

**Young Achiever of the year Nomination**

**All entries and supporting documentation (including images) must be submitted in PDF format by email to [info@safma.co.za](mailto:info@safma.co.za) by no later than 01 November 2017.**

<b>SUBMISSION DETAILS:</b>	
Nominated by:	
Organisation:	
Phone No.:	Email Address:
<b>Nominee Details:</b>	
Name of Nominee:	Age of Nominee:
Organisation:	
Phone No.:	Email address:
<b>Other Awards (list other awards the nominee has received):</b>	

**Please provide a description of the organisational context of the nominee's role and their organisation including:**

- References or referees from clients, suppliers, direct reports, and direct supervisors
- Why the nominee should be recognised as the Facilities Manager of the Year (max 200 words)
- Exhibited personal qualities (max 200 words)
- Key milestones achieved over the past year (max 200 words)
- Contribution made to the industry and other significant facilities management achievements i.e. mentoring, innovation, knowledge sharing, promotion of profession, etc. (max 200 words)
- Learning experiences and how these experiences have been applied to improve the performance of their team and the wider organisation (max 200 words)
- Commitment and contribution to continual professional development (max words)

**Evaluation Criteria**

**1. Introduction**

Describe why the entry should be recognized for the specific award category it is entered for.

**2. Innovation**

Can your FM solution/accomplishments be replicated in other areas e.g. countries, companies, department or within your existing organisation? What is it that makes your entry innovative?

**3. Advancement of FM**

How have your entry contributed to the advancement of FM in South Africa?

**4. Sustainability**

Describe the key sustainability actions that stand out above the norm and quantify the benefits achieved through this process.

**5. Leadership in FM operations**

Has your project developed concepts that can serve as guidance to other FM organisations? Explain challenges that were experienced in implementing the project and successes achieved. What lessons were learned? How can the process you followed and the results you achieved benefit other FM professionals?

**CONDITIONS OF ENTRY**

- I accept that the judges' decision is final and no appeals will be entered into.
- I agree to my entry being entered into the SAFMA Awards for Excellence.
- I agree to my entry being publicised and I certify that the information provided is true and correct to the best of my knowledge.
- SAFMA reserves the right to use materials submitted for the promotion of the awards.
- I agree to the information encompassed in the presentation being used and published on SAFMA website.
- Under no circumstances shall the organisers be held responsible for the payment of royalties or other charges for the use of the materials submitted.

**DECLARATION:** I have read and understood the conditions of entry and agree to abide by them

Nominator:

Signature .....

Date: / / /2017

Nominee:

Signature .....

Date: / / /2017