



The Sharjah Social Responsibility Award

About the Award

The Sharjah Social Responsibility Award, restricted to Sharjah, recognizes organizations in both sectors “Public & Private” who adopted a systematic work plan focusing on major and fundamental CSR aspects as community, environment, workplace, and people of interest (stakeholders, investors, customers, suppliers). The organization interested in applying for the CSR Award must pay attention to the importance of improving their Corporate Social Responsibility performance since it is an opportunity to promote their activities, enhance their reputation, efficiency, productivity and success as leaders in achieving sustainability and to celebrate the important contributions that social responsibility practices make to our economy and society. The Sharjah Social Responsibility Award divides into different assessment criteria based on above mentioned aspects:

- **First Aspect - Community:**
 - a. Society development practices: Engagement in awareness campaigns and push participation in all different aspects.
 - b. Charity and Humanitarian practices: Engagement with local charity and offer support through a variety of collaborative means, visits to hospitals or elderly nursing homes, etc.
 - c. Volunteering practices: giving back to local community by engaging in meaningful activities and enriching community.

- d. Educational practices: as providing summer training courses to university students to help develop their work skills.
- Second Aspect - Environment:
 - a. Acquire global and international certificates and licenses in the field of CSR such as ISO
 - b. Environment protection related awareness campaigns
 - Third Aspect – Work Place
 - a. Offer job vacancies in different fields
 - b. Youth employment and engagement in work force to develop experience and create a wide range of opportunities.
 - c. Framed training and development programs for employees
 - d. Rewards and promotions given to employees
 - e. Increase performance indicators and productivity of employees by offering flexi- work hours, nursing hours, health insurance, and giving other personal permissions and leaves.
 - Fourth Aspect – People of Interest (Stakeholders, Partners, Customers, Suppliers, etc.):
 - a. Adopt a direct communication system to get feedback and exchange thoughts and suggestions by having scheduled meetings and gatherings
 - b. Have a call center or customer relations/service
 - c. Official presence on website and social media platforms



- d. Transform organization's services to electronic (through website) and make available in all branches.

How to Apply

- Visit our website www.shjseen.org.
- Fill the Registration Form
- Complete and Submit the Registration on the link specified in our website

Terms & Conditions

The organization wishing to apply must meet the following terms and conditions:

- Exercise its economic activity in the emirate of Sharjah.
- Must have a valid license, a membership with Sharjah Chamber of Commerce and Industry and/or a valid license from any of Sharjah Free Zone Authorities.
- A minimum of two years of operation.
- Sound and clear financial and legal standing.
- CSR Program/Project must be in execution phase for a period not less than 1 year prior to date of application
- Abide by the award deadlines.
- Re-participation in the award is allowed after 2 cycles from date of ceremony.
- The decision of the Board of Trustees regarding the selection of the winners is final.
- Winners will be subject to wide media coverage after the award ceremony.
- Winners may use the award logo for a maximum of three years after receiving the award



Required Documents

The organization wishing to apply must submit the following documents:

- Registration Form.
- Valid copy of its Economic Activity License.
- Valid copy of Membership (from Sharjah Chamber of Commerce & Industry)
- Submission Form.
- Organizational structure.
- Summary of achievements, activities and accomplishments. (Copies of relevant documents to be attached).
- Description of CSR project (Copies of relevant documents to be attached).
- CSR Project outcome impact on society (Copies of relevant documents to be attached).
- Future plans and further improvements. (Copies of relevant documents to be attached).

Writing Standards

- Follow Format/ Margin sent.
- No. of Pages in Submission Document: 35 Pgs. max.
- Follow Heading and Sub-heading numeration.
- Language: Arabic / English.
- Font Size: 12
- Font Type: Arial/ Times New Roman.
- Dividers: Dividers do not count towards number of pages.
- Front Cover
- Standards for Charts and for Diagrams.
- Numbered Attachments.