

CITY OF GRAND FORKS			
POLICY TITLE:	Long Service Awards	POLICY NO:	612
EFFECTIVE DATE:	March 16, 2009	SUPERSEDES:	
APPROVAL:	Council	PAGE:	1 of 1

POLICY:

Long Service Awards will normally be presented to employees in December of each year, but may be presented at other times under special circumstances. Awards presented in December shall be based on the length of service of the employee at the end of the current calendar year.

PURPOSE:

It is the City's policy to recognize extended periods of service to the City by its employees.

PROCEDURE:

In recognition of the service of regular employees, the City shall annually make long service awards as set out below. Years of service need not be continuous. Where a cash value is indicated, the award may be in the form of a cheque, gift certificate or gift as determined annually by the City Manager in consultation with the Mayor, however, all awards made in each year shall be in the same form. Awards for service up to and including 20 years shall be accompanied by an appropriate certificate.

Years of Service

Award

5	Presentation Pin or similar item
10	\$ 50
15	\$ 100
20	\$ 150 + plaque
25	\$ 200 + plaque
30	\$ 300 + plaque