FOR BUSINESS AND BEYOND

15th CII-ITC SUSTAINABILITY AWARDS 2020
Excellence in Sustainable Business
FOR BUSINESS AND BEYOND

The 15th edition of the CII-ITC Sustainability Awards celebrate businesses that embed sustainable practices in their strategies and processes and go much beyond to embrace community and societies in their agenda.

CII-ITC Sustainability Awards define the science of sustainability performance. Excellence in sustainability is a journey of continuous improvement in processes and results. Uniquely based on EFQM Excellence Framework, these Awards are designed for those who strive effortlessly to make sustainability their business.

The Framework is layered with around 250 questions covering governance, ecology, and social dimensions of doing business.

More than 14 years of recognising sustainable businesses, CII-ITC Sustainability Awards have become a symbol of credibility and pride for companies. Cumulatively, 953 applied of which 304 were recognised. Limited number of applications are accepted to maintain strong competition and high standards of excellence.

CII-ITC Sustainability Awards recognise and reward excellence in businesses that are seeking ways to be more sustainable and inclusive in their activities. More than recognition, the Awards measure performance and provide detailed feedback for opportunities to excel.

The CII-ITC Sustainability Awards, 2019 was carbon neutral, offset by investing in Gold Standard carbon credit from improved cookstoves project installed in rural India.

Terracotta is inherently environmentally friendly in the way it is made from natural earth. It takes a lot of effort and time to think of an idea, give a particular form to the product while keeping in mind a variety of positive attributes before it is sent to the kiln for giving a final appearance. This process is akin to the challenges businesses undergo to implement sustainable practices and processes year-on-year to become exemplars of excellence. The CII-ITC Sustainability Awards also represent a similar attribute which can be compared to this rigorous process.
YOU SHOULD APPLY BECAUSE

You want to assess your sustainability performance based on the Business Excellence Model.

You want to identify strengths and opportunities to excel, based on a comprehensive and rigorous assessment by independent and CII-certified Sustainability Assessors.

You want to be recognised as Excellent in Sustainable Business, by the most credible Sustainability Awards in the country.

ELIGIBILITY CRITERIA

You can apply, if you are

- Operating in India, for At Least Five Years
- A Large, Medium, Small, Micro-sized Enterprise or Independent Unit/Division
- From Manufacturing or Service Sector

APPLY NOW
The Awards adhere to a transparent and rigorous assessment process based on the Sustainability Excellence Assessment Model, developed using the following frameworks:

- **Enablers**
  - Leadership
  - Internal Stakeholders
  - External Stakeholders
  - Key Resources
- **Results**
  - Learning & Innovation
  - Results: Internal Stakeholders
  - Results: External Stakeholders
- **Key Performance Results**

Methodology is adapted from the internationally acclaimed European Foundation for Quality Management (EFQM) approach wherein equal weight is assigned to “Enablers” and “Results,” indicating a cause-effect relationship.

Assessment is based on around 250 indicators which cover 15 aspects of sustainability. The assessment has been made more comprehensive to include aspects such as Business Ethics, Employee Development, Human Rights and Biodiversity.

For companies that do not qualify the preliminary stage, no feedback report is provided to the applicants.

Feedback report is provided to the applicants in two phases. For companies that do not qualify for site visits, feedback reports are provided after desk assessments are over. This will be around November 2020.

For companies that qualify for site visits, feedback reports are provided after the end of the Awards cycle. This will be around December 2020.
Stage 1: Application
- Receiving Application of Intent
- Receiving filled application document from the applicant
- Preliminary screening of the applications

Stage 2: Desk assessment
- Desk assessment by team of CII trained assessors
- Consensus on assessment results by assessment team
- Jury meeting to decide on the applications qualifying for site assessment
- Feedback report to applicants who could not qualify for site assessment

Stage 3: On-site assessment
- On-site assessment by the same team of assessors
- Revised consensus by assessment team
- Jury meeting to decide on winners
- Feedback report to the applicants

Stage 4: Awards presentation
- Announcement of winners 2020
- Announcement for assessors recognition 2020
- Feedback report to winners

IMPORTANT DATES

AoI
Date Extended

19 May 2020
Webinar for guiding the applicants

12 June 2020
Last date to submit Awards questionnaire

18 December 2020
Announcement and presentation of Awards
AWARD CATEGORIES

Corporate Excellence

1. Corporate Excellence
This award recognises comprehensive efforts companies make in excelling at sustainable business. It expects companies to integrate sustainability into governance, strategy, business processes, and demonstrate through results that sustainability is making an impact on its business and relevant stakeholders.

Recognitions* in Corporate Excellence

- **BUSINESS OF THE YEAR**
  This role model award celebrates the company that has successfully proven a business case for sustainability and demonstrates a company-wide commitment to advancing the sustainable business agenda; not just internally but among customers, suppliers and the industry as well.

- **OUTSTANDING ACCOMPLISHMENT**
  The award recognises companies that have demonstrated outstanding policy, practice and results by successfully incorporating sustainability in their core business.

- **COMMENDATION FOR SIGNIFICANT ACHIEVEMENT**
  The award recognises companies that have demonstrated commendable results from deployment of policy and processes.

Domain Excellence

2. Environment Management
The award recognises companies that have employed innovative approaches, including policy and practice to reduce their environmental impact and achieve exemplary results.

3. Corporate Social Responsibility
This award recognises companies that have positively impacted both business and society by taking a strategic approach to CSR through collaborative programmes with government and civil society.

4. Biodiversity
This award recognises companies for implementing measures related to conservation and sustainable management of biodiversity and ecosystem services in value chain.

Recognitions* in Domain Excellence

- **EXCELLENCE**
  The award recognises companies that have demonstrated outstanding policy, practice and results in this domain.

- **COMMENDATION FOR SIGNIFICANT ACHIEVEMENT**
  The award recognises companies that have demonstrated commendable results through policy deployment and processes.

*Recognitions are based on cut-offs and deliberation of the Jury. Companies apply to award categories and not to recognitions.

Number of winners per category is not pre-determined and is left to the discretion of the Jury.

If applicants want to change award category during the AoI stage, the same can be altered only during AoI stage and not at a later stage.
<table>
<thead>
<tr>
<th>Company / Unit Turnover (₹ Crores)</th>
<th>Application Fee (₹)*</th>
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<tr>
<td>&gt;10,000</td>
<td>1,75,000</td>
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<td>5000-10,000</td>
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<td>500-4,999</td>
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<tr>
<td>50-499</td>
<td>75,000</td>
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<tr>
<td>&lt;50</td>
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<table>
<thead>
<tr>
<th>Domain Excellence</th>
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<tr>
<td>&gt;10,000</td>
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<tr>
<td>&lt;50</td>
<td>20,000</td>
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Discounts To Avail

- **20% off** on the fee of Corporate Excellence application, if the company applies for domain excellence.

- **20% off** for repeat applicants (base year 2019) in the same Award category. In case company applies for two Award categories, discount will be provided only for one application.

- **20% off** on the fee applicable to corporate applicant if one of its unit has also applied.

**Feedback Report Presentation**

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<th>Corporate Excellence (₹)</th>
<th>Domain Excellence (₹)</th>
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<tbody>
<tr>
<td>Applicants that did not qualify for site assessment</td>
<td>50,000</td>
<td>25,000</td>
</tr>
<tr>
<td>Applicants that qualified for site assessment</td>
<td>75,000</td>
<td>50,000</td>
</tr>
</tbody>
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Feedback report presentation can be scheduled over call or in-person. Travel and accommodation for in-person meeting will be in addition to the fee. All rates are exclusive of applicable taxes.

*Only one discount can be availed, whichever is maximum.*

Application fee is non-transferable and non-refundable regardless of how far applicants go in the process or whether they ultimately qualify for any recognition.

Application fee is charged to meet expenses to conduct sustainability performance of applicants. Payment of fees neither indicates nor implies any chance of winning a recognition.

All Award categories questionnaire can be downloaded from the website.

The online Awards questionnaire will only be shared upon receiving the completed AoI. Kindly note that the AoI will not be considered complete until the application fee has been received.

Applicants that qualify for the site visit will need to arrange for the travel, stay and local conveyance of the team of 4-5 assessors visiting them.
WINNERS OF
CII-ITC SUSTAINABILITY AWARDS
(2006-2019)
**TESTIMONIALS - WINNING APPLICANTS**

"We consciously apply for very few Awards and CII-ITC Sustainability Awards is one of them, given its credibility and rigorous process. It has helped various departments and the company as a whole to come together."

**Harish Badami**
CEO & MD, ACC Ltd.

"It’s a great pride for our company to achieve the CII-ITC Sustainability Awards. It is not only the company which got the recognition but many of our units had applied and have been recognised. In the process of winning, there is a lot of learning, the whole process is very rigorous and well-structured and enables us to benchmark against the best."

**Ajay Kapur**
MD & CEO, Ambuja Cements Ltd.

"We participate in the CII-ITC Sustainability Awards as there is a lot of learning involved in it. We learn a lot from the assessors and from the feedback we get an opportunity to learn and understand what other companies do and this is our quest in continuously raising the bar and doing better than the past."

**TV Narendran**
MD, Tata Steel Ltd.

"The Awards application, rigour of the Award and the site visits have helped us to understand different aspects of sustainability, and improve year-on-year. Our efforts have been recognised in the form of this Award."

**Alcide Coelho**
Senior Vice President, QAQC, Engineering, Tata Housing Development Company Ltd.
THE ONLINE CII-CERTIFIED SUSTAINABILITY ASSESSOR PROGRAMME

The CII-certified Sustainability Assessor programme is for professionals to provide services to business in the area of sustainability.

Since 2006, CESD has built a talent pool of sustainability professionals in India. It has created an exclusive club of over 513 sustainability performance assessors. These assessors are competent to drive excellence in sustainability in companies.

When in 2020?

1st Intake
1-6 June

Benefits

- Get trained on Sustainable Business Excellence framework
- Leverage CII’s certification to work with companies on sustainability
- Include this as a credible qualification in CV
- Profile as a CII-certified sustainability professional on CESD website
- Get promoted by CESD to companies looking for credible and certified sustainability professionals
- Participate in the CII-ITC Sustainability Awards and get access to companies
- Gain extraordinary learning from sustainability assessment and site-visits

Eligibility Criteria

- The certification is open to individuals with at least eight years of work experience
- Experience may range from sustainability (environment, health and safety, corporate social responsibility, biodiversity, human rights, business ethics, product responsibility, and sustainable supply chain) to any other corporate functions (marketing, human resources, production & planning, information technology, product development)
- Both independent consultants and corporate employees are encouraged to apply
- HR departments are encouraged to nominate employees from their respective companies

THE ONLINE CII-CERTIFIED SUSTAINABILITY ASSESSOR PROGRAMME

1st Intake
1-6 June
Validity of Certification

- Every three years assessors will be required to renew certification. Renewal will happen via a refresher course which will include the sustainability trends, good practices, and updates on sustainability performance assessment.
- The certification will be invalid upon non-renewal.
- CII will ensure one cycle of assessment in the period of three-year of validity. CII does not commit additional cycles of assessments.

Assessors Recognition

Every year CESD recognises the best assessors based on their participation in the assessment process of CII-ITC Sustainability Awards. Recognition is based on peer review and applicant feedback. Winners are recognised during the presentation of the CII-ITC Sustainability Awards.

Terms and Conditions

- Every newly trained assessor is mandated to complete the CII-ITC Sustainability Awards cycle in the corresponding year. The certification is issued only after successful completion of training course and Awards assessment.
- All expenses pertaining to assessment during CII-ITC Sustainability Awards are taken care of by CII. Any expense that is not related to training is borne by assessors.
- Assessors are not remunerated for their services.
- Assessors are required to abide by CII’s Code of Conduct for Assessors.
- CII reserves the right to discontinue services of assessors in case of misconduct; without any explanation.

How to Apply?

Interested professionals and companies should send their CV or nominations to sustainabilityawards@cii.in

Participation Fees

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees (₹)</th>
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</thead>
<tbody>
<tr>
<td>New Assessor (sponsored by company)</td>
<td>36,000</td>
</tr>
<tr>
<td>New Assessor (turnover &lt; ₹ 50cr)</td>
<td>25,000</td>
</tr>
<tr>
<td>New Assessors (self-financed)</td>
<td>36,000</td>
</tr>
</tbody>
</table>

* Not inclusive of applicable taxes
* GST as per GoI norms
AS Ujwal
Recognised as Best Assessor

I have been associated with the CII Assessors programme since 2013, it’s a wonderful experience. It’s a focused, comprehensive, and professional approach wherein assessors have to undergo the training first and subsequently apply the skills for the Awards assessment. It’s a lot of learning from both the sides and have got a comprehensive idea about sustainability.

Shibojyoti Dutta
Recognised as Best Assessor

Association with CII-ITC Sustainability Awards has given me a deeper perspective into the whole gamut of sustainability. As sustainability is a new domain in India, the assessors programme has helped me a lot in enriching my experience, both from organisational and personal perspectives. The faculties mentored the assessors to look at the positive stuff rather than criticising the negative.