# Judging scoring / entry questions

## International Trade Award

### Questions

1. In brief, explain why your company deserves to win this award.
2. Business name:
3. What was your export sales growth in new and existing markets in the latest full year?
4. Which products have contributed to that growth?
5. How is this new market/s contributing to profits?
6. How were essential trade contacts built and established? What hurdles were overcome?
7. How do you ensure a robust and safe supply chain?
8. Details of innovative strategies – what creative approaches did you take? (e.g. market penetration, product adaption, branding)
9. Describe how you implemented sustainability into your international operations.
10. What plans do you have to expand into new international markets?
11. Supporting documentation: Please provide customer testimonials, data, visual aids to back up your entry. These can be submitted in a video and/or file format.

### Judging criteria:

* Export growth: Measurable increase in international sales and market presence.
* Market expansion: Successful entry into new geographic regions and customer segments.
* Innovation and strategy: Creative approaches to market penetration, product adaptation and branding.
* Sustainability practices: Implementation of sustainable practices in international operations.
* Food safety and quality assurance: Consistent delivery of high-quality and safe products that meet international standards.

## Employer of the Year

### Questions:

1. In brief, explain why your company deserves to win this award.
2. Business name:
3. Number of employees (indicate full-time/part-time spilt):
4. What is the average length of service of employees at your company?
5. What sets you apart as an employer from similar businesses in the F&B industry?
6. What benefits do you offer staff? (e.g. employee of the month, bonuses, well-being initiatives)
7. Tell us about the training and development opportunities available to your employees.
8. Recruitment remains a major challenge in F&B. How do you attract new recruits in such a competitive environment?
9. Please provide evidence of diversity, equity and inclusion efforts and their impact.
10. Supporting documentation: Please provide any anecdotes, testimonials from employees or data to back up your entry. These can be submitted in a video and/or file format.

### Judging criteria:

* Workplace culture: Initiatives that create a positive, engaging, and inclusive work environment.
* Employee development: Programmes and opportunities for professional growth and career advancement.
* Employee well-being: Measures taken to ensure the physical, mental and emotional well-being of employees.
* Innovation in HR practices: Creative and effective human resources strategies that improve employee satisfaction and retention.
* Diversity and inclusion: Demonstrated commitment to fostering a diverse and inclusive workplace.

## Future Talent Award

### Questions:

1. Business name:
2. Name of candidate:
3. Job title of candidate:
4. Age of candidate:
5. In brief, explain why the candidate deserves to win the award.
6. Please provide a summary of the nominee’s professional achievements and contributions.
7. Tell us about the candidate's ability to acquire new knowledge and skills and develop themselves and their career.
8. Tell us how they are willing to take on more responsibility.
9. How has the candidate demonstrated the ability to work as part of a team, their communication skills and their leadership potential?
10. How has the candidate shown initiative in the role in which they are employed?
11. How has the candidate acted as an ambassador to encourage the next generation?
12. How has the candidate benefited the business?
13. Examples of innovative projects or initiatives led by the nominee.
14. Testimonials from colleagues or supervisors highlighting the nominee’s impact.

### Judging criteria:

* Professional achievements: Notable accomplishments and contributions in their current role.
* Innovation and creativity: Implementation of innovative ideas and solutions.
* Leadership potential: Evidence of leadership skills and potential for future growth.
* Commitment to development: Active pursuit of learning and professional growth opportunities.
* Industry impact: Positive influence on their organisation, colleagues, or the industry at large.
* Personal drive: How well the candidate has driven their own development

## Site Team of the Year

### Questions:

1. Business name:
2. Site name:
3. Size of team:
4. In brief, explain why your team deserves to win this award.
5. Please give a brief description of each of the team members – we are looking for key examples of individuals’ contributions in your team – their roles, responsibilities and achievements, including how they have helped the wider business.
6. Please give examples of how they also demonstrated excellent teamwork and communication throughout the project, going above and beyond what was asked.
7. Please give details of any personal development of individuals within the team.
8. Please give details of a key project worked on or completed in the past 18 months and the benefits of that project in the fields of, for example, processing capability, capacity, output, health & safety, equipment efficiency, cost savings, or environmental impact. How has the team overcome challenges or adversity in tackling the project?
9. Supporting documentation: Please provide any anecdotes, examples of testimonials from employees. Data or case studies showcasing improvements in site performance. These can be submitted in a video and/or file format (no more than 3 minutes).

### Judging criteria:

* Operational excellence: Significant improvements in production efficiency, quality and safety or team culture.
* Team collaboration: Demonstrated ability to work effectively as a cohesive unit, with strong communication and support for team members.
* Innovation: Introduction of innovative processes, technologies, or practices that enhance site performance.
* Project success: Successful completion of projects or initiatives that positively impact the site’s operations.
* Commitment to improvement: Ongoing efforts to refine and enhance operational practices.

## Business Leader of the Year

### Questions:

* Name:
* Business name:
* In brief, explain why you deserve to win this award.
* Please give a brief outline of your career in the F&B sector.
* What does leadership mean to you?
* What are your standout achievements during your F&B career?
* What other activities, trade bodies and organisations are you involved in?
* How has your business grown and thrived under your leadership?
* What key contributions has your business contributed in the last 18 months?
* What is your business’ ethos and how are you championing these values?
* Please provide evidence of your commitment to ethical practices and corporate responsibility.
* How do you see your business evolving in the next three years?
* Supporting documentation: Please provide any anecdotes, examples of testimonials from employees. Data or case studies showcasing improvements in site performance. These can be submitted in a video and/or file format.

### Judging criteria:

Visionary leadership: Demonstrated ability to set and communicate a compelling vision for the organisation.

Business growth: Significant achievements in driving business growth, market expansion, and financial performance.

Innovation: Implementation of innovative strategies, products, or processes that have transformed the business.

Organisational climate: Positive influence on the organisation’s climate, including employee engagement and development.

Ethical leadership: Commitment to ethical business practices, sustainability and corporate social responsibility.

## F&B manufacturer of the year

### Questions:

1. In brief, explain why your business deserves to win this award.
2. Business name:
3. Size of site:
4. Number of employees:
5. Capacity and output:
6. Number and types of lines:
7. Please provide a detailed overview of your manufacturing achievements and initiatives.
8. What kinds of innovative products and/or processes have been developed by your company?
9. How have operations in your plant grown and improved?
10. How do you keep your employees motivated and productive?
11. Give an example of a time where you had to respond under pressure and how you managed it.
12. What key contributions has your factory contributed in the last 18 months? (environmental, social, governance, innovation, product quality, knowledge sharing, benchmarking, etc).
13. How do you champion food safety culture in your plant?
14. What makes your factory stand out from others?
15. Supporting documentation: Testimonials or endorsements from industry partners or clients. Data or case studies showcasing improvements in site performance. These can be submitted in a video and/or file format.

### Judging criteria:

Integrity: Consistently high standards in product quality and safety.

Innovation: Implementation of innovative processes, technologies, or products that enhance the business and industry.

Sustainability: Commitment to sustainable practices, including resource efficiency, waste reduction, and environmental impact.

Social issues and governance: Strong adherence to ethical business practices and programmes and policies that promote employee well-being, including health and safety, fair wages, and work-life balance. Alongside a demonstration of efforts made to foster a happy and inclusive workplace.

Business performance: Strong financial performance, market growth, and overall business success.

Industry leadership: Contribution to industry advancements and incredible leadership.

## ESG Excellence

### Questions:

1. In brief, explain why your business deserves to win this award.
2. Business name:
3. Provide a detailed description of your ESG initiatives and achievements, including metrics/data demonstrating their impact.
4. Outline your ESG strategy, giving examples of how you are taking action against each area of E, S and G.
5. How do you report and measure your success?
6. How does your board support the delivery of your ESG strategy? How do you create the right culture and mindsets to engage your people?
7. How do you attract, develop and retain the leadership, talent and skills needed to drive ESG strategy and outcomes?
8. In what ways will you be not only developing your ESG strategy but achieving those milestones set out in the future?
9. Supporting documentation: Testimonials from stakeholders, including employees, customers, and community partners. This can be in written or video format. Attach/link any reports or disclosures that may support your entry/provide evidence.

### Judging criteria:

Environmental sustainability:

* Resource efficiency: Demonstrated efforts to minimise resource consumption, including energy, water and raw materials.
* Emissions reduction: Effective strategies for reducing greenhouse gas emissions and other pollutants.
* Waste management: Implementation of waste reduction, recycling and responsible disposal practices.
* Sustainable sourcing: Commitment to sustainable procurement practices, including the use of eco-friendly materials and supporting sustainable supply chains.
* Environmental innovation: Adoption of innovative technologies or practices that significantly improve environmental performance.

Social responsibility:

* Employee welfare: Programmes and policies that promote employee well-being, including health and safety, fair wages, and work-life balance.
* Diversity and inclusion: Efforts to foster a diverse and inclusive workplace, including hiring practices, employee training, and promotion of equal opportunities.
* Community engagement: Initiatives that support local communities, including charitable activities, community development projects, and partnerships with local organisations.
* Human rights: Commitment to upholding human rights throughout the organisation and supply chain, including fair labour practices and combating modern slavery.
* Customer impact: Practices that ensure product safety, quality, and transparency for consumers.

Governance practices:

* Ethical conduct: Strong adherence to ethical business practices, including anti-corruption measures, integrity in operations, and transparent reporting.
* Board effectiveness: Effective governance structures, including a diverse and independent board, clear roles and responsibilities, and robust oversight mechanisms.
* Risk management: Comprehensive risk management strategies that address environmental, social and governance risks.
* Stakeholder engagement: Active engagement with stakeholders, including shareholders, employees, customers and communities, ensuring their voices are heard and considered.
* Transparency and reporting: Clear and transparent reporting of ESG performance.

## Collaboration and Partnership Award

## Questions:

1. In brief, explain why your businesses deserve to win this award.
2. Both businesses’ names:
3. Name of business entering award:

## Summarise the partnership initiative to which this entry relates:

## What was the solution?

## Why and how was it devised?

## When was it introduced?

## What were the major obstacles or challenges involved in delivering the project and how were they overcome?

## Explain the major benefits of this partnership to all parties involved. Are those benefits still ongoing (for example, how did this partnership increase revenues, savings, efficiencies, orders or customer service).

1. How did you ensure effective communication and knowledge sharing to its fullest potential?
2. How does this collaboration/partnership align with the strategic goals and objectives of your businesses?
3. Supporting documentation: Testimonies from customers – can be written or presented in a video format. Please provide further evidence such as reports that demonstrate your paired impact and success.

## The entrant must have benefited from the results of the partnership within the past 18 months.

## Judging criteria:

Strategic alignment: How well the collaboration or partnership aligns with the strategic goals and objectives of the businesses involved.

Innovation and impact: The degree of innovation introduced through the partnership and its impact on the business, including product development, market expansion, or operational improvements.

Mutual benefits: The benefits realised by all parties involved, including financial gains, market access, knowledge sharing and enhanced capabilities.

Relationship management: The effectiveness of relationship management, including communication, trust-building and conflict resolution.

## Food Integrity Champion

### Questions:

1. In brief, explain why your business deserves to win this award.
2. Business name:

Explain how you have demonstrated and nurtured food integrity within your organisation with reference to the following areas:

* Food safety culture
* Supply chain resilience
* Accessibility
* Ethics
* Sustainability
* Authenticity
* Nutrition

### Judging criteria:

Food safety and quality: Rigorous standards and practices to ensure the safety and quality of food products, including compliance with industry regulations and certifications.

Ethical sourcing: Commitment to sourcing ingredients ethically, including fair trade practices, support for local farmers and communities, and animal wellbeing.

Transparency and traceability: Implementation of systems and technologies that enhance transparency and traceability throughout the supply chain, ensuring consumers can trust the origins and handling of their food.

Consumer trust: Initiatives that build and maintain consumer trust, including clear labelling, honest marketing practices, and responsiveness to consumer concerns.

Sustainability: Efforts to promote environmental sustainability in sourcing, production and packaging.

Nutrition and accessibility: Commitment to making nutritious food available to all.

Supply chain resilience: Exceptional ability to withstand, adapt to, and recover from disruptions in the supply chain, and ensuring delivery to of products to customers.

## Supply Chain Excellence

### Questions:

1. In brief, explain why your business deserves to win this award.
2. Business name:
3. Please give a detailed overview of your supply chain management practices. Provide as much detail about your supply chain as possible (e.g. sourcing details etc.).
4. How have you built in resilience within your supply chain?
5. Describe a time in which your supply chain had to adapt and how you approached this?
6. In what ways have you improved the sustainability credentials of your supply chain?
7. How do you ensure that the commodities within your supply chain and authentic and safe?
8. What protocols do you have in place to avoid modern slavery and encourage a fair and safe working environment up and down your chain?
9. In what ways have you embraced transparency and traceability within your chain?
10. How have you optimised your supply chain in terms of cost, efficiency, waste?
11. Tell about how you collaborate and work with your supply chain to streamline your operations.
12. How are you enhancing your chain in the future and how will you implement these ideas?
13. Supporting documentation: Testimonies from customers, stakeholders – can be written or presented in a video format. Please provide further evidence such as reports that demonstrate your impact and success.

### Judging criteria:

Efficiency and optimisation: Demonstrated effectiveness in optimising supply chain processes to reduce costs, minimise waste and improve overall efficiency.

Transparency: Implementation of innovative technologies and/or practices that enhance visibility, transparency and agility within the supply chain.

Sustainability and responsibility: Commitment to sustainable sourcing, production, and distribution practices that minimise environmental impact and promote social responsibility.

Collaboration and partnerships: Effective collaboration with suppliers, distributors and other stakeholders to streamline operations and enhance supply chain performance.

Customer satisfaction and quality assurance: Evidence of delivering high-quality products on time and meeting customer expectations through effective supply chain management.

## Emerging Business Award

1. In brief, explain why your business deserves to win this award.
2. Business name:
3. Please give a brief overview of your business, including its market, mission and key achievements.
4. Please give examples of innovation in products, services or a business model that sets your company apart.
5. Describe how your business has grown and expanded since its inception.
6. Please explain how you are championing a safe, productive and happy workplace.
7. What strides have you made to ensure that you are implementing sustainable and ethical practices?
8. Tell us about a time you overcome a particular challenge and how you managed this as a small business.
9. Tell us about your team and how you work together to drive safety, efficiency and quality.
10. What kind of impact has your business had on your local community?
11. What’s next for your business and vision for the future?
12. Supporting documentation: Testimonials or endorsements from customers, partners, or industry experts highlighting the impact and potential of your business - can be in video or written format. Evidence of sustainability initiatives or social impact initiatives and their outcomes.

Entrants must have been operating for a maximum of three years.

### Judging criteria:

Innovation and creativity: Introduction of novel products, services, or business models that differentiate the company from competitors and address unmet needs in the market.

Business growth and traction: Evidence of growth, market traction, or expansion within a short period, including sales growth, customer acquisition or market penetration.

Resilience and adaptability: Ability to overcome challenges and adapt to changing market conditions or unforeseen circumstances.

Market potential and vision: Clear vision for the future of the business and potential to become a significant player in the food and drink industry.

Sustainability and social impact: Commitment to sustainable practices, ethical sourcing and social responsibility.

## Outstanding Community Engagement

### Questions:

1. In brief, explain why your business deserves to win this award.
2. Business name:
3. Please provide a detailed description of the community engagement activities or programmes, including goals and strategies (project must be within last 18 months).
4. How did this engagement make an impact on your local community? Provide evidence where you can, including measurable metrics/outcomes.
5. In what ways will you be progressing this project or furthering your community work?
6. Tell us about the collaboration efforts and communication involved in this project (e.g. external input).
7. Describe how the business has encouraged the participation of employees to support the initiative/s
8. Supporting documentation: Testimonials or endorsements from community, partners, or industry experts highlighting the impact of the engagement - can be in video or written format.

### Judging criteria:

Community impact: Demonstrated positive outcomes and improvements in the local community. Evidence of sustained and meaningful engagement with community members.

Innovation and creativity: Creative approaches to addressing community needs and challenges. Development of unique programmes or initiatives that inspire others.

Commitment and consistency: Ongoing commitment to community service and engagement. Consistent efforts over time/plans to continue or increase community engagement, rather than one-time events.

Collaboration and partnerships: Successful collaboration with local organisations, schools, non-profits, or government bodies. Building strong partnerships that enhance the effectiveness of community programmes.

Employee involvement: How employees have been encouraged to support the inititives

Focus areas and measurable results: Initiatives that promote areas of particular importance, including but not limited to health, education, food security, inclusion and environmental stewardship. Clear evidence of the impact through metrics, testimonials, or case studies. In addition to, demonstration of how the initiatives have addressed specific community needs.

## The Innovation Award

### Questions:

1. In brief, explain why your business deserves to win this award.
2. Business name:
3. Please provide a detailed description of the innovation and its development process.
4. In what way has this innovation made (or has the potential to make) an impact on your business and the wider market. Please provide supporting data and metrics to demonstrate current impact or forecasted impact.
5. In what ways is your innovation unique?
6. Supporting documentation: Please give further evidence where possible, including case studies or testimonials of successful application, or peer-reviewed publications, patents or other forms of recognition. Visual aids such as videos, photos or diagrams are welcome.

### Judging criteria:

Innovation and creativity: Introduction of a unique and imaginative solution that has the potential to fill a gap in the market or solve a big challenge.

Scalability and industry influence: Potential for the innovation to be scaled and adopted across the industry, and/or make a big difference on an area such as sustainability, health, productivity, efficiency, costs.

Market and consumer impact: Positive impact on the market and consumers.

## Factory Manager of the Year

### Questions:

1. In brief, explain why you deserve to win this award.
2. Business name:
3. Candidate name:
4. Please provide information about your factory:
	1. Number of employees at site
	2. Capacity and output
	3. Number and types of lines
5. Under your leadership, how have you improved operations in your plant?
6. How do you keep your team motivated and productive?
7. What kinds of training and upskilling opportunities do you provide to your team?
8. What key contributions has your factory contributed in the last 18 months?
9. Give examples of optimisation/improvements your factory has made through new solutions and/or technologies/line expansions.
10. How do you champion food safety culture in your plant?
11. How has your factory made a positive contribution to achieving goals such as net zero targets.
12. Give an example of a time where you had to respond under pressure and how you managed this.
13. What makes your factory stand out from others?
14. Supporting documentation: Testimonials from colleagues, employees, or industry peers. Supporting data and metrics demonstrating the manager’s impact. Visual aids such as photos, videos, or diagrams showcasing key initiatives and results.

### Judging criteria:

Leadership and management: Demonstrated exemplary leadership skills and management practices. Ability to inspire, motivate and develop a high-performing team.

Operational excellence: Significant improvements in factory operations, including efficiency, productivity and cost-effectiveness. Implementation of best practices in manufacturing processes and maintenance.

Quality and safety: Adherence to and improvement of food safety standards and quality control measures. Successful audits and compliance with regulatory requirements.

Innovation and continuous improvement: Introduction of innovative solutions and technologies to enhance factory operations. Commitment to continuous improvement and problem-solving.

Sustainability and environmental stewardship: Implementation of sustainable practices that reduce environmental impact. Leadership in initiatives promoting energy efficiency, waste reduction and/or resource conservation.

Employee engagement and development: Fostering a positive work environment and strong team culture. Investment in employee training, development and well-being.

## Health Hero Award

### Questions:

1. In brief, explain why your company deserves to win this award.
2. Business name:
3. Please provide a detailed description of your business’s health-focused product/s or campaign/s.
4. Tell us what health means to your business, providing details of your motivation and objective/s.
5. Who was involved in making this product launch/campaign a success?
6. What were the results of the healthy product launch/campaign and how did you make a positive impact on UK health? Please use numbers (e.g. reduced sugar by x%, increased fibre by y%, sales of z%) within your response to demonstrate the measure of your products success.
7. How do you see your business moving towards government health targets in the next 3 years? Equally, what internal targets are you looking to hit?
8. Supporting documentation: Provide evidence of the impact this has had on consumer health to back up any claims. Testimonials (written or video), case studies and links to research and campaigns are also welcome to further support your entry.

### Judging criteria:

Attitude and commitment: Passionate about wanting to improve consumer health and wellbeing, demonstrating an active involvement in their commitment to public health.

Strategic vision: Ability to involve key stakeholders across the business and plans for future development to further impact. Potential to extrapolate the learnings internally and to the wider industry.

Consumer impact: Demonstrates a measurable impact on the nation’s health, backed up by scientific claims. Initiatives that educate consumers about healthy eating habits and nutrition that are clear and accessible.

Innovation: Creativity of campaign and its ability to reach out and engage members of the public Creativity in a new product that uses natural, wholesome ingredients, helps drive health gaps, e.g. added fibre, whilst reducing ‘less desirable’ ingredients, e.g. artificial preservatives.