

WORKPLACE EXCELLENCE AWARDS 2026

Best Workplace for Employee Onboarding

This award recognises organisations that have created outstanding onboarding experiences that go beyond administration and induction, building engagement, confidence, culture, and long-term retention with a people focused approach

Entries could range from once-off projects in key areas through to the implementation of new policies covering all resourcing activities.

Please note that your document should be **no more than 2000 words in total, which includes your 250 word summary.**

You may additionally include attachments (visuals, photos, charts, etc) that you think would help your application.

Summary	In no more than 250 words explain why your organisation deserves to win this award and how it stands out from other organisations
Organisation Background	Please outline the size and nature of your company/organisation
Onboarding Experience	Explain your onboarding process and systems, do they differ for office, remote or hybrid employees?
Integration	What measures are taken to help employees understand & connect with your company culture, mission & values
Support	Outline support available to employees - mentorship, buddy systems, financial, training resources
Employee Experience	Provide evidence of positive outcomes, such as retention, performance metrics
Employee Testimonials & Feedback	Provide employee testimonials / feedback and demonstrate how you use these to monitor and improve your processes.

Scoring (100 Points Total)

- Summary: 5
- Organisation Background: 5
- Onboarding Experience: 25
- Integration: 25
- Support: 10
- Employee Experience: 25
- Employee Testimonials & Feedback
5

Tips for a Successful Entry

- Answer each section clearly using the headings provided. Marks will be based on the evidence you include.
- Focus on what you did and the results it delivered. Include data where possible.
- **Only the first 2000 words of your entry will be assessed.**
- There is a 10MB limit per file for supporting documents. Contact the awards team if needed.