

## Application Guidelines

### Award 6: Sustainable FM Organization of the Year

#### **Definition**

Award 6 rewards a Facility Management (FM) organization for its commitments towards sustainability.

#### **Eligibility**

A FM organization which has been in operation for at least a year, located in the MENA region for residential, commercial and/or industrial properties, showing excellence in delivering key FM services to its building portfolio and gives sustainability and environmental stewardship a great place in its activities.

#### **Mandatory Submission:**

- Filled online application form, with answers relevant to the application questions.
- One (1) annex document: any documentation to illustrate the information provided in the synopsis. Commercial documents (marketing brochures, flyers, ads...) will not be considered as relevant materials for this category. Kindly note that the supporting document cannot exceed 10 pages in length.

#### **Application Questions:**

1. Please describe your company, highlighting your achievements as per the application time frame (2022 and thereafter).. (400 words max)
2. How is your company contributing to sustainability (socially, economically, and environmentally) on the local and regional level? Please highlight relevant practices that contribute to the advancement of the green building industry. (400 words max)

*Pointers include:*

- *Environmental policies and processes*
  - *CSR policy and processes*
  - *Stakeholder Engagement*
  - *Staff training*
  - *Internal strategies*
  - *Tenants' education*
3. Why should your company win the award for the category selected? (400 words max)