



Guidance for the nomination file preparation

Dear Applicant,

Thank you for your interest in participating in Excellence and Creative Engineering Award.

When preparing your nomination file, please ensure that you follow the guidelines and requirements outlined below to facilitate a thorough and effective review process.

Individual Categories

1- Personal Profile

- Profile Brief: Provide a concise overview of your background, including key personal details and career highlights.
- Professional Experience: Summarize your work history, including positions held, responsibilities, and notable achievements.
- Awards and Certificates: List relevant awards, honors, and certifications that demonstrate your qualifications and accomplishments.
- Scientific Qualifications: Detail any relevant academic or scientific credentials that support your professional expertise.

2- Academic Achievements

- Publications and Research: Include a list of significant publications, research papers, or other scholarly work.
- Membership: Mention any academic or professional organizations you are a member of, highlighting any leadership roles or active participation.

3- Initiatives and Achievements

- Tasks and Contributions: Describe your role and contributions to individual or group projects within your organization.
- Community Initiatives: Provide details of your involvement in community activities, such as volunteering, and participation in events and conferences.



Companies Categories

1- Company Profile

Provide a detailed overview of the company, including its history, mission, and core activities.

2- Strategy and Vision

Outline the company's strategic goals and vision for the future, illustrating how these align with industry trends and organizational objectives.

3- Percentage of Emiratis in the Company

State the proportion of Emirati employees within the company and any initiatives aimed at promoting Emirati talent.

4- Value Added Locally

Describe how the company contributes to the local economy and community, including job creation, local partnerships, and other positive impacts.

5- List of Projects Implemented and Under Implementation

Provide a comprehensive list of key projects that have been completed and those currently underway, including project names and brief descriptions.

6- Partners and Clients

Include information on significant partners and clients, showcasing collaborative relationships and client success stories.

7- Certificates and Awards

List any industry certifications, accreditations, and awards received by the company.



Projects Categories:

1- Project Profile

Present a detailed description of the project, including objectives, scope, and outcomes.

2- Financial Value

Indicate the financial scope of the project, including budgetary details and economic impact.

3- Date of Completion

Provide the start and completion dates of the project.

4- Partners and Suppliers

List key partners and suppliers involved in the project, highlighting their roles and contributions.

5- Project Specifications and Advantages

Discuss the project's innovative aspects, creative solutions, and technological advancements. Explain how the project adheres to sustainability standards (social, economic, and environmental responsibility).

6- Supporting Photos or Videos

Include visual materials such as photos or videos that illustrate the project's development, implementation, and results.



Technical Requirements

- File Formats: Acceptable formats include Word, PowerPoint, and PDF.
- Page Limit: The total number of pages should not exceed 30, using font size 12 and Arial typeface.
- File Size: Ensure that the total file size does not exceed 10 MB.

Note: Adhering to these guidelines will help ensure that your nomination file is reviewed efficiently and effectively. Please double-check all information for accuracy and completeness before submission.