

Application form – Excellence in Learning and Development

The “Excellence in Learning and Development” award recognizes organizations that champion a future-focused learning and development (L&D) culture. Winning entries will showcase innovative approaches that leverage technology to deliver personalized, engaging, and measurable learning experiences. Submissions should demonstrate a commitment to developing critical skills aligned with evolving business needs, fostering a culture of continuous learning, and ultimately driving improved employee performance and organizational success.

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Section 1 | Quantitative Section

All questions are mandatory, unless stated otherwise; your questionnaire may not be considered complete if these questions are left blank.

Generic Organization Information

1. Company Name	
2. Date of incorporation	
3. Details of award SPOC	
<i>Name:</i>	
<i>Designation:</i>	
<i>Contact number:</i>	
<i>Email ID:</i>	
4. Nature of Business	
5. Type of Entity	Public Sector Enterprise
6. Nature of ownership in India	Others
7. In case of other, please specify	
8. Revenues as of FY 2025-26	>= INR 1250 crores per year

HR Metrics

		FY 2023-24	FY 2024-25	FY 2025-26
Revenue Growth	%			
Profit Growth	%			
Total Employee Headcount – FTE/ Permanent Employees	Nos.			
Total Contractual Employee Headcount	Nos.			
Total HR Employee Strength	Nos.			
HR to Employee Ratio	%			
Gender Diversity Ratio [females to males]	%			
Average Employee Age	Years/Months			
Voluntary Attrition Rate (Annual)	%			
Employee Engagement Scores	On a scale of 1 to 10			

Category Metrics

	How this is measured (formula)	FY 2023-24	FY 2024-25	FY 2025-26
Total Learning and Development (Talent Development) Budget	NA			
Learning and Development Budget Utilization	NA			
Aggregate Training Man-days (All formats)				
Average internal open positions filled through up-skilling/cross-skilling				
Number of leadership programs/other initiatives for Middle level (Manager – AGM/ DGM / E4 – E7)				
Number of leadership programs/other initiatives for Below board level (GM/CGM/ED) (E8 – E9)				
Number of in-house executives that have grown to below board (GM/GGM/ED) / board level in last 2/3 years				
Number of development programs providing international exposure				
Number of executives in empowered/ high level committees				
Average Learning Man-days of employees (All formats)				
Average Learning Man-days of Leadership (All formats)				

Section 2 | Qualitative Section

This segment captures the depth and breadth of the organization's practice. The evaluation criteria are a three-by-three matrix, each unique to the award category. The three pillars of evaluation are Innovation, Sustainability and Impact. Each evaluation criteria clearly defines the expectation. Please go through the definition for each and then share your response in the space provided. Please be sure to include, metrics, success stories, or stakeholder VOCs or anything else to substantiate your responses.

INNOVATION

This criterion recognizes HR practices that creatively revolutionize and pioneer new approaches, technologies and methodologies to enhance organizational effectiveness, employee engagement, or talent management. Entries must showcase inventive solutions that push the boundaries of traditional HR practices, driving positive change and fostering a culture of creativity within the workplace.

1. Customization and personalization

*The organization **showcases** a framework to identify and analyse leadership pipeline/ succession planning/ high-potential identification & development process across levels within the organization.*

*The organization **demonstrates** customization and personalization in learning based on the assessment/ feedback received to the learning initiative/program*

*As a result, there is a **well-defined framework** of identified gaps, competencies, and outcomes for diverse leadership/ managerial levels (in the context of leadership development).*

Based on the definition provided, use this space to share your response.

2. Learning platforms and technology

The organization **integrates** technology and other learning support tools to enhance learner experience and scale across locations, functions etc.

The organization **demonstrates** clear use cases for the technology and tools in use, and measures effectiveness in terms of user experience, ease of access and navigation, and adoption rate, etc.

As a result, there is a **well-defined process** to enhance the experience and the usability of such learning tools and technologies using the user feedback gathered.

Based on the definition provided, use this space to share your response.

3. Delivery methods impacting motivation and satisfaction

The organization **demonstrates** various learning methodologies/ multi-modality learning interventions for the design and delivery of leadership development interventions.

The organization **demonstrates/uses** objective and unbiased diagnostic techniques for need analysis in line with diverse learning styles.

The organization **creates** value in the limited learning time available (with its leadership cohort) by using innovative learning practices.

Based on the definition provided, use this space to share your response.

SUSTAINABILITY

*This criterion recognizes HR practices that drive **operational excellence** in a way that minimizes the negative impacts on the environment and supports well-being of employees and communities at large. Entries must showcase future forward paradigms in **business sustainability** that foster long-term profitability and resilience.*

1. Strategic alignment and needs assessment

*The organization **integrates** a rigorous framework for aligning learning outcomes to skill/competency gaps and the organization's strategic vision.*

*The needs assessment framework **defines** input sources and **captures** various data points prior to actualization of learning goals and program design.*

Based on the definition provided, use this space to share your response.

2. Learning framework

The organization has **created** a robust framework encompassing all roles/employee levels within its leadership and capability-building framework.

The organization **showcases** created competencies/ competency framework that the organization seeks to train/build capability and leadership.

The framework **adapts** - to the organization's business direction and scale - from time to time.

Based on the definition provided, use this space to share your response.

3. Content quality, feedback and governance mechanism

The organization **integrates** an on-going review and governance process to ensure relevance and timeliness of the content of interventions.

The organization **captures** learner feedback on content across various touchpoints and **integrates** that into the existing content framework.

Based on the definition provided, use this space to share your response.

IMPACT

This criteria honours HR practices that deliver measurable and substantial results in advancing organizational objectives, employee engagement and turnover larger community impact. Entries must showcase tangible outcomes such as enhanced operational efficiency, improved employee satisfaction, positive community impact, or any other measurable metric as an outcome of the transformative influence.

1. Engagement and participation rates

The organization integrates a structured approach to collating and presenting engagement and participation rates from the learning interventions.

The organization creates value in learning through better participation and engagement rates measured over a period of time.

Based on the definition provided, use this space to share your response.

2. Measurement of learning effectiveness

The organization **creates** value through its learning interventions, via completion rates, self-reported behaviour change, manager feedback, pre and post-tests, job preparedness surveys, reduction in errors or compliance issues etc.

The organization **integrates** processes for measuring long-term knowledge retention and transfer of learning to the workplace.

Based on the definition provided, use this space to share your response.

3. Impact on performance

The organization has **defined** and **standardized** capability outcomes from the learning intervention to application at the workplace etc.

The organization **creates** value through on-going improvement in employee performance tracked over a period of time.

Based on the definition provided, use this space to share your response.



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