

Recognition Essentials

Recognition Programs

There are a variety of different types of Recognition Programs. These program types are most commonly implemented:

- **Milestone Programs** recognize employees' milestone achievements such as service anniversaries and birthdays. These programs are automatic, meaning that once an employee reaches the milestone, they receive the award associated with it.
- **Spot Programs** allow you to recognize an employee instantly for excellence. These types of programs are informal and typically include awards.
- **eCard Programs** involve the recognition of performance and various life occasions such as birthday, new baby, new house, marriage thanks and sympathy with e-cards and notes. These types of programs are informal and do not include any awards.
- **Nomination Programs** involve recognizing an employee through a formal process that may or may not require approval. Awards may or may not be included in nomination programs.



Employee Benefits

- Clarifies what is expected of them
- Increases engagement and motivation
- Makes them feel valued and appreciated
- Allows them to be successful
- Creates a great place to work

Leader Benefits

Every interaction with employees is an opportunity to motivate and enhance performance.

- Reinforces and encourages good behavior
- Improves employee performance
- Contributes to improved customer service
- Improves employee morale and attitudes
- Increases productivity
- Improves employee commitment