

Registration Notes and Part 1: Company/Organisation Information

Purpose: improve public understanding and acceptance of employment of persons with disabilities or chronic illnesses, especially among employers and employees; encourage disability-friendly employers, create more employment opportunities, and advance a diverse, equal and inclusive society.

Registration: 24 September to 31 October 2026. Registration, VRRRC consultation and exhibitions arranged by the Organiser are free of charge.

No supporting materials or evidence are required during registration. Questions marked * are required. Complete only the Part 4 branch for your selected award.

Email address *

For registration confirmation and follow-up communication.

1. Chinese name of company/organisation *

2. English name of company/organisation

3. Type of company/organisation *

Please select one option.

Private-sector enterprise

Non-governmental organisation

Educational institution

Professional body

Public-sector organisation

Others

3a. If you selected 'Others', please specify

4. Principal industry/service sector *

Social enterprises whose main purpose or core operating model is employing persons with disabilities are outside the scope of this election; they may participate as partners, suppliers or service providers.

Part 1 (continued) and Part 2: Contact Details

5. Number of employees in Hong Kong *

Please select one option.

1-9

10-49

50-199

200-499

500 or above

6. Office/business address *

7. Company/organisation website

If provided, enter the full URL, e.g. <https://www.example.org.hk>

Our staff member will use the following details to contact your company/organisation.

8. Name of primary contact person *

9. Job title *

10. Contact telephone number *

Hong Kong and overseas numbers are accepted. You may include +, spaces, brackets or hyphens.

11. Contact email address *

12. Preferred method of contact *

Please select one option.

Telephone

Email

WhatsApp

Part 3: Select a Main Award

No direct employment of persons with disabilities or chronic illnesses in the past 24 months, but ready to start inclusive employment or workplace practice: select the Inclusive Pioneering Breakthrough Award.

Current or previous direct employment within that period: select the Sustained Inclusive Workplace Development Award.

Unable to employ directly, but able to contribute expertise, networks, venues, equipment or other resources: select the Inclusive Partnership Leadership Award.

13. Which main award would your company/organisation like to enter? *

Select one option and complete the corresponding Part 4A, 4B or 4C.

Inclusive Pioneering Breakthrough Award (complete Part 4A)

Sustained Inclusive Workplace Development Award (complete Part 4B)

Inclusive Partnership Leadership Award (complete Part 4C)

If you are still unsure, contact VRRC and a designated staff member will help identify the most suitable track.

The Exemplary Inclusive Employer Award is the highest honour of this programme. All companies and organisations entering the Sustained Inclusive Workplace Development Award or Inclusive Pioneering Breakthrough Award that reach the standard of Practice Checklist Lv 2 automatically proceed to selection for the Exemplary Inclusive Employer Award. No separate application is required. Action in all four dimensions—Employ, Enable, Engage and Empower—is required. Up to five recipients will be selected.

The direct-employment reference period is 1 November 2024 to 1 October 2026. Persons with disabilities or chronic illnesses are included. Outsourced services, social procurement, work experience and internships without an employment relationship do not count as direct employment.

Entrants must retain supporting evidence. The Organiser will invite submission if necessary during assessment.

Part 4A: Inclusive Pioneering Breakthrough Award

Complete only for this award: commercial enterprises or public organisations with no direct employment of persons with disabilities or chronic illnesses in the past 24 months, ready to start inclusive practice. Complete at least six Lv 1 actions.

14A. Which areas of inclusion would your company/organisation like to improve?

Select all that apply.

Recruitment of job seekers with disabilities or chronic illnesses

Accessible workplace environment

Staff training

Social procurement or business collaboration

Others (please specify below)

Support for employees with disabilities or chronic illnesses

Digital accessibility

Inclusive culture and communication

Not yet decided - advice from VRRC requested

14A-a. Other area of inclusion

15A. What would your company/organisation like to achieve through this programme?

Part 4B: Sustained Inclusive Workplace Development Award (1)

For commercial enterprises or public organisations currently employing, or directly employing within the past 24 months, persons with disabilities or chronic illnesses. Outsourcing, social procurement, work experience and internships without an employment relationship do not count. Improve or deepen at least six Lv 2 actions.

14B. Describe existing measures and examples in employing persons with disabilities or chronic illnesses and promoting inclusion. *

No supporting documents are required at this stage.

Part 4B: Sustained Inclusive Workplace Development Award (2)

15B. Who are the principal beneficiaries of the above measures?

Select all that apply.

Job seekers with disabilities or chronic illnesses

Employees with disabilities or chronic illnesses

Customers/service users with disabilities or chronic illnesses

Employees in general

Members of the community

Other (please specify below)

15B-a. Other beneficiaries

16B. Which areas would your company/organisation like to improve or deepen during the implementation period? *

Part 4C: Inclusive Partnership Leadership Award

For organisations that cannot employ persons with disabilities or chronic illnesses directly but can contribute sector expertise, professional knowledge, networks, venues, equipment or other resources to advance inclusive employment. Complete at least three actions from the Inclusive Partnership Practice Checklist.

14C. What resources or support can your organisation provide to help build inclusive workplaces? *

Select all that apply.

- | | |
|--|---|
| Professional consultancy services | Training for staff or management |
| Referral or job matching for jobseekers with disabilities or chronic illnesses | Work experience, internships or on-the-job training |
| Training venues or equipment | Assistive technology or accessibility solutions |
| Volunteers or professionals | Financial or material support |
| Social procurement or business collaboration | Research, outcome evaluation or knowledge sharing |
| Other (please specify below) | |

14C-a. Other resources or support

15C. Briefly describe the resources, mode of service and intended beneficiaries. *

Part 5: Optional Add-on Awards

Select one main award before adding either or both optional awards. Neither is compulsory. All qualifying Accessible Environment Award entrants may be recognised by the professional judging panel, without a limit. The Inclusive Workplace Story Award recognises up to three recipients and is the only award decided by public vote.
Note: You may choose not to publish identifiable employee information or photographs.

17. Would your company/organisation like to add either award?

Select all that apply. If you select 'Not yet decided', do not select another option.

Accessible Environment Award (optional add-on)

Inclusive Workplace Story Award (optional add-on)

Not yet decided

18. If you have an initial idea, briefly outline any accessible-environment achievement or inclusive workplace story you may wish to present.

Optional. No photographs, videos or personal data are required at this stage.

Part 6: Consultancy Support and Optional On-site Exchange

After registration, the VRRRC team can provide consultation and follow-up by telephone, video or team meeting. If your organisation would like advice on accessibility, the work environment or job arrangements, an on-site exchange may be arranged at its request. It is not a condition of entry.

19. What support would your company/organisation most like to receive from VRRRC?

Select all that apply.

- | | |
|---|---|
| Selecting suitable actions from the practice checklist | Recruiting job seekers with disabilities or chronic illnesses |
| Supporting employees with disabilities or chronic illnesses | Improving physical accessibility |
| Digital accessibility | Inclusion training |
| Internal policies and work processes | Social procurement or cross-sector collaboration |
| Preparation of entry materials | Other (please specify below) |

19a. Other support required

20. If a need arises later, would your company/organisation like an on-site exchange? *

Please select one option.

- ☐ Yes, as needed
- ☐ We would like to discuss the arrangements with VRRRC first
- ☐ No on-site exchange is needed at present

21. Describe any accessible communication, on-site exchange or other contact arrangements required.

Optional.

Staff Training and Sharing Sessions

We are pleased to provide tailored staff training and sharing sessions for companies and organisations. Fees will be based on the duration and number of participants. In addition to tailored company or organisation sessions, VRRRC will hold inclusive workplace training activities in the first quarter of 2027, open for registration by all companies and organisations. Places are limited; please watch for further VRRRC announcements.

Part 7: Privacy and Publication Options

VRRRC processes basic company/organisation and contact-person information needed for registration, communication, assessment and programme administration. Unless voluntarily provided, VRRRC will not proactively request identifiable personal data about employees or job seekers with disabilities or chronic illnesses, service users or other individuals. Before voluntarily submitting data about an individual, explain its purpose, obtain voluntary and explicit consent, and provide only necessary information directly relevant to the entry. Do not submit diagnostic certificates, medical records,

Submission does not imply consent to publication. Publication scope and required consent for stories, photographs, videos, company details or achievements will be confirmed separately. You may choose not to publish identifiable employee information or photographs.

Access/correction: VRRRC data protection contact | vrrc@rehabociety.org.hk | 2534 3588. Updated: 25 September 2026.

22. Acknowledgement of the Privacy Statement *

I confirm that I have read and understood the Personal Information Collection Statement and Privacy Statement above.

23. Confirmation regarding third-party personal data *

If this form or later materials contain personal data about an individual, our company/organisation will explain the purpose, obtain the necessary consent, and submit only information directly relevant and necessary to the entry.

24. Publication of company/organisation name *

Please select one option.

If selected for an award, we agree that the Organiser may publish our name and the award received

We would like to confirm this when entry materials are submitted

Part 8: Declaration and Submission

This declaration must be completed by an authorised representative of the company/organisation.

25. Authorisation and accuracy declaration *

I am authorised by the company/organisation to submit this form and confirm that, to the best of my knowledge, the information provided is true, accurate and complete.

26. Name of authorised representative *

27. Job title *

28. Date of completion *

Format: DD/MM/YYYY, e.g. 08/09/2026

Before submission

- ☐ Company/organisation and primary contact details are complete
- ☐ One main award has been selected and the corresponding Part 4A, 4B or 4C is complete
- ☐ If add-on awards are selected, we understand they are voluntary and publication will be confirmed separately
- ☐ The Privacy Statement has been read and all required confirmations are complete
- ☐ The declaration has been completed by an authorised representative