

## NOMINATION FORM

### “BEST SOE ANNUAL REPORT OF THE YEAR” CATEGORY

To nominate a company for the above award, please complete the following form and send to:

<b>Name</b>	:	<b>Events Committee</b>
<b>Organisation</b>	:	<b>PNGID Secretariat Office</b>
<b>Address</b>	:	<b>PO Box 660, Port Moresby, NCD</b>
<b>Telephone</b>	:	<b>320 0508</b>
<b>Email</b>	:	<a href="mailto:admin1@pngid.org.pg">admin1@pngid.org.pg</a>

An incomplete form or late submission will be considered ineligible.

**Closing Date of Nominations: 13<sup>th</sup> October 2025, 5pm**

### NOMINEE DETAILS

Company name:	Company website:	
Company address:		
Company phone number:	Nominee's email address:	
<b>Details of Authorizing representative</b>		
Is the nominator also the authorizing representative (if yes, skip to the next section)		
Title:	First Name:	Surname:
Position within the company	Telephone number	E-mail:

## BEST SOE ANNUAL REPORT AWARD OBJECTIVE

PNGID seeks to improve good corporate governance and elevate the importance of good directorship in meeting this goal. This award recognizes leadership at the Boardroom that has resulted in the publication of the best SOE Annual Report 2023.

## ELIGIBILITY

SOE Annual reports 2023 & 2024.

The nominees will be reviewed by a Selection Panel that includes prominent individuals from Papua New Guinea's director community. PNGID Board Directors cannot participate in the nomination process.

Nominees will be assessed against the criteria specified below. Please provide a copy of the business profile and the company's annual report relating to the year the 2023 or 2024.

## CRITERIA

When making your nomination, please attach the reasons for why the nominated company should receive the award. Please provide details on the company's innovation or innovation program following the award criteria listed below. Please provide evidence to support the statements.

**Selection Criteria.** The selection considerations for this Award will include candidates' demonstration of an innovation or innovation program and your submission can be based on the following guide: -

- 1) Does it contain an Executive Summary / Chairperson's Statement / CEO report. Including: an overview of the year's performance, Strategic direction and key achievements and commentary on challenges and future outlook, operational high lights, performance against strategic objectives and stakeholder engagement and service delivery and an Org Chart.
- 2) Does it contain a Corporate Profile, including: Mandate and legal framework, Vision, mission, and values, Organizational structure and an Overview of services or products
- 3) Does it contain a Governance Report, including: Board composition and activities, Governance practices and compliance, Risk management framework and Internal audit and control systems
- 4) Does it contain Performance Information, including: Key performance indicators (KPIs), Service delivery outcomes and Alignment with government priorities or national development plans
- 5) Does it contain Financial Statements, including: unqualified Auditor's report, Statement of financial position, Statement of profit or loss and other comprehensive income, Cash flow statement and Notes to the financial statements
- 6) Does it contain Regulatory and Legislative Compliance, including: Compliance with relevant laws and regulations and Procurement and supply chain disclosures
- 7) Does it contain Future Outlook, including: Strategic plans and priorities, Anticipated risks and mitigation strategies and Investment and infrastructure plans
- 8) Does it contain Sustainability and Social Impact report, including: Environmental initiatives, Community engagement and Corporate social responsibility (CSR)
- 9) Have the timelines on the audit completion and submission to Kumul Consolidate Holdings (KCH) been passed.

## CONDITIONS

**Commitment.** In signing the nomination form, the nominator confirms that their nominated company or its authorized representative: -

- has duly authorized this nomination;
- agrees that PNGID may disclose the data collected in and appended to this form to the Selection Panel for selection purpose;
- certifies that the facts supplied therein are true and accurate;
- has agreed that its representative will meet with the Selection Panel in October 2025 for an interview, if required;
- agrees to supply further and better particulars when necessary;
- agrees to accept the award, in case of being selected;
- agrees to being publicized as an Awardee and to participate in the publicity programmed arranged by the PNGID, in case of being selected; and
- accepts the decision of the Selection Panel as the final decision.

**Privacy.** Company data collected by this form will be used to process nomination for the *Best SOE Annual Report Of The Year Award* and will be handled in strict confidence. In the announcement of results and the publicity programmed arranged for PNGID and awardees, PNGID will coordinate with the Awardee as to the relevant information to be disclosed to the public.

**Declaration of Interest.** PNGID will follow strictly the procedures of Declaration of Interests, whereby during the processes of selection, Members of the Selection Panel make declarations of interests in relation to the candidates and abstain from the discussions and voting on cases with respective interests involved.

**Withdrawal.** If, after an Award is bestowed, any fact supplied in the respective nomination is discovered to be fraudulent or untrue, or the Awardee is proven to be associated with a fraudulent or dishonourable act, PNGID reserves the right, after consulting the Selection Panel, to withdraw the Award.

## NOMINATED BY PNGID PROFESSIONAL MEMBER

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

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

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

Date: \_\_\_\_\_

**SECONDED BY PNGID PROFESSIONAL MEMBER**

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

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

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

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

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

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

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

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