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**Appendix 1**

**Outstanding Chief Sustainability Officer Award**

**Evaluation and Nomination** **Form**

**Taiwan Academy of Corporate Sustainability**

Evaluation for Outstanding Chief Sustainability Officer Award

* 1. Outstanding Chief Sustainability Officer Award established to recognize the integration of environmental, social, and corporate governance (ESG) issues into the business decision-making, risk control, management process, and corporate culture of the company, while also upholding a commitment to advancing the organization towards sustainable development and making outstanding contributions as a Chief Sustainability Officer or equivalent.
	2. Nominations by government agencies (institutions), non-governmental organizations (NGOs), enterprises, or academic research institutions locally and internationally during the period opening for registration.
	3. The nomination should include the candidate's current job, educational, experiences, and actions (in an electronic file) to enter through Taiwan Corporate Sustainability Awards while attaching other reference information that would be beneficial for the review.
	4. To evaluate and select the best sustainability professional , the Dean of the Taiwan Academy of Corporate Sustainability serves as the convener (and presiding chair) and forms the Outstanding Chief Sustainability Officer Review Committee (the "Committee").
	5. Those who have passed the primary and secondary rounds by the Committee and submitted to Taiwan Academy of Corporate Sustainability for approval will be awarded Outstanding Chief Sustainability Officer .
	6. The trophy will be presented at the annual awards ceremony.
	7. This process has been reviewed and approved by Taiwan Academy of Corporate Sustainability . After approval by the convener, it will be implemented from the date of publication and the same applies to amendments.

Outstanding Chief Sustainability Officer Award  **Data Sheet**

**Matters for Attention**

1. In principle, the nominee shall be nominated through submission by a representative of an agency (institution) in its own name, no more than one nomination by the same agency will be accepted .
2. Online entry and submission starts on March 1 and ends on July 8 (including filling in and uploading of information online).
3. For information such as name, date of birth should be identical to personal identification documents .
4. The following fields should be filled in and submitted through the TSCA awards online registration system. The system will not accept submissions outside the period opened for entry as specified in the preceding paragraph.

Basic I nformation of Nomination Agency

|  |  |  |
| --- | --- | --- |
| Nomination **gency (I** **nstitution)** | **Company name** |   |
|  | **Name of**   R**epresentative** |  | Job **Title** |  |
|  |  **Address** |  | **Telephone** |  |
|  |  |  | **Fax** |  |

Name and T itle of Nominee

|  |  |
| --- | --- |
| **Name** |  |
| **Current Job Title**  |  |

Reasons for Nomination and Outstanding Contributions

|  |
| --- |
| Within 600 words, please fill in the reasons for the recommendation and extraordinary contributions of the recommended candidate. |

* Candidate has been informed that he or she has been nominated (please check here)

Signature of the representative of the Nomination agency (institution):

Seal of the recommending agency (institution):



**Basic I** **nformation of the Nominee**

Two-inch half-length photo from within the past six months

|  |  |  |  |
| --- | --- | --- | --- |
| **English name** |  | **Gender** |  |
|  |  | **Place of birth** |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  **Address** |  | **Telephone** |  |
|  |  | **Fax** |  |
| **Email** |  | **Mobile phone number** |  |

Nominee  **information (please sort in descending order of importance)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  **Education** | **Name of Education Institute**  | **Department or major** | **Dates of study** | **Graduation (completion)** |
|  | 1 |  |  |  |  |
|  | 2 |  |  |  |  |
|  | 3 |  |  |  |  |
| **Experiences**  | Organization  | **Title** | **Starting year and month** | **Ending year and month** |
|  | 1 |  |  |  |  |
|  | 2 |  |  |  |  |
|  | 3 |  |  |  |  |
| **Current position** | Company  | **Department or unit** | **Title** |
|  | 1 |  |  |  |
|  | 2 |  |  |  |
|  | 3 |  |  |  |
| Corporate Sustainability Implementation  | Corporate Sustainability Practices  | **Starting year and month** | **Ending year and month** |
|  | 1 |  |  |  |
|  | 2 |  |  |  |
|  | 3 |  |  |  |
| **Awards**  | **Name of Award** | **Awarding unit** | **Award date** |
|  | 1 |  |  |  |
|  | 2 |  |  |  |
|  | 3 |  |  |  |



Biography of nominees in implementation of corporate sustainability performance self-reporting

**1. English summary (within 300 words):**

|  |
| --- |
|  |

**2. Content (within 3,000 words):**

|  |
| --- |
|  |

**3. Attachment: Supporting information for commitment to corporate sustainability**

|  |
| --- |
|   |

**Appendix 2**

**Instructions for filling in submission fields for the Sustainability Action Award**

**1** **. Background**

1. **Online entry and submission starts on March 1 and ends on July 8 (including filling in and uploading of information online).**
2. The following fields should all be filled in and submitted through the TSCA awards online registration system. The system will not accept submissions outside the period opened for entry relevant period as specified in the preceding paragraph.

2 **. The following fields are applicable to the**  **Sustainability Action Award**

|  |  |
| --- | --- |
|  **Content** | **Name of Award** |
| Sustainability Action Award | Environmental sustainability | **UN Sustainable Development Goals 1-17** |
|  | Social Inclusion |  |
|  | Economic development |  |

3 **. Fields to be filled in:**

1. **Title of the Best Practice** : **Limited to 100 characters (including blank spaces)**
2. Abstract : **Limited to 1200 characters (including blank spaces)**
3. Financing and human resource utilization for the practice in the past three years:

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Implementation budget(Unit: NT$) | Internal human resource required for implementation(Unit: Individuals) | External human resource required for implementation(Unit: Individuals) |
| 2019 |  |  |  |
| 2020 |  |  |  |
| 2021 |  |  |  |

1. Results : 2,000 characters with reference to criteria. These 2,000 characters including punctuation marks and spaces, no images are accepted .

Performance content description: must follow the selection criteria, and the name of the selection criteria must be marked in each paragraph. The writing should cover the selection criteria.

Composition time frame: Primarily focused on 2021, supplemented by other annual performances.

For enterprises that have won the Outstanding Case Award, the composition time frame for performance award materials shall be based on the principles of 2021 and should be treated separately from the entries for 2019 and 2020.

* Graphics can be presented as supplements in a presentation format of no more than 6 pages in PDF files no larger than 5MB.
1. Details of the Practice : describe the practice within 3,000 characters which include punctuation marks and spaces, and images cannot be accepted .

Primarily focused on 2021, supplemented by other annual performances.

For enterprises that have won the Outstanding Case Award, the composition time frame for performance award materials shall be based on the principles of 2021 and should be treated separately from the entries for 2019 and 2020.

Proposed content should include the following:

-It is recommended to state which types of stakeholders the project is negotiating with (e.g., non-profit organizations, scholars, corresponding government officials, or other consultants)

- If the project design has reference to expert opinions or feedback, then what key plan adjustments have been made based on expert opinions.

Participating companies are requested to explain their rationale and what methods/tools were used for evaluation, and please also provide supporting information.

-What is the process of practice and measurable results for the promotion of methods and innovation

* Graphics can be presented as supplements of no more than 9 pages and limited to PDF files no larger than 10MB.

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**Appendix 3**

**Livable and Sustainable City Award**

**Instructions**

**1** **. BackgroundExplanation:**

1. **Online entry and submission starts on March 1 and ends on June 20 (including filling in and uploading of information online).Online entry registration and submission to start March 1 and end July 8 (including filling in and uploading of information online).**
2. **The following fields should all be filled in and submitted through the TSCA awards online registration system. The system will not accept submissions outside the period opened for entry relevant periods as specified in the preceding paragraph.**

2 **. The following fields are applicable to the Livable and Sustainable City Award**

3 **. Fields to be filled in:**

1. **Title** : **Limited to 100 characters (including blank spaces)**
2. Abstrac : **Limited to 1200 characters (including blank spaces)**
3. Details: Within 5,000 characters, the content should give reference to award criteria, the 5,000 characters include English characters, punctuation marks, spaces, and images cannot be accepted . (Please refer to the next page for remarks)

Remarks:

Content to be filled in: must follow the selection criteria, and the name of the selection criteria must be marked in each paragraph. The writing should cover the overall performance.

Composition time frame: Primarily focused on 2020, supplemented by other annual performances.

For enterprises that have won the Comprehensive Performance Award, the composition time frame for performance award materials shall be based on the principles of 2020 and should be treated separately from the entries for 2019 and 2018.

1. Graphics can be presented as supplements of no more than 10 pages in PDF files no larger than 10MB.

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