



Recognition of Service Employees

Policy No.: C-1	Council Resolution No.: 165/10
Department: Administrative	Authority: Council
Effective Date: 13/09/10	Revision Date:
Review Date: September 2013	Repealed Date:
Supersedes: Policy 74C	
Related Procedure No.: C-1	
Related Procedure Name: Recognition of Service - Employees	

Purpose

The Town of Taber wishes to acknowledge the commitment, loyalty and service of Town employees and recognizes their significant contribution to the Organization.

Policy Statement

- 1) Council shall annually present a gift of appreciation at an annual event to full time and part time employees upon achieving significant milestones with the Town of Taber.
- 2) Employees will be recognized for long term services on their employment anniversaries in five year increments. (5th, 10, 15th, 20th, 25th, 30th, 35th, 40th, etc.)
- 3) The recognition award will be an appropriate gift with the Town logo, distinguishing the years of service equal to \$20.00 per year of service for full time employees, \$10.00 per year of service for part time employees.
- 4) If an employee retires from the Town, Council shall present a retirement gift based on \$50.00 per year of employment and honoring the individual at an event, with the employee's input.
- 5) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.



Additional References

Separate policies and procedures pertaining to Recognition of Service for firefighters and Council are dealt with independently.

R. Bryant
MAYOR

September 13, 2010
DATE

Cordner
CHIEF ADMINISTRATIVE OFFICER

September 13, 2010
DATE

