



Award for Good Administration

Submission form

Please complete this submission form. Once you have done so, click on the *Send* button. An e-mail with your application attached will then be created, ready to be sent to EOaward@ombudsman.europa.eu. You may then attach all relevant files to your e-mail. Make sure that the total size of all attachments does not exceed 15 MB.

The good administration award is open to EU staff (officials, temporary agents, contractual agents) from any EU institution, body or agency (except the European Ombudsman office). Where relevant, please ensure that the hierarchy in the EU institution concerned has been informed of any submissions.

Nominees for the award may be proposed by: staff members from all EU institutions, bodies or agencies as well as EU and non-EU based civil society organisations, associations, businesses, NGOs or individuals outside the institutional framework.

The submissions period opens on 24 October and will close on 31 January 2017 at 18:00.

The submission should relate to the period January 2016 to December 2016.

Submitted by

Name, Last name

EU institution, civil society organisation, NGO, association you work for

Are you self-nominating?

- Yes
 No

If yes, provide full contact details of at least one nominee

Unit, team or individuals behind the project

Name and e-mail address

Full phone number

If no, who are you nominating? Please provide contact details for at least one nominee

EU institution, body or agency / unit, team or individuals behind the project

Name and e-mail address

Full phone number



Please select one or several categories that apply to your entry

- Excellence in innovation
- Excellence in customer service
- Excellence in citizen focused services delivery
- Excellence in transformation (change management)
- Excellence in communications
- Excellence in language policy
- Excellence in sustainability
- Excellence through collaboration
- Excellence in insight and analysis
- Excellence in large-scale special event
- Excellence in recruitment
- Excellence in transparency and ethical administration
- Other (please specify)

Please provide a title for the entry and a brief statement about why the nominee(s) should receive this award. This section will be used in the award ceremony's programme and website if the nominee(s) is (are) shortlisted (max. 200 words).



Please give a description of the project (max. 400 words). Include details such as the purpose of the project or innovation; how it was planned and rolled out; what the outcomes were; and how it contributes to the citizen experience of the EU. You may also provide links to websites or videos or else attach further documentation to your submission e-mail.



Further information

- You will get an e-mail confirming that your entry has been received.
- Participation in the competition implies **full acceptance** of the competition rules.
- It is highly recommended not to wait until the last day or the last minute to submit applications.

Personal Data

All personal data contained in the application shall be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council (OJ L8 of 12.01.2001, p1) on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.

Send