



MCBC 6th Business Excellence Awards 2010 AWARD NOMINATION GUIDELINES

Canadian High Commissioner Award

The MCBC 6th Business Excellence Awards 2010 are designed to recognize achievements and contributions of successful businesses in Malaysia. The awards will be presented at an awards dinner gala on November 10, 2010. Winners will receive an award trophy and must agree to be featured in MCBC's magazine, "The Bridge".

This award is given to a corporation or an individual that has made a significant contribution to Malaysian-Canadian bi-lateral trade relations, directly resulting from the course of daily business activities or personal commitment.

Criteria

Specific criteria for this category are:

- ✚ A company or individual that reflects the spirit of the Malaysia Canada Business Council (see MCBC's website, www.malaysia-canada.com, for information on the Council, its objectives, and its activities)
- ✚ A company or individual that nurtures bi-lateral trade relations between Canada and Malaysia
- ✚ A company or individual that has proven excellence in their field, based upon best practice

Nomination package requirements

Your nomination package should include the following:

- ✚ Completed questionnaire
- ✚ Application fee
- ✚ Current company literature or brochures
- ✚ Photos, videos, or other graphic items in print and soft copy. Preferred file formats are: MS Word for documents; EPS, AI, or high-resolution JPEG for graphics; AVI or MPEG for video
- ✚ Soft copy of the company's logo in EPS format with fonts outlined for use in PowerPoint presentations, banners, and publications
- ✚ Anecdotal evidence/examples of business excellence relating to bi-lateral trade during the past two years of operation.

Award Rules

Nominations are open to members of the Malaysia Canada Business Council and/or any successful Canadian or Malaysian company or individual that reflects the spirit of bi-lateral trade between Malaysia and Canada.

The nominations will be judged by an independent selection committee established by the MCBC. The committee will be endorsed by the MCBC Board of Governors and will comprise the President of the MCBC, the BEA Chairman, a senior representative from the Canadian High Commission, the MCBC Executive Director, MCBC members-at-large, and high profile Malaysian industry players.

The selection committee reserves the right to not present an award in any of the advertised categories. The decisions of the selection committee will be final and no appeals will be considered.

MCBC 6th BUSINESS EXCELLENCE AWARDS 2010

Canadian High Commissioner Award – Award Nomination Form

Please complete this form and return it to the MCBC along with any supplementary material that is deemed appropriate for this submission. Any information you provide is considered confidential, will not be shared outside of MCBC, and will only be used for the purpose of considering a Business Excellence Award. If you require more space for your answers, you may attach separate sheets to this form.

1. Basic information

A: Nominee information

Company name:		
Business address:		
City:		
State / Province:		
Postal code:		
Country:		
Telephone no.:		
Fax no.:		
Email:		
Website:		
Head office location:		
Same address?	Yes No	
Head office address:		
City:		
State / Province:		
Postal code:		
Country:		
No. employees:	In Canada:	In Malaysia:
Attach a copy of your latest audited financial statements and corporate profile or annual report		

2. Background

Please provide a brief history of the nominee. (Max. 200 words)

3. Contribution & achievements

List significant contributions, achievements, or events related to Canadian-Malaysian bi-lateral trade that warrant the submission of your application.

4. Industry leadership

How has the nominee demonstrated excellence and leadership in bi-lateral trade between Canada and Malaysia?

5. Social contribution

Indicate ways in which the nominee has contributed to the Malaysian/Canadian communities in the past year.

6. Strategic planning

Describe how the nominee establishes strategic objectives that support bi-lateral trade between Canada and Malaysia.

7. Any other information

Please include any information you would like to add that has not been covered elsewhere to substantiate this nomination for the Canadian High Commissioner award.

This submission form must be signed by a senior executive (with signing authority) of the nominated company.

I hereby certify that the above information contained in this submission is accurate and correct.

Name:

Position:

Company:

Signature:

Date:

Deadline for submissions: September 20, 2010

Awards Dinner Gala

Executives from the winning companies will be recognized by their peers and colleagues at the MCBC 6th Business Excellence Awards 2010 Dinner Gala at the Sunway Hotel & Spa Grand Ballroom, Petaling Jaya, on **November 10, 2010**.

Submission deadline

Nominations for the MCBC 6th Business Excellence Awards 2010 will be accepted through to **September 20, 2010**.

Additional recognition in The Bridge magazine

Winners will be recognized at the Awards Dinner Gala and will be featured in the **December 2010** issue of MCBC's magazine, "The Bridge".

Completed nomination forms should be mailed or hand delivered, along with the application and application fee, to:

Malaysia Canada Business Council (MCBC)

56-2, Jalan 27/70A, Desa Sri Hartamas, 50480 Kuala Lumpur

For questions regarding the MCBC 6th Business Excellence Awards 2010, please contact MCBC's Executive Assistant Ms. Min Rahim.

Email: mcbc@malaysia-canada.com / Phone: +603 2300 1241

Website: www.malaysia-canada.com