

New Taipei City Government Economic Development Department
Application Guidelines for
the Second New Taipei Enterprise Classic Awards

Organizer : New Taipei City Government Economic Development Department

Executor : Chinese Management Association

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(<https://www.economic.ntpc.gov.tw/>)

I. Genesis

In order to recognize the steady operation and development of enterprises in New Taipei City, to enhance their corporate value, strengthen their industrial competitiveness, and fulfill their corporate social responsibility, the First New Taipei Enterprise Classic Awards were held in 2022. 18 award-winning enterprises in six categories, including "Outstanding Startup", "Innovative Research and Development", "Diverse Services", "Investment Contributions", "Energy Exemplars", and "Generation Heritage". Additionally, five Classic outstanding enterprises and 46 quality potential and potential enterprises were also recognized. These awards are intended to serve as a model for the New Taipei City's enterprises to learn from, and to drive the development of the industries of the New Taipei City.

The Second New Taipei Enterprise Classic Awards continue the spirit of the original awards. They are in line with the sustainable development of the industries and the trend of business operation. The award categories have been reorganized into "Innovation Investment", "Diverse Services", "Sustainable Development", "Generation Heritage", and "Universal International". Furthermore, the former "New Taipei Enterprise Woman of Excellence Award" has been incorporated into the "Outstanding Female Power" category of the individual category.

II. Organizer

New Taipei City Government Economic Development Department

III. Executor

Chinese Management Association

IV. Applicant Eligibility

- (I) Having company registration or business registration in accordance with the law, and the registration location is in New Taipei City; or a legal factory registered in New Taipei City.
- (II) The enterprise is in sound financial condition, with pre-tax profits in at least two of the last three years (2021, 2022 and 2023) and no accumulated losses as of the end of 2023.
- (III) The events mentioned in the application should be related to New Taipei City.
- (IV) The Awards are divided into Enterprise Category and Individual Category. For the Individual Category, it should also fulfill the following requirements :
 1. Females over 20 years old.
 2. Having worked in the company for at least 2 years.
 3. Being a responsible person, co-founder, director, supervisor or department head of the company. If not, the responsible person must provide a statement declaring that the applicant has substantive decision-making power in the company's operation.
- (V) Applicants with any of the following conditions are not eligible to apply :
 1. If the applicant has been involved in a major labor dispute, a major occupational disaster, has violated the same provision of the relevant laws and regulations of other competent authorities and have been punished for more than three times, or has been transferred and sentenced to imprisonment, within three years prior to the closing date of the application.
 2. Those are debarred bank account holders or have bounced checks within one year prior to the closing date of application.
 3. Enterprises that won awards of the First New Taipei Enterprise Classic Awards in any categories will not be allowed to apply for the same categories as the previous edition, but they may apply for other categories this year. (Except for Quality Potential Enterprises and Potential Enterprises)
 4. The recipients of the First New Taipei Women's Enterprise Excellence Awards are not eligible to apply for the "Outstanding Female Power" category this year.

V. Application categories

(I) Enterprise group (Each company may apply for up to two categories at most)

1. Innovation investment category :

In order to encourage enterprises to strengthen technological innovation, research and development, fostering innovation and uniqueness in technology or products to enhance the competitiveness of the industry. Simultaneously, investing in the city to expand the scale of enterprises, and valuing corporate responsibility or sustainable operations serves as a model for enterprises to learn from.

In order to encourage foreign investment, foreign-funded or invested enterprises may be recommended for this category by foreign embassies and missions or foreign chambers of commerce in Taiwan. The references should be listed on the website of the governmental unit, as exemplified by the Ministry of Foreign Affairs. Each organization or chamber of commerce is limited to recommending three enterprises.

2. Diverse services category :

In order to encourage enterprises to develop unique business or service models in specific fields, differentiate from traditional services, and utilize digital technology or artificial intelligence to improve their business models and provide better customer experience. The good service model development strategy and competitiveness are good enough to serve as a model for enterprises to learn from.

3. Sustainable development category :

In order to commend enterprises for valuing environmental protection and taking concrete actions, several initiatives can be recognized. These initiatives include the development of sustainable products, the creation of a circular economy to reduce manufacturing waste, or the implementation of carbon reduction strategies. Furthermore, energy saving plans and energy creation programs with outstanding results are enough to serve as a model for enterprises to learn from.

4. Generation heritage category :

In order to commend the successor of the enterprise for leading the growth of the company through innovative management, improving production efficiency through manufacturing intelligence, or enhancing the value-added of the products through brand image building, as well as achieving the enhancement of the competitiveness of the industry. These exemplary performances can serve as a model for enterprises to learn from.

5. Universal international category :

In order to encourage enterprises to expand international trade, actively develop overseas markets, promote Taiwan's products, and enhance their international deployment and export competitiveness. These performances serve as a model for enterprises to learn from.

※ **To apply for 2 categories, the applicant needs to submit two sets of application forms. If an on-site review visit is needed for both categories, please cooperate in arranging the review visit for both categories.**

(II) Individual group

Outstanding female power category :

By recognizing outstanding female entrepreneurs or department heads in enterprises, it highlights women's contribution in improving the operational effectiveness of companies and departments. Furthermore, a strong candidate sets a good workplace example, increases women's influence in the enterprise or the industry as a whole. This category aims to cultivate female management role models, injecting new vitality into the corporate culture and operational content, and creating economic dynamics for growth.

VI. Selection indicators

(I) Enterprise group

1. Individuality review indicators : 70%

Category	Review indicators			Weights
Innovation investment category	1	Innovative R&D capabilities	(1) The technology or product is unique and industrially competitive. (2) The proportion of enterprise R&D funds to revenue, along with the intellectual property management mechanism and patent layout. (3) In line with SDGs (Sustainable Development Goals) 9, building resilient infrastructure, promoting inclusive and sustainable industries, and accelerating innovation.	40%
	2	Investment growth	(1) Enterprise scale expansion, capital investment status, and future planning vision. (2) Employee growth rate and market channel development status. (3) Investing in production process improvement and key industry technologies to promote industrial upgrading. (4) Goals for appropriate jobs and economic growth, in line with SDGs 8.	30%
Diverse service category	1	Innovative service capabilities	(1) The service model and operating model are unique and differentiated (2) Using emerging digital transformation technologies to improve service efficiency	40%
	2	Business development model	(1) Business model and channel development strategy and model (2) An operating system with integrity, high efficiency and unique core competitiveness	30%
Sustainable development category	1	Sustainable business strategy	(1) Green business practices and specific actions (such as using conservation/energy-saving related equipment or measures, use of environmentally friendly materials or simplified product packaging, business planning to reduce consumables, etc.) (2) ESG, employee and consumer rights, corporate image, etc. (3) Responsible consumption and production core objectives, in line with SDGs 12	40%
	2	Overall carbon reduction effectiveness	(1) Implementation results of corporate carbon reduction (2) Effectively setting phased carbon reduction targets (3) Carrying out carbon reduction, improving production line processes, conducting energy conversion and investing in renewable energy	30%
Generation heritage category	1	Successor management strategy	(1) The level of intelligence in the manufacturing process (2) A strategy to use key technologies or core capabilities as the driving force for corporate growth (3) Enhancing corporate value with innovative business models (4) Next-generation successor business management	40%

Category	Review indicators			Weights
	2	Enterprise transformation results	(1) Production efficiency or quality improvement degree (2) Corporate revenue and profit growth (3) Future development potential	30%
Universal international category	1	International competitiveness	(1) The proportion of exports in the company's total revenue in the past three years (2) Diversification of target markets (3) International competitiveness and marketing strategies of products or technologies	40%
	2	Degree of internationalization	(1) International market deployment planning and vision (2) Overseas investment situation (3) In line with SDGs 17, strengthening the implementation methods of sustainable development and activating the global partnership for sustainable development	30%

2. Commonality review indicators : 30%

Review indicators			Weights
1	Operations management	(1) Corporate business philosophy and strategy (2) Corporate governance operations (3) Financial planning structure and financial forecasts (4) Contribution to New Taipei's industrial competitiveness	15%
2	Corporate social responsibility	(1) Environmental responsibility contribution (2) Social responsibility contribution (3) Either gender shall constitute no less than one third of the board of directors. (4) Gender equality measures (childcare measures, lactation rooms, paid parental leave, encouraging male employees to take unpaid parental leave for childcare, etc.) (5) Other friendly workplace measures (inclusion of diverse gender groups, middle-aged and elderly-friendly workplace, increasing the proportion of employees with disabilities, etc.)	15%

3. Bonus items :

Bonus items			Bonus points
1	Corporate Operation Headquarters	The enterprise sets up a headquarters in New Taipei City (the operation headquarters confirmation document issued by the Ministry of Economic Affairs must be obtained and within the validity period).	3 points

(II) Individual group

Category	Review indicators			Weights
Outstanding female power category	1	Professional management	(1) Effectively and correctly implementing company policies, completing set work goals, and promoting corporate interests and efficiency improvements (2) Formulating strategic plans and effectively integrating the company's internal and external resources to maximize benefits	40%
	2	Leadership	(1) Using innovative or unique practices to bring positive benefits or related changes to the department (2) Effective communication, motivating the team, solving problems, building unit consensus, etc.	40%

Category	Review indicators		Weights
	3	Corporate social responsibility (1) Promoting gender equality in the workplace, affirmative culture, diverse environment creation, etc. (2) Fulfilling social responsibility, such as environmental protection, improvement of production processes to reduce environmental pollution, ESG, SDGs sustainability, etc., as social feedback.	20%

VII. Required documents

(I) Enterprise group

1. One copy of each of the following qualification documents: If the following documents are provided in photocopies, they must be stamped with the company seals.
 - (1) Proof of company registered or established in New Taipei City. (The company may go to the “Get information about businesses Registration in Taiwan” of the Administration of Commerce, Ministry of Economic Affairs, to print out the information instead.)
 - (2) The Certificate of No Tax Violations and Tax Arrears issued by the National Taxation Bureau and local taxing authorities in the past three months. (One copy each for national tax and local tax).
 - (3) A supporting document of no record of bounced checks bounced issued by the Taiwan Cleaning House or a financial institution in past 3 months. (Application form for type 1 or type 2 check credit inquiry) ^{Note 1}
 - (4) The Profit-Seeking Enterprise Income Tax Return Forms for the last three years (2021, 2022, and 2023). (including the balance sheet, the income statement and the tax amount calculation statement) ^{Note 2}
 - (5) Statement of Use of Personal Information and Personal Data Consent Form: The company’s responsible person, the contact person of the application, and the natural person involved in the application are all required to sign the consent form. (Annex 1)
 Note 1 : It is stated in the official website of the Taiwan Cleaning House that "the information downloaded and printed from the online check credit inquiry is for the applicant's reference only, and cannot be used for other purposes such as certification.” Thus, please do not pay to apply for a credit certificate on the official website by yourself.
 Note 2 : For the 2023 Profit-Seeking Enterprise Income Tax Return Form, either a provisional version or the company's internal balance sheet and income statement may be provided in the first instance.
2. Eight copies of the application form (see Annex 2 for details) and one electronic copy of the application form (provided in USB drive or CD).

(II) Enterprise group – Foreign enterprises in the innovation investment category

1. Proof of company registered or established in New Taipei City. (The company may go to the “Get information about businesses Registration in Taiwan” of the Administration of Commerce, MOEA, to print out the information instead.)
2. One copy of Statement of Use of Personal Information and Personal Data Consent Form: The company’s responsible person, the contact person of the application, and the natural person involved in the application are all required to sign the consent form. (Annex 1)
3. Recommendation letters from foreign embassies and missions or foreign chambers of commerce in Taiwan and one copy of the recommended company’s information sheet and letter of intent (see Annex 3 for details).

(III) Individual group

1. One copy of each of the following qualification documents: If the following documents are provided in photocopies, they must be stamped with the company seals.
 - (1) Proof of company registered or established in New Taipei City. (The company may go to the “Get information about businesses Registration in Taiwan” of the Administration of Commerce, MOEA, to print out the information instead.)

- (2) The Certificate of No Tax Violations and Tax Arrears issued by the National Taxation Bureau and local taxing authorities in the past three months. (One copy each for national tax and local tax).
- (3) A supporting document of no record of bounced checks bounced issued by the Taiwan Cleaning House or a financial institution in past 3 months. (Application form for type 1 or type 2 check credit inquiry)^{Note 1}
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Note 2 : For the 2023 Profit-Seeking Enterprise Income Tax Return Form, either a provisional version or the company's internal balance sheet and income statement may be provided in the first instance.

2. Eight copies of the application form (see Annex 4 for details) and one electronic copy of the application form (provided in USB drive or CD). In addition, if the candidate is not the company's responsible person, co-founder, director (supervisor) or department head, the company must submit a declaration of candidacy (Annex 4).
 3. One copy of employment certificate or labor insurance card.
- (IV) Supplementary application information: After submitting the application, except for the "qualification documents" which can be supplemented, enterprises are not allowed to supplement the application form. If there are omissions or errors in the qualification documents, enterprises should make corrections within the notification period. Those who fail to do so after the deadline are regarded as giving up the application automatically and application will not be processed.
- (V) The information submitted in the application will not be returned regardless of whether the application is approved, rejected, or withdrawn.

VIII. Selection Committee meeting

The selection process will be conducted in two stages: preliminary and final review.

(I) Enterprise group

1. Preliminary review :
 - (1) Written materials review : Scholars and experts with professional qualifications and representativeness will serve as preliminary review committee members. They conduct written materials review and convene a meeting on the results of the written materials review to determine the enterprises to be included in the on-site review visit.
 - (2) On-site review visit: The preliminary review committee will conduct on-site review visits to the enterprises that have passed the written materials review, and convene a preliminary review meeting to determine the finalist enterprises for the final review.
2. Final review : Heads of government, scholars and experts, or representatives of industrial and commercial enterprises will serve as the final review committee members. They will decide on the winners based on the written materials of the finalist enterprises and the on-site reports of the preliminary review committee.

(II) Individual group

1. Preliminary review : Scholars and experts with professional qualifications and representativeness will serve as preliminary review committee members, to conduct written materials review. The preliminary review committee will determine whether an on-site visit is required for a candidate, and the candidate's cooperation is appreciated.
2. Final review : Heads of government, scholars and experts, or representatives of industrial and

commercial enterprises will serve as the final review committee members. They will decide on the winners based on the written materials of the finalist enterprises and the reports of the preliminary review committee.

IX. Numbers of Awards

Each category is limited to have five winners, with a total of thirty winners. The actual number of winners will be decided by the judges, and potential enterprise awards may be added based on the potential of the selected enterprises.

X. Rewards

- (I) Commendation of the award-winning enterprises: The "New Taipei Enterprise Classic Awards" trophy and certificate will be issued and awarded.
- (II) Through media coverage of the award-winning enterprises' awards winning, it manifests the enterprises' contributions to New Taipei City, expands their visibility, and refers them to well-known commerce platforms to help expand their marketing channels.

XI. Application acceptance method and period

Paper applications will be accepted from the date of announcement until April 10, 2024. Applications should be mailed by certified mail (Postmark serves as a proof) to the "New Taipei Enterprise Classic Awards Team (3F, No. 73, Sec. 1, Roosevelt Rd., Zhongzheng Dist., Taipei City)" with all the application materials.

XII. Point of contact for service

Ms. Xu, Telephone : (02)3343-5407

E-Mail : heather97@mail.management.org.tw

Ms. Jian, Telephone : (02)3343-1152

E-Mail : allyson@mail.management.org.tw

Fax : (02)3343-5422

XIII. Obligations of award-winning enterprises

- (I) All enterprises applying for the awards shall cooperate with the organizer in the selection and award presentation process.
- (II) Award-winning enterprises have the obligation to cooperate with the tracking and participate in the awards and government-related publicity and other activities.
- (III) If an award-winning enterprise is found to have violated the provisions of these Guidelines, misrepresented itself, or violated the laws and regulations related to environmental protection and labor safety and health with severe circumstances, or have any other disputes that affect the public and the awards, which are found to be true, the organizer may revoke the qualification of the awarding, the award trophy and certificate will be returned. Furthermore, the company will also bear legal responsibility.

XIV. Annexes

Annex 1. Statement of Use of Personal Information and Personal Data Consent Form

Annex 2. Enterprise Application Form

Annex 3. Recommendation letters from foreign embassies and missions or foreign chambers of commerce in Taiwan and the recommended company's information sheet and letter of intent

Annex 4. Individual Application Form