



## Indo-Canada Chamber of Commerce 2021 Awards

### Nomination form for Woman Professional of the Year

Before filling the Nomination Form, please ensure you have reviewed the submission guidelines and terms, and the category descriptions.

#### **GUIDELINES FOR NOMINATION PROCESS.**

##### **Eligibility:**

Woman Professional of the Year Award recognizes the accomplishments and contributions of an Indo-Canadian<sup>1</sup> Woman Professional (<sup>1</sup> Indo-Canadian is a person of Indian descent and who is at present a Canadian citizen or a landed immigrant) who meets the following eligibility criteria:

- Indo-Canadian Woman Professional with a practice or service in a professional firm/ agency based in Canada.
- Minimum annual billing of \$1 million for self-employed; and/or consistent growth over the past five years in excess of annual revenues of \$1 million. (In case the nominee's profession relies on a different revenue parameter, the nominator will have to provide non-pecuniary evidence of excellence and high achievement in profession.)
- Nominee's practice/ institution has at least completed five years as of 01 April 2021.
- Nominee is responsible for day-to-day management of her area of practice, where she is an independent professional, or serving in a firm/ agency/ institution and is the chief/ key decision maker in the organization.
- Success in profession through:
  - a) Demonstration of leadership by using her abilities to develop or improve a program or service that significantly advances her profession
  - b) Demonstration of a commitment to life-long learning and expansion of her own personal and professional resources.
  - c) Demonstration of professional growth/ excellence by outstanding progress in her chosen career. For example:
    - I. Over time she has excelled by obtaining successively more responsible positions throughout her career
    - II. She has demonstrated innovation and creativity in her various positions to obtain a significant benefit for her employer or
    - III. She has consistently demonstrated exceptional job performance beyond what is normally performed or expected.
- Tangible contribution to the Indo-Canadian community and the Canadian society.

##### **Submission Guidelines:**

##### **Specific to this Award**

##### **Submission of proof:**

- Residency – either Permanent Resident Status or Canadian citizenship status.

- Gross Business Turnover – \$1 million. This may be in the form of tax return filed with CRA or relevant abstracts of the company’s financial statements clearly indicating the business revenues.
- Incorporation – Certificate / Document of incorporation indicating the date of business registration to establish five years of existence, or five years of continued employment with the respective professional firm.
- Ownership & Managerial control – Documents establishing nominee’s operational and ownership control over the organization.
- Proof of achievement and all-round excellence in academics.
- Proof of impact: Tangible proof of impact of achievement on sector of specialization.
- Proof of service to the Indo-Canadian community – the quality and quantity of service must be illustrated through examples.

**General to all open categories:**

- In any given year, a nominee may be nominated in one category only
- Previous recipients are not eligible to be re-nominated in the same category
- Nomination from previous two years will be considered along with current year’s nominations, only if it is agreed to by the nominee and current and updated information is re-submitted
- The attached Nomination Form must be complete in all parts; with signatures of both the Nominator and the Nominee (forms without signatures are ineligible).
- Written submissions, including initial narrative and exhibits, should not exceed 50 pages.
- A detailed bio along with a summary of the background and history of the business, professional, and/or other activities must be included as attachments with the written submission.
- Provide specific and factual information, where possible with concrete examples of what was done, how it was done, what benefits, or results were realized.
- Supporting materials must be current and attached to or included with the form.
- While written submissions are allowed, electronic submissions are preferred (CD or USB stick; please do not send large data files via e-mail).
- Completed Forms should reach ICCC through e-mail ([iccc@iccconline.org](mailto:iccc@iccconline.org)) on or before the submission date: 16 July 2021 by 5:00 PM.

**Evaluation process:**

- The Advisory Board of ICCC, an independent body of the Chamber, evaluates and selects the award recipient from the nominees.
- ICCC may engage an independent third-party to assist the Chamber and its advisory board to assist with the formal vetting and evaluation of nominations. You consent to the collection and use of your personal information by the Chamber and/ or its agent(s) for the purpose of assessing nominees’ candidacy.
- The Advisory Board on behalf of ICCC may seek additional information from the nominator and / or the nominee during the evaluation process.

- Your nomination in no way obligates the Chamber to give the award to an eligible Nominee. The overall odds of winning the Award depend on the number and quality of nominations received.
- ICCC reserves the right to judge void any entry that the Chamber, in its sole and absolute discretion, determines do not meet these Terms and Conditions. Once submitted, you may not modify your Nomination Form.

**Privacy:**

By submitting a Nomination Form, you hereby consent to the Chamber collecting and using your personal information and to receiving commercial electronic messages from ICCC for the purpose of administering this Award.

**Warranties, Representations and Licences:**

All materials submitted become the property of the Chamber and will not be returned to the nominator and/ or the nominee. You hereby represent and warrant that the information you have provided in the Nomination Form is true, complete and correct to the best of your knowledge.

**Announcement of Winners:**

The Indo Canada Chamber of Commerce, at its sole discretion, will determine the Award winner per Nomination Category, from among the Eligible Nominees. The Chamber may, at its sole discretion, profile the confirmed winner in print, video, digital, electronic, mobile and social media formats of the Chamber. Winners will be announced and awarded at the Chamber’s Annual Gala.

**General:**

ICCC in its sole and absolute discretion, reserves the right to alter or waive any program condition including eligibility and criteria for selection prospectively and retroactively, or to withdraw, modify or terminate the Award, at any time, and reject any and all applications in accordance with the Award Process, without individual notice, and for any reason. The Chamber will not incur any liability whatsoever by reason of such withdrawal, rejection, acceptance or modification.

NOMINEE’S INFORMATION:	
Full Name:	
Business/ Company Name: Address:	
Tel No:	
E-mail:	

NOMINATOR’S INFORMATION:	

Full Name:	
Address:	
Tel No:	
E-Mail:	

The following points may be utilized to by the nominator to narrate the nominee's success story, from its inception to the present stage. These pointers are meant to provide a general direction to the narrative and the nominator is free to interpret them to give the desired shape to the narrative.

Use separate sheets to answer the following questions. Feel free to provide additional information to better illustrate your case for nominating the nominee in this category.

1. Why are you nominating the nominee in this category?
2. In your opinion, what are the noteworthy achievements of the nominee that makes her a unique woman professional?
3. How have her contributions materially affected her organization, industry and/or business community?
4. Provide relevant information (if any) about the nominee's contribution to Research & Development in her sector, and / or business innovation
5. Describe the nominee's contribution and the impact she has made on the Indo- Canadian community and the Canadian society through her business
6. Describe the nominee's contribution and the impact she had made on the Indo- Canadian community and the Canadian society through her humanitarian and philanthropic work
7. Chronologically list the Awards & Recognition the nominee has received
8. Any other information that is relevant to the nomination

Nominator's reasons for this nomination:

Please provide your reasons for nominating this individual. Your words will be used to build the short paragraph provided for reference when voting on the nominees, so please relate your points back to the category you've chosen and be concise.

Nominator's Signature (mandatory):	
NOMINEE CONSENT	
I consent to my nomination for the ICCA Awards. I understand, agree and consent to the nomination terms and conditions.	
Nominee's Signature (mandatory):	

Submission Deadline

Friday 16 July 2021 by 5:00 pm

E-mail: [iccc@iccconline.org](mailto:iccc@iccconline.org)

Please note the submission deadline may be extended at the sole discretion of the ICCA board.