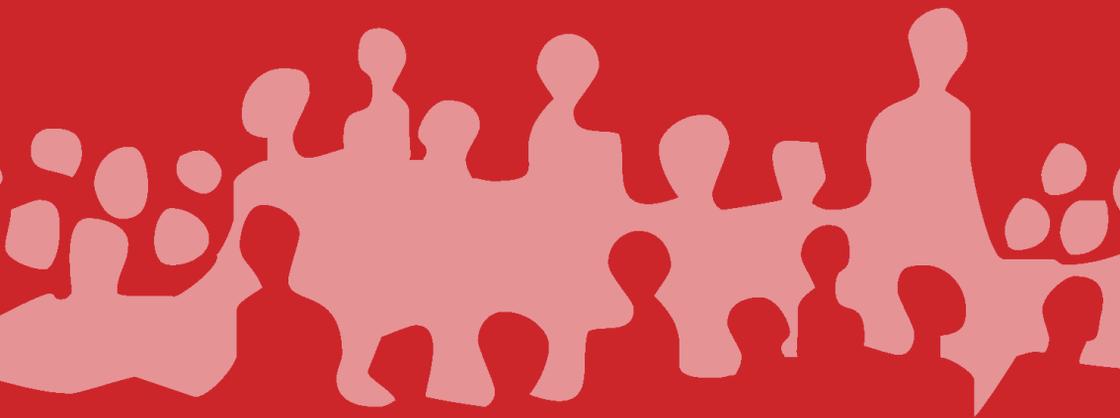


Barcelona award to the most innovative business with regard to time management and uses

**Announcement 2020
Ninth edition**



**Ajuntament de
Barcelona**



The Barcelona Award to the Most Innovative Business with Regard to Time Management and Uses is part of the Time Agreement, a strategy driven by Barcelona City Council that seeks to commit the city's municipal bodies and social and economic organisations to work together and achieve a healthier, more equitable and more efficient social management of time.

Time is essential for people's health and well-being. Barcelona City Council promotes time policies for city residents to manage their time in a healthier, more equitable way and to make the different times into which daily life is divided, such as personal time, family time, the time spent caring for others, training time, work time or leisure time, more compatible with each other. In short, to get some time back for themselves and enjoy their everyday lives with greater well-being.

The Time Agreement promotes actions aimed at raising awareness of the fact that time is a key factor in people's health and well-being and adopting more efficient and sustainable time management models,

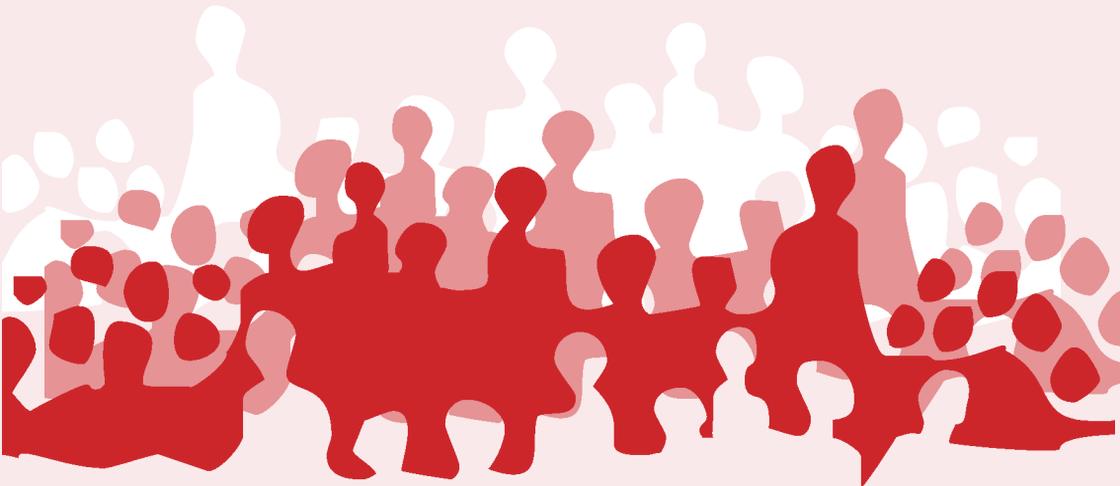
In that regard, we must also promote a new working time culture that helps achieve a more rational and efficient time management that takes greater account of people's needs and promotes a true balance between their work and personal lives, with particular emphasis on actual shared responsibility between men and women. The adoption of more efficient and sustainable time management models by city companies and organisations can help to bring about this change.

This award, which was created in 2012, aims to promote, publicise and give recognition to the work carried out by those companies that are committed to improving time management in order to achieve a better balance between people's work, family and personal lives. Companies and organisations that put time use

measures in place to help workers organise themselves better while improving the internal organisation of work time.

The ninth edition of the Barcelona Award to the Most Innovative Business with Regard to Time Management and Uses is a step in this direction, and the name of the award has been changed to emphasise the organisation of time use in the city's companies and other entities.

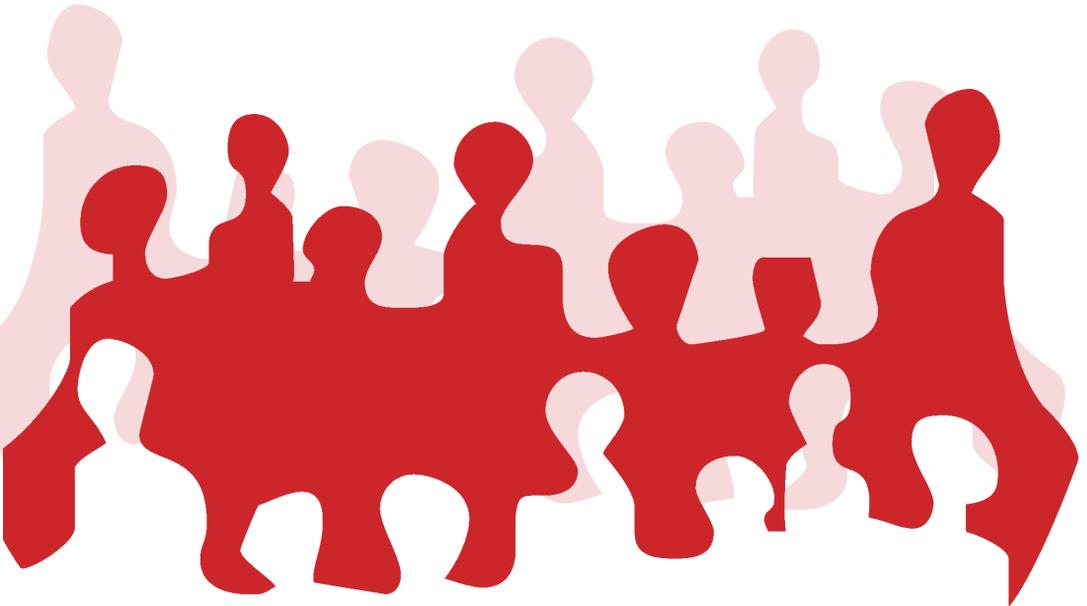
As a result of the award's eight-year history, the entries submitted by companies in this new stage have been more holistic and comprehensive in their approach to the organisation of work time, and this has been reflected in the new set of terms and conditions applicable to the award. We want to encourage companies and organisations to submit new innovative time use practices and strategies, which will undoubtedly be greatly affected by the impact of the health and socio-economic crisis we are currently going through.



1. OBJECTIVE

This award aims to achieve the following:

- To publicly recognise the work of city companies and organisations that develop innovative measures for a healthier, more equitable and more efficient organisation of time.
- To promote the visibility of companies and organisations that have acquired a commitment to facilitate an organisation of time that makes it possible to harmonise and improve the well-being of the people who work there, while raising society's awareness about these matters.
- To contribute to the knowledge and exchange of good practices concerning the use of time in companies and organisations.



2. PARTICIPATION REQUIREMENTS

Any companies or organisations that wish to opt for this award must have developed a good practice in the area of organising working time.

In accordance with the general terms and conditions, any companies or organisations may apply, whatever their activity or sector may be, provided that they are established in Barcelona or its Metropolitan Area and meet the conditions established in this call's terms and conditions and the rules governing application.

If a company or organisation has won the award in previous editions, it cannot opt for the prize this year, and must wait for four application calls before presenting their candidacy again.

The companies and organisations that have presented a project in previous editions, but have not won an award, may present their candidacy for the prize again, either with the same project or with a new measure.

3. CATEGORIES

Companies and organisations may opt for the award in one of the following categories:

- Micro - companies with fewer than 10 employees.
- Small - companies with between 10 and 50 employees.
- Medium - companies with more than 50 and fewer than 250 employees.
- Big - companies with more than 250 employees.

4. SUBJECT AREAS

In this year's edition of the Barcelona Award for Innovative Companies in the Organisation and Use of Time, the areas of good practices evaluated by the jury will be as follows:

- Time management, flexitime and adaptation to hours reform.
- Flexibility in space and time / teleworking.
- Improving time and shared-responsibility measures between men and women, beyond the application of the law, which favour gender equality.
- Services and measures for the well-being of organisation personnel.
- Internal and external awareness-raising and communication concerning time and shared responsibility.

The jury will take into account that the project or action meets the objectives of the Barcelona Time Agreement, a city commitment for a healthier, more equitable and efficient organisation of time.



5. ASSESSMENT CRITERIA

The jury shall evaluate the various aspects detailed in the presentation of good practices, in accordance with the following:

- The innovative relevance of the good practice, according to the context and sector (economic, scope of the company, size, legal status, etc.).
- Good practices that promote shared responsibility and have an effect on equality between men and women, at the heart of the company or organisation.
- The ongoing implementation of measures in the various areas, depending on the trajectory of the company or organisation, valuing the change management model in the organisations when the measures are introduced.
- Communicating the measures, so as many employees as possible are familiar with them and can benefit from them.
- The existence of participation and discussion channels between the organisation and its personnel, for the joint drafting of the most appropriate measures.
- The existence of a signed agreement or pact in relation to the measure.



- The existence of equality measures that refer to:
 - The equality or equal participation of women in management bodies.
 - An equality plan, or in cases where it is not obligatory to have one, detailing the measures in a document.
 - Inclusion of the gender perspective, in both language and images.
- The implementation of monitoring methodologies, in order to evaluate the impact of the measures, such as indicators broken down by gender, establishing a monitoring committee, carrying out surveys, or others.
- The detailed inclusion of the set of measures in a document which contains all the measures and good practices linked to the above-mentioned criteria.
- Applying the measures beyond what is established in legislation.

The members of the jury may ask for any complementary information relating to the presented projects that they deem to be necessary.

Information that is not directly related to a good practice or the specified criteria shall not be considered.

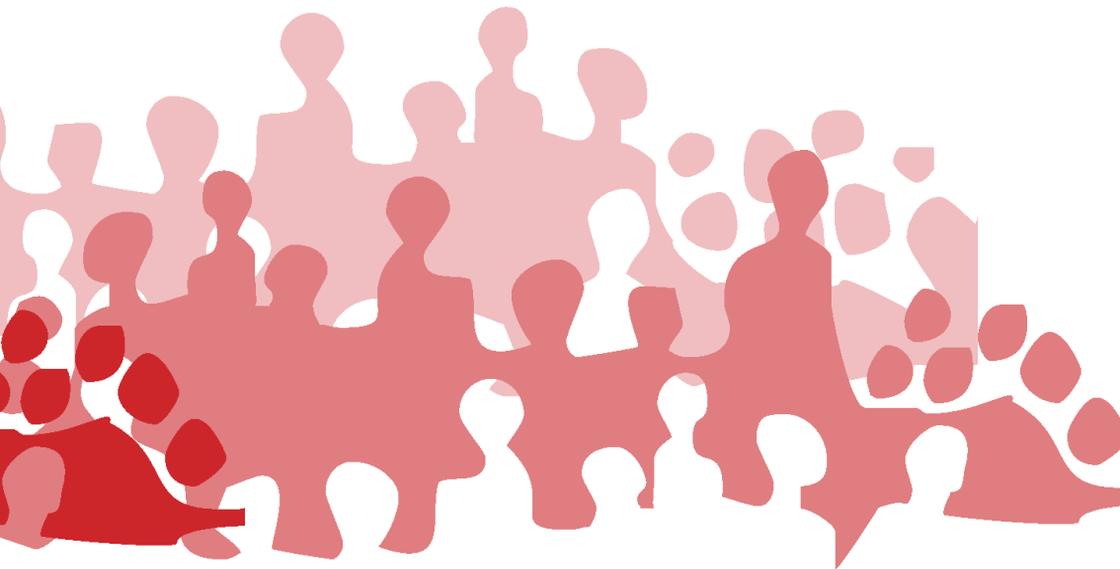


6. AWARD CEREMONY

The award will be presented at a public ceremony and in recognition of the good practice carried out by a company or organisation in the area of time, work-life balance and shared responsibility.

Barcelona City Council shall announce and make public the winning companies at a public ceremony and via its information channels. It will also campaign for other institutions and organisations that operate in areas related to the award to do the same.

The winning companies may publicise their award on headings, adverts and reports (and they must specify the year that they won the award). They may also publicise or disseminate their receipt of the award on any communication media, including a corresponding reference to Barcelona City Council (the award logo will be provided).



7. DOCUMENTS THAT MUST BE SUBMITTED

In accordance with the general terms and conditions, any companies or organisations that wish to be considered for the award must present the following documents:

- A form stating the good practice adopted, duly completed (see the website barcelona.cat/usosdeltemps).
- Complementary information, where necessary, that makes it possible to contextualise and detail the good practice.
- If a company wins the award, its legal representative's commitment to provide the documents relating to the legal identity of the company or organisation and his or her condition as legal representative. If these documents are not submitted, it will be understood that the award has been renounced.

Candidacy applications for the awards must be submitted via an **online form**, which must be completed with the following information:

- The good practice adopted.
- The year of the application call.
- The name of the company submitting its experience.
- Title of the work-life balance measure.
- Category the measure is to be submitted to.
- For further information, see [our website](#).

Participating companies and organisations accept that Barcelona City Council reserves the right to publish the experiences. In virtue of current data protection legislation, the reserved treatment of the submitted documents and the data provided by the companies and organisations is guaranteed.

8. SUBMISSION DEADLINE

The admission period for applications is from 1 to 30 November 2020.

However, if this period should be modified, the award organisation shall communicate this fact in a timely manner via its website.

9. ACCEPTANCE OF THE TERMS AND CONDITIONS AND INCLUSION OF THE WINNING COMPANIES IN THE NUST NETWORK

On presentation of the award, in accordance with the terms and conditions regulating the award, the winning companies assume membership of the Barcelona Time Agreement, thereby contributing to fostering changes in new uses of time and a city with a healthier, more equitable and efficient organisation of time.

The general terms and conditions also indicate that the winning companies shall be invited to join the NUST network (New Social Uses of Time), where they can share and exchange their initiatives with other organisations.



FOR MORE INFORMATION

Time Programmes

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From 9 am to 2 pm

Website: [barcelona.cat/usos del temps](http://barcelona.cat/usos-del-temps)

Email: empresenust@bcn.cat