



PHDCCI BUSINESS PRACTICES & AWARDS 2025

INSTRUCTIONS FOR FILLING THE FORM

1. An Indian corporate / organization/ start-up/ individual (above 18 years of age) can apply for award for one or more of the following category of awards.
2. The Nature of Business should not be socially undesirable.
3. Application forms should be duly filled in and submitted before the end date i.e., 16th August, 2025. Incomplete forms without annexures will be summarily REJECTED.
4. All Application forms must be accompanied by a Declaration on Applicant Company's Letterhead and signed by the applicant.
5. All Application forms must be accompanied by a recommendation from a company on its letterhead and duly signed and submitted in original. The recommending person/ company / must be a member of any national / state level chamber or industry association and must quote their membership number on the recommendation letter.
6. A separate form needs to be filled if applying for more than one category. Each form must be accompanied by annexures (photocopies are permitted with self-attestation with additional forms)
7. An applicant applying in PHDCCI Outstanding Entrepreneur Award (General Category) cannot apply in PHDCCI Outstanding Entrepreneur Award (MSME Category) and vice-versa.
8. The Soft Copy of the Applications annexures, recommendation form and other relevant documents should be mailed to Ms Kanchan Zutshi, Director, PHDCCI at kanchanzutshi@phdcci.in and Mr Premashis Mittra, Joint Secretary, PHDCCI at premashis.mittra@phdcci.in
9. Copy of the prescribed Application form can be used for filing more than one nomination in categories listed below:
 - PHDCCI Outstanding Entrepreneur Award in General Category – Individual
 - PHDCCI Outstanding Entrepreneur Award in MSME Category - Individual
 - PHDCCI Outstanding Businesswoman Award - Individual
 - PHDCCI Outstanding Start-up Award - Individual
 - PHDCCI Outstanding Contribution to Social Welfare Award in General Category – Corporate
 - PHDCCI Outstanding Contribution to Social Welfare Award in MSME Category - Corporate
 - PHDCCI Outstanding PSU of the Year Award - Corporate
 - PHDCCI Lifetime Achievement Award – Individual* (Nominations are not invited in this category. It is decided by the Committee)



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10. PHD Chamber of Commerce and Industry holds the right to reject any application at any time with no liability to give justification.
11. Please refer to the brochure for eligibility conditions of different categories.
12. If you are applying on behalf of the company's CEO/ Chairman, please mention clearly and provide contact details of self and the aspirant.
13. Please provide all values as per Units suggested.

While screening, the applicant company's / individual's proactive initiatives in addressing business and social issues, outstanding contribution to social and community welfare, endeavor towards minimizing environmental footprints, economies in the design of its products and services and the management of its operations will be considered.

APPLICATION FORM

(Please mention category applied for)

1. General Information about applicant company

GENERAL INFORMATION	
Name of Company and Address of Registered office	
Date and Place of Incorporation of Company	
Place where Board meetings are held	
Type of the Enterprise: (Please tick whichever is applicable)	<ul style="list-style-type: none"> • Sole Proprietorship • Partnership • LLP • Private Limited • Listed Public Limited • Unlisted Public Limited • NGO/ Social Foundation • Start-up (minimum 3years and not more than 6 years of operation)
Number of Employees	



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Is any criminal litigation pending against your organization or your Director. If yes, please specify in brief the information about the case(s)	Yes / No
	If Yes:

2. About the CEO/ MD/ Chairman of the applicant Organization

Name & Designation	
Gender	
Age	
Designation Since	
Percentage holding in company	
If Percentage holding < 50%, Please specify your role in company's growth.	
Are you the CEO/ Founder of the company	
Tel No.:	Mobile No:
Email:	Website:

In following questions, please strike off what is not applicable.

3. Does your company fall under the MSME category: **YES/ No**

If Yes

(i) **MSME Registration details :** _____

(ii) **Type** **Manufacturing / Service**

(iii) **Investment (excluding land and building):** _____ **(in Rs Lakh)**
in Plant and Machinery in case of manufacturing units and in Equipment in case of Service Units



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4. BUSINESS PERFORMANCE AND GROWTH

(Please mention all figures in Rs Crore)

S No.	Measure	2023-24	2022-23	2021-22
1.	Annual Turnover (Rs. In Crore)			
2.	Profit before Tax (Rs in Crore)			
3.	Profit after Tax (Rs in Crore)			
4.	Mandatory Contribution to CSR (Rs in Crore) As per Companies Act 2013			
5.	Actual Contribution to CSR (Rs in Crore)			
6.	Contribution to EHS (Rs in Crore)			
7.	Contribution to HRD / Trainings/ Skill Upgradation (Rs in Crore)			
8.	Amount spent on R&D (Rs in Crore)			
9.	CAGR#(%)			
10.	EBIDTA (Operating profit) (in crores)			
11.	Total Assets(Rs in crores)			
12.	Total Liabilities (Rs in crores)			
13.	EBIT(Rs in Crores)			
14.	Investment in Plant & Machinery (as per MSME definition)			
15.	ROCE (Return on Capital Employed)#			

#-Please use the formula given in Notes for calculation of the value

(Please attach soft/ Hard copy of Annual Reports/ Audited Annual Accounts of last 3 FYs)

5. WHETHER YOUR ORGANIZATION IS DIVIDEND PAYOUT COMPANY:

YES/ NO

If Yes, please share the percentage of dividend payment along with document



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6. For PSU applicants, MoU rating with the Department of Public Enterprises (for both Central & State PSUs)

"Excellent" ; "Very Good" ; "Good" ; "Fair" ; and "Poor"
(Please attach the document)

7. DO YOU HAVE NEW SKILLING PROGRAMS POLICY :
(Please attach the Policy document)

YES/ NO

8. DO YOU HAVE A CORPORATE SOCIAL RESPONSIBILITY (CSR) POLICY :
(Please attach the Policy document)

YES/ NO

If Yes, is it available in Public domain / your company's website? If yes please give the link.

9A. Impact of your CSR Programmes:

Number of Beneficiaries impacted (in '000)	2023-24	2022-23	2021-22

9B. Reach of the CSR Programmes/Initiatives:

District/ State / Regional / National

Please tick whichever is applicable
(Specify details)

Please attach copy of Directors Report and any press clippings

10A. DO YOU HAVE ENVIRONMENT, HEALTH & SAFETY SUSTAINABILITY (EHS) POLICY:

(Please attach the Policy document/ Link of website where it is published)

YES / NO

Is it available on your company website- please give the link & also attach the SOP Document _____



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10B. Impact of your EHS Programmes:

Number of Beneficiaries impacted (in '000)	2023-24	2022-23	2021-22

10C. Reach of the Programmes/Initiatives:

District/ State / Regional / National

Please tick whichever is applicable (Specify details) _____

Please attach copy of Directors Report and any press clippings

11. DO YOU HAVE YOUR EHS & CSR PROGRAMS' QUALITY & MANAGEMENT CERTIFIED BY THIRD PARTY ASSESSMENT/AUDIT AGENCY IF ANY? Please give details

12A. Please attach copy of your HR/ Internal Stakeholders/ Employees Welfare policy (if any)

12B. Impact of your HR Programmes:

Number of Employees impacted (in'000)	2023-24	2022-23	2021-22

13. Outstanding Achievements:

(a) Innovation (Please attach supporting documents). :

i. Details of Patents /Trademarks/Innovations of your company & product:

ii. Details of beneficial solutions implemented in terms of products/service or policies:



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III. Details of sustainability mechanisms in place

14A. For PSU applicants, please specify the percentage of procurement from:-

- MSMEs - _____%
 - SC/ST - _____%
 - Women - _____%
- (Please attach the document)

14B. For PSU applicants, please provide details of the National Development Initiatives. Please specify how these initiatives are in alignment with the national priorities like the Make in India, Skill India, Disaster Relief schemes etc.

14C. For PSU applicants, please provide details of the initiatives taken in Infrastructure, Rural Development, Energy/ Sustainability/ Climate Change, Digitalization, e-Governance. Please Specify.

15. Kindly provide information on impact on the Community & Industry of your

- A. Overall Business Strategy
- B. Corporate Governance Policies
- C. Risks Taken
- D. Obstacles Faced and Overcome
- E. Leadership Initiatives taken

(you may use separate sheet for providing the information)



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16. Has the company demonstrated positive results as an outcome of your work/ initiatives. What has been your role as a leader. Please give a write-up in not more than 250 words?

17. Please attach any other information on Awards/ Accolades/ Accreditation/ Certificates received by your company/ yourself.

Important Notes

- Please read the general guidelines and the narration of each Award given in **Brochure** before filling the form.
- Please download the Declaration Form and Recommendation Form to be submitted with the application form.
- All Columns must be duly filled in and relevant documents attached in original or self-attested photocopies.
- Form must be accompanied by a **Self -Declaration (on applicant company's letter head and signed by the applicant/ CEO) and**
- **Recommendation Letter (signed by another person whose company is member of a Chamber of Commerce and Industry/ Association in the Prescribed Format on letterhead)**
- **Help to calculate ROCE = EBIT/Capital Employed *100 (CE=total assets-total current liabilities)**
- **# CAGR can be calculated as follows - CAGR = [(Ending Value/Beginning Value) ^ (1/N)]-1 (where N=2)**