

## MALAYSIA HR AWARDS 08 ~ 09 Nomination Form (Organization)

### AWARDS INFORMATION

(Check (✓) the appropriate box for nomination)

HR Excellence Category

HR Achievement Category

Best Employer's Category  
(for Banking & Financial Services Institutions)

HR Innovation Category

Public Sector Category

### NOMINEE INFORMATION

Name of Organization: \_\_\_\_\_

Name of CEO: \_\_\_\_\_

Name of HR Head: \_\_\_\_\_

Organization's address: \_\_\_\_\_  
\_\_\_\_\_

Nature of business: \_\_\_\_\_

Size of HR Department/Number of Employees: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Email: \_\_\_\_\_

### DECLARATION

I declare that all information and materials submitted are true to the best of my knowledge.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

## NOMINATION PACKAGE CHECKLIST

Please ensure your submission contains all of the following documents:

- Completed Nomination Form
- Report on the organization's achievement (*for organization category only*)
- Report on the individual's achievement and also a detailed nominee's resume (*for individual category only*)
- List of documents to support statements of achievements
- List of referees and contact details.
- Any other relevant supporting documents and information
- All submissions to be made in two sets, a hard copy and a soft copy. (*Please save the documents as either a PDF or word document*)

Submissions are to be sent by mail or hand to:

**ORGANIZING CHAIRMAN**  
**Malaysia HR Awards 2008/09**  
**Malaysian Institute of Human Resource Management**  
K2 Upper Ground Floor,  
Bangunan Khas, Lorong 8/1E,  
46050, Petaling Jaya

**Ms. Lee**  
Tel: 03-7955 6536  
Fax: 03-7955 4076  
Email: [mihrm@streamyx.com](mailto:mihrm@streamyx.com)  
Website: [www.mihrm.com](http://www.mihrm.com)

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