

SAFMA AWARDS

INFORMATION PACK



2025



Submission deadline
8 October 2025

HONOURING EXCELLENCE IN FACILITIES MANAGEMENT

A closer look at the SAFMA Awards

Commending the trailblazers of FM advancement.

The SAFMA Awards proudly recognise the individuals, teams, and organisations who are advancing the Facilities Management profession in South Africa. These annual awards celebrate innovation, leadership, and impact across a diverse range of categories, shining a spotlight on those who are raising the bar, shaping the future, and making a meaningful difference in the built environment.

We're excited to announce this year's outstanding award categories – each designed to spotlight excellence, inspire progress, and celebrate the incredible talent shaping our industry:

1. Young Achiever
2. Innovation in Facilities Management
3. Best FM Service Provider
4. Community Impact Award
5. Health, Safety & Wellness Initiative of the Year
6. Leadership in FM
7. Women in FM Recognition Award
8. Sustainability Champion of the Year

PLEASE NOTE:

Winners will be announced at SAFMA's Annual Awards Ceremony held on **22 October 2025** at the Future Africa Campus, University of Pretoria.



1. YOUNG ACHIEVER

Recognises an exceptional Facilities Manager aged 35 or under who has demonstrated outstanding professionalism, innovation, and commitment to the FM industry. The award aims to recognise individuals who, despite being early in their careers, have already made a measurable impact through successful projects, innovative solutions, leadership, or contributions to industry knowledge.

Judges will look for:

- Evidence of significant achievements or results from projects led or delivered by the nominee.
 - Innovative ideas or practices implemented in their workplace or the broader industry.
 - Professional development activities (e.g. further education, certifications, involvement in industry bodies).
 - Testimonials or references from peers, clients, or supervisors demonstrating professionalism and leadership potential.
 - Demonstrated passion for facilities management and a vision for future contributions to the profession.
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2. INNOVATION IN FACILITIES MANAGEMENT

Awarded to an individual, team, or organisation that has developed and implemented an innovative idea, process, service, or technology with measurable impact on facilities management practice. The innovation may address operational efficiency, sustainability, cost management, user experience, or digital transformation.

Judges will look for:

- A clear explanation of the problem or challenge addressed.
 - Originality and uniqueness of the solution.
 - Evidence of positive outcomes, including quantifiable improvements (e.g. cost savings, energy reduction, improved satisfaction scores, time efficiencies).
 - Scalability or potential for wider application in the FM industry.
 - Supporting documentation such as data reports, case studies, client feedback, or user testimonials.
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3. BEST FM SERVICE PROVIDER

Honours an outsourced service provider—such as cleaning, maintenance, security, catering, landscaping, waste management, or other FM services—that has consistently demonstrated exceptional service quality, innovation, and client satisfaction. This award acknowledges providers who deliver not only excellent operational outcomes but also proactive solutions, value, and strong client partnerships.

Judges will look for:

- Clear evidence of service excellence, including performance metrics, KPIs, or SLA compliance.
 - Client testimonials highlighting satisfaction, responsiveness, and reliability.
 - Examples of innovative practices that improve efficiency, sustainability, or occupant experience.
 - Demonstrated commitment to continuous improvement, staff training, and sustainability practices.
 - Case studies or success stories that show measurable benefits for clients.
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4. COMMUNITY IMPACT AWARD

Recognises a project, initiative, or organisation where facilities management has directly contributed to positive change in communities beyond the day-to-day management of facilities. This could include social development projects, community infrastructure improvements, sustainability efforts with community benefits, or skills development programmes. The award honours FM professionals and organisations that use their expertise to uplift society and create lasting impact.

Judges will look for:

- Description of the community challenge or opportunity addressed.
 - Evidence of FM's direct involvement and contribution to the initiative.
 - Tangible outcomes and benefits for the community (e.g. employment creation, improved infrastructure, skills development, health or social benefits).
 - Innovative approaches in delivering social value through FM.
 - Testimonials from beneficiaries, community organisations, or stakeholders.
 - Sustainability of the initiative's impact over time.
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5. HEALTH, SAFETY & WELLNESS INITIATIVE OF THE YEAR

Highlights an outstanding initiative, campaign, or programme designed to enhance health, safety, and wellness in facilities. The award celebrates organisations or individuals who have gone beyond compliance to proactively protect and improve the wellbeing of staff, occupants, and visitors.

Judges will look for:

- Description of the specific health, safety, or wellness issue targeted.
 - Details of the initiative's planning, implementation, and stakeholder engagement.
 - Evidence of outcomes such as reduced incidents, improved health metrics, increased occupant satisfaction, or positive behavioural changes.
 - Innovative approaches or tools used in delivering the initiative (e.g. technology, training programmes, wellness spaces).
 - Sustainability and potential for replication across other facilities or organisations.
 - Testimonials from those positively impacted.
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6. LEADERSHIP IN FM

Awarded to a senior FM professional who has demonstrated outstanding leadership, strategic vision, and significant contributions to the facilities management industry. This individual inspires teams, drives organisational success, mentors emerging talent, and champions the advancement of the FM profession.

Judges will look for:

- A track record of significant professional achievements and strategic impact.
 - Evidence of leadership qualities such as integrity, communication skills, and vision.
 - Contributions to developing talent and mentoring others in the industry.
 - Involvement in industry bodies, committees, or advocacy efforts that advance FM as a profession.
 - Testimonials from colleagues, clients, or industry peers attesting to the nominee's influence and impact.
 - Examples of leading through change, innovation, or challenging circumstances.
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7. WOMEN IN FM RECOGNITION AWARD

Spotlights a woman in the facilities management sector who is leading change, breaking barriers, and actively contributing to gender equality and professional advancement in FM. This award recognises women who serve as role models, inspire others, and drive innovation and excellence in the industry.

Judges will look for:

- Evidence of significant professional achievements in FM roles.
 - Leadership in promoting diversity, inclusion, and gender equality within their organisation or the wider industry.
 - Examples of mentoring or supporting the career growth of other women in FM.
 - Innovative contributions that have advanced FM practices or outcomes.
 - Testimonials from colleagues, mentees, or industry peers.
 - The nominee's vision for creating lasting impact in the FM sector
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8. SUSTAINABILITY CHAMPION OF THE YEAR

This award recognises an individual, team, or organisation that has demonstrated exceptional leadership in advancing environmental sustainability within the facilities management sector. It honours those who champion green building practices, energy efficiency, waste reduction, and environmentally responsible operations—driving meaningful impact and setting a benchmark for sustainable FM. These champions demonstrate a deep commitment to long-term environmental stewardship and inspire others to adopt greener practices in the built environment.

Judges will look for:

- A standout project or body of work that clearly advances environmental goals within the FM context.
- Measurable sustainability outcomes—such as improved energy performance, waste reduction, or reduced carbon footprint.
- Creative or innovative approaches to sustainable operations, maintenance, or design.
- Evidence of lasting change—whether through long-term impact, policy integration, or cultural transformation.
- Passionate leadership and influence within the organisation or industry to advocate for greener practices.

RULES FOR ENTRY

1. ELIGIBILITY

- » Entries must relate to work completed **within 18 months prior to 30 September 2025**.
- » Only **current SAFMA members** are eligible to enter.
- » Entries from previous SAFMA winners (same project/category) in 2024 are not eligible.

2. SUBMISSION REQUIREMENTS

- » One PDF entry form per category.
- » Each judging criterion must be addressed in a **maximum of 500 words** per section.
- » **Language:** English only.
- » **Filename Format:** [AwardCategory]_[Year]_[Individual/CompanyName].pdf

3. SUPPORTING DOCUMENTATION

- » Attach up to **2 documents (max 4 pages total)**. Examples:
 - Verified reports or data
 - Case studies or testimonials
 - Awards, certifications etc.
- » General marketing material will be disqualified.
- » Independent reports or third-party validation carry **extra weight** in judging.

4. SUBMISSION METHOD

- » Email your completed entry and attachments to **safma@safma.co.za** and CC: **craig@safma.co.za** Deadline: **8 October 2025**

5. CONSENT & RIGHTS

- » By submitting, you agree to allow SAFMA to use submitted content for promotion and publishing (website, event presentation, etc.)
- » You confirm that submitted materials are original or cleared for use, and you take responsibility for any associated rights or royalties.

JUDGING PROCESS

- » Judging is conducted by a diverse panel of senior FM professionals.
- » All entries are double-reviewed by impartial judges.
- » Only **one judging round** will take place.
- » Judges' decisions are **final**; no appeals will be considered.
- » Top-scoring entries may be nominated for the **Global FM Awards for Excellence**.

WINNER REWARDS

Each category winner will receive:

- » A prestigious SAFMA trophy and official certificate of achievement.
- » A platform to share their success and insights by addressing SAFMA members at a future networking or educational event.

CORE JUDGING CRITERIA

Each entry will be evaluated using the following five key criteria, adapted to suit the context of the specific award category:

CRITERION	WEIGHT	SCORING RANGE	SCORING GUIDANCE
1. Strategic Implementation	20%	1-10	1-3: Vague or unclear approach 4-6: Logical but not unique 7-10: Structured, replicable with clear intent and execution
2. Innovation & Creativity	20%	1-10	1-3: Minimal originality 4-6: Familiar ideas applied well 7-10: Fresh, bold, pioneering, or digitally advanced
3. Measurable Impact	20%	1-10	1-3: Lacks evidence 4-6: Some data shown 7-10: Strong KPIs, results backed by metrics, testimonials, or case studies
4. Leadership & Professionalism	20%	1-10	1-3: Passive or unclear leadership 4-6: Good team/player role 7-10: Active role, mentoring, change leadership, stakeholder influence
5. Contribution to FM Advancement	20%	1-10	1-3: Minimal influence beyond project 4-6: Internal contribution 7-10: Sector-wide impact, public sharing, mentoring, future-focused thinking
Total score	100%	/50	Top entries will typically score above 40/50

This year, we are aligning with the **Global FM framework** by introducing a **tiered recognition system** in place of the traditional 1st, 2nd, and 3rd place awards. Entries will now be scored out of 50, with awards granted based on the score achieved:

 **Platinum** (45+)

 **Silver** (35–39.9)

 **Gold** (40–44.9)

 **Bronze** (30–34.9)

Submissions scoring below 30 will not receive an award.

Please note that awards are not limited to a fixed number per category—multiple entries may receive the same tier, or none if the minimum score is not met.

SAFMA AWARDS SUBMISSION FORM

AWARD CATEGORIES

1. Young Achiever
2. Innovation in Facilities Management
3. Best FM Service Provider
4. Community Impact Award
5. Health, Safety & Wellness Initiative of the Year
6. Leadership in FM
7. Women in FM Recognition Award
8. Sustainability Champion of the Year

Please specify the award category for which this submission is being entered by selecting from the list above and writing it in the space provided below.

NOMINATED BY

Company/Organisation

Contact name

Email address

Cellphone number

NOMINEE DETAILS

Company/Organisation

Primary contact name

Email address

Cellphone number

Title of the submission

Authors

Did this submission receive other awards?

Yes

☐

No

☐

If yes, which award did the submission receive?

When was the award received?

1. STRATEGIC IMPLEMENTATION

Clearly identify the FM challenge/opportunity addressed. Describe how the initiative was designed, implemented, and maintained to deliver excellence.

2. INNOVATION & CREATIVITY

Demonstrate originality in approach, solution design, or thinking. Explain how the entry sets itself apart through new ideas, practices, or technologies.

3. MEASURABLE IMPACT

Provide verifiable, quantitative results of the outcomes. Include improvements in performance, costs, satisfaction, sustainability, or productivity.

4. LEADERSHIP & PROFESSIONALISM

Show leadership attributes in decision-making, stakeholder engagement, industry influence, team development, or change management.

5. CONTRIBUTION TO FM ADVANCEMENT

Explain how the entry contributes to the growth and development of the FM profession in South Africa or globally. Highlight scalability, mentoring, or knowledge sharing.

TERMS AND CONDITIONS OF ENTRY

- » I acknowledge that the judges' decision is final and not subject to appeal.
- » I agree that, if applicable, my entry may be submitted for consideration in the Global FM Awards for Excellence.
- » I consent to the public promotion and publication of my entry and confirm that all information provided is accurate and true to the best of my knowledge.
- » I understand that SAFMA reserves the right to use any materials submitted—including text, images, and other content—for the purpose of promoting the awards.
- » I agree that information contained in my submission may be published on the SAFMA website and used in related communications or presentations.
- » I accept that the organisers are not responsible for the payment of royalties, licenses, or any other charges arising from the use of submitted materials. Responsibility for securing all necessary permissions rests with me as the entrant.

Declaration: I confirm that I have read, understood, and agree to abide by these Terms and Conditions of Entry.

Signature

Date

Please submit your entry to safma@safma.co.za and CC: craig@safma.co.za

Bringing excellence to the forefront

Thank you for considering a submission for one of the SAFMA Awards.

We can't wait to see what innovative and impactful projects you have to share with us!



Scan the QR code for more info about the SAFMA **Roots & Routes Festival!**

CONTACT US:



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