

Policy Number	007-B-2007
Policy Group	Board of Directors
Policy Name	Staff Recognition
Date of Origin	June 2007
Date Amended	September 2008
Date Reviewed	November 2013, October 2015, November 2017

PURPOSE To acknowledge the dedication of SUN employees.

SCOPE Board of Directors

POLICY STATEMENT SUN recognizes the importance of acknowledging the hard work and dedication of employees to the organization.

PROCEDURE All SUN staff shall be invited to attend SUN Annual Meeting banquets; other related expenses shall not be included.

All SUN staff shall be invited to attend a Board of Directors' hosted event annually in December.

Long term service shall be recognized annually as follows:

- 5 years – \$50
- 10 years – \$100
- 15 years – \$200
- 20 years – \$300
- 25 years – \$400
- 30 years – \$500
- 35 years – \$600
- 40 years – \$700

Eligible staff will receive a generic gift card in the amount of the award they qualify for.

Presentation of the service award will be at the December holiday event. If not in attendance, the eligible staff member(s) will receive their award at the next scheduled Monday Morning Meeting following that December event.