



SHRM
HR EXCELLENCE
AWARDS 2026

Frequently Asked Questions

All you need to know about
SHRM HR Excellence Awards 2026

[Nominate Your Organization](#)

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Entries, Deadlines, and Fees

Deadlines & Submission Timelines

- Q. What is the deadline?**
 Applications close on 8th September 2026. While we would love to give you more time, we are unable to accommodate exceptions as we have a lengthy and detailed evaluation process.
- Q. What is the deadline for sharing declarations?**
 The last date for sharing the declarations is *8th September 2026*.
- Q. Can we request an extension?**
 Unfortunately, we will not be able to entertain any extension requests as it has a cascading impact on the evaluation processes.

Award Categories

- Q. Can one organization apply for more than one HR excellence award?**
 Yes, depending on the track one organization can apply for multiple SHRM HR excellence awards.

Track	Maximum Categories for an Organization
Enterprises	5
Start-Ups/ MSMEs	2
Public Sector Enterprises	5

- Q. How many award categories can we apply for?**

Track	Maximum Categories for an Organization
Enterprises	5
Start-Ups/ MSMEs	2
Public Sector Enterprises	5

Eligibility & Participation

Q. What is the eligibility criteria?

There are three organization-type eligibility criteria Each of these has been defined: Enterprises, PSEs, start-ups and MSMEs. You will find the relevant information under the following sections on our SHRM Awards [site](#):

- Eligibility criteria > Enterprise > Know More
- Eligibility criteria > PSEs > Know More
- Eligibility criteria > Start-ups/MSMEs > Know More

Q. What is the difference between Enterprise, PSE and Start-ups/MSMEs?

The detailed difference in the eligibility criteria is provided on the SHRM awards site. PSEs are organizations categorised as public sector entities or government-owned corporations, operating across all industrial sectors per the applicable laws, and regulations governing the PSE operations. On the other hand, startups/MSMEs are organizations classified as Micro, Small and Medium Enterprises according to the criteria established by the government under the MSME Development Act. The Enterprise segment is for large corporations, multinational companies, conglomerates, and other entities operating across various industries and sectors, according to company law and regulatory requirements.

Review the eligibility criteria details from the SHRM Awards [site](#):

- Eligibility criteria > Enterprise > Know More
- Eligibility criteria > PSEs > Know More
- Eligibility criteria > Start-ups/MSMEs > Know More

Q. We are a public-private company (joint venture), can we nominate in both the PSE and Enterprise segment?

No. You cannot apply in both segments. However, based on the nature of your joint venture evaluate which segment would be best suited to your context. It may be a good idea to review and identify which specific HR award you would like to apply for along with the evaluation parameters. Whatever you do, make an informed decision in your organizational context.

Q. We are a public company with a revenue of over INR 1250 crores, are we eligible to apply in the enterprise category?

The PSE category has been specifically constituted to ensure that PSEs are judged based on their relevance to their ecosystems. Therefore, we do not recommend that you apply in the enterprise category as that might also mean some of the evaluation parameters are not relevant to your organizational context.

Q. If our revenue is less than INR 1250 Cr, we qualify as an MSME/Start-up?

Yes. That is right.

Q. What should we do if revenue numbers for the current financial year are not yet available?

Please share the revenue details of the previous financial year.

Q. What if our organization follows the calendar year instead of the financial year?

Please share the revenue details for the calendar years. Also do call out the same in your application.

Declaration Forms

Q. Should we fill separate declaration forms for each category that we apply for?

No. One declaration for one organization would suffice.

Q. After submitting the declaration, if there is a change in the number or category for submission, what should we do?

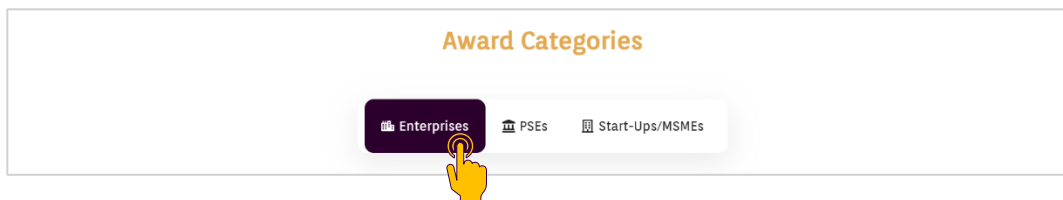
If there is a change in the number or category for submission, please resubmit the declaration and write to us at shrmiawards@shrm.org.

Application Forms & Submission Process

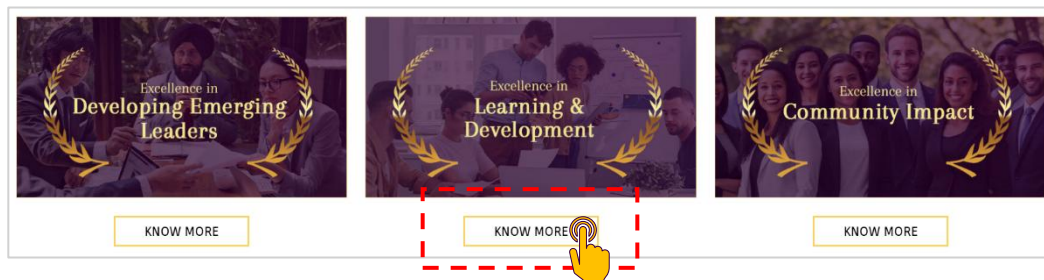
Q. Where can we find the application form?

While the application form is available under each HR award category for your review (please see below), but the applications mandatorily need to be filled and submitted online.

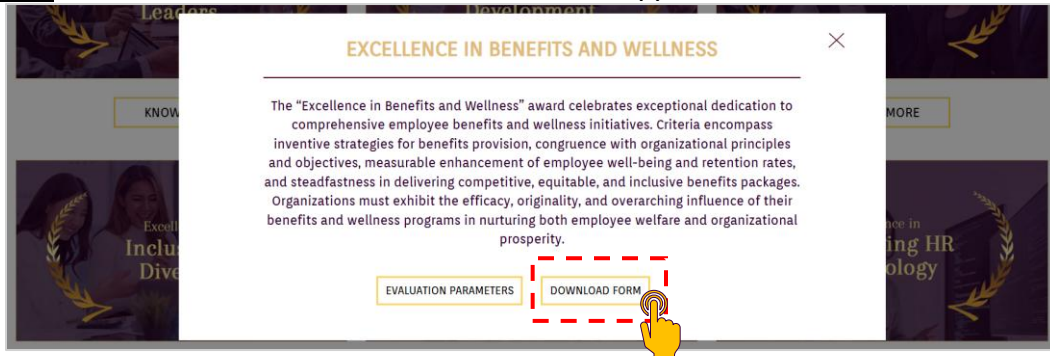
Step 1: Choose the organization type under 'Categories'



Step 2: Click 'Know More' on the award category you would like to download the form for



Step 3: Click 'Download Form' on the window that appears



Q. Where can I submit my applications?

All participating organizations will have to register on the online Awards platform, follow the steps to successfully submit the forms for the respective category. All applications need to be filled out and submitted there by **8th September 2026**.

No application forms will be accepted over email or other electronic medium.

Q. Can we change and re-submit our application?

No. Unfortunately, once you submit your application, you cannot make any changes or resubmit another copy of the same.

Q. Can we have two applications from one organization in the same award category?

No. An organization can send only one application for one award category. The idea is to evaluate an organization's HR practice excellence; therefore, two applications for the same award category are treated as a conflict.

A classic example of this is, if organization A is applying for the Talent Acquisition, Performance Management and Community Impact award categories, we expect only 3 applications from the organization. The SHRM awards COE will not accept two applications for Talent Acquisition, Performance Management and Community Impact.

Q. What if we do not have substantial information on the criteria, would our application be disqualified?

No, it does not mean that your application will be disqualified, but the jury will rate the excellence of your practice based on the substantiated evidence you provide. It is, therefore, important for you to share the following information with each:

- What you are doing
- Why is that important for your organization?
- How are you achieving this?
- And how does it help?

Note: The SHRM Awards team and COE may disqualify incomplete forms during the Level 1 evaluation / Screening

Q. Is there any limit on the number of pages in supporting docs and the duration of the supporting video?

Yes, you can find the details within the guidelines on the platform. You need to be mindful of the following:

- You may upload up to 3 supporting documents (maximum 20 slides/pages each)
- It is recommended to limit it to 20 pages/slides or 15MB for any given award category
- No Excel formats or hyperlinks will be accepted.
- Additionally, applicants may submit a video of up to 7 minutes (Size limit: 200 MB) to support their application.

Q. For a given evaluation criterion, we have information in the form of a dashboard and a video, how then can we include this in our application?

You are allowed to use your organization’s own presentation template. Ensure clear signposting—all references in the form must map accurately to slide numbers/content. No hyperlinks to be provided.

Q. Is there a word limit for my response?

There is no prescribed word limit. However, we do recommend that you keep the response brief and crisp to avoid overloading the Jury members with excessive information.

Q. Pro tips when filling out the application form.

Make sure your response includes the following for each sub-parameter:

- Perceived value through internal surveys and Voice of Customer (VOC) data from both employees and external stakeholders.
- The use of new, enhanced, or improved methods, models and paradigms in the real work environment while tracking achieving milestones.
- The consequential outcome, measured as a positive trend in business process and/or technology system and/or task behavior or discretionary behavior.
- The consequential outcome, measured as a monetary benefit from an initiative/function/practice in comparison to its apparent costs.

Fees, Payments & Invoicing

Q. What is the fee?

The award application fee by the number of categories is:

No. of Categories	Amount
1 category	INR 65,000/-
2 categories	INR 85,000/-
3 categories	INR 95,000/-

4 categories	INR 1,05,000/-
5 categories	INR 1,15,000/-

Q. Is there any additional cost apart from the application fee?

No, there is no additional cost.

Q. What is the purpose of the application fee being charged?

The application fee is charged to cover the administrative and operational costs associated with the Awards process. From the opening of nominations to the final announcement, the journey spans over six months and involves extensive project management, rigorous multi-level evaluations, and coordination with multiple stakeholders.

This fee is solely intended to support these efforts and has no bearing on the outcome or final results of the Awards.

Q. What are the payment options?

The payment can be made either online on the Awards Platform or offline. You will see the payment options once you register on the Awards Platform. Alternatively, you may reach out to your SHRM SPOC or write to us at shrmiawards@shrm.org.

Q. How can we get the tax invoice once the online payment is made?

In order to get your tax invoice, please reach out to your SHRM point of contact. If you do not have an assigned SHRM SPOC, please write to us at shrmiawards@shrm.org.

Support & Helpdesk

Q. How can we get help in case of queries?

There is plenty of help organized along the way. The information about the dedicated sessions is hosted on the Awards microsite and there is also a dedicated mailbox (SHRMIAwards@shrm.org) for any support you may need.

Q. What is the 'Awards Helpdesk'?

The 'Awards Helpdesk' is a forum that provides the necessary support across the process. These are a series of calls that will be scheduled during the application completion phase.

If you have any questions or need some clarification or support, all you need to do is log in and get the necessary help.

This information will be updated on the portal in time to come.

Q. Is there a mailbox that we could reach in case of any doubts?

In case of any doubts, please reach us at shrmiawards@shrm.org.

Jury Evaluation, Scoring, and Winners

Evaluation Process and Stages

Q. How many rounds of evaluation are there?

There are three evaluation processes in all, these are as follows:

1. Level 1 – Screening
2. Level 2 – Jury evaluation
3. Level 3 – Jury panel evaluation

Q. If we do not clear round 1, can we reapply?

There is no option to reapply or represent your application once eliminated.

Q. What happens in the Level 2 Jury evaluation?

Each Jury member will evaluate and rate the responses provided within the application. Based on an internal SHRM evaluation and calculation matrix, each organization will be assigned a score.

Organizations that meet the cut-off or those that make it to the top qualifiers list based on this score will proceed to the next round – Level 3 Jury panel evaluation.

Q. What happens in the Level 3 Jury panel evaluation?

Shortlisted organizations will be required to showcase a concise presentation of their practice excellence. This will be a brief 15-minute presentation followed by 15 minutes of Q&A. Again, based on an internal SHRM evaluation and calculation matrix, each organization will be assigned a score. The top three organizations will be announced as winners.

Q. How is the jury going to evaluate the application?

Level 2 Jury evaluation:

Each Jury member will evaluate and rate the responses provided within the application. Based on an internal SHRM evaluation and calculation matrix, each organization will be assigned a score. Organizations that meet the cut-off or those that make it to the top qualifiers list based on this score will proceed to the next round – Level 3 Jury panel evaluation.

Level 3 Jury panel evaluation:

Shortlisted organizations will be required to showcase virtually over a zoom link shared by the SHRM Awards team; a concise presentation of their practice excellence. This will be a brief 15-minute presentation followed by 15 minutes of Q&A. Again, based on an internal SHRM evaluation and calculation matrix, each organization will be assigned a score. The top three organizations in each category will be announced as winners during the awards night at the SHRM India Annual Conference, Delhi

Q. Do we get the opportunity to present our case before the jury during the evaluation process?

Yes, you do, if you make it to the shortlisted organizations list for Level 3 jury evaluations.

Q. How will we know if we have made it to the next round?

As the process goes along, you will be intimated via email of your progress and updates on the Awards platform.

Q. How much time will we have between each round of evaluation?

While the entire evaluation process would take approximately 2 months, you would see at least one to two weeks between each process.

The awards team will ensure timely updates on both progress and what to expect next as we go along.

Q. Are we expected to prepare or do something in the interim period?

No, there is nothing expected in the interim period. Once you submit your application, you will get updates (Email & Awards platform) from time to time on your progress as well as what to expect next.

Evaluation Criteria

Q. What are the evaluation criteria?

The evaluation criteria or framework is a three-by-three matrix, each unique to the award category. Innovation, Sustainability, and Impact are the three broad pillars of the evaluation matrix.

The sub-parameters under each are unique to the HR award category. You can go through these on the awards site under each award category.

Award category of your choice > 'KNOW MORE' > 'EVALUATION PARAMETERS'

Q. Are the evaluation criteria the same for all HR excellence awards?

No. The broad pillars of Innovation, Sustainability and Impact are common, however, sub-parameters under each vary.

Award category of your choice > 'KNOW MORE' > 'EVALUATION PARAMETERS'

Q. Where can we find the evaluation criteria?

Award category of your choice > 'KNOW MORE' > 'EVALUATION PARAMETERS'

Jury Composition

Q. What is the profile of the Jury?

The jury comprises senior leaders, CHROs, consultants and industry-recognized HR professionals and academicians.

Q. I am a senior people leader; can I be a part of the Jury?

Yes definitely, unless your organisation participates in the Awards process. You could share your profile with us at shrmawards@shrm.org. The Awards team and COE will decide and intimate you accordingly.

Winners & Recognition

Q. How many winners are there in each HR excellence category?

For each HR excellence category, three winners will be announced. There would also be some special mentions. The Jury along with the SHRM Awards Centre of Excellence will have the final authority in case of any exceptions.

Q. How are the winners selected?

SHRM awards have a three-tier evaluation process. Based on the evaluation criteria matrix and jury review, each organization is assigned a score. The SHRM Awards Centre of Excellence governs the entire evaluation process to ensure it is an unbiased, fair, and merit-based evaluation of applications. Top-scoring organizations are winners.

Excellence is not about winning. It is about continuous improvement, therefore, SHRM awards will also recognize via 'Special mentions' organizations that dare to be different with purpose.



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