



United Kingdom and Eire Council for Malaysian Students
Majlis Perwakilan Pelajar Malaysia di United Kingdom dan Eire

UKEC Awards 2026
Evaluation Metrics Document

Prepared by:

Lim Zhen Yang

UKEC Shadow Assistant General Secretary 2025/26

3rd Year, BSc Hons Mathematics & Statistics

University of Edinburgh

TABLE OF CONTENTS:

No.	Heading	Page
1	Introduction	3
2	Disclaimer	3
3	UKEC Awards Criterion, Eligibility and Procedures	3
4	UKEC Award Selection Architecture	6
5	UKEC Awards Monetary Gifts	12

1. Introduction

The **UKEC Awards** is an initiative in alignment with Article 49(5) of the UKEC Constitution, whereby UKEC shall host the UKEC Awards during the **Ordinary General Meeting** to celebrate the achievements and milestones of Malaysian Societies (MSocs) in the United Kingdom and the Republic of Ireland throughout the past half-year. MSocs under the UKEC membership are eligible to nominate themselves or be nominated by members of the public according to the criteria and eligibility of each category. Winners of the UKEC Awards will be presented with a monetary reward and a certificate of recognition for their achievement.

UKEC Awards is an initiative by the Secretariat and Strategy Office intended to achieve the following purposes:

- To celebrate and honour the achievements and milestones of Malaysian Societies in the UK and Ireland.
- To create a healthy competitive environment among the Supreme Councillors, and motivating them to strive more for their respective MSocs.
- To provide an opportunity for MSocs to learn from each other, based on the good qualities and alignment of MSocs with UKEC's initiatives.

2. Disclaimer

UKEC reserves all rights to make amendments to the evaluation metrics laid out in this document and all other details outside of the scope of this document. Notice will be given to relevant stakeholders should there be a material change taking place.

3. UKEC Awards Criterion, Eligibility and Procedures

a. UKEC Award Procedures

- Any Malaysian Society (MSoc) may be nominated by themselves (Supreme Councillors or Regional Chairpersons) via the nomination form disseminated via e-mail.
- The form will close on **1st April 2026, 12:30PM (UKT)**.
- Nominees' shortlist will be announced on **14th April 2026**.
- During the deliberation, the weightage of votes would be divided equally to each member of the UKEC E-15s if a decision cannot be unanimously made. Each member of the E-15 would receive equal weightages of votes contributing to the total votes. Forfeiture of votes are allowed, subject to the minimum requirement of more than 50% of initial vote weightage for each award.
- Winners of the award will be announced during the Ordinary General Meeting before motion debates have concluded. Winners will be awarded monetary gifts and a certificate of recognition.

Category	Award	Criteria and Eligibility
Malaysian Society	MSoc of the Year	<ul style="list-style-type: none"> - Must be a member of the UKEC Supreme Council and registered as a Malaysian Society under Education Malaysia London (EML). - Must be a registered organisation under their respective universities' Student Unions. - Must have held at least ONE successful flagship event, defined as either (or both) of: <ul style="list-style-type: none"> - UKEC-involved event between 2nd October 2025 - 31st March 2026. - Malaysian Society signature event between 2nd October 2025 - 31st March 2026. - At least for the flagship event, must have adequate documentation encompassing event proposal, event operations plan, event financial report and event post-mortem review (participants' feedback are required for events involving participants). Additional documentations for any MSoc related activities or initiatives are recommended but not required.
	Malaysian Event of the Year	<ul style="list-style-type: none"> - Must be an event organised by a Malaysian Society registered under the UKEC Membership, taking place in the period of time from: <ul style="list-style-type: none"> - 2nd October 2025 - 31st March 2026. - Must be an event organised or spearheaded by members of the Malaysian Society. (More than 50% of Organising Committee consists of MSoc members or committees, affiliates not included) - Must be an event that has positively impacted the Malaysian student community of their respective region by representing Malaysian culture through arts, performances, dialogue, sports, socials, or any other type of event that has positively contributed to the representation and celebration of Malaysian culture and diversity. - Must have had at least a 50% attendance rate to the event. - Malaysian Nights (MNight) and Malaysian Games (MGames) are eligible to be nominated. However, there must be at least ONE MSoc committee member as the executive committee of their MNight or MGames.

		<ul style="list-style-type: none"> - Under a jointly held event, the nominees shall be the collaborating eligible Malaysian societies. The monetary award will be divided accordingly. - Must have adequate documentation encompassing event proposal, event general report, event financial report and event post-mortem review (participants' feedback are required for events involving participants).
	Up and Rising MSoc of the Year	<ul style="list-style-type: none"> - Must be a member of the UKEC Supreme Council - Must be a registered organisation under their respective universities' Student Unions. - Must hold no more than THREE sponsors that have consistently sponsored the MSoc for at least ONE year or more (one-off event sponsors do not count). - Must have held at least ONE successful event between 2nd October 2025 - 31st March 2026. - Must have significantly impacted the Malaysian student community of their respective region in terms of culture, sports, careers, or any other kind of positive impact that have benefited the student community. - Must have adequate documentation encompassing event proposal, event operations plan, event financial report and event post-mortem review (participants' feedback are required for events involving participants). - Should achieve the following: <ul style="list-style-type: none"> - At least one new sponsorship agreement signed for MSoc with a contract duration of at least one fiscal year - More than 10% increase in MSoc membership year on year. - More than 50% MSoc attendance for UKEC FinLit Workshops - Must have attended at least one Stakeholder Engagement 101 Workshop.
Regional Chairperson	RC of the Year (2 awardees)	<ul style="list-style-type: none"> - Must be a Regional Chairperson of UKEC 2025/2026. - Must have contributed in organising and/or volunteering for at least ONE flagship or regional event between 2nd October 2025 - 31st March 2026. - Must have proactively and positively impacted the

		<p>Malaysian student community of their respective region by representing Malaysian culture through the advocacy and support of events that has positively contributed to the representation and celebration of Malaysian culture and diversity.</p> <ul style="list-style-type: none"> - Must have contributed to the organising of at least ONE regional event/flagship activity in their respective regions.
Executive Councillor	EC of the Year (2 awardees)	<ul style="list-style-type: none"> - Must be an Executive Councillor of UKEC 2025/2026 - Must have shown exemplary service in at least TWO flagship events between 2nd October 2025 - 31st March 2026. - Anonymous feedback will be collected from all Executive Committee, Regional Chairpersons and Executive Councillors regarding the nominee. Minimum feedback received per nominee must exceed 50% of total Regional Chairpersons and Executive Councillors.

4. UKEC Award Selection Architecture

The examples shown below are intended only for reference purposes. During jury deliberation, any score given by the jury should have their corresponding rationale and form of evidence.

Computation: Final Score = UKEC E-15 Individual Jury Weighted Score (6.67%) x 15. If the top two in any category are within **≤2 points**, apply a **preferential (ranked) run-off** to determine broadest support.

MSoc of the Year:

Criterion	Weight	Examples for perfect score in award criterion	Examples of evidence required
Impact & Outcomes	35%	Clear problems addressed; measurable outcomes (attendance growth, partnerships, funds raised, policy wins); sustained beyond single event	KPI sheet, attendance logs, partner letters, media/press
Programme Excellence	20%	Flagship events executed to a professional standard (content, AV, risk, feedback ≥4.5/5); smooth run-of-show	Run sheets, feedback summary, AV plans, photos/video
Community & Inclusivity	15%	Broad reach across Malaysian students in UK & Éire; inclusive design; bursaries/access measures; satisfaction ≥85%	Demographic reach, accessibility notes
Collaboration & UKEC Alignment	10%	Cross-society projects; regional hubs; contributes toolkits others reuse	MOUs, joint communications
Governance & Sustainability	10%	Clean finances; risk & safeguarding; succession planning; continuity artifacts	Budget, accounts, risk register, handover docs
Cultural Contribution	5%	Promotes Malaysian culture responsibly; positive representation;	Program briefs, event storyboards
Evidence Pack Quality	5%	Concise, verifiable, well-organized dossier; honest about misses/learns	Submission in PDF form, with links to reference documentations.

Malaysian Event of the Year:

Criterion	Weight	Examples for perfect score in award criterion	Examples of evidence required
Impact & Outcomes	20%	Clear problems addressed; measurable outcomes (attendance growth, partnerships, funds raised, policy wins); sustained beyond single event	KPI sheet, attendance logs, partner letters, media/press
Programme Excellence	35%	Flagship events executed to a professional standard (content, AV, risk, feedback $\geq 4.5/5$); smooth run-of-show	Run sheets, feedback summary, AV plans, photos/video
Community & Inclusivity	15%	Broad reach across Malaysian students in UK & Éire; inclusive design; bursaries/access measures; satisfaction $\geq 85\%$	Demographic reach, accessibility notes
Collaboration & UKEC Alignment	10%	Cross-society projects; regional hubs; contributes toolkits others reuse	MOUs, joint communications
Governance & Sustainability	10%	Clean finances; risk & safeguarding; succession planning; continuity artifacts	Budget, accounts, risk register, handover docs
Cultural Contribution	5%	Promotes Malaysian culture responsibly; positive representation;	Program briefs, event storyboards
Evidence Pack Quality	5%	Concise, verifiable, well-organized dossier; honest about misses/learns	Submission in PDF form, with links to reference documentations.

Up and Rising MSoc of the Year:

Criterion	Weight	Examples for perfect score in award criterion	Examples of evidence required
Proportionate growth	40%	Either based on one or all of (but not limited to) the following criteria: <ul style="list-style-type: none"> - At least one new sponsorship agreement signed for MSoc with a contract duration of at least one fiscal year. - Increase in MSoc membership 	MOUs or any evidence of sponsorship, Membership data, Finlit workshop attendance logs.

		<p>year on year.</p> <ul style="list-style-type: none"> - Full MSoc attendance for UKEC FinLit Workshops. 	
Impact & Outcomes	15%	Clear problems addressed; measurable outcomes (partnerships, funds raised, policy wins); sustained beyond single event, event participation satisfaction rate ≥85%	KPI sheet, attendance logs, partner letters, media/press
Programme Excellence	10%	Flagship events executed to a professional standard (content, AV, risk, feedback ≥4.5/5); smooth run-of-show	Run sheets, feedback summary, AV plans, photos/video
Collaboration & UKEC Alignment	10%	Cross-society projects; regional hubs; contributes toolkits others reuse	MOUs, joint communications
Governance & Sustainability	10%	Clean finances; risk & safeguarding; succession planning; continuity artifacts	Budget, accounts, risk register, handover docs
Cultural Contribution	10%	Promotes Malaysian culture responsibly; positive representation;	Program briefs, event storyboards
Evidence Pack Quality	5%	Concise, verifiable, well-organized dossier; honest about misses/learns	Submission in PDF form, with links to reference documentations.

RC of the Year:

Criterion	Weight	Examples for perfect score in award criterion	Examples of evidence required
Regional Leadership & Impact	25%	Led region to deliver impactful, high-quality events or initiatives with measurable student reach and outcomes (attendance increase, partnerships formed).	KPI sheet, event reports, partner letters
Collaboration & Representation	20%	Facilitated strong collaboration among local societies and UKEC offices; represented UKEC	Comms logs, MOU summaries, feedback letters

		effectively at external engagements.	
Governance & Coordination	15%	Maintained clear meeting cadence, accountability frameworks, and transparent decision-making across the region.	Meeting minutes, reports, attendance logs
Community & Inclusivity	15%	Championed inclusivity, accessibility, and equitable representation of diverse student backgrounds across societies.	Demographics, inclusion initiatives, satisfaction data
Innovation & Strategic Thinking	10%	Introduced new programmes, digital tools, or engagement models that improved regional cohesion or event delivery.	Concept notes, toolkits, prototypes
Succession & Mentorship	10%	Developed future leaders through mentoring and clear handovers; created continuity in the regional ecosystem.	Handover docs, mentee feedback, continuity plan
Evidence Pack Quality	5%	Concise, well-organized, verifiable, and honest about challenges and learnings.	6–10 page dossier

EC of the Year

Criterion	Weight	Examples for perfect score in award criterion	Examples of evidence required
Delivery and Reliability	25%	Consistently delivered high-quality work and met office deadlines; demonstrated strong ownership and follow-through	Task tracker, deliverables
Initiative and Creativity	20%	Proposed or executed new ideas that improved efficiency, engagement, or visibility of their office's work. Work relating to curriculum, operations, external liaison and other categories will be judged based on their respective reasonable metrics,	Comms logs, MOU summaries, feedback letters, official curriculum documentation, participants' satisfaction rate towards the curriculum

		<p>including but not limited to the following:</p> <ul style="list-style-type: none"> - Curriculum: demonstrated proactivity in keeping curriculum up to date and engaging objectively. - Operations: Adequately prepared for both expected and unexpected situations and seamlessly carried out the execution phase. - External Liaison: demonstrated proactivity in liaising with external stakeholders, steadfastly building rapport with integrity. 	
Team Contribution and Collaboration	20%	Worked collaboratively within office and cross-office; supported peers and contributed positively to team morale.	Peer feedback, project communications.
Impact and Outcomes	20%	Tangible, measurable results from initiatives (metrics, engagement growth, policy outcomes, or partnerships).	Project deliverables, event reports, townhall reports.
Professional Growth and Conduct	10%	Demonstrated responsibility, punctuality, and professionalism; grew in leadership and communication.	Attendance logs, E15 & peer testimonials.
Evidence Pack Quality	5%	Concise, well-organized, verifiable, and honest about challenges and learnings.	6–10 page dossier

5. UKEC Awards Monetary Gifts

No.	Award	Number of Awards	Amount
1	MSoc of the Year	1	£300.00
2	Malaysian Event of the Year	1	£300.00
3	Up and Rising MSoc of the Year	1	£300.00
4	RC	2	£50.00
5	EC	2	£50.00