**Ministry of Environment, Solid Waste Management and Climate Change**

Environmental awardS 2023

for WASTE MANAGEMENT & RESOURCE RECOVERY sector

**FOR OFFICIAL USE ONLY**

**REF No.**

**PARTICIPATION FORM**

**A. Category**

Please tick (✔) **one** category as appropriate:

**CATEGORY 1: Best project/initiative on recovery of materials from Solid Waste;**

**CATEGORY 2: Best project/initiative to minimise generation of Hazardous Waste from its**

**business unit;**

**CATEGORY 3: Best CSR project in Waste Management & Resource Recovery sector.**

**B. Organisation details**

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| Name of Organisation |

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| Address |

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| Telephone | Email |

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**C. Contact Person details**

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| Full name (Block letters) |

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| Designation |

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| Contact address (*if different from Section B*) |

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| Telephone (Office and mobile) | Email |

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***NOTE: The contact details must be correctly and clearly written for future correspondences.***

**D. Best Environmental Initiatives**

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| 1. Select (√) the best environmental initiatives implemented in your organisation |

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|  | Energy conservation / Energy efficiency (e.g., savings on electricity bills through photovoltaic panels, replacement of electrical appliances and machines by energy efficient ones, energy audit, etc) |
|  | Water conservation (e.g., savings on water bills through rain water harvesting, etc) |
|  | Waste management and resource recovery (i.e. engagement in solid or hazardous waste management chain starting from storage, collection to local recycling or further processing for exportation.) |
|  | Sustainable procurement (e.g., procurement of green products for office use and for workshops/events, etc) |
|  | Green Building and Infrastructure (e.g., optimising natural ventilation and natural lighting, etc) |
|  | Greening the premises in a sustained manner (e.g., placing of indoor plants, green roofs, green walls, green corners, etc) |
|  | Circular economy (e.g., practice of repairing and re-use policy, donation of unused items, repurpose of equipment, vacant building, etc) |
|  | Eco-friendly commuting practices / sustainable mobility (e.g., hybrid/electric cars / public transport, carpooling, work from home, etc) |
|  | Sustained green culture /sustainable practices within the organisation (e.g., green charter for the organisation, etc) |
|  | Greening of meetings, workshops and events (e.g., digitalisation, paperless, etc) |
|  | Zero plastic office (e.g., use of reusable cutlery, paper plates/cups, glass water bottles, etc) |
|  | Amenities for health and wellness promotion (e.g., availability of fitness facilities, promoting physical activity, promoting clinical preventive services, etc) |

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| If your initiative falls outside the above list, please indicate here: |

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| 2. Provide a summary of your initiative(s)/project (s) (**not exceeding 500 words**). |

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| 3. Provide a write up of your initiative(s)/project(s) answering the following questions |

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| 1. Describe your initiative/project including aims and objectives. 2. When did the initiative/ project begin? 3. Describe the methodology adopted to carry out the initiative/project, with qualitative and quantitative details. 4. What is the environmental impact of the initiative/project? 5. Obstacles encountered and how was it resolved? 6. Was there anything innovative about the project/initiative? 7. How viable and sustainable is this initiative? |

**Note: Please provide photos, graphics or any relevant documents as evidence to support your**

**entry.**

**Disclaimer**

**I hereby declare that:**

* **The information contained in this participation form is true and correct.**
* **I have read and understood the guidelines.**
* **I agree to the terms and conditions of this Award.**
* **I agree that The Organiser may use the names of the Winners, quotes, photos, videos from the Award Ceremony where the Participants are visible in any media channels.**

***Name of Head of institution/organisation : ………………………………………………….***

***Signature : …………………………….……………………***

***Date : ………………………………………………….***

*The duly filled participation form and relevant documents should be submitted to this Ministry* *via email* [*enviAwards2023swmd@gmail.com*](mailto:enviAwards2023swmd@gmail.com)*, not later* ***than 08th May 2023******at latest by 10hrs00****.*