**SGBC-BCA Sustainable Leadership Awards 2019**

**Leadership in Business Sustainability**

**Nomination Process**

Jointly organised by the Singapore Green Building Council (SGBC) and the Building and Construction Authority (BCA), the SGBC-BCA Sustainable Leadership Awards 2019 recognise excellence in green building. All nomination forms should reach SGBC by 17 May 2019.

**Eligibility**

The purpose of this award is to celebrate companies that have made sustainability (social, economic and environmental) part of their core business model and are contributing to the transition towards a sustainable built environment. In order to be eligible to apply, the core business of the company must be directly contributing to the building sector.

**BASIC INFORMATION**

Name, position and e-mail address of submission contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company being nominated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Two sentence description of the company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Industry sector that the company represents (i.e. investor/developer/product manufacturer /consulting/contractor, etc): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**100 word summary:** Provide a short overview of your company’s achievements and how you meet the criteria for the award. (This will be used for marketing and communication purposes.)

**CRITERIA QUESTIONS**

# Please consider the following questions when compiling responses to this application, and provide information where possible. If there is insufficient information to answer the question, put “N/A.” Please limit answers to 200 words or less and attach supporting documents where further explanation is necessary.

**Corporate Policy (20 points)**

# **SCOPE:**

* How has your company incorporated sustainability into its policies?
* Is senior management on board and committed to these policies?
* Are employees engaged in establishing the vision and developing the policy?
* Are the policies sufficiently comprehensive and applicable?

# **IMPLEMENTATION:**

* How does the company implement and track the impact of its corporate policies?
* How are targets set and how does the company follow up to ensure targets are met?

# **IMPACT:** What impact has been made in contributing to the sustainability of the built environment through these policies?

**TRACKING IMPACT:** How does your company track this impact (i.e. % of work on certified green building projects, % of contribution towards a certified green building, etc) Please provide any additional information that you feel goes above and beyond other corporate policies and/or is unique to your industry.

**VERIFICATION:** Please provide a summary of any policies referred to in the previous answer.

* Does your company have an ISO 14001 certification?
* Do you have any other related environmental certifications or measurable verification tools?
* Please explain your company’s rationale for pursuing such certification.

**Goals and Planning (20 points)**

**GOALS:**

* What are your company’s short and long-term corporate sustainability goals?
* What measures are developed in the corporate strategy and planning to achieve these goals?

**PLANNING:**

* How is sustainability embedded in your company’s strategy and business plan?
* How are the targets set and how does your company follow up to ensure targets are met?
* How is the corporate sustainability policy reassessed and improved?
* How often does this take place? Who is involved in its redevelopment?

**Operation Policy (20 points)**

**SCOPE:** What kind of inward facing (operations) sustainability policies does the company have in place (i.e. green offices, green procurement, green cleaning, staff wellness, employee engagement, etc.)

**IMPLEMENTATION:**

* How are the sustainability targets set?
* What measures to ensure that these targets are met?

**TRACKING IMPACT:**

* How does the company track the impact of these operation policies?
* Are staff involved in tracking their operations behavior and reviewing how this impacts the operation policies?

**Industry Leadership (20 points)**

**LEADERSHIP:**

* How is your company a leader in the industry?
* What kind of policies and practices allow your company to go above and beyond industry best practice? What impact have you brought to the green building industry?

**ADVOCACY:**

* Is your company an active advocate of green building policy/regulation/standards to government through a GBC policy task force or other organization?
* Is your company an active advocate in the community for green initiatives or corporate social responsibility?
* Have you actively involved in GBC policy taskforce?
* Is your company an active advocate of corporate social responsibility?

**SCALE:**

* Does your company’s portfolio (product or service) reflect your commitment to sustainability?
* How much of your business is considered sustainable according to the definition your company sets out in its policies?

**Knowledge sharing/transfer (20 points)**

**EDUCATION:**

* How does your company work to showcase its best practices and promote sustainability in the sector? (i.e. knowledge sharing/education seminars, publications, senior management presentations etc)
* How does the company educate employees, community, and the industry about best practice?

**TRAINING:**

Have you committed to education of your work-force through local GBC education courses or other regional green skills programs?

**LEGACY:** How does the company engage students or recent graduates (i.e. internships, thesis/dissertation sponsorship, and involvement with academic institutions)?