Annual Awards 2019 Entry Information

Entry Procedure
1. Please complete the online entry form and use the upload file button to submit your entry overview.
2. Entrants may be contacted for further information by the Judging Panel.
3. A maximum word count of 2,500 per entry. Submissions should not exceed the prescribed length.
4. Supporting material is permissible, but only to explain the entry and provide amplification of the application; it must be totally relevant to the project.
5. Organisations may enter as many award categories as they wish, but individual projects may not be entered into more than one category.

Each entry must include the following:
1. A definition of the situation faced.
2. A description of the task undertaken.
3. The actions taken and timescales.
4. A clear definition of the result.
5. A one-page overview of why the project is important to the organisation.

Please refer to specific category awarding criteria to aid with this.

The panel will judge the award based on:
1. Effectiveness and impact of output in the situation described.
2. Use of innovative ideas or the extension of good practice into new areas.
3. Success in overcoming technical challenges and other difficulties.
4. Its wider significance and applicability in other organisations.
5. Quantification of the scale/size/benefits.
6. Judges will make their decision based on the project and its benefits to the organisation.

Entry to the ELA Awards:
The winner of Supply Chain Innovation is entered into the ELA Project of the Year; presented by the European Logistics Association (ELA). The concept of the ELA awards is champions-league based. Only winning projects in the national competitions can compete.
Key Information:

**Deadline:**

17.00 hrs, Friday 24 May 2019.

If submitting entries via post, completed nominations should be marked ‘Awards Entry’ and addressed to: Events Team, CILT, Earlstrees Court, Earlstrees Road, Corby, Northants, NN17 4AX

**Entrants:**

The outcome of entries will be confirmed during August.

**Dinner:**

Presentations will be made at a Gala Dinner on Thursday 17 October 2019, at the Royal Lancaster Hotel, London. Each finalist will have one representative invited to the dinner, as a guest of CILT.

**Judging Panel:**

The decision of the Institute and their Judging Panel shall be final. Neither discussion nor correspondence shall be entered into in respect of their decision.

If you would like any advice or assistance with your entry please contact our Events Team:

T: 01536 740148 | E: events@ciltuk.org.uk