



CSR in Africa

Awards 2014

officially launched at
eudevdays.eu

Deadline for application : **May 15th**



CSR IN AFRICA AWARDS 2014

PROGRAMME

Promoting Sustainable Business Partnerships
WWW.EU-AFRICA-CC.ORG



@EUAFRICAMONITOR



EU-AFRICA CHAMBER OF COMMERCE



EU-AFRICA CHAMBER OF COMMERCE



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EUACC

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1. About EU-Africa Chamber of Commerce

The EU-Africa Chamber of Commerce (EUACC) has opened its office in Brussels in October 2012. The rise of African countries offers various opportunities to the African private sector development, and is also an opportunity for the European private sector to extend its operating areas and share its expertise.

The EUACC's mission is to promote development of the African private sector and encourage win-win partnerships (North-South and South-South), while also promoting Corporate Social Responsibility among other key activities.

The EUACC has a business network of +2000 actors from Africa and Europe. The EUACC also provides greater visibility and areas of operations to African Chambers of Commerce.

2. Introduction to the CSR in Africa Awards 2014

Corporate Social Responsibility (CSR) is at the heart of challenges faced by many countries. Already largely promoted in European countries, CSR is defined by the European Commission as “the responsibility of enterprises for their impacts on society”.

To fully meet their social responsibility, enterprises “should have in place a process to *integrate social, environmental, ethical human rights and consumer concerns into their business operations and core strategy in close collaboration with their stakeholders*”¹

The EUACC truly believes that CSR is a key way to help ensure inclusiveness and sustainability in Sub-Saharan Africa's development. It is not just the volume of economic activities that determines development. It is also how business is carried out which impacts people, the economy and the environment.

The EUACC is pleased to announce the first edition of its CSR in Africa Awards launched in Brussels in November 2013 during the EU Commission's European Development days.

These Awards aim to:

- give a higher visibility to CSR best practices in Sub-Saharan Africa (SSA)
- Raise awareness
- Showcase CSR as a tool of performance and competitiveness
- Encourage shared-value approaches.

Organisations are warmly invited to submit their CSR projects.

¹ European Commission, <http://ec.europa.eu/enterprise/policies/sustainable-business/corporate-social-responsibility/>

3. Applications

3.1 Dates and deadlines



***Opening: January 31st, 2014:** online application will be available via the EUACC's website.

***Deadline: May 15th, 2014 (00:00 CET):** Please note that the EUACC will not accept any submissions after this date. Application fees will **not** be refunded for cancelled applications.

3.2 Awards categories²

Important notice: One project can be entered in several categories

3.2.1 Three main categories

I. **The Sustainable Economy Award:** will reward projects that generate sustainable economic activities aiming at:

- Job creation
- Workforce empowerment (for instance: A new Human Resources project to benefit your employees)
- Quality supply chain processes & Informal sector involvement

Or:

- Sustainable infrastructure projects
- Innovative & contextualised consumer strategies
- Anti-corruption policies & activities

² The EUACC's assessors reserve the right to reject or categorize entries as they deem necessary.

II. The Environment Award: will reward inventive projects that cover:

- a. Climate change
- b. Deforestation
- c. Pollution prevention
- d. Waste management
- e. Renewable energies
- f. Resource management and recycling
- g. Biodiversity
- h. Sustainable agriculture
- i. Water sanitation
- j. Carbon footprint reduction

III. The Social Impact Award: will reward shared value projects that promote:

- a. Educational initiatives
- b. Grievance mechanisms
- c. Human rights
- d. Healthcare programmes
- e. Youth involvement indevelopment projects
- f. Empowerment of women and other marginalised groups.

3.2.2 Two distinguished categories

- I. **The “EUACC – Promising Project” Award:** will reward the most outstanding CSR project initiated in 2013 and 2014.
- II. **The “EUACC – Be Inspired” Award:** will reward the most ingenious project and best sustainable practices which impress the EUACC jury

3.3 Eligibility

3.3.1 Eligible applicants

- Companies (Multinationals & SMEs)
- International or National Institutions
- NGOs

Notice: several organisations could apply for the same project. In that case a leading organisation should be identified and will be the single point of contact. The other organisations are here after called partners.

3.3.2 Eligible projects

- All projects having as scope: Sub-Saharan Africa
- All projects started before 2014
- Projects initiated or are planned in 2014.
- All submitted projects should have a long-term impact and tackle at least one of the three main categories: Sustainable Economy, Environment or Social Impact.

3.4 Entry fees

A unique entry fee of **150 €** is applicable for each participant regardless the type or size of the organisation.

Notice: Entry fees have to be paid in full by all applicants during the online Pre-registration. In case of partnerships, each partner has to pay an entry fee. For instance, for a partnership involving a large company (150 €) and a national NGO (150 €), the total entry fee to be paid by the leading organisation is 300 €.

The payment of the entry fees can be done by credit card, PayPal or via bank transfer by sending in your request to csr@eu-africa-cc.org. Entry fees are non-refundable.

3.5 Submission deadline

All projects must be submitted online by May 15th, 2014 (00:00 CET).

3.6 Submission process

3.6.1 Pre-registration

Once an organisation has expressed its interest to compete, the first step is to provide basic identification information, partner's identification information (if applicable), basic project information, and proceed with registration fees payment as indicated in the following screenshots.

The pre-registration form is available at the following location:
<https://adobeformscentral.com/?f=xV4mFEr%2A552yRXSyKAEwbA>

Applicants could save the form during their registration process, but the pre-registration process has to be completed in a 7 days' timeframe; otherwise, the saved data will be lost.

Pre-registration screenshots



CSR Awards in Africa 2014

Pre-registration form

1. REGISTRANT - GENERAL INFORMATION

Organisation name :*

Profile :*

Postcode :* City :*

Country :* Number of employees :*

Sector of activity :*

Short description of the registrant (max. 500 characters)*

Website :

This section is not scored, but taken into consideration for the overall evaluation

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SECURE PAYMENTS BY  [Save](#)



CSR Awards in Africa 2014

Pre-registration form

2. CONTACT DETAILS

Contact person

Prefix (Mr, Mrs, Ms,...)*

First Name* Last Name*

Email* Telephone*

Backup contact person

Prefix (Mr, Mrs, Ms,...)*

First Name* Last Name*

Email* Telephone*

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SECURE PAYMENTS BY  30% Complete




EU Africa Chamber of Commerce **CSR Awards in Africa 2014**
Pre-registration form

3. PARTNERS (if applicable - max. 3 partners)

Partner #1
Name :
Category :

Partner #2
Name :
Category :

Partner #3
Name :
Category :

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EU Africa Chamber of Commerce **CSR Awards in Africa 2014**
Pre-registration form

4. CSR PROJECT

Title :*

Country / Countries*

Project website :

Project category*
 Sustainable Economy
 Environment
 Social impact

Applicants may enter one project in several categories

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5. PAYMENT

Terms and conditions

- By completing the online registration process, the organisation accepts and agrees to all EUACC "CSR in Africa Awards" terms and conditions.
- The applicant agrees to provide accurate registration details via a liable officer authorized to act on behalf of the organisation. Applicant also agrees that information submitted is a true reflection of the organisation's actual situation, programme and performance.
- By registering, the applicant expressly declares that he/she permits EUACC to store information provided for the duration of the competition.
- All information and application materials will be treated confidentially by the Jury and the EUACC staff.
- The EUACC undertakes not to use data for purposes that are not related to the EUACC "CSR in Africa" Awards without the applicant's consent.
- The EUACC observes legal regulations concerning data protection.
- Applicants are responsible for appropriate arrangements to protect any intellectual property associated with their applications that may be subject to publicity.

Agreement* I have read and agree the terms & conditions of the CSR in Africa Awards 2014.

Offline payments

In order to make an offline payment, please click on "Proceed to checkout", ignore the paypal payment and send your request to csr@eu-africa-cc.org. Your registration will be saved and you will be contacted by one of our Officer with offline payment instructions.

Next steps

- > EUACC team validates your payment
- > EUACC team sends you necessary information to finalize your registration

[Prev](#)

[Proceed to Checkout](#)

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3.6.2 Final registration

Once the pre-registration is complete, the EUACC CSR team will validate and grant access to the applicant for additional information on the CSR project and finalise its registration.

The final form (May 15th) will allow to provide additional details on the project via the save button on the form.

After the final registration has been completed by the applicant, the EUACC CSR Team will send a pdf copy of the complete data provided during the registration process.

Sample screenshot



The screenshot shows a web form titled 'CSR Awards in Africa 2014 Final-registration form'. At the top left is the 'EU Africa Chamber of Commerce' logo. The main heading is '6. PROJECT DESCRIPTION'. Below this, a note states 'This section is scored'. The form contains three numbered sections, each with a text input field:

- 6.1 Describe your project** (Description must include: plan, steps, dates, location, targets, business objectives, society benefits, key impacts, etc.) - max. 750 words*
- 6.2. If applicable: Explain the partnership approach and the reason for this partnership** - max 100 words
- 6.3. Describe the SMART objectives of the project** (Specific, Measurable, Achievable, Realistic, and Time-bound.) - max 500 words*

4. Evaluation methodology

4.1 Shortlisted projects

- Each project will be reviewed by assessors from the EUACC Expert Network.
- **By June 30th, 2014:**
 - Shortlisted organisations will be notified by email
 - All applicants will receive feedback on their application.

4.2 The Jury

An international multi-stakeholder jury will be convened

- September 2014: Nominees among shortlisted projects will be informed.
- November 2014: Winners of each category will be announced during the EUACC *CSR in Africa Awards 2014* gala to take place in Brussels (date and venue to be confirmed).

5. Prizes

5.1 Nominees will receive:

- A EUACC “*CSR in Africa*” Diploma
- Two complimentary seats at the nominees’ tables during the Awards Ceremony
- A sixty-second video of their project to be included into the EUACC DVD “*CSR in Africa - Awards 2014*” (to be produced in December 2014)
- Coverage in EUACC publications (newsletters, the annual report)

5.2 Winners will receive:

- An award statue
- Extensive media exposure (EUACC media partners)
- Opportunity to present in workshops, trainings and networking events organised by the EUACC
- A Sixty-second video of their project to be included into the EUACC DVD “*CSR in Africa - Awards 2014*” (to be produced in December 2014)
- Coverage in EUACC publications (newsletters and the annual report)

6. Terms and conditions

- By completing the online registration process, the organisation accepts and agrees to all EUACC “*CSR in Africa Awards*” terms and conditions.
- The applicant agrees to provide accurate registration details via a liable officer authorized to act on behalf of the organisation. Applicant also agrees that information submitted is a true reflection of the organisation’s programme and performance.
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- The EUACC observes legal regulations concerning data protection.
- Applicants are responsible for appropriate arrangements to protect any intellectual property associated with their applications that may be subject to publicity.

7. Contact

For further information please contact the EUACC CSR team by email at:
csr@eu-africa-cc.org stating: your **company full name** and **contact details**.