



# National Award

for Management Accounting (NAfMA) 2011

## ASSESSMENT CRITERIA

### LEADERSHIP

Leadership describes the top management's commitment and responsibility in driving the organisation towards its vision and strategic goals. This section focuses on management support for the management accounting applications in the organisation.

### MANAGEMENT ACCOUNTING INFORMATION

This section describes the strategic functions of management accounting in the formulation and implementation of organisational objectives. Effective management accounting information focuses on accessibility, reliability and timeliness of the information.

### RESOURCE MANAGEMENT

Resource Management focuses on the overall career development for accounting personnel within the organisation. Specifically, it addresses issues on career opportunity, training, recognition, incentives and other continuous improvements.

### CUSTOMER / MARKET FOCUS

This section highlights the steps taken by the organisation in establishing its market niche and in fulfilling customers' needs and satisfaction. Strategically, it addresses techniques used to meet market demand.

### PARTNERSHIP MANAGEMENT

Partnership Management refers to the organisation's strategic approaches in managing relationships with its various stakeholders (e.g. Government, suppliers, customers, employees and the community at large) in achieving a win-win situation.

### VALUE CREATION

Value Creation focuses on the deliberate steps taken by top management as well as other personnel in promoting value added activities. The outcome is overall value enhancement for the company (financially or otherwise). Value Creation is the fourth stage of the International Federation of Accountants (IFAC) Management Accounting Evolution. (Please refer to **Appendix 1**.)

### BUSINESS RESULTS (PERFORMANCE MEASUREMENT)

This section summarises the application of the various management accounting techniques to improve business results.

### CORPORATE SOCIAL RESPONSIBILITY

Corporate Social Responsibility is practised by many organisations and due recognition will be given. Items covered in this section include attributes such as environmental commitment, including environmental management accounting, community services and the like.

## TERMS & CONDITIONS OF PARTICIPATION

1. The Company must be registered under the Companies Act 1965 and has complied with the relevant Malaysian Law and Regulations.
2. Completed Application Form, NAfMA Self-Assessment Questionnaire and/or NAfMA Submission Report; and other supporting documents must be submitted by **25 August 2011**.
3. All submission costs shall be borne by the participant.

## DISCLAIMER

Under no circumstances shall the NAfMA organisers, its partners (including sponsors, assessors and judges) and secretariat be liable for any loss or damage including without limitation, any loss of profits, business interruption, loss of information, incidental, special or consequential losses or damages suffered by the participating company or any other person arising in participating in this Award that may arise from the disclosure of information in the Application Form, the NAfMA Submission Report or in any other documents or forms for the purpose of this Award.

The participating company shall indemnify and hold harmless the NAfMA organisers, its partners (including sponsors, assessors and judges) and secretariat against any and all liabilities, damages, costs and expenses (including legal costs on a solicitor-client basis) of whatsoever nature which NAfMA organisers, its partners (including sponsors, assessors and judges) and secretariat may suffer or incur in respect of any demand, claim, arbitration, action or other legal proceedings being taken against NAfMA organisers, its partners (including sponsors, assessors and judges) and secretariat arising out of or on grounds of or in connection with the information provided or disclosed by the participating company for the purpose of this Award.

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## ☐☐ CHECK LIST

Please ensure that you have enclosed the following and tick (✓) where appropriate:	YES
1. Completed Application Form.	
2. 1 original and 2 copies of NAfMA Submission Report (NSR) (hardcopy) and a softcopy (Microsoft or PDF).	
3. 2 copies each of the past 3 years audited Financial Statements and/or Annual Reports (2008 - 2010).	
4. Any other supporting document(s). Please specify below :	
_____	
_____	
_____	
_____	

## ☐☐ CLOSING DATE

Completed Application Form, NAfMA Self-Assessment Questionnaire and/or NAfMA Submission Report (NSR); and other supporting documents must be submitted by **25 August 2011** to:

**NAfMA Organising Committee**  
 c/o Malaysian Institute of Accountants  
 Dewan Akauntan  
 No. 2 Jalan Tun Sambanthan 3, Brickfields  
 50470 Kuala Lumpur

## ☐☐ ENQUIRIES

For further information please contact:

**Malaysian Institute of Accountants**

Ms Zulfa Abdul Rahman  
 Tel : 03- 2274 5055  
 Fax : 03- 2273 1016  
 E-mail : nafma@mia.org.my  
 Website : <http://www.mia.org.my>

**CIMA Malaysia Division**

Ms Karen Yeap  
 Tel : 03-7723 0255  
 Fax : 03-7723 0231  
 E-mail : nafma@cimaglobal.com  
 Website : <http://www.cimaglobal.com/malaysia>

## ☐☐ FOR OFFICE USE ONLY

Date Received		Signature	
Document Verified By			
Date Passed to Assessor			
Date Received from Assessor			

## COMPANY INFORMATION

### 1. GENERAL INFORMATION (Please tick (✓) where applicable)

Name of Participating Company			
Company Registration No.			
Listed on Bursa Malaysia	Main Market ( )	ACE Market ( )	
Non Listed	Yes ( )		
SMEs	Yes ( )	Cost Centre	Yes ( )
Date of Incorporation			
Nature of Business			
Address			
Telephone		Email	
Fax		Website	

Name of Parent/Holding Company (if applicable)			
Company Registration No.			
Listed on Bursa Malaysia	Main Market ( )	ACE Market ( )	
Non Listed	Yes ( )	Cost Centre	Yes ( )
Date of Incorporation			
Nature of Business			
Address			
Telephone		Email	
Fax		Website	

### 2. CHIEF EXECUTIVE OFFICER

Name	
Designation	
Email	

### 3. CHIEF FINANCIAL OFFICER

Name	
Designation	
Email	

### 4. CONTACT PERSON

Name			
Designation			
Telephone		Fax	
Handphone		Email	

### 5. EMPLOYEES (Participating Company Only)

Total Number of Employees		
Breakdown of Employees		
Top Management	Middle Management / Executives	Non Management

## COMPANY INFORMATION

### 6. ORGANISATION CHART ( Please Attach )

### 7. MANAGEMENT ACCOUNTING FUNCTION / UNIT

Please indicate whether the Company has a separate Management Accounting function / unit Yes ( ) No ( )

### 8. SHAREHOLDERS' FUNDS

	For Participating Company (RM'000)	For Parent / Holding Company (RM'000)
Paid-up Capital		
Reserves		
Total		

### 9. EQUITY ( Please Indicate Accordingly )

Wholly Malaysian-Owned	Yes ( ) / No ( )	Equity Holdings : Malaysian-Owned	( ) %
Wholly Foreign-Owned	Yes ( ) / No ( )	Foreign-Owned	( ) %

### 10. MAIN PRODUCTS / SERVICES\*

Product / Service 1	
Product / Service 2	
Product / Service 3	
Product / Service 4	
Product / Service 5	
Product / Service 6	

\*Please provide attachments if the above space is insufficient.

### 11. FINANCIAL RESULTS ( Participating Company Only )

11.1 Annual Sales / Turnover (%)					
2010		2009		2008	
Domestic	Export	Domestic	Export	Domestic	Export
11.2 Performance ( RM '000 )					
2010		2009		2008	
Annual Sales / Turnover	Profit / (Loss) Before Taxation	Annual Sales / Turnover	Profit / (Loss) Before Taxation	Annual Sales / Turnover	Profit / (Loss) Before Taxation

WE HEREBY SUBMIT THIS COMPLETED APPLICATION FORM FOR NAfMA 2011 . WE CONFIRM THAT ALL INFORMATION CONTAINED IN THIS APPLICATION FORM, NAfMA SUBMISSION REPORT AND OTHER SUPPORTING DOCUMENTS TO THE BEST OF OUR KNOWLEDGE AND BELIEF IS TRUE AND CORRECT.

\_\_\_\_\_  
Chief Executive Officer

Name :

Designation :

Date :

\_\_\_\_\_  
Company Stamp