14th National HRM Summit

White Paper Submission
"Jobs in the Era of Automation"
December 1, 2016: Hotel Le-Meridien, New Delhi

Guidelines

1. Overview

Welcome to AIMA's White Paper Submission for the year 2016!

AIMA's National HRM Summit, organized every year, is one of the most prestigious platforms in the management calendar of the country and sees participation by the HR fraternity across the industry.

The topic for this year's flagship event is, **"Jobs in the Era of Automation."** The main objective of this competition is to understand the pace, nature, and ubiquity of technological change and its impact on job availability, access, and quality. Some jobs will be replaced by machines while new jobs are created and existing jobs take on new and different tasks. Enabling more people to benefit from this era of technological change is in the best interest of business. The new era will be exciting and by automating work tasks, the capacity of workforce may lead to increased business productivity.

We aim to create a shared learning platform with views being shared by the industry stalwarts and corporate houses in the VUCA (Volatile, Uncertain, Complex, and Ambiguous) environment.

2. Rules at a Glance

To participate in the white paper submission, we suggest you to go through the terms mentioned below and send us a confirmation of your participation through the nomination form –

2.1. Eligibility

The White Paper is open for the HR professionals / HR departments working across various organizations in India.

2.2. How to Participate?

Interested organizations can finalize a team of HR professional(s) for the white paper submission. The team can have min 1 to max 4 professionals from the same organization. Organizations can fill the application form and send to *ayadav@aima.in*.

2.3. Stages of White Paper Submission

2.3.1. Preliminary Stage

- Teams are required to submit a white paper under the theme, "Jobs in the Era of Automation" in the format prescribed by AIMA.
- The Top 10 white papers would be shortlisted based on the evaluation criteria mentioned in section 5 of this document
- Shortlisted 10 entries will be sent for evaluation by a jury.

2.3.2. Final Stage

- The top 3 winners will be selected by the jury based on the evaluation parameters.
- The top 3 winners will be invited for prize distribution on December 1, 2016, at day of the Summit.

2.4. Important Dates

	Milestones	Dates
1.	Start of White Paper Application Process	**15 October 2016**
2.	Last day of submission of application and white paper	**10 November 2016**
3.	Declaration of top 3 winners	**22 November 2016**

2.5. Participation Fee

The Contest entrails a nominal fee of INR 15000/plus service tax of 15% as applicable per entry. This fee will also entitle you to the following additional privileges:

i. Two complimentary delegates to the Summit

ii. Acknowledgement of your company logo on a specially created signage at the Summit venue

iii. Acknowledgement of your company logo in the summit brochure to be distributed to all attendees

iv. Note- Multiple Entries per organization permitted. Participation fees for each entry is INR 15000/- Plus 15% Taxes.

3. Submission Format

- The response to the white paper submission should be in **word format** and should not exceed 1500 words. Details of format to be used: **Font Type - Arial, Font Size - 10**. The submission of the white paper, however, should be in a **PDF format**.

- The file should be named in the given format **"AIMA White Paper Submission_OrganizationName.pdf"**, and shared on email to *ayadav@aima.in*

- Subject line of the email – AIMA White Paper Submission.

4. White Paper Format

The white paper should minimally include the following, in addition to the white paper content, presented in a clear and organized manner –

- Signed Undertaking (as given in Section 8 of Guidelines)
- Executive Summary (Key findings / insights from the white paper)
- Introduction (Introduction of the topic and business context)
- Key Terms (Core white paper contents explaining the idea / intervention, approach / methodology, implementation roadmap etc.)
- Conclusion
- Bibliography/References in APA format

The paper has a word limit of 1500 words in which the sections - Executive summary, introduction, key terms and conclusion should be designed.

5. Evaluation Parameters

- The verdict of the jury will be final. In the event of a tie, the Expert Committee and Jury will cast a vote.

- The weightage of points will be as mentioned below –

    - Relevance of the paper to the session theme – (15 Marks)
    - Significance of the business problem and potential impact that can be achieved by the implementation of thoughts from this white paper (25 points)
    - Practical application of the white paper in the organization(implementability) (25 points)

- Response's style, tone, quality of expression, as well as adherence to word limit (20 points)
- Balance, fairness, factual and accuracy of content in the response (15 points)

6. General Rules

- All decisions of AIMA in relation to the white paper submission shall be final and no queries or correspondence will be entertained in this regard.

- AIMA reserves the right to refuse the participation of, or to disqualify any Team and/or Participant from the Contest at any time. All decisions taken by AIMA, including any decision to refuse participation of or to disqualify any Team and/or Participant from the Contest shall be final and binding on the Participants.

- AIMA reserves the right to shorten, modify or cancel the Contest at any time, without assigning any reason. AIMA shall have no liability in the event of such shortening or modification or cancellation, and neither the Participant Teams shall be entitled to make any claim against AIMA in this regard.

6.1. Plagiarism Policy

All papers submitted to AIMA will be checked for plagiarism. If a paper is found to be categorized as plagiarized, it will not be reviewed, and be automatically rejected. Self-plagiarism, i.e., instances in which the author has borrowed from his/her previously published work without a proper citation is also liable for rejection. This holds valid even if a paper is valid and paid for registration, AIMA has the right to reject the paper, and will not publish the paper in the proceedings.

6.2. Copyright

When you submit content to the AIMA, you agree and represent that you have created this content, or you have received permission from, or are authorized by, the owner of any part of the content to submit it to the AIMA.

By submitting content to AIMA, you are indicating that you are the sole owner of the content and/or have the authority to give AIMA the right to edit, retitle, reprint and repurpose the content as AIMA sees fit. You or the owner of the content still own the copyright to the content sent to AIMA, but by submitting content to AMA, you are granting us an unconditional, irrevocable, non-exclusive, royalty-free, fully transferable, perpetual worldwide license to use, publish or transmit on any platform, either now known or hereinafter invented.

You warrant that the content you submit to the AIMA is not obscene, threatening, harassing, libelous, deceptive, fraudulent, and invasive of another's privacy, offensive, defamatory of any person or otherwise illegal. You warrant that the content you submit to

the AIMA does not infringe any patent, trademark, trade secret, copyright, or other intellectual or proprietary or privacy right of any party or individual.

7. Contact Us

Any issues related to the white paper submission can be shared on email with *ayadav@aima.in*

8. Signed Undertaking

The beginning of the white paper should have the undertaking in the following format –

I/we certify that the information provided in this white paper is authentic and genuine and the details provided can be verified if required. I understand that AIMA holds the rights to disqualify the participation at any point if any of the details are found to be not authentic.

Name of individual:

Designation:

Signature: