**Entry Form**

**Last Date for Submission: December 15, 2017**

Please complete all three sections to be eligible to compete for the BML Munjal Awards for Business Excellence through Learning & Development.

**Section I: Organization details**

|  |  |
| --- | --- |
| Name of the Organisation |  |
| Award category ( please select one) | [ ] Manufacturing | [ ] Services | [ ] Emerging Star |
| Organisation category (please select one) | [ ] Public sector undertaking | [ ] Privately held |
| If privately held | [ ] Unlisted | [ ] ListedStock exchange: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Organisation type | [ ] MNC | [ ] Non-MNC |  |
| In case of MNCs, please specify: |  |
| Location of headquarters | [ ] India | [ ] Outside India |  |
| Participating entity | [ ] Global entity | [ ] Regional entity | [ ] Indian entity |
| If regional entity, please specify region | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Industry |  |
| Description of company ( Max. 130 characters) |  |
| Date of incorporation |  |
| Financial year start date (Jan/April) |  |
| Total headcount as on date-  |  |
| In case of MNCs, please select the entity for which details are being provided | [ ] Global entity | [ ] Regional entity | [ ] Indian entity |
| Organization headcount as on date- on rolls |  |
| Organisation headcount as on date- Please specify and provide details for all types of contingent/ contractual/ temp workforce |  |
| Total direct employee cost for current financial year (includes salaries, incentives, and benefits, but not training, canteen, day care etc.)\*\* |  |
| In case of MNCs, please select the entity for which details are being provided | [ ] Global entity | [ ] Regional entity | [ ] Indian entity |
| Total spend on learning & development as a % of revenue |  |  |  |
| In case of MNCs, please select the entity for which details are being provided | [ ] Global entity | [ ] Regional entity | [ ] Indian entity |

\* Privately held companies which have been in existence for less than 7 years as on March 31, 2017 will be considered in Emerging Star category.

\*\* including cost for on-rolls as well as outsourced employees

**Section II: Business performance indicators as given overleaf (**Please read instructions before filling**)**

Instructions for filling Sections II and III:

**1a-** In case of MNCs please select the relevant category for which revenues are stated (Global/ Indian/ Regional); also provide definition of region, if the same has been selected (Response to this question is mandatory for MNC applicants; in case no response is recorded, the application will be considered incomplete, and hence may not be processed further for BML Munjal awards)

**1d**-If listed, provide the market capitalization of your organization as on 31st March of respective year

**2a-** Provide an estimate of your organization’s market share as a percentage.

**2b-** Provide the customer satisfaction index as %. If in number, provide the scale on which it is computed.

**2c-** Was it conducted by an internal team or an external agency?

**3a-** Provide the employee engagement index as %. If in number, provide the scale on which it is computed.

**3b-** Was it conducted by an internal team or an external agency?

**7-** Was the valuation conducted by an external agency or internal team?

**In case of MNCs:**

Please specify if the details mentioned in section II belong to: Global entity [ ] Regional entity ^ [ ] Indian entity [ ]

*^*Also specify the region if revenues specified are of the regional entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Companies applying under **Emerging Star** category may provide relevant information for last 3 years only.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S. No.** | **Category** | **Measure** | **2016- 2017** | **2015- 2016** | **2014- 2015** | **2013- 2014** | **2012- 2013** |
| 1 | Financial | a. Revenue (Rs Cr.) |  |  |  |  |  |
| b. EBITDA (Rs Cr) |  |  |  |  |  |
| c. Return on Capital Employed (RoCE) (in %) |  |  |  |  |  |
| d. Market capitalization  |  |  |  |  |  |
| 2 | Customer | a. Market share (%) |  |  |  |  |  |
| b. Customer satisfaction (%) |  |  |  |  |  |
| [ ] Internal | [ ] Internal | [ ] Internal | [ ] Internal | [ ] Internal |
| [ ] External | [ ] External | [ ] External | [ ] External | [ ] External |
| 3 | People | a. Employee engagement index |  |  |  |  |  |
| [ ] Internal | [ ] Internal | [ ] Internal | [ ] Internal | [ ] Internal |
| [ ] External | [ ] External | [ ] External | [ ] External | [ ] External |
| 4 | Society | a. CSR spend (as a % of revenue) |  |  |  |  |  |

**Section III: Additional information for applications under Emerging Star category**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No.** | **Measure** | **2016- 2017** | **2015- 2016** | **2014- 2015** |
|  5 | Number of PE investors |  |  |  |
| 6 | Name of PE investors |  |  |  |
| 7 | Valuation (per share) of latest investment in the year |  |  |  |
| [ ] Internal | [ ] Internal | [ ] Internal |
| [ ] External | [ ] External | [ ] External |

**Please provide any additional information which can support your case for Business excellence (Max 350 characters)**

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|  |

## Section IV: Declaration

“The information provided herein is true and complete to the best of our knowledge. Some of the information provided in the document could be sensitive and shall remain confidential unless we agree to its release. We understand that misrepresentation/falsification of this information could lead to disqualification of our organization from the BML Munjal Awards Program at any stage.

We understand that the information provided in this document will be used by the organizers and the jury in deciding the awards and we consent to the use of this information for such a purpose. We further agree that this information may be used for further research, educational or any other purpose as long as the company details are not divulged to any person other than the organizers.

If we are shortlisted for the next stage of the award program, we hereby authorize the use of, in connection with the BML Munjal Awards program, our company’s name, and non-financial information. We agree that no compensation shall be due to for such usage.”

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Terms & Conditions**

Only key personnel of the organization should fill this and attest the form in their signature. All information sent by the company is subject to verification available in public domain. The company agrees to furnish the facts as requested from time to time. The company will allow site visit as part of due diligence. Receipt of the filled form shall be taken as a token of acceptance of the terms and conditions. The judges’ decision shall be final and binding on all participants.

**Submission and contact information**

Mr. Ajay Arora (AVP, Strategic Planning & Projects) or Mr. Abhay Saxena (AVP, Talent Development & TQM) at Hero Corporate Service, Plot no. 264, Okhla Phase 3, New Delhi- 20 or email at bmlmunjalawards@herocorp.com latest by 15th December 2017. For questions or clarifications, contact Mr. Tajinder Singh at 09810897305. For additional details, please visit [www.bmlmunjalawards.com](http://www.bmlmunjalawards.com/).