



PROFESSIONAL EXCELLENCE AWARDS 2025

FREQUENTLY ASKED QUESTIONS



Frequently Asked Questions (FAQs)

How to Apply?

To apply for the PEA awards, please click on the following link: **PEA Nomination 2025 – The Institute of Chartered Accountants of Pakistan**

Why can't I sign in?

If you are encountering difficulties signing in, please ensure that you are an ICAP member and verify that your registration number and password are correct. If issues persist, we recommend resetting your password. For queries please email at helpdesk.pea@icap.org.pk

What are the eligibility Criteria?

- Nomination is open for all ICAP Members in business and industry except those mentioned in exclusions.
- A member can nominate one other member if they meet the requisite criteria.
- Nominations are limited to one category per nominee.
- The nominee must be in good standing as per the ICAP criteria.

Can I nominate someone else?

Yes, an ICAP member can nominate another member for a specific award category under **six** categories. The member nominated shall be notified by an email with a link to fill in the nomination form and submit documentary evidence.

Can I be nominated for more than 1 category?

Nominations are limited to one category only. Members who won PEA in 2023 or 2024 cannot participate in the same category for the next three years respectively.



On what basis I will be evaluated? Or what are the selection criteria?

1. Personal statement by the nominee specifically highlighting years of experience and key achievements.
2. Leadership approach covering elements of people and stakeholder management, vision, mission, and core values.
3. Specification of the initiative(s) highlighting financial performance/achievements in areas of expertise.
4. Innovation and transformation approach.
5. Digital Journey and technological initiatives.
6. Professional memberships/affiliation/representation on any other body/directorship.
7. Specialized certification(s) if any completed, apart from CA Pakistan.
8. Enhancement in brand value of the organization.
9. Contribution to the professional community.
10. Contribution to the wider society/community/ESG-related areas.

My two-year period in the current role starts after January 1st, 2023, as a result, I don't fulfill the two years by December 31, 2024. Can I still nominate myself?

Yes subject to fulfilling the two years latest by the last date of nomination i.e. **April 14, 2025**

Can I change my details after the form has been submitted?

Any changes must be communicated via email no later than **April 14, 2025**, along with documentary evidence and a valid reason for the modification. The change must also be approved via email by the original endorser.

Please note that the form will only be considered complete once all required details, including the endorsement, have been submitted.



Who can endorse the information?

1. In the case of the Business Leader –HR Head can endorse
2. In the case of the Entrepreneur Leadership Award, the endorsement is to be provided by the active ICAP member.
3. Other than the Business Leader, & Entrepreneur Leadership Award, the nomination can be endorsed by the CEO or Head of HR.

What if I mention erroneously incorrect details of the endorser and submit the form, can I get the endorser details updated in the form?

- In this case, the nominee is to email from the registered email ID (mentioned in the nomination form) on **helpdesk@icap.org.pk** and share the following details to enable the ICAP team to update the endorser details. Once the details are updated an auto-generated email will be sent to the correct credentials of the endorser for further processing.
- Details to be shared with the ICAP team include;
 - Name of the nominee along with R#
 - Category of award applied
 - Endorser details to be updated including name, official email ID, designation, contact number

Who can apply for the Entrepreneur Leadership Award?

- All Members of ICAP are eligible to apply except those mentioned in the exclusions.

What are the criteria for being eligible for the Entrepreneur Leadership Award?

- Must have experience running an entrepreneurial venture for a minimum of 3 years at least i.e. Jan 1, 2022, to April 7, 2025

Should you have any further queries, please do not hesitate to contact us at **helpdesk@icap.org.pk**.

For an overview of the nomination process **Click Here**.