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|  | Partner Award 2021 |

About the bizSAFE Partner Award

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| **Objective** | : | The bizSAFE Partner Award recognises bizSAFE Partners who have been proactive and committed in bringing their business partners on board the bizSAFE programme as well as incorporating bizSAFE as part of their procurement requirements. |
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| **Qualifying Period** | : | 1 January 2020 to 31 December 2020 |
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| **Closing Date** | : | 7 April 2021, 6:00pm  WSH Council will inform you on the outcome of your application tentatively in July 2021 via email. |

**Eligibility:** You are eligible for the bizSAFE Partner[[1]](#footnote-1) Award if your company:

|  |  |  |
| --- | --- | --- |
| No | Item | Check |
|  | is not a WSH Service Provider |  |
|  | has achieved at least bizSAFE Level 3 and is a bizSAFE Partner |  |
|  | has included bizSAFE Level 3 and above as a procurement criterion  (Please provide supporting evidence with your application) |  |
|  | has motivated existing bizSAFE Enterprises to progress to higher bizSAFE Levels |  |
|  | has no blacklist record, pending investigation, conviction or prosecution in court by the Ministry of Manpower |  |
|  | has no fatality during the qualifying period |  |
|  | has no Major Injury[[2]](#footnote-2) case during the qualifying period |  |
|  | has no Occupational Disease[[3]](#footnote-3) case during the qualifying period |  |
|  | has no Dangerous Occurrence[[4]](#footnote-4) case during the qualifying period |  |
|  | has no Stop Work Order during the qualifying period |  |
|  | is not in the Business Under Surveillance (BUS) programme during the qualifying period |  |

How to Apply

1. Check your eligibility by completing the eligibility checklist above. Only apply if you fulfil all the items.
2. Before you submit this application form, make sure you:

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| No | Item | Check |
|  | Read the [Terms and Conditions](#_Annex_B_–) |  |
|  | Fill up all sections in this application form and provide supporting evidence where applicable   * Include supporting evidence to show bizSAFE Level 3 and above is a criterion in procurement |  |
|  | Save the completed application form in Word Document (\*.doc or \*.docx) format for submission   * Do not submit this application form in PDF format |  |
|  | Group your supporting evidence into 3 folders:   * Recruitment Efforts * Nurturing Efforts * Bonus Initiatives   Any use of hyperlinks and bookmarks (if necessary) should be clearly reflected and all photographs / illustrations should be in colour and of clear resolution |  |
|  | Email the completed application form to [bizsafeawards@wshc.sg](mailto:bizsafeawards@wshc.sg), with the subject title “**bizSAFE Partner Award 2021 – <<name of company>>**” |  |
|  | Upload and submit your supporting documents and evidence in the dedicated Microsoft OneDrive folder created for you, by 7 April 2021.  Link to the OneDrive folder will be sent to you individually after we receive the completed application form. |  |

1. If shortlisted, your company will be required to showcase your efforts to a panel of judges. This Judging Session will take place between May and June 2021. Prepare your presentation in PowerPoint format and cover the following topics:
   1. Recruitment efforts – Judges are looking at your efforts to encourage your Business Partners and Customers to join and progress in the bizSAFE Programme.
   2. Nurturing efforts – Judges are looking at your efforts to encourage and help your Business Partners and Customers to improve WSH.
   3. Bonus Initiatives – Judges are interested to know the extra mile your company has taken to win the bizSAFE Partner Award.

There will be a short preparatory briefing with shortlisted applicants before the Judging Session. More information on the briefing session will be sent to shortlisted applicants via email.

1. WSH Council will inform you on the outcome of your application tentatively in July 2021 via email.

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Part 1: General Information

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| Particulars of Applicant | |
| Name of Company  (Used in ACRA & UEN Record) |  |
| ACRA No. / UEN |  |
| Mailing Address |  |
| Tel No. |  |
| Email |  |
| Nature of Industry |  |
| About your Company  (Describe your company’s business here) | *(within 100 words)* |
| Have you won the bizSAFE Partner Award previously?  [If Yes, state the year(s) won] | Choose an item.  Year(s) Won: |
| Has your company adopted any of the following Tripartite Standards?  (Click [here](https://www.tafep.sg/organisations-have-adopted-tripartite-standards) to find out if your organisation has signed the Tripartite Standard.) | Employment of Term Contract Employees  Flexible Work Arrangements  Grievance Handling  Recruitment Practices  Procurement of Services from Media Freelancers  Unpaid Leave for Unexpected Care Needs  Contracting with Self-employed Persons  Age-Friendly Workplace Practices |
| Please list the other WSH related awards your company has won between 1 Jan 2020 to 31 Dec 2020?  (You may attach a list if there is more than 5) |  |

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| --- | --- | --- | --- |
| Particulars of Contact Persons | | | |
| Primary Contact Person | | **Alternate Contact Person** | |
| Name |  | **Name** |  |
| Designation |  | **Designation** |  |
| Contact No. | (DID)       (Mobile) | **Contact No.** | (DID)       (Mobile) |
| Email |  | **Email** |  |

Part 2: Recruitment Efforts

Business Partners are business that your company procures goods and services from, such as your contractors, sub-contractors, suppliers, vendors, etc.

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| --- | --- | --- | --- | --- |
| **Total No. of Business Partners:** | | |  | |
| **No. of Business Partners that are bizSAFE Level 3 and above:** | | |  | |
| **% of Business Partners that are bizSAFE Level 3 and above:** | | |  | |
| **Details of Business Partners that are bizSAFE Level 3 and above:** | | | | |
| **No.** | **Company Name**  (Used in ACRA & UEN Record) | **ACRA No. / UEN** | | **bizSAFE Level** |
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Attach a list if there is insufficient space.

**Part 2b: Recruitment Efforts**

Please include supporting evidence for this section in your application submission.

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| Describe your Recruitment Efforts: |
| *(within 1000 words)* |

Part 3: Nurturing Efforts

Please include supporting evidence for this section in your application submission.

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| 3. Nurturing Efforts | | |
| **No.** | **Question** | **Applicant’s Input** |
|  | Besides having bizSAFE as a procurement criterion, how else has your company encouraged your business partners to improve WSH?  (e.g. encouraged use of upstream risk controls, sharing of best practices, etc) | *(within 1000 words)* |

Part 4: Bonus Initiatives

Please include supporting evidence for this section in your application submission.

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| 4. Bonus Initiatives | | |
| **No.** | **Question** | **Applicant’s Input** |
|  | Please share 3 reasons why your company deserves this award.  (Tell us about the extra mile your company has taken as a bizSAFE Partner to help your business partners to improve WSH or the x-factors that sets your company apart from other bizSAFE Partners.) | *(within 1000 words)* |

Part 5: Management Endorsement

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| By submitting this Application Form:   1. I affirm that all statements and information given by my company and in this application are true and correct to the best of my knowledge. 2. I further affirm that I have not withheld/ misrepresented any material facts. 3. I understand that if I make any false or misleading statement in this form, I may be disqualified from the bizSAFE Awards. | | |
| **Name** |  | |
| **Designation** |  | |
| **Contact Number** | **DID:** | **Mobile:** |
| **Email Address** |  | |

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# Annex A – Terms and Conditions

1. The bizSAFE Enterprise and Partner status of your company must remain valid for the entire duration of the Awards process (i.e. from the submission of your application to the awards ceremony).
2. Late submissions and amendments after the closing date will not be accepted.
3. WSH Council reserves the right to verify your submissions which may include a visit to your workplace. You will be notified in advance should there be a site visit.
4. Your company will be disqualified if any of the following occurs before or on the day of the Awards Ceremony:
   * Any blacklist record, pending investigation, conviction or prosecution by the Ministry of Manpower
   * Any Stop Work Order
   * Your company is put on the Business Under Surveillance (BUS) programme
   * Any incident that has caused death or major injury, contraction of an occupational disease or Dangerous Occurrences.
5. The WSH Council reserves the right to decline an entry by an applicant or company that is being investigated for possible breach of Workplace Safety and Health Act, Work Injury Compensation Act or any other government regulations (regardless of whether prosecution has or will be initiated), or where the acceptance of the entry may be detrimental to the significance of the Award presented by WSH Council.
6. The decision of the WSH Council is final.

**- END OF APPLICATION -**

1. Organisations that motivate their business partners (such as contractors, subcontractors, suppliers, vendors, tenants, members, etc.) to join bizSAFE programme and collectively improve the WSH of their workplaces. For example, include bizSAFE Level 3 as criteria in procurement contracts. [↑](#footnote-ref-1)
2. Refer to the following page for the definition of Major Injuries: <https://stats.mom.gov.sg/SL/Pages/Workplace-Safety-and-Health-Concepts-and-Definitions.aspx> [↑](#footnote-ref-2)
3. Any confirmed case of a disease specified in the Third Schedule of the Workplace Safety and Health Act. [↑](#footnote-ref-3)
4. Any event specified in the First Schedule of the Workplace Safety and Health Act. [↑](#footnote-ref-4)