



INVESTMENT AWARDS 2018

COLLECTIVE INVESTMENT SCHEMES AWARDS 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 15th November 2018.** Submit entries to judges@thinkbusiness.co.ke.

Note: No late entries will be accepted

Media Partner

BUSINESS DAILY
■ more possible

Knowledge Partner



Strathmore Business School

Judging Process Partner



Think Business Limited | Suite J2, Njema Court, Rhapta Road, Westlands | P.O. Box 12800-00100, GPO, Nairobi | Office Tel: +254 721 608 886, +254 795 628 293, +254 774 553 001 | info@thinkbusiness.co.ke | www.thinkbusiness.co.ke



Think Business Africa



thinkbizafrika



thinkbizafrika



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. Unit Trust of the Year

Who qualifies to enter:

This category is open to all Registered Unit Trusts.

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%
Sub total (Pro-rated to 30% of the total)	100%

B. Other Parameters	Max. Score
Performance of each Trust over the last 12 months.	10%
Level of production and persistency in all production categories determined on the net flows (production less redemption)	5%
Innovation in technology, client service and communication to clients	10%
Value of assets under management.	10%
Allocation Criteria and Spread of Assets	5%
Ease of investing / withdrawing from Trust.	10%
Average Return on Investment on each Trust held.	10%
Overall growth of each Trust over the last 12 months (Clear demonstration of internal Vs external growth)	10%
Sub total (Pro-rated to 70% of the total)	70%
TOTAL (A+B)	100%

2. Best Fund in Absolute Returns

Who qualifies to enter:

This category is open to all Registered Unit Trusts.

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
Performance of each Trust over the last 12 months.	10%
Value of assets under management.	10%
Average Return on Investment	50%
Subtotal (Pro-rated to 70% of the total)	70%
TOTAL (A+B)	100%

3. Best Performing Equity Fund

Who qualifies to enter:

This category is open to all Registered Equity Funds.

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
Performance of each Trust over the last 12 months.	10%
Overall growth of each Trust over the last 12 months (Clear demonstration of internal Vs external growth)	10%
Innovation in technology, client service and communication to clients	10%
Value of assets under management.	10%
Allocation Criteria and Spread of Assets	5%
Ease of investing / withdrawing from Trust.	10%
Average Return on Investment on each Trust held.	10%
Level of production and persistency in all production categories determined on the net flows (production less redemption)	5%
Subtotal (Pro-rated to 70% of the total)	70%
TOTAL (A+B)	100%

4. Best Performing Money Market Fund

Who qualifies to enter;

This category is open to all Registered Money Market Funds.

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%
Sub total (Pro-rated to 30% of the total)	100%

B. Other Parameters	Max. Score
Performance of each Trust over the last 12 months.	10%
Overall growth of each Trust over the last 12 months (Clear demonstration of internal Vs external growth)	10%
Innovation in technology, client service and communication to clients	10%
Value of assets under management.	10%
Allocation Criteria and Spread of Assets	15%
Ease of investing / withdrawing from Trust.	10%
Average Return on Investment on each Trust held.	10%
Level of production and persistency in all production categories determined on the net flows (production less redemption)	15%
Subtotal (Pro-rated to 70% of the total)	70%
TOTAL (A+B)	100%

5. Best Performing Balanced Fund

Who qualifies to enter;

This category is open to all Registered Balanced Funds.

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
Performance of each Trust over the last 12 months.	10%
Overall growth of each Trust over the last 12 months (Clear demonstration of internal Vs external growth)	10%
Innovation in technology, client service and communication to clients	10%
Value of assets under management.	10%
Allocation Criteria and Spread of Assets	5%
Ease of investing / withdrawing from Trust.	10%
Average Return on Investment on each Trust held.	10%
Level of production and persistency in all production categories determined on the net flows (production less redemption)	5%
Subtotal (Pro-rated to 70% of the total)	70%
TOTAL (A+B)	100%

6. Best Performing Bond Fund

Who qualifies to enter;

This category is open to all Registered Bond Funds.

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%
Sub total (Pro-rated to 30% of the total)	100%
B. Other Parameters	Max. Score
Performance of each Trust over the last 12 months.	10%
Overall growth of each Trust over the last 12 months (Clear demonstration of internal Vs external growth)	10%
Innovation in technology, client service and communication to clients	10%
Value of assets under management.	10%
Allocation Criteria and Spread of Assets	5%
Ease of investing / withdrawing from Trust.	10%
Average Return on Investment on each Trust held.	10%
Level of production and persistency in all production categories determined on the net flows (production less redemption)	5%
Sub total (Pro-rated to 70% of the total)	70%
TOTAL (A+B)	100%

7. Best Performing Other Fund

Who can enter:

This category is open to all registered unclassified Funds. E.g. Offshore Funds, Sharia Funds.

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%
Sub total (Pro-rated to 30% of the total)	100%

B. Other Parameters	Max. Score
Performance of each Trust over the last 12 months.	10%
Overall growth of each Trust over the last 12 months (Clear demonstration of internal Vs external growth)	10%
Innovation in technology, client service and communication to clients	10%
Value of assets under management.	10%
Allocation Criteria and Spread of Assets	5%
Ease of investing / withdrawing from Trust.	10%
Average Return on Investment on each Trust held.	10%
Level of production and persistency in all production categories determined on the net flows (production less redemption)	5%
Subtotal (Pro-rated to 70% of the total)	70%
TOTAL (A+B)	100%

8. Best Trust in Quality Client Service

Who qualifies to enter:

This category is open to all Registered Unit Trusts.

Judges will be looking at:

Parameters	Max. Score
Growth of the Trust over the last 12 months.	10%
A demonstrated excellent level of customer satisfaction	10%
Proof of the success of the high level of customer satisfaction through a high retention level of customers	10%
Evidence of a clear customer orientated approach	10%
Response to customer needs and enhanced quality of service	20%
Resources invested in Customer Service (Online Statements, Call centers, SMS Platforms etc)	10%
Availability of Personal Financial Advisors and their roles	10%
Redemption Period	10%
Any other measures to enhance client service (Social Media Interaction, Newsletters etc)	10%
Total	100%

9. Most Innovative Trust

Who qualifies to enter:

This category is open to all unit trust products that entrants feel are most innovative.

Judges will be looking at:

The judges will be looking for breakthrough products developed through cutting edge design, research and development that have redefined the market by improving usability, access and value to the customer.

Parameters	Max. Score
Demonstration of Investment in Research	25%
Execution of the Product Idea	25%
Impact of the Innovation to overall growth of the Trust	50%
Total	100%

10. Outstanding Industry Contribution- Collective Investment Schemes

Who qualifies to enter:

This category is open to individuals working in the Collective Investment Schemes.

This is a special award which will be awarded to an individual considered to have made the greatest contribution to the growth of the Collective investment Schemes Sub Sector.

Note; If you have any feedback regarding the award categories and judging criteria, please contact us via email on judges@thinkbusiness.co.ke or visit our website www.thinkbusinessafrica.com