

Terms & Conditions

1. Participation:

- a. A company is allowed to submit one entry. Multiple entries are not permitted.
- b. Companies should register their interest following which a link will be emailed to the specified registered email addresses along with completion guidelines; including the supporting documents that are required to be submitted.
- c. Incomplete submissions may be rejected, though we reserve the right to consider partially completed entries for the categories where complete information has been provided.

2. **Data Confidentiality:** the data collected will be kept confidential and the collection, use and disclosure of the same shall be subject to Singapore Personal Data protection Act (PDPA) 2012 and all subsidiary legislation related thereto. We reserve the right to share the information received with associates to facilitate the receipt, recording, analysing (including drawing comparisons/trends), assessing, printing and judging the submissions. All such associates will be subject to the prevailing data confidentiality regulation in their respective jurisdictions. We also reserve the right to use the information collectively to draw trends/comparisons.

3. **Voluntary Submission:** By submitting the Questionnaire, you agree that the data shared by you is on a voluntary basis.

4. Charges, Taxes and Levies:

- a. **Entry Fee:** Entry to the awards is free. Moreover participants with complete submissions can expect to receive an outline of their sustainability performance across different categories of sustainability covered by the Awards.

[As of 8th October 2021] In view of the pandemic, the tariffs for SBA Singapore 2020/21 have been exceptionally reduced to the amounts reflected in Items b and c.

- b. **Assessment Fee:** Companies that are shortlisted for further assessment will be required to pay a fee of USD 250 (plus GST), to cover the cost of assessment (including third party costs if any).

In keeping with our commitment to sustainability, 1/3 of this amount will be contributed by Global Initiatives to WWF-Singapore's Eco-Schools programme to sponsor the most prestigious award category: The Eco-School International Green Flag Awards.

Regional Supporter:



Supporters:



Shortlisted participants will also receive a report based on their submission, including an element of peer comparison.

- c. **Brand License Fee:** Award recipients will be required to pay a license fee to use the Sustainable Business Awards Singapore 2020/21 and Global Initiatives brand and logo for internal and external communication relating to the awards as follows: Public Listed Companies/ Large Enterprises – USD 2000 for 1 year, USD 3000 for 2 years (plus GST).
SMEs/ Social Enterprises – USD 500 for 1 year, USD 750 for 2 years (plus GST).
 - d. **Customised Company Insights Report:** If any participant would like to receive an individually tailored report covering: an analysis of industry trends; a detailed review of the company's performance in the categories assessed in the SBA along with a comparison with companies in Singapore and in other countries in South East Asia for example Malaysia, Indonesia, The Philippines and Thailand (subject to similar data being available); a detailed analysis to identify key strengths and assist the company to work on their areas of improvement, the same will be available for a reasonable fee which will depend on the extent of analysis requested. A reasonable fee of USD 1000 (Public Listed Companies/ Large Enterprises) or USD 500 (SMEs/ Social Enterprises) will be requested (plus GST). Such reports will give the company a visualisation of the sustainable practices among businesses not only in Singapore but in other countries. A sample is available on our website.
 - e. **Table Charges:** Will be updated if an in-person awards ceremony is confirmed. Please note that this is subject to COVID-19 regulations.
5. **Payment Modalities:** An invoice with payment instructions will be sent to the participating company. Payment can be made by Bank Transfer or Stripe. All bank charges/local taxes if any will need to be borne by the participant.
 6. **Participation at Awards Function:** As a mark of respect to the Chief Guest, senior members of the National Advisory Panel (who adjudicate the awards) and fellow participants, the shortlisted companies are expected to send senior level participation i.e. CEO/Director/Head of Businesses for the awards function where Winners will be announced. This will also offer participants/winners an opportunity to network and share businesses best practices.

Regional Supporter:

Supporters:



For more information about the Awards, please visit our [website](#) or contact us at response.sba@globalinitiatives.com.

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