**ICGN Global Stewardship Disclosure Awards 2022: Nomination Form**

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**About the Awards**

The ICGN Global Stewardship Disclosure Awards recognize investors whose public disclosures provide genuine insight into their stewardship policies, how the policies have been implemented, and their commitment to transparency and reporting to provide a model that other investors might follow.

Since 2020, the Awards have been open to all asset owners and managers that meet the eligibility criteria below, irrespective of their size or location. Nominees do not need to be members of ICGN.

Please note that there are separate Award categories for asset owners and asset managers. There will be specific Awards for larger and smaller asset owners, and larger and smaller asset managers, making four Global Stewardship Disclosure Awards in total.

The Award categories are divided by asset owner and asset manager and are tiered by the size of assets under management (AUM), measured by British pounds. The four categories include:

* Stewardship Disclosure - Asset Owner (>£60 billion AUM)
* Stewardship Disclosure - Asset Owner (<£60 billion AUM)
* Stewardship Disclosure - Asset Manager (>£60 billion AUM)
* Stewardship Disclosure - Asset Manager (<£60 billion AUM)

**Eligibility**

**ICGN investor members, either as asset owners or asset managers, are automatically eligible to be considered for a Disclosure Award** **in these categories. If you are an ICGN member you do not need to complete a Nomination Form for any of these four categories.**

All other asset owners and asset managers are eligible to nominate themselves for one of these Awards if:

* their disclosures explain both their stewardship approach (for example, policy statements) and how it has been implemented in practice (for example, annual or quarterly reports describing activity);
* the disclosures are freely accessible on a website;
* the disclosures are available in English; and
* the disclosures, which explain how the investor has implemented their stewardship policies, have been updated in the twelve months up to 29th April 2022.

**Nomination criteria**

Eligible disclosures will be assessed against detailed criteria that are based on the ICGN’s Global Stewardship Principles. These criteria are split between policies and implementation, with most weight being placed on implementation. Examples of the type of disclosures that the independent analyst and judging panels might consider:

**The completeness and clarity of the investor’s Stewardship policies**:

* A description of how they integrate their stewardship responsibilities with their overall investment approach;
* Whether and how ESG factors are integrated into their policies;
* An explanation of how monitoring and engagement is prioritised;
* Details of their voting policies;
* An explanation how their stewardship policies are applied to outsourced activities and to asset classes other than listed equities; and
* Information about their internal governance arrangements, including how any possible conflicts of interest are managed.

**Evidence how those policies have been implemented in practice**:

* Annual or other regular reports highlighting the investor’s stewardship activities;
* Case studies and examples illustrating the impact of those activities;
* Summary data on the nature and extent of engagements they have undertaken;
* Information how their voting rights have been exercised, with a particular focus on when and why they have voted for or against shareholder resolutions;
* Information on the level of resources dedicated to monitoring, engagement and oversight of any outsourced activities;
* Evidence of an active involvement in collaborative initiatives; and
* Information on how they have engaged with their own clients and beneficiaries.

**Assessment process**

All disclosures will be assessed by an independent analyst against criteria set by ICGN, following which shortlists for each Award category will be announced.

In addition to the content of the disclosures, the judges will also assess the design and accessibility of the disclosures, including how easily all the relevant information can be accessed and the use of any features that make it more interesting and engaging for the reader.

**Requirements for nomination**

ICGN investor members, either as asset owners or asset managers, are automatically eligible to be considered for a Disclosure Award in these categories.

All other asset owners and asset managers are eligible to nominate themselves for one of these Awards.

**Deadline for submission**

**Nominations must be submitted by 1 July 2022 in order to be considered for the 2022 Awards.**

The Awards will be presented to the Winners at the ICGN Governance & Stewardship Awards Forum scheduled to take place on 1 December 2022. More details will follow later this year.

**Please send the completed Nomination Form to Francesca Phillips at** **Francesca.Phillips@icgn.org**

**ICGN Global Stewardship Disclosure Awards 2022**

**Award Nomination Form**

1. **Nominee contact details**

Organisation:

Lead contact:

Position:

Country:

Telephone:

Email:

1. **Choice of category- Asset Owner or Asset Manager**

Please state whether you are an asset owner or asset manager.

Please state whether you are responsible for assets under management above or below £60 billion.

1. **Links to Stewardship disclosures**

Please provide working links to the page or pages on your website from which your Stewardship disclosures may be accessed easily.

**4. Demonstration of achievement**

The completeness and clarity of the investor’s Stewardship policies:

* A description of how they integrate their stewardship responsibilities with their overall investment approach;
* Whether and how ESG factors are integrated into their policies;
* An explanation of how monitoring and engagement is prioritised;
* Details of their voting policies;
* An explanation how their stewardship policies are applied to outsourced activities and to asset classes other than listed equities; and
* Information about their internal governance arrangements, including how any possible conflicts of interest are managed.

Evidence how those policies have been implemented in practice:

* Annual or other regular reports highlighting the investor’s stewardship activities;
* Case studies and examples illustrating the impact of those activities;
* Summary data on the nature and extent of engagements they have undertaken;
* Information how their voting rights have been exercised, with a particular focus on when and why they have voted for or against shareholder resolutions;
* Information on the level of resources dedicated to monitoring, engagement and oversight of any outsourced activities;
* Evidence of an active involvement in collaborative initiatives; and
* Information on how they have engaged with their own clients and beneficiaries.