



Award Application Form (**INTERNATIONAL**)

Excellence in Training and Assessment within an International Accredited Training Organisation

Application Window Monday 12th February – Monday 30th April 2018

The BICSc Annual Awards is now one of the largest and most influential networking events in the cleaning and FM industry's calendar celebrating the achievements of individuals and organisations highlighting excellence in training and accreditation.

Do you strive to deliver the highest possible standards? Do you want recognition? If the answer is yes, apply today!

Entering the awards will provide your organisation with the following benefits:

- Publicity and recognition of your achievement throughout the cleaning industry
- Press and media coverage in various cleaning industry publications
- Notification of our winners to over 20,000 BICSc members via the BICSc Magazine The Standard, Newsletters, Social Media and our Website
- Winners are regarded as the best in their category and your organisation can promote this in its own press articles and news
- Winners will be reimbursed for the cost of one Awards Dinner Ticket and one night's accommodation (double room) at Whittlebury Hall Hotel & Spa on the night of the 27th September 2018
- Winners will be presented with their award, a bespoke trophy on stage with key industry professionals from around the world in attendance
- All finalists receive a certificate marking their achievement and are invited to the pre-ceremony photo-shoot with the BICSc National Council Chairman
- All winners will be issued with a special BICSc logo that reads "Award Winner". This can be used on all literature used by your company as recognition of your achievements

The Judging Process

Stage one:

All entries will be collated and reviewed by our panel of Judges.

The Judges will assess each submission based on the specific information requested on the entry form and on the delivery of accredited training.

The highest scoring entries will become short-listed applicants.

Stage two:

Should you become shortlisted, you will become a finalist.

BICSc will notify you of your status by phone and email.

Should you be unsuccessful we will advise you by email.

The awards ceremony will take place on Thursday 27th September 2018 at Whittlebury Hall Hotel be in attendance. You will be met on the day at the Hotel by a BICSc representative.

On the 27th September 2018, all of our lucky finalists are invited to a special photoshoot with the BICSc Chairman, which takes place prior to the awards ceremony.

The winner will be announced at the ceremony, winners are invited to take to the stage to accept their award from the sponsor and special guest host.

Guidance on preparing your application

For your entry to be successful, it is vital you read the entry form and conditions of entry carefully before completing your application.

1. Please complete all sections of the form.
2. Use your written submission to show the judges what makes your International Accredited Training Organisation (ATO) stand out from the crowd.
3. Please keep your entry simple and relevant.

Conditions of Entry

1. Only companies or organisations based **OUTSIDE** of the United Kingdom can apply.
2. Entries can only be accepted from fully licensed ATO's.
3. Entries must be submitted electronically to awards@bics.org.uk Please complete the form and email it to us, a signature will not be required, by emailing the form to us, you declare that the information on this form is true and accurate.
4. Finalists should be available to attend The BICSc Annual Awards on Thursday 27th September 2018.
5. Winners will be announced at the awards ceremony. For ticket and event details please visit <http://awards.bics.org.uk> or call 01604 678 710.
6. Please complete the application form in full.
7. The decision of the judging panel will be final, and no correspondence will be entered into.
8. The closing date for entries is Monday 30th April 2018.
9. You must include a photograph (internal or external) of the premises.

Award Category Criteria

Excellence in Training and Assessment within an International Accredited Training Organisation

Each applicant should demonstrate the understanding and compliance with the recommended BICSc Standards and best practice and show their exceptional commitment to the industry, accredited training and development.

This award is open to entries from an organisation approved by BICSc as an Accredited Training Organisation who can evidence that they deliver BICSc training to their employees.

We will ask you to evidence the number of skills cards and/or certificates that your organisation has delivered to its cleaning operatives.

Please note your organisation must have undergone a minimum of one annual centre audit to apply for this Award.

Section One Applicants Details

BICSc Use Only
Applicant No.

All applicants must complete this section. BICSc will use these details to contact you throughout the review process.

Company/organisation name:	
Main contact name:	
Professional title:	
Company/organisation address:	
Telephone:	
Mobile:	
E-mail:	
Type of organisation:	

Section Two

Please complete all sections

Centre Name:
Centre Number:
Please explain how your centre applies equality and diversity in the running of BICSc programmes. This section can be additionally supported by your company policies (maximum 200 words).
Please provide details of the differences that the training has made to individuals within your organisation, case studies can be used (maximum of 300 words).

Please explain why BICSc training continues to be important to your organisation and how this supports delivery of your customer's requirements (maximum 200 words).

Please explain why you believe your centre is worthy of this award (maximum 500 words).

Please confirm the number of skills cards and or certificates you have delivered in the last 12 months.

For promotional purposes please tell us how your organisation has incorporated BICSc into its work ethos. *Please note this information may also be used during the ceremony and marketing material* (maximum 100 words).

Section Three Declaration

I confirm that the information provided within this application form is accurate and complete and abide by the terms and conditions of The BICSc Annual Awards application process.

By emailing this form to us, you declare that the information on this form is true and accurate. Receipt of your email is taken as substitute for your signature.

Print Name:	Date:
Signature:	

Disclaimer

Entrants agree that materials prepared by the organisers and entry photographs may be used for publicity purposes

Agree Do not agree

I am happy for BICSc and subsidiaries of BICSc to share my company details with attendees of the event for marketing purposes.

Agree Do not agree

Supporting material

Your application should include:

1. A photograph (internal or external) of the premises, nominated assessor and/or student entered.
2. A small admin fee of £25 is requested for applications. You will be invoiced for this amount once we have received your application.

For more information about The BICSc Annual Awards 2018 visit awards.bics.org.uk

One last note from us.

Remember the judging panel will be looking for unique qualities, which make your entry stand out.

