



Corporate Policy Appendix A

Service Recognition & Retirement Awards

Policy #: HR.08-03

Sub-Topic: Total Rewards

Topic: Employee Attraction and Retention

Applies to: Regular Full-Time and Regular Part-Time Employees

Appendix A - Service Recognition Award

This Appendix supports the Service Recognition and Retirement Awards Policy HR.8-03. Please refer to the Policy for service recognition criteria.

Service Recognition Awards shall be present by the employee's immediate Supervisor/Manager/Director/Commissioner in the following manner:

| Milestone Year | Recognition Award |
|-----------------------|--------------------------|
| 5 years | \$50 gift |
| 10 years | \$65 gift |
| 15 years | \$75 gift |
| 20 years | \$200 gift |
| 25 years | \$250 gift |
| 30 years | \$300 gift |
| 35 years | \$350 gift |
| 40 years | \$400 gift |