

SAFMA AWARDS

information
pack

20
24

RECOGNISING THE
TRAILBLAZERS who's
making it happen!

SUBMISSIONS CLOSE
ON 13 SEPT 2024

safma 



CELEBRATING EXCELLENCE: A Closer Look at the SAFMA Awards

Commending the Trailblazers of FM Advancement.

Join us in recognising and celebrating the individuals, groups, and corporations who are driving the growth and development of Facilities Management in South Africa. After careful consideration by our Board of Directors, we are thrilled to announce six exciting award categories for this year:

- » Young Achiever of the Year
- » Facilities Manager of the Year
- » Technology Implementation of the Year
- » Award for Excellence in FM
- » Chairman's Award
- » Management and Response to SA's Water Crisis

Details of the awards are listed below.

YOUNG ACHIEVER OF THE YEAR

Recognises an exceptional Facilities Manager under the age of 35 who is actively engaged in the FM industry and has demonstrated outstanding professionalism. This individual is passionate and driven by customer service, a role model, and have achieved notable successes in their career. They should also be making a personal impact in various aspects of the FM industry.

FACILITIES MANAGER OF THE YEAR

The "Facilities Manager of the Year" award acknowledges an individual for their exceptional professionalism and significant contribution to the FM industry. The winner will be actively engaged in FM, passionate and driven to deliver top-notch customer service. They should be a role model and have achieved significant accomplishments in their career, as well as making a personal impact in various aspects of the FM industry.

TECHNOLOGY IMPLEMENTATION OF THE YEAR

The "Technology Implementation of the Year" award will be given to the company that has effectively and successfully integrated technology into its infrastructure and core services. The winner will be selected from companies that have used technology to streamline and enhance their current service offering, reduced costs through sustainability, and introduced innovative and groundbreaking solutions to their clients or their corporation in the past year.

AWARD FOR EXCELLENCE IN FM

The "Award for Excellence in Facilities Management" acknowledges the efforts of individuals, teams, or corporates involved in FM, from researchers to facility operators, who have made a positive impact on the knowledge, practical application, and communication of strategies aimed at enhancing the workplace environment and sustainable performance of their facilities. This award intends to recognise the the "best of the best" in FM.

CHAIRMAN'S AWARD

The "Chairman's Award" is a merit-based honor given to individuals who serve as exemplary models and support the FM industry. This award is not given annually and is awarded when a deserving candidate has been identified through nominations from the board or members of the industry. The award recognises those who have made significant and lasting contributions to the FM industry and community, such as individuals who have conducted groundbreaking research, training organisations that have developed or marketed special programs, or journalists who have covered FM-related issues.

MANAGEMENT AND RESPONSE TO SA'S WATER CRISIS

The "Management and Response to South Africa's Water Crisis" award recognises efforts by individuals, teams, or corporates who have made a positive contribution to managing and mitigating the effects of South Africa's water crisis. The award will be given to those who have developed and implemented innovative solutions to address the challenges faced by the country's water services sector and have demonstrated exceptional leadership and management skills in response to the crisis.

Excellence is an art won by training and habituation. We do not act rightly because we have virtue or excellence, but we rather have those because we have acted rightly. We are what we repeatedly do. **Excellence, then, is not an act but a habit.**

Aristotle

CONDITIONS OF ENTRY

- » All entries must be based on work performed during the 18 months preceding the entry deadline.
- » Entries that have won a SAFMA award in the previous year will not be eligible.
- » This competition is open to SAFMA members only.
- » The judges' decision is final and cannot be appealed.
- » SAFMA reserves the right to use the submitted materials for promotion of the awards.
- » You agree that your submission may be entered into the Global FM Awards for Excellence.
- » By submitting, you agree to have the information included in the presentation used and published on the SAFMA website.
- » The organisers will not be held responsible for payment of royalties or other charges for the use of the submitted materials.

JUDGING

The judging panel will comprise of experienced individuals from the FM industry and all entries will be evaluated by a minimum of two impartial judges. Only one round of entries will be accepted and all entrants will be asked to provide supporting documentation for their entry which should be verifiable.

THE WINNERS OF EACH CATEGORY WILL RECEIVE:

- » A winner's trophy and certificate
- » Free entry to the next SAFMA conference and exhibition
- » An opportunity to address SAFMA members at a networking or educational event.

Please note: We will announce the winners at the Gala Evening of this year's 4th Annual Africa FM International Conference, which will run from 20 - 22 October 2024. Additionally, three winners will be selected and entered into Global FM's Awards.



FACILITIES MANAGER OF THE YEAR

Submitting your entry is easy! Fill out the form, save your PDF file as **[Award Category][Year]** **[Individual/Company name]** and send your entry along with photos and supporting documentation to **marianne@safma.co.za** by **Sept 13th, 2024**. It's that simple!

Nominated by	
Organisation	
Cellphone Number	Email address
NOMINEE DETAILS:	
Name	
Age	
Cellphone Number	Email address
Organisation	
List any other awards the nominee has received	

Please provide a description of the organisational context of the nominee's role and their organisation including:

- » References or referees from clients, suppliers, direct reports, and direct supervisors
- » Why the nominee should be recognised as the Facilities Manager of the Year (max 500 words)
- » Exhibited personal qualities (max 500 words)
- » Key milestones achieved over the past year (max 500 words)
- » Contribution made to the industry and other significant facilities management achievements i.e. mentoring, innovation, knowledge sharing, promotion of profession, etc. (max 500 words)
- » Learning experiences and how these experiences have been applied to improve the performance of their team and the wider organisation (max 500 words)
- » Commitment and contribution to continual professional development (max 500 words)

EVALUATION CRITERIA

1. Introduction

Explain why the entry deserves recognition in the specific award category it has been entered for.

2. Innovation

Can the FM solution/achievement be replicated in other areas, such as other countries, companies, departments, or within your organisation? Identify what makes the entry innovative.

3. Advancement of FM

Explain how the entry has contributed to the advancement of FM in South Africa.

4. Sustainability

Describe the key sustainability actions that stand out above the norm and quantify the benefits achieved through this process.

5. Leadership in FM operations

Has the project developed concepts that can serve as guidance for other FM organisations? Discuss the challenges faced during implementation and the successes achieved. What lessons were learned? How can the process and results benefit other FM professionals?

CONDITIONS OF ENTRY

- » I accept that the decision of the judges is final and will not be subject to appeal.
- » I agree that my entry may be entered into the Global FM Awards for Excellence if required.
- » I consent to the publicising of my entry and certify that the information provided is accurate and true to the best of my knowledge.
- » SAFMA reserves the right to use the materials submitted for promoting the awards.
- » I agree to allow the information included in my presentation to be used and published on the SAFMA website.
- » The organisers shall not be held responsible for paying royalties or any other charges for the use of the submitted materials.

DECLARATION: I have read and understood the conditions of entry and agree to abide by them.

Signature

Date



Please submit your entry to Marianne Botes at marianne@safma.co.za.

**Bringing excellence to
the forefront**

We would like to extend a warm invitation for you to submit your entries for the SAFMA Awards to Marianne Botes. We can't wait to see what innovative and impactful projects you have to share with us!

Email marianne@safma.co.za

CONTACT US:



Tel: 011 568 5010
E-mail: safma@safma.co.za
www.safma.co.za

