

africa tech//week AWARDS 2024



ENTRY FORM GUIDELINES

A guide on how to prepare and submit your nominations to South Africa's iconic tech event of the year. For entrepreneurs, executives, employees, & organisations.

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About the Africa Tech Week Awards

The 7th Annual Africa Tech Week Awards is the premier technology awards ceremony taking place in **May 2024**. The awards focus on educating African countries on the challenges and opportunities to be gained by drafting appropriate plans and policies to catapult them into the digital and technological revolution.

The Africa Tech Week Awards will also recognize and reward companies on the continent that have demonstrated excellence in the area of innovative product development.

Benefits Of Entering The Awards

- 1** Gain prestige and recognition from peers
- 2** Entrench your brand on a leadership platform
- 3** Highly valuable PR and media exposure through multi-channel marketing
- 4** Celebrate your achievements
- 5** Raise your profile to attract investors and key stakeholders and customers
- 6** Attract and retain top talent in Africa
- 7** Differentiate your business from your competitors
- 8** Measure your performance against Africa's best
- 9** Network with fellow business individuals
- 10** High-volume & impactful press coverage





How to complete your entry



STEP 1

Download this entry form.



STEP 2

Follow the instructions to complete your registration form that creates your entry-submission



STEP 3

Within your entry-submission, ensure that you complete all the relevant details and sign as confirmation of your entry. Don't forget to select your desired categories.



STEP 4

Once you've created your entry, time to SUBMIT by emailing it to quarnita.jumat@topco.co.za



STEP 5

Our Awards Project Manager, Quarnita Jumat, will be in touch with you with next steps and motivation guidelines.

Motivation

A clear and defined set of targets (that has been reached according to the programme's initial model) must be explained in the nomination motivation.

The judges will review your nomination on the following points.

1. The organisation needs to show alignment to the category and clearly articulate the goal. (total of 10 points)
2. How unique and innovative are your programmes? (total of 10 points)
3. Demonstrate the impact of the organisations goals, job creation and how it has been justified through relevant evidence and supporting documents. (total of 60 points)
4. How has the program/initiative contributed to the organisations growth and it is scalable? (total of 10 points)

5. If your vision for the future is sustainable. (total of 10 points)

Once all entries are closed, the entries are assessed in accordance with the criteria set out for each award, resulting shortlisted finalists for each of the categories.

The list of finalists for each category are then independently verified to ensure that they meet the criteria per category and a 'judge's pack' is prepared for our external judging process. The shortlisted finalists are announced in the press and all companies/individuals advised of their inclusion.

The judges will then convene to decide on the winners for each category. The 'judge's pack' containing all the relevant information, provided by the entrant, for each finalist in a category is presented to the independent, external judges.

The winners are chosen by majority votes.

2024 Categories

Organisation Awards

The organisation awards look to celebrate the successes of Top companies exemplifying innovation, impact, vision and action in South Africa.

AFRICA TECH: START-UP AWARD

This award celebrates newly formed tech companies that inspire – companies that have shown success during the first two years and boast a demonstrable business model. But beyond their organisational structure, sales strategy and strength of team, companies in this category should show they have the potential for future growth and a strong scalable, tech vision.

These companies must be able to show they have a potential market reach that exceeds their current achievements, and they have a strategy in place to reach that growth. Companies awarded start-up funding must be above R1 Million.

Your entry should include:

- Insights into your business plan and performance
- Future sales forecast and strategy
- Demonstration of how technology is at the forefront of your company.

AFRICA TECH: FINTECH AWARD

This award is for companies transforming the financial services sector through innovative technology solutions. This category is for companies causing disruption in the sector with a platform of technology solutions, aimed at either consumers or investors. Companies must be able to detail what customer segments and markets are benefiting from it.

This award is not just for innovative technology, it's for companies that use that technology to transform the financial services landscape. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Demonstration of your product or service
- Breakdown of your market
- Evidence of annual revenue above R35 million per annum

AFRICA TECH: AI TECHNOLOGY AWARD

Innovative AI solutions are changing the tech landscape, and this award looks to honour companies that are pioneering this field. Companies entering this award need to have AI at the centre of their organisation, products, and services (machine learning, virtual agents, AI optimised hardware) – and they must be able to demonstrate how they are harnessing the power of AI to solve real-world problems, and demonstrate the impact it has.

Those entering this category will be expected to demonstrate how their products or services work, and what market segments are being transformed through their innovative solutions. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Demonstration of your product or service
- Details of how your product or service has transformed the market segment
- Evidence of annual revenue above R35 million per annum.

AFRICA TECH: RETAIL & ECOMMERCE AWARD

This award recognises companies that have developed innovative e-commerce brands and platforms which have a strong social responsibility component.

This category is open to companies that have paired their retail offering with a way to give back – be it through sustainable business practices, showing support for a cause or promoting employee volunteering. If your company has a campaign that promotes social good, this category is for you. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Details of your ecommerce offering
- Demonstration of your social responsibility programme
- Evidence of the impact of your social responsibility programme
- Evidence of annual revenue above R35 million per annum

AFRICA TECH: DIGITAL TRANSFORMATION AWARD

This award will go to a company that has disrupted multiple industries, with an innovative digital product or service. In this category, companies not only need to demonstrate innovation within their markets, but they will also need to show how they have implemented transformative practices within the company.

This award speaks to companies that have successfully implemented a digital platform that users can rely on for a more profitable and connected business. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Details of how your offering solves a problem
- Demonstration of the positive impact your product or service has made
- Evidence of transformation within your company
- Demonstrate your product's user experience
- Evidence of annual revenue above R35 million per annum

AFRICA TECH: PUBLIC SECTOR DIGITAL INNOVATOR AWARD

This award is for organisations supplying the public sector with effective tech solutions to improve citizen/customer experience, or government organisations that have formed their own digital policies and programmes which have impacted positively on service delivery.

To enter this award, your company/organisation/department must have successfully devised and/or implemented a product or service that has been rolled out in the public sector and has resulted in improvements in service delivery to citizens. You will need to demonstrate how your product or service has improved service provision in the public sector, and how your technology has made public services more accessible.

A winning product or service will transform operations at a public body, increasing efficiency or effectiveness. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Demonstrate your product or service
- Evidence of how your product or service has made a public body more efficient
- Detail how your company has transformed the public access to services

AFRICA TECH: TECHNOLOGY COMPANY OF THE YEAR AWARD

This award celebrates companies that have created and delivered an outstanding, innovative tech product or service. This product must have resulted in growth in the company by significantly increasing market share – and had a positive impact on the sector in which they operate.

However, the award requires more than just a demonstration of innovative tech products – companies must show a history of building shareholder value, strategic vision and strong leadership through a tech lens. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- An overview of innovative products or services, and the results gained from these
- Demonstrate company achievements in the tech industry
- Evidence of executing the company's strategic vision
- Detailed financial performance over the last three years
- Evidence of annual revenue above R35 million per annum

AFRICA TECH: SECURITY TECHNOLOGY COMPANY AWARD

Companies developing innovative technology to address cyber threats and security are celebrated in this award. This award covers enterprises developing digital security solutions, but also those promoting security awareness within their companies. The award will also measure innovation in training of staff in using these new products. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- A demonstration of your product or service
- Demonstrate training measures in internal technologies
- Evidence of the effectiveness of your product in combating cyber threats
- Evidence of annual revenue above R35 million per annum

AFRICA TECH: EDTECH AWARD

Edtech is changing the face of legacy education through the optimal use of technology, thereby transforming this sector to benefit learners everywhere. This award will go to an organisation that has developed groundbreaking Edtech programmes and/or implemented them with notable, scalable results.

The award winner will have demonstrated game-changing technology in the world of education. Entries, therefore, must provide evidence of how technology has bettered education and skills development through programmes or initiatives – and the role the organisation has played therein. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- A demonstration of your technology based learnership or skills development programmes
- Details of your skills development or edtech policies
- Evidence of the outcomes of these programmes
- Evidence of annual revenue above R35 million per annum

AFRICA TECH: HEALTHTECH AWARD

This award aims to highlight innovation in the medical field. From 3D printing organs to virtual consultations, to wearables that monitor chronic conditions, healthcare is a sector ready for disruption and innovation.

Judges are looking to celebrate the pioneering companies developing and/or using technology to improve the well-being of patients and revolutionise healthcare. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- A demonstration of the tech innovation used in healthcare
- Evidence of how the innovation has benefited patients and customers
- Impact of the benefits customers receive from your company
- Evidence of how introducing technology into healthcare has provided growth for your company
- Future policies and/or programmes you hope to achieve sustainable growth

AFRICA TECH: TECHNOLOGY INNOVATION OF THE YEAR AWARD

Innovation and advancements in technology are crucial for ensuring that new products and services, capable of facilitating the advancement of economies and business, can be developed and utilised. The Technology Innovation of the Year Award will go to those who have proven themselves to be tech pioneers and recognises the companies that have been leading technological change, disrupting the status quo in their sector.

The Innovation Award highlights companies who are driving the 4IR – internally and externally, in their use of technology to better run their businesses. This award showcases initiatives and programmes that aim to centre technology at the heart of their organisation and industry. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Demonstrate how they have developed the technology within the company.
- Demonstrate how the technology has overcome a defined problem and what positive impact it made.
- Demonstrate the quality that the innovation will show in a particular product or service with the potential to change what you do and how it is done.

Individual Awards

The individual awards aim to showcase the Top individuals in South Africa. From CEOs to Young Achievers climbing the corporate ladder, we celebrate leaders who are making a clear impact in the world of Empowerment.

AFRICA TECH: TECH FOUNDER AWARD

The Tech Founder of the Year Award recognises outstanding individuals who have demonstrated exceptional leadership, innovation, and impact within the technology landscape and society as a whole. This award also celebrates founders who have shown remarkable vision, perseverance, and entrepreneurial spirit in building and scaling their tech companies. Recipients of this award serve as role models and inspiration for aspiring entrepreneurs, embodying the spirit of innovation and entrepreneurship that drives progress in the digital age. Annual revenue must be R1 million and above

Your entry should include:

- Showcase ground breaking ideas, products, or services that have significantly advanced the tech field or reshaped industries
- Demonstrate strong leadership qualities, inspiring and guiding your team to achieve
- Provide evidence of measurable, positive impact on society, whether through job creation, economic growth, social change, or technological advancement
- Details of your clear and compelling vision for the future of the company and the broader tech ecosystem, driving innovation and shaping the direction of the industry.

AFRICA TECH: WOMEN IN TECH AWARD

This award celebrates women who, over the past 18 months, are able to demonstrate a proven track record of innovation and excellence in technology. Candidates will be able to show outstanding results in developing and implementing a tech strategy but must also demonstrate sound leadership skills. This award will go to a woman who has achieved measurable business results, while serving as an inspiration in the tech industry. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Details of your responsibilities, IT strategy and vision
- A demonstration of your leadership approach, and its impact on your company
- Evidence showing your achievements and successes over the last 18 months
- Supporting evidence from your staff as to your leadership abilities

AFRICA TECH: LEADER OF THE YEAR AWARD

This award is for CIOs, Digital Transformation Officers, AI Leaders – all designations at the top of the corporate ladder leading the digital transformation strategy within an organisation. The award goes to an individual whose leadership is reflected in his/her service to their company and, who, through leading technological innovation, has transformed the organisation, impacting positively on the bottom line and the sector in which they operate.

The individual in this category must demonstrate progress in sustaining the business agenda through dedication and innovative practices. Annual revenue must be above R35 Million per Annum.

Your entry should include:

- Evidence of how you, as a Tech Leader, have driven or supported your team in helping to maintain – and grow – the business in the tech world.
- A showcase of your vision for your organisation in the next five years.
- Demonstration of progress in sustaining the business agenda through dedication and innovative practices.

Entry Form

1. Select Categories

Mark with an 'x' the categories you would like to enter:

	AFRICA TECH: DIGITAL TRANSFORMATION AWARD
	AFRICA TECH: TECHNOLOGY COMPANY OF THE YEAR AWARD
	AFRICA TECH: INNOVATION OF THE YEAR AWARD
	AFRICA TECH: START -UP AWARD
	AFRICA TECH: SECURITY OF THE YEAR AWARD
	AFRICA TECH: RETAIL & ECOMMERCE AWARD
	AFRICA TECH: HEALTHTECH AWARD
	AFRICA TECH : FINTECH OF THE YEAR AWARD
	AFRICA TECH: AI TECHNOLOGY OF THE YEAR AWARD
	AFRICA TECH: PUBLIC SECTOR DIGITAL INNOVATOR AWARD
	AFRICA TECH: EDTECH AWARD
	AFRICA TECH: LEADER OF THE YEAR AWARD
	AFRICA TECH: WOMEN IN TECH AWARD
	AFRICA TECH: TECH FOUNDER AWARD

2. COMPANY DETAILS

Full Company Name	
Physical Address	
Telephone Number	
General Email Address	
Website	

Full Name & Surname	
Designation	
Mobile Number	
Email Address	
Telephone Number	

4. APPLICANT DETAILS

Full Name & Surname	
Designation	
Mobile Number	
Email Address	
Telephone Number	

5. PERSON PROVIDING FINANCIAL INFORMATION

Full Name & Surname	
Designation	
Mobile Number	
Email Address	
Telephone Number	

6. FINANCIAL INFORMATION

Please provide summary information for your most recent three years accounts in the table below (younger companies should provide as many years as possible).

Financial Year End	
Years of Operation	
Company Registration Number	
Verification Agency	
BEE Level	

	2023	2022	2021
Turnover			
Net Profit After Tax as a % of Turnover	%	%	%
Number of Employees			

7. DECLARATION

You may include additional information that supports your entry. Please note that entries are non-returnable, so do not submit original documents. Also ensure that the company name is correct as this name will be used on all marketing material. I confirm that I am the person submitting this entry on behalf of:

Full Company Name	
Name & Surname	
Designation	
Email	
Mobile Number	
Telephone	
Signature	
Date	

AWARDS ENTRY

Your entry includes:

- 1 x Organisation category
- 1 x Individual category
- Welcome post on Social Media – thank you for entering
- Administration and judging process of your entry (Judges) – both internal and external
- You will qualify for a 5% discount on a Corporate Table & VIP Table

If you become a **finalist**, you will receive:

- Topco Media PR exposure press pack (mentioned in our press release, finalist badge, digital certificate, social media posts)
- Access to All the Awards Photos & Videos

R28 500.00

(Excl. VAT, Agency commission and 5% Service Fee)

TERMS AND CONDITIONS

Self-nomination is allowed. Only organisations operating within South Africa and neighbouring countries qualify to enter (in certain categories exceptions may apply). Entries are limited to qualifying as finalists in two categories, provided that a separate motivation letter and supporting documentation is provided for each category. Only one entry form with company details needs to be submitted.

An independent judging panel will assess the entries. Nominations will be judged on how well they meet the published criteria for each category and not judged against each other. Judges look for clear and concise applications. Examples may be used to demonstrate how the nominee meets the criteria of the category. The judge's decision is final, and no correspondence will be entered into. No sponsor is eligible to enter the Awards. Should sponsorship take place post nominations, this will result in immediate withdrawal of the company and/or individuals entry. Holding companies and subsidiaries may not enter the same categories.

Entrants must also be prepared to meet and be interviewed by members of the media. The Awards logo will be provided to you for use on your websites, your logo is required for our marketing material. No one employed as independent contractor by Top Media Communications is eligible entry. No one acting as a Judge is eligible to enter, or to judge the entry of a company or department he or she may be employed by in capacity. On conclusion of the Awards, all copies of submissions be destroyed and therefore not returned.

Entrants are advised to keep copies of their submissions, supporting documentation and other attachments. Information provided by entrants will be treated as confidential by all senior executives of Top Media Communications, members of its research department and Judges. No information provided will be released by Top Media Communications to any other party without the express written consent of the entrant. By filling in the entry forms provided and submitting it to Top Media Communications, entrants are thereby acknowledging that all information supplied is correct to the best of their knowledge, and agree to be contacted for final phase auditing and related publishing purposes. If you are selected as a finalist, attendance at the event is compulsory, at the entrants expense. All finalists will be contacted telephonically or by email.



ENTRY CHECKLIST



Entry form



Motivation of 1200 words



Company blurb (50 - 100 words)



Signed and approved by a senior member of the organisation



Company logo (300 dpi)



A current 2 page CV of individual entering



Submit three photographs in jpeg of your business with relevance to the category entered to be used for the presentation evening



A head and shoulders photograph in jpeg format of entrants in individual category



A valid SANAS B-BBEE certificate or valid share certificate and letter of 50.1% ownership from an auditor



Together lets celebrate African Innovation

Celebrate african innovation and enter the Africa Tech Week Awards 2024