

Asia-Pacific  
Sustainability Action  
Awards

2024

Asia-Pacific Sustainability  
Action Awards  
Taiwan Sustainability  
Action Awards

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APPLICATION  
GUIDELINES

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# 2024 Asia-Pacific Sustainability Action Awards

## ● Background

In 2015, the United Nations announced its “2030 Agenda for Sustainable Development (Agenda 2030)” and adopted 17 Sustainable Development Goals (SDGs) that clearly defined the direction of global efforts for the coming period of 2016-2030. Over the past 6 years, organizations worldwide have integrated the SDGs into their internal cultures and adopted innovative strategies to practice sustainable development. There have been many inspiring breakthroughs and success stories. In Taiwan, the Taiwan Institute for Sustainable Energy (TAISE) joins forces for global sustainability development. In 2024, TAISE organizes the 3rd Asia-Pacific Sustainability Action Awards (APSAA) to recognize organizations and individuals that have dedicated themselves advancing sustainable development and sharing our sustainable growth with the international community.

The Asia-Pacific Sustainability Action Awards (APSAA) are awarded in three categories: (1) The Sustainability Action Awards encourages good practices of the SDGs across different industries, (2) The Livable and Sustainable

City Award acknowledges local governments that have implemented policies and programs for developing a sustainable city, and (3) The Changemaker Award recognizes individuals who act as a chief sustainability officer or equivalent and make remarkable contributions for corporate sustainability.

The award ceremony will be held in conjunction with the Asia-Pacific Sustainability Action Expo and Summit, with attendance at this grand event anticipated from industries, universities, and government agencies from Taiwan, Japan, South Korea, and other Asia-Pacific countries. In 2023, there were over 120 public and private sector and exhibitors, with over 30,000 visitors, thus bringing a high degree of visibility internationally and socially. Through this international event, it is foreseeable that guests will learn about the outstanding performances and innovation of SDGs, ESG, CSR, DEI, and USR from all walks of life locally and globally. Thus, the event will formulate cross-industry alliances and market development domestically and internationally, while driving the innovative energy of companies and strengthening its international competitiveness.

## ● Purpose

1. Advocacy for the UN Sustainable Development Goals (SDGs).
2. Raise awareness of sustainability issues among business groups, governments, and organizations in the Asia-Pacific region.
3. Award outstanding sustainable action plans from all walks of life.
4. Establish partnerships in accelerating towards sustainability goals.
5. Enhance dialogue with stakeholders to consolidate the public's vision and consensus on sustainable development.

## ● Organize

Awards and Recognition Committee is under the supervision of TAISE.

## ● Process and Timeline



## ● Award Introduction

Awards	Award Categories	Eligibility
Asia-Pacific Sustainability Action Awards (APSAA)	(1) Sustainability Action Awards	All private companies, government agencies (institutions), universities, hospitals, and non-profit organizations in Taiwan and the Asia-Pacific region.
	(2) Livable and Sustainable City Award	All cities in Taiwan and the Asia-Pacific region with implemented sustainable performances and achieved sustainable governance results are welcome to apply.
	(3) Changemaker Award	Individuals who hold sustainability chief or equivalent roles in private enterprises in Taiwan and the Asia-Pacific region and have outstanding performance and contributions in promoting the organization towards sustainable development are welcome to apply.
Application Documents	In English	

## ● The 3rd Asia-Pacific Sustainability Action Awards

### (1) Award Information

Name of Award	Criteria
Sustainability Action Awards	<p>To recognize outstanding achievements and contributions to the implementation of the 17 United Nations Sustainable Development Goals (SDGs) in Companies, Universities, Hospitals, Local Governments and NGO.</p> <p>Three dimensions of the awards include:</p> <ol style="list-style-type: none"><li>1. Environmental sustainability: Recognizes environmental quality improvement plans with specific results and the establishment of a model for success.</li><li>2. Social inclusion: Recognizes practices to promote social inclusion in all walks of life, building a model for success.</li><li>3. Economic development: Recognizes innovative plans for economic growth with specific results and the establishment of a model for success.</li></ol>
Livable and Sustainable City Award	Recognize Commending cities that are inclusive, safe, resilient and sustainable cities
Changemaker Award	Recognize the integration of environmental, social, and corporate governance (ESG) issues into the business decision-making, risk control, management process, and corporate culture of the company, while upholding a commitment to advancing the organization towards sustainable development making outstanding contributions as a Chief Sustainability Officer or equivalent

Note: In case one organization has two or more projects under the same category of Sustainability Action Awards, the projects can be entered separately for this category but no more than 3 entries are allowed. If Company A has two projects under Social Inclusion, each of which has an outstanding performance and the ability to propose the best course of action, the company can separately implement social integration for the two projects and separately pay the associated reviewing fees.

Items	Payment ( USD / Item )	Remarks
Entry fee	900*	Evaluation fee required for Sustainability Action Awards.
Sustainability Action Awards	400*	Evaluation fee of USD 400 required in addition to entry fee
Evaluation fee	0	Entry fee required
Livable and Sustainable City Award	0	Entry fee required.
Changemaker Award	0	Entry fee required.

\*Bank service charges are not included

\*It is the responsibility of the award applicants to be aware of all deadlines and timelines of the awards. When you complete the application and upload documents, the registration process is completed. If you cancel the award submission before the deadline for application submission, you will be charged 10% of the entry fee. If you cancel the award submission after the submission deadline, you still need to pay the entry fee.

## Contact Information

For questions and remarks of the Taiwan and Asia-Pacific Sustainability Action Awards, please contact us.

Awards and Recognition Committee  
2F-2, No. 188, Nanjing East Road Section 5,  
Songshan District, Taipei City 105, TAIWAN

TEL: 886-2- 2769-8968 Ext. 203  
Email: [service@tcsaward.org.tw](mailto:service@tcsaward.org.tw)  
Web: [tcsaward.org.tw/en/main](http://tcsaward.org.tw/en/main)

# Sustainability Action Awards

## a.Content

1. Participants should write a statement of 2,000 words (plain text) according to the selection criteria as well as supplementary diagrams (submitted in the form of additional attachments to the presentation).
2. English title of the best sustainability action practice, English summary, project finance, manpower within three years, description of the practice within 3,000 words (plain text), and supplementary diagrams (submitted as an additional attachment to the presentation).
3. Provide one representative photo.

## b.Data Format (in English)

1. Characters include punctuation marks and spaces, and English words use letters as one character.
2. Diagrams supplementing the above-mentioned plain text data are to be presented in the form of presentations given in appendix; presentation layout should be set to screen size 4:3.
3. For the compilation of supplementary diagrams for selection criteria, the presentation shall be limited to 6 pages (exclusive of the front and back covers), and the document should be converted to a PDF file of no more than 5MB in size.
4. The supplementary diagrams for Sustainability Action Awards shall be limited to 9 pages (excluding the front and back covers), and the document should be converted to a PDF file of no more than 10MB in size.
5. Featured photo file must ensure that the pixels are above 300dpi, preferably in horizontal format (the file size does not exceed 5MB).

## c.Remark

1. The results must give reference to the criteria with the Criteria marked in each paragraph. The contents should cover the award criteria.
2. The time frame needs to be from 2021 to 2023 and supplemented by other annual results.
3. The time frame is limited to the current year for participants who have won performance awards in the current year. The entries over the last 2 years cannot be reentered.

## d.Submission

All submissions are done through the official website: <https://tcsaward.org.tw/en/main>  
Please refer to Appendix 1 for format.

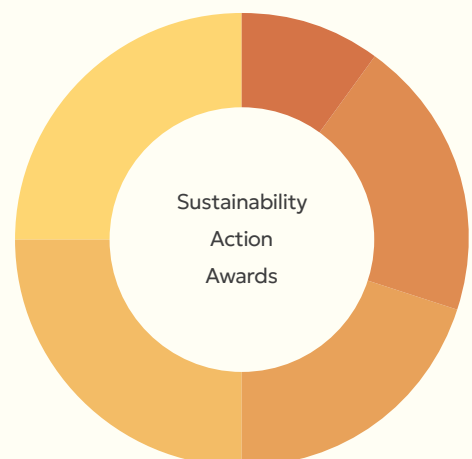


More Info

## e.Content and Structure

The award is presented in three classes: Gold, Silver and Bronze. The content needs to break down into Performance Summary Based on Award Criteria (30%) and Best Sustainability Action (70%). Criteria for Environmental Sustainability, Social Inclusion, and Economic Development are as follows.

■ Initiative	1 0 %
■ SDGs competencies	2 0 %
■ Approach	2 0 %
■ Social Impact	2 5 %
■ Scalability	2 5 %



# ● Livable and Sustainable City Award

## a.Content

The English title of the sustainability practice, English summary, a 5000-word limit statements focusing on award criteria, and supplementary diagrams (submitted in the form of attachments).

1. Bonus will be given for submission of VLR reports in English.
2. Provide one representative photo.

## b.Data Format (in English)

1. Limit to 5,000 words, including punctuation marks and spaces, and each letter of an English word.
2. Diagrams are to be presented in the form of presentations; presentation layout should be set to screen size 4:3. Within 10 pages (excluding the front and back covers), the document must be converted to a PDF file of no more than 10MB.
3. Featured photo file must ensure that the pixels are above 300dpi, preferably in horizontal format (the file size does not exceed 5MB).

## c.Remark

1. The entry must be written with reference to award criteria and mark the criteria in each paragraph.
2. Timeframe: Primarily focused on 2023, supplemented by other annual results.

## d.Submission

Submit your application online: <https://tcsaward.org.tw/en/main>  
Please refer to Appendix 2 for format.



More Info

## e.Content and Structure

The award is presented in two classes: “Outstanding” and Excellent” . Modern and sustainable cities are critical in facing an era of rapid transformation where issues such as the gap between the rich and the poor, climate change, and sustainable infrastructure needs to be addressed. To improve the quality of life and promote urban prosperity, governors need smart and innovative urban planning to build cities that are inclusive, safe, resilient and sustainable, and to have green and culturally inspired living. Award criteria are as below:

Criteria: Refer to United Nations Sustainable Development Goal SDG 11, Sustainable Cities and Communities.

■ Inclusive and Sustainable Urbanization	1 5 %
■ Natural Disaster Damage Reduction	1 5 %
■ Development of Sustainable and Affordable Transportation Systems	1 0 %
■ Mitigation of the Impact of Urban Development and Economic Activities on Environment	1 0 %
■ Provision of Affordable, Safe and Sustainable Housing	1 0 %
■ Preservation of Cultural and Natural Heritage	1 0 %
■ Creation of Safe, Inclusive and Green Public Spaces	1 0 %
■ Publication of Voluntary Local Reviews Report	1 0 %
■ Climate Action Performance	1 0 %





# ● Changeloger Award

## a. Remark

1. Candidates must be informed that they have been nominated
2. The content must give reference to the criteria
3. Reentry is allowed 3 years after awarded

## b. Submission

Submit your application online: <https://tcsaward.org.tw/en/main>

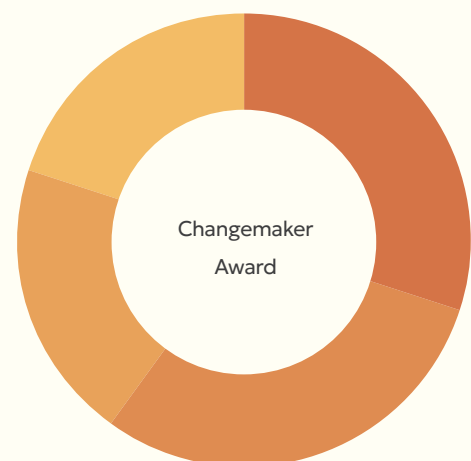
Submission by nominating organization with information about the Chief Sustainability Officer (refer to Appendix 3) with documents below:

- Nomination within 600 words (Nomination by agency (institution) of employment.)
- Basic information of the candidate.
- Biography of nominee summarizing corporate sustainability performance in 300 words and detail of 3,000 words.
- Commitment to supporting sustainable actions of the organization; submit in form of presentation within 10 pages in a PDF file of no more than 10MB
- Provide one photo of the candidate

## c. Content and Structure

Award criteria are as below:

■ Specificity of Outstanding Actions	3 0 %
■ Significance of Sustainable Contributions	3 0 %
■ Breadth of Social Influence	2 0 %
■ Persistence of the Proliferation of Experience	2 0 %



## Information about Award Participation

1. Sustainability Action Awards will be presented under different categories including companies, universities, hospitals and government agencies (institutions).
2. Regardless of time and region, participants must agree to authorize the organizer to collect, process, and use the information provided during entry, registration, and submission for publication channels including the books publication, and media applications (including print newspapers, Internet platforms, and so on). The information can be collected, processed, and used in statistical data analysis.
3. The award winners need to authorize organizers to announce, replicate and use the company logo prior to announcement in accordance with the principles of transparency, integrity and fairness, openness, and impartiality. These are to be used in publications through channels such as books, and media applications (including print newspapers, Internet platforms, etc. The information can be collected, processed, and used in statistical data analysis.
4. Participants are required to submit all documents with honesty. The organizer reserves the right to remove the award qualification in case of any of the information submitted with false statements, concealments, or disputes confirmed that affect the public and the image of the award.

# ● Asia-Pacific Sustainability Action Awards Registration Form

## ● Background

1. Online entry and submission start on February 1, 2024. Deadline is May 31, 2024 (including filling in and uploading of information online).
2. The following fields should all be filled in and submitted through the TCSA awards online registration system. The system will not accept submissions outside the period opened for entry relevant period as specified in the preceding paragraph.

## ● The following fields are applicable to the Sustainability Action Awards

Award	Measurement
<ul style="list-style-type: none"> <li>• Sustainability Action Awards</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental Sustainability</li> <li>• Social Inclusion</li> <li>• Economic Development</li> <li>• UN Sustainable Development Goals 1-17</li> </ul>

## ● Fields to be filled

(1) Subject title in English: Limit 100 characters (including punctuation and white space)

(2) Abstract in English: Limit 1200 characters (including punctuation and white space)

### (3) The funding and manpower utilization status of the best action plan in the past three years

- |  |   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li>• Implementation Budget (NT\$)</li> </ul> | <ul style="list-style-type: none"> <li>• Internal manpower for the Implementation (number of people)</li> </ul> | <ul style="list-style-type: none"> <li>• External manpower for the Implementation (number of people)</li> </ul> |
|--|---|---|

- 
- 2021

- 
- 2022

- 
- 2023
- 

### (4) Results: 2,000 WORDS with reference to criteria. These 2,000 WORDS including punctuation marks and spaces, no images are accepted.

- Performance content description: must follow the selection criteria, and the name of the selection criteria must be marked in each paragraph. The writing should cover the selection criteria.
  - Composition time frame: Primarily focused on 2023, supplemented by other annual performances.
  - For enterprises that have won the Outstanding Case Award, the composition time frame for performance award materials shall be based on the principles of 2023 and should be treated separately from the entries for 2021 and 2022.
  - Graphics can be presented as supplements in a presentation format of no more than 6 pages in PDF files no larger than 5MB.
-

(5) Details of the Practice: describe the practice within 3,000 WORDS which include punctuation marks and spaces, and images cannot be accepted.

- Primarily focused on 2023, supplemented by other annual performances.
- For enterprises that have won the Outstanding Case Award, the composition time frame for performance award materials shall be based on the principles of 2023 and should be treated separately from the entries for 2021 and 2022.
- Proposed content should include the following:
  1. It is recommended to state which types of stakeholders the project is negotiating with (e.g., non-profit organizations, scholars, corresponding government officials, or other consultants).
  2. If the project design has reference to expert opinions or feedback, then what key plan adjustments have been made based on expert opinions.
  3. Participating companies are requested to explain their rationale and what methods/tools were used for evaluation, and please also provide supporting information.
  4. What is the process of practice and measurable results for the promotion of methods and innovation
- Graphics can be presented as supplements of no more than 9 pages and limited to PDF files no larger than 10MB.

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All award materials are authorized by the organizer for non-commercial use.  
We appreciate your cooperation.

# ● Livable and Sustainable City Award Registration Form

## ● Background

1. Online entry and submission start on February 1, 2024. Deadline is May 31, 2024 (including filling in and uploading of information online).
2. The following fields should all be filled in and submitted through the TCSA awards online registration system. The system will not accept submissions outside the period opened for entry relevant period as specified in the preceding paragraph.

## ● Fields to be filled

(1) Subject title in English: Limit 100 characters (including punctuation and white space)

(2) Abstract in English: Limit 1200 characters (including punctuation and white space)

(3) Detail of performance in English: Within 5,000 WORDS, the content should give reference to award criteria, the 5,000 characters include English characters, punctuation marks, spaces, and images cannot be accepted. (Please refer to the next page for remarks)

- Content to be filled in: must follow the selection criteria, and the name of the selection criteria must be marked in each paragraph. The writing should cover the overall performance.
- Composition time frame: Primarily focused on 2023, supplemented by other annual performances.
- For enterprises that have won the Comprehensive Performance Award, the composition time frame for performance award materials shall be based on the principles of 2023 and should be treated separately from the entries for 2021 and 2022.
- Graphics can be presented as supplements of no more than 9 pages and limited to PDF files no larger than 10MB.

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We appreciate your cooperation.

# ● Changemaker Award Registration Form

## ● Evaluation

1. The Changemaker Award recognizes the integration of environmental, social, and corporate governance (ESG) issues into the business decision-making, risk control, management process, and corporate culture of the company, while also upholding a commitment to advancing the organization towards sustainable development and making outstanding contributions as a Chief Sustainability Officer or equivalent.
2. Nominations by government agencies (institutions), non-governmental organizations (NGOs), enterprises, or academic research institutions locally and internationally during the period opening for registration.
3. The nomination should include the candidate's current job, educational, experiences, and actions (in an electronic file) to enter through the TCSA Awards online registration system while attaching other reference information that would be beneficial for the review.
4. To evaluate and select the best sustainability professional, the Awards and Recognition Committee serves as the convener (and presiding chair) and forms the Changemaker Review Committee.
5. Those who have passed the primary and secondary rounds by the Changemaker Review Committee and have approved by the Awards and Recognition Committee will be awarded as Changemaker.
6. The trophy will be presented at the annual awards ceremony.
7. This process has been reviewed and approved by Awards and Recognition Committee. After approval by the convener, it will be implemented from the date of publication and the same applies to amendments.

### ※ Note

1. In principle, the nominee shall be nominated through submission by a representative of an agency (institution) in its own name, no more than one nomination by the same agency will be accepted.
2. Online entry and submission start on February 1. Deadline is May 31 (including filling in and uploading of information online).
3. For information such as name, date of birth should be identical to personal identification documents.
4. The following fields should be filled in and submitted through the TCSA Awards online registration system. The system will not accept submissions outside the period opened for entry as specified in the preceding paragraph.

## Basic Information of Nomination Agency

### Nomination Agency (Institution)

- ORGANISATION

- 
- Name of Representative

- 
- Mobile
  - Country Code
  - Number

- 
- Name

- Contact Information

- Office I

- 
- Email

- 
- Country Code
  - Number:
  - Ext

- 
- Address

- 
- ZIP / Postal

- City

- Country/Territory

### Name and Title of Nominee

- Name

- Current Job Title

### Reasons for Nomination and Outstanding Contributions

- Within 600 words, please fill in the reasons for the recommendation and extraordinary contributions of the recommended candidate.

Candidate has been informed that he or she has been nominated (please check here)

Signature of the representative of the  
Nomination agency (institution):

Seal of the recommending  
agency (institution):



## Basic Information of the Nominee

### Nomination Agency (Institution)

- ORGANISATION

- 
- Title
  - Place of Birth

- 
- Chinese Name (Optional)

- 
- Mobile
  - Country Code
  - Number

- 
- Name

- 
- Office I

- 
- Email

- 
- Country Code
  - Number:
  - Ext

- 
- Contact Information

- 
- Name

- 
- Office II
  - (Optional)

- 
- Email

- 
- Country Code
  - Number:
  - Ext

- 
- Fax

- 
- Country Code
  - Number:

- 
- Other
  - (Optional)

- 
- Address

- 
- ZIP / Postal
  - City
  - Country/Territory
-

## Education

- | • Name of Education<br>Institute | • Department | • Dates of Study | • Graduation<br>(completion) |
|----------------------------------|--------------|------------------|------------------------------|
|----------------------------------|--------------|------------------|------------------------------|

1.

2.

3.

## Experiences

- | • Organization | • Job Title | • Starting<br>Year and Month | • Ending<br>Year and Month |
|----------------|-------------|------------------------------|----------------------------|
|----------------|-------------|------------------------------|----------------------------|

1.

2.

3.

## Current position

- | • Organization | • Department or Unit | • Job Title |
|----------------|----------------------|-------------|
|----------------|----------------------|-------------|

1.

2.

3.

## Corporate Sustainability Implementation

- | • Corporate<br>Sustainability Practices | • Starting<br>Year and Month | • Ending<br>Year and Month |
|---|------------------------------|----------------------------|
|---|------------------------------|----------------------------|

1.

2.

3.

## Awards

- | • Name of Awards | • Awarding Unit | • Award Date |
|------------------|-----------------|--------------|
|------------------|-----------------|--------------|

1.

2.

3.

# Biography of nominees in implementation of corporate sustainability performance self-reporting

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English summary (within 300 Characters)

Content (within 3,000 WORDS)

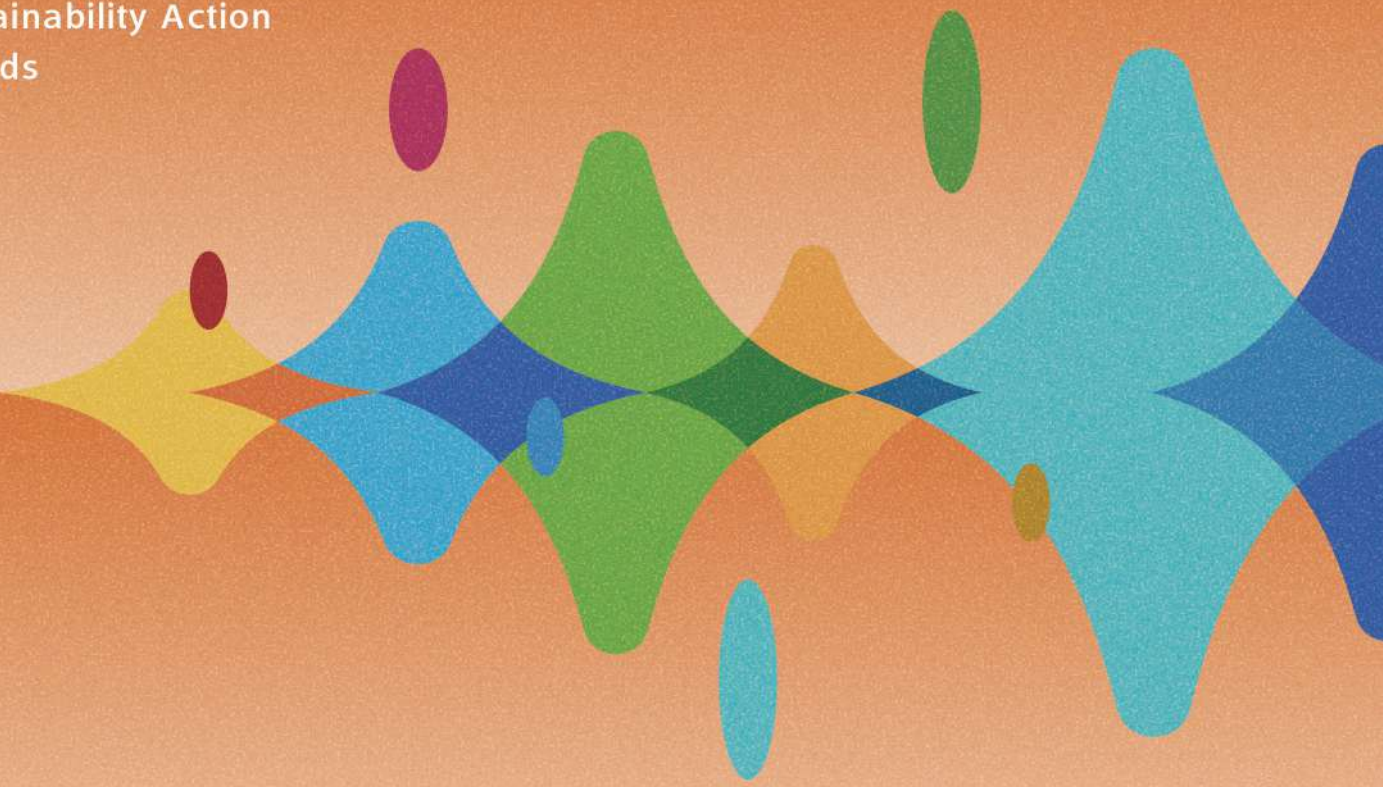
Attachment: Supporting information for commitment to corporate sustainability

- Supporting information on corporate sustainability efforts

2024

Asia-Pacific Sustainability Action Awards  
Taiwan Sustainability Action Awards

Asia-Pacific  
Sustainability Action  
Awards



Host

台灣永續能源研究基金會  
Taiwan Institute for Sustainable Energy

**TAISE**  
台灣永續能源研究基金會

Executive Organizers

獎勵委員會  
Awards and Recognition Committee



Awards and Recognition  
Committee