

# Business Excellence Awards 2022

## Employer of the Year

**Recognition of an employer with a commitment to staff through their approach to the learning and development. Evaluated on:**

- Business's approach to learning and development and how this is implemented
- How this approach has enhanced the business's performance
- Plans to sustain the learning and development of their staff
- Evidence of sustainable practice implemented through the business strategy
- Implementation of initiatives to benefit employees including health and wellbeing schemes and the benefit of these on employees
- Evidence of diversity and inclusion being at the heart of the business

### Submission Format

Your submission should take the format of a typed report, no longer than 1,000 words, and should include information requested below. Organisations may enter for more than one category, each separate entry must be accompanied by an individual entry form.

A distinguished panel of judges will determine the award recipients based on these submissions. Winners will be presented with our prestigious trophy at the Business Excellence Awards dinner on Friday 25th November 2022

### Nomination Details:

Award Category:	Registered Address (if different from main address):
Name of Nominated Company or individual:	Director(s):
Main Contact:	Other key employees:
Address:	Partnership/Limited Company/Other:
Post Code:	Number employees:
Tel:	Actual turnover 2020:
Email:	Actual turnover 2021:
Web:	Projected turnover 2022:

### Professional advisers:

Bank: (name and Contact)

Auditors: (name and Contact)

Legal: (name and contact)

### Support Documents:

Letter from accountant or bank confirming financial well-being of the business.

Copy of last year's final accounts.

Any additional letters of support.

### Report Content (Suggested (Max 1,000 words))

Relating your answers to the award criteria for which the business or individual is being nominated, please submit a company report which answers the following:

- What did you do?
- What was the outcome?
- How did you measure the success of what you did?
- How do you plan to build on your success?
- What evidence do you have to back-up your claims?

### Nominations should be submitted to:

West Lothian Chamber of Commerce  
Alba Centre, Alba Business Park  
Livingston EH54 7EG

Tel: 07860 954 026  
E-mail: [brenda@wlchamber.com](mailto:brenda@wlchamber.com)

The Business Excellence Awards are open to all businesses based in West Lothian.

**Deadline for Nominations: 14th October 2022**