INFORMATION SERVICES DEPARTMENT

5TH GOVERNMENT PUBLIC RELATIONS EXCELLENCE (GoPREX) AWARDS

OFFICIAL ENTRY AND NOMINATION SUBMISSION FORM

GUIDELINES:

Please complete all sections of this form accurately. Ensure that your responses directly address the criteria outlined. This document, alongside your supporting **Evidence Portfolio**, must be submitted to the Assessment Sub-Committee via **goprex.awards@gmail.com**.

SECTION 1: NOMINEE PROFILE:

- **Full Name of Nominee /Unit:**
- **Current Job Title / Designation:**
- **Ministry/ Department /Agency/RCC/MMDA/Mission:**
- **Sector (e.g. Economic, Social, Missions etc):**
- **Professional Body Membership:**
- **Email Address:**
- **Phone Number:**

SECTION 2: AWARD CATEGORY SECTION

AWARD CATEGORY: ASSISTANT PUBLIC RELATIONS OFFICER OF THE YEAR

Criteria:

- **Execution and Support**: Outstanding performance in executing tactical Public Relations components (e.g., press releases, media monitoring, event coordination) under leadership guidance.
- **Initiative and Problem Solving**: Proactive contribution to handling localized issues or improving internal communication workflows.
- **Skill Development**: Rapid adaptation to new digital Public Relations tools, software, or methodologies.
- **Reliability and Professionalism**: Commendable peer reviews and references from the supervising PRO or Chief Director

Describe a major campaign or event where the PR Unit executed key components like press releases, media monitoring, or logistics. How did the Assistant PRO ensure work was aligned with supervisor's strategic vision? (*200 words)*

Give an example of a high-stakes task or confidential matter entrusted to the Assistant PRO by the supervising PRO and how did he/she demonstrate reliability throughout the process? *(100 words)*

On a scale of 1 to 5, how consistently did the nominee meet deadlines without needing reminders, and can you share a brief example?

What single contribution makes this nominee stand out? (*50 words)*

- **Provide relevant documents and information that support your nomination for the award.**

SECTION 3: ENDORSEMENT OF NOMINATION BY INSTITUTION

Name of Head of Public Relations:

Ministry/Department/Agency/ RCC/MMDA/Mission:

Email Address:

Signature:

Date: