



## Questions

### Name of project

Kindly provide name/title of project: this must clearly identify your project and is assigned to your entry automatically; it will also be used for the publication of your project.  
(max. 150 characters)

---

### Start of project

Your project start date.  
Date format: dd.mm.yyyy

---

### End of project

Only projects completed between January 1st, 2018 and July 1st, 2020 are eligible.  
Date format: dd.mm.yyyy

---

### Person responsible for the project/project manager

Who was responsible for the project within your organization? Kindly provide name(s).  
(max. 400 characters)

---

### Description of your company

Please describe your company.  
(max. 400 characters)

---

### Customer details

Please provide details of your customer. If you designed your project for multiple customers, please select just one. Please ensure that the customer has expressly agreed to your entry being submitted.  
(max. 400 characters)

---

### Description of your customer's company

Please describe the company of your customer.  
(max. 400 characters)

---



## **Project description (short – for publication)**

Please provide an overview of the submitted project as if describing it for a press release. Only this text will be consulted for the purposes of publication. Your answers to subsequent questions will be made available to the jury only and will not be published.  
(max. 1000 characters)

---

## **Project description (long – for jury only)**

Describe your project as clearly and concisely as possible based on criteria such as starting point, objectives, nature of the problem, strategy, implementation, impact, total costs for the customer and results.  
(max. 4000 characters)

---

## **ISO 20700**

Was the project execution conform to ISO 20700? Please explain why yes or no.  
(max. 400 characters)

---

## **Project Management**

Describe the agreed project governance system and management structure (including client representatives) in its basic principles.  
(max. 400 characters)

---

## **Communication policy**

What kind of communication policy during the assignment has been agreed? How did you involve and communicate with employees, suppliers, clients, owners, shareholders, stakeholders, recipients and others. Please describe roles and responsibilities.  
(max. 400 characters)

---

## **Risk and quality management policy**

Describe policies and methodologies used, processes for identification and management of risks, mechanisms and controls to monitor, support, and enforce for example progress, outcomes, ethical behavior. Also describe interactions such as reporting (e. g. mechanisms to facilitate the reporting of unethical behaviour without fear of reprisal).  
(max. 400 characters)

---



## Social responsibility policy

Did you agree on a social responsibility policy? If yes, please describe it. If no, why not?  
(max. 400 characters)

---

## Health and safety policy

Did you agree on a health and safety policy? If yes, please describe it. If no, why not?  
(max. 400 characters)

---

## Regulatory framework

Did you consider relevant laws and regulations for the assignment? If yes, please describe which ones and how you took them into account. If no, why not?  
(max. 400 characters)

---

## Guarantees

Did you agree on guarantees? If yes, please describe them. If no, why not?  
(max. 400 characters)

---

## Code of ethical and professional conduct

Did you follow a code of ethical and professional conduct provided from Institutes of Management Consulting / Certified Manager Programs / Clients / Others? If yes, which one and how did you manage it? If no, why not?  
(max. 400 characters)

---

## Data protection and confidentiality

Did you consider data protection and confidentiality? If yes, how did you manage it? If no, why not?  
(max. 400 characters)

---

## Protection of intellectual property

Did you consider the protection of information and intellectual property rights? If yes, how did you manage it? If no, why not?  
(max. 400 characters)

---



## Duration/costs

Length of project in person days and/or consulting costs in dollars. Also describe resources used and capabilities and their costs.

(max. 400 characters)

---

## Value provided to the customer

**Increasing revenues/profits and productivity/efficiency:** Was your project supporting the client in realizing higher profit by constant revenue (including an indication of sums and time frame)? What other specific outcomes could be achieved for your customer and how? Also describe organizational improvements, process improvements, training of employees.

**Strengthening market position:** Did this project secure existing markets for your customer or allow to tap into new markets, distribution channels or target groups? If so, which?

(max. 400 characters)

---

## Complementary questions

Could you go back on time, what would you do differently? What did you learn through this project? What were the real crucial points in the realization of the project? Were there parts of the project that you could replicate in the future?

(max. 400 characters)