UN SUPPLY CHAIN AWARDS 2026



SCN Member Implementation Guide

HLCM Supply Chain Network

Professional Development Working Group

1 What is this Implementation Guide?

This Guide has been prepared by the Project Team to facilitate the work of SCN colleagues to implement and communicate on the UN Supply Chain Award 2026.

2 Where can I find basic information on the UN Supply Chain Awards?

In addition to this Communications Guide, the following key documents can be accessed at UN Supply Chain Awards ungm.org) (which is publicly visible and can be shared with other stakeholders as needed):

- UN Supply Chain Award Concept Note (PDF document)
- UN Supply Chain Award Submission Form (Word document)

3 General recommendations for SCN Members

- This is the fifth time that SCN launches the UN Supply Chain Award. **Please be very proactive in communicating internally and in encouraging participation.**
- Please go through the Concept Note document carefully and encourage colleagues preparing submissions to do the same, paying particular attention to Annex 3 (evaluation criteria).
- Keep in mind that not all colleagues may have strong writing skills or be fluent in English. They may require support in preparing their submissions.
- The official submission deadline is 29 May 2026. It is strongly recommended that you set an earlier internal deadline to allow time for quality assurance and, if needed, select a single submission per category from your organization.
- Please note that submissions can only be made by official members of the HLCM SCN and must be uploaded through UNGM in accordance with the instructions in Annex 4 of this document.
- If you have questions or need support, please contact any of the Project Team members:

    - Selma Bukvic: selma.bukvic@ctbto.org (Project Manager)
    - Beatriz Castillo: beatrizc@unops.org
    - Torben Soll: torben.soll@undp.org
    - Adam Khalil: adam.khalil@undp.org
    - Ann-Marie Schafer: awebster@imf.org

Annex 1: Draft email to be sent by SCN members internally through their organizations

Dear Colleagues,

I would like to share with you that the HLCM Supply Chain Network has just launched the **UN Supply Chain Award 2026**.

This new initiative aims to celebrate and recognize procurement and supply chain excellence across forty different United Nations and related organizations and has the following main objectives:

1. Raise the profile of the UN procurement and supply chain profession;
2. Enhance the motivation of UN procurement and supply chain personnel;
3. Showcase procurement and supply chain success stories;

4. Promote the work of the HLCM SCN.

This year, there are four award categories:

- **"Sustainable Procurement and Supply",**
- **"Collaborative Procurement",**
- **"Procurement and Supply Chain Innovation", and**
- **"Procurement & Supply Chain Capacity Development"**

We would like to identify and submit an entry to showcase the great work done in procurement and supply chain in our organization, so I count on your support on this.

Important notes to consider:

- Before preparing a submission, please go through the Concept Note document available on the following UNGM site, including Annex 3 therein (evaluation criteria). UN Supply Chain Awards 2026 (ungm.org)
- Please use the official Submission Form template (also on the above link) when preparing your submission.
- Per the initiative's rules, each organization can only submit one award entry, so in the event that we identify more than one entry, our Director/Head of Procurement will decide on the one to be officially submitted.
- Although the official submission deadline ends on 29 May 2026, we hereby request that you share with us your submissions by 22 May 2026, to enable quality assurance.
- The shortlisted organizations will be announced in September 2026 and the winners at the HLCM SCN autumn meeting.

Please let me know if you have any questions on this.

We look forward to your ideas!

[Name of Procurement Director/Head]

Annex 2: Suggested text for social media posts

Text Option #1

Are you a procurement and supply chain professional working at a UN or related organization? Have you worked recently in great and value adding projects? Do you have outstanding procurement and supply chain colleagues that should be recognized as such? If so, we encourage you to participate in the UN Supply Chain Award. This is an initiative launched by the HLCM Supply Chain Network to celebrate and recognize procurement and supply chain excellence across forty different United Nations and related organizations. The award submission process closes on 29 May 2026, we look forward to receiving your submissions! For more information on this initiative, please visit the following website: UN Supply Chain Awards (ungm.org).

Text Option #2

The HLCM Supply Chain Network has just launched the UN Supply Chain Award 2026, an initiative to celebrate and recognize procurement and supply chain excellence across the United Nations and related organizations. The award submission process closes on 29 May 2026, we look forward to receiving your submissions! For more information on this initiative, please visit the following website: https://www.ungm.org/Shared/KnowledgeCenter/Pages/UNProcurementAwards

Text Option #3 (with suggested hashtags)

Have you recently completed a Procurement/Supply Chain project or initiative that you are excited about? Do you have outstanding Procurement and Supply chain colleagues whose effort should be recognized? We invite you to submit your project/initiative in this year's UN Supply Chain Award opened to all members of the UN Supply Chain Network. In addition to the impactful success stories, we want submissions on projects that resulted in instructive lessons learned.

Submission deadline: May 29, 2026!

For eligibility requirements and additional information on how to submit your entries, please visit Supply Chain Award (ungm.org).

We can't wait to see your exciting submissions!

#UNprocurement #SustainableProcurement #ProcurementInnovation #CollaborativeProcurement #procurementexcellence #CapacityDevelopment #UNSupplyChain

Annex 3: UN Supply Chain Award logo

UN SUPPLY CHAIN AWARD 2026

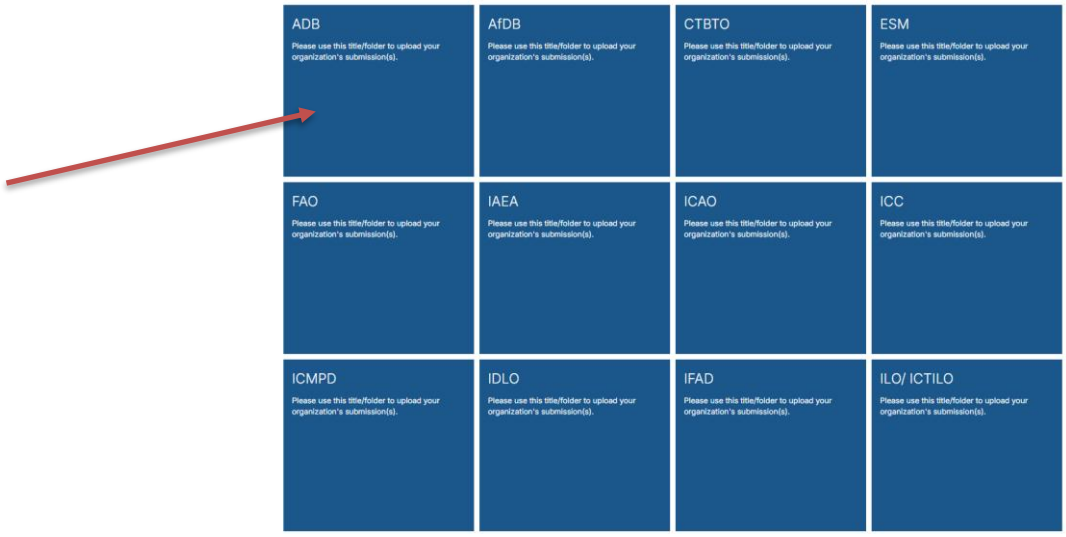
Annex 4: Instructions on how to upload award submissions in UNGM

Important notes before uploading your submissions:

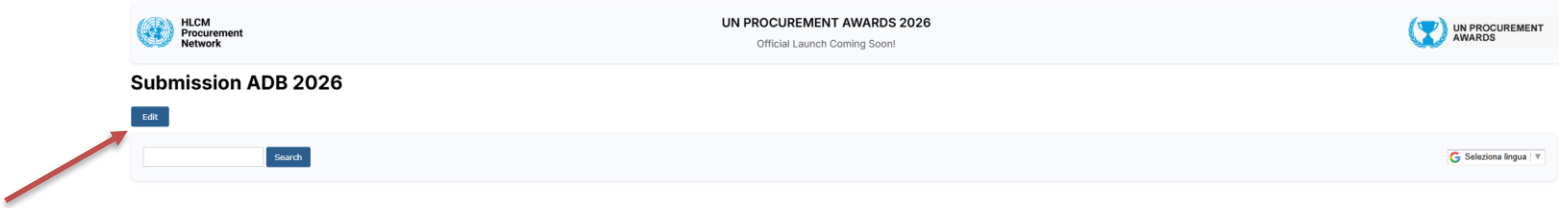
- Submissions can only be made by official members of the HLCM SCN and they must be uploaded through UNGM as only such members have access to the upload functionality.
- Ensure that submissions follow the official Submission Form template to facilitate the evaluation process.
- Name the submission document as follows: "Name of organization_Award Category Name", e.g. "UNDP_Sustainable Procurement and Supply".

Steps to follow once your submissions are ready:

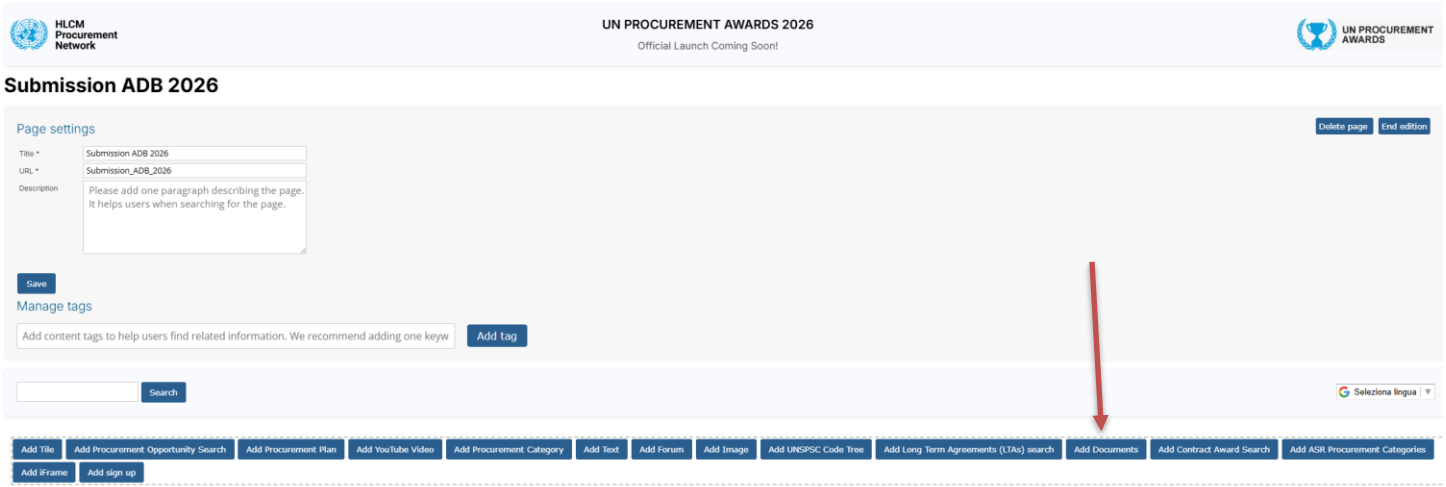
1. Log into UNGM www.UNGM.org using your email and UNGM password.
2. Go to the **Knowledge Center** section, then click on **UN Supply Chain Award 2026** or else go directly to this link: https://www.ungm.org/Shared/KnowledgeCenter/Pages/UNSupplyChainAwards2026
3. Scroll down the page, under the UN Supply Chain Award logo and click on the tile with the name of your organization.



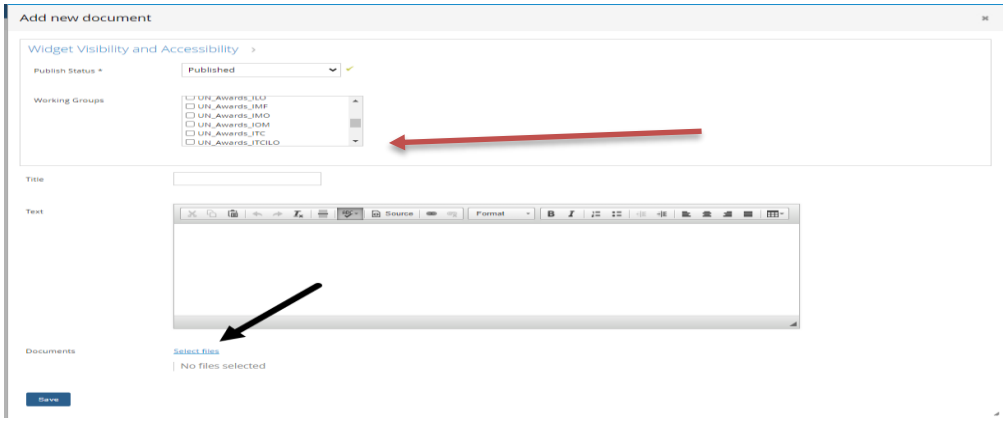
4. Click on the **Edit** button on the top left corner of the page.



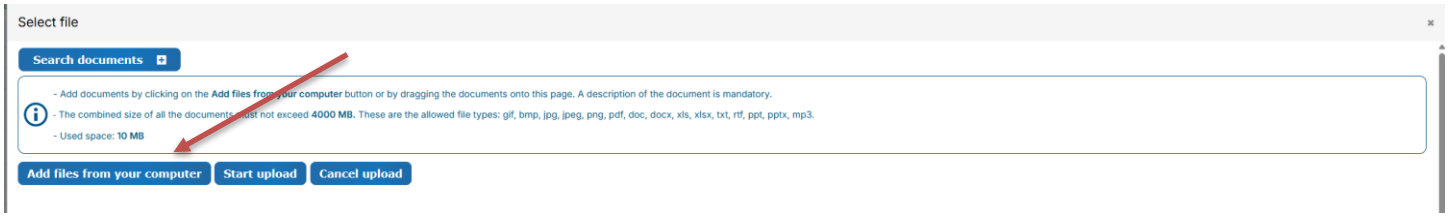
5. Click on the **Add Documents** button



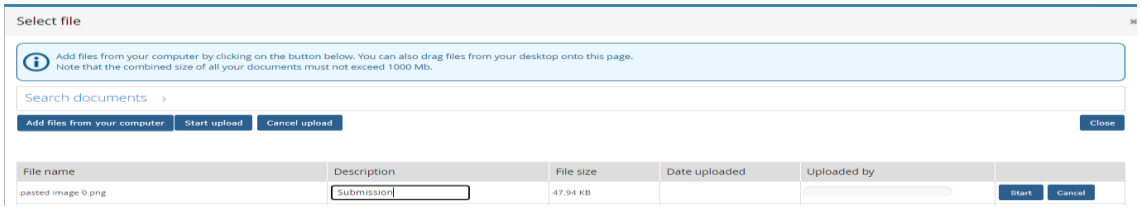
6. Click on **Select files**. Note: please don't add/adjust any of the other sections.



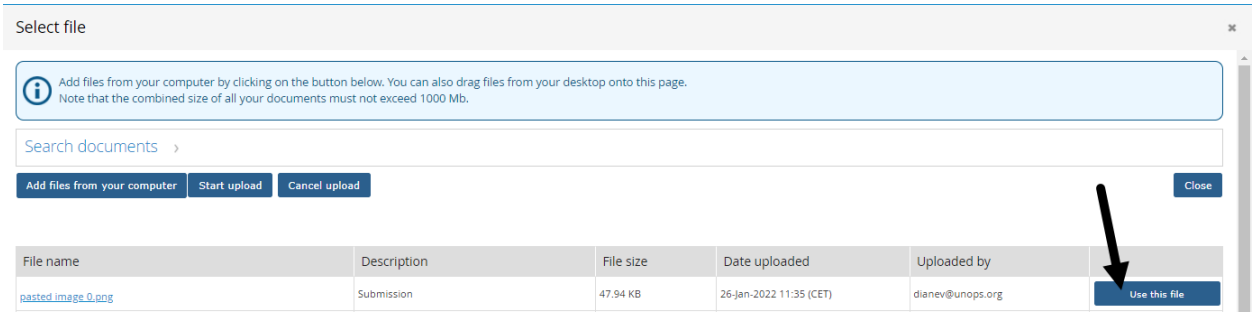
7. Click on **Add files from your computer** and select the document you would like to upload.



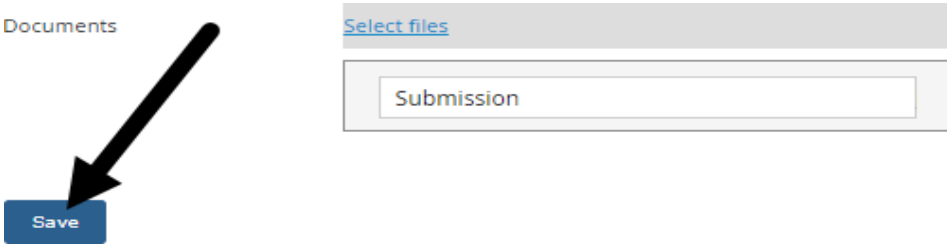
8. Under the Uploaded by column, click on the **Start** button.



9. Click on **Use this file**. Close the window.



10. Click on the **Save** button



11. You will now be able to see your uploaded submission. This is the last step of the process. The UN Supply Chain Award project team will download your submissions upon the deadline of submissions. Good luck!

