



# Welcome to the Not a Red Card Awards 2020

We're proud to be running the **Not A Red Card Awards** for a third year to recognise those who champion mental well-being at work. The awards will be open for submissions from all types of workplaces, whether large or small, from **11 May 2020 – 14 August 2020**.

Legal & General Assurance Society Limited.  
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Registered office: One Coleman Street, London EC2R 5AA.

We are authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority



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# Introduction to the Awards

We created these awards to celebrate organisations and individuals that have developed and implemented best practice when it comes to mental health provision in the workplace.

The awards will take place during the Not A Red Card Forum on Wednesday 4 November, at the Kia Oval, London.

You can enter the awards on our online awards platform, which can be accessed via our [website](#).

However, if you would prefer to complete an offline version, simply complete this form (you do not need to complete the whole thing, only complete the categories that you would like to enter) and email the completed form to [notaredcard@landg.com](mailto:notaredcard@landg.com).

- When you email your completed submission, please also attach your logo.
- You may also upload a maximum of 2 supporting documents, this is optional.

## Submission entry deadline is Friday 14 August 2020

Shortlisters will be invited to join us for a Not A Red Card Forum and celebratory awards ceremony on **Wednesday 4 November 2020**.

# Awards Categories

The Not A Red Card Awards highlights the outstanding achievements of organisations in their efforts to improve employee mental health.

Our six award categories reflect the diversity of mental health initiatives that organisations, big or small, have embedded in their workplace.

The categories, which will award organisations and individuals alike for their efforts are:

## **The Collaboration Award**

Demonstrating cross-sector or cross industry engagement with an initiative that brought together different stakeholders to address mental health in the workplace.

## **Innovative Use of Sport Award**

A company that has used sport to raise awareness, educate or address mental health issues in the workplace.

## **Best Mental Health Initiative-SME (less than 500 employees)**

For organisations that have implemented a programme that has enabled and empowered employees and employers to discuss, learn and take steps/action towards addressing mental health issues in the workplace.

## **Best Mental Health Initiative - Large (more than 500 employees)**

For organisations that have implemented a programme that has enabled and empowered employees and employers to discuss, learn and take steps/action towards addressing mental health issues in the workplace.

## **The Inspiration Award**

The Inspiration Award is for an individual who has made an act, effort, or statement that has inspired people to be more active in discussing and addressing mental health issues in the workplace, or who has spearheaded an effort to make the workplace more conducive to discussing mental health.

## **The Leadership Award**

The Leadership Award is for a business leader who has utilised their senior position to positively push boundaries around the attitude or action of the company or colleagues in relation to improving mental well-being in their organisation.

**There is no limit on the number of categories that you may wish to enter.**

# Submission Guidance

Please use the below submission guidance headings to help construct your entry. Copy and paste them into the submission box to help frame your entry.

## Please upload the following:

- Company Logo
- A maximum of 2 supporting documents may be uploaded per category to accompany your submission.

## Entries must show:

### Strategic Vision

A sound plan that the programme aims to support the overall strategy of the organisation, demonstrating that the initiative is an integral part of the business.

- Why did you introduce this initiative?
- What are the long-term objectives and goals of this initiative and what plans do you have in place to achieve them?
- How does this initiative support overall business objectives?

### Impact

A programme that has delivered a demonstrable benefit to those who have been engaged.

- What is the impact you have had on the issues your entry is addressing around mental health in the work place?
- How do you measure this impact?

### Insight

- Tangible elements that could be shared with other organisations addressing similar issues and that the organisation is a willing and active collaborator.
- What is the single biggest practical insight you have learned from doing this initiative that you could share with others to aid their development in addressing mental health?

### Inclusion

A programme that encourages diversity and inclusivity whilst recognising some programmes may have a clear rationale for being exclusive to a particular target group.

- What Policies do you have in place or efforts have you made to ensure that you are engaging all types of people in this initiative? (If you have a rationale for targeting a particular target group please explain)

## **For the Inspiration Award entry, please show:**

- What is their Inspiration story?
- Who is the Nominee? (name, biography, background information)
- How have they inspired?
- Why does the nominee deserve to win this award?

## **For the Leadership Award entry, please show:**

- Description of how nominee has led from the front to ensure positive changes relating to mental health have been made in their workplace.
- Who is the Nominee? (name, biography, background information)
- What impact has the nominee had on their organisation?
- How have they inspired?
- Why does the nominee deserve to win this award?

# Terms & Conditions

By submitting an entry to the Not A Red Card Awards (“the Awards”), all entrants (“the Entrants”) agree that they agree that they have read, and are bound by, the following terms and conditions (“the Terms and Conditions”) by Legal & General “(the Organisers”):

- All entries must be based and delivered within the UK
- Be on behalf of an organisation registered with Companies House or the Charity Commission – it must be an established entity
- Submitted by Friday 14 August 2020
- Entries must relate to activity over the past twelve months i.e.. May 2019 to May 2020
- Closing date for all entries is midnight Wednesday 14 August (entries after midnight on Wednesday 14 August will not be included)
- Descriptions of submissions from the Entrants that are selected as Finalists will be published in connection with the Awards
- The Organisers reserve the right to amend category selections where appropriate
- The Organisers are not liable for any costs incurred by applicants in the evaluation and judging process
- The Organisers will not accept any liability for late or lost entries howsoever delivered, or for any error, defect, delay in operation or transmission, communications line failure, theft, destruction, alteration of or unauthorised access to entries as a result of any cause outside the Organisers’ control. Proof of electronic delivery shall not constitute proof of receipt
- The closing date for receipt of entries is subject to change
- Those shortlisted are expected to attend the Awards Ceremony on Wednesday 4 November 2020, where winners will be announced and presented with their awards
- The Organisers reserve the right to cancel the Awards at any stage. In the event of such cancellation, the Organisers shall not be liable to Entrants in respect of any additional costs or consequential losses incurred by the Entrants as a result of any such cancellation
- To the fullest extent permitted by law, the Organisers shall not be liable for any damage, claim or costs, howsoever incurred by the Entrants (including any damage to computer equipment, data stored thereon or to personal, professional or commercial activities of the Entrants), arising from the Not A Red Card Awards or for the failure of the Entrants to comply with the entry requirements or these Terms and Conditions
- The Organisers reserve the right to disqualify any Entrant where the Organiser has reasonable grounds to believe that such Entrant has breached any of these Terms and Conditions. Should any Entrant be disqualified, the Organisers may, at their sole discretion, select a replacement Entrant which will be subject to these Terms and Conditions
- The Organisers reserve the right to amend or supplement these Terms and Conditions at any time. Any such amendment or any additional rules, terms or conditions imposed from time to time by the Organisers shall be incorporated by reference into these Terms and Conditions upon written notice of such amendment or addition to the Entrants
- In the event of any dispute regarding these Terms and Conditions and all other matters relating to the Awards, the decision of the Organisers shall be final and no correspondence or discussion shall be entered into
- This Agreement is covered by the laws of the UK whose courts shall have exclusive jurisdiction over any disputes in connection herewith.

If you have any queries regarding the above, please contact us at: [notaredcard@landg.com](mailto:notaredcard@landg.com)

# Submission Forms

Please click on the category / categories you wish to enter and complete the form.

[Collaboration Award - Submission Form](#)

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[Innovative use of Sport Award - Submission Form](#)

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[Best Mental Health Initiative Award - Submission Form  
\(Less than 500 Employees\)](#)

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[Best Mental Health Initiative Award - Submission Form  
\(More than 500 Employees\)](#)

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[The Inspiration Award - Submission Form](#)

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[The Leadership Award - Submission Form](#)

# Collaboration Award

## Submission Form

Demonstrating cross-sector or cross industry engagement with an initiative that brought together different stakeholders to address mental health in the workplace.

- Please refer to the Submission Guidance tab to assist you in framing your entry
  - 1000 word limit
  - Submission deadline: **Friday 14 August 2020.**
- 

**Company Website** (Please provide all that apply)

**Company Overview / Bio**

**Name as it should appear on the award, should you win**

**Year initiative was created**

**Initiative Reach** (Local, Regional, National)

**Name of the person who will collect the award, should you win**

## **Submission** (Max 1000 words)

### **GDPR**

The nature of this application may require you to include sensitive information about individuals. In order to comply with GDPR, please anonymise any content relating to individuals to ensure they cannot be identified. If you cannot anonymise the content in this submission, please confirm below that you have obtained the necessary permission from any individual referenced.

I confirm that I have removed or anonymised all information pertaining to any individuals referenced in this entry, to comply with GDPR data subject rights.

I confirm that any sensitive information relating to individuals has been obtained with their consent and I hold written confirmation (date stamped) permitting me to pass their information on to Legal & General for the purposes of this award.

Please email your completed form to: [notaredcard@landg.com](mailto:notaredcard@landg.com)

# Innovative Use of Sport Award

## Submission Form

A company that has used sport to raise awareness educate or address mental health issues in the workplace.

- Please refer to the Submission Guidance tab to assist you in framing your entry
  - 1000 word limit
  - Submission deadline: **Friday 14 August 2020.**
- 

**Company Website** (Please provide all that apply)

**Company Overview / Bio**

**Name as it should appear on the award, should you win**

**Year initiative was created**

**Initiative Reach** (Local, Regional, National)

**Name of the person who will collect the award, should you win**

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# Best Mental Health Initiative Award

## (Less than 500 Employees) Submission Form

Implementing a programme that enabled and empowered employees and employers to discuss, learn and take steps/action towards addressing mental health issues in the workplace.

- Please refer to the Submission Guidance tab to assist you in framing your entry
  - 1000 word limit
  - Submission deadline: **Friday 14 August 2020**
- 

**Company Website** (Please provide all that apply)

**Company Overview / Bio**

**Name as it should appear on the award, should you win**

**Year initiative was created**

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# Best Mental Health Initiative Award

## (More than 500 Employees) Submission Form

Implementing a programme that enabled and empowered employees and employers to discuss, learn and take steps/action towards addressing mental health issues in the workplace.

- Please refer to the Submission Guidance tab to assist you in framing your entry
  - 1000 word limit
  - Submission deadline: **Friday 14 August 2020**
- 

**Company Website** (Please provide all that apply)

**Company Overview / Bio**

**Name as it should appear on the award, should you win**

**Year initiative was created**

**Initiative Reach** (Local, Regional, National)

**Name of the person who will collect the award, should you win**

## **Submission** (Max 1000 words)

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**Name of the person who will collect the award, should you win**

Legal & General take your privacy seriously; this is why we never share your personal details with anyone else for their own marketing purposes. Our privacy policy tells you how we collect and process your personal information. Please take a few minutes to read it. [www.legalandgeneral.com/adviser/privacy-policy/](http://www.legalandgeneral.com/adviser/privacy-policy/)



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  - Submission deadline: **Friday 14 August 2020**
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**Company Website** (Please provide all that apply)

**Company Overview / Bio**

**Name as it should appear on the award, should you win**

**Year initiative was created**

**Initiative Reach** (Local, Regional, National)

**Name of the person who will collect the award, should you win**

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