**Asia Pacific Quality Organization, Inc**

**APQO International Best Practice Award 2022**

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**5th APQO International Best Practice Award, AIBP 2023** (introduced in 2019) will be held during the APQO International Conference 2023 to be held in November 2023 in Nepal.

All GPEA 2023 Applicants are invited to participate in this 5th cycle of recognition of Best Practices.

GPEA Applicants submitted a “Summary of Performance” as part of requirements. You are requested to pick one of the two best practices submitted (note: choice should only be from one of the two that was submitted in the GPEA application and previously submitted best practices (to AIBP) should not be resubmitted) and you may add more information as needed as provided in the Annex A form to make the selected best practice clearer and better understood.

The submissions will be reviewed and shortlisted by a panel of assessors. All shortlisted applicants will be required to make 8 minute (max) presentation to a panel of assessors during the Conference in Nepal from 21-23 November 2023. The presentation will be followed by a Q & A.

These shortlisted Best Practices will be assessed and accorded the APQO International Best Practice Award 2023 – Platinum, Gold or Silver Award.

APQO will have these winning best practices posted on the APQO Website as part of learning and sharing amongst members.

**All nominations are to be submitted to GPEA Secretariat by 30th April 2023**. Best practices shortlisted to present at the conference will be announced by 31st August.

These shortlisted best practices will each be allocated 8 minutes talk time during the presentation at the conference. All presentation slides should be provided to APQO by 1st October.

It is helpful to ensure that your information in the form provided at Annex A is complete and clear as assessors will be reading this to understand your best practice.

A participation fees of **USD 200** per best practice submitted is payable to APQO and normal conference fees per attendee as decided by the conference organising committee will apply.

If you have any query or need clarification please contact APQO at gpea@apqo.global.

**Annex A**

**APQO INTERNATIONAL BEST PRACTICE AWARD 2023**

**This is the template for the information needed (between 2 to 4 pages max) please summarise to ensure only relevant info / picture is provided**

|  |
| --- |
| **Title of Best Practice:**   |
| **Name of Organisation (as per GPEA applicant submission):** |
| **Name of person or persons making presentation:** |
| Confirm that Best Practice submitted is: [ ]  selected from one of the two submitted for GPEA (same Title & Content) [ ] not previously submitted for AIBP (Title & Content) |
| Brief Description of Best Practice (in max 100 words) that is your response to 1. What is it
2. How does it fit in your work system / process and which process or category of the Performance Excellence Category or Criteria is it?
3. How does it work or how is it deployed and who person / dept is process owner?
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| Why is it considered as a Best Practice and where was it learned or adopted from (in max 80 words)  |
| Was the best practice adopted /adapted? if yes from where or how was it introduced in to your organisation? (max 50 words)  |
| Challenges when implementing the best practice (max 30 words)  |
| How is the best practice kept current / relevant for its purpose (30 words)?   |
| What are process performance measures / performance standard (tangible / intangible) available (can include leading / lagging measures if any) to consider it best practices (in max 50 words)  |
| Any third party endorsement or award received since Jan 2019 for the best practice - List which organisation presented the award and in recognition for what, (list your top 3 to 4 awards max)  |
| Impact of the best practice on work process/ business etc (in max 30 words) e.g. process cycle time, productivity, quality, waste or cost, utilization etc you may add as relevant.  |

**Notes: 1. Applicant may attach 2 to 3 pictures / pictorial of the best practices if useful to help understanding.**

**2. Choice should only be from one of the two that was submitted in the GPEA application and previously submitted best practices (to AIBP) should not be resubmitted.**

**3. Presentation time (both live & recorded) is limited to 8 minutes (max). Additional time will not be provided for the live presentation & recording will not be viewed after 8 minutes.**