


Issuer: Group Human Resources	Issued to: All employees	Document Approved by: Group Director Human Resources	Revision No:01	
			Date 5/5/2010	
Hemas Enriching Lives Award				

01. Objective

In the competitive business world it is vital to come up with new business ideas irrespective of the business area you are in.

This award is designed to recognize the teams who have contributed significantly to enhance or develop a product or a service to 'enrich the lives' of our external customers.

02. Eligibility

Teams on specific projects or special business ventures are eligible.

03. Criteria

Nominations are evaluated based on the team contribution to the organization; following will be the Criteria's for the nominations;

- Employee's who have contributed significantly to enhance or develop a product or service that truly enriches the lives of Hemas external customers.

04. Awards Frequency

Annual Award

Awards will be presented on an annual basis at the CEO's Award Ceremony or another prestigious occasion.

(The award will be on group basis and not on a Sector basis)

05. Nominations

- Any individual can nominate a team/teams of employees irrespective of the grade (there is no limit to the number of nominations)
- Nominations should be sent in writing to the Group Human Resources Director. (Using the attached form). Nominations should reach the GHRD within the last month of each financial year.
- Each nomination should be descriptive. It could be an event or series of events.

06. Selection


Committee appointed by the GOC will evaluate the nominations and will make a recommendation to the BOM for approval.

07. Winners

There will be only one team for a year. Winning team will be presented with a Cash award or any other award decided by the BOM and Certificates. Also the nominator will receive an award for identifying and nominating.

08. Commencement

Hemas enriching lives awards will commence from September 2009.

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Hemas Enriching Lives Award - Nomination form				

Names of Nominees:
Sector & Subsidiary:
year:.....

Product or Service Development or enhancement	
Justification for the nomination	

Name Signature of Nominator:.....
Sector & Subsidiary:.....