

SAICA Awards Terms and Conditions

1. General terms and conditions

- 1.1 Entries will be treated in confidence and will not be circulated outside of judges, sponsors and the selected SAICA employees.
- 1.2 Entrants may not be employees of SAICA, or any organization directly involved in the management of the Awards.
- 1.3 Entrants may not have a criminal record or have any pending legal or disciplinary matter with SAICA.
- 1.4 In the case of previous or existing legal matters, with SAICA or any other institution, it is the responsibility of the candidate/entrant to notify SAICA by sending an email to awards@saica.co.za when entering any of the SAICA Awards.
- 1.5 Where such matters are not disclosed and SAICA finds these out later, SAICA will remove your entry from the Awards you have entered. This will result in your removal as a finalist or category winner/award recipient.
- 1.6 The final decision of the judges is subject to necessary security clearance, and such decision will be final, therefore there will be no right of appeal against any decisions taken by SAICA and/or the judges.
- 1.7 SAICA Awards team may share general areas of improvements to all candidates who did not make the finalists stage for future entries.
- 1.8 Due to a large number of entries for the awards, if you do not hear from the SAICA Awards team after three weeks from closing day of the Awards you have entered, this generally indicates that your entry was unsuccessful.
- 1.9 The applicant/nominees/candidate confirm that consent was given voluntarily without coercion and understand that consent may be withdrawn at any time and in the event which consent is withdrawn that would have a direct impact on the application. The applicant/nominee/candidate can be disqualified from the competition for disciplinary reasons, failure to adhere to the competition's submission deadlines, not sharing sufficient supporting documents/information, and for any act that might bring SAICA, the competition and its sponsors into disrepute.
- 1.10 Previous category winners may not enter the same Awards even if it is for a different category.
- 1.11 Finalists who did not win any category may re-enter the Awards.
- 1.12 SAICA reserves the right to cancel, modify or amend the Awards/Competition at any time if deemed necessary in their own opinion or if circumstances arise outside of their control.
- 1.13 Finalists may be requested to avail themselves for the promotional photo/video shoot, television interviews and other media engagements meant to promote the Awards.

1.14 These terms and conditions will be governed by the laws of the Republic of South Africa.

2. Finalists

2.1 The judging panel will select Finalists from all the entries received.

2.2 Finalists will be announced within 30 days of the closing date of the different awards.

2.3 Finalists will be notified via email and/or telephonically, and all other communication regarding the events and activities leading to the awards dinner will be outlined.

2.4 SAICA has the right to withdraw an entry, a candidate as a finalist, and an Award if candidate(s)/finalist(s) is found to have lied, misrepresented themselves or entry information, or if there is sufficient evidence that requires such a decision to be taken.

2.5 Involvement in unethical behaviour, illegal, or reputationally damaging activities may lead to disqualification.

2.6 A finalist can be disqualified from the competition for disciplinary reasons, failure to adhere to the competition's deadlines and for any act that might bring SAICA, the competition and its sponsors to disrepute.

2.7 Candidates maybe requested to supply more information if deemed necessary by the judges.

2.8 Where communicated and possible, finalists must avail themselves for the judging sessions at a venue and date to be communicated to them. During the judging days, a professional photoshoot, video shoot and social media posts take place. Finalists are required to make time for these activities.

3. Prizes

3.1 No prizes are exchangeable for cash or any other prize.

3.2 Where sponsors have special requests for prizes to be distributed, candidates will be notified before the Awards event.

3.3 Prize monies for the Students Leadership Awards will be paid towards the project and not individuals.

3.4 Trainee Trailblazers and Top 35-Under-35 Overall Winners' Prize Monies will be part of their Spending money at the Summit/Conference chosen by SAICA. The event details will be communicated to the Winners after all relevant confirmations.

4. Entrants

4.1 The applicant/nominee understands that SAICA in its sole discretion will shortlist applicants as it deems fit, as such if the applicant/nominee has not heard from SAICA within a maximum of 30 days after the closing date of the entries, such applicant/nominee should consider their application unsuccessful.

- 4.2 The applicant agrees that an incomplete, incomprehensible, and incorrectly submitted application form will not be considered.
- 4.3 SAICA will not be responsible for the verification of data provided by the applicant and will not be liable for any errors contained in the information submitted by the applicant. As such, the applicant will ensure that the application is accurate and up to date.
- 4.4 The applicant/nominee accepts that due to a large number of applications SAICA may receive, SAICA shall not be able to acknowledge or respond to each application but only to those that have been short listed.
- 4.5 By completing and submitting your application you as the applicant hereby agree that you have read, understood and accepted these terms and conditions.
- 4.6 Entries received after deadline date, and are incomprehensible, and incorrectly submitted will not be accepted.
- 4.7 By completing an entry form for any of the SAICA Awards, I confirm that the information provided in the entry form is accurate and complete to the best of my knowledge. I understand that any false or misleading information may result in disqualification.

5. Acceptance: By entering SAICA Awards, you agree:

- 5.1 for SAICA's Collection and Lawful Processing of Personal Information Process
- 5.2 to vetting, background checks, and possible disqualification.
- 5.3 for SAICA to do background checks on social media and media channels
- 5.4 that you (applicant) have read, understood and accepted these terms and conditions.
- 5.5 to further grant SAICA the rights to use personal information to the relevant stakeholders for consideration of the application, in the event in which the applicant/nominee is shortlisted and for publication purposes. The publishing shall be subject to the relevant provisions of the Protection of Personal Information Act, 4 of 2013(POPIA) and Promotion of Access to Information Act, 2 of 2000 (PAIA)) for the purpose of the selection of the applicants any other applicable personal information law, regulations, standards etc." (COPYRIGHT 2020 SAICA NPO REGISTRATION NUMBER 020-050-NPO)

6. **POPI Act:** SAICA respects your privacy and recognise the importance of protecting your privacy in respect of your personal information. By entering any of the SAICA Awards, SAICA will collect or verify, and process your personal information mainly for the purpose of understanding your requirements and delivering our services accordingly. Upon entry for the Awards, we will collect or verify your personal information, including but not limited to your full name, membership number and contact details. The personal information we

collect or verify will only be processed for the purpose it is collected for. SAICA's complete Data Protection Notice and General Data Protection and Retention Policy and Privacy Policy can be found [HERE](#).

7. Terms and conditions specific for different SAICA Awards

7.1 SAICA Student Leadership Awards

- 7.1.1 The Student Leadership Summit is open to students who are studying BCom CA-Stream and AGA(SA) qualifications at a SAICA-accredited institution.
- 7.1.2 Students entering the competition must be involved in or running a project by the closing date of the competition. The project should solve one or more of the UN Sustainable Development Goals.
- 7.1.3 To enter, students must visit [SAICA's website](#) and complete the entry form and submit their community project's *business plan (make the plan available via a link)* using the template provided on the website.
- 7.1.4 Business plans submitted using a different template will not be considered
- 7.1.2 If the project is run by a group of students, each member must complete the entry form for administrative purposes, and only one business plan can be submitted by one member.
- 7.1.3 The applicant/nominee can be disqualified from the competition for disciplinary reasons, failure to adhere to the competition's submission deadlines and for any act that might bring SAICA, the competition and its sponsors into disrepute.
- 7.1.4 The finalists shall be required to spend two days in Johannesburg to attend a workshop and the awards ceremony. The dates will be communicated to finalists.
- 7.1.5 Transport and accommodation for finalists will be covered by SAICA for the workshop, judging days, and Awards dinner.
- 7.1.6 By entering the competition, you agree that:
 - a) You have no criminal record
 - b) You do not have a pending criminal case, disciplinary process pending outcome with your University or SAICA.

7.2 SAICA Trainee Trailblazers Awards

- 7.2.1 The Trainee Trailblazer Awards is open to all SAICA trainee accountants who are in the process of doing their training contracts or with their contract ending on the 31st December in the year of entering the competition, at a SAICA accredited Training Office.

- 7.2.2 Applicants must be a registered trainee in good standing with no pending judgements from SAICA.
- 7.2.3 All entries must be accompanied by all the required information, documents, photographs, and video as requested on the entry form.
- 7.2.4 The shortlisted finalists might be required to submit additional information such as videos and other documents to be used in the judging process.
- 7.2.5 All finalists should avail themselves for the judging sessions and Awards event where category winners will be announced.
- 7.2.6 SAICA will cover the costs of flights and accommodation for all the finalists to attend the Awards event if they are from a different province from the venue where the event is being hosted.
- 7.2.7 The project that the trainee entrant is submitting is a current project while the candidate is a trainee
 - a) Trainees cannot enter these awards for projects they were involved in before registered as a SAICA Trainee.
 - b) Portfolio of evidence or any documents used in support of your project may not include what you did as a student.
- 7.2.8 By completing this entry, I confirm that:
 - a) I have no outstanding legal matter awaiting outcomes with SAICA,
 - b) I am not aware of any matters between myself and SAICA that disqualifies me from entering the competitions/Awards

7.3 SAICA Top 35-Under-35 Awards

- 7.3.1 The competition is open to SAICA members and associates
 - 7.3.2 Entrants should be 35 years old by 31st December or younger in the year of entering the competition
 - 7.3.3 Finalists must avail themselves for the judging sessions at a venue and date to be communicated to them. During the judging days, a professional photoshoot, video shoot and social media posts take place. Finalists are required to make time for these activities.
 - 7.3.4 Finalists are responsible for their own traveling and accommodation costs to attend the judging session and the awards ceremony where winners will be announced.
 - 7.3.5 Finalists are required to share key financial data, publications and/or articles supporting their entry with the judges during their presentation session and will cooperate with SAICA in any efforts to finalise the judging process.
- 7.4 By completing an entry for Top 35-Under-35 Awards, I confirm that:

- 7.4.1 My membership fees and other SAICA fees are up-to-date
- 7.4.2 I am CPD Compliant
- 7.4.3 I have no outstanding legal matter awaiting outcomes with SAICA,
- 7.4.4 I am not aware of any matters between myself and SAICA that disqualifies me from entering the Awards

7.5 SAICA Chairman's Awards – Conditions of entry

- 7.5.1 The SAICA Chairman's Awards is open to all SAICA members and associates with at least 20 years working experience in the current year of entry.
- 7.5.2 The sitting SAICA Board Chairperson and judges may choose to honour people who are not members or associates of SAICA who are playing an important role in different sectors. These individuals will be identified by the judging panel chaired by the SAICA Board Chairperson.
- 7.5.3 All entries must be accompanied by all the required information, documentations and photographs as requested on the entry form.
- 7.5.4 Candidates will avail themselves for the Awards event where category recipients will be announced.
- 7.5.5 SAICA does not cover travel and accommodation for candidates attending the Awards event.
- 7.5.6 By completing an entry for SAICA Chairman's Awards, I confirm that:
 - 7.5.6.1 My membership fees and other SAICA fees are up-to-date
 - 7.5.6.2 I am CPD Compliant
 - 7.5.6.3 I have no outstanding legal matter awaiting outcomes with SAICA, and
 - 7.5.6.4 I am not aware of any matters between myself and SAICA that disqualifies me from entering the Awards

If you need more information or clarity, please email awards@saica.co.za