



# NAFIS AWARD GUIDE

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“

## Empowering

our people is at the core of our plans for the future and we are confident of their determination and enthusiasm in building a national economy that is the most competitive in the region.

”

His Highness Sheikh Mohamed bin  
Zayed Al Nahyan, President of the UAE



“

## Emiratisation

Our economy is strong, its growth continues and provides great opportunities for citizens and residents.

Emiratisation is an economic, social and security priority, and this is a fact that everyone must understand.

“

His Highness Sheikh Mohammed bin  
Rashid Al Maktoum, Vice President,  
Prime Minister and Ruler of Dubai



“

## The UAE

embarks on the journey of the next fifty years, placing human empowerment and economic empowerment as priorities to create the best and most competitive economic environment.

“

His Highness Sheikh Mansour bin Zayed  
Al Nahyan, Deputy Prime Minister and  
Minister of Presidential Affairs,  
Chairman of the Emirati Talent  
Competitiveness Council



## Contents

<b>Introduction</b>	12
Award Vision	15
Award Mission	15
Award Values	15
Award Success Factors	16
Award objectives and its integration with the national agenda	19
Award Outcomes	19
<b>Award structure</b>	20
Award Categories	22
<b>Category 1: Private Companies</b>	24
Private Companies Nomination and evaluation process	26
Conditions of Participation	26
The criteria	27
Awards and incentives	27
<b>Category 2: Individuals</b>	28
Conditions of Participation	31
The criteria	32
Evaluation Procedure	34
Individuals nomination and evaluation process	36
Incentives and Awards	37
<b>Category 3: Strategic Partners</b>	38
Strategic Partners Incentives and Awards	38
Confidentiality of information	40
General Provisions	40



▶01

## Introduction

Award Vision

Award Mission

Award Values

Award Success Factors

Award objectives and its integration with the national agenda

Award Outcomes

# Introduction

01

Under the patronage of H. H Mansour bin Zayed Al Nahyan, Chair of the Emirati Competitiveness Council, the first cycle of the Nafis Award will be launched in 2022-2023 aiming at honouring the best private sector companies who contributed to achieving the Emiratisation targets and to reward the talented Emiratis who shine at the private sector as employees and trainees.

the award act as a motive to achieve the vision of the UAE's government and leadership to stimulate private sector enterprises to raise the percentage of Emiratis participation in the workforce and contribute to the development of the national economy system, in addition to honouring Emirati talents and appreciating their achievements in different professions.

The purpose of this guide is to introduce Nafis Award, details of the nomination, categories, criteria and evaluation mechanisms for the first cycle of 2022-2023. The guide was prepared in cooperation between the UAE Talent Competitiveness Council, the Ministry of Human Resources and Emiratisation and the Sheikh Khalifa Government Excellence Program



## About Nafis Award

### Award Mission

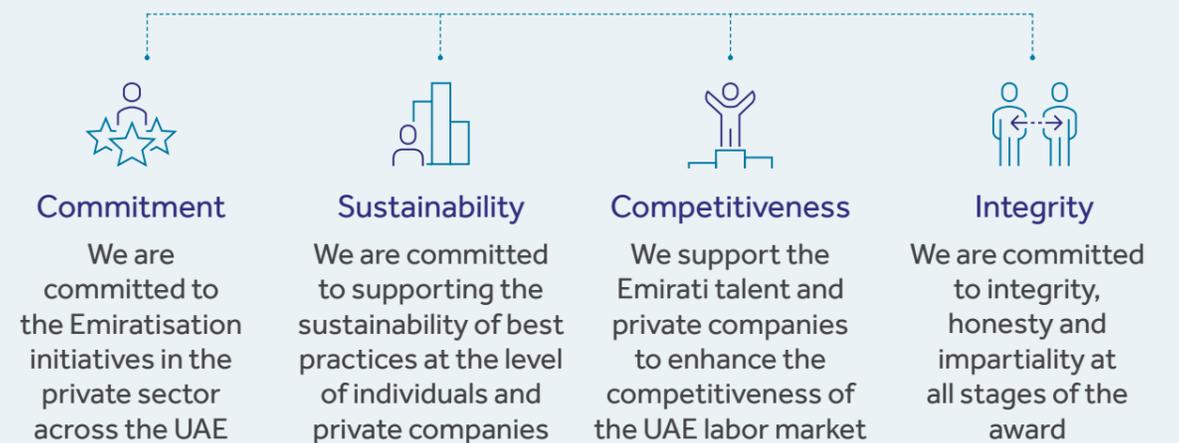
To honour and encourage companies and Emiratis contributions to improve the Emiratization rates in the private sector across the UAE, upgrade the skills and competencies of Emirati talent and to enhance their competitiveness in the work environment, which contributes to the improvement of the national workforce, productivity and sustainable development.

### Award Vision

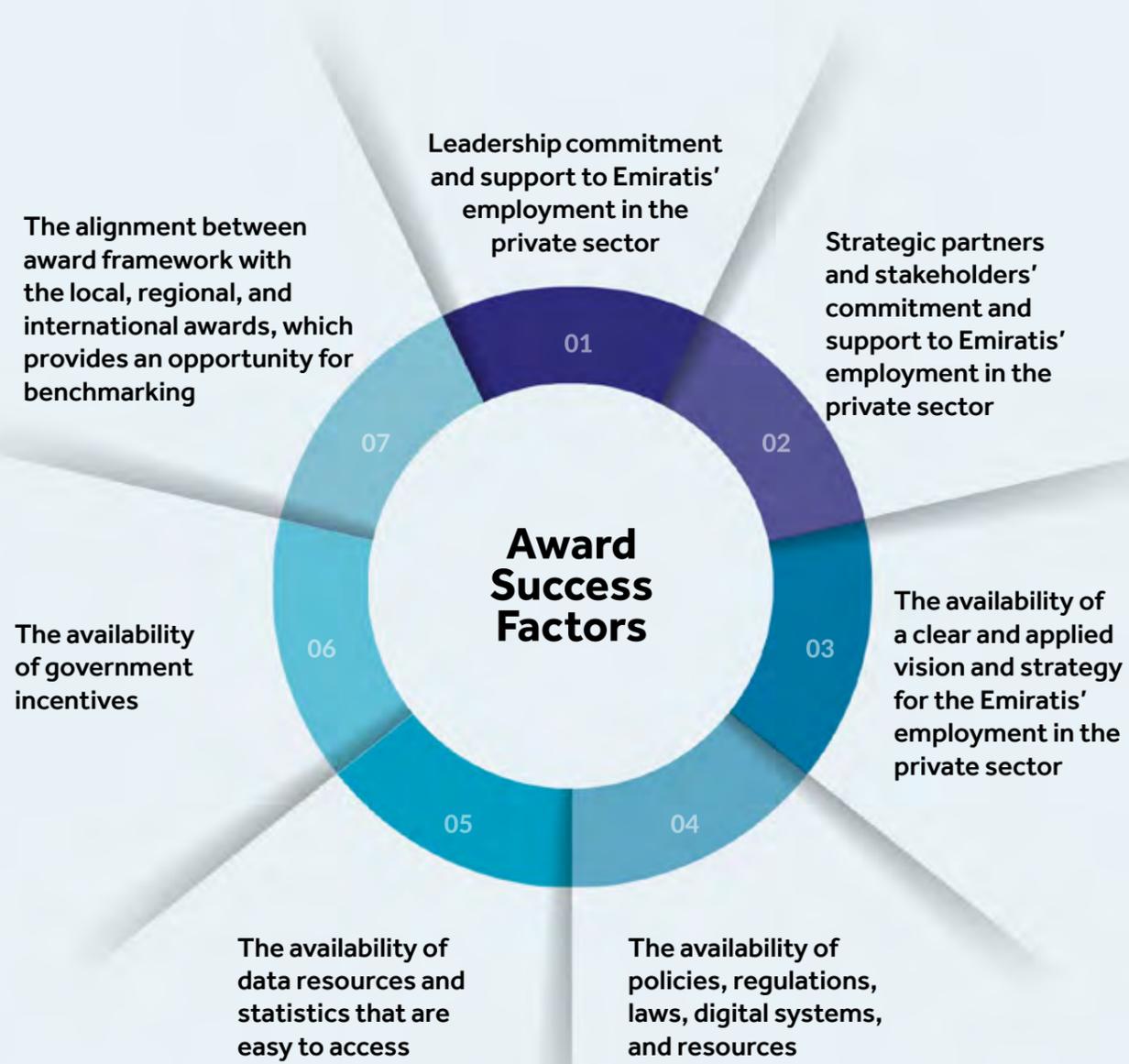
To highlight and reward Emirati talent and private companies for their efforts in supporting the Emiratization initiatives.



### Award Values



# Award Success Factors

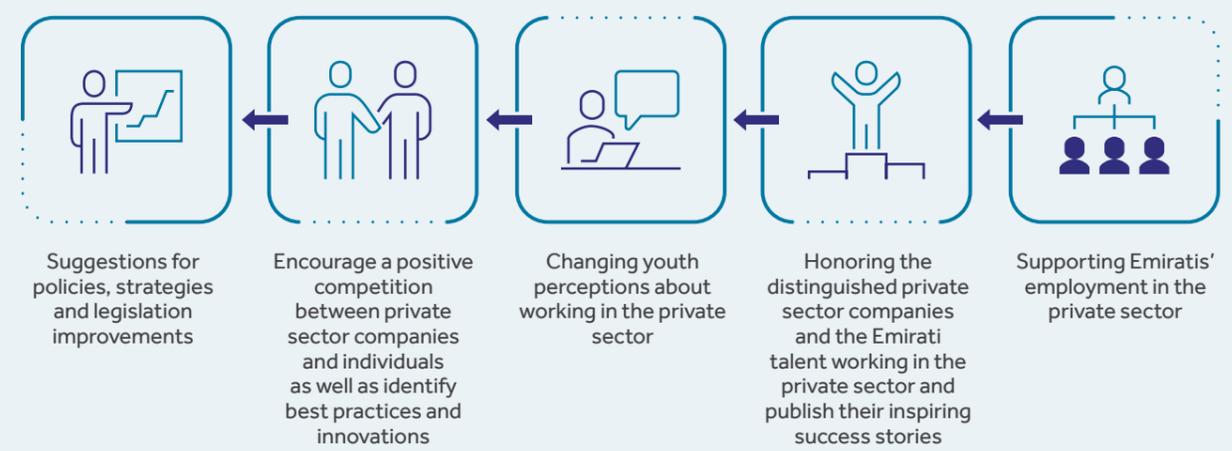




## Award objectives and its integration with the national agenda



### Award Outcomes



02

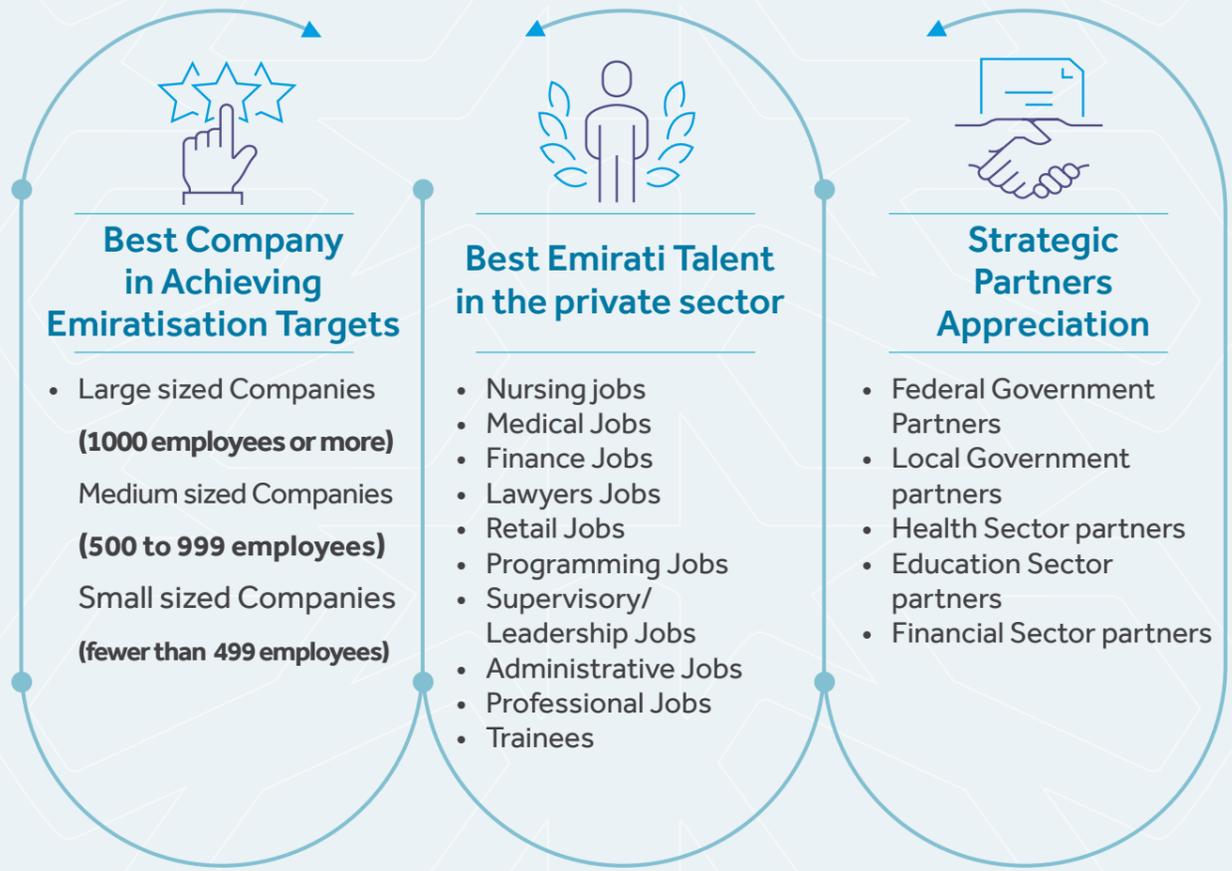
## Award structure

- Award Categories
- Category 1: Private Companies**
  - Private Companies Nomination and evaluation process
  - Conditions of Participation
  - The criteria
  - Awards and incentives
- Category 2: Individuals**
  - Conditions of Participation
  - The criteria
  - Evaluation Procedure
  - Individuals nomination and evaluation process
  - Incentives and Awards
- Category 3: Strategic Partners**
  - Strategic Partners Incentives and Awards
  - Confidentiality of information
  - General Provisions



# Award Categories

The award consists of three main categories



01

Participation in  
the First Category  
**Private Sector  
companies  
awards**

01

**Best Company in  
Achieving Emiratisation  
Targets**

Sub-categories:



**Large sized  
Companies**

for companies of **1,000** employees or  
more in the UAE.



**Medium sized  
Companies**

for companies of **500 to 999**  
employees in the UAE.



**Small sized  
Companies**

for companies of fewer than **499**  
employees in the UAE.



## Participation in the First Category Corporate Awards category

### Private Companies Nomination and evaluation process



### Participation Conditions

- The company must have a valid license from the Ministry of Human Resources and Emiratisation
- The company must have a physical existence in the United Arab Emirates
- The company must have a file free of any legal violations
- The company must be registered on Nafis platform and have published its vacancies and training programs through it
- The company must be operating in the UAE market for a period of not less than one year until the date of launching the award
- The company must have achieved an increase in Emiratisation rates exceeding 2% from its previous results until the date of launching the award
- No application or any documents are required, the companies will be nominated and evaluated by the Organizing Committee of the Award

### The criteria

- Number of job vacancies that company have displayed on Nafis platform (20%)
- Number of Emiratis who were employed by the company through Nafis platform on vacancies displayed on it (30%)
- Emiratisation percentage during the current year (10%)
- Percentage of commitment to disbursing Emiratis' salaries through Wage Protection System (15%)
- Average salary of Emiratis in the company (10%)
- Percentage of Emiratis' job rotation during the current financial year (15%)

### Awards and incentives

There are many benefits and incentives that encourage private sector companies to participate in the award, including:

- High-level honoring in the presence of UAE government leaders
- Award Certificate and trophy
- Using the award logo in official documents, correspondence, and media for a period of one year from the date of announcing the results
- Special recognition for the HR Manager, Emiratisation Manager & relevant leaders for the company's Emirati talent
- Extensive media and marketing coverage through media platforms and social networks
- The logo of the winning institutions will be displayed on the Nafis platform and the website of the Ministry of Human Resources and Emiratisation
- List of incentives specified in the Ministry of Human Resources and Emiratisation under the Cabinet Resolution
- Other government incentives will be announced later.

Participation in the  
Second Category

## Best Emirati Talent in the private sector

### subcategories

All Emiratis working in the private sector who meet the conditions of participation can self-nominate for one of the following categories, in accordance with their professional and job titles:



- » **Nursing Jobs:** This category is designated for all Emiratis practicing the nursing profession in the private sector and have a valid nursing license. This category can include but is not limited to the following jobs: Registered Nurse, Midwife, Assistant Midwife, Physician Assistant, ...etc.



- » **Medical Jobs:** This category is designated for all Emiratis practicing the medical profession in the private sector and can include but is not limited to the following jobs: doctor, consultant, specialist, ...etc.



- » **Financial Jobs:** This category is designated to all Emiratis working in the financial professions in the private sector and can include but is not limited to the following jobs: accountant, financial auditor, auditor, financial analyst, financial controller, ...etc.



- » **Legal Jobs:** This category is designated to all Emiratis working in the legal profession in the private sector and can include but is not limited to the following jobs: commercial lawyer, commercial lawyer assistant, ...etc.



- » **Retail Jobs:** This category is designated to all Emiratis working in the sales and retail professions in the private sector and can include but is not limited to the following jobs: retailer, sales manager and the like



- » **Programming Jobs:** This category is designated to all Emiratis working in the field of programming in the private sector and can include but is not limited to the following jobs: programmer, designer, programming language engineer, artificial intelligence technician, blockchain technician, ...etc.



- » **Supervisory/Leadership Positions:** This category is designated to all Emiratis who hold supervisory or leadership positions in the private sector and supervise two or more employees. This category can include but is not limited to the following jobs: Department Manager, Head of Department, Consultant, ...etc.



- » **Administrative Jobs:** This category is designated to all Emiratis working in various administrative jobs in the private sector and can include but is not limited to the following jobs: administrator, administrative assistant, coordinator, officer, data entry, secretary, receptionist, call center employee, customer service, teller, ...etc.



- » **Professional jobs:** This category is designated to all Emiratis working in the specialized professions in the private sector, whereby 70% of the job duties is non-office based. This category can include but is not limited to the following jobs: engineers, teachers, academics, trainers, technicians, painters, inspectors, chiefs, reporters, field supervisors, pharmacists, therapists, paramedics, translators, ...etc.



- » **Trainees:** This category is designated to all Emiratis working as trainees enrolled in the Apprenticeship Program for not less than six months in private sector companies.



02

Participation in the  
Second Category

## Best Emirati Talent in the private sector

### Conditions of Participation

- Must be a UAE national with a valid passport and family book
- Must have a file free of any legal, behavioral or professional violations
- Must have worked/ or trained in the same company not less than 6 months, provided that the candidate remains on the job during the evaluation period until the announcement of the results
- Must have an active account on Nafis platform
- Must attach a letter of no objection from the company in which he works for
- The job title must match with the category of the award applied for

## Criteria and Evaluation Procedure

### Criteria to category of individuals

#### First criterion Performance and Continuous Learning (20 points)

- 1.1** The candidate's ability to define his/her career goals and efforts in achieving them according to the agreed targets through the existing systems using the optimal available time and resources **(10 points)**
- 1.2** The candidate's keenness on self-motivation to acquire skills and experience, and improve educational attainment and its results on performance **(10 points)**

#### Second criterion Adaptation and Positivity Citizenship (20 points)

- 2.1** The extent of the challenges faced by the candidate and the extent to which he/she was able to turn them into opportunities to achieve his/her goals **(10 points)**
- 2.2** The candidate's ability to embody the values of national identity and positive citizenship through communication and tolerance with different cultures inside and outside the work environment **(10 points)**

#### Third criterion Results and Achievements (60 points)

- 3.1** The extent to which the candidate achieved outstanding results through approved performance evaluation systems **(30 points)**
- 3.2** Employee's highest achievements and their impact on the company performance **(30 points)**

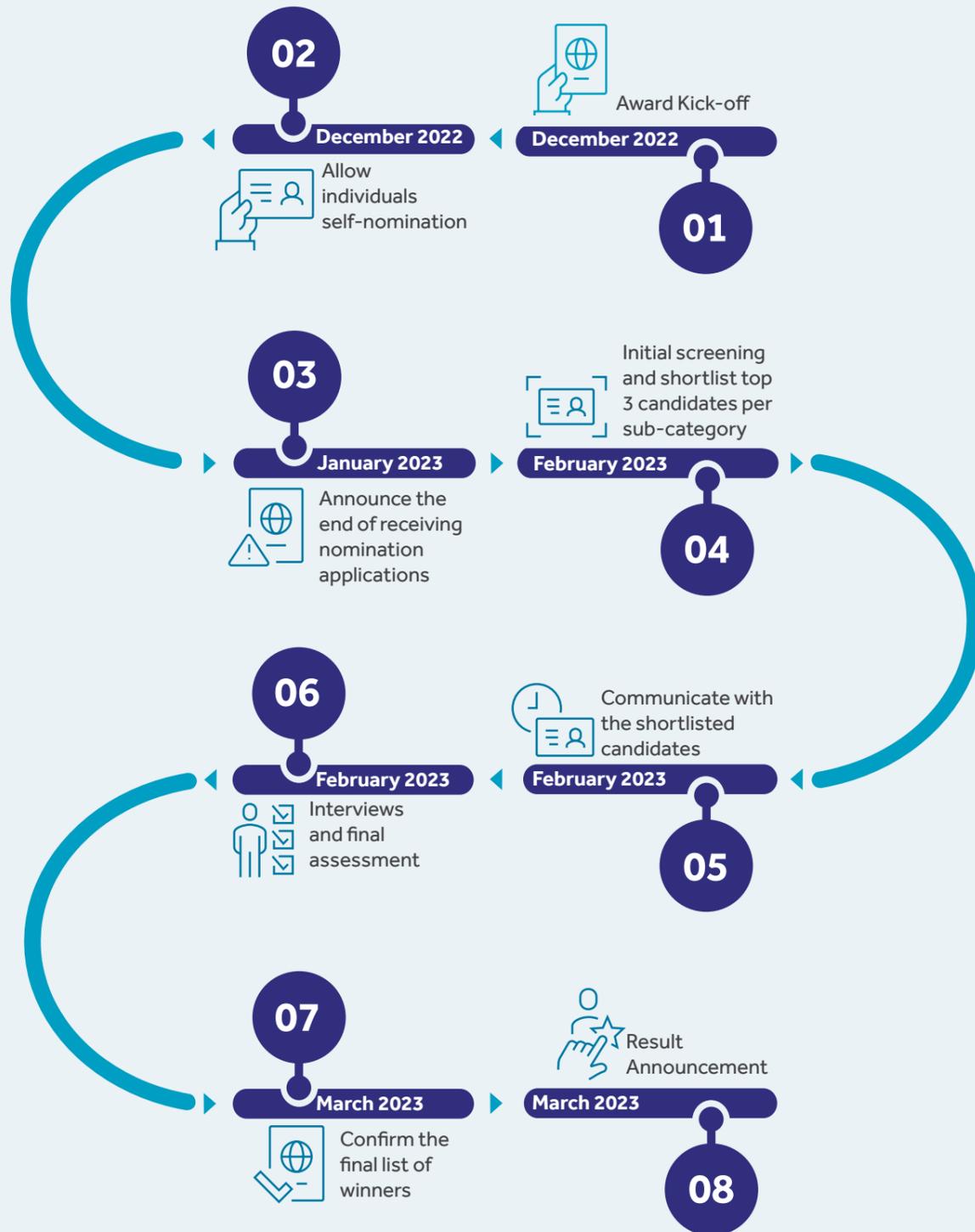


## Evaluation tool

Main Criteria	weight	critrion number	Sub-Criteria	25%					50%					75%					100%				
				5	10	15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	100
				Weak Evidence					Intermediate Evidence					Good evidence					Excellent Evidence				
First criterion Performance and Continuous Learning	20%	10%	1.1	The candidates ability to define his/her career goals and efforts to achieve them according to the agreed targets through the existing systems using the optimal available time and resources	The employee made simple efforts to achieve his career goals and did not provide sufficient evidence of his accuracy in work and his optimal investment of time and available resources	The employee provided some evidence of his efforts in achieving his goals, accuracy in work and investment of available resources	The employee provided good evidence proving his efforts in achieving his goals, accuracy in work, and his investment of time and available resources	The employee has proven his excellence in achieving his career goals and his optimal investment of time and available resources															
		10%	1.2	The candidates keenness on self-motivation to acquire skills and experience, and improve educational attainment and its results on performance	Employee is rarely keen to acquire new skills and experience and no evidence of improved educational attainment has been provided.	The employee provided some supporting evidence for the process of acquiring experiences and skills and improving educational achievement	The employee has clear efforts in self-motivation, acquiring skills and experience, and improving educational achievement	The employee continues with high educational attainment and provided sufficient evidence of his keenness to acquire new skills and experiences and explained their positive impact on his individual performance and the company's performance															
Second criterion Adaptation and Positivity Citizenship	20%	10%	2.1	The extent of the challenges faced by the candidate and the extent to which he/she was able to turn them into opportunities to achieve his/her goals and accomplishments	The employee did not provide sufficient evidence of the challenges he faced during his work.	The employee was able to overcome some of the challenges he faced and invested in some of them to achieve his goals	The employee was able to overcome most of the challenges faced and provided evidence where he/she turned them into opportunities to achieve his/her goals.	The employee was able to overcome great and difficult challenges and use innovative methods and solutions that contributed to turning them into opportunities to achieve his goals and was an example to follow															
		10%	2.2	The candidates ability to embody the values of national identity and positive citizenship through communication and tolerance with different cultures inside and outside the work environment	The employee has not provided sufficient evidence of the embodiment of national identity and positive citizenship and has no initiatives with different cultures	The employee provided some evidence of his communication with different cultures and his embodiment of the values of national identity and positive citizenship	The employee provided good evidence of his communication with different cultures and his embodiment of the values of national identity and positive citizenship	The employee provided outstanding evidence of his communication with different cultures and his embodiment of the values of national identity and positive citizenship															
Third criterion Results and Achievements	60%	30%	3.1	The extent to which the candidate achieved outstanding results through approved performance evaluation systems	The employee did not achieve his career goals according to the evaluation system followed by the company	The employee has achieved some of his career goals and developed a plan to improve his performance in the future in cooperation with his direct manager	The employee achieved most of his career goals and accomplished his work accurately and efficiently	The employee's performance exceeded job expectations and targets and contributed to achieving the company's goals through his outstanding performance															
		30%	3.2	Employee's highest achievements and their impact on the company performance	The employee did not provide sufficient evidence of achievements at the individual and company levels	The employee has made some achievements on a personal level and at the company level	Most of the employee's achievements are outstanding on a personal level and have an impact on improving the company's performance	All employee achievements are outstanding and exceed expectations and have a clear impact on improving the company's performance															

## Criteria and Evaluation Procedure

- Activate the personal account at [www.nafis.gov.ae](#) and fill out the electronic nomination form
- Attach the evidence and supporting documents to the nomination application, including a letter of no objection obtained from the company in which they work.
- The following is the nomination mechanism for the Individuals category:



## Incentives and Awards

There are many advantages and incentives that encourage participation in the award, which reflect the UAE leaders support to the Emiratization efforts and the government's appreciation of distinguished Emiratis working in the private sector:



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## Participation in the Third Category **Strategic Partners Appreciation**

The Emirati Talent Competitive Council appreciates the efforts of its strategic partners, whose support was one of the main reasons for its successes and achieving its strategic objectives. In addition to their outstanding contributions to achieving the objectives of the UAE Vision 2071 with specific focus on the Emiratization agenda.

During the Nafis Award ceremony, the following partners shall be appreciated:

### Subcategories

- Federal Government Partners
- Local Government partners
- Semi-governmental partners
- Health Sector partners
- Education Sector partners
- Financial Sector partners

### Strategic Partners selection process



## General Provisions



### Confidentiality of information

- Under the direct responsibility of the Emirati Talent Competitiveness Council, the Award's Organizing Committee, assessors, and judges are fully committed to the confidentiality of all information contained in the nomination applications, evidence and documents attached. Those may not be used for any purposes other than evaluating the nomination application for the Award.



### General Provisions

#### Private Sector Companies Category

- Companies will be nominated and qualified based on their achievement of the Nafis program objectives and their fulfillment of the participation conditions.
- Written submissions will not be accepted to ensure objectivity and to comply with the Private Sector Companies Category evaluation criteria.
- The organizing committee of the award can add new categories and criteria to the award as it deems appropriate
- The jury can withhold companies that did not meet the eligibility conditions in accordance with the conditions and criteria of the award
- The jury can transfer the nominees to another category in accordance with their eligibility and award criteria
- Participants will be disqualified if they receive any violations by the Ministry of Human Resources and Emiratisation before, during and after the evaluation process until the results are announced
- The participant in the Private Sector Companies Category cannot be a member of the jury or evaluation
- Outstanding best practices of the winning companies will be used by the Emirati Talent Competitive Council as its inspiring success story after stakeholder approval

#### Individuals Category

- The Organizing Committee of the Award welcomes the submission of individuals through the electronic nomination platform only and will not accept applications for participation outside the scope of the platform
- The achievements, capabilities and results of the participant must be documented and suitable with the criteria of the award
- The job title of individuals must match the category to which they are nominating for
- Any additional supporting evidence may be shared during the evaluation and interview process as agreed with the evaluators
- Nominations can be submitted in Arabic or English
- Participants can not apply for more than one category during one evaluation cycle.
- The organizing committee of the award can add new categories and criteria to the award as it deems appropriate
- The jury can withhold candidates that did not meet the eligibility conditions in accordance with the conditions and criteria of the award
- The jury can transfer the nomination application to another category in accordance with the eligibility of the participant and the award criteria
- Participants will be disqualified if they receive any violations by the Ministry of Human Resources and Emiratisation before, during and after the evaluation process until the results are announced.
- A participant in the individual category cannot be a board member of the company he works for or a member of the judging or evaluation committee
- The organizing committee is fully committed to the confidentiality of all information contained in the nomination applications, evidence and documents attached to the application and may not be used for purposes other than the evaluation process
- Participants are responsible for their intellectual property of the work they submit, and if any dispute arises with third parties, the Award and its structure will have nothing to do with it
- Outstanding best practices for winning individuals will be used by the Emirati Talent Competitive Council in inspiring success stories after stakeholder approval.



*"We are looking for leaders who  
move mountains, lead the change  
and create the future"*

**His Highness Sheikh Mohammed bin Rashid Al Maktoum,  
Vice President and Prime Minister of the UAE and Ruler of Dubai,**

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For more information, please contact us  
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E-mail : [nafisaward@etcc.gov.ae](mailto:nafisaward@etcc.gov.ae)  
call center : 800 NAFIS / 800 62347  
Nafis platform : [nafis.gov.ae](http://nafis.gov.ae)

You can also  
contact us here

