



**INSTITUTE OF CHARTERED SECRETARIES  
AND  
ADMINISTRATORS IN ZIMBABWE**  
(A constituent member of the Public Accountants and Auditors Board)



**EXCELLENCE IN CORPORATE GOVERNANCE AWARDS 2014**

**Governance Professional of the Year Award**

**Introduction**

The Institute of Chartered Secretaries and Administrators in Zimbabwe (ICSAZ) will this year present the Governance Professional of the Year Award for the first time during the 2014 edition of the Excellence in Corporate Governance Awards (ECGA). The objective of this individual award, in line with the ICSAZ's ECG Awards introduced last year, is to recognise individuals who promote good corporate governance practices in Zimbabwe through their roles as company secretaries or counsels, risk managers, financial controllers, compliance managers and various other capacities occupied by governance professionals.

Ideally, persons to be recognized by this award carry out important roles in organisations which, among others, include:

- Promoting high standards of ethical leadership;
- Driving best practice in corporate communication with shareholders/stakeholders;
- Championing the compliance framework to safeguard the integrity of the organisation; and
- Bridging the gaps in the interests of the board, or any governing body, management and shareholders/stakeholders.

The award will be given every year at the annual ICSAZ Excellence in Corporate Governance Awards to recognise governance professionals who have shown excellence in performing the above roles and whose achievements have resulted in recognised good governance practices within their organisations or community.

**Nominations for the 2014 Governance Professional of the Year Award**

Nominations are invited from individuals, organisations and communities for the inaugural ICSAZ Governance Professional of the Year Award. Persons eligible for nomination for this prestigious award include, but are not limited to:

- Board members or Company secretaries or Counsels,
- Risk managers or Financial controllers, and
- Compliance managers

The following are attributes to be considered when nominating persons for the award:

- Leadership in driving best governance practice initiatives within their own organisations or communities,
- Extensive expertise in the field of corporate governance,
- Highly regarded and proactive advisor to senior management and the board,
- Demonstrated management of multiple stakeholder interests to achieve holistic corporate governance, and
- Contribution to the reputation and stature of the role of the governance professional in general.

## Adjudication Criteria

The adjudicators will look for the most outstanding individual in a governance, compliance or corporate legal function. Areas of consideration include, but are not limited to:

- Active involvement in advancing the corporate governance agenda in Zimbabwe;
- Effective management and implementation of a major corporate governance project during the period under review;
- Development and effective implementation of an innovation in corporate governance initiative;
- Contribution to sound corporate governance beyond the individual's organisation; and
- Transparency in one's dealings.

**NB:** Membership of ICSAZ is not a requirement.

Attribute	Indicators	Information Source
1. Professional background	<ul style="list-style-type: none"> <li>a) <i>Membership to professional body</i></li> <li>b) <i>Job description of positions held</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Copies of certificates</i></li> <li>• <i>CV</i></li> </ul>
2. Professional competences	<ul style="list-style-type: none"> <li>a) <i>Well-balanced board structure</i></li> <li>b) <i>Effective stakeholder management</i></li> <li>c) <i>Effective board governance structure</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Board corporate governance report</i></li> <li>• <i>Board Charter</i></li> <li>• <i>Annual report</i></li> <li>• <i>Stakeholder communications/reports</i></li> </ul>
3. Professional impact	<ul style="list-style-type: none"> <li>a) <i>Publications</i></li> <li>b) <i>Presentations</i></li> <li>c) <i>Projects/initiatives on corporate governance or related topics</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Journals</i></li> <li>• <i>Books</i></li> <li>• <i>Magazines</i></li> <li>• <i>Newspaper/letters</i></li> <li>• <i>Seminar/workshop programmes and papers</i></li> </ul>

The Nomination Form can be downloaded from the Institute's website: [www.icsaz.co.zw](http://www.icsaz.co.zw). Completed nomination forms should be submitted, together with any supporting documents like CVs of nominees, to reach the Institute office by the 31<sup>th</sup> of July 2014 to the following address:

**Institute of Chartered Secretaries and Administrators in Zimbabwe**  
**Dzidzo House**  
**Corner Enterprise Road South/Londonderry Road**  
**Eastlea,**  
**PO Pox CY172, Causeway**  
**Harare**  
**Zimbabwe**

or by e-mail: [nmaseko@icsaz.co.zw](mailto:nmaseko@icsaz.co.zw)