

**AWARD FOR INNOVATIVE MANAGEMENT**

**CONDITIONS, PROCEDURES AND RULES OF COMPETITION**

1. Entries shall be made by an Institution or a Ministry/Organization/Authority a Department/Agency/Section/Division/Branch depending on the choice of the entrant. All Government Ministries, Departments and Agencies, Public Sector Institutions, Local Governments and Municipal Authorities and Institutions of Higher Learning in African countries are eligible to participate in the competition.
2. Awards will not be made to individuals but to Institutions and organizations.
3. Submissions shall be made on a prescribed entry form and shall not exceed 1,500 words with an executive summary of not more than 50 words. All supporting materials shall be placed in an appendix.
4. A submission entered in a previous competition, but which was not among the winners in that year, may be re-submitted for consideration by the Jury, provided that no submission shall be considered more than three times.
5. The Jury shall consist of five (5) distinguished persons, who are knowledgeable in public sector management.
6. The Jury will draw up a final list of 5 entrants. The finalists will be invited to appear before the Jury to present and defend their submissions. The Jury will then determine the winners for the Gold, Silver and Bronze Awards.
7. The five finalists will be given opportunity to present their entries at the Annual Roundtable Conference following which the Winners in the three categories will be announced and the Awards given.
8. The decisions of the Jury shall be final; the Jury may decide not to award prizes if all the submissions in any one year are not up to standard.
9. The best three entrants shall receive the Gold, Silver and Bronze Awards in order of merit. The other two finalists may receive recognition trophies.
10. Entries may be made in either English or French. All entries become the property of the African Association for Public Administration and Management (AAPAM).