

Insurance Times Claims Excellence Awards 2022 Rules of Entry

Eligibility

The Claims Excellence Awards are open to any claims department or section of an FCA-authorized insurer, Lloyd's syndicate, broker with significant delegated claims authority, public authority claims department or self-insured corporate, within UK General Insurance. All categories are open to those from operations and technical areas. Entries in some categories are also open to MGAs, service providers, loss adjusters, industry partners and law firms.

Some categories are open to individuals, others to departments/teams. Make sure you read through the category entry criteria carefully to ensure that you are entering the most appropriate one.

You may enter more than one project, programme, team or individual into a category, but ensure your written submissions make it clear precisely who or what part of the company is being entered.

Written submission (Stage One)

The first stage of judging will be based on your written submission and any supporting materials you choose to include.

It is in your interest to produce a well presented, succinct and clearly written case, answering all the questions. Think about what you do that's unique or outstanding and use metrics and data where you can to demonstrate impact and success. Make sure you keep within the word count specified.

When entering 'of the year' categories, please note that judges will be looking to reward recent success and will therefore expect to see evidence relating to achievement/s **between 1 January 2021 and 28 February 2022**. The project/initiative/solution itself does not necessarily need to be 'new' or 'recent', but the achievements outlined within the entry *must* fall within these dates.

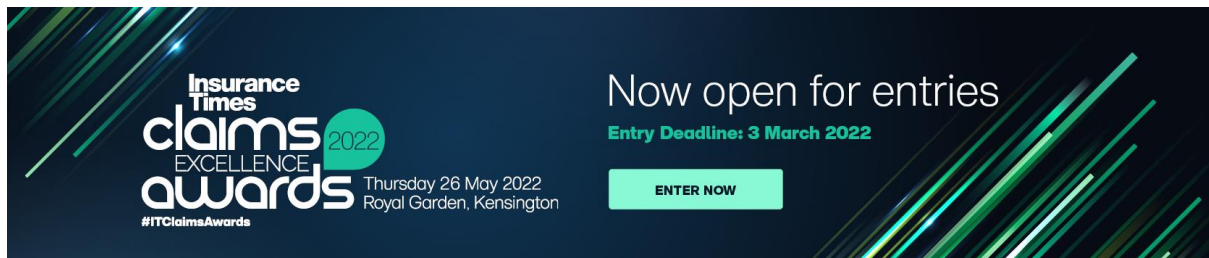
All information contained in the entries and marked confidential will remain so and will not be released without the permission of the entrant.

All entries must be made using the official online entry system. Supplementary information including charts, graphs, photos and info-boxes must be included as supporting material and NOT on the entry form.

Supporting material

When preparing any background materials and supporting evidence, it is quality and relevance that the judges will be interested in, not quantity. Therefore, a maximum of three supporting documents can be attached.

Research documents, customer brochures, staff newsletters etc. all help to demonstrate impact to the judges in a practical and easily accessible way and may be included where relevant.



The judges may also review relevant websites, so full address and access codes (if applicable) should be provided.

Your entry should avoid including superfluous documents and this may damage your submission rather than support it.

Stage Two Judging

If your entry is shortlisted, you (or a representative from your company) will be invited to present (virtually) to our panel of judges on **Tuesday 26 April**. Further details regarding the timings and expected content of your presentation will be sent out after the finalists are announced on Thursday 31 March. Please note that if you choose not to participate in the online presentation to our panel of judges, you will not be considered for the final award and your entry will be withdrawn.

ENTRY DEADLINE – THURSDAY 10 MARCH 2022