

BEST CORPORATE REPORT AWARDS

2023

Evaluation
Criteria

Good corporate governance helps to build an environment of trust, transparency and accountability necessary for fostering long-term investment, financial stability and business integrity, thereby supporting resilient business growth.

BEST CORPORATE REPORT AWARDS

2023 Evaluation Criteria

Preface

The Best Corporate Report Awards competition is the benchmark for transparency, corporate governance and excellence in financial reporting in Pakistan.

The Evaluation Committee (a sub-committee of the Joint Committee of the Institute of Chartered Accountants of Pakistan (ICAP) and the Institute of Cost and Management Accountants of Pakistan (ICMAP)) has been giving the Best Corporate Report (BCR) Awards since 2000.

The BCR Awards aim to recognize excellence in corporate reporting and to promote accountability, governance and transparency by companies through the publication of timely, informative, factual and reader friendly information and disclosures. All public interest companies including listed, unlisted, public sector companies, mutual funds/assets management companies and Non Profitable Organizations (NPOs) are encouraged to participate in this competition.

It is heartening to see that over the periods, the BCR Awards competition has brought a tremendous improvement in the overall presentation of annual reports of the companies in Pakistan. It is noted that companies are now focusing on sustainability reporting as imperative part of corporate reporting.

Sustainability reporting has gained global attention and momentum in recent times. The use of sustainability reporting is a new way for organizations to become more sustainable and contribute to a sustainable global economy. Sustainability reporting gives an overview of a company's economic, environmental and social impacts and include better risk management, costs and savings optimization, decision-making facilitation, and improved corporate confidence and reputation toward customers as investors. Accountancy professionals now have a significant role in driving the sustainability reporting.

It is pertinent to mention that the IFRS Foundation, with a vision to develop comprehensive global high-quality sustainability reporting standards, has established the International Sustainability Standards Board (ISSB). IFRS Sustainability Disclosure Standards are intended to provide a global baseline and to be compatible with jurisdiction-specific requirements, including those intended to meet broader stakeholder information needs. The ISSB's Standards are expected to become the globally recognized framework for corporate sustainability reporting in near future.

The Evaluation Committee of BCR is in phase of considering the requirements of the ISSB's standards with the objective to incorporate and align the key requirements of the sustainability reporting standards in the Evaluation Criteria of BCR and Best Sustainability Report (BSR) in future.

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About the BCR Evaluation Criteria 2023

The Evaluation Committee of ICAP-ICMAP evaluates the annual reports of the participating companies on the basis of BCR Evaluation Criteria.

The criteria not only aims to promote a cohesive approach to corporate reporting to improve the quality of information available to the stakeholders but also promote integrated thinking within the organization. In the criteria, the inspiration has been derived from the 'Content Elements' (disclosures) of the International Integrated Reporting Framework.

The Evaluation Criteria is updated annually by the Evaluation Committee to keep it in line with the international best practices and local requirements.

The BCR Evaluation Criteria 2023 is available at the links of both the Institutes:

www.icap.net.pk/bcsra/bcr-criteria

www.icmainternational.com/about_bcsra.aspx



Your feedback is important.

Please send your comments on the BCR Evaluation Criteria 2023 at: dtcomments@icap.org.pk

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BCR Sector-Wise Categories

BCR Awards are presented under following fourteen categories:

- | | |
|--|--------------------------------|
| 1) Banks | 8) Sugar |
| 2) Insurance | 9) Textile |
| 3) NBFIs, Mutual Funds and Micro Banks | 10) Pharmaceuticals |
| 4) Chemicals & Fertilizers | 11) FMCG |
| 5) Engineering & Autos | 12) Technology & Communication |
| 6) Fuel & Energy | 13) NPOs |
| 7) Cement | 14) Others |

Marking criteria

BCR position and merit certificate are announced based on the below benchmark:

- i. Positions are awarded to companies securing more than 75% of total marks;
- ii. Merit certificate are awarded to companies securing more than 50% of total marks.

Sector-wise Winners

The BCR competition provides participating companies with the opportunity to benchmark themselves amongst others in their respective sector. The evaluation process for the sector winners comprises of the following:

- a) Annual reports are first evaluated by a technical staff of ICAP/ICMAP, based on evaluation criteria followed by the peer review of BCR Evaluation Committee members. Sector wise winners are finalized by the BCR Committee.
- b) Annual reports containing modified auditor's report are subject to deduction (up to max. 5 marks).
- c) Total five positions are announced in each sector, subject to the marking benchmark as mentioned above, and number of participating companies in each sector.

Overall Winners

Overall three winners are selected based on the aggregate marks and approval of the BCR Committee.

Companies wishing to participate in the BCR Awards have an option for applying the Best Sustainability Reporting (BSR) Awards separately.

The BSR Evaluation Criteria is available at: <https://www.icap.net.pk/bcsra/bsr-criteria>

*Winners of each of the above categories are eligible to participate in the **SAFA Best Presented Annual (BPA) Report Awards**. SAFA BPA Awards provide the opportunity to Pakistani companies to compete with the best companies of the SAFA member bodies including, Pakistan, Bangladesh, India, Nepal and Sri Lanka.*

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1	Organizational Overview and External Environment	20 Marks
1.01	Mission, vision, code of conduct, ethics and values.	1
1.02	Principal business activities and markets (local and international) including key brands, products and services.	2
1.03	Geographical location and address of all business units including sales units and plants.	1
1.04	Ownership, operating structure and relationship with group companies (i.e. subsidiary, associated undertaking etc.) and number of countries in which the organization operates. Name and country of origin of the holding company/subsidiary company, if such companies are a foreign company.	2
1.05	Disclosure of beneficial (including indirect) ownership and flow chart of group shareholding and relationship as holding company, subsidiary company or associated undertaking.	2
1.06	Organization chart indicating functional and administrative reporting, presented with legends.	1
1.07	Position of the reporting organization within the value chain showing connection with other businesses in the upstream and downstream value chain.	2
1.08	a) Explanation of significant factors effecting the external environment including political, economic, social, technological, environmental and legal environment that is likely to be faced in the short, medium and long term and the organization's response.	1
	b) The effect of seasonality on business in terms of production and sales.	1
1.09	The legislative and regulatory environment in which the organization operates.	1
1.10	The legitimate needs, interests of key stakeholders and industry trends.	1
1.11	SWOT Analysis of the company.	1
1.12	Competitive landscape and market positioning (considering factors such as the threat of new competition and substitute products or services, the bargaining power of customers and suppliers, relative strengths and weaknesses of competitors and customer demand and the intensity of competitive rivalry).	1
1.13	The political environment where the organization operates and other countries that may affect the ability of the organization to implement its strategy.	1
1.14	History of major events.	1
1.15	Details of significant events occurred during the year and after the reporting period.	1

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2	Strategy and Resource Allocation	15 Marks
2.01	Short, medium and long-term strategic objectives and strategies in place to achieve these objectives.	2
2.02	Resource allocation plans to implement the strategy. Resource mean 'Capitals' including: a) Financial Capital; b) Human Capital; c) Manufactured Capital; d) Intellectual Capital; e) Social and Relationship Capital; and f) Natural Capital.	2
2.03	The capabilities and resources of the company to provide sustainable competitive advantage and as result value created by the business.	2
2.04	The effects of the given factors on company strategy and resource allocation: technological changes, ESG reporting and challenges, initiatives taken by the company in promoting and enabling innovation and resource shortages (if any).	2
2.05	Key performance indicators (KPIs) to measure the achievement against strategic objectives including statement as to whether the indicators used will continue to be relevant in the future.	2
2.06	The company's sustainability strategy with measurable objectives/ targets.	1
2.07	Board's statement on the significant plans and decisions such as corporate restructuring, business expansion, major capital expenditure or discontinuance of operations.	2
2.08	a) Information about defaults in payment of any debts with reasons and b) Board strategy to overcome liquidity problem and its plan to manage repayment of debts and meet operational losses.	1 1
3	Risks and Opportunities	15 Marks
3.01	Key risks and opportunities (internal and external) effecting availability, quality and affordability of Capitals.	2
3.02	A Statement from Board for determining the following: a) company's level of risk tolerance by establishing risk management policies. b) the company has carried out a robust assessment of the principal risks facing the company, including those that would threaten the business model, future performance and solvency or liquidity.	1 2
3.03	Risk Management Framework covering principal risk and uncertainties facing the company, risk methodology, risk appetite and risk reporting.	5
3.04	Specific steps being taken to mitigate or manage key risks or to create value from key opportunities by identifying the associated strategic objectives, strategies, plans, policies, targets and KPIs.	3
3.05	Disclosure of a risk of supply chain disruption due to an environmental, social or governance incident and company's strategy for monitoring and mitigating these risks (is any).	2

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4	Sustainability and Corporate Social Responsibility (CSR)	20 Marks
4.01	Board's statement for adoption of best practices for CSR.	2
4.02	Board's statement about the company's strategic objectives on ESG (environmental, social and governance)/ sustainability reporting.	3
4.03	A chairman's overview on how the company's sustainable practices can affect their financial performance.	4
4.04	Highlights of the company's performance, policies, initiatives and plans in place relating to the various aspects of sustainability and CSR as per best business practices including: a) environment related obligations applicable on the company; b) company progress towards ESG initiatives during the year; and c) company's responsibility towards the staff, health & safety.	6
4.05	Status of adoption/compliance of the Corporate Social Responsibility (Voluntary) Guidelines, 2013 issued by the SECP or any other regulatory framework as applicable.	3
4.06	Certifications acquired for best sustainability and CSR practices or have a membership of any environmental or social groups.	2
5	Governance	60 Marks
5.01	Board composition: a) Leadership structure of those charged with governance. b) Name of independent directors indicating justification for their independence. c) Diversity in the board i.e. competencies, requisite knowledge & skills, and experience. d) Profile of each director including education, experience and involvement /engagement of in other entities as CEO, Director, CFO or Trustee etc. e) No. of companies in which the executive director of the reporting organization is serving as non-executive director.	1 1 1 1 1
5.02	A brief description about role of the Chairman and the CEO.	1
5.03	A statement of how the board operates, including a high-level statement of which types of decisions are to be taken by the board and which are to be delegated to management.	1
5.04	Chairman's Review Report on the overall performance of the board and effectiveness of the role played by the board in achieving the company's objectives.	2
5.05	Annual evaluation of performance, along with description of criteria used for the members of the board including CEO, Chairman and board's committees.	1
5.06	Disclosure if the board's performance evaluation is carried out by an external consultant once in three years.	1

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5	Governance	60 Marks
5.07	Details of formal orientation courses for directors.	1
5.08	Directors' Training Program (DTP) attended by directors, female executive and head of department from the institutes approved by the SECP and names of those who availed exemptions during the year.	1
5.09	Description of external oversight of various functions like systems audit or internal audit by an external specialist and other measures taken to enhance credibility of internal controls and systems.	1
5.10	Disclosure about related party transactions:	6
	a) Approved policy for related party transactions.	1
	b) Details of all related parties transactions, along with the basis of relationship describing common directorship and percentage of shareholding.	2
	c) Contract or arrangement with the related party other than in the ordinary course of business on an arm's length basis, if any along with the justification for entering into such contract or arrangement.	1
	d) Disclosure of director's interest in related party transactions.	1
	e) In case of conflict, disclosure that how such a conflict is managed and monitored by the board.	1
5.11	Disclosure of Board's Policy on the following significant matters:	15
	a) Governance of risk and internal controls.	1
	b) Diversity (including gender), any measurable objectives that it has set for implementing the policy, and progress on achieving the objectives.	1
	c) Disclosure of director's interest in significant contracts and arrangements.	1
	d) Remuneration of non-executive directors including independent directors for attending board meetings and general meetings.	1
	e) Retention of board fee by the executive director earned by him against his services as non-executive director in other companies.	1
	f) Security clearance of foreign directors.	1
	g) Board meetings held outside Pakistan.	1
	h) Human resource management including preparation of succession plan.	1
	i) Social and environmental responsibility.	1
	j) Communication with stakeholders.	1
	k) Investors' relationship and grievances.	1
	l) Employee health, safety and protection.	1
	m) Whistle blowing policy including mechanism to receive and handle complains in a fair and transparent manner and providing	1

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5	Governance	60 Marks
	protection to the complainant against victimization and reporting in Audit Committee's report.	
	n) Safety of records of the company.	1
	o) Company's approach to managing and reporting policies like procurement, waste and emissions.	1
5.12	Board review statement of the organization's business continuity plan or disaster recovery plan.	1
5.13	Compliance with the Best Practices of Code of Corporate Governance (No marks in case of any non-compliance).	1
5.14	a) Shares held by Sponsors / Directors / Executives;	1
	b) Distribution of shareholders (Number of shares as well as category, e.g. Promoter, Directors/Executives or close family member of Directors/Executives etc.) or foreign shareholding (if any).	1
5.15	Salient features of TOR and attendance in meetings of the board committees (Audit, Human Resource, Nomination and Risk management).	1
5.16	Timely Communication: within 40 days - 6 marks <i>(within 50 days - 6 marks in case of holding company who has listed subsidiary /subsidiaries)</i> within 60 days - 3 marks <i>(Entities requiring approval from a Regulator before finalization of their financial statements would be provided a 20 days relaxation, on providing evidence to the Committee).</i>	6
5.17	Audit Committee report should describe the work of the committee in discharging its responsibilities. The report should include: <ul style="list-style-type: none"> a) Composition of the committee with at least one member qualified as "financially literate and all members are non-executive / Independent directors including the Chairman of the Audit Committee. b) Committee's overall role in discharging its responsibilities for the significant issues in relation to the financial statements, and how these issues were addressed. c) Committee's overall approach to risk management and internal control, and its processes, outcomes and disclosure. d) Role of Internal Audit to risk management and internal control, and approach to Internal Audit to have direct access to Audit Committee and evaluation of Internal Auditor's performance. e) Review of arrangement for staff and management to report to Audit Committee in confidence, concerns, if any, about actual or potential improprieties in financial and other matters and recommended instituting remedial and mitigating measures. 	5

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5	Governance	60 Marks
	<p>f) An explanation as to how it has assessed the effectiveness of the external audit process and the approach taken to the appointment or reappointment of the external auditor; and if the external auditor provides non-audit services, an explanation as to how auditor's objectivity and independence is safeguarded.</p> <p>g) If Audit Committee recommends external auditors other than the retiring external auditors, before the lapse of three consecutive years, reasons shall be reported.</p> <p>h) The Audit Committee's views whether the Annual Report was fair, balanced and understandable and also whether it provided the necessary information to shareholders to assess the company's position and performance, business model and strategy.</p> <p>i) Results of the self-evaluation of the Audit Committee carried out of its own performance.</p> <p>j) Disclosure of the number of whistle-blowing incidences reported to the Audit Committee during the year.</p>	
5.18	Presence of the chairman of the Audit Committee at the AGM to answer questions on the Audit Committee's activities / matters that are within the scope of the Audit Committee's responsibilities.	1
5.19	Board disclosure on Company's use of Enterprise Resource Planning (ERP) software including:	
	a) how it is designed to manage and integrate the functions of core business processes/ modules like finance, HR, supply chain and inventory management in a single system;	1
	b) management support in the effective implementation and continuous updation;	1
	c) details about user training of ERP software;	1
	d) how the company manages risks or control risk factors on ERP projects;	1
	e) how the company assesses system security, access to sensitive data and segregation of duties.	1
5.20	Where an external search consultancy has been used in the appointment of the Chairman or a non-executive director, a disclosure if it has any other connection with the company.	1
5.21	Chairman's significant commitments and any changes thereto.	1
5.22	Disclosure about the Government of Pakistan policies related to company's business/sector in Directors' Report and their impact on the company business and performance.	1

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6	Analysis of the Financial Information	45 Marks
6.01	<p>Analysis of the financial and non-financial performance using both qualitative and quantitative indicators showing linkage between:</p> <p>a) Past and current performance;</p> <p>b) Performance against targets /budget; and</p> <p>The analysis should cover significant deviations from previous year in operating results and the reasons for loss, if incurred and future prospects of profits.</p>	2
6.02	<p>a) Analysis of financial ratios (Annexure I).</p> <p>b) Explanation of negative change in the performance against prior year.</p>	20
6.03	Vertical and horizontal analysis of Balance Sheet, Profit and Loss Account and summary of Cash Flow Statement for last 6 years.	4
6.04	Graphical presentation of 6.02 and 6.03 above.	2
6.05	Methods and assumptions used in compiling the indicators.	1
6.06	Cash Flow Statement based on Direct Method (separate Cash Flow for specific funds e.g. Zakat).	2
6.07	Segmental review and analysis of business performance including segment revenue, segment results, profit before tax, segment assets and liabilities.	2
6.08	<p>a) Share price sensitivity analysis using key variables (i.e. selling price, raw material cost, interest rate and currency) with the consequent impact on the company's earning.</p> <p>b) Composition of local versus imported material and sensitivity analysis in narrative form due to foreign currency fluctuations.</p>	1
6.09	Brief description and reasons for not declaring dividend despite earning profits and future prospects of dividend.	1
6.10	CEO presentation video on the company's business performance of the year covering the company business strategy to improve and future outlook. (Please provide relevant webpage link of the video in the company's annual report).	7
7	Business Model	5 Marks
7.01	Describe the business model including inputs, business activities, outputs and outcomes in accordance with the guidance as set out under section 4C of the International Integrated Reporting Framework.	4
7.02	Explanation of any material changes in the entity's business model during the year.	1

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8	Disclosures on IT Governance and Cybersecurity	20 Marks
8.01	The Board responsibility statement on the evaluation and enforcement of legal and regulatory implications of cyber risks and the responsibilities of the board in case of any breaches.	5
8.02	Disclosure related to IT governance and cybersecurity programs, policies and procedures and industry specific requirements for cybersecurity and strategy in place.	3
8.03	Disclosures about how cybersecurity fits into the board's risk oversight function and how the board is engaging with management on this issue.	2
8.04	Disclosure that at least one board-level committee is charged with oversight of IT governance and cybersecurity matters and how the board administers its IT risk oversight function related to these risks.	2
8.05	Disclosure about Company's controls and procedures about an "early warning system" that enables the company to identify, assess, address, make timely disclosures and timely communications to the board about cybersecurity risks and incidents.	2
8.06	Disclosure of policy related to independent comprehensive security assessment of technology environment, including third party risks and when last such review was carried out.	1
8.07	Disclosure about resilient contingency and disaster recovery plan in terms of dealing with a possible IT failure or cyber breach and details about company's cyber insurance.	2
8.08	Disclosure of advancement in digital transformation on how the organization has leveraged 4.0 Industrial revolution (RPA, Block Chain, AI, Cloud Computing etc.) to improve transparency, reporting and governance.	1
8.09	Disclosure about education and training efforts of the Company to mitigate cybersecurity risks.	2

Explanatory Note

Companies are recommended to assess the risks related to the potential theft or compromise of their technology, data or intellectual property in connection with their operations, as well as how the recognition of these risks may impact their business, including their financial condition and results of operations, and any effects on their reputation, stock price and long-term value. Where these risks are material to investment and voting decisions, they should be disclosed, and we encourage companies to provide disclosure that allows investors to evaluate these risks through the eyes of management. Please note that disclosure about these risks should be specifically fit to a company's unique facts and circumstances. We trust that corporations should continue to consider this growing area of risk and evaluate its materiality on an ongoing basis.

Further, the Company should not make such detailed disclosures that could compromise its cybersecurity efforts – for example, by providing a "roadmap or product details" for those who seek to penetrate a company's security protections. However, companies should disclose IT governance and cybersecurity risks and incidents that are material to investors, including the associated financial, legal, or reputational consequences, if any.

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9	Future Outlook	10 Marks
9.01	Forward-looking statement in narrative and quantitative form including projections or forecasts about known trends and uncertainties that could affect the company's resources, revenues and operations in the short, medium and long term.	4
9.02	Explanation as to how the performance of the company meets the forward-looking disclosures made in the previous year.	2
9.03	Status of the projects in progress and were disclosed in the forward-looking statement in the previous year.	2
9.04	Sources of information and assumptions used for projections / forecasts in the forward-looking statement and assistance taken by any external consultant.	2
10	Stakeholders Relationship and Engagement	15 Marks
10.01	Stakeholders engagement policy of the company and how the company has identified its stakeholders.	2
10.02	Stakeholders' engagement process and the frequency of such engagements during the year. Explanation on how these relationships are likely to affect the performance and value of the company, and how those relationships are managed. These engagements may be with: a) Institutional investors; b) Customers & suppliers; c) Banks and other lenders; d) Media; e) Regulators; f) Local committees; and g) Analysts.	3
10.03	Steps taken by the management to encourage the minority shareholders to attend the general meetings.	3
10.04	Investors' Relations section on the corporate website.	1
10.05	Issues raised in the last AGM, decisions taken and their implementation status.	1
10.06	Statement of value added and its distribution with graphical presentation: a) Employees as remuneration; b) Government as taxes (separately direct and indirect); c) Shareholders as dividends; d) Providers of financial capital as financial charges; e) Society as donation; and f) Retained within the business.	2
10.07	Steps board has taken to solicit and understand the views of stakeholders through corporate briefing sessions and disclosure of brief summary of Analyst briefing conducted during the year.	2
10.08	Highlights about redressal of investors' complaints.	1

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11	Striving for Excellence in Corporate Reporting	10 Marks
11.01	Board's responsibility statement on full compliance of financial accounting and reporting standards as applicable in Pakistan (<i>i.e. International Financial Reporting Standards (IFRSs) issued by the International Accounting Standards Board (IASB)</i>).	4
11.02	Adoption of International Integrated Reporting Framework by fully applying the 'Fundamental Concepts', 'Content Elements' and 'Guiding Principles'.	4
11.03	BCR criteria cross referred with page numbers of the annual report. (<i>details can be maintained by companies on the Investor Relation section of the company's website</i>).	2

12	Specific Disclosures of the Financial Statements	10 Marks
12.01	Specific disclosures of the financial statements required under the Companies Act, 2017 and IFRSs (Annexure II).	10

13	Assessment based on Qualitative Factors	5 Marks
13.01	Overall quality of information contained in the annual report based on the following qualitative factors: <ul style="list-style-type: none"> a) Clarity, simplicity and lucidity in presentation of Financial Statements Clarity, simplicity and lucidity in presentation of financial statements. b) Theme on the cover page. c) Effective use of presentation tools, particularly, effective use of diagrams, graphs, charts, smart arts, icons, tables and infographics in the annual report. d) Effectiveness and relevance of photos and graphs e) Effectiveness of the theme on the cover page. 	5

Total Marks		250
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14	Industry Specific Disclosures (if applicable)	20 Marks
a)	Disclosures required for Banking Company (Annexure III).	
b)	Disclosures required for Insurance Company (Annexure IV).	
c)	Disclosures required for Exploration and Production (E&P) Company (Annexure V).	

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Annexure I - Financial Ratios (*refer section 6 of the criteria*)

20 Marks

Financial Sector

Profitability Ratios

- Profit before tax ratio
- Gross Yield on Earning Assets
- Gross Spread ratio
- Cost/Income ratio
- Return on Equity
- Return on Capital employed
- Shareholders' Funds
- Return on Shareholders' Funds
- Total Shareholder Return

Liquidity Ratios

- Advances to deposits ratio
- Current ratio
- Quick / Acid test ratio
- Cash to Current Liabilities
- Cost of Funds
- Cash flow coverage ratio
- Net interest income as a percentage of working funds / Operating cost - Efficiency ratio
- Cash Reserve Ratio / Liquid Asset ratio
- Gross Non-Performing assets to gross advances
- Non-Performing loans to Total Loans

Investment / Market Ratios

- Earnings per share (EPS) and diluted EPS
- Price Earnings ratio
- Price to Book ratio
- Dividend Yield ratio
- Dividend Payout ratio / Dividend Cover Ratio
- Cash Dividend per share / Stock Dividend per share
- Market value per share at the end of the year and high/low during the year
- Breakup value per share
 - Without Surplus on Revaluation of property, plant and equipment
 - With Surplus on Revaluation of property plant and equipment including the effect of all Investments
 - Including Investment in Related Party at fair /market value and also with Surplus on Revaluation of property plant and equipment.
- DuPont Analysis
- Free Cash Flow
- Economic Value Added (EVA)

Capital Structure

- Capital Adequacy ratio
- Earning assets to total assets ratio
- Weighted Average cost of deposit
- Statutory Liquidity Reserve (Ratio)
- Net assets per share
- Debt to Equity ratio (as per book and as per market value)

Non-Financial Ratios

- Staff turnover ratio
- Customer Satisfaction Index
- Employee Productivity Rate

Non-Financial Sector

Profitability Ratios

- Gross Profit ratio
- Net Profit to Sales
- EBITDA Margin to Sales
- Operating leverage ratio
- Return on Equity
- Return on Capital employed
- Shareholders' Funds
- Return on Shareholders' Funds
- Total Shareholder Return

Liquidity Ratios

- Current ratio
- Quick / Acid test ratio
- Cash to Current Liabilities
- Cash flow from operations to Sales
- Cash flow to capital expenditures
- Cash flow coverage ratio

Investment /Market Ratios

- Earnings per Share (EPS) and diluted EPS
- Price Earnings ratio
- Price to Book ratio
- Dividend Yield ratio
- Dividend Payout ratio / Dividend Cover Ratio
- Cash Dividend per share / Stock Dividend per share
- Market value per share at the year end and high/low during the year
- Breakup value per share
 - Without Surplus on Revaluation of property, plant and equipment
 - With Surplus on Revaluation of Property plant and equipment including the effect of all Investments
 - Including Investment in Related Party at fair /market value and also with Surplus on Revaluation of property plant and equipment.
- DuPont Analysis
- Free Cash Flow
- Economic Value Added (EVA)

Capital Structure

- Financial leverage ratio
- Weighted average cost of debt
- Debt to Equity ratio (as per book and as per market value)
- Net assets per share
- Interest Cover /Time Interest earned ratio

Activity / Turnover Ratios

- Total Assets turnover ratio
- Fixed Assets turnover ratio
- No. of Days in Inventory
- No. of Days in Receivables
- No. of Days in Payables
- Operating cycle

Non-Financial Ratios

- % of Plant Availability
- Customer Satisfaction Index
- Production per Employee (for manufacturing)/ Employee Productivity Rate (for service industry)
- Revenue per Employee
- Staff turnover ratio
- Spares Inventory as % of Assets Cost
- Maintenance Cost as % of Operating Expenses

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Annexure II - Specific Disclosures of the Financial Statements (refer section 12 of the criteria)		10 Marks
1	Fair value of Property, Plant and Equipment.	1
2	Particulars of significant/ material assets and immovable property including location and area of land.	1
3	Capacity of an industrial unit, actual production and the reasons for shortfall.	1
4	Forced sale value in case of revaluation of Property, Plant and Equipment or investment property.	1
5	Specific disclosures required for shariah compliant companies/ companies listed on the Islamic Indices as required under clause 10 of the Fourth Schedule of the Companies Act, 2017.	2
6	Disclosure requirements for common control transactions as specified under the Accounting Standard on 'Accounting for common control transactions' developed by ICAP and notified by SECP (<i>through SECP S.R.O. 53 (I)/2022 dated January 12, 2022</i>)	1
7	Disclosure about Human Resource Accounting (includes the disclosure of process of identifying and measuring the cost incurred by the company to recruit, select, hire, train, develop, allocate, conserve, reward and utilize human assets).	1
8	In financial statements issued after initial or secondary public offering(s) of securities or issuance of debt instrument(s) implementation of plans as disclosed in the prospectus/offering document with regards to utilization of proceeds raised till full implementation of such plans.	1
9	Where any property or asset acquired with the funds of the company and is not held in the name of the company or is not in the possession and control of the company, this fact along with reasons for the property or asset not being in the name of or possession or control of the company shall be stated; and the description and value of the property or asset, the person in whose name and possession or control it is held shall be disclosed.	1

BEST CORPORATE REPORT AWARDS

2023 Evaluation Criteria

Annexure III - Specific Disclosures for Banking Company		20 Marks
1	Disclosure of Ratings given by various rating agencies for the Bank and for its Instruments issued by /of Bank. For e.g. Tier I and Tier II.	2
2	Details of Advances portfolio Classification wise as per the direction issued by SBP.	1
3	Disclosure for Non-Performing Assets (NPA): i. Movements in NPA ii. Sector-wise breakup of NPA iii. Movement of Provisions made against NPA iv. Details of accounts restructured as per regulatory guidelines	4
4	Maturity Pattern of Key Assets and Liabilities.	2
5	Classification and valuation of investments as per SBP guidelines/ IAS/ IFRSs.	2
6	Details of credit concentration / sector-wise exposure.	1
7	Concentration of assets, liabilities and off-Balance Sheet items.	1
8	Disclosure of Non-Performing Loans.	2
9	Disclosures under regulatory requirements (for e.g. prudential regulations).	2
10	Details of Non statutory investment portfolio.	1
11	Disclosures for derivative investments.	1
12	Bank's Network: List of Bank's Branches.	1

BEST CORPORATE REPORT AWARDS

2023 Evaluation Criteria

Annexure IV - Specific Disclosures for Insurance Company		20 Marks
1	Claims management and details of outstanding claims (IBNR & IBNER) with estimated liability and ageing thereof.	3
2	Highlights of segment revenue account.	1
3	Disclosure of outstanding premium/ unearned premium.	2
4	Details of claims under different categories of policies.	1
5	Disclosures pertaining to solvency margin.	2
6	Certificate of actuary giving details of the liabilities on account of live policies and estimates/assumptions made for the same.	2
7	Following accounting ratios pertaining to insurance sector: <ul style="list-style-type: none"> • Claim ratio • Solvency ratio • Premium growth ratio • Claim settlement ratio • Combined ratio • Persistency ratio • Reinsurance premium ceded on gross premium (%) • Reinsurance claim recovery percentage • Retention ratio • External liability ratio 	4
8	Review of assets quality.	3
9	Report of the life actuary (for life insurance).	2

Annexure V - Specific Disclosures for Exploration and Production (E&P) Company		20 Marks
1	Disclosure of definition used by the company for: <ul style="list-style-type: none"> (i) Net Proved developed reserves (ii) Net Proved undeveloped reserves 	5
2	Disclosure of estimates of net proved developed reserves, net proved undeveloped reserves and total net proved reserves showing by major geographical area in tabular form with movement occurred during the year.	10
3	Disclosure of the company's progress in converting proved undeveloped reserves into proved developed reserves.	5

BEST CORPORATE REPORT AWARDS

2023 Evaluation Criteria

Notes:

1. Entities participating in the competition are encouraged to fill relevant self-assessment checklist available at the websites of both the Institutes.
2. There are separate evaluation criteria for the NPOs and sustainability reporting (BSR) which are available on the website of both the Institutes.
3. Following companies can participate in the competition:
 - Listed companies;
 - Public sector companies both listed and unlisted;
 - Unlisted - Large size companies;
 - Mutual Funds/ Assets Management Companies; and
 - NPOs (Companies licensed under Section 42 or 45 of the Companies Act, 2017 or Trusts).
4. For participation in the competition, companies with year-ended March/June 2023 and September/ December 2023 can send three copies of published annual report along with duly filled self-assessment checklist latest by December 31, 2023 and May 15, 2024 respectively to:

*Technical Services Department
ICAP, Chartered Accountants Avenue
Clifton, Karachi-75600
UAN: 021-111-000-422 (Ext: 304)
Direct: 021-99251629*

Evaluation Committee

Chairman

Abdul Rahim Suriya, FCA, FCMA

Members

1. Aftab Qutubuddin Munshi, FCMA
2. Ahmed Ali, ACA
3. Ahsan Ghaffar Mehanti, FCA
4. Ata ur Rehman, FCMA
5. Ghulam Mustafa Qazi, FCMA
6. Hena Sadiq, FCA
7. Jawed Mansha, FCMA
8. Moneeza Usman Butt, FCA
9. Muhammad Farid Alam, FCA
10. Muhammad Lukman, FCMA
11. Shahid Ilyas, FCMA
12. Syed Fahim ul Hasan, FCA, ACMA
13. Wasif Sajjad, FCA

Secretariat

Farheen Mirza, FCA

Deputy Director
Technical Services
The Institute of Chartered Accountants
of Pakistan
Contact: +92 21 111 000 422 | Ext: 351
Email: farheen.mirza@icap.org.pk
URL: www.icap.org.pk

Asim Husain Khan

Director Members' Professional Development
and Corporate Trainings
The Institute of Cost and Management
Accountants of Pakistan
Contact: +92 21 99243900 | Ext: 120
Email: asim.khan@icmap.com.pk
URL: www.icmainternational.com