

Asia-Pacific Sustainability Action Award Registration Form

● Important Information

1. Registration Period: February 17 - June 30, 2025. Please complete the online form and upload all materials before the deadline.
2. All entries must be submitted in English through the TCSA online system. Late submissions will not be accepted.
3. Upon registration, all submitted materials (videos, images, texts) are authorized for use by the organizer for award-related communications.

● Categories available for Asia-Pacific Sustainability Action Award

Award Category	SDG Primary Focus	Other linked SDGs
Environmental Sustainability	Please specify one main SDG for your project.	Please list other linked SDGs to your project (e.g., SDG 1, SDG 3, SDG 7).
Social Inclusion		
Economic Development		

● Required Fields

(1) Project Name
Text only, max 100 characters including punctuation marks and spaces.
(2) Project Overview
Text only, max 1,200 characters including punctuation marks and spaces.

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(3) Resources used: Budget and staffing details for the past 3 years.

Year	Implementation Budget (USD)	Internal Staff Required	External Staff Required
2022			
2023			
2024			

(4) Project Performance Summary (max 2,000 words, including punctuation marks and spaces, text only)

- **Content Requirements:** Structure your description according to the assessment dimensions. Clearly label each section with the relevant dimension. All assessment dimensions must be addressed in your submission.
- **Reporting Period:** Primary focus should be on 2024 performance, with supporting evidence from other years where relevant.
- **Previous Award Recipients:** Performance documentation should primarily cover 2024 achievements and must demonstrate clear differentiation from 2022 and 2023 submissions.
- **Supporting documentation in presentation format** (4:3 aspect ratio, 6 content slides excluding covers, PDF format, max 5MB).

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(5) Project Description (max 3,000 words, including punctuation marks and spaces, text only)

- Time Period: Focus on 2024. Earlier data may be included as support.
- APSAA previous award recipients: Use current-year data only, no reuse of content from past two years' submissions. Supporting documentation in presentation format (4:3 aspect ratio, 9 content slides excluding covers, PDF format, max 10MB).
- Key elements to include in writing project details:
 1. To organize your submission according to evaluation dimensions, ensuring each section is clearly labeled. All content must address the dimensions fully.
 2. It is recommended to describe your stakeholder engagement process, showing how you worked with non-profits, academics, government officials, and consultants who helped develop your project.
 3. Please detail how expert consultation influenced your project' s evolution if applicable. Share specific examples of how their input to meaningful adjustments in your approach. Please outline the methods and tools you used for evaluation, supported by relevant documentation.
 4. Please outline your implementation process, innovations, and measured outcomes.

Most Livable City Excellence Award Registration Form

● Important Information

1. Registration Period: February 17 - June 30, 2025. Please complete the online form and upload all materials before the deadline.
2. All entries must be submitted in English through the TCSA online system. Late submissions will not be accepted.
3. Upon registration, all submitted materials (videos, images, texts) are authorized for use by the organizer for award-related communications.

● Required Fields

(1) Project Name

Text only, max 100 characters including punctuation marks and spaces.

(2) Project Overview

Text only, max 1,200 characters, including punctuation marks and spaces.

(3) Project Performance Details

- Text only, max 5,000 words. Supporting documentation in presentation format (4:3 aspect ratio, 9 content slides excluding covers, PDF format, max 10MB).
- Time Period: Focus on 2024. Earlier data may be included as support.
- APSAA previous award recipients: Use current-year data only, no reuse of content from past two years' submissions.
- Please organize your submission according to evaluation dimensions, ensuring each section is clearly labeled. All content must address the dimensions fully.

The Outstanding Chief Sustainability Officer Award

Guidelines and Forms

● Nomination Guidelines

1. The Outstanding Chief Sustainability Officer Award is to establish to honor Chief Sustainability Officers or individuals in equivalent positions who have demonstrated excellence in embedding ESG (Environmental, Social, and Governance) into the business decision-making, risk management, operational processes, and organizational culture, while making significant contributions to advancing organization sustainability.
2. Nominations shall be accepted from government agencies (institutions), non-governmental organizations (NGOs), enterprises, or academic research institutions locally and internationally during the period opening for registration.
3. Nominators must complete all fields in the nomination forms (including the candidate's current position, educational background, professional experience, and notable achievements) and submit to the organizer. Additional supporting documentation beneficial for review may be attached.
4. The Chair of the Awards and Recognition Committee serves as the convener and forms the Panel Judges by appointing distinguished community leaders and impartial experts for selecting the Outstanding Chief Sustainability Officer Award recipients.
5. Award recipients will receive their trophy (or plaque) at the 2025 award ceremony.

※ Important Notes

1. Nominations should be made on behalf of organizations through their authorized representatives. As a principle, each organization is limited to nominating one candidate only.
2. All personal information (including English name and date of birth) must match the details shown on the nominee's national ID card or passport.

Nomination Forms - Nominator Information

Details of Nominating Organization		
Official Name of Organization:		
Name of Organization Representative:		
Representative Position:		
Contact Information		
Mobile	Country Code:	Number:
Office	Email:	
	Country Code:	Number (with extension):
Address:		
City:		Country/Territory:
Candidate Profile		
Full Name (in English and Local Language):		Current Position:
Endorsement Statement		
<ul style="list-style-type: none"> Please provide the reasons for nomination and the nominee's outstanding contributions (maximum 600 words) 		

Nomination Acknowledgement

I confirm that the nominee has been informed of this nomination.

Signature of the head of the
Nominating Organization:

or

Seal of the Nominating Organization:

The Outstanding Chief Sustainability Officer Award Nomination Forms - Nominee Information

Nominee Basic Information			
Full Name (in English and Local Language):			
Gender:		Place of Birth:	
Address:			
Mobile Phone Number:		Office Number:	
Email:		Fax Number:	
Educational Background			
(Please list in descending order of importance)			
Institution	Department	Period (MM/YYYY- MM/YYYY)	Degree Status
1.			
2.			
3.			
Professional Experiences			
Organization	Position	Period (MM/YYYY- MM/YYYY)	
1.			
2.			
3.			

The Outstanding Chief Sustainability Officer Award Nomination Forms - Nominee Information

Current Position		
Organization	Department	Position
1.		
2.		
3.		
Sustainability Initiatives		
Project/Practice	Period (MM/YYYY- MM/YYYY)	
1.		
2.		
3.		
Honor and Awards		
Award Name	Awarding Organization	Date (MM/YYYY- MM/YYYY)
1.		
2.		
3.		
Sustainability Performance Summary		
<ul style="list-style-type: none"> Text only, max 300 characters including punctuation marks and spaces. 		
Sustainability Performance Details		
<ul style="list-style-type: none"> Text only, max 3,000 words including punctuation marks and spaces. 		

Supporting Documentation of Sustainability Achievements: Present in separate PDF in 4:3 aspect ratio (max 10MB, 10 pages excluding covers).