

BML Munjal Awards 2013

Guidelines for Rules & Regulations

1. Definitions

Applicant	Any organization that sends in an application to participate in the Awards as per these rules
Awards	BML Munjal Awards 2013, Eighth Edition
Awards Management	Personnel from The Hero Group or appointed / engaged by The Hero Group, who are responsible for the conduct of the awards
Jury Panel	Group of individuals selected by Awards Management to evaluate the Finalists to determine the winner
Expert Panel	Group of individuals selected by Awards Management to evaluate the Applicants to shortlist up to 4 finalists per category
Finalist	Any organization short-listed to be evaluated by the Final Jury
Owner of the Awards	Hero Corporate Service Limited (HCSL)
Rules and Regulations	These rules and regulations governing the Awards

2. Objective of the Awards

1. To Recognize & Promote excellence in innovation in the field of Learning & Development
2. To Award the companies that have consistently used training, learning and development as a source of competitive advantage and as a business strategy for their success.
3. To create a platform for sharing of best practices by the organization

3. Award categories

1. Public Sector
2. Private Sector

The Award categories and the parameters for evaluation may be changed / modified / split / merged / increased or cancelled by the Awards Management and / or Jury based on the number of entries received in any category, and the quality of the entries. The decision in this regard will be final and non-contestable. The Awards management will not entertain any queries in this regard

4. Call for entries & participation

- The call for entries for the Awards will be announced in one or more relevant online through the website and / or by direct communication with potential Applicants, and that shall be construed to be adequate notice for call for entries
- Awards management will also invite entries from all the companies that featured in the two merit lists: BT 500 list of Most Valuable Companies for 2012 and the Business World Real 500 for the year 2012
- Applicant can apply for the Awards by submitting the completed application form via email to: bmlmunjalawards2013@herocorp.com or via post to the address mentioned on the end of the form only.
- The Awards Management and / or Jury have the right to nominate any person/ organization to build the quality of entries in that Award category
- The Awards Management has the right to reclassify application forms from one category to another, at its discretion

5. Eligibility Criteria for participation in the Awards

- Applications must be submitted by 9th of February 2013.
- The participating organization should have a registered presence in India. Individuals cannot participate.
- The participating organization should be registered on or before 01/04/2010

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- The Initiatives / projects should be partly or completely executed
- The Applicant should not be a winner of the Award in the past for the same initiative

NOTE –

- The Awards Management may modify the eligibility criteria from time to time with retrospective effect
- The Awards Management holds the right to disqualify any application which does not meet the eligibility criteria without assigning any reason whatsoever

6. Receipt of entries

- Participation in the Awards in any manner will be construed as an acceptance to the Rules and Regulations stated herein
- Receipt of application forms after last date of receipt specified may be permitted only at the discretion of the Awards Management
- Awards Management may not consider / be responsible for application forms that are in incorrect format / without declaration / received late / corrupt etc.

7. Screening of received application forms

- Awards Management would appoint a panel of experienced personnel to screen application forms to ensure eligibility criteria are met.
- Wherever required, additional data/presentations shall be requested by the panel

8. Completeness of entries

- Application Forms that are received incomplete in any manner may be disqualified by the Awards Management
- The Declaration section needs to be signed by the authorized officer of the organization
- Entries will be accepted in English only

9. Application Information

- If at any time, any information provided by any Applicant is found to be incorrect in any manner, then the Applicant will not be permitted to continue participation in the Awards
- If after the conclusion of the Award ceremony, any information provided by an Applicant is found to be incorrect in any manner, then the applicant will be liable to return the trophy / certificate / prize money provided to the Applicant under this Award, if any
- Determination of whether information is incorrect or not rests with Awards Management

10. Verification of the information provided in the Application Form

- The Awards Management will contact the Applicant, if required, for any clarifications needed for the information provided in the Application Form
- The Awards Management will make the best efforts possible to contact the Applicants, but shall not be responsible if the person does not participate in or does not agree to the conduct of the verification, or are not contactable.
- In the event that it is not possible to conduct a verification of the Applicant for any reason beyond its control, Awards Management may, at its discretion, disqualify the Applicant or continue in such other manner as deemed fit.

11. Short-listing up to 4 finalists for each award category from applications received

- Application Forms received would be collated under each award category for evaluation by Awards Management
- Awards Management reserves the right to make the final judgement in case of any ambiguity in Rules and Regulations / disputes over suitability

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- The screening jury will select up to 4 finalists per Award category based on pre-defined evaluation parameters who will qualify for the final round
- In the event no Application Forms in a category are found to be worthy of inclusion in the Awards, the Award category will be cancelled
- The decision of the above short-listing is binding and final on all Applicants

12. Determination of Winners

- A background search will be performed on the finalists to verify the information provided in the forms
- The forms which tally in the background search will be sent to the Final Jury for evaluation
- The Final Jury will score / rank the finalists based on the Application Form submitted by them and a presentation made by the finalists in person
- There could be one or more winners in each Award category, at the discretion of the Final Jury
- The determination of who should receive an award for any Award category rests with the Final Jury
- The Jury's decision is final and binding on all finalists
- The Jury may also decide, in order to maintain high standards of these awards, that there could be no Winner in a particular category

13. General

- Applicant understands and agrees that merely by applying for these Awards does not entitle the Applicant to a prize or to any other form of consideration
- Decision of Awards Management on all matters is final and binding on all Applicants and Finalists and no correspondence will be entertained on the same
- Finalists and Winners permit free of cost the use of their name and factual information about their application and entry(s) in the public media (for the build-up to the Awards, during the Awards ceremony, etc.,) and do not have any right to any revenues earned through intellectual property rights generated by the Awards, if any
- HCSL will not be liable for any claims / disputes made by the Applicant or Finalist in relation to the Awards
- The Awards Management cannot and shall not be accountable / liable for any disruptions / stoppages / interruptions or cancellation of the Awards. The Company and its contractors cannot be held responsible for matters out of its control and for force majeure reasons.
- Additions, deletions and / or modifications to these Rules and Regulations are at the discretion of the Awards Management and the Awards Management may make such additions / deletions and / or modifications, at any time
- All disputes relating to or arising out of the Awards shall be subject to the laws of India, and shall be subject to the exclusive jurisdiction of the courts of competent jurisdiction at New Delhi, India.
- The Applicants and Finalists agree that they shall hold harmless the Awards Management, its employees, officers, contractors or other persons and shall defend them against any loss, claim, demands, costs, damages, judgments, expenses or liability arising out of or in connection with any or all claims whether or not groundless, that may be brought against the Awards Management by any third party in connection with participation in or winning the Award.
- All costs of participation in the Awards are to be borne by applicants unless specifically conveyed in writing to the applicant

14. These rules

- The Awards Management reserves the right to withdraw or amend the terms of the Awards at any time, with retrospective effect, and does not take the responsibility for any loss or damage that any person / organization / Applicant / Finalist may suffer as a result of the Awards being withdrawn or its terms amended
- If Applicants are unclear as to the rules or any element of the Awards or experience difficulties of any kind, they can write in their questions, problems or queries and submit their entries to the following address:

Hero Corporate Service Limited

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Mr. Rakesh Kumar,
General Manager - Human Resource,
Hero Corporate Service Limited,
264, Okhla Industrial Estate, Phase – III,
New Delhi – 110020 India
Tel : +91-11-47467000
Fax : +91-11-47467070
Email: rakesh.k@herocorp.com

Mr. Ajay Arora,
General Manager - Strategic Planning & Projects,
Hero Corporate Service Limited,
264, Okhla Industrial Estate, Phase – III,
New Delhi – 110020 India
Tel : +91-11-47467000
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The Awards Management shall endeavor, but not be liable, to the best of its ability to respond thereto.