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## **POLICY 212: EMPLOYEE AWARDS**

*ADOPTED: FEBRUARY 12, 2002 (REVISED: DECEMBER 15, 2020)*

### **Policy:**

It is the policy of the County to recognize extended service to the organization, acknowledge employee accomplishments and contributions and to improve County government through an awards program.

### **212:1 GENERAL PROVISIONS**

1. Length of Service Awards will be presented to employees who have been continuously employed by Lee County for designated periods of time. Awards are presented quarterly at regular meetings of the Board of County Commissioners, for five, ten, fifteen, twenty, twenty-five, thirty, and thirty-five years of service.
2. The County Manager is authorized to establish guidelines whereby employees may be rewarded for outstanding work performance, work quality and quantity with rewards including but not limited to monetary rewards as determined appropriate by the County Manager or designee, time-off with pay, provided such guidelines remain consistent with the intent of other County awards. Directors must consult with the Director of Human Resources prior to implementing any department specific awards program authorized under this policy.