



**PROJECT MANAGEMENT INSTITUTE  
MALAYSIA CHAPTER (PMIMY)**

# **IGNITE PROJECT MANAGEMENT AWARD 2025**

## **Nomination Guidelines**

**For PMIMY Ignite Project Management Award 2025**

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Thank you for your interest in applying PMIMY Ignite Project Management Award 2025. This document provides submission guidelines for your nomination. Please read each section carefully. This is a must-read document for your application.

## PURPOSE

We are excited to invite organizations to showcase their outstanding projects and inspiring success stories through the PMI Malaysia Chapter IGNITE Project Management Awards 2024-25.

PMIMY Ignite Project Management Award 2025 recognizes the accomplishment of projects across all organizations regardless of industry sectors in Malaysia. The purpose of this award is to recognize project that best delivers:

- Superior performance of project management practices
- Superior organizational results
- Positive impact on society

## KEY DATES

Activity	Date
Nomination Open	1 July 2025 – 26 September 2025
Screening Process	27 September 2025 – 17 October 2025
Top 5 Finalists Announcement	20 October 2025
Panel Interview (for Top 5 Finalists only)	21 October 2025 – 21 November 2025
Winners Announcement	6 December 2025

## APPLICATION DEADLINE

The deadline to submit nominations is **26 September 2025.**

## ELIGIBILITY

- Projects should be successfully completed within **18 months prior to the nomination deadline** to ensure recency and relevance of achievements.:

### I. PMIMY Outstanding Project Award

- Category 1 - Engineering & Technology:** For impactful projects in engineering or technology demonstrating excellence in design, delivery, and strategic outcomes.
- Category 2 - Construction & Infrastructure:** Recognizing transformative projects in construction or infrastructure showcasing superior project management and stakeholder value.
- Category 3 - Social Impact:** Celebrating projects that deliver tangible benefits to communities, improve quality of life, or drive positive social change.

### II. PMIMY Best Digital and AI Project Management Award

- For projects that leverage Digital Transformation and/or Artificial Intelligence to enable smarter decision-making, automation, data-driven insights, or innovative digital solutions across industries.

### III. PMIMY Best Green Initiative Project Award

- Honouring projects that champion sustainability, energy efficiency, environmental conservation, and contribute to a greener future.

### IV. PMIMY Best Project of the Year Award

- Projects shortlisted from all the PMIMY Outstanding Project categories, Best Digital and AI Project Management and Best Initiative Green Project, which will be further assessed and evaluated to qualify as the Best Project.

### V. PMIMY Best Project Manager Award

- Category A:** Celebrates any individual from the age of 20–35 years old with any project categories inclusive of all the PMIMY Ignite Outstanding Project categories, Best Digital and AI Project Management and Best Green Initiative Project.
- Category B:** Celebrates any individual from the age of 36–60 years old with any project categories inclusive of all the PMIMY Ignite Outstanding Project categories, Best Digital and AI Project Management and Best Green Initiative Project.

### VI. PMIMY Best PMO of the Year Award

- Celebrates Project Management Offices (PMOs) that exemplify excellence in governance, delivery support, organizational alignment, capability building, and innovation.

- The project must be implemented in Malaysia or carried out by a company based in Malaysia or originated from Malaysia.
- Projects should be successfully completed within 18 months prior to the nomination deadline to ensure recency and relevance of achievements.
- An organization may submit for all categories but not more than two (2) projects for each award category.
- Companies submitting for project nomination are highly encouraged to participate and submit nominations for PMIMY Best Project Manager Award and PMIMY Best PMO Award as well.
- The projects submitted in the PMIMY's past event are not eligible to participate in this Awards.

## INELIGIBILITY

- Project which completed outside of the designated period.
- Project which is outside of Malaysia.
- Only nominations meeting the criteria will move forward for evaluation.
- Nominations will be considered for evaluation once all criteria are fulfilled.
- Submissions aligning with all requirements will proceed to the judging stage.
- To ensure fairness and quality, nominations are reviewed against the eligibility criteria before evaluation.

## NOMINATION PROCEDURE

- Nomination must be concise yet contain enough information to adequately represent the project and a Nominator shall designate with whom PMIMY will communicate regarding the nomination.
- The Nominator shall submit the Nomination Form to organizing committee. The Nomination Form shall be in English.
  - i. Projects Awards submission link: <https://forms.gle/bUG5N6u9RT57xdM1A>
  - ii. PMO Award submission link: <https://forms.gle/y33qMSLWp83ZApnd9>
  - iii. Individual Project Manager Award: <https://forms.gle/3M19xCC7jrQV6k6TS8>
- The Nomination Form shall address each of the evaluation criteria outlined (where relevant).
- A maximum of five (5) high-quality images (min. 300 PPI or DPI) relevant to the nominated project are allowed to be submitted, along with the completed nomination form.
- The supporting documentation such as work breakdown structure, project charter, communication plan etc. can be included for submission. Any additional documentation in alternate media formats, such as multi-media, will not be evaluated.
- Nomination Form must be received latest by the submission deadline **06:00pm on Friday, 26 September 2025.**

## EVALUATION PROCESS

- The evaluation process is governed by the subject matter experts.
- The Nomination Form will be reviewed and verified for completeness according to the eligibility criteria set forth.
- Upon completion of the screening process, Judges Panel will select Top 5 Finalists. An email will be sent to notify each of the Top 5 Finalists.
- Subsequently, the Top 5 Finalists will be invited to attend Judges Panel interview. Every finalist shall arrange one project team member (or maximum two project team members) to present their project and ready for Question and Answer (Q&A) session with the judges.
- Formal announcement of the Award winners will be made on 6 December 2025.
- The awarding of the Top 5 Finalists and final Award winners will officially take place at PMIMY IGNITE Award Night on 6 December 2025.
- The Top 5 Finalists and final Award winners will receive an exclusive award trophy and a 'PMIMY Outstanding Project Award 2025/ PMIMY Best Project Manager Award 2025/ PMIMY Best PMO Award 2025' certificate.

The nominations and evaluation process are proprietary to PMIMY and will not be disclosed to nominators or nominated organization. The selection of award recipients will be done by professional juries, and all decisions are deemed final. PMMY guarantees the fairness of the screening, evaluation, and judging process exercises. PMIMY will ensure there is no conflict of interest during the process.

## EVALUATION CRITERIA

The evaluation criteria are based on the PMBOK framework, encompassing the Project Management Process Groups and Knowledge Areas, while also considering the project's outcomes and benefits.

Please click the following link to refer to the Appendix section for the respective award category's evaluation criteria:

- **PMIMY Ignite Outstanding Project Award—Category 1 (Engineering and Technology)**
- **PMIMY Ignite Outstanding Project Award—Category 2 (Construction and Infrastructure)**
- **PMIMY Ignite Outstanding Project Award—Category 3 (Social Impact)**
- **PMIMY Ignite Best Digital and AI Project Management Award**
- **PMIMY Ignite Best Green Initiative Project Award**

## GENERAL TERMS AND CONDITIONS

- There is no submission or nomination fee for any category of the PMIMY Ignite Project Management Award 2025.
- Nominations should be submitted through official platform provided to ensure a smooth and consistent evaluation process.
- The organizing committee may make reasonable adjustments to event dates, times, venues, or program scale if required, while ensuring the event's overall success and quality.
- All finalists will be celebrated at the PMIMY IGNITE Award Night 2025 on 06 December 2025—a prestigious evening bringing together the project management community to honour excellence.
- To secure participation in this flagship celebration:
  - Finalists for the Outstanding Project Awards, Best Digital and AI Project Management Award, and Best Green Initiative Project Award will be provided with a dedicated finalist package, including three (3) PMIMY IGNITE Award Night tickets at a special finalist rate of MYR 3,000 per nomination. Additional tickets will be available separately.
  - Finalists for the Best Project Manager Award will be required to secure at least one (1) PMIMY IGNITE Award Night ticket at MYR 500 per person.

This is the nomination guidelines for PMIMY Ignite Project Management Award 2025.

Please contact us at [pmimy.award@pmi.org.my](mailto:pmimy.award@pmi.org.my) if you require any further information.

# APPENDIX

## APPENDIX

### **PMIMY Ignite Outstanding Project Award—Category 1 (Engineering and Technology) PMIMY Ignite Outstanding Project Award—Category 2 (Construction and Infrastructure)**

#### **Evaluation Criteria**

The project considered for the **PMIMY Ignite Outstanding Project Award—Category 1 (Engineering and Technology)** and **PMIMY Ignite Outstanding Project Award—Category 2 (Construction and Infrastructure)** shall be evaluated based on the criteria below, which reflect core principles of the PMBOK Guide and integrate broader considerations including long-term value, sustainability and stakeholder impact.

The project shall have demonstrated the following:

#### **1. Introduction/Summary**

This section provides the project background.

##### 1.1 Provide project information.

- 1.1.1 Project Name
- 1.1.2 Project Location
- 1.1.3 What is the problem statement/project objective?
- 1.1.4 Is this a new project or an extended project from previous success story?
- 1.1.5 What was the original budget?
- 1.1.6 What was the final approved budget?
- 1.1.7 What was the actual budget used?
- 1.1.8 What was the start date?
- 1.1.9 What was the original completion date?
- 1.1.10 What was the final approved completion date?
- 1.1.11 What was actual completion date?

##### 1.2 Provide a brief overview of the organization and the project.

1.3 Elaborate how the project aligns with or advances the organization's strategy or transformation goals

1.4 Describe the project's impact or value to the public, community, or relevant stakeholders (consider economic, social, and governance [ESG] or environmental dimensions if applicable)

#### **2. Benefits Realization**

Demonstrate how intended outcomes and long-term value from the benefits/value of your project were delivered by answering the following:

2.1 Identify the key benefits (tangible and/or intangible) or value generated for the organization or stakeholders, especially in line with ESG/SDG goals

2.2 Describe what processes/tools were used to verify if the project benefits were achieved or vice versa

2.3 Describe how benefit-related challenges or complexities were addressed (e.g., misalignment, delays, unexpected shifts in value etc.)

### **3. Leadership**

Show that the leadership of the project was effective by answering the following:

- 3.1 Describe the project leadership, including executive sponsorship and key stakeholder relationships, as well as the dynamics
- 3.2 Describe the leadership practices applied and how they were implemented
- 3.3 Illustrate the impact of leadership in motivating and guiding the team, especially in achieving sustainable or ethical outcomes

### **4. Integration Management**

Demonstrate how project elements were holistically integrated across planning, execution, control, and closure to ensure alignment with project objectives and delivery success.

- 4.1 Describe how the project charter was developed and how it aligned stakeholders on the project's objectives, scope, and intended outcomes.
- 4.2 Explain how the integrated project management plan was created to guide all project aspects including scope, schedule, cost, and risk.
- 4.3 Describe how project work was directed and how relevant knowledge and lessons learned were applied during execution.
- 4.4 Explain how the project's performance was monitored and controlled to ensure alignment with the overall plan and objectives.
- 4.5 Describe how proposed changes were reviewed, approved, and integrated through a formal change control process.
- 4.6 Explain how the project or phase was formally closed, including stakeholder sign-off, documentation, and knowledge transfer.
- 4.7 Describe key integration-related challenges and how integrated management contributed to project success.

### **5. Scope Management**

Demonstrate how scope was defined, controlled and delivered by answering the following:

- 5.1 Describe how scope was documented and approved
- 5.2 Describe how scope changes or variations were controlled
- 5.3 Describe how scope control ensured successful delivery of objectives
- 5.4 Describe how scope-related risks or constraints were managed (excluding formal change approvals)

### **6. Schedule Management**

Demonstrate how time and milestones were effectively managed by answering the following:

- 6.1 Describe what processes/tools were used to develop and manage the schedule
- 6.2 Describe how these processes/tools were used to effectively manage the schedule's critical path/ sprints
- 6.3 Describe how effective management of schedule contributed to the project's success
- 6.4 Describe time-related constraints, disruptions or challenges that were resolved

### **7. Cost Management**

Demonstrate prudent financial planning and control by answering the following:

- 7.1 Describe how project cost estimates were developed and managed
- 7.2 Describe how cost baselines and budgets were tracked and controlled
- 7.3 Describe how effective cost management and financial discipline contributed to the project's success
- 7.4 Outline any cost-related risks or issues encountered and how they were addressed

## **8. Quality Management**

Demonstrate how the project met defined quality standards and expectations.

- 8.1 Describe how quality requirements were identified and documented.
- 8.2 Explain what quality assurance/control processes or tools were used (e.g., audits, inspections, checklists).
- 8.3 Share how quality performance was monitored and measured throughout the project.
- 8.4 Highlight how quality assurance contributed to successful delivery and customer satisfaction.
- 8.5 Describe any quality-related challenges and how they were addressed; including sustainable quality practices if applicable.

## **9. Resource Management**

Demonstrate effective planning and utilization of human and physical project resources.

- 9.1 Describe how the project team was structured and mobilized.
- 9.2 Explain how roles, responsibilities, and workload were managed throughout the project.
- 9.3 Share how physical resources (equipment, materials, etc.) were planned and tracked.
- 9.4 Highlight resource planning and capacity-building efforts.
- 9.5 Describe how resource constraints or conflicts were managed.

## **10. Communications Management**

Demonstrate how project communications were planned, executed, and monitored for effectiveness.

- 10.1 Describe internal and external communication tools used to support project transparency and coordination
- 10.2 Explain how communication needs of diverse stakeholders were identified and addressed.
- 10.3 Share how effective communication contributed to collaboration, decision-making, and stakeholder alignment.
- 10.4 Highlight challenges in communication (e.g., across cultures, departments, geographies) and how they were overcome.

## **11. Risk Management**

Demonstrate proactive and responsive risk planning by answering the following:

- 11.1 Identify the key risks faced and elaborate why they were significant
- 11.2 Describe the tools or registers used to identify, assess and monitor risks
- 11.3 Describe how response strategies were implemented
- 11.4 Illustrate how effective risk handling improved project resilience
- 11.5 Explain how complex or emerging risks were resolved (including ESG or reputational risks, if relevant)

## **12. Procurement Management**

Show how goods and services from external vendors were effectively acquired and managed.

- 12.1 Describe the procurement needs and how vendors or service providers were selected.
- 12.2 Explain the procurement approach (e.g., contracts, partnerships, outsourcing).
- 12.3 Share how vendor performance, costs, and risks were monitored.
- 12.4 Highlight how procurement contributed to project delivery and value.
- 12.5 Describe any procurement-related challenges and how they were handled (e.g., delays, disputes, compliance).

## **13. Stakeholders Management**

Demonstrate effective engagement, communication and collaboration with stakeholders, especially in managing their expectations by answering the following:

- 13.1 Identify key internal and external stakeholders and their significance to your project
- 13.2 Explain how tools and processes were tailored to manage stakeholder expectations and influence
- 13.3 Describe how these processes/tools were used to foster stakeholder alignment and trust
- 13.4 Describe how effective management of stakeholders contributed to the project's success
- 13.5 Describe what stakeholder-related challenges (e.g., conflicting interests, regulatory pressures) were resolved

## **14. Project Change Management**

Demonstrate flexibility and control in managing change (e.g., project scope, cost and schedule) effectively by answering the following:

- 14.1 Describe the change control processes or boards used to assess and approve changes
- 14.2 Describe how approved changes to scope, cost, or timeline were executed and monitored
- 14.3 Illustrate how change management supported project agility and outcomes, and contributed to the project's success
- 14.4 Describe how major change-related issues were addressed
- 14.5 Identify the key changes occurred during your project and their impact on success

## **15. Lessons Learned**

Illustrate commitment to continuous improvement and knowledge sharing—lessons learned from previous projects (if any) and from the submitted project, which effectively integrated into the project and/or organization by answering the following:

- 15.1 Describe how lessons learned were captured
- 15.2 Describe how the lessons learned were applied and integrated into the project
- 15.3 Describe how the integration of lessons learned contributed to the success of the project
- 15.4 Identify major takeaways that are beneficial for the organization and broader industry (especially those that advance innovation, sustainability, or inclusive stakeholder impact)

#### **16. Special Requirement for PMIMY Best Project of the Year 2025**

Nominee for this project category is also eligible to be nominated for PMI Best Project of the Year 2025 by including:

- 16.1 A write-up paragraph of not more than 250 words on why the nominated project should be awarded with the PMIMY Best Project of the Year 2025.

#### **OTHER IMPORTANT NOTE: OVERALL PROJECT PRESENTATION:**

Each nomination must:

- Be clear and concise, while offering sufficient detail to accurately represent the project
- Present factual project data aligned with the judging criteria
- Include only information that the submitting organization has approved for disclosure
- Be submitted in English

## APPENDIX

### PMIMY Ignite Outstanding Project Award—Category 3: Social Impact Evaluation Criteria

The project considered for the **PMIMY Ignite Outstanding Project Award—Category 3 (Social Impact)** shall be evaluated based on the criteria below, which reflect core principles of the PMBOK Guide and integrate broader considerations including long-term value, sustainability and stakeholder impact.

The project shall have demonstrated the following:

#### 1. Introduction/Summary

This section provides the project background.

##### 1.1 Provide project information.

1.1.1 Project Name

1.1.2 Project Location

1.1.3 What is the problem statement/project objective?

1.1.4 Is this a new project or an extended project from previous success story?

1.1.5 What social issue(s) did the project aim to address? Why this issue(s) is targeted?

1.1.6 What was the original budget?

1.1.7 What was the final approved budget?

1.1.8 What was the actual budget used?

1.1.9 What was the start date?

1.1.10 What was the original completion date?

1.1.11 What was the final approved completion date?

1.1.12 What was actual completion date?

##### 1.2 Provide a brief overview of the organization and the project.

1.3 Elaborate how the project aligns with or advances the organization's strategy or transformation goals

1.4 Elaborate if there are ethical frameworks applied that helped to shape the project's design and delivery? (e.g., DEI etc.)

1.5 Describe the project's impact or value to the public, community, or relevant stakeholders (consider economic, social, and governance [ESG] or environmental dimensions if applicable)

#### 2. Benefits Realization

Demonstrate how intended outcomes and long-term value from the benefits/value of your project were delivered by answering the following:

2.1 Identify the key benefits (tangible or intangible) or value generated for the organization or stakeholders, especially in line with ESG/SDG goals

2.2 Describe what processes/tools were used to verify if the project benefits were achieved or vice versa

2.3 Describe how benefit-related challenges or complexities were addressed (e.g., misalignment, delays, unexpected shifts in value etc.)

#### 3. Leadership

Show that the leadership of the project was effective by answering the following:

- 3.1 Describe the project leadership, including executive sponsorship and key stakeholder relationships, as well as the dynamics
- 3.2 Describe the leadership practices applied and how they were implemented
- 3.3 Illustrate the impact of leadership in motivating and guiding the team, especially in achieving sustainable or ethical outcomes

#### **4. Integration Management**

Demonstrate how project elements were holistically integrated across planning, execution, control, and closure to ensure alignment with project objectives and delivery success.

- 4.1 Describe how the project charter was developed and how it aligned stakeholders on the project's objectives, scope, and intended outcomes.
- 4.2 Explain how the integrated project management plan was created to guide all project aspects including scope, schedule, cost, and risk.
- 4.3 Describe how project work was directed and how relevant knowledge and lessons learned were applied during execution.
- 4.4 Explain how the project's performance was monitored and controlled to ensure alignment with the overall plan and objectives.
- 4.5 Describe how proposed changes were reviewed, approved, and integrated through a formal change control process.
- 4.6 Explain how the project or phase was formally closed, including stakeholder sign-off, documentation, and knowledge transfer.
- 4.7 Describe key integration-related challenges and how integrated management contributed to project success.

#### **5. Scope Management**

Demonstrate how scope was defined, controlled and delivered by answering the following:

- 5.1 Describe how scope was documented and approved
- 5.2 Describe how scope changes or variations were controlled
- 5.3 Describe how scope control ensured successful delivery of objectives
- 5.4 Describe how scope-related risks or constraints were managed (excluding formal change approvals)

#### **6. Schedule Management**

Demonstrate how time and milestones were effectively managed by answering the following:

- 6.1 Describe what processes/tools were used to develop and manage the schedule
- 6.2 Describe how these processes/tools were used to effectively manage the schedule's critical path/ sprints
- 6.3 Describe how effective management of schedule contributed to the project's success
- 6.4 Describe time-related constraints, disruptions or challenges that were resolved

## **7. Cost Management**

Demonstrate prudent financial planning and control by answering the following:

- 7.1 Describe how project cost estimates were developed and managed
- 7.2 Describe how cost baselines and budgets were tracked and controlled
- 7.3 Describe how effective cost management and financial discipline contributed to the project's success
- 7.4 Outline any cost-related risks or issues encountered and how they were addressed

## **8. Quality Management**

Demonstrate how the project met defined quality standards and expectations.

- 8.1 Describe how quality requirements were identified and documented.
- 8.2 Explain what quality assurance/control processes or tools were used (e.g., audits, inspections, checklists).
- 8.3 Share how quality performance was monitored and measured throughout the project.
- 8.4 Highlight how quality assurance contributed to successful delivery and customer satisfaction.
- 8.5 Describe any quality-related challenges and how they were addressed; including sustainable quality practices if applicable.

## **9. Resource Management**

Demonstrate effective planning and utilization of human and physical project resources.

- 9.1 Describe how the project team was structured and mobilized.
- 9.2 Explain how roles, responsibilities, and workload were managed throughout the project.
- 9.3 Share how physical resources (equipment, materials, etc.) were planned and tracked.
- 9.4 Highlight resource planning and capacity-building efforts.
- 9.5 Describe how resource constraints or conflicts were managed.

## **10. Communications Management**

Demonstrate how project communications were planned, executed, and monitored for effectiveness.

- 10.1 Describe internal and external communication tools used to support project transparency and coordination
- 10.2 Explain how communication needs of diverse stakeholders were identified and addressed.
- 10.3 Share how effective communication contributed to collaboration, decision-making, and stakeholder alignment.
- 10.4 Highlight challenges in communication (e.g., across cultures, departments, geographies) and how they were overcome.

## **11. Risk Management**

Demonstrate proactive and responsive risk planning by answering the following:

- 11.1 Identify the key risks faced and elaborate why they were significant
- 11.2 Describe the tools or registers used to identify, assess and monitor risks
- 11.3 Describe how response strategies were implemented
- 11.4 Illustrate how effective risk handling improved project resilience
- 11.5 Explain how complex or emerging risks were resolved (including ESG or reputational risks, if relevant)

## **12. Procurement Management**

Show how goods and services from external vendors were effectively acquired and managed.

- 12.1 Describe the procurement needs and how vendors or service providers were selected.
- 12.2 Explain the procurement approach (e.g., contracts, partnerships, outsourcing).
- 12.3 Share how vendor performance, costs, and risks were monitored.
- 12.4 Highlight how procurement contributed to project delivery and value.
- 12.5 Describe any procurement-related challenges and how they were handled (e.g., delays, disputes, compliance).

## **13. Stakeholders Management**

Demonstrate effective engagement, communication and collaboration with stakeholders, especially in managing their expectations by answering the following:

- 13.1 Identify key internal and external stakeholders and their significance to your project
- 13.2 Explain how tools and processes were tailored to manage stakeholder expectations and influence
- 13.3 Describe how these processes/tools were used to foster stakeholder alignment and trust
- 13.4 Describe how effective management of stakeholders contributed to the project's success
- 13.5 Describe what stakeholder-related challenges (e.g., conflicting interests, regulatory pressures) were resolved

## **14. Project Change Management**

Demonstrate flexibility and control in managing change (e.g., project scope, cost and schedule) effectively by answering the following:

- 14.1 Describe the change control processes or boards used to assess and approve changes
- 14.2 Describe how approved changes to scope, cost, or timeline were executed and monitored
- 14.3 Illustrate how change management supported project agility and outcomes, and contributed to the project's success
- 14.4 Describe how major change-related issues were addressed
- 14.5 Identify the key changes occurred during your project and their impact on success

## **15. Lessons Learned and Sustainability Legacy**

Illustrate commitment to continuous improvement and knowledge sharing—lessons learned from previous projects (if any) and from the submitted project, which effectively integrated into the project and/or organization by answering the following:

- 15.1 Describe how lessons learned were captured

- 15.2 Describe how the lessons learned were applied and integrated into the project
- 15.3 Describe how the integration of lessons learned contributed to the success of the project
- 15.4 Identify major takeaways that are beneficial for the organization and broader industry
- 15.5 How can the team sustain the project impact after project completion?

#### **16. Special Requirement for PMIMY Best Project of the Year 2025**

Nominee for this project category is also eligible to be nominated for PMI Best Project of the Year 2025 by including:

- 16.1 A write-up paragraph of not more than 250 words on why the nominated project should be awarded with the PMIMY Best Project of the Year 2025

#### **OTHER IMPORTANT NOTE: OVERALL PROJECT PRESENTATION:**

Each nomination must:

- Be clear and concise, while offering sufficient detail to accurately represent the project
- Present factual project data aligned with the judging criteria
- Include only information that the submitting organization has approved for disclosure
- Be submitted in English

## APPENDIX

### PMIMY Ignite Best Digital and AI Project Management Award

#### Evaluation Criteria

This award recognises projects that harness Digital Transformation and/or Artificial Intelligence (AI) to enable smarter decision-making, automation, data-driven insights, and innovative digital solutions across industries. This award honours outstanding initiatives that have either integrated AI technologies throughout the project management lifecycle (from initiation to completion) or delivered a fully built AI product or system as the outcome. Nominees must demonstrate not only successful project delivery but also how AI has amplified project value, innovation, sustainability, stakeholder engagement, and alignment with PMI standards as well as ESG/SDG priorities.

The project shall have demonstrated the following:

#### 1. Introduction/Summary

This section provides the project background.

##### 1.1 Provide project information.

1.1.1 Project Name

1.1.2 Project Location

1.1.3 What is the problem statement/project objective?

1.1.4 Is this a new project or an extended project from previous success story?

1.1.5 What was the original budget?

1.1.6 What was the final approved budget?

1.1.7 What was the actual budget used?

1.1.8 What was the start date?

1.1.9 What was the original completion date?

1.1.10 What was the final approved completion date?

1.1.11 What was actual completion date?

1.2 Provide a brief overview of the organization and the AI-enabled project.

1.3 Elaborate how the project aligns with or advances the organization's strategic or transformation goals, including why AI was selected as a solution.

1.4 Describe the project's impact or value to the public, community, or relevant stakeholders (consider economic, social, governance [ESG], or environmental dimensions if applicable).

#### 2. Benefits Realization

Demonstrate how intended outcomes and long-term value were delivered with support from AI technologies.

2.1 Identify the key benefits or value generated for the organization or stakeholders, especially in line with ESG/SDG goals.

2.2 Describe what AI-driven tools or metrics were used to verify whether the project benefits were achieved.

2.3 Describe how benefit-related challenges or complexities were addressed, including any risks related to AI implementation.

### **3. Leadership**

Show that the leadership of the Digital transformation / AI-enabled project was effective.

3.1 Describe the leadership structure, including executive sponsorship and key stakeholder dynamics.

3.2 Describe the leadership practices applied in driving digital innovation and AI integration.

3.3 Illustrate how leadership helped motivate teams, overcome resistance, and guide ethical Digital Tool / AI implementation.

### **4. Integration Management**

Demonstrate how the project was cohesively managed through AI integration across planning, execution, monitoring, and closure.

4.1 Describe how the project charter was developed and how AI integration was framed within it.

4.2 Explain how the integrated project management plan incorporated AI tools into scope, schedule, cost, and risk.

4.3 Describe how AI-supported systems enhanced work execution and knowledge sharing.

4.4 Explain how project performance was monitored using AI-enhanced dashboards or predictive insights.

4.5 Describe how change requests (especially AI-related iterations) were managed and governed.

4.6 Explain how the project was closed with knowledge transfer, especially capturing AI learning.

4.7 Describe integration-related challenges and how AI contributed to project success.

### **5. Scope Management**

Demonstrate how project scope, including AI features, was defined and delivered.

5.1 Describe how the scope (including AI components) was documented and approved.

5.2 Describe how AI-related scope changes were managed.

5.3 Describe how AI contributed to scope validation and outcome achievement.

5.4 Describe how AI influenced or helped mitigate scope-related constraints.

### **6. Schedule Management**

Demonstrate how time and milestones were effectively managed with AI support.

6.1 Describe scheduling tools and how AI was used to optimize timelines.

6.2 Explain how predictive scheduling or real-time updates enhanced critical path tracking.

6.3 Describe how AI-enabled insights helped avoid delays or resolve disruptions.

6.4 Highlight any AI-driven features that contributed to improved time management.

### **7. Cost Management**

Show how AI supported cost efficiency and control.

7.1 Describe how project cost estimates were enhanced through AI forecasting or modeling.

7.2 Explain how AI tools helped track expenditures and identify financial anomalies.

7.3 Describe how AI-supported cost management improved ROI or project discipline.

7.4 Highlight cost-related risks addressed with AI support.

## 8. Quality Management

Show that quality standards were achieved with the support of Digital / AI systems.

- 8.1 Describe how quality requirements, including Digital/AI outputs, were defined.
- 8.2 Explain what AI or digital tools were used for assurance and quality control.
- 8.3 Describe how quality metrics were monitored in real time.
- 8.4 Highlight how AI helped deliver consistent quality and customer satisfaction.
- 8.5 Include any challenges encountered with AI quality or algorithm performance.

## 9. Resource Management

Demonstrate optimal use of team and technical resources.

- 9.1 Describe how AI systems supported resource planning or workload distribution.
- 9.2 Explain how team roles shifted or were augmented with AI tools.
- 9.3 Share how hardware/software AI resources were planned, tracked, and secured.
- 9.4 Highlight any capacity-building or reskilling efforts driven by AI adoption.
- 9.5 Describe how human-machine collaboration or resource conflicts were managed.

## 10. Communications Management

Show how Digitalization / AI enabled communication flow and stakeholder engagement.

- 10.1 Describe AI-enabled platforms, dashboards, or tools used for communication.
- 10.2 Explain how communication strategies were tailored using AI insights or analytics.
- 10.3 Describe how AI enhanced stakeholder understanding, decision-making, and trust.
- 10.4 Describe communication-related issues and how AI mitigated misunderstandings or information overload.

## 11. Risk Management

Demonstrate how risks were proactively managed, especially AI-related ones.

- 11.1 Identify major risks (technical, ethical, operational) and their relevance to the AI solution.
- 11.2 Describe how AI helped detect, forecast, or model risks.
- 11.3 Describe how mitigation strategies were implemented, including bias or data security management.
- 11.4 Explain how AI increased project resilience or responsiveness.
- 11.5 Describe how ESG or reputational risks specific to AI were identified and managed.

## 12. Procurement Management

Show how Digital / AI vendor selection, integration, and performance were managed.

- 12.1 Describe AI procurement needs and how providers were evaluated.
- 12.2 Explain the procurement model used (custom AI vs. third-party, licensing vs. subscription).
- 12.3 Share how AI vendor performance, contract risks, or delivery issues were tracked.
- 12.4 Highlight how procurement of AI contributed to deliver quality and innovation.
- 12.5 Include any ethical sourcing, compliance, or data-sharing concerns encountered.

### **13. Stakeholder Management**

Demonstrate effective stakeholder engagement in adopting Digital/AI.

13.1 Identify key stakeholders and explain their relevance to Digital/AI adoption or impact.

13.2 Explain how stakeholder expectations were managed in the context of Digital/AI uncertainty.

13.3 Describe how feedback was gathered, analyzed (optionally with AI), and used to shape implementation.

13.4 Highlight how stakeholder trust was fostered in the context of AI transparency.

13.5 Share examples of how stakeholder resistance or misinformation about AI was resolved.

### **14. Change Management**

Demonstrate how Digital / AI-related change was effectively introduced and embedded.

14.1 Describe how AI-triggered changes were assessed, approved, and tracked.

14.2 Explain how AI-related changes to workflows, responsibilities, or deliverables were executed.

14.3 Highlight strategies used to increase agility, especially when adapting AI-based solutions.

14.4 Share how human resistance to AI was addressed.

14.5 Describe the key changes brought by AI and their positive impact.

### **15. Lessons Learned**

Illustrate how Digital/AI-related learning contributed to future readiness.

15.1 Describe how lessons on Digital/AI adoption, integration, or ethics were documented.

15.2 Explain how this learning informed the current or future projects.

15.3 Share how your organization improved its AI maturity through this project.

15.4 Highlight insights with broader value for the industry (e.g., on sustainability, or governance of AI etc.).

### **16. Special Requirement for PMIMY Best Project of the Year 2025**

Nominee for this project category is also eligible to be nominated for PMI Best Project of the Year 2025 by including:

16.1 A write-up paragraph of not more than 250 words on why the nominated project should be awarded with the PMIMY Best Project of the Year 2025

### **OTHER IMPORTANT NOTE: OVERALL PROJECT PRESENTATION:**

Each nomination must:

- Be clear and concise, while offering sufficient detail to accurately represent the project
- Present factual project data aligned with the judging criteria
- Include only information that the submitting organization has approved for disclosure
- Be submitted in English

## APPENDIX

### PMIMY Ignite Best Green Initiative Project Award

#### Evaluation Criteria

The PMIMY Ignite Best Green Initiative Project Award recognises project that demonstrates outstanding achievement in environmental stewardship, sustainability integration, and positive Environmental, Social and Governance (ESG) impact. Eligible projects may span various sectors, including engineering, construction, infrastructure, energy, community development and others relevant, and must showcase sustainable planning, resource efficiency, stakeholder alignment, and measurable outcomes in line with the UN Sustainable Development Goals (SDGs).

The project shall have demonstrated the following:

#### 1. Introduction/Summary

This section provides the project background.

##### 1.1 Provide project information.

1.1.1 Project Name

1.1.2 Project Location

1.1.3 Describe the project objective and environmental goals

1.1.4 Is this a new project or an extended project from previous success story?

1.1.5 What was the original budget?

1.1.6 What was the final approved budget?

1.1.7 What was the actual budget used?

1.1.8 What was the start date?

1.1.9 What was the original completion date?

1.1.10 What was the final approved completion date?

1.1.11 What was actual completion date?

1.2 Provide a brief overview of the organisation and the green project.

1.3 Explain how the project aligns with the organisation's ESG strategy, sustainability policy, or transformation agenda.

1.4 What sustainability or environmental standards were followed (e.g., ISO 14001, UN SDG or ESG)?

1.5 How did the project meet or exceed regulatory environmental requirements?

1.6 Describe the project's intended impact on environmental, social, and governance outcomes, particularly in relation to climate action, biodiversity, pollution reduction, or community benefit.

#### 2. Benefits Realisation

Demonstrate the project's long-term value, especially in environmental and social outcomes.

2.1 Identify the environmental and social benefits delivered (e.g., carbon savings, water conservation, green space creation, new job creations etc.).

2.2 Describe how benefits were tracked and verified (e.g., certifications, audits, sustainability reporting).

2.3 Describe the key sustainable results (e.g., CO2 reduced in metric tons, % of renewable energy used, kg in reduced waste, new plants planted etc.)

2.4 Highlight any benefit-related challenges or gaps and how they were resolved.

### **3. Leadership**

Demonstrate leadership commitment to sustainability and stakeholder value.

- 3.1 Describe how the project leadership championed sustainability and ESG integration.
- 3.2 Highlight ethical leadership practices and sustainability-driven decisions.
- 3.3 Share how leadership motivated teams, partners, and stakeholders toward common ESG goals

### **4. Integration Management**

Demonstrate how sustainability principles were embedded across the project lifecycle.

- 4.1 Describe how the project charter integrated environmental or ESG goals.
- 4.2 Explain how the project plan embedded green practices across scope, cost, and timeline.
- 4.3 Share how sustainability performance was monitored and adjusted.
- 4.4 Describe how integrated change control included ESG-sensitive adaptations.
- 4.5 Explain how the project closure documented sustainability outcomes and lessons.

### **5. Scope Management**

Demonstrate clarity and control over sustainability-related deliverables.

- 5.1 Describe how sustainability-related scope items were defined, approved, and delivered.
- 5.2 Explain how ESG scope changes or new requirements were managed.
- 5.3 Highlight challenges encountered in green scope delivery.
- 5.4 Describe innovations introduced to meet or exceed sustainability scope.

### **6. Schedule Management**

Demonstrate how timelines were managed while supporting environmental performance.

- 6.1 Share how scheduling included climate-sensitive planning (e.g., weather, seasonal cycles).
- 6.2 Highlight how delays or disruptions related to green construction or compliance were managed.
- 6.3 Explain how sustainability milestones were tracked.
- 6.4 Describe time-related trade-offs made in favour of environmental or social benefits.

### **7. Cost Management**

Show how the project balanced budget control with sustainability investment.

- 7.1 Describe how green cost components were estimated and justified (e.g., energy systems, materials).
- 7.2 Explain how sustainable financing or incentives were used.
- 7.3 Share how cost management preserved ESG intent.
- 7.4 Highlight any long-term cost savings or life cycle benefits from sustainability investments.

## 8. Quality Management

Demonstrate how quality standards aligned with sustainability goals.

- 8.1 Describe how quality requirements for environmental and health outcomes were defined.
- 8.2 Share how green materials, certifications, or systems were incorporated.
- 8.3 Explain how environmental audits or lifecycle assessments were used.
- 8.4 Highlight how sustainability assurance increased public or client confidence.
- 8.5 Share any lessons related to sustainable quality practices.

## 9. Resource Management

Demonstrate sustainable use of human, material, and energy resources.

- 9.1 Describe how resource planning emphasised efficiency and low-impact practices.
- 9.2 Highlight use of renewable energy, recycled materials, or waste reduction.
- 9.3 Share how human resources were trained or engaged in green practices.
- 9.4 Describe how resource consumption was monitored and optimised.
- 9.5 Include any green procurement policies or circular economy approaches.

## 10. Communications Management

Demonstrate how green goals were communicated and supported.

- 10.1 Describe how sustainability messages were shared with internal and external stakeholders.
- 10.2 Highlight engagement with regulatory bodies, NGOs, or the public.
- 10.3 Explain how communication built trust in ESG outcomes.
- 10.4 Share how communication issues were addressed in the context of transparency and accountability.

## 11. Risk Management

Show how environmental, reputational, or compliance risks were managed.

- 11.1 Identify key risks related to sustainability (e.g., environmental damage, non-compliance, community pushback).
- 11.2 Describe how risks were monitored and mitigated.
- 11.3 Share how adaptive strategies or green innovations reduced exposure.
- 11.4 Explain how resilience was built into the project through risk-informed design.
- 11.5 Describe risk-sharing arrangements with partners, funders, or authorities.

## 12. Procurement Management

Demonstrate sustainability in vendor selection and material sourcing.

- 12.1 Share how green procurement practices were implemented (e.g., low-carbon materials, local suppliers).
- 12.2 Describe evaluation of vendor ESG credentials.
- 12.3 Explain contract clauses or standards used to ensure sustainable delivery.
- 12.4 Share how performance of vendors was tracked against ESG goals.
- 12.5 Highlight partnerships with certified or ethical suppliers.

### **13. Stakeholder Management**

Demonstrate how green projects earned stakeholder trust and support.

- 13.1 Identify stakeholders who were crucial to ESG success (e.g., regulators, community groups).
- 13.2 Share engagement approaches used to involve stakeholders in environmental aspects.
- 13.3 Describe how expectations, concerns, or resistance were addressed.
- 13.4 Highlight participatory or co-creation elements of the project.
- 13.5 Share how ongoing stakeholder feedback improved ESG delivery.

### **14. Change Management**

Demonstrate how sustainability-related change was led and absorbed.

- 14.1 Describe how ESG or climate goals triggered changes in project delivery.
- 14.2 Share how teams, suppliers, or end users were supported through the transition.
- 14.3 Highlight leadership and governance in managing green change.
- 14.4 Include behaviour change or culture-shift interventions.
- 14.5 Explain the long-term adoption of sustainability practices.

### **15. Lessons Learned and Sustainability Legacy**

Show commitment to sustainability learning and future improvement.

- 15.1 Share how sustainability-related lessons were documented.
- 15.2 Describe how these insights informed project adjustments or future planning.
- 15.3 Highlight cross-sector or community learning generated.
- 15.4 Include learnings that could benefit wider ESG practice or policy influence.
- 15.5 How can the team sustain the project impact after project completion?

### **16. Special Requirement for PMIMY Best Project of the Year 2025**

Nominee for this project category is also eligible to be nominated for PMI Best Project of the Year 2025 by including:

- 16.1 A write-up paragraph of not more than 250 words on why the nominated project should be awarded with the PMIMY Best Project of the Year 2025

#### **OTHER IMPORTANT NOTE: OVERALL PROJECT PRESENTATION:**

Each nomination must:

- Be clear and concise, while offering sufficient detail to accurately represent the project
- Present factual project data aligned with the judging criteria
- Include only information that the submitting organization has approved for disclosure
- Be submitted in English

## APPENDIX

### PMIMY Best Project Manager Award

#### Evaluation Criteria

- Category A (20-35 years old)
- Category B (36-60 years old)

The PMIMY Best Project Manager Award recognises an exceptional individual who has demonstrated outstanding leadership, strategic foresight, and execution excellence in managing complex projects. This award celebrates project managers who not only deliver successful outcomes, but also inspire high-performing teams, uphold professional ethics, navigate challenges with agility, and create lasting value for stakeholders and organisations — all while aligning with PMI standards. The award is **open for both PMI Malaysia members and non-members.**

The nominee shall have demonstrated the following:

#### 1. Introduction

- 1.1 Include full name and official designation of the nominee for the project
- 1.2 Include the title of the project led, description and the project(s) goals/ objectives
- 1.3 Include the duration of the project led
- 1.4 Provide details of role played throughout the project
- 1.5 Describe the outcome, success or achievements of the project

#### 2. Project Leadership and Impact

- 2.1 Describe if the nominee led the overall project or a particular portfolio in the project
- 2.2 Describe how the nominee's leadership directly contributed to project success
- 2.3 Illustrate scale, complexity, innovation, and results achieved under their leadership (e.g., on-time, on-budget, exceeded expectations)

#### 3. Strategic Thinking and Alignment

- 3.1 Describe how the nominee aligned project goals with organizational strategy and vision
- 3.2 Describe how they balanced competing priorities (time, cost, quality, risk, benefits)
- 3.3 Illustrate how their strategic focus created long-term value or transformation.

#### 4. Stakeholder and Team Engagement

- 4.1 Describe how the nominee identified, engaged, and communicated with stakeholders.
- 4.2 Describe how they built trust, resolved conflicts, and ensured alignment across diverse interests.
- 4.3 Explain how they developed and empowered the project team to perform at a high level.

#### 5. Adaptability and Decision-Making

- 5.1 Provide examples of how the nominee adapted to challenges or unforeseen changes (e.g., scope creep, shifting requirements, external disruptions).
- 5.2 Describe how effective decision-making under pressure contributed to positive project outcomes.
- 5.3 Share how they applied agility, creativity, or resilience in complex environments.

#### 6. Risk and Problem-Solving

- 6.1 Explain how the nominee identified, assessed, and responded to key project risks.

6.2 Describe their approach to problem-solving, including handling high-stakes or crisis scenarios.

6.3 Share specific examples of how their actions helped avoid failure or enabled project recovery.

## **7. Ethics and Professional Conduct**

7.1 Describe how the nominee upheld PMI's Code of Ethics and demonstrated personal integrity.

7.2 Provide examples of ethical decision-making, transparency, and accountability.

7.3 Highlight their role in promoting a respectful, fair, and values-driven project culture.

## **8. Continuous Learning and Innovation**

8.1 Explain how the nominee invested in their professional development or supported others (e.g., mentoring, certifications, community engagement).

8.2 Describe how they encouraged innovation, improvement, or adoption of new practices/tools within the team or organization.

8.3 Include thought leadership or contributions to the broader project management profession (if any).

## **OTHER IMPORTANT NOTE: OVERALL PRESENTATION**

Each nomination must:

- Include a high-quality professional-looking image of the nominee (min. 300 PPI or DPI) and background profile of not more than 200 words.
- The word limit for the nomination of the PMIMY Best Project Manager Award is not more than 1,000 words including background profile.
- Be submitted in English

## APPENDIX

### **PMIMY Best Project Management Office (PMO) Award Evaluation Criteria**

The PMIMY Best Project Management Office (PMO) Award recognises an outstanding Project Management Office (PMO) that has demonstrated excellence in governance, delivery support, organisational alignment, capability development, innovation, and value realisation. The evaluation framework aligns with PMI standards and considers impact in terms of strategic value, operational excellence, stakeholder satisfaction, and contributions to sustainable development and innovation.

The nominee shall have demonstrated the following:

#### **1. Introduction**

- 1.1 Include overall PMO structure with each of the team members' full name and official designation.
- 1.2 Brief description about the PMO team and when was the unit established.
- 1.3 Include no. of projects that the PMO team has completed or still in progress.
- 1.4 Describe briefly on the projects that have been completed and in progress.

#### **2. PMO Overview and Strategic Alignment**

- 2.1 Describe the type, structure, and maturity level of the PMO (e.g., enterprise PMO, IT PMO, departmental).
- 2.2 Explain how the PMO aligns with and supports the organisation's strategic goals, transformation agenda, and project portfolio.
- 2.3 Describe the role of the PMO in decision-making, investment prioritisation, and benefits realisation.
- 2.4 Highlight how the PMO promotes alignment with Environmental, Social and Governance (ESG) values or Sustainable Development Goals (SDG) across the portfolio.

#### **3. Governance and Standardisation**

- 3.1 Describe how the PMO defines, standardises, and enforces project management methodologies, tools, and policies.
- 3.2 Explain how the PMO supports integrated planning, risk management, reporting, and change control.
- 3.3 Highlight how governance practices ensure transparency, accountability, and compliance across projects.
- 3.4 Include how performance and portfolio reviews are conducted by the PMO.

#### **4. Value Delivery and Benefits Realisation**

- 4.1 Explain how the PMO supports tracking, measuring, and reporting on project/program benefits.
- 4.2 Share how the PMO improves business outcomes such as time, cost, quality, or stakeholder satisfaction.
- 4.3 Describe how the PMO contributed to achieving long-term value through project performance.
- 4.4 Highlight how value realisation frameworks or tools are embedded in PMO practice.

## 5. **Organisational Capability and Talent Development**

5.1 Describe how the PMO supports the upskilling of project managers and teams through training, certification, or coaching.

5.2 Share how the PMO fosters a project management culture and builds capability across the organisation.

5.3 Include efforts to promote leadership development and succession planning within the PMO or project ecosystem.

5.4 Highlight diversity, inclusion, and knowledge-sharing initiatives.

## 6. **Stakeholder and Change Management**

6.1 Describe how the PMO engages with business units, leadership, and external partners to manage expectations and change.

6.2 Explain how the PMO builds stakeholder trust and credibility across the portfolio.

6.3 Share how the PMO ensures consistent, timely, and transparent communication.

6.4 Highlight initiatives where the PMO helped navigate significant change or transformation.

## 7. **Portfolio and Resource Management**

7.1 Explain how the PMO supports portfolio planning, prioritisation, and resource optimisation.

7.2 Describe tools and frameworks used by the PMO to manage interdependencies and capacity.

7.3 Highlight how the PMO ensures alignment between business demands and available talent/resources.

7.4 Include examples of how bottlenecks or conflicts were resolved effectively.

## 8. **Innovation, Digitalisation, and Technology Enablement**

8.1 Share how the PMO promotes innovation in project management practices, including Agile, Hybrid, or Lean adoption.

8.2 Describe how the PMO leverages digital platforms, dashboards, or AI-enabled tools for project oversight.

8.3 Include how the PMO integrates new technologies or process improvements across teams.

8.4 Highlight how the PMO promotes experimentation, knowledge-sharing, or future-readiness.

## 9. **Performance Measurement and Continuous Improvement**

9.1 Explain how the PMO tracks its own performance (e.g., maturity models, KPIs, stakeholder surveys).

9.2 Describe lessons learned processes and how the PMO integrates continuous improvement.

9.3 Highlight how data and feedback are used to refine PMO operations.

9.4 Share any benchmarking, external assessments, or quality audits conducted.

## 10. **PMO Success Stories and Impact**

10.1 Provide 1–2 examples of high-impact projects or programs successfully delivered under the PMO.

10.2 Highlight how the PMO played a role in ensuring their success through governance, support, or interventions.

10.3 Describe recognitions, awards, or organisational outcomes attributable to PMO excellence.

10.4 Share testimonials, metrics, or narratives that reflect the PMO's value to the business and stakeholders.

**OTHER IMPORTANT NOTE: OVERALL PRESENTATION**

Each nomination must:

- Include not more than three (3) high-quality images of the PMO team (min. 300 PPI or DPI) and
- The word limit for the nomination of the PMIMY Best PMO Award is not more than 1,500 words.
- Be submitted in English