**Entry Form**

**Last Date for Submission: December 14th, 2019**

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

**Section I: Organisation details**

|  |  |
| --- | --- |
| Name of the Organisation |  |
| Award Category ( please select one) | [ ] Manufacturing | [ ] Services | [ ] Emerging Stars\* |
| 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 |  |
| Date of start of business\* |  |
| 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 |
| Organisation 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 |

\* Applicable for Emerging Stars category. Start-ups who have been in operations for at least 1 year and not more than 7 years as on October 31st, 2019.

\*\* including cost for on-rolls and outsourced employees

**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 Organisation as on 31st March of respective year

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

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

 **-** 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.

 Was it conducted by an internal team or an external agency?

**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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S. No.** | **Category** | **Measure** | **2018-2019** | **2017- 2018** | **2016- 2017** | **2015- 2016** | **2014- 2015** |
| 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) |  |  |  |  |  |
| 5 | Any other metric tracked by the Organisation from financial, customer or people development perspective |  |  |  |  |  |

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

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No.** | **Measure** | **2018-2019** | **2017- 2018** | **2016- 2017** |
| 6 | Number of PE investors |  |  |  |
|  7 | Name of PE investors |  |  |  |

**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 Organisation 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 Organisation 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, 264, Okhla Phase 3, New Delhi- 20 or email at bmlmunjalawards@herocorp.com latest by December 14th 2019. For questions or clarifications, contact Mr. Anshul Gupta (Sr. Manager, Strategic Planning & Projects) at 9654373032; Anshul.Gupta@herocorp.com. For additional details, please visit [www.bmlmunjalawards.com](http://www.bmlmunjalawards.com/).