

AWARDS	
KEY ELEMENTS	SUGGESTED PERFORMANCE INDICATORS
<p><i>The agency has an awards system that:</i></p> <ul style="list-style-type: none"> • Is aligned with organizational goals and values • Has clear criteria for awards, communicated effectively so employees understand the purpose of the awards • Includes a variety of types of awards (e.g., formal, monetary, nonmonetary, time-off), giving supervisors have a wide range of tools available to recognize performance • Provides incentives for performing at an exemplary level • Recognizes top performers appropriately • Establishes a process for periodically evaluating the effectiveness of the awards system so the agency can use the evaluation data to improve the system. 	<p style="text-align: center;"><u>Effectiveness Indicators</u></p> <ul style="list-style-type: none"> • The agency has designed, communicated, and implemented an awards program aligned with organizational goals, based on clear criteria, and tailored to the interests and priorities of the agency's workforce. • The agency uses a variety of monetary and nonmonetary awards (e.g., certificates, recognition in agency publications, award ceremonies). • Executives, managers, and supervisors receive training on available awards and how to use them to attract, retain, and motivate employees. • Surveys and/or interviews indicate employees feel valued and appropriately recognized for performance. <p style="text-align: center;"><u>Compliance Indicator</u></p> <ul style="list-style-type: none"> • The agency communicates with employees and supervisors about awards programs, evaluates its programs, documents awards appropriately, and gives due weight to awards in qualifying and selecting employees for promotion promoting employees in accordance with 5 U.S.C. 3362.