# Award Category

# SPECIAL AWARD : People Excellence

### General Guide

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|---|---|
| **Format** | Presentation Slides Saved in PDF format |
| **File Size** | Not more than 15 MB |
| **Content** | Encouraged to use tables, Diagrams, Flow Charts & Images to support your text |
| **Supporting Doc** | Nominees can attach videos or other document in the online form where deemed fit to support your nomination. |
| **Pages** | Maximum 25 Pages including Cover Page |

## 1. Company Overview

### A. Corporate Information

- Years of Establishment
- Annual Revenue for past 3 years
- Number of Full Time Employees
- Ratio of Local vs Foreign Employees
- Organisational Chart with number of team members in each dept/unit
- Share ownership (local vs foreign)
- Factory location (Nominated Project)
- Any other related information

### B. Business Information

- Nature of Business – Short Brief
- Products and Services
- Brand(s) if available
- Ratio of Local vs Export Market
- Key export market
- Any other related information

## 2. People Excellence

### A. Overview

- Overview of People Development Supporting Smart Manufacturing Initiatives
- List of key programmes in table
- Dedicated team or committee members and their roles in driving Smart Manufacturing

### B. Workforce Development & Training

- Structured upskilling/reskilling programs aligned with smart manufacturing.
- Digital platforms (e-learning, AR/VR, simulators) for training.
- Tangible improvements in staff competency, certifications, or skill level. Please list down

### C. Employee Engagement & Inclusion

- Initiatives to foster employee involvement in smart manufacturing practices.
- Programs that encourage staff to involve or co-develop smart solutions.
- Use of feedback mechanisms (e.g., kaizen teams, idea boxes) to improve support for digital transformation.

### D. Leadership in Change Management

- Leadership's role and initiatives in driving smart manufacturing.
- Strategies to manage resistance to change and promote innovation.
- Structured change management processes (eg. ADKAR, Kotter)
- Clear communication and alignment of goals with the workforce.

### E. Safety, Health, and Well-Being

- Integration of smart technologies to enhance workplace safety (eg. Ai smart camera, wearables)
- Programs addressing physical and mental well-being.
- Data-driven safety tracking and continuous improvements.

### F. Outcomes and Impact

- Clear results of people-centric initiatives: productivity, morale, quality.
- Employee success stories, testimonials, or retention improvements.
- Data showing impact of workforce engagement on smart manufacturing success.