

Global FM Awards for Excellence in Facilities Management

Global FM Awards for Excellence in Facilities Management recognise efforts by individuals or teams within the FM industry, from researchers through to facility operators, who have made a positive contribution to the knowledge, practical application and communication of strategies to improve the workplace environment and sustainable performance of their facilities.

These awards of Excellence in FM are intended to recognize the “best of the best” within the FM world and to promote the strategic value and progress of facilities management. These awards will give an invaluable worldwide recognition to recipients for their commitment and success in promoting and enhancing FM practices.

The recipients of these awards will have demonstrated the value of their innovations/improvements to the community through sustainable outcomes in the FM industry. The innovations and/or improvements will have arisen from research or an initiative and will be substantiated by supporting documentation or independent verification of the outcomes of the initiative, or in the case of research, the key findings.

Three levels of recognition will be awarded:

- ◆ **Platinum Award of Excellence in FM**
- ◆ **Golden Award of Excellence in FM**
- ◆ **Silver Award of Excellence in FM**

The Awards' winners announcement will take place on 24 June 2010 during World FM Day celebrations

Submissions must be made to SAFMA by Friday 12 March 2010. Submissions and the entry form must be emailed to Nicolette@safma.co.za . SAFMA will then submit the three best local submissions to Global FM by 24 March 2010 for international judging.

RULES OF PROCEDURE

◆ ELIGIBILITY

- All submissions should be endorsed and transmitted through a Global FM member. In the case of South Africa this is SAFMA.
- The Global FM member's representative will be responsible to gather submissions and send them to the judging panel for review as per the details and calendar hereafter.
- Maximum of 3 submissions per Global FM member association.
- For Global FM members hosting annual awards of excellence, submissions will be taken out from the most current award previously awarded.
- For Global FM members that do not have an award programme, individuals and teams involved in research, strategy implementation and change management designed to improve the sustainable performance of facilities across their life cycle will be eligible to participate.

- Operational or implemented initiatives must have been fully operational for at least 6 months to be eligible for these awards.

◆ **PRESENTATION AND FORMAT OF ENTRIES**

- All submissions must be sent in an English version.
- Submissions may be up to, but no longer than 2500 words per evaluation criteria
- All entries must be submitted by email (nicolette@safma.co.za) in PDF format
- Entries for this award will be presented in four clearly marked sections:

Part A: a completed 2-page entry form.

Part B: executive and profile summary detailing a brief biography of the entrant to be used for presentation purposes, promotional activities and media releases (250 words max.).

Part C: detailed description of the research or initiative which addresses the 5 evaluation criteria and respecting 2,500 words per item

Part D: supporting documentation: published articles, certificates/awards or any other materials that may be considered to support your entry. An independent report verifying the entry's findings or outcomes will be heavily weighted.

◆ **CALENDAR**

Submissions due to SAFMA by Friday 12 March 2010

Submissions due to Global FM by March 24, 2010

Awards winners announcement June 24, 2010

◆ **EVALUATION CRITERIA (REFER PART C)**

Please ensure all responses are in the context of quantified and measured outcomes with benchmarks where appropriate.

The evaluation criteria for this award are as follows (2,500 words max. per criteria):

1. Innovation

Can your FM solution/accomplishments be replicated in other areas e.g. Countries, companies, department within your existing organisation? What has your organisation done to include innovation in sustainability in FM planning, design and operations?

Weight 40%

2. Advancement of FM

What has your project done to promote the advancement of FM excellence?

How has your organisation led the FM profession with leading practice concepts in the built environment e.g. effective economic controls, strategic FM planning, FM benchmarking, communications, innovative staffing or utilisation of technology?

Weight 20

3. Corporate outcomes

How has your FM initiative supported your corporate/organizational strategy? How did the cost of implementation of your initiative deliver a positive return to the financial performance of your organisation? How has the implementation of your initiative benefited the organisation's bottom-line?

Weight 10%

4. Contribution to Global FM's mission

What are the strengths of your FM initiative that qualify it for consideration for the Global FM "best of the best"? Please explain how your initiative can help Global FM in achieving its vision (global recognition of the facilities management profession).

Weight 10%

5. Leadership in FM operations

How has your project helped recognising that your organisation led the FM profession with leading practice concepts in the built environment e.g. effective economic controls, strategic FM planning, FM benchmarking, communications, innovative staffing or utilisation of technology?

Weight 20%

◆ DISCLAIMER

Global FM reserves the right to use materials submitted for the promotion of the awards. Every GFM member's representative will be responsible to contact its entrants individually to seek written approval and authorization for information encompassed in the presentation to be used and published on Global FM website "resources centre" prior to any publication. Under no circumstances shall the organisers be held responsible for the payment of royalties or other charges for the use of the materials submitted.