



The Award Program is  
 that demonstrate  
 Customer Service,  
 Team work, Leadership, and Innovation. This award is given to our specific  
 job performance and successful PEAV, planning, planning, and performance.

Seeks information about the real underlying needs of the customer, provides insight

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- Displays ingenuity and imagination in problem resolution.
  - Looks for ways to improve activities and contributes to implementation.

### **Where to get nomination forms**

Nomination forms may be obtained on the Research Foundation's website or may be provided upon request from the Human Resources Department.

### **Frequency**

The OD Research Foundation Employee Excellence Award has been implemented to replace the former Employee of the Month award; however, it is not to be confused with it. According to the discretion of the management team, this recognition may be awarded to one or more employees in a given month or not at all. The degree and frequency of recognition will be based solely on the merit and timing of the nomination(s) received.

### **Reward for Those Recognized**

Employees receiving the Employee Excellence Award will receive one day of paid leave during the month in which they are selected. This award must be coordinated with the award recipient's immediate supervisor to ensure adequate staff coverage. Additionally, this award will also include a spotlight announcement on the Research Foundation website.

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