

## Guidance Notes (deadline for entries Friday July 30<sup>th</sup> 2010)

**The Worcestershire Ambassadors are seeking to celebrate and reward the success of Worcestershire businesses for their ongoing commitment to Corporate Social Responsibility.**

Entries are invited and the winner shall be the business which demonstrates to the Judges that it has shown commitment, innovation and creativity in adopting and pursuing the principles of CSR and integrating them into the culture of its business.

Entries should be mindful of the need for a comprehensive, workable and communicated CSR Policy and of the three key areas of CSR, namely:

### **The Environment**

- Commitment to a reduction in the carbon footprint of the business, sourcing local suppliers and working with like-minded organisations.

### **The Workplace and Staff**

- Workplace initiatives, employee support and going beyond the legally required minimum.

### **The Community**

- Community activities and charity support

Additionally there shall be a special '**Individual Award**' that will recognise the outstanding contribution and commitment to CSR made by an individual employee. *(Contribution need not be directly related to championing the company's CSR policy and provides the opportunity for businesses to nominate individuals who make a personal contribution outside of their work.)*

## **Entry Requirements**

- The closing date for entries is strictly **Friday 30<sup>th</sup> July 2010**. Any applications submitted after this date shall not be considered
- Entries should be no more on **no more than 4 sides of A4 paper**
- The award is **FREE** to enter
- Entries should be submitted by **post** to: CSR Awards c/o Hewett Recruitment, 1 Bridge Street, Kidderminster, Worcs, DY10 1BN or email to: [csrawards@worcestershireambassadors.com](mailto:csrawards@worcestershireambassadors.com)
- Please do not include any confidential information in any application
- The appointed judges decision shall be final
- Award winners shall be announced on Thursday 25<sup>th</sup> November 2010 at an awards reception at Sixways