

# **Bombay Chamber Inclusion Awards 2026**

## **Frequently Asked Questions (FAQs)**

Greetings!

Thank you for registering for the Bombay Chamber Inclusion Awards. We are excited to have you on board and look forward to seeing your submission. With the deadline fast approaching, we want to equip you with all the necessary resources to ensure your nomination shines. Our FAQ document has been carefully curated to address various enquiries you might encounter while completing the nomination form. It provides detailed responses to a wide range of possible questions, clarifying any uncertainties. However, we acknowledge that you may have questions not covered in the FAQs. If that is the case, please do not hesitate to reach out at [shruti.rathod@bombaychamber.com](mailto:shruti.rathod@bombaychamber.com) and we shall get back to you at the earliest.

All the best!

Warm regards,  
Bombay Chamber Team

## **Eligibility and Participation**

### **1. Which types of organisations are eligible to apply?**

- Organisations based in India are eligible to apply for the Awards
- Organisations with multiple legal entities in different sectors should apply as separate applicants
- Organisations coming on board as a sponsor cannot participate in the awards
- Both Micro, Small and Medium Enterprises (MSMEs) and Large Enterprises are eligible to apply, where MSMEs are organizations registered as an MSME\* as defined by the Indian Government as on April 1, 2025:

### **2. Which organisations are not eligible to apply for the Inclusion Awards?**

NGOs, Foundations, Educational Institutes, Schools, and Trusts are not eligible to participate in the Awards.

### **3. Can multinational organisations apply, or are the Awards limited to specific regions or countries?**

Multinational organisations can apply for the Awards. However, answers to the questions in the nomination form must focus solely on practices and initiatives relevant to the Indian context, avoiding global-level initiatives with limited or no significance in India.

### **4. How is an organisation categorised as a Micro, Small and Medium Enterprise (MSME)?**

As of April 1, 2025, an organisation is categorised into Micro, Small and Medium Enterprise (MSME) based on the Indian Government's definition: *Any Manufacturing Enterprise and Enterprise rendering Services with Investment in Plant and Machinery or Equipment: Not more than Rs.50 crore and Annual Turnover: not more than Rs. 250 crore\**. (Refer to this link for more information on which organisations are categorized as MSMEs: <https://www.dcmsme.gov.in/Notification-S.O-no-1364-E-dated-21.03.2025-Revised-Definition.pdf> )

### **5. Should the employee count include both blue-collar and white-collar employees?**

Yes, we request that applicants include the total number of employees, encompassing all categories/types of employment, in their submission.

## **Membership and Affiliation**

### **6. How can one verify if their organisation is a member of the Bombay Chamber?**

For membership verification with the Bombay Chamber, please contact Shruti Rathod at [shruti.rathod@bombaychamber.com](mailto:shruti.rathod@bombaychamber.com).

## 7. What is the procedure for becoming a member of the Bombay Chamber, and how long does it take?

Organisations interested in acquiring membership with the Bombay Chamber should reach out to Shruti Rathod at shruti.rathod@bombaychamber.com. The membership process typically concludes within one week.

## Application Guidelines and Requirements

### 8. How are Award categories structured?

This year, the participants will be evaluated and awarded by industry, ensuring a fair and relevant comparison. Over and above the industry-wise awards, we will also recognise the best of the best across industries through our Marquee Award. The Marquee Award celebrates organisations that stand out for their practices—regardless of industry—by benchmarking excellence at a broader, cross-industry level

*Marquee Awards will be presented across the following categories:*

- *Large Organizations*
- *Micro, Small and Medium Enterprises (MSMEs)*
- *Emerging Organisations (organisations established within the last 10 years)*

### 9. How do I determine which industry category is most appropriate for my organisation?

Please refer to the table below for an overview of the industry categories. Participating organisations need to pick the category that best reflects their core business:

| S No. | Industry  | Includes   |
|-------|---|--|
| 1     | <b>Technology, Media &amp; Telecommunications</b> | Telecom, Media & Entertainment, Technology, Professional & Knowledge Services, ITeS/BPO                          |
| 2     | <b>Financial Services</b>                         | Banks (public & private), NBFCs & Fin-techs, Insurance companies, Capital markets & Asset Management             |
| 3     | <b>Energy, Resources &amp; Industrials</b>        | Energy & Chemicals, Power, Utilities & Renewables, Mining & Metals, Manufacturing, Construction & Infrastructure |
| 4     | <b>Consumer</b>                                   | Automotive, Consumer Products, Retail, Transportation, Hospitality & Services                                    |
| 5     | <b>Life Sciences &amp; Healthcare</b>             | Hospitals and Healthcare Providers, Pharmaceuticals & Biotech, Diagnostics and Healthcare Services               |

|   |   |  |
|---|---|--|
| 6 | <b>Government &amp; Public Services</b> | Ministries, Government Bodies, Statutory Authorities |
|---|---|--|

### 10. Can the Jury reassign our industry category if required?

Yes. The Jury or organising committee reserves the right to reclassify entries if the selected industry does not align with the organisation's primary business.

### 11. Can an organisation apply under more than one industry category or submit multiple forms?

Participating organisations are required to nominate themselves under only one industry category that best reflects their core business, and are permitted only a single entry/submission of the nomination form. In case your organisation operates across multiple industries you should choose the industry that most closely aligns with their core or dominant business activity. The Jury's decision on category alignment will be final.

### 12. Who is eligible for the Marquee "Best of the Best" Awards, and do organisations need to submit a separate application for them?

No separate application is required for the Marquee Awards. All participating organisations are automatically considered for these awards based on their performance in the industry-wise evaluation. An organisation may be recognised with both an industry-wise award and a Marquee Award, subject to the jury's assessment and final decision.

### 13. What are the file size and format restrictions for supporting materials?

Any supporting document provided by the participating organisation as proof for initiatives or policies should be added to the wireframe document available in each nomination form. Screenshots or relevant evidence should be pasted in the designated placeholders within the wireframe. Once completed, convert the document into a PDF, ensuring the file size is under 10 MB and upload it in the attachment section of the respective form.

### 14. What is the fee structure for the Awards?

The fee structure is designed as a one-time payment. Below is the fee schedule based on organisational type:

*\*Please note that the Registration Fee is non-refundable.*

| S.no. | Type of Organisation                       | Bombay Chamber Member | Non-Member         |
|-------|--|-----------------------|--------------------|
| 1.    | Micro, Small and Medium Enterprise (MSMEs) | Rs. 5000 +18% GST     | Rs. 7,000 +18% GST |

|    |                  |                     |                     |
|----|------------------|---------------------|---------------------|
| 2. | Large Enterprise | Rs. 11,000 +18% GST | Rs. 13,000 +18% GST |
|----|------------------|---------------------|---------------------|

*\*Note: An additional 18% Goods and Services Tax (GST) is applicable.*

**15. Is there a specific time frame for the initiatives to be considered (e.g., activities from the past year)?**

For any initiative being considered, please ensure it is restricted to the FY25, i.e., from April 2025 to 31st February 2026.

**Submission Process**

**16. What does a good submission look like?**

- We look for responses that go beyond intent and show real action. Make sure to include the following aspects to the extent possible:
  - Describe the policies, programs, structures, or practices you have intentionally built across relevant questions
  - Support your response with data, documents, dashboards, or concrete examples that demonstrate these efforts are implemented and in use
  - Share outcomes, improvements, or decisions that show how your actions have made a real, measurable difference
- Highlight innovative or unique approaches used that set your organisation apart
- Make sure to submit any supporting collaterals added into the wireframe document attached for each nomination form and submit it as a PDF in the form attachment section

**17. In the event of space limitations within the response section, is it permissible to submit supplementary documents?**

For each question in all nomination forms, a specified word limit has been provided, and participating organisations are requested to adhere to it. However, please note that the evaluation of applications will not be based on the number of words used but rather on the quality of the responses and the real-time impact of the initiatives or policies highlighted. We encourage organisations to provide concise, specific answers within the word limit, focusing on the substance and effectiveness of their initiatives.

**18. Are the indicators listed beneath some of the questions exhaustive?**

The indicators listed beneath some of the questions serve as examples and are not intended to be exhaustive. Please consider them solely as a guide for reference.

**19. Is there an option to save and continue the application later?**

Yes, you can save your application and log in later to continue from where you left off. This feature allows you to complete the application at your convenience without losing any previously entered information

**20. Can I edit my application after it has been submitted?**

No, you cannot edit your application once it has been submitted. Therefore, participants are strongly advised to thoroughly review and verify their answers, making any necessary edits before submission. Once the application is submitted, no further changes can be made, so please ensure all details are accurate and complete before submitting.

**21. Can previous applications be resubmitted with updates for consideration?**

No, previous applications cannot be resubmitted with updates, as there are changes in the nomination forms compared to last year. Additionally, participants are required to provide the latest initiatives and updated versions of their policies in response to the questions in the nomination forms. Therefore, all participants must submit fresh applications for the nomination form.

**22. What is the date to submit the filled nomination forms for the Bombay Chamber Inclusion Awards?**

The deadline for submitting your nomination form for the Bombay Chamber Inclusion Awards is March 31, 2026.

**Post-Submission and Communication**

**23. Will I receive a confirmation email upon submission?**

Yes, you will receive an email confirmation from Bombay Chamber upon successfully submitting your application.

**24. How do I verify that my application has been received?**

Once submitted, you will receive a submission confirmation email from Bombay Chamber.

**25. How will I be notified if my organisation is shortlisted or wins?**

Top 3 shortlisted organisations will receive e-mail invitations to attend the Award Ceremony in July 2026. Final Winners will be announced only at the Awards Ceremony.

**26. Who can I contact if I encounter technical issues while completing the application?**

For technical queries encountered while completing the application, please contact Shruti Rathod at [shruti.rathod@bombaychamber.com](mailto:shruti.rathod@bombaychamber.com)

## **Judging Criteria and Confidentiality**

### **27. What are the key factors the judges will consider?**

A three-tiered approach will be used to gauge the efficacy of the initiatives, across the following criteria:

1. Design – Innovation and uniqueness of the initiatives, how intentionally they have been designed, the breadth of coverage across relevant cohorts, clarity of structure, long-term sustainability, etc.
2. Evidence – How convincingly the story is supported through relevant, specific, and well-articulated collaterals, demonstrating that the initiatives is not just conceptual but actively implemented
3. Impact – The tangible outcomes and meaningful change achieved as a result of the initiative, clearly showcasing its effectiveness, relevance, and value created to the extent possible

### **28. How will the information submitted in the application be used?**

Each application will be exclusively shared with the Jury members solely for evaluation purposes. The Jury will employ a scientific approach to analyse the data and identify organisations that implement innovative and impactful initiatives to effectively influence inclusion dimensions, which will help in fair evaluation of the nominations received.

### **29. Will sensitive data or internal policies shared in the application be kept confidential?**

Each application will be exclusively shared with the Jury members solely for evaluation purposes. The Awards' team is committed to maintaining confidentiality and will neither share nor discuss any information provided by participating organisations.

## **Awards Announcement and Recognition**

### **30. When will the awards be announced?**

The awards will be announced on 31st July 2026. The top 3 shortlisted organisations will receive email invitations to attend the awards ceremony in Mumbai. However, the final winners will be announced only during the awards ceremony.

### **31. What does the award include (e.g., certificate, trophy and publicity)?**

Winners in all Award categories will be presented with an engraved award as a token of acknowledgment for their accomplishments

Applicants receiving special mentions will be honored with a commendation certificate in recognition of their efforts

Beyond accolades, the rewards are tangible: the ability to attract top talent, deepen employee engagement, and establish your brand as one that champions fairness and equity

### **32. Who were the winners of the 2025 DEI Awards?**

#### **DEI Champion Award:**

- Winner: Godrej Properties Limited
- 1st Runner up: Capgemini Technology Services India Limited
- 2nd Runner up: HDFC Life Insurance Company Limited
- 2nd Runner up: Indian Hotels Company Limited

#### **Award for Gender Equality Champion:**

- Winner: Novo Nordisk India Pvt. Ltd.
- 1st Runner up: Godrej Properties Limited
- 2nd Runner up: Nestlé India Limited
- Special Mention: GIA India Laboratory Pvt Ltd.

#### **LGBTQIA+ Inclusion Award:**

- Winner: Godrej Properties Limited
- 1st Runner up: Deutsche Bank Group
- 1st Runner up: Axis Bank
- Special Mention: Asian Paints Limited

#### **Disability Confidence and Inclusion Award:**

- Winner: Capgemini Technology Services India Limited
- 1st Runner up: Godrej Capital
- 2nd Runner up: Future Generali India Insurance Company Limited

#### **Impactful DEI Program Award:**

- Winner: InterGlobe Aviation Limited (IndiGo)
- 1st Runner up: HDFC ERGO General Insurance Company Limited
- 2nd Runner up: Capgemini Technology Services India Limited

#### **Special Award for MSMEs:**

- Winner: HAB Pharmaceutical & Research Ltd.
- 1st Runner up: Harkesh Rubber LLP

## **Additional Notes**

- Ensure the verification code is entered correctly at the end of the application form. Incorrect entry will necessitate re-completion of the form.
- For inquiries, please contact Shruti Rathod at [shruti.rathod@bombaychamber.com](mailto:shruti.rathod@bombaychamber.com).