



CAPITAL MARKETS AWARD CATEGORIES AND JUDGING CRITERIA

Every year Think Business, with support from various partners, bring you the annual Think Business Investment Awards.

The objective of this awards scheme is not only to celebrate the companies and individuals setting trend and breaking boundaries in the investments sector, but also to provide the much needed information to the general public by documenting and publishing facts, analysis and commentary on the the on goings of the capital and securities markets in Kenya.

We are thus pleased to inform you that the 2018 awards will be held on **Friday 7th December 2018 at Villa Rosa Kempinski.**

Over the next few weeks our judging process partners PKF will be receiving and vetting entries to ensure that participating organizations meet the set eligibility criteria. The entries will then be adjudged by an expert panel drawn from the industry.

The awards strategic objective is to recognize and reward outstanding performance of companies as reflected in their audited financial statements. Equally the awards also shine a spotlight on companies that have greatly contributed to the growth of the sector through technological innovations, good corporate governance, social impact and sustainability, education and great customer service.

Entries submission open on the **15th October and close on the 15^h November 2018.** Submit entries to judges@thinkbusiness.co.ke.

Note: No late entries will be accepted

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Think Business Africa



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Think Business Africa

Eligibility

- Each award category has its eligibility criteria. Kindly refer to it to ensure you are entered in the most appropriate categories
- Entries must be for projects that have been implemented within the previous 12 to 18 months.
- The judges reserve the right to amend the judging criteria, change the maximum allocated score for any criteria, accept or reject entries.
- Where entry is submitted jointly by one or more parties, the judges have the authority to assess and determine if the entry was really a joint effort.

Submission Guidelines

- Download the online entry form and fill as indicated, use separate forms for each awards category.
- Make sure it is clear what individual, department, company (or companies in the case of joint entries), you are entering. You can enter more than one project or program in a category.
- For each category explain, in not more than 1000 words why the entry warrants an award making sure to provide relevant information for each parameter.
- Each category has its own judging criteria and parameters. Ensure that you provide information for each parameter as indicated in each award category.
- Pay attention to the maximum score awarded for each parameter.
- Attach relevant reference/supporting details including photos, videos as well as customer testimonials where applicable and available.
- If measurable targets were achieved, it is important to provide that evidence, i.e what the target was, if and how it was achieved.

All information contained in the entries shall not be disclosed to any third-parties

Award Categories and Judging Criteria

1. The Best Quoted Company of the Year (In the Main Segment)

Who qualifies to enter:

All companies listed on the Nairobi Securities Exchange.

Judges will be looking at:

A. Corporate Governance Parameters	Max.Score
Independence: What is the ratio of executive directors to non-executive directors in your board?	5%
What is the percentage of shareholding by directors to the total shareholding?	5%
Is your company secretary also a member of the board of directors?	4%
Age diversity: What is the average age of board of directors?	4%
Academic qualifications: How many trustees are graduates or have professional qualifications.	4%
Professional experience: What is the average working experience of the board of directors?	3%
Professional diversity: How many different professionals are on the board?	3%
Gender: What is the ratio of Female: Male directors	2%
Appointments: Do you have transparent and documented procedures for appointment of new directors (e.g nomination committee)?	5%
Do you have an induction framework for new directors?	5%
Do you have continuous skills development programs?	5%
Performance Do you conduct annual performance evaluation of Board members, (including the CEO and Company Secretary)?	5%
Do you have clear policies and procedures for remunerating the board of directors?	5%
Board Charter - is it periodically reviewed and made public?	5%
Code of Ethics - do you have documented ethical standards and do you ensure it is complied with	5%
How many board meetings do you have in a year (in 2017)?	5%
Do you have a clear guideline on the removal or exit of an existing board director?	5%
Is there a term limit for the board of directors?	5%
Do you have an Internal Audit committee	4%
Do you have a Risk Management committee	4%
Do you have a Finance and Investment committee	4%
Do you have a Governance committee	4%
How many other board committees relevant or specific to your organization do you have?	4%
Subtotal (Pro-rated to 50% of the total)	100%

B. Financial and Performance Parameters	Max.Score
Earnings Per share	15%
Price to Earnings Ratio	15%
Return on Equity	15%
Return on Assets	10%
Profitability as a percentage of revenues	10%
Dividend Yield	10%
Growth in volumes of shares trade	10%
Major Achievements in 2016/2017	15%
Subtotal (Pro-rated to 50% of the total)	100%
A+BTotal	100%

2. Best Performing Company in the AIM Segment

Who qualifies to enter:

Companies listed on the Alternative Investments Market Segment (AIMS).

A. Corporate Governance Parameters	Max.Score
Independence: What is the ratio of executive directors to non-executive directors in your board?	5%
What is the percentage of shareholding by directors to the total shareholding?	5%
Is your company secretary also a member of the board of directors?	4%
Age diversity: What is the average age of board of directors?	4%
Academic qualifications: How many trustees are graduates or have professional qualifications.	4%
Professional experience: What is the average working experience of the board of directors?	3%
Professional diversity: How many different professionals are on the board?	3%
Gender: What is the ratio of Female: Male directors	2%
Appointments: Do you have transparent and documented procedures for appointment of new directors (e.g nomination committee)?	5%
Do you have an induction framework for new directors?	5%
Do you have continuous skills development program?	5%
Performance Do you conduct annual performance evaluation of Board members, (including the CEO and Company Secretary)?	5%
Do you have clear policies and procedures for remunerating the board of directors?	5%
Board Charter - is it periodically reviewed and made public?	5%
Code of Ethics - do you have documented ethical standards and do you ensure it is complied with	5%
How many board meetings do you have in a year (in 2017)?	5%
Do you have a clear guideline on the removal or exit of an existing board director?	5%
Is there a term limit for the board of directors?	5%
Do you have an Internal Audit committee	4%
Do you have a Risk Management committee	4%
Do you have a Finance and Investment committee	4%
Do you have a Governance committee	4%
How many other board committees relevant or specific to your organization do you have?	4%
Subtotal (Pro-rated to 50% of the total)	100%

B. Financial and Performance Parameters	Max.Score
Earnings Per share	15%
Price to Earnings Ratio	15%
Return on Equity	15%
Return on Assets	10%
Profitability as a percentage of revenues	10%
Dividend Yield	10%
Growth in volumes of shares trade	10%
Major Achievements in 2016/2017	15%
Subtotal (Pro-rated to 50% of the total)	100%
A+BTotal	100%

3. Investment Bank of the Year

Who qualifies to enter;

This category is open to banks and investment banks only.

Judges will be looking at:

A. Corporate Governance Parameters	Max.Score
Age diversity What is the average age of board members?	5%
Academic qualifications - How many board members are graduates or have professional qualifications.	5%
Professional experience - What is the average working experience of the board members?	5%
Professional diversity - How many different professionals are on the board?	5%
Gender - What is the ratio of Female: Male board members	5%
Appointments - Do you have transparent and documented procedures for appointment of new Board members (e.g nomination committee)?	5%
Do you have an induction framework for new board members?	5%
Do you have continuous skills development program?	5%
Performance Do you conduct annual performance evaluation of Board members, (including the CEO and Company Secretary)?	5%
Do you have clear policies and procedures for remunerating the board of directors?	5%
Board Charter - is it periodically reviewed and made public?	5%
Code of Ethics - do you have documented ethical standards and do you ensure it is complied with	5%
How many board meetings do you have in a year (in 2017)?	5%
Do you have a clear guideline on the removal or exit of an existing board director?	5%
Is there a term limit for the board of directors?	5%
Do you have an Internal Audit committee	5%
Do you have a Risk Management committee	5%
Do you have a Finance and Investment committee	5%
Do you have a Governance committee	5%
How many other board committees relevant or specific to your organization do you have?	5%
Subtotal (Pro-rated to 30% of the total)	100%
B. Other Parameters	Max.Score
Merger and Acquisition Deals, Private or public placement in Kenya and other capital market transactions including syndicated loans.	25%
The nature, complexity, size and number of deals undertaken	25%
Product innovativeness i.e. technological	25%
Research products, their quality and level of dissemination	25%
SubTotal (Pro-rated to 70% of the total)	100%
A+B TOTAL	100%

4. Stock Broker of the Year

Who qualifies to enter;

This category is open to all Stock Brokers in Kenya

Judges will be looking at:

A. Corporate Governance Parameters	Max.Score
Age diversity What is the average age of board members?	5%
Academic qualifications - How many board members are graduates or have professional qualifications.	5%
Professional experience - What is the average working experience of the board members?	5%
Professional diversity - How many different professionals are on the board?	5%
Gender - What is the ratio of Female: Male board members	5%
Appointments -Do you have transparent and documented procedures for appointment of new Board members (e.g nomination committee)?	5%
Do you have an induction framework for new board members?	5%
Do you have continuous skills development program?	5%
Performance Do you conduct annual performance evaluation of Board members, (including the CEO and Company Secretary)?	5%
Do you have clear policies and procedures for remunerating the board of directors?	5%
Board Charter - is it periodically reviewed and made public?	5%
Code of Ethics - do you have documented ethical standards and do you ensure it is complied with	5%
How many board meetings do you have in a year (in 2017)?	5%
Do you have a clear guideline on the removal or exit of an existing board director?	5%
Is there a term limit for the board of directors?	5%
Do you have an Internal Audit committee	5%
Do you have a Risk Management committee	5%
Do you have a Finance and Investment committee	5%
Do you have a Governance committee	5%
How many other board committees relevant or specific to your organization do you have?	5%
Subtotal (Pro-rated to 30% of the total)	100%
B. Other Parameters	Max.Score
Volumes traded	15%
Ability to trade across regional markets and in multiple currencies	15%
Research products, their quality and level of dissemination	15%
Product innovativeness i.e. technological	15%
Volumes and values of shares traded	10%
Lead in IPOs	10%
Efficiency of execution and Back Office best practice	10%
ONLINE accessibility , Orders execution speed , Client feedback mechanisms in place,	10%
Sub -Total (Pro-rated to 70% of the total)	100%
A+B TOTAL	100%

5. Research Team of the Year

Who qualifies to enter;

Specialist equities research houses, stockbrokers, investment banks, fund managers, and research divisions within Banks.

Judges will be looking at:

Parameters	Max.Score
Number of listed companies covered	25%
Number of sectors covered	25%
The size of the research team	5%
Research products, their quality, timeliness and level of dissemination	25%
Research ethos	20%
Total	100%

6. The IPO of the Year

Who can enter:

This category is open to companies listed on any Nairobi Securities Exchange within the last 18months.

Parameters	Max.Score
Total size of stock floated	20%
Subscription Success	10%
Demonstration of proper planning and execution with all partners and advisors involved	20%
Purpose of the funds drive vis- à-vis needs	10%
Price gain since IPO	20%
Percentage of stock floated	20%
Total	100%

7. Bond Deal of the Year

Who qualifies to enter:

Bond issuers.

Judges will be looking at:

Parameters	Max.Score
Total size of issue	20%
Subscription Success	10%
Demonstration of proper planning and execution with all partners and advisors involved	20%
Purpose of the funds drive vis-à-vis needs	10%
Percentage of stock floated	20%
Total	100%

8. Chairman of the Year

Who qualifies to enter:

This category is open to Chairmen of all listed companies.

Judges will be looking at:

Peer assessment from a shortlist of chairmen of the top ten companies in Quoted Company of the Year category.

9. Chief Executive of the Year

Who qualifies to enter:

This category is open to Chief Executive Officers of all listed companies.

Winners will be arrived at:

Based on judges assessment from a shortlist of CEOs of the top ten companies in Quoted Company of the Year category.

10. Best Lead Transaction Advisor

Who qualifies to enter:

All transaction advisors in the East African Market who have been engaged as lead transaction advisors for IPOs, Rights Issues, Bond Issues and Delisting.

Judges will be looking at:

Parameters	Max.Score
Value of transaction undertaken.	40%
Level of subscription to the transaction.	30%
Post transaction evaluation of performance and success	30%
Total	100%

11. Best Legal Transaction Advisor

Who qualifies to enter:

All legal advisors to various transactions in the Kenyan Market. These transactions include IPOs, rights issues and bond Issues in the last 18 months.

Judges will be looking at:

Parameters	Max.Score
Value of transaction undertaken.	40%
Level of subscription to the transaction.	30%
Post transaction evaluation of performance and success	30%
Total	100%

12. Best Transaction Advisor– PR &Marketing

Who qualifies to enter:

All PR and marketing advisors to various transactions in the Kenyan market. These transactions include IPOs, rights issues and bond Issues in the last 18 months.

Judges will be looking at:

Parameters	Max.Score
Value of transaction undertaken.	40%
Level of subscription to the transaction.	30%
Post transaction evaluation of performance and success	30%
Total	100%

13. Custodian of the Year

Who qualifies to enter:

All Commercial Banks licensed by The Capital Markets Authority to operate as Custodians.

Parameters	Max.Score
Value and yearly growth of the funds under custodianship.	20%
Number of Custody Accounts.	20%
Client Service	30%
Settlement Policies in place and turn around time	30%
Total	100%

14. Equities Dealer of the Year

Who qualifies to enter:

This category is open to certified ATS Dealers with over 2 years' cumulative experience inequities dealing.

Judges will be looking at:

Parameters	Max.Score
Trading Volumes over the last 12 months	20%
Demonstration of good team work in dealing and their role in the team	20%
Demonstration of good working and healthy relationships with institutional Investors	30%
Demonstration of satisfaction from institutional Investors	20%
Trading ethics according to NSE trading guidelines apply.	10%
Total	100%

15. Bonds Dealer of the Year

Who qualifies to enter:

This category is open to certified ATS Dealers with over 2 years' cumulative experience in fixed income securities dealing.

Judges will be looking at:

Parameters	Max.Score
Trading Volumes over the last 12 months	20%
Demonstration of good team work in dealing and their role in the team	20%
Demonstration of good working and healthy relationships with institutional Investors	30%
Demonstration of satisfaction from institutional Investors	20%
Trading ethics according to NSE trading guidelines apply.	10%
Total	100%

16. Trustee of the Year

Who qualifies to enter:

This category is open to Trustees operating within the Capital Markets. They include Pension Funds Trustees, Unit Fund Trustees etc

Judges will be looking at:

Parameters	Max.Score
Number of Trust Accounts Held	20%
Value of Trust Accounts Held	20%
Innovation in Client Service	20%
Turnaround in service Requirements	30%
Adoption of Technology	10%
Total	100%

17. Sustainable Corporate Social Responsibility

Who qualifies to enter:

All listed companies Stockbrokers, and Investments Banks

Parameters	Max. Score
Demonstrated existence and execution of an external corporate social responsibility program.	25%
The relevance of social responsibility program in addressing current social issues	35%
Evidence that the program has had positive results and contributed to the growth and betterment of the community.	20%
Sustainability of the program	20%
Total	100%

18. Customer Service Award

Who qualifies to enter:

All listed companies Stockbrokers, and Investments Banks

Parameters	Max. Score
A technical financial assessment of the performance of the business using various key financial ratios.	15%
The innovative nature of the products on offer	15%
Evidence of a clear customer orientated approach underpinned by research into new risks or problems,	25%
Response to customer needs and enhanced quality of service.	30%
Overall strategy for future growth and development	15%
Total	100%

19. Most innovative Company 2017/2018

Who qualifies to enter:

All listed companies Stockbrokers, and Investments Banks

Entry is open to all products and services for all stock brokers and investment banks. The judges will be looking for breakthrough products and services developed through cutting edge design, research and development that have redefined the market by improving usability, access and value to the customer.

Judges will be looking at:

Parameters	Max. Score
New ideas, technology, services and products to customers	40%
Usability/access	30%
Value to customers	30%
Total	100%

20. Overall outstanding industry contribution

Who qualifies to enter;

This category is open to all players in the investments markets and securities exchange in Kenya

Winner will be based on the judges assessment of individuals who has made the greatest contribution to the growth of the capital and investments landscape in Kenya

21. Outstanding Young Industry Player of the year [Entries required]

This is a new category that aims at showcasing tomorrow's pacesetters in the investments markets and securities exchange in Kenya. The entrant should be below 35 years and working in the investments markets and securities exchange in Kenya. The entrant should have shown the ability to generate new ideas, drive innovation and sustainable growth. Through his or her deeds (actions) the individual should have positively changed the fortunes his/her institution to the benefit of customers, colleagues, counterparties, communities and the financial sector. Submissions may be sent by the employing institution or by a person other than the entrant.

Note: For any feedback regarding the awards categories and judging criteria, contact judges@thinkbusiness.co.ke or visit our website www.thinkbusinessafrica.com