**CALL FOR IIA Fiji 2018 AWARDS NOMINATIONS**

The Institute of Internal Auditors Fiji is calling for nominations for its second IIA Fiji Awards Night that will be held during the Gala dinner at the IIA Fiji 2018 Annual Conference. There are four high and prestigious awards recognizing individuals who have made outstanding achievements in the field of internal auditing and a team award for outstanding contribution to the organisation.

You are encouraged to consider carefully the criteria for each award and to recommend worthy candidates for the award. Nominations should be as complete as possible with detailed information provided on the official form. Attach an additional sheet if necessary. Multiple/self-nomination of candidate from different members are permissible, but each must be submitted separately. Nominations will be reviewed and judged by a specially-appointed committee.

*The award itself is to consist of a framed citation and will be presented at the popular IIA Fiji 2018 Annual Conference Gala Dinner on 16 June 2018*

**Below are the award categories:**

[Sidebars are great for calling out important points from your text or adding additional info for quick reference, such as a schedule.

They are typically placed on the left, right, top or bottom of the page. But you can easily drag them to any position you prefer.

When you’re ready to add your content, just click here and start typing.]

**Young Auditor of the Year**

The Young Auditor of the Year Award will be given to an individual who has contributed significantly to the advancement of the global profession. While this award recognises the most outstanding young auditor in the profession, who has demonstrated an exemplary commitment to success in their auditing career in the 2017 calendar year who, on 31 December 2017, is not more than 30 years old. It considers the activities, strategies and actions of the young auditor in terms of positioning themselves for future success.

**Criteria:**

1. Individuals may self-nominate or be nominated by an employer but the nominee must be a financial member of IIA Fiji;
2. Highlight the career progression since entering the profession;
3. Outline steps taken to stand out above your peers in 2017;
4. Outline extracurricular activities undertaken to position for success in future career as an auditor;
5. Outline the professional development undertaken since joining the profession.

This award recognises the professionally qualified auditor working in any industry who can best demonstrate an exceptional contribution to the success of their organisation. The Auditor of the Year Award aims to commend individuals who embody strong leadership and professional qualities, possess sound auditing knowledge and experience. They are also high achievers within and outside the organisation.

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**Auditor of the Year Award**

**Criteria:**

1. Individuals may self-nominate or be nominated by an employer but the nominee must be a financial member of IIA Fiji;
2. Outline contribution to the profession;
3. Actively maintains the highest professional standards of the audit profession and contributes to its growth;
4. Supports others in choosing and succeeding in a career as an auditor;
5. Has a record of sustained high achievement and leadership in the field of audit;
6. Involves his/her organisation in matters of institution, national and international significance – where relevant;
7. Innovates to improve his/her organisation’s strategic direction.

This award recognises audit team that can best demonstrate a high level of value adding to their organisation.

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**Audit Team of the Year**

**Criteria:**

1. The award will go to an Internal Audit Team that demonstrates excellence relative to the size and scope of their organisation;
2. Internal Audit Teams who have conducted audits in accordance to IIA Standards within the past year, will be considered for the award.
3. 50% of the team members must be financial members of IIA Fiji;
4. A motivation letter will be required for each nominated audit team;

The motivation letter must cover the following issues:

* contribution to the internal audit profession,
* Special achievements - may be activities or recommendations that were done by the IA unit that had significant value adding effects to their organisation. relationship building (with management and audit committee),
* integrity and professionalism,
* continuous learning/training,
* efficiencies and performance improvement,
* Cost savings (as a result of audit actions).

The IIA Fiji volunteers will be honoured in a new initiative recognising outstanding contributions to and a significant impact on the auditing profession. This award recognises exceptional dedication and leadership in the development of the profession, awareness and institution functions. The only criteria for this award is to show the nominees outstanding contribution to the objectives and work of the IIA Fiji, IIA Global and the profession of internal auditing in Fiji.

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**Audit Volunteer of the Year**

Members of the Executive Committee & Board of IIA Fii **are not** eligible for nomination for the following individual awards:

* Young Auditor of the Year
* Auditor of the Year

The deadline for receipt of nominations is 4.00pm, 31st May 2018.

Please email your completed forms to the Chairman of the Awards Committee, Mr. Lenoard Chan at LChan@bsp.com.fj

Show support and passion for your profession.

**NOMINATE TODAY!**

**APPLICATION FORM**

Nominate the *Individual* based in Fiji & member of IIA Fiji who in your view has made significant value addition in Audit Profession. Support your nomination with an executive summary & evidence (*space provided at the end of the form*) with reference to the outlined criteria in **CALL FOR AWARDS NOMINATIONS.**

*(Please indicate the Award Category of your entry - Individual Catergory)*

[ ]  **Young Auditor of the Year**

[ ]  **Auditor of the Year Award**

[ ]  **Audit Volunteer of the Year**

[ ]  **Audit Team of the Year**

Application Date: \_\_\_\_/\_\_\_\_/ 2018

**Nominee Information: (Individual Categoy)**

|  |  |
| --- | --- |
| Title (Mr/Mrs/Ms): | Nominee Name: |
| Organization:  | Job Title:  |
| IIA-Fiji Membership No: |
| Phone:  | E-Mail:  |
| Person Nominating: | Designation:  |
| Referee 1:  | Contact: |
| Referee 2:  | Contact: |

**Audit Team Information: (Group Catergory)**

|  |  |
| --- | --- |
| Team Members Name:1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_5.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_6.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 7.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_8.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_9.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_10.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(attach additional page if more members)* |  IIA-Fiji Membership Nos1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_5.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_6.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_7.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_8.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_9.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_10.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Organisation:  | Audit Manager Name:Phone:E-Mail: |
| Person Nominating: | Position of Nominating Person: |
| Signature of nominating person: | Signature of CAE/CEO: |

**About the Company:**

|  |  |
| --- | --- |
| Address:  | Number of employees:  |
| Number of audit staff:  |  |

**Brief description of the company (100-150 words):**

|  |
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|  |

*To assist the Judging Committee in its decision making, please address each of the criteria as outlined in* ***CALL FOR AWARDS NOMINATIONS*** *in some detail in space provided below. Attach additional page/s as required. A brief CV (maximum of three pages) may be supplied.*

|  |
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|  |

**ENDS**