# Award for Supply Chain Excellence

## HINTS & TIPS

#### You Have To Be In It To Win It!

The EIC Award for Supply Chain Excellence is the perfect opportunity to showcase your organisation and your capabilities and expertise within the energy supply chain.

### **Preparation!**

Don't rush, allow yourself plenty of time to develop and submit your application - make a note of the deadline: *Friday 30 May 2014.* 

#### What To Write!

Be conscious of the award title, objectives and criteria when submitting your application. Present your Submission in a logical format and make sure you are answering the question. Remember this is not a sales pitch!

#### **Shout About Your Achievements!**

If your company has done something great, then don't be afraid to boast about it! It will show in your Submission. Although be careful not to exaggerate your entry.

#### **Keep It Short!**

Please adhere to the recommended 250 word count for each question. Be succinct and use bullet points where needed.

#### Make The Judges Job Easy!

Write in clear, plain English, with clearly spaced paragraphs.

#### **Check Those Spellings!**

Use spell check to make sure you haven't missed any mistakes.

## Read, Read, and Check Again!

Re-read your Submission and ask a colleague to look through your entry before submitting. It can be helpful to get someone who is not directly involved in the entry to proofread your entry as well.

## **Evidence! Evidence! Evidence!**

Use the option to attach documents/testimonials from clients to support your entry with useful information or anything that will help show the judges your superiority within the energy supply chain.