



# NOMINATION FORM

## BEST HR CENTER OF EXCELLENCE IN GREATER CHINA 2018

### GUIDELINE

- To participate in the “Best HR Center of Excellence in Greater China 2018” selection, please fill in the official nomination form below and send it to the email address: [awards@hroot.com](mailto:awards@hroot.com).
- All the information could be written in both Chinese and English.
- The nomination form could be submitted by individuals, enterprises and third-party organizations.
- The awards committee have the rights to refuse any nominations that are with incomplete information or could not meet the requirements.
- Any nominations submitted after the deadline are not accepted.

### DEADLINE

- 5:00 p.m. 8/4/2018

### CONTACT US

- For more information, please contact us:

Jessica Peng

☎ 8621-50581507-802

☎ 8621-58218663

✉ [awards@hroot.com](mailto:awards@hroot.com)

Jenney Qiu

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Betty Chen

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2018大中华区  
人力资源管理卓越大奖  
HRoot Awards 2018



Nominator Profile	Name:		Title:	
	Company:			
	Contact Information		Tel:	
			Mobile:	
			Fax:	
Email:				
Team Profile	Team Name :			
	Type of Industry:		Number of Staffs:	
	Tel:		Fax:	
	Address:			
	Name of Team Leader:		Tel:	
	Email:			
<p>Team Introduction (including team composition, numbers of each functions, function divisions, projects, awards received, etc.)</p>				





## Qualification

Please explain the reasons why participate in “Best HR Center of Excellence in Greater China 2018” selection and each reason should be no more than 1,000 words (attached documents are allowed).

Assessments	Reasons
1. Please give a brief description of the achievements in human resource strategies optimization and one or two specific cases in human resource policies designing and implementation.	
2. Please describe the innovation projects of human resource COE team in the last year and give one or two specific cases (including project background, implementation plan, resource acquisition, detailed procedure, assessment, achievements, etc.)	
3. Please give a brief description of some projects about human resource planning, diagnosing and providing solutions and introduce the process of establishment, development and implement.	
4. Please describe some key achievements of organization performance and compensation management and introduce one or two specific project plans.	
5. Please describe how to improve personal skills to meet the needs of business requirements. Please give related tools and metrics of investigation and one or two specific projects.	
6. Additional information	





## ESSENTIAL DOCUMENTS

- A vector graphic picture of the company' s logo (.ai format).
- A company introduction (within 300 words, including the global revenue in the last financial year, date of establishment, number of global staffs, business scope, listing location, stock code and other key information).
- Any other related or essential documents which could provide the contributions of the developments of the human resource industry, e.g. awards received (pictures or copies).

Please send these digital documents with the filled nomination form to the email address: [awards@hroot.com](mailto:awards@hroot.com).

**Documents with papers and pictures could also be sent with filled paper form to the address below:**

- **Addressee:** Jessica Peng&Jenney Qiu
- **Address:** 2018 HRoot Awards in Greater China Committee Room 508, North Building 77# Eshan Rd.  
Pudong District, Shanghai
- **Postal code:** 200127
- **Tel:** (8621) 50581507-802
- **Fax:** (8621) 58218663
- **Email:** [jessica@hroot.com](mailto:jessica@hroot.com) [jenney@hroot.com](mailto:jenney@hroot.com)

**Important:** Both digital/paper documents should be delivered before 5:00 p.m. 8/4/2018 and confirmed by the committee. If you do not receive the confirmation information after the estimated date for 2 days, please contact us.

## DECLARATION

- The following conditions are accepted on the time when the nomination form is submitted hereof: once I won the HRoot Award, the submitted information before is allowed to be used in Human Capital Management Magazine, websites of the award and any related advertisement.
- Any information which is private and must be treated in confidence should be clearly indicated.
- I promise all the information submitted is correct and valid and will take any relevant legal responsibilities.
- All the delivered documents will not be returned.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



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