$11,000	HK\$13,800	HK\$13,800	HK\$16,000
Organisational Category Sub-Category Awards / GBA Category / HR Service Provider Category / HR Team Category / Individual Category	HK\$7,500	HK\$11,000	HK\$11,000	HK\$13,800
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 / HR Team Category / Individual Category	Organisational Category Sub-Category Awards
<b>Deadline for Entry Form Submission</b> Until 2 July 2024 (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 22 July 2024 (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 by Associate Assessor*</b> (Q3 2024)	Assessors will evaluate each entry based on the submitted Project Summary. The two highest scoring candidates among the same awards will be shortlisted to the Final Interview stage, to compete for the Excellent Award and the Elite Award.  For the other entries, Merit or Good Practice / Professional Practice (only for Organisational Category Grand Awards) will be granted based on the scoring marked by our Associate Assessor.	Assessors will evaluate each entry based on 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> (November 2024)	Finalists will be invited to deliver a 15-minute presentation (include Q&A) to the Judging Panel. The Excellent Award and Elite Award of each award will be selected based on total score marked by the Judging Panel.	
<b>Awards Presentation Ceremony cum Gala Dinner</b> (Q1 2025)	The results of the HKIHRM HR Excellence Awards 2024/25 will be announced.	

## \*Associate Assessor



香港品質保證局

# 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 CATEGORY – 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
- Executive Development Programme 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

<b>Detailed Summary of Entry Project</b>	<b>Score (Total 100)</b>
<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

<b>Detailed Summary of Entry Project</b>	<b>Score (Total 100)</b>
<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>	

A checklist on entry submission and application sample(s) will be further provided with the Project Summary Form.

# JUDGING CRITERIA

## SME CATEGORY

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

<b>Detailed Summary of Entry Project</b>	<b>Score (Total 100)</b>
<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>	

A checklist on entry submission and application sample(s) will be further provided with the Project Summary Form.

## HR TEAM CATEGORY

- Outstanding HR Team Award

<b>Detailed Summary of Entry Project</b>	<b>Score (Total 100)</b>
<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

<b>Detailed Summary of Entry Project</b>	<b>Score (Total 100)</b>
<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>	

# AWARDEES IN HR EXCELLENCE AWARDS 2023/24

## GRAND AWARD OF THE YEAR

Hong Kong Fire Services Department

## EXCELLENT HR LEADER AWARD

Francis Mok

### ORGANISATIONAL CATEGORY - GRAND AWARDS

#### Grand Award of Change Management

The Hong Kong Jockey Club Professional Practice

#### Grand Award of Diversity & Inclusion

Manulife Financial Asia Limited Excellent

Hong Kong Aircraft Engineering Company Limited Elite

#### Grand Award of Employee Experience

HK Express Excellent

Ground Transportation Systems (HK) Limited

[THALES] Professional Practice

#### Grand Award of Employee Wellness

Hong Kong Fire Services Department Excellent

China Mobile Hong Kong Company Limited Elite

CLP Power Hong Kong Elite

Hong Kong Disneyland Resort Elite

China Everbright Bank Co., Ltd., Hong Kong Branch Merit

Collinson Group Merit

Herbalife Asia Pacific Services Limited Merit

Prudential Hong Kong Limited Merit

#### Grand Award of ESG Initiatives

Sino Hotels Excellent

Airport Authority Hong Kong Elite

Chinachem Group Elite

Well Born Real Estate Management Limited

(A Member of Henderson Land Group) Merit

#### Grand Award of HR Digitalisation

China Mobile Hong Kong Company Limited Excellent

#### Grand Award of Innovation

Swire Properties Limited Excellent

Gammon Construction Limited Elite

#### Grand Award of Talent Management

Hong Kong Fire Services Department Excellent

China Mobile Hong Kong Company Limited Elite

Hong Kong Productivity Council Merit

Wynn Macau, Limited Merit

### ORGANISATIONAL CATEGORY - SUB-CATEGORY AWARDS

#### Age-Friendly Workplace Award

Urban Group Excellent

Crystal Jade Culinary Concepts Holding

(Great China) Limited Elite

#### Best Workplace Award

China Everbright Bank Co., Ltd., Hong Kong Branch Excellent

Chinachem Group Excellent

Airport Authority Hong Kong Elite

PineBridge Investments Asia Limited Elite

Dah Chong Hong Holdings Limited Merit

Mattel Asia Pacific Sourcing Limited Good Practice

#### Community Caring Award

Swire Properties Limited Excellent

Dorsett Hospitality International Elite

Urban Group Elite

Well Born Real Estate Management Limited

(A Member of Henderson Land Group) Elite

Dah Chong Hong Holdings Limited Merit

DFI Retail Group Merit

New World Development Company Limited Merit

#### Disability-Friendly Employment Award

The Hong Kong and China Gas Company Limited Excellent

Hong Kong Aircraft Engineering Company Limited Elite

#### Employee Benefits Award

MTR Corporation Limited Excellent

New World Development Company Limited Elite

Herbalife Asia Pacific Services Limited Elite

Lockton Companies (Hong Kong) Ltd. Merit

Prudential Hong Kong Limited Merit

TransUnion Limited Merit

#### Employee Happiness Award

China Mobile Hong Kong Company Limited Excellent

Urban Group Excellent

HK Express Elite

Prudential Hong Kong Limited Merit

#### Employer Branding Award

HK Express Excellent

Hong Kong Police Force Elite

#### Family-Friendly Practices Award

Informa Markets Asia Limited Excellent

TransUnion Limited Excellent

Collinson Group Elite

#### Gen Z Attraction Award

HK Express Excellent

Swire Properties Hotel Management Limited Elite

#### Green Achievement Award

ATAL Engineering Limited	Excellent
Swire Properties Limited	Elite
Dah Chong Hong Holdings Limited	Merit
Mattel Asia Pacific Sourcing Limited	Merit

#### HR Analytics Award

Prudential Hong Kong Limited	Excellent
China Mobile Hong Kong Company Limited	Elite
Informa Markets Asia Limited	Elite
Hong Kong Police Force	Merit

#### Learning & Development Award

Cathay Pacific	Excellent
The Hong Kong Jockey Club	Elite
PineBridge Investments Asia Limited	Elite
ATAL Engineering Limited	Merit
DFI Retail Group	Merit
New World Development Company Limited	Merit

#### Learning Technology Award

Cathay Pacific	Excellent
Hong Yip Service Company Ltd.	Elite

#### Management Trainee Programme Award

New World Development Company Limited	Excellent
ATAL Engineering Limited	Elite

#### Talent Acquisition Award

Hong Kong Police Force	Excellent
DFI Retail Group	Elite
ATAL Engineering Limited	Merit
Informa Markets Asia Limited	Merit

## HR SERVICE PROVIDER CATEGORY

#### Innovation Provider Award

FlexSystem Limited	Elite
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#### Learning & Development Provider Award

Strategic Executive Training Consulting Limited	Excellent
Lee Hecht Harrison HK Limited	Good Practice

#### Mobility Provider Award

Vialto Partners	Excellent
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#### MPF Provider Award

Hang Seng Bank Limited	Good Practice
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#### Payroll Provider Award

BIPO Service North Asia Limited	Excellent
BDO	Elite
Flex Consultancy Limited	Merit

#### Talent Acquisition Provider Award

KOS International Limited	Merit
Flex Consultancy Limited	Good Practice

#### The Most Popular Recruitment Platform Award

Jobs DB Hong Kong Limited	Excellent
Moovup	Merit

#### Wellness Provider Award

Christian Family Service Centre	Excellent
Career Muse Technology & Service Company Limited	Elite

## GBA CATEGORY

#### Employer Branding Award

Shun Tak Holdings (Macau) Limited	Elite
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#### Talent Management Award

Wynn Macau, Limited	Excellent
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## NGO CATEGORY

#### Diversity & Inclusion Award

YMCA of Hong Kong	Elite
Dialogue In The Dark (HK) Foundation Limited	Good Practice

#### Employee Wellness Award

InspiringHK Sports Foundation Limited	Excellent
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#### ESG Initiatives Award

Fu Hong Society	Elite
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## SME CATEGORY

#### Employee Happiness Award

Sniper Capital (Macau) Limited	Good Practice
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#### Family-Friendly Practices Award

FUJIFILM Procurement Hong Kong Limited	Merit
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## INDIVIDUAL CATEGORY

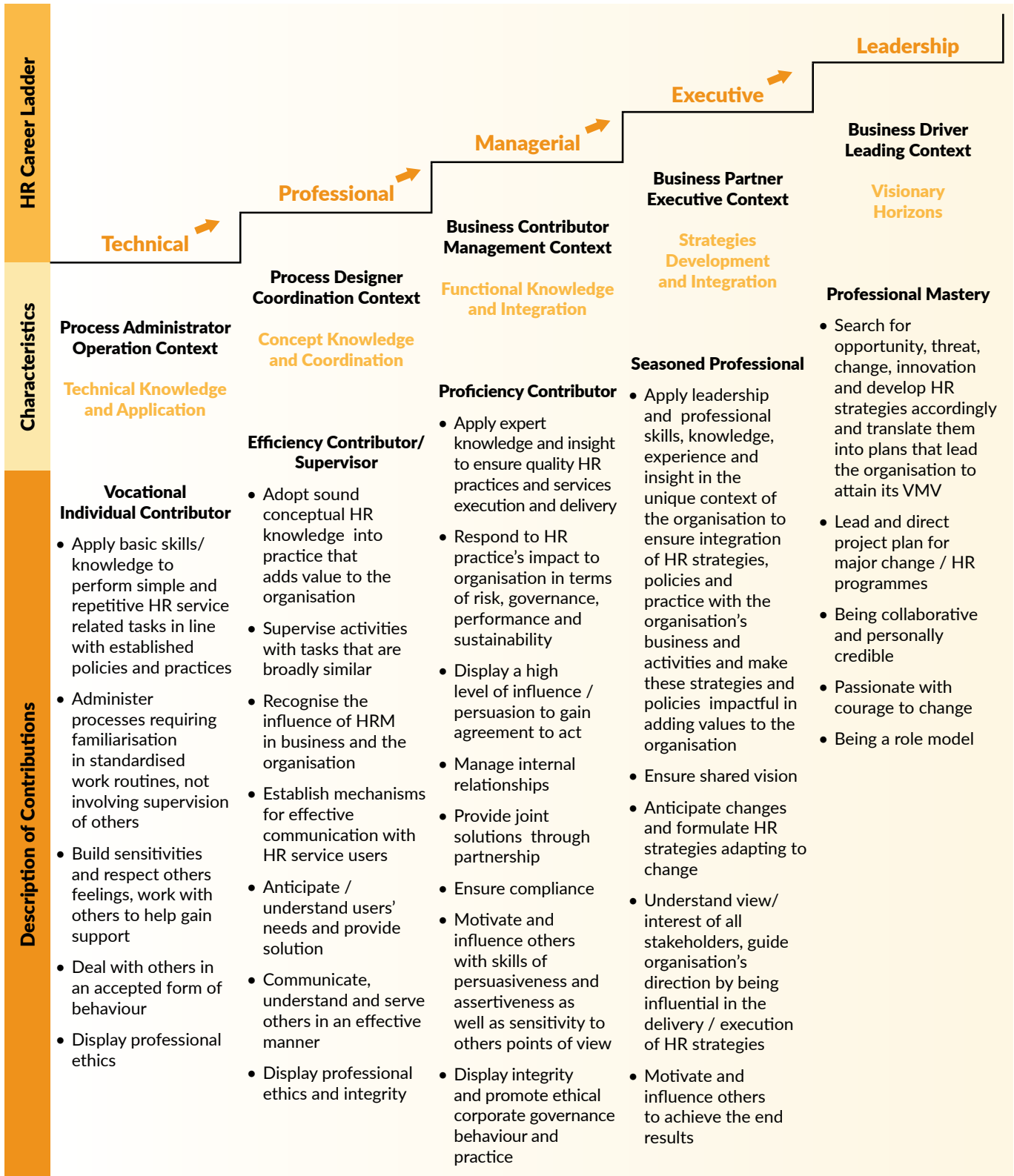
#### HR Professional Award

Bessie Chong	Excellent
Sarah Cheuk	Good Practice

#### Rising Star Award

Zando Lam	Excellent
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## 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 remain with the Awards entrants. These rights are not affected by the entrants' participation in 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 THREE (3) weeks** 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.

