



SURUHANJAYA SYARIKAT MALAYSIA  
COMPANIES COMMISSION OF MALAYSIA

Ministry Of Domestic Trade,  
Co-operatives & Consumerism

# MALAYSIAN BUSINESS ETHICS EXCELLENCE AWARD 2010



The Ministry of Domestic Trade, Co-operatives and Consumerism is pleased to announce that this prestigious event will be held again this year to reward companies that uphold the highest tenets of ethics in their daily business activities. As in the past the Award aims to recognize companies with exemplary business ethics practices embodied in their "Code of Ethics". The principle of this code is based on principles in relation to sincerity, integrity, responsibility and corporate responsibility.

Participation is open to all local and international companies operating in Malaysia. Awards will be accorded under the following categories:

BUSINESS CATEGORY	CRITERIA		LOCAL	INTERNATIONAL
	SALES TURNOVER (RM/PER YEAR)	NO. OF EMPLOYEES		
<b>MICRO</b>	Below RM250,000	1-5	✓	NA
<b>SMALL</b>	RM250,000- RM10,000,000	5-10	✓	✓
<b>MEDIUM</b>	RM10,000,000- RM25,000,000	51-150	✓	✓
<b>LARGE</b>	Above RM25,000,000	Above 150	✓	✓

**Participants are required to submit:**

- A Profile on the Organisation with the following information:**
  - Nature of business;
  - 2009 sales revenue and work force size;
  - Organization structure;
  - Name and details of the contact person; and
  - Indicate the business category and criteria as per the table above.
- Submit a **write-up\*** on your company's **Code of Ethics** or any other similar codes in not more than 100 words:
  - When and how the Code was developed and implemented;
  - How the Code is being complied within your organisation; and
  - How it benefits the organisation's stakeholders.
- Also submit:
  - Material used to develop the organisation's ethics. Proof of these can be submitted in the form of photographs;
  - Evidence of training programmes for personnel on Code Of Ethics (if any);
- Copies of awards/certificates/ acknowledgement with regard to the organisational Code of Ethics (if any); and
- Certified true copy of the Business Registration Certificate or the Company's Incorporation Certificate** issued by Suruhanjaya Syarikat Malaysia (SSM).
- To participate and for further information kindly visit [www.kpdnkk.gov.my](http://www.kpdnkk.gov.my) or [www.ssm.com.my](http://www.ssm.com.my).

*\*[Write-up format: Font size-12 and type-Arial with 1.5 line spacing]*

Please submit your application to:  
**MINISTRY OF DOMESTIC TRADE,  
CO-OPERATIVES AND CONSUMERISM**  
Business Development Division  
No. 13, Level 5, Persiaran Perdana,  
Precinct 2  
62623 Putrajaya  
Tel: 03-8826323/5774/6201  
Fax: 03-88825826

**Closing Date:  
1 AUGUST 2010**

**CO-ORGANISERS:**

