

PMO GLOBAL AWARDS | 2019

AWARDS RULES

1 - PMO GLOBAL AWARDS OVERVIEW

The PMO Global Awards is an annual initiative hosted by PMO Global Alliance in a partnership with Wellington Project Management.

The PMO Global Awards intends to inspire organizations around the world to evolve their Project Management Offices and project management practices to achieve the best results.

It encourages organizations from all over the world to share knowledge and experiences, acknowledging best results, and allowing the evolution of the PMO worldwide community.

2 - PMO GLOBAL AWARDS STAGES

The PMO Global Awards is organized into five stages:

2.1 - DESIGN STAGE

In this stage, the Organizing Committee selects the participating countries. The continents are divided into four regions: Africa, Americas (North, Central, The Caribbean, and South), Asia-Pacific (including Oceania), and Europe. The countries in each region (16 per region) are selected considering the following criteria:

- a) The top 12 economies in the region.
- b) The remaining 4 spots are drawn among the other countries in the region.

If no organization from a particular country applies to the PMO Global Awards, the Organizing Committee may hold a new draw to replace the country with another one from the same region.

The first round matches schedule is defined from a draw made by the Organizing Committee. See the complete match schedule at www.pmoawards.org.

2.2 - ENTRY STAGE

In the Entry phase, the Nominating Committee identifies the organizations that will represent each country. They may be nominated in two ways:

- a) If the PMO has been awarded “PMO of the Year” in a regional or global award (recognized by PMO Global Alliance), it would be automatically nominated to represent its country in the PMO Global Awards. If the PMO’s organization waives its right to participate, the nomination will be defined as described below.
- b) Each country has a representative as a member of the Nominating Committee, selected from professionals with significant experience and knowledge about their local PMOs community and Regional Partners of PMO Global Alliance. These members are responsible for nominating PMOs in their countries.

All corporate, non-profit, and government PMOs are eligible for the PMO Global Awards.

All PMO types (Enterprise PMOs, IT PMOs, New Product Development PMOs, or other Business Unit PMOs) are eligible for the PMO Global Awards.

PMOs will be accepted in the PMO Global Awards only after Entry Package submission and approval.

The Entry Package consists of:

- a) The **Entry Form (Annex 1)**.
- b) The company logo in high definition (PNG format).

The Entry Package should be sent to pmoawards@pmoga.com. The submission approval will be communicated to the Lead Nominator by email up to five (5) working days after submission.

The deadline for the Entry Package submission is March 26th, 2019.

2.3 - NOMINATION STAGE

After the Entry Package approval, the organization must submit the Nomination Package to pmoawards@pmoga.com.

The deadline for the Nomination Package submission is April 26th, 2019.

The Nomination Package consists of:

- a) A 50 to 60-minute video presentation in English Language covering the main points described in the **Video Specification Guidelines (Annex 2)**.

The Nominated PMO video presentation is a video where the presenter will not be on screen during the talk. It will be PowerPoint style presentation with the presenter's voice recorded.

The video presentation will be recorded by the nominated organisation. We suggest any software like Camtasia to do that. They can record your screen and your voice in a microphone.

It is important to highlight that the video presentations of all participating organizations will be made available to our global community, since this is one of the main ways to share experience and knowledge, the true spirit of this initiative.

Therefore, record your presentation as if you were speaking at a conference, sharing only the information that can be fully disclosed, avoiding using any confidential information and replacing it with examples that can give a broad and objective view of the work done by your PMO.

We remind you that you will also have access to the video presentations of other competitors, thus allowing you to learn about the good practices that the other companies in the world are using in their PMOs.

By submitting your Nomination Package, we understand that your organization has full knowledge of the rules of the 2019 PMO Global Awards and that your Lead Nominator has obtained all the internal permissions necessary to comply with the established awards rules.

- b) A PDF file with Supporting Documentation as described in the **Supporting Documentation Guidelines (Annex 3)**. It must be submitted to pmoawards@pmoga.com by the Nomination Package deadline.

The Nomination Package approval will be communicated to the Lead Nominator by email up to five (5) working days after submission.

Incomplete submissions will be subject to disqualification.

By completing this stage the Nominated PMO will be considered eligible and will proceed to the next stage.

2.4 - EVALUATION STAGE

In this stage, the Judging Committee will evaluate the Nominated PMOs to identify the recipient of the 2019 PMO of the Year Awards. The Nominated PMOs will be judged according to the **PMO Global Awards Criteria (Annex 4)**.

The Judging Committee Members are volunteers who are experienced practitioners and have successfully demonstrated PMO expertise and may be regional partners of PMO Global Alliance. The evaluation will be based exclusively on the material provided on the Nomination Package.

The evaluation process is entirely online and structured into seven rounds. In the first six rounds, two PMOs representing different countries will be pitched against each other, being evaluated comparatively. The judges will indicate which PMO should go to the next round.

The round winners will be announced up to five (5) working days after each round closing date.

The results of the sixth round, appointing the winners from each region (Africa, Americas, Asia-Pacific, and Europe) will be announced on July 2nd, 2019.

The fifth and last round will evaluate the four regional winners comparatively, appointing the recipient of the 2019 PMO of the Year Award, which will be announced at the Awards Ceremony on October 17th, 2019, at the FuturePMO Conference, in London, UK.

The Judging Committee Members allocation to each match will be defined by drawing. To avoid any conflict of interest, judges cannot be allocated to matches involving their countries of origin or residence.

The Judging Committee may request additional information, which has to be provided within five (5) working days from the request date.

The Judging Committee decisions are final and cannot be disputed by the applicants.

The nominations, evaluation process, and scores are proprietary to PMO Global Alliance and will not be disclosed to nominators or nominees.

2.5 – AWARDS STAGE

The PMO Global Awards offers five awards:

- a) 2019 World PMO of the Year (main award)
- b) 2019 Africa PMO of the Year
- c) 2019 Asia-Pacific PMO of the Year
- d) 2019 Europe PMO of the Year
- e) 2019 The Americas PMO of the Year

Following the announcement of the winners of each region on July 2nd, 2019, the Organizing Committee will contact the four finalist Organizations to provide instructions on the Awards Ceremony.

The four regions winners are the finalists of the “PMO of the Year Award”. They must attend FuturePMO Conference on October 17th, 2019, in London, where their representatives will present a 40-minute session about their PMO on an extended basis.

Each finalist organization will get one free ticket to FuturePMO 2019 Conference.

The four finalists will be honored at the Awards Ceremony in London. The awards recipients will be announced and presented a trophy. No cash awards are offered.

IMPORTANT: Applying for the PMO Global Awards, every organization agrees that, if it is the winner of its region, the presence of a representative in the Awards Ceremony in London is mandatory.

3 - PMO GLOBAL AWARDS SCHEDULE

STAGE	ITEM	DATE
1 - Design Stage	1.1 - Countries Selection	Jan 31 st , 2019
	1.2 - Groups Matches	Feb 8 th , 2019
2 - Entry Stage	2.1 - Entry Form Submission Deadline	Mar 26 th , 2019
3 - Nomination Stage	3.1 - Nomination Package Submission Deadline	Apr 26 th , 2019
4 - Evaluation Stage	4.1 - First Round Closure	May 7 th , 2019
	4.2 - Second Round Closure	May 18 th , 2019
	4.3 - Third Round Closure	May 29 th , 2019
	4.4 - Fourth Round Closure	Jun 9 th , 2019
	4.5 - Fifth Round Closure	Jun 20 th , 2019
	4.6 - Sixth Round Closure	Jul 1 st , 2019
	4.7 - Finalists Announcement	Jul 2 nd , 2019
	4.8 - Seventh Round Closure	Jul 31 st , 2019

5 - Awards Ceremony	5.2 - Awards Ceremony at FuturePMO Conference in London, UK and 2019 PMO of the Year Announcement	Oct 17 th , 2019
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4 - GENERAL RULES

All applications and documents must be completed in English. Please use Business English, since it will be evaluated by an international Judging Committee who may not be familiar with acronyms and terms from your organization, industry, or country.

The Organization's Lead Nominator must obtain all permissions of use from his/her Organization.

Signing of the Entry Form and the Nomination Package grants PMO Global Alliance the non-exclusive right to use any submitted copyrighted materials for any business-related purpose, including press releases, and other marketing and promotional materials, including but not limited to videos as well as case studies.

After the closing of the 2019 PMO Global Awards, PMO Global Alliance will be authorized to use the videos provided by the participating companies in its events and products, without any restriction.

All submissions are made at the expense of the applicants. The participation of a representative of the four finalists in the Awards Ceremony in London is mandatory and made at the expense of the finalists. PMO Global Alliance will not reimburse any expenses for assembling the Nomination Package, for any materials that may need to be created, or for any expenses related to the Awards Ceremony at the FuturePMO Conference.

PMO Global Alliance reserves the right within its sole discretion, and at any time up to the time of the presentation of the award, to determine that a nominee is or has become ineligible for the award. In any such case, PMO Global Alliance will notify the Lead Nominator of its decision as soon as possible.

PMO Global Alliance reserves the right to accept or reject applications, and / or not make an award, as circumstances dictate.

PMO Global Alliance reserves the right to rescind an award if it is discovered that any information submitted as false or misleading.

The award winner will be publicized through PMO Global Alliance (and its partners) communication channels and external media after the presentation of the award. A winner may also coordinate additional publicity with PMO Global Alliance.

If you have any questions, please check out our FAQ page or send an inquiry to pmoawards@pmoga.com.