

## **Nomination Guidelines**

- Nomination form is to be submitted in hardcopy or online at <http://awards.icaai.org/>
- List of documents to be uploaded by the nominees:
  1. A brief description of the nominee's organization and organisation structure.
  2. Information/Supporting on the various evaluation parameters.
  3. The financials of the Company to be provided for the year ending 31st March, 2018. (if in case not available, please provide for the year 2016-17)
  4. Nominee's Power Point presentation describing key roles and major achievements (in maximum 5 slides)
  5. Appointment letter or any other document for the experience.
- Last date of online submission is 15<sup>th</sup> December, 2018.

## **General Guidelines**

- The information furnished in the nomination form and attached thereto must be complete, clear, correct and consistent.
- In case of furnishing any incorrect or incomplete information, nomination form is liable to be cancelled.
- The Jury may finalize multiple awardees in the same Category/Sub-Category and the decision of the Jury will be binding.
- No correspondence/request from any nominee in the form of influencing others will be entertained.
- The Committee for Members in Business & Industry (CMI&B) reserves the right to call for additional information.
- Signature of the nominee/nominator must be uploaded and failure of which would cause cancellation of the form.
- CMI&B will take utmost care to maintain confidentiality of the information furnished in the nomination form but should not be held responsible for any leakage or lapse due to technical fault/failure.
- CMI&B of ICAI reserves the right to reject nomination without providing any reasons thereof.
- The decision of the CMI&B in relation to any dispute about the Rules, conduct, results and all other matters relating to the Competition is final and no correspondence/request would be entertained.

In case of any queries, please contact at 011-30110548/549/450/525/430 or email to [icaai.awards@icaai.in](mailto:icaai.awards@icaai.in)